

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

WEDNESDAY, JANUARY 15, 2020 – 5:30 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. PUBLIC HEARINGS
 - 1. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND ADOPT AIRPORT EMERGENCY PLAN. (Moen)

Staff Summary: Airport staff drafted an Airport Emergency Plan (AEP). AEP has been reviewed and discussed with both the Carson City Fire Department (CCFD) and the Carson City Sheriff's Office (CCSD). CCFD and CCSD suggestions have been incorporated into attached draft.

- 2. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND DISCUSS PROPOSED DRAFT FY2020/21 BUDGET AND PROPOSED DRAFT AIRPORT RATES AND CHARGES. (MOEN, ROGERS)

Staff Summary: Eide Bailly completed the annual audit required by NRS 345 and found the audit to be in compliance with GAAP. The approval of the tentative budget by the CCAA and subsequent submission to the Nevada Department of Taxation for review and compliance is required by NRS no later than April 15, 2020. A final tentative budget is required to be submitted to the Nevada Department of Taxation no later than June 1, 2020 under the statute.

3. FOR DISCUSSION AND POSSIBLE ACTION: SET PARAMETERS FOR DEVELOPMENT OF AN INTERMEDIATE AND LONG-TERM FACILITY AND EQUIPMENT CAPITAL IMPROVEMENT PLAN (CIP). (Moen, Rogers)

Staff Summary: *Airport staff and Board Treasurer Jon Rogers, have developed an intermediate and Long-Term CIP in accordance with the Strategic Goal of, "Maintaining airport infrastructure in top condition." The strategic initiative, "Development an intermediate and long-term facility and equipment capital improvement plan (CIP)."*

4. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE LEASE AMENDMENT TO MOUNTAINVIEW COMMUNITY ASSOCIATION LEASE. (Moen)

Staff Summary: *Airport Manager to review proposed lease amendment to reflect the return of Phase 2 & 3 of leased parcel to CCAA.*

- 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.

* * * * *

DELIVERED (via Facsimile and E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am, January 10, 2020

The Carson City Airport (CCA) Website: www.flycarsoncity.com		
Airport Terminal Building 2600 College Parkway	Community Center 851 E. William St.	Mountain West 2101 Arrowhead Dr.

Carson City, NV	Carson City, NV	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 kmoen@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

DRAFT MINUTES
Regular Meeting
Carson City Airport Authority
Wednesday, November 20, 2019 ● 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Authority Members

Chair – Michael Golden	Vice Chair – Bradley Harris
Treasurer – Jon Rogers	Member – John Barrette
Member – Paul Hamilton	Member – Clyde Simmons
Member – Tim Puliz	

Staff

Steve Tackes – Airport Counsel
Ken Moen – Airport Manager
Tamar Warren – Senior Deputy Clerk
Danielle Howard – Public Meetings 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

(5:30:34) – Chairperson Golden called the meeting to order at 5:30 p.m.

(5:32:06) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Michael Golden	Present	
Vice Chair Bradley Harris	Present	
Treasurer Jon Rogers	Present	
Member John Barrette	Present	
Member Paul Hamilton	Present	
Member Clyde Simmons	Present	
Member Tim Puliz	Present	

B. PLEDGE OF ALLEGIANCE

(5:30:51) – Led by Vice Chairperson Harris.

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

(5:34:46) – Chairperson Golden introduced the item and entertained comments, corrections, and/or a motion to approve the October 16, 2019 meeting minutes.

(5:34:59) – MOTION: Vice Chairperson Harris moved to approve the October 16, 2019 meeting minutes.

RESULT:	APPROVED (7-0-0)
MOVER:	Harris
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

D. MODIFICATION OF AGENDA

(5:35:17) – Chairperson Golden noted that the agenda would remain as is.

E. PUBLIC COMMENT

(5:35:26) – Chairperson Golden entertained public comments; however, none were forthcoming.

F. PUBLIC HEARINGS

1. INFORMATION: NEW BOARD MEMBER INTRODUCTION (TIM PULIZ).

(5:32:28) – Chairperson Golden introduced Member Puliz, who was sworn in by Ms. Warren.

2. FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL OF THE ANNUAL AUDIT REPORT OF THE CARSON CITY AIRPORT AUTHORITY FOR FY 2018/19.

(5:35:46) – Chairperson Golden introduced the item. Beth Kohn-Cole, CPA, Eide Bailly LLP, presented the audited financial statements, incorporated into the record, ending on October 31, 2019 and responded to clarifying questions. Member Simmons requested to review the report in advance in the future.

(5:48:30) – MOTION: Trustee Rogers moved to approve the Annual Audit Report of the Carson City Airport Authority for FY 2018/19.

RESULT:	APPROVED (7-0-0)
MOVER:	Rogers
SECONDER:	Hamilton
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

3. FOR DISCUSSION AND POSSIBLE ACTION: SET PARAMETERS FOR DEVELOPMENT OF AN INTERMEDIATE AND LONG-TERM CAPITAL PLAN.

(5:49:33) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memorandum and Airport Capital Improvement Plan, both of which are incorporated into the agenda materials. Trustee Rogers stated that he and Mr. Moen were looking for the Board’s opinions on “whether [they] want to continue to do no capital planning and deal with capital needs when they come up,” or if they would rather do capital planning, and if so, what the best way to fund a capital account would be.

(5:59:01) – Chairperson Golden emphasized that the expectation for the item was to give direction to Mr. Moen and Trustee Rogers rather than to take immediate action. He also stated that he would like to see something “in the form of a plan” for the Members to consider. Vice Chairperson Harris noted the importance of figuring out the potential costs before figuring out where the money would be attained from, and he suggested not to “try and make it perfect” and instead focus on creating a general idea that could be refined in the coming year so there is “some sort of mechanism in place.” Member Simmons stated that he would like to see the plan details such as the capital expenditures and desired assets in a prioritized list to ensure that purchases are made with a “predicted purpose.”

(6:04:09) – Member Barrette agreed with Vice Chairperson Harris’s recommendation and stated that Mr. Moen should determine “when [he will] need what, and then come back with a plan.” Member Puliz was in favor of this plan.

(6:06:37) – Discussion ensued among the Members regarding determining items to fund. No public was available to comment.

3[4]. FOR DISCUSSION AND POSSIBLE ACTION: NEXT CCAA BOARD MEETING DATE.

(6:12:53) – Chairperson Golden introduced the item and entertained public and staff comments; however, none were forthcoming.

(6:13:49) – ACTION: Chairperson Golden cancelled the December 2019 CCAA meeting and wished to consolidate the December 2019 CCAA agenda with that of the January 15, 2020 meeting.

G. AIRPORT ENGINEER’S REPORT.

(6:14:10) – Chairperson Golden introduced this item and requested that the Airport Engineer’s report and Airport Manager’s report be combined. Mr. Moen referenced the Airport Engineer’s report, which is incorporated into the record, and clarified the issue with the trash grate referenced in the previous month’s report, noting it would require a mechanical method to raise it during an event. He stated that a grate with floats to rise automatically as water rises is what the Carson City Storm Water Engineer is looking for. He also responded to the Members’ questions.

H. AIRPORT MANAGER'S REPORT.

(6:17:18) – Mr. Moen presented his report, which is incorporated into the record, and responded to the Members' questions. Chairperson Golden suggested a letter writing campaign from the Airport's tenants and users to the state's congressional representatives in support of the Airport.

I. LEGAL COUNSEL'S REPORT.

(6:32:07) – Chairperson Golden introduced the item. Mr. Tackes noted that:

1. The loan documents on the financing of the tractor were “really standard” and “typical” from a bank's standpoint.
2. Due to the cancellation of the December 2019 CCAA meeting, the Board could call a special meeting if there was something important to meet on.
3. Dennis Giangreco of Sierra Skyway, Inc. returned the “other portions of his lease” back to the Airport.

(6:35:19) – Chairperson Golden reported that NDOT had acquired two new aircraft.

J. TREASURER'S REPORT.

(6:29:10) – Chairperson Golden introduced the item. Treasurer Rogers stated that there are “no significant deviations from [the current] budget that need to be brought up at this meeting” and requested an update from Mr. Moen on the purchase of a tractor that was discussed in the previous meeting. Mr. Moen stated that he did seek funding with help from the Chair by sending an email to US Bank and noted that they would borrow \$49,999 from the bank at 3.99% for a four-year term. He also mentioned that he had with him the paperwork to be signed by the Chair and guaranteed receipt of the funds in December.

K. REPORT FROM AUTHORITY MEMBERS.

(6:38:44) – Mr. Moen reported on the presentation and survey he administered to the Carson City Men's Club, during which he stated he had “about a 50/50 split” response for changing the name from Carson City Airport to Carson City-Lake Tahoe Airport and pointed out that he used this information to “refine” the survey to get feedback in December. Mr. Moen reported doing some “cleanup” around College Parkway and meeting with a landscape architect. He also stated that he would be speaking to the Rotary Club on November 26, 2019.

(6:41:02) – Chairperson Golden referenced the Carson City Airport Annual Work Plan, incorporated into the record, and stated that he believed that hosting a community fly-in should be done next year because it is “easily attainable.” He also volunteered to work with Mr. Moen on this project.

L. PUBLIC COMMENT

No public was available to comment.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING.

(6:44:55) – Chairperson Golden introduced the item and entertained future agenda items; however, none were forthcoming.

N. ACTION ON ADJOURNMENT.

(6:45:26) – Chairperson Golden adjourned the meeting at 6:45 p.m.

The Minutes of the November 20, 2019 Carson City Airport Authority regular meeting are so approved on this 15th day of January, 2020.



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Board Memorandum

Carson City Airport Authority

Date: January 15, 2020
To: Chairman & Board Members
For: January 2020 CCAA Board Meeting
From: Kenneth G. Moen, A.A.E., Airport Manager
Subject: **REVIEW AND ADOPT AIRPORT EMERGENCY PLAN**

Memo # 2020-01

STAFF RECOMMENDATION

Review and adopt the Airport Emergency Plan (AEP).

PURPOSE

Staff seeks to review and adopt the draft Carson City AEP. Development and implementation of the AEP is in support of strategic goals of providing for the safety and security of airport users and Airport administration.

BACKGROUND

As a part of the airport manager's initial action plan, he identified that the Carson City Airport did not have an established AEP on file. During a meeting with Sheriff Kenny Furlong and Fire Chief Sean Slamon, the airport manager inquired about an airport emergency plan and was advised that a detailed written plan did not exist.

On May 2, 2019, the airport tractor caught fire and resulted in an emergency response by the Carson City Fire Department 52 (CCFD). During this incident and subsequent debrief with Station 52 Captain and CCFD Battalion Chief, the need to develop an airport emergency response plan was identified in order to ensure safe and swift response by fire personnel when responding to an airport emergency.

DISCUSSION

The draft AEP was developed with the use of a base template and modified to meet the needs of the Carson City Airport. The draft has been reviewed with the Carson City Sheriff's Department (CCSD), CCFD and Carson-Tahoe Hospital. Comments and suggestions from the parties were incorporated into the final document. Airport staff is requesting that the CCAA adopt of the draft AEP as the working plan for a variety of airport emergencies. After adoption by the CCAA, next steps will include briefing CCSD and CCFD personnel on the contents of the plan and the roles and responsibilities of first responders. The culmination of all these efforts will result in planning a tabletop exercise followed by walk through exercise.

FINANCIAL IMPACT

None.

RECOMMENDED MOTION

"I move to adopt the AEP as drafted."



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Board Memorandum

Carson City Airport Authority

Date: January 15, 2020 Memo # 2020-02
To: Chairman & Board Members
For: January 2020 CCAA Board Meeting
From: Kenneth G. Moen, A.A.E., Airport Manager
Subject: **REVIEW AND DISCUSS DRAFT PROPOSED FY2020/21 BUDGET AND PROPOSED DRAFT AIRPORT RATES AND CHARGES.**

STAFF RECOMMENDATION

Review and discuss draft proposed FY2020/21 budget and proposed draft Airport Rates and Charges.

PURPOSE

Per Nevada Revised Statutes the Carson City Airport Authority (CCAA) is required to prepare and submit a budget annually to the Nevada Department of taxation. The tentative budget must be approved the CCAA and published no later than April 15th and submitted to the Nevada Department of Taxation no later than June 1, 2019.

BACKGROUND

On May 22, 2019, the Carson City Airport Authority (CCAA) approved the FY2019/20. In accordance with Nevada Revised Statutes (NRS), the CCAA must submit a tentative budget to the Nevada Department of Taxation by April 15, 2020 and hold a public hearing to approve the final tentative budget by the CCAA in a public meeting not sooner than the third Monday in May and but later than the last day in May.

The CCAA has responsibility under NRS 354.474, Applicability to local governments; “local government” defined. NRS 354.596 details the CCAA responsibility to submit a tentative budget and includes details pertaining to budget preparation, submission and filing; notice and the requirement for a public hearing.

The CCAA will follow a similar schedule this year’s budget preparation in adherence to the NRS for local government entities. Therefore, a final draft of the tentative budget needs to be completed by the March 18, 2020 CCAA meeting.

DISCUSSION

Staff has prepared draft budget for review by CCAA Board. Preliminary reviews of proposed draft budget will be conducted with CCAA Treasurer Jon Rogers and CCAA Board Chair Michael Golden. Subsequent changes and modifications will be made based upon input from Board members, Board Chair and Board Treasurer. Finally, Beth Kohn-Cole, auditor for the CCAA, will review and organize tentative budget for submission to the Nevada Department of Taxation.

FINANCIAL IMPACT

(To be determined.)

RECOMMENDED MOTION

“I move to that staff complete tentative budget preparation as discussed for Board approval at the March 18, 2020 CCAA meeting.”

	A	B	C	D	E	F	G	H	I	J	K	L
1									FY 18/19	FY 19/20	FY 20/21	Proposed Fee Increase
2									Final	Final	Draft	
3									Budget	Budget	Budget	
4	Ordinary Income/Expense											
5		Income										
6			49900 · Uncategorized Income									
7			5010 · Real/Personal Property Tax						218,000.00	245,000.00	250,000.00	
8			5050 · AIRPORT LEASES									
9			5050H · Hangar Lease						30,000.00	30,750.00	32,325.00	
10			5051 · Land Leases						168,000.00	164,000.00	167,350.00	
11			5052 · Tower Leases						37,200.00	40,533.00	41,240.00	
12			5053 · Lease - Mayes/Goni						-	14,360.00	14,360.00	
13			Total 5050 · AIRPORT LEASES						235,200.00	249,643.00	255,275.00	
14												
15			5150 · Tie Down Fees						1,000.00	3,700.00	6,000.00	
16			5155 · Long-Term Parking Fees						500.00	400.00	800.00	
17			5250 · Through the Fence Fees						0.00	0.00	0.00	
18			5300 · Class II FBO Fees						4,800.00	6,000.00	6,000.00	10,800.00
19			5400 · Sponsorships/Misc inc						0.00	0.00	0.00	
20			5402 · Open House Income						2,500.00	10,000.00	12,000.00	
21			5500 · Interest Income						620.00	12,000.00	18,300.00	
22			Sub-Total						9,420.00	32,100.00	43,100.00	
23			Total Income						462,620.00	526,743.00	548,375.00	
24												
25		Expenses	4001 · Reconciliation Discrepancies									
26			6000 · AIRPORT ENGINEERING									
27			6001 · Engineering - General						-	5,000.00	0.00	
28			6135 · Memberships						1,000.00	1,450.00	1,300.00	
29			6136 · Registration							2,000.00	3,000.00	
30			6137 · Conferences						6,000.00	6,250.00	6,500.00	
31			6170 · SWAAAE BOD Travel							5,000.00	5,000.00	
32			6210 · Mileage						500.00	1,000.00	1,800.00	
33			6218 · Marketing and Web Site						3,000.00	2,500.00	2,500.00	
34			6218A · Legal Notices						750.00	2,500.00	2,500.00	
35			6280 · Open House Expense						10,000.00	10,000.00	12,000.00	
36			6300 · OPERATING EXPENSES						21,250.00	35,700.00	34,600.00	
37			6301 · UTILITIES									
38			6238 · Stormwater Discharge Permit						200.00	300.00	300.00	
39			6302 · Phone & Internet						3,600.00	3,800.00	3,000.00	
40			6303 · Electric						12,000.00	12,000.00	11,500.00	
41			6304 · Gas						2,000.00	1,200.00	900.00	
42			6305 · Water						600.00	750.00	900.00	
43			6306 · Waste Management						1,000.00	1,000.00	500.00	
44			Total 6301 · UTILITIES						19,400.00	19,050.00	17,100.00	
45			6308 · Office Expenses and Supplies						6,500.00	7,000.00	4,000.00	
46			6190 · PC Software						-	2,300.00	2,000.00	
47			6200 PC Hardware						-	1,000.00	1,000.00	
48			6211 · Meals & Entertainment						-	500.00	500.00	
49			6309 · Legal						70,000.00	60,000.00	50,000.00	
50			6309a · Secretarial						7,000.00	4,000.00	2,500.00	
51			6310 · Security						4,100.00	4,100.00	4,000.00	
52			6311 · CCAA Printing						-	600.00	700.00	
53			6312 · Data Storage						1,200.00	450.00	500.00	
54			6313 · Insurance						7,500.00	7,000.00	7,000.00	
55			6314a · Accounting (Bullis)						8,000.00	8,000.00	9,000.00	
56			6314 · Auditing						12,000.00	12,000.00	12,000.00	
57			6315 · Contract Services/Appraisal						5,000.00	5,000.00	5,000.00	
58			6316 · Bank Charges						350.00	200.00	350.00	
59			6317 · Airport Equipment Maintenance						10,000.00	27,000.00	15,000.00	
60			6317.5 · AWOS III Service Expense						5,000.00	8,400.00	5,500.00	
61			6318 · Terminal Building Maint.						3,000.00	7,000.00	8,000.00	
62			6319 · Airfield Maintenance						-	12,000.00	15,000.00	
63			6320 · Aero Tracking							11,080.00	6,111.00	
64			Total Other Expenses						139,650.00	177,630.00	148,161.00	

2020 CCAA Proposed Rates and Charges			
Category		Rate	Rate
		Proposed	Current
Ground Lease		Current Appraisal	Current Appraisal
Tie Down			
Overnight		\$10, \$20, \$40, \$60	\$10, \$20, \$40, \$60
Monthly		\$55 & \$75	\$55 & \$75
Vehicle Parking (Lot)			
Overnight		\$5	\$5
Weekly		\$25	N/A
Monthly		\$75	\$30
On-Airport Dedicated Storage		\$10 pm or \$100 py	N/A
Terminal Building Event Rent		\$200	N/A
Engineering Bill Back		Current Rate	Current Rate
Legal Bill Back		Current Rate	Current Rate
Lease Hold Snow Plowing		\$75 phr 2 hr min	\$75 phr 2 hr min
Lease Hold Gravel Blower		\$75 phr 2 hr min	N/A
Lease Hold Tractor		\$75 phr 2 hr min	N/A
Barricade Rental		\$1 ea per month	N/A
Gate Card Initial/Replacement		\$25	\$25
Printing/Copying		\$1 pp	N/A
Mail Service		\$5 pm	N/A
FBO Fee		\$180 pm	\$100 pm
Fuel Flowage Fee		\$0.08	\$0.05
Aeronautical Activity Permit		\$30 py	N/A
Advertising Permit		\$30 py	N/A
In Terminal Advertising Board		\$20 py	N/A
Credit Card Processing fee		3% per transaction	N/A
Security Fee		\$20 per month leaseholder	N/A
* pm = per month			
* hr = per hour			



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Board Memorandum

Carson City Airport Authority

Date: January 15, 2020 Memo # 2020-03
To: Chairman & Board Members
For: January 2020 CCAA Board Meeting
From: Kenneth G. Moen, A.A.E., Airport Manager
Subject: **SET PARAMETERS FOR DEVELOPMENT OF AN INTERMEDIATE AND LONG-TERM FACILITY CAPITAL IMPROVMENT PLAN (CIP).**

STAFF RECOMMENDATION

Review and set parameters for development of an intermediate and long-term facility and Capital Improvement Plan (CIP) and funding scheme for CCAA final approval.

PURPOSE

Staff seeks to develop an intermediate and long-term facility and equipment CIP in order to replace aging equipment and upgrade aging facilities over the intermediate (3-10 years) and long-term (10-20 years).

BACKGROUND

During the strategic planning process, the CCAA identified the strategic goal of maintaining airport infrastructure in top condition. The initiative that arose from that goal was the development of an intermediate and long-term facility and equipment CIP. The majority of airport infrastructure (e.g. runways, taxiways, common use aprons, airport lighting, etc.) is eligible for FAA grant funding and is a part of the airport master development plan. The CCAA is responsible for 6.25% share of the costs associated with Airport Capital Improvement Plan projects. The CCAA is responsible for the costs associated with upgrading facilities and replacing or acquiring equipment owned by the CCAA.

DISCUSSION

At the November 2019 CCAA meeting, the airport manager and CCAA Treasurer, Jon Rogers, met to outline the parameters of an intermediate and long-term facility and equipment CIP and discussed ideas how the CCAA would fund the CIP. One funding scheme involves the creation of an Equipment Fund that would be designated for Intermediate Equipment Replacement and a separate Facilities Project Fund for the repair or replacement facilities on a scheduled basis. Another scheme is a process that utilizes the normal budget process to identify capital projects or equipment that need replacing or upgrading. In the FY 19/20 Budget the CCAA identified some terminal upgrades. However, when the CCAA needed to replace the airport tractor due to the equipment fire, the CCAA didn't have a plan in place or designated funds on hand to procure new equipment.

Staff has identified the need to replace the flatbed maintenance truck to coincide with the construction of the SRE building. Two significant long-term projects include the replacement of

the terminal building and future replacement of the parking lot. Possible funding sources include designation of rock sale royalties, LGIP accrued interest and other non-aeronautical revenue, i.e. cell tower leases. These sources of revenue could generate between \$75,000-\$100,000 annually, allowing for the accumulation of funds to meet the future needs of the CCAA.

The development and implementation of the CIP is in support of the strategic goal of "Maintaining Airport Infrastructure in Top Condition."

FINANCIAL IMPACT

The total estimated cost of the CIP is \$292,000 excluding proposed land acquisition in the first five years and \$1,086,000 over the period between 6 and 20 years excluding proposed land acquisition costs.

RECOMMENDED MOTION

"I move to approve airport staff to create a final draft of an Intermediate and Long-Term Facility and Equipment CIP and funding scheme for CCAA final approval."

AIRPORT CAPITAL IMPROVEMENT PLAN

Carson City Airport Authority

2020 - 2025

Carson City Airport - Carson City, Nevada

Project Description & Year	Priority Level	Estimated Cost
2020		
Manager Vehicle	1	\$60,000.00
Airport Gate Surveillance Camera System	2	
Dump Trailer	1	\$12,000.00
Fuel Bowser	1	\$1,200.00
Landscape E College Parkway	2	\$60,000.00
Terminal Building Gutters	2	\$3,000.00
Total		\$136,200.00
2021		
New Flat Bed 1 ton Work Truck	2	60,000.00
Snowblower Attachment for Tractor	2	\$10,000.00
Total		\$70,000.00
2022		
Re-Pave Driveway to Station 52 (8,700sf x 4.85psf)	1	\$43,000.00
Re-Pave Perimeter Rd Section by T-Hgrs (8,800sf x 4.85psf)	1	\$43,000.00
Total		\$86,000.00
2023		
25 Acres North of Runway 27	3	\$5M
2024		
10 Acres South Runway 09	3	\$2M
2025		
Terminal Replacement Building	1	\$2M
2030		
South Parking Lot Replacement	1	\$1M
Total Estimate Costs		\$10,292,200



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Board Memorandum

Carson City Airport Authority

Date: January 15, 2020 Memo # 2020-04
To: Chairman & Board Members
For: January 2020 CCAA Board Meeting
From: Kenneth G. Moen, A.A.E., Airport Manager
Subject: **APPROVE LEASE AMENDMENT TO MOUNTAINVIEW COMMUNITY ASSOCIATION LEASE.**

STAFF RECOMMENDATION

Approve lease amendment for Mountainview community association lease.

PURPOSE

Staff seeks approval of lease amendment for Mountainview community association lease.

BACKGROUND

Sierra Skyway, LLC executed a lease for lot 219B with the CCAA in December 2017. In June 2018, Sierra Skyway, LLC broke ground on phase 1 of a potential 3 phase development of corporate box hangars. In January 2019, Sierra Skyway, LLC requested assignment of the ground lease to Mountainview Community Association, a company structured to manage the common areas of the constructed hangar project.

At the July 17, 2019 CCAA meeting, Sierra Skyway, LLC requested a lease amendment to adjust the 219B lot lines to accommodate the inclusion of two fire riser rooms that were constructed on land not included within the leased parcel. The CCAA approved the lease amendment.

In July 2019, Mountainview Community Association received a Certificate of Occupancy from the Carson City Building Department, completing construction of the first phase. On November 25, 2019, submitted a letter to airport staff exercise the option detailed in Section 3B of the ground lease allowing for the lessee to return Phase 2 & 3 of Lot 219B to the CCAA.

DISCUSSION

The draft legal description and lease amendment have been completed and are attached for Board consideration. The legal description has been reviewed by airport consulting engineer, Armstrong Associates and the draft amendment language has been reviewed by airport legal counsel, Steve Tackes. The Phase 1 parcel has been adjusted to 31,792.30 sf and the remaining Phase 2/3 parcel is 64,217.49 sf.

FINANCIAL IMPACT

The financial impact to the CCAA is the lost income that was derived from the increase set to be trigger by the Section 3B of the ground lease. The total loss of revenue in the next six months is approximately \$7,900.00 January 2020 – June 30, 2020.

RECOMMENDED MOTION

"I move to approve the lease amendment and legal description of the Mountainview Community Association lease agreement."

**AIRPORT LEASE AMENDMENT
(Lot Line Adjustment)**

This lot line adjustment lease amendment, made and entered into this ____ day of January, 2020, effective December 1, 2019, between the CARSON CITY AIRPORT AUTHORITY (LANDLORD), whose address is 2600 College Parkway #6, Carson City, Nevada 89706, and Mountainview Community Association, a Nevada corporation (TENANT), whose address is 346 2nd Tee Drive, Incline Village, NV 89451.

WITNESSETH:

WHEREAS, The original lease, was entered into December 20, 2017, between Carson City (property owner) and the Carson City Airport Authority (Airport operator per NRS 844, collectively, Landlord), whose address is 2600 E. College Parkway #6 Carson City, Nevada 89706, and Sierra Skyway, Inc. (Tenant); and

WHEREAS, the parties entered into such lease (recorded as Doc No. 482615, Feb 6, 2018) in a manner consistent with the Airport Master Plan and Carson City Municipal Code, so as to lease Tenant premises consistent with uses desired by Landlord and to provide economic activity and monetary support to the Carson City Airport; and

WHEREAS, in order to all for boundary line adjustment, it is in the parties interest to amend the lease to TENANT to reflect the exercise of the small foot print areas of unleased space between the TENANT lease and the area reserved for utility and emergency vehicle access; and

WHEREAS, a boundary line adjustment is therefore appropriate to move the boundary of the lease to include the footprint areas, and thus make the change; and

WHEREAS, on February 7, 2019, TENANT was granted approval to assign the lease from Sierra Skyway, Inc. to Mountainview Community Association by the LANDLORD; and

WHEREAS, on November 25, 2019, TENANT submitted a written request to the LANDLORD exercising the option in SECTION 3B of the lease to re-survey the leasehold and return Phases 2 and 3 to LANDLORD. A new final map (recorded as Doc No. 500913, Nov 25, 2019) separating Phase 1 from Phase 2 and 3 reducing the leasehold from 95,774 square feet creating a new leasehold of 31,792.30 square feet;

NOW THEREFORE, the parties agree as follows:

1. The attached Exhibit A shows the revised legal description and map resulting from the boundary line adjustment.
2. Carson City is requested to reflect these changes in its records.
3. The other provisions of the Lease are unchanged.

Mountainview Community Association

CARSON CITY AIRPORT AUTHORITY

DENNIS GIANGRECO, President

MICHAEL GOLDEN, Chairman

:

ATTEST:

JONATHON ROGERS, TREASURER

STATE OF NEVADA)
 : ss.
CARSON CITY)

ON THE ____ day of January, 2020, before me, the undersigned, a Notary Public, personally appeared DENNIS GIANGRECO, who acknowledged to me that he is the President of MOUNTAINVIEW COMMUNITY ASSOCIATION., the owner of the affected

leasehold and, in such capacity, being duly authorized to do so, executed the foregoing instrument freely and voluntarily and for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year in this Certificate first above written.

NOTARY PUBLIC (SEAL)

CARSON CITY

Approved by the Board of Supervisors this ____ day of _____, 2020.

ROBERT L. CROWELL, Mayor

ATTEST:

CITY'S LEGAL COUNSEL
Approved as to form.

AUBREY ROWLATT, Clerk/Recorder

DISTRICT ATTORNEY

AIRPORT AUTHORITY COUNSEL
Approved as to form

STEVEN E. TACKES, ESQ.

**DESCRIPTION OF HANGER PARCELS WITH ADDITION
WITH COMMON ELEMENTS A AND B
FOR
CARSON CITY AIRPORT AUTHORITY**

HANGER PARCELS AND COMMON AREAS A AND B – FINAL MAP #2980:

A parcel of land situate in the Northeast (NE) quarter (1/4) of Section 4 (Sec. 4), Township Fifteen North (T. 15N.), Range Twenty East (R.20E.), Mount Diablo Meridian (MDM), County of Washoe, State of Nevada, being The Hanger Area along with Common Element A and Common Element B of the Condominium Final Map for Sierra Skyways, Inc. Phase 1, Map No. 2980, recorded November 25, 2019, as File No. 500913, being more particularly described as follows:

COMMENCING at the northeasterly corner of the Remainder Parcel I as Shown on said Condominium Final Map marked by a 5/8-inch rebar and cap stamped "PLS 13284", from which the East One-Quarter Corner (E ¼ Cor.) of Section Four (Sec. 4) bears South 10°39'52" East, 1,850.08 feet, marked by a rock with X in center per L2702;

THENCE, departing said corner, and along the northerly line said Remainder Parcel 1, North 88°54'49" West, 95.39 feet;

THENCE, continuing along said northerly line of said Remainder Parcel 1, South 63°46'07" West, 317.55 feet to the **POINT OF BEGINNING** for this description;

THENCE, departing said northerly line, South 26°13'53" East, 175.00 feet, to the southerly line of said Remainder Parcel 1, to the Southerly lines of Common Element B, the Hanger Area and Common Element A;

THENCE, along said southerly line, South 63°46'07" West, 84.81 feet;

THENCE, departing said southerly line, South 26°13'53" East, 10.20 feet;

THENCE, South 63°46'07" West, 11.50 feet;

THENCE, North 26°13'53" West, 10.20 feet, to a point on the above described southerly line;

THENCE, along said southerly line, South 63°46'07" West, 84.69 feet, to the Southwest corner of the abovementioned Common Element A;

THENCE, along the easterly line of said Common Element A, North 26°13'53" West, 175.00 feet, to the Northwest Corner of said Common Element A;

THENCE, along the northerly line of said Common Element A, the Hanger Area and Common Element B, North 63°46'07" East, 181.feet, to the POINT OF BEGINNING;

Containing 31,792 square feet, more or less.

See Exhibit map to accompany description attached hereto and made a part hereof.

Basis of Bearings: Grid North, Modified Nevada State Plane Coordinate System, West Zone, North American Datum of 1983/1994 (NAD 83/94) determined using Real Time Kinematic GPS (RTK GPS) observations of National Geodetic Survey (NGS) Control Monuments CXP A and CXP B. Combined Grid to Ground Factor = 1.0002.

Surveyor's Certificate: I hereby certify that the attached description was prepared by me or under my direct supervision and is accurate to the best of my knowledge and belief

Lee H. Smithson
Nevada PLS 5097
For and on behalf of



241 Ridge Street, Suite 400
Reno, Nevada 89501
(775) 321-6528



**DESCRIPTION FOR REMAINDER PARCEL
FOR
LEGAL OWNER: CARSON CITY AIRPORT AUTHORITY**

REMAINDER PARCEL 1 – FINAL MAP - #2980:

A parcel of land situate in the Northeast (NE) quarter (1/4) of Section 4 (Sec. 4), Township Fifteen North (T. 15N.), Range Twenty East (R.20E.), Mount Diablo Meridian (MDM), County of Washoe, State of Nevada, being a portion of Remainder Parcel 1 of the Final Condominium Final Map for Sierra Skyways, Inc. Phase 1, Map No. 2980, recorded November 25, 2019, as File No. 500913, being more particularly described as follows:

BEGINNING at the northeasterly corner of said Remainder Parcel marked by a 5/8-inch rebar and cap stamped "PLS 13284", from which the East One-Quarter Corner (E ¼ Cor.) of Section Four (Sec. 4) bears South 10°39'52" East, 1,850.08 feet, marked by a rock with X in center per L2702;

THENCE, departing said corner, and along the East line of said Remainder Parcel 1, South 01°05'29" West, 147.70 feet, to the southeasterly corner of said Parcel;

THENCE, departing said southeasterly corner, and along the southerly line of said Remainder Parcel 1, South 63°46'07" West, 229.26 feet;

THENCE, departing said southerly line, South 26°13'53" East, 10.20 feet;

THENCE, South 63°46'07" West, 11.50 feet;

THENCE, North 26°13'53" West, 10.20 feet, to a point on the southerly line of said Remainder Parcel 1;

THENCE, along said southerly line, South 63°46'07" West, 93.75 feet;

THENCE, departing said southerly line, North 26°13'53" West, 175.00 feet, to the northerly line of said Remainder Parcel 1;

THENCE, and along the northerly line of said Remainder Parcel 1, North 63°46'07" East, 317.55 feet;

THENCE, continuing along said northerly line, South 88°54'49" East, 95.39 feet to the POINT OF BEGINNING.

Containing 64,271 square feet, more or less.

See Exhibit map to accompany description attached hereto and made a part hereof.

Basis of Bearings: Grid North, Modified Nevada State Plane Coordinate System, West Zone, North American Datum of 1983/1994 (NAD 83/94) determined using Real Time Kinematic GPS (RTK GPS) observations of National Geodetic Survey (NGS) Control Monuments CXP A and CXP B. Combined Grid to Ground Factor = 1.0002.

Surveyor's Certificate: I hereby certify that the attached description was prepared by me or under my direct supervision and is accurate to the best of my knowledge and belief.

Lee H. Smithson
Nevada PLS 5097
For and on behalf of



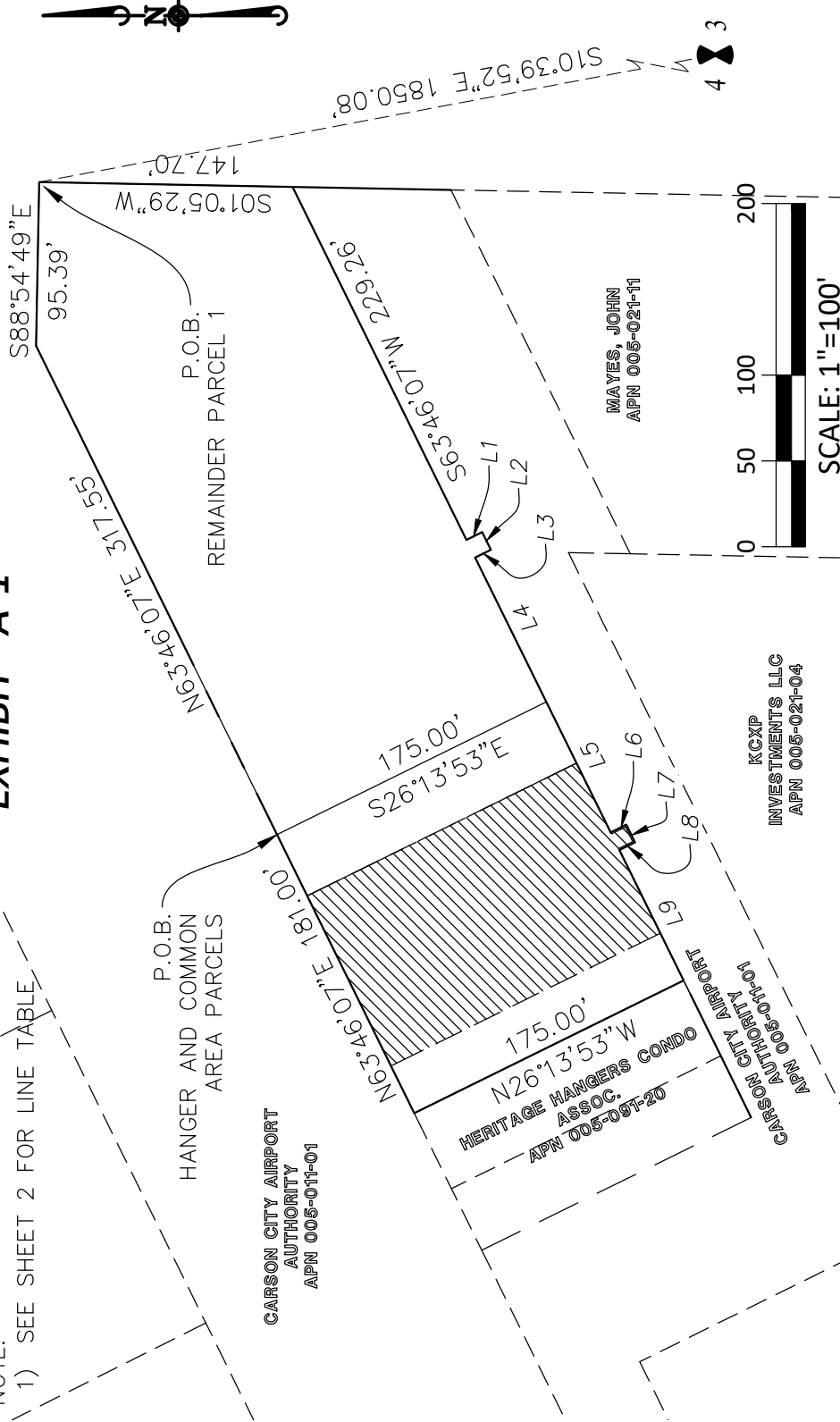
241 Ridge Street, Suite 400
Reno, Nevada 89501
(775) 321-6528



EXHIBIT A-1

NOTE:

1) SEE SHEET 2 FOR LINE TABLE



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241 Ridge Street, Suite 400, Reno, NV 89501
 ph: 775.746.3500 | fx: 775.746.3520 | manhard.com
 Civil Engineers | Surveyors | Water Resource Engineers | Water & Waste Water Engineers
 Construction Managers | Environmental Scientists | Landscape Architects | Planners

SIERRA SKYWAYS FINAL MAP	
CARSON CITY, NEVADA	
PARCEL EXHIBIT	
PROJ. MGR.: LHS	PROJECT CODE: SSI.CCNV01
DRAWN BY: LHS	SHEET 1 OF 2
DATE: 1/14/2020	
SCALE: 1"=100'	

LINE TABLE		
LINE	BEARING	LENGTH
L1	S26°13'53"E	10.20'
L2	S63°46'07"W	11.50'
L3	N26°13'53"W	10.20'
L4	S63°46'07"W	93.75'
L5	S63°46'07"W	84.81'
L6	S26°13'53"E	10.20'
L7	S63°46'07"W	11.50'
L8	N26°13'53"W	10.20'
L9	S63°46'07"W	84.69'

LEGEND

- P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
S.F. = SQUARE FEET
———— = ADJACENT PROPERTY LINE
----- = TIE LINE

BASIS OF BEARINGS:

MODIFIED NEVADA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983/1994 (NAD83/94) DETERMINED USING REAL TIME KINEMATIC GPS (RTK GPS) OBSERVATIONS OF NATIONAL GEODETIC SURVEY (NGS) CONTROL MONUMENTS CXP A AND CXP B. COMBINED GRID TO GROUND FACTOR = 1.0002. ALL DISTANCES SHOWN HEREIN ARE GROUND VALUES.

EXHIBIT A-1



Manhard™
CONSULTING

241 Ridge Street, Suite 400, Reno, NV 89501 ph:775.746.3500 fx:775.746.3520 manhard.com
Civil Engineers | Surveyors | Water Resource Engineers | Water & Waste Water Engineers
Construction Managers | Environmental Scientists | Landscape Architects | Planners

SIERRA SKYWAYS FINAL MAP	
CARSON CITY, NEVADA	
PARCEL EXHIBIT	
PROJ. MGR.: <u>LHS</u>	PROJECT CODE SSI.CCNV01
DRAWN BY: <u>LHS</u>	SHEET 2
DATE: <u>1/14/2020</u>	OF 2
SCALE: <u>N/A</u>	



ARMSTRONG

Airport Improvement Update

CARSON CITY AIRPORT – CARSON CITY, NEVADA

January 2020

ENGINEERING UPDATE

2020 Grant Applications:

- Grant Applications were delivered to the FAA in December and Ricky Sanchez is in receipt of them

Snow Removal Equipment Building Design:

- Scope of Work is ready for an Independent Fee Estimate

Perimeter Fence and Access Gate Project:

- Final Design is underway
- Bid late March

Runway 9-27 Pavement Maintenance Project:

- Bid late March



January 2020 Manager's Report

- December Fuel Flow – Full Service: 100 LL 1,011.3 Jet A: 11,433 Self-Serve 100 LL 2979.68 Jet A 2799.13 Total: 18,223.11 * \$0.05 = \$911.15 FFF versus \$796.85 in November 2019
- Rev Jet 360 is an on-line software tool that allows the airport to automate and airport tenants and users to manage a range of services on-line. The airport is beta testing site for this program developed by Delasoft, a Delaware Corporation. Airport staff has assisted in the program design for the purposes of meeting the needs of an airport like Carson City. In exchange for the airport staff's time and effort in the design and development process, the airport gets to use the tool without charge. This is a great benefit for the airport tenants and users by allowing them to manage a range of activities from the comfort of their home or office 24/7/365. The airport benefits by automating these time-consuming manual processes and improves record keeping and information collection.
- Airport Emergency Addressing project is in progress and should be complete within the next few weeks.
- Airport staff worked with Carson Reno Lumber to resolve the issue of marking the yard lights near the property fence with a red beacon which was identified as a safety concern during the annual airport inspection.
- On Thursday, January 9th, airport staff was notified by Scott Thompson of Sacramento FAA Flight Inspection Operations, that the issuing a Notice to Airman (NOTAM) stating the Runway 27 Precision Approach Path Indicator is no longer useable beyond 1.30 nautical miles effective immediately. Airport staff is consultation with the airport consulting engineers, airport district office, FAA NAS Planning & Implementation lead planner regarding this issue. This issue came to light during the discussions regarding the nighttime instrument approach restriction.
- Open House Save-the-Date has been distributed. The Open House and 2nd Annual Chicken Wing Cook-off is planned for June 27, 2020.
- Effective November 14, 2019, the airport manager, as president-elect of the Nevada Airports Association (NvAA), assumed the duties and responsibilities of the President of the NvAA for the remainder of the previous president's term.
- Airport Manager will be attending the SWAAAE Board meeting and winter conference in Monterey, California on January 25-29, 2020. While in Monterey, the airport manager will be participating in a round table discussion collaborating with other state aviation directors from California, Arizona and Nevada.
- See attached reports for the airport name survey and JetNet airport activity report and Airport name change survey.

AIRPORT FLIGHT ACTIVITY REPORT

Carson

PREPARED FOR: Carson City Airport Authority
January 14, 2020

Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

775-841-2255 | flycarsoncity.com

Prepared For: Carson City Airport Authority

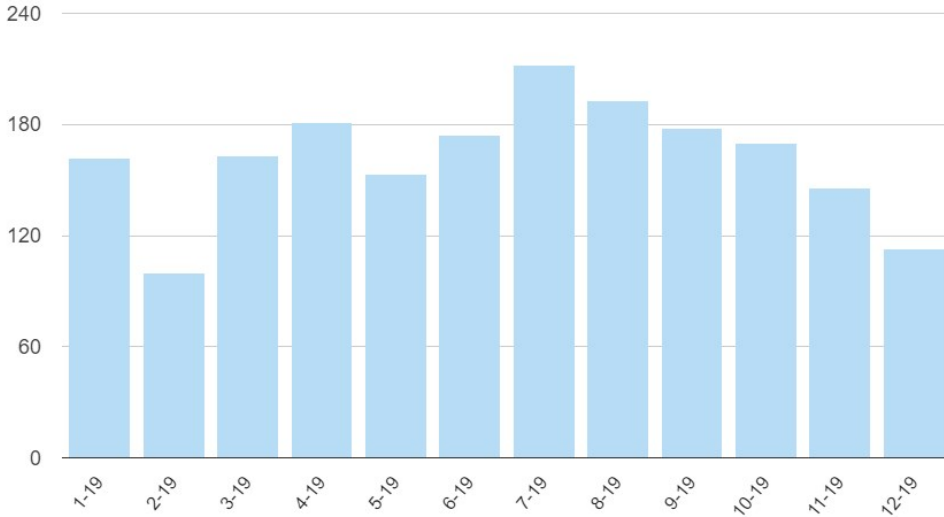


CARSON FLIGHT SUMMARY

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

FLIGHT SUMMARY

FLIGHTS PER MONTH



MONTH/YEAR

FLIGHTS

1/2019	162
2/2019	100
3/2019	163
4/2019	181
5/2019	153
6/2019	174
7/2019	212
8/2019	193
9/2019	178
10/2019	170
11/2019	146
12/2019	113

CARSON TOP MANUFACTURERS

MANUFACTURERS	# FLIGHTS	TOTAL FLIGHT HOURS	EST FUEL BURN (GAL)
CESSNA	947	1,213.3	163,490
PILATUS	310	396.0	23,160
ROCKWELL	170	197.8	15,825
BEECH	143	191.2	17,208
SOCATA	108	160.5	9,896
Bombardier	78	115.0	34,104
PIPER	55	110.6	5,275
MITSUBISHI	35	34.9	2,620
PIAGGIO	31	32.9	3,819
DASSAULT	20	31.9	8,223

Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

775-841-2255 | flycarsoncity.com

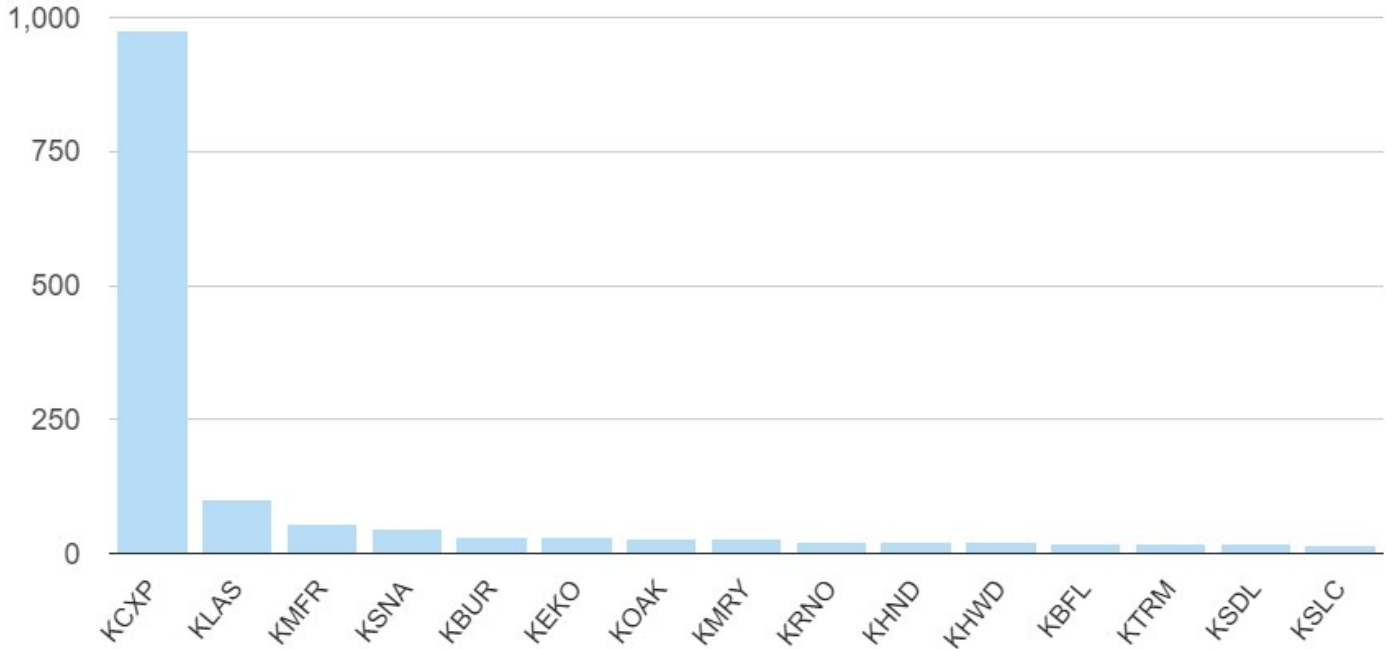
Prepared For: Carson City Airport Authority



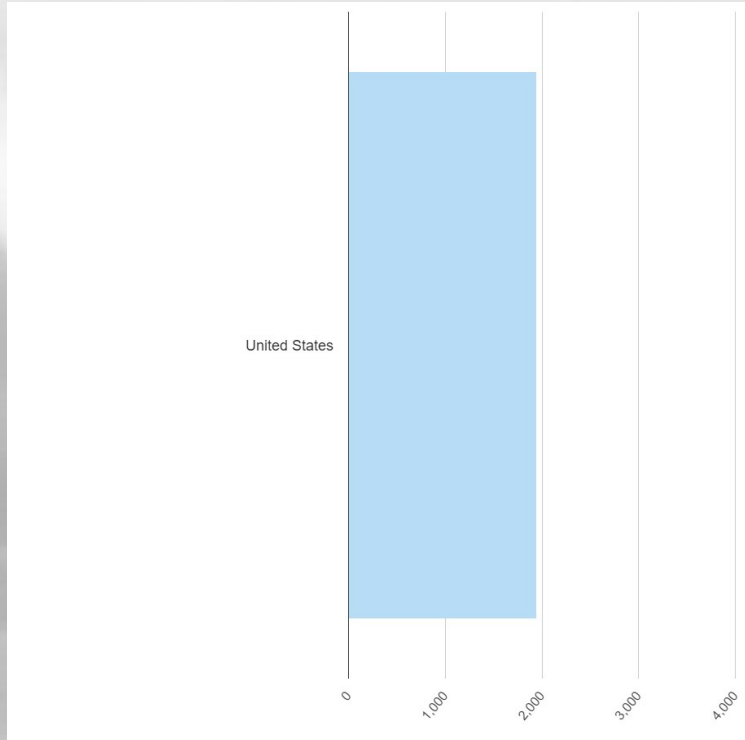
CARSON TOP AIRPORTS

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

TOP AIRPORTS

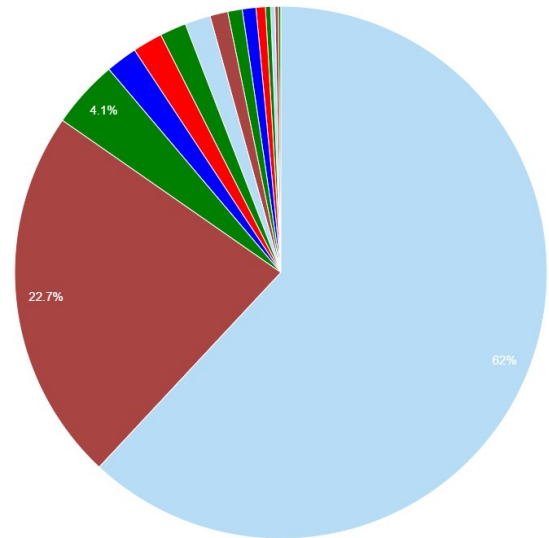


TOP AIRPORT COUNTRIES



TOP AIRPORT STATES

- Nevada
- California
- Oregon
- Arizona
- Washington
- Utah
- Colorado
- Idaho
- Montana
- Texas
- Oklahoma
- Nebraska
- Kansas
- New Mexico
- Wyoming



Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

775-841-2255 | flycarsoncity.com

Prepared For: Carson City Airport Authority



CARSON TOP ROUTES

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

ORIGIN	DESTINATION	NBR FLTS	TOTAL FLT HRS	EST FUEL BURN (GAL)
Carson (U.S. - Carson City NV) CSN / KCXP	McCarran(U.S. - Las Vegas NV) LAS / KLAS	106	118	13,560
McCarran (U.S. - Las Vegas NV) LAS / KLAS	Carson(U.S. - Carson City NV) CSN / KCXP	100	119	14,164
Carson (U.S. - Carson City NV) CSN / KCXP	Rogue Valley(U.S. - Medford OR) MFR / KMFR	61	51	6,520
Rogue Valley (U.S. - Medford OR) MFR / KMFR	Carson(U.S. - Carson City NV) CSN / KCXP	55	43	5,456
Carson (U.S. - Carson City NV) CSN / KCXP	John Wayne(U.S. - Santa Ana CA) SNA / KSNA	50	69	6,260
John Wayne (U.S. - Santa Ana CA) SNA / KSNA	Carson(U.S. - Carson City NV) CSN / KCXP	45	62	6,004
Carson (U.S. - Carson City NV) CSN / KCXP	Salt Lake City(U.S. - Salt Lake City UT) SLC / KSLC	34	51	4,219
Carson (U.S. - Carson City NV) CSN / KCXP	Bob Hope(U.S. - Burbank CA) BUR / KBUR	33	38	3,921
Bob Hope (U.S. - Burbank CA) BUR / KBUR	Carson(U.S. - Carson City NV) CSN / KCXP	32	35	3,836
Elko Municipal (U.S. - Elko NV) EKO / KEKO	Carson(U.S. - Carson City NV) CSN / KCXP	30	27	1,996
Oakland (U.S. - Oakland CA) OAK / KOAK	Carson(U.S. - Carson City NV) CSN / KCXP	28	26	3,488
Carson (U.S. - Carson City NV) CSN / KCXP	Oakland(U.S. - Oakland CA) OAK / KOAK	28	17	2,357
Monterey Peninsula (U.S. - Monterey CA) MRY / KMRY	Carson(U.S. - Carson City NV) CSN / KCXP	27	20	2,723
Carson (U.S. - Carson City NV) CSN / KCXP	Monterey Peninsula(U.S. - Monterey CA) MRY / KMRY	26	20	2,873
Carson (U.S. - Carson City NV) CSN / KCXP	Elko Municipal(U.S. - Elko NV) EKO / KEKO	26	23	1,538
Reno-Tahoe (U.S. - Reno NV) RNO / KRNO	Carson(U.S. - Carson City NV) CSN / KCXP	22	5	414
Henderson Executive (U.S. - Las Vegas NV) HSH / KHND	Carson(U.S. - Carson City NV) CSN / KCXP	20	23	2,373
Hayward Executive (U.S. - Hayward CA) HWD / KHWD	Carson(U.S. - Carson City NV) CSN / KCXP	20	15	1,824
Carson (U.S. - Carson City NV) CSN / KCXP	Meadows Field(U.S. - Bakersfield CA) BFL / KBFL	19	17	1,499
Meadows Field (U.S. - Bakersfield CA) BFL / KBFL	Carson(U.S. - Carson City NV) CSN / KCXP	19	18	1,450
Jacqueline Cochran Regional (U.S. - Palm Springs CA) TRM / KTRM	Carson(U.S. - Carson City NV) CSN / KCXP	18	30	2,220
Carson (U.S. - Carson City NV) CSN / KCXP	Mc Clellan-Palomar(U.S. - Carlsbad CA) CRQ / KCRQ	18	24	3,609
Scottsdale (U.S. - Scottsdale AZ) SCF / KSDL	Carson(U.S. - Carson City NV) CSN / KCXP	17	36	3,040
Salt Lake City (U.S. - Salt Lake City UT) SLC / KSLC	Carson(U.S. - Carson City NV) CSN / KCXP	16	24	2,230
Carson (U.S. - Carson City NV) CSN / KCXP	Sacramento(U.S. - Sacramento CA) SMF / KSMF	16	8	1,067

Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

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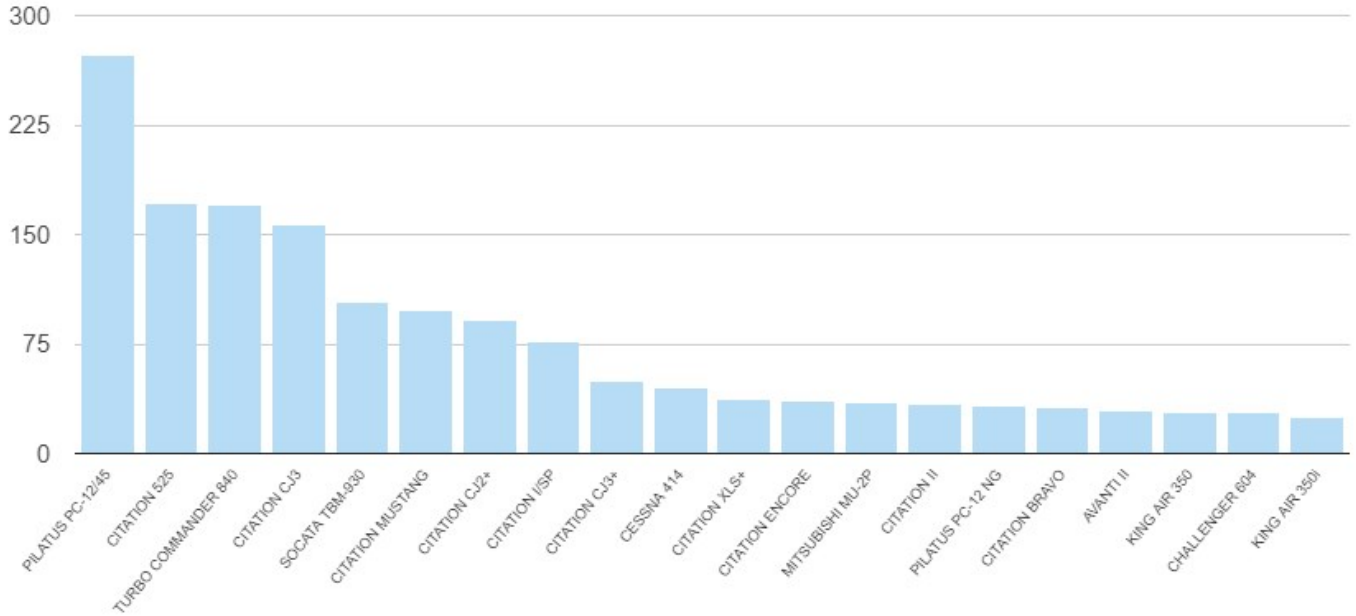
Prepared For: Carson City Airport Authority



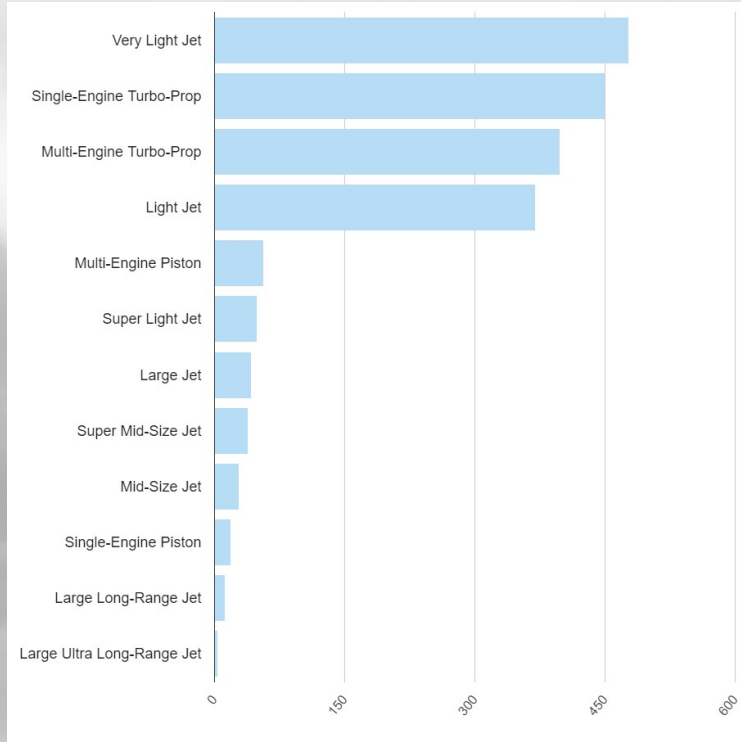
CARSON TOP MODELS

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

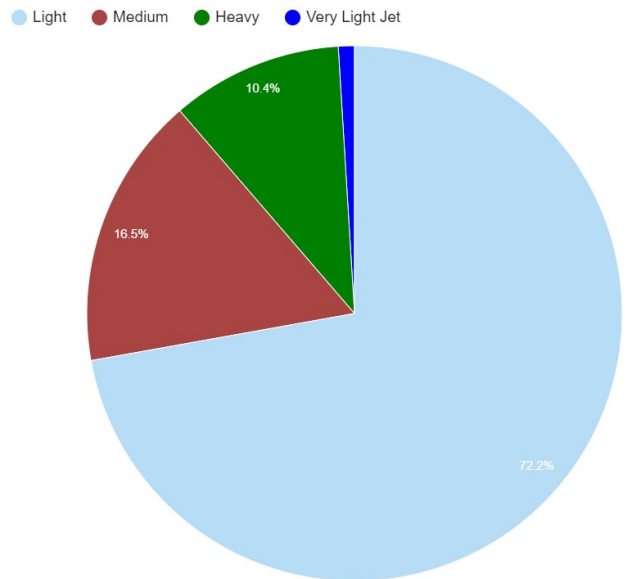
TOP MODELS



TOP AIRCRAFT BY SIZE CATEGORY



WEIGHT CLASS



Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

775-841-2255 | flycarsoncity.com

Prepared For: Carson City Airport Authority



CARSON TOP MODELS

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

MODEL	NBR FLIGHTS	TOTAL FLIGHT HOURS	EST FUEL BURN (GAL)
PILATUS PC-12/45	273	349	20,270
CITATION 525	171	153	19,036
TURBO COMMANDER 840	170	198	15,825
CITATION CJ3	157	269	40,010
SOCATA TBM-930	104	154	9,557
CITATION MUSTANG	98	102	8,920
CITATION CJ2+	91	87	11,894
CITATION I/SP	77	82	13,362
CITATION CJ3+	50	87	11,626
CESSNA 414	45	105	3,889
CITATION XLS+	37	60	11,825
CITATION ENCORE	36	31	5,598
MITSUBISHI MU-2P	35	35	2,620
CITATION II	34	32	6,176
PILATUS PC-12 NG	33	44	2,627
CITATION BRAVO	32	38	5,343
AVANTI II	29	30	3,480
KING AIR 350	28	34	4,342
CHALLENGER 604	28	37	12,857
KING AIR 350i	25	34	3,086
KING AIR B200GT	17	17	1,955
CONQUEST I	17	26	1,710
PIPER MERIDIAN	15	32	1,320
CITATION CJ4	15	13	2,259
PIPER MALIBU	14	27	1,072
KING AIR E90	13	24	1,558
CITATION EXCEL	12	13	2,839
CHALLENGER 350	11	20	5,111
KING AIR B200	11	12	1,077
EMBRAER PHENOM 300	11	11	1,932
CITATION LATITUDE	10	11	2,722
CITATION V	10	16	2,909
CHALLENGER 300	10	17	4,540
CITATION CJ1	10	13	1,548
FALCON 50	10	8	2,285
ECLIPSE EA500	10	16	872
EMBRAER PHENOM 100	9	10	1,319
BARON 58P	9	17	570
KING AIR C90B	8	9	692
CARAVAN 208	7	16	907
CITATION X	6	10	3,107

Carson City Airport

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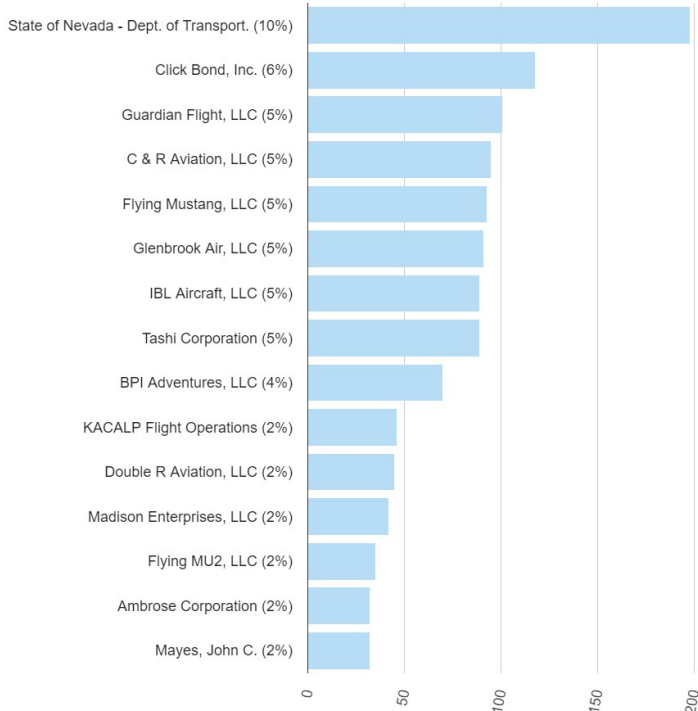
Prepared For: Carson City Airport Authority



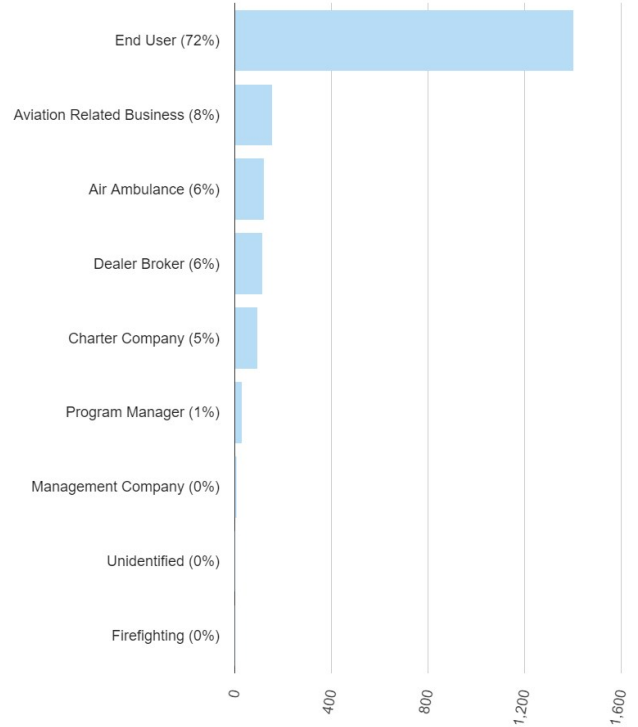
CARSON OPERATORS

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

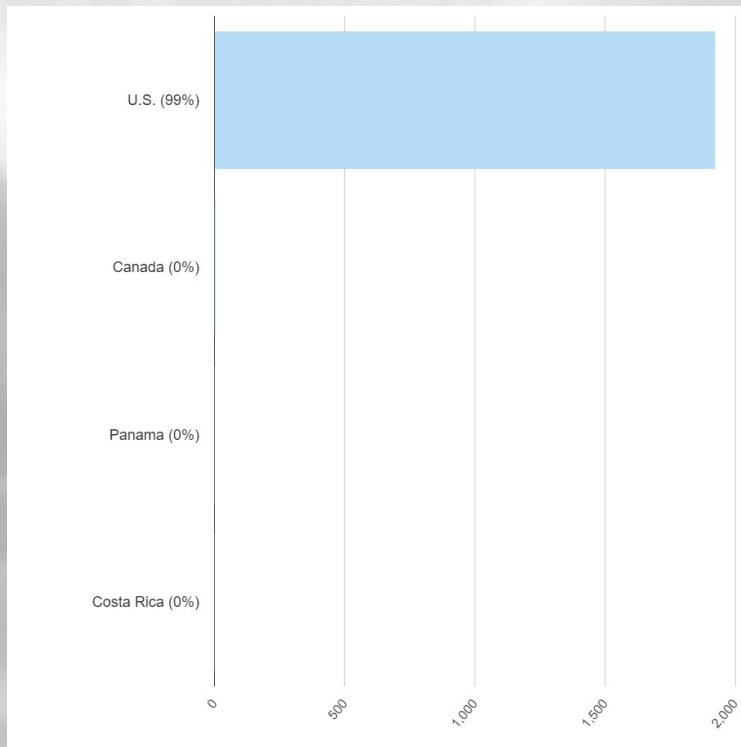
TOP OPERATORS



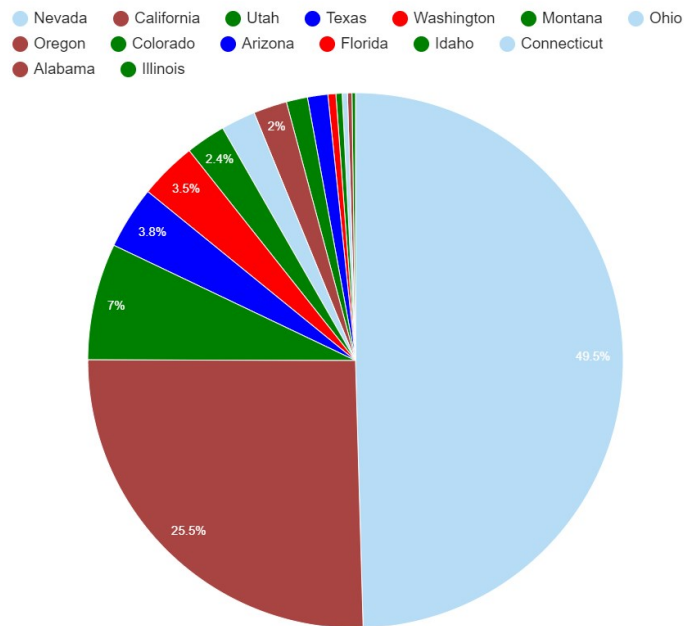
TOP OPERATOR BUSINESS TYPES



TOP OPERATOR COUNTRIES



TOP OPERATOR STATES



Carson City Airport

2600 East College Parkway #6

Carson City, NV 89706

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Prepared For: Carson City Airport Authority



CARSON TOP OPERATORS

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

OPERATOR	BUSINESS TYPE	CITY	STATE	COUNTRY	NBR FLTS	TOTAL FLIGHT HOURS	EST FUEL BURN (GAL)
State of Nevada - Dept. of Transport.	End User	Carson City	NV	U.S.	198	219	20,723
Click Bond, Inc.	Aviation Related	Carson City	NV	U.S.	118	215	30,695
Guardian Flight, LLC	Air Ambulance	South Jordan	UT	U.S.	101	83	4,852
C & R Aviation, LLC	End User	Incline Village	NV	U.S.	95	159	9,261
Flying Mustang, LLC	End User	Reno	NV	U.S.	93	92	8,027
Glenbrook Air, LLC	End User	Glenbrook	NV	U.S.	91	130	8,087
Tashi Corporation	End User	Oakland	CA	U.S.	89	80	10,965
IBL Aircraft, LLC	End User	Marysville	CA	U.S.	89	68	8,409
BPI Adventures, LLC	End User	Reno	NV	U.S.	70	72	11,669
KACALP Flight Operations	End User	Van Nuys	CA	U.S.	46	67	3,893
Double R Aviation, LLC	End User	Bellevue	WA	U.S.	45	105	3,889
Madison Enterprises, LLC	End User	Bozeman	MT	U.S.	42	81	10,773
Flying MU2, LLC	End User	Incline Village	NV	U.S.	35	35	2,620
Mayes, John C.	End User	Austin	TX	U.S.	32	38	5,343
Ambrose Corporation	Aviation Related	Lafayette	CA	U.S.	32	24	4,296
PUREFLITE, LLC	Dealer Broker	Las Vegas	NV	U.S.	32	17	2,103
NetJets	Program Manager	Cincinnati	OH	U.S.	29	40	10,016
West Coast Charters, Inc.	Charter	Santa Ana	CA	U.S.	29	41	4,184
Blue Sky NV, LLC	End User	Incline Village	NV	U.S.	29	30	3,480
Redwood Aviation LLC	End User	Redwood City	CA	U.S.	27	36	12,483
MRK, LLC	End User	Reno	NV	U.S.	21	44	8,615
Southwest Gas Corporation	End User	Las Vegas	NV	U.S.	18	15	2,275
Axis Jet	Dealer Broker	Sacramento	CA	U.S.	18	20	2,575
FITR, LLC	End User	Portland	OR	U.S.	18	17	2,474
Sierra Bravo Aviation, Inc.	End User	San Francisco	CA	U.S.	17	17	1,955
Armstrong, Brad Alan	End User	Tyler	TX	U.S.	17	40	5,950
MVP Air, LLC	End User	Carson City	NV	U.S.	15	21	1,402
Tango Air, Inc.	Charter	Carlsbad	CA	U.S.	14	18	2,301
Tahoe Air, LLC	End User	Carson City	NV	U.S.	14	27	1,072
Pinnacle Aviation, Inc.	Dealer Broker	Scottsdale	AZ	U.S.	13	19	2,753
M & J Leisure, LC	End User	Ogden	UT	U.S.	12	12	673
Thrive Aviation	Dealer Broker	Henderson	NV	U.S.	10	12	1,435
Sail Rock Systems, Inc.	End User	Genoa	NV	U.S.	10	18	1,017
NVJETS	Charter	Las Vegas	NV	U.S.	10	13	2,186
The Kroger Company	End User	Cincinnati	OH	U.S.	8	7	1,337
University Health Care AirMed	Air Ambulance	Salt Lake City	UT	U.S.	8	13	812
NHM Aviation, Inc.	End User	Chatsworth	CA	U.S.	8	7	1,980
Cirrus Aviation Services	Dealer Broker	Las Vegas	NV	U.S.	8	8	1,501
D&G Aviation, LLC	End User	Denver	CO	U.S.	8	17	1,033
Building Ideas, Inc.	End User	Encinitas	CA	U.S.	7	11	695

Carson City Airport

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Carson City, NV 89706

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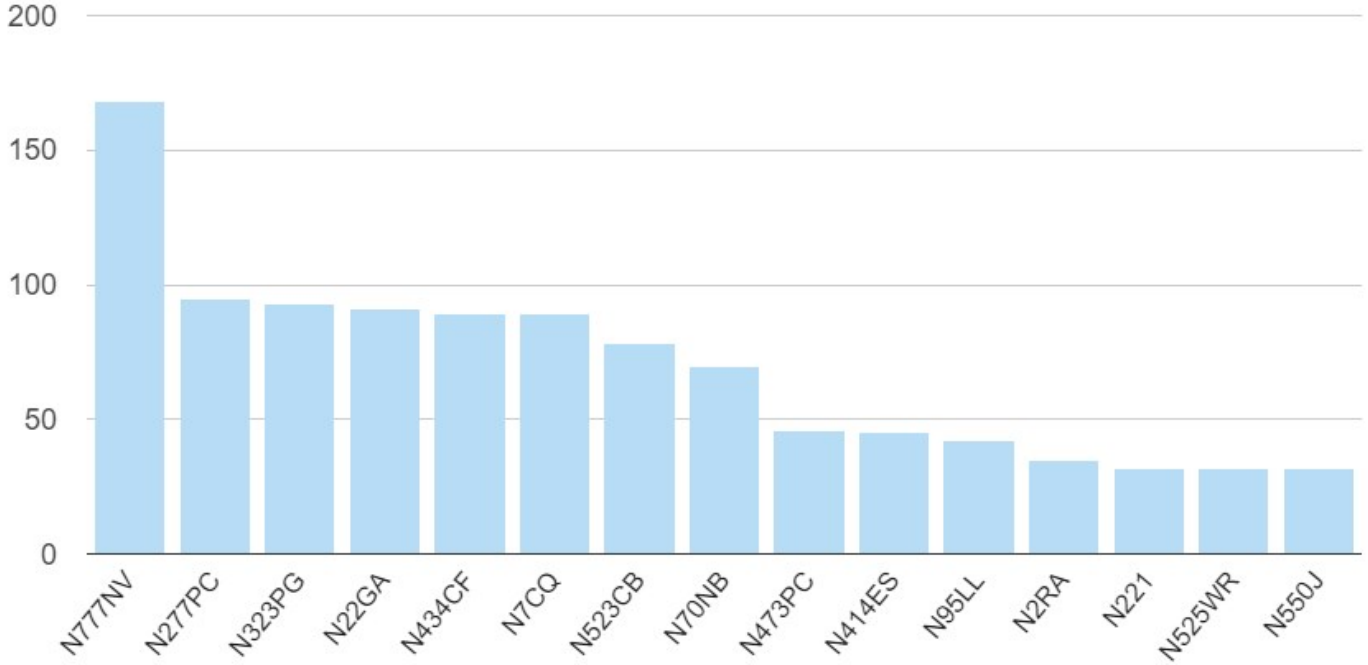
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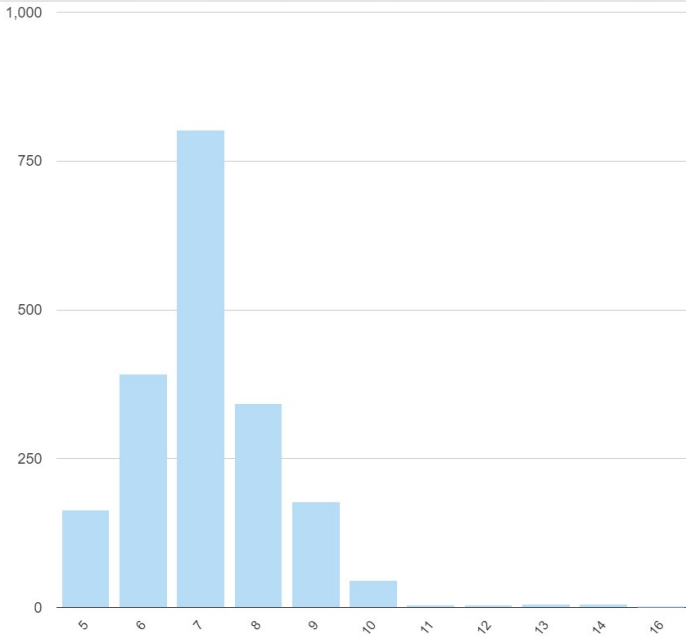
CARSON AIRCRAFT

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

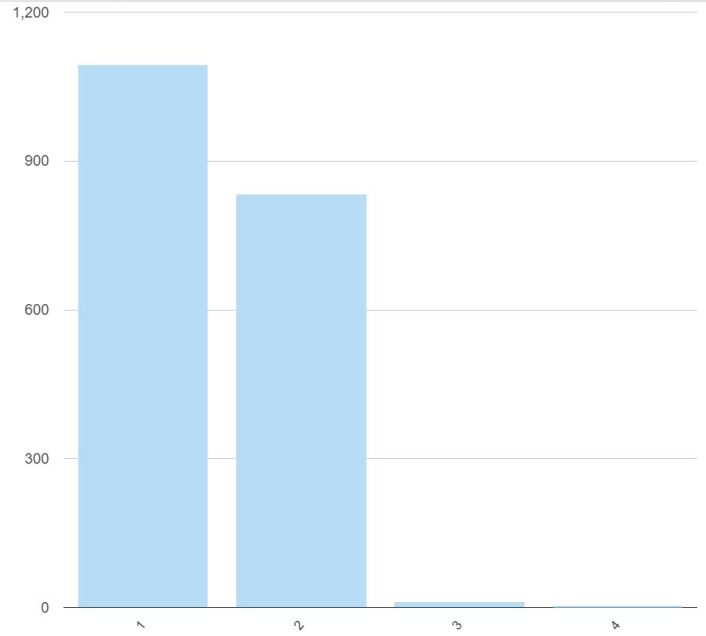
TOP AIRCRAFT



SEATS



CREW



Carson City Airport

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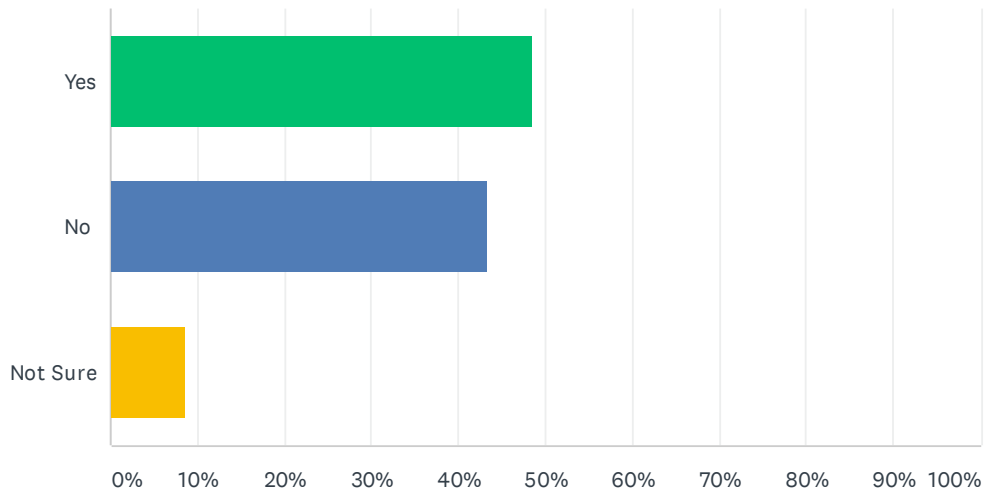
CARSON TOP AIRCRAFT

BUSINESS (1/1/2019 - 12/31/2019) - ARRIVALS/DEPARTURES

AIRCRAFT	SER#	REG#	OPERATOR	NBR FLIGHTS	DIST(NM)	FLIGHT TIME(MIN)	EST FUEL BURN (GAL)
TURBO COMMANDER 840	11680	N777NV	State of Nevada - Dept. of Transport.	168	43,861	191	15,319
PILATUS PC-12/45	277	N277PC	C & R Aviation, LLC	95	35,137	159	9,261
CITATION MUSTANG	510-0288	N323PG	Flying Mustang, LLC	93	24,200	92	8,027
SOCATA TBM-930	1231	N22GA	Glenbrook Air, LLC	91	32,891	130	8,087
CITATION 525	525-0004	N7CQ	IBL Aircraft, LLC	89	19,064	68	8,409
CITATION CJ2+	525A-0434	N434CF	Tashi Corporation	89	20,880	80	10,965
CITATION CJ3	525B-0078	N523CB	Click Bond, Inc.	78	59,341	164	24,406
CITATION I/SP	501-0209	N70NB	BPI Adventures, LLC	70	18,719	72	11,669
PILATUS PC-12/45	473	N473PC	KACALP Flight Operations	46	15,569	67	3,893
CESSNA 414	414-0812	N414ES	Double R Aviation, LLC	45	18,545	105	3,889
CITATION CJ3+	525B-0456	N95LL	Madison Enterprises, LLC	42	27,700	81	10,773
MITSUBISHI MU-2P	366SA	N2RA	Flying MU2, LLC	35	8,679	35	2,620
CITATION BRAVO	550-0848	N550J	Mayes, John C.	32	12,491	38	5,343
CITATION 525	525-0034	N525WR	PUREFLITE, LLC	32	4,354	17	2,103
CITATION ENCORE	560-0626	N221	Ambrose Corporation	32	7,663	24	4,296
CITATION II	550-0557	N711NV	State of Nevada - Dept. of Transport.	30	7,670	28	5,404
AVANTI II	1148	N611GT	Blue Sky NV, LLC	29	8,718	30	3,480
CITATION 525	525-0019	N525KA	Click Bond, Inc.	28	11,106	39	4,827
CHALLENGER 604	5488	N604FM	Redwood Aviation LLC	27	13,522	36	12,483
CITATION XLS+	560-6161	N560SC	MRK, LLC	21	15,900	44	8,615
PILATUS PC-12/45	475	N273SM	Guardian Flight, LLC	19	3,270	15	862
CITATION CJ3	525B-0368	N723SG	Southwest Gas Corporation	18	4,651	15	2,275
CITATION CJ3	525B-0339	N70FC	FITR, LLC	18	4,997	17	2,474
KING AIR 350i	FL-1122	N48KP	West Coast Charters, Inc.	18	6,363	26	2,324
CITATION CJ3	525B-0233	N956GA	Armstrong, Brad Alan	17	14,884	40	5,950
KING AIR B200GT	BY-82	N726CB	Sierra Bravo Aviation, Inc.	17	3,396	17	1,955
PILATUS PC-12/45	124	N124UV	Guardian Flight, LLC	17	3,047	14	805
KING AIR 350	FL-606	N505SG	Axis Jet	16	4,303	18	2,232
CONQUEST I	425-0030	N425WG	MVP Air, LLC	15	5,224	21	1,402
PIPER MALIBU	46-8408019	N424J	Tahoe Air, LLC	14	4,583	27	1,072
CITATION CJ3	525B-0395	N196JH	Pinnacle Aviation, Inc.	13	5,781	19	2,753
CITATION 525	525-0293	N1127K	Click Bond, Inc.	12	3,415	12	1,462
PILATUS PC-12/45	619	N311VM	Guardian Flight, LLC	12	1,549	6	363
PILATUS PC-12/45	318	N318MT	Guardian Flight, LLC	12	2,230	10	562
KING AIR 350	FL-528	N350MG	West Coast Charters, Inc.	10	3,292	14	1,767
PILATUS PC-12/45	238	N238VM	Guardian Flight, LLC	10	1,967	9	507
PILATUS PC-12/45	392	N392WC	Guardian Flight, LLC	10	2,201	9	539
PILATUS PC-12/45	367	N894DM	Sail Rock Systems, Inc.	10	3,939	18	1,017
PILATUS PC-12/45	414	N247N	M & J Leisure, LC	10	1,997	9	514
PILATUS PC-12/45	378	N378HH	Guardian Flight, LLC	10	2,330	11	613

Q1 Do you think the airport name Carson Airport clearly defines where the airport is located in the United States?

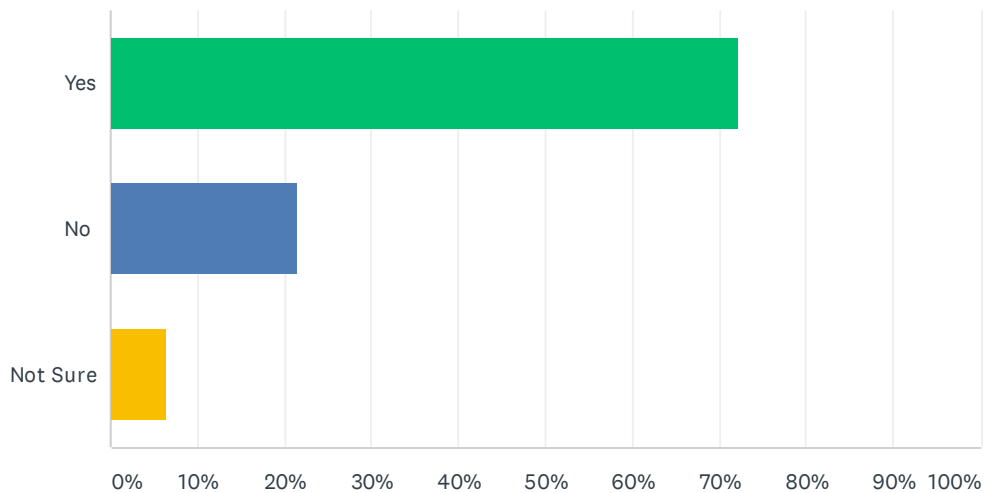
Answered: 245 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes	48.57% 119
No	43.27% 106
Not Sure	8.57% 21
Total Respondents: 245	

Q2 Do you think changing the airport name to Carson City Airport more clearly defines where the airport is located in the United States than Carson Airport?

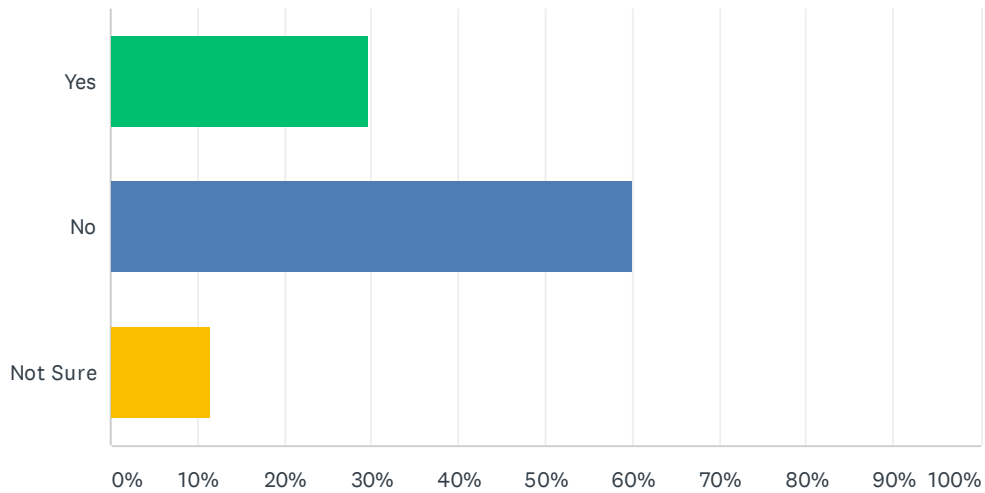
Answered: 245 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	72.24%	177
No	21.63%	53
Not Sure	6.53%	16
Total Respondents: 245		

Q3 Do you think changing the airport name to Carson City-Lake Tahoe Airport would help bring more tourism to Carson City and clearly defines where the airport is located in the United States and is preferable to Carson Airport or Carson City Airport?

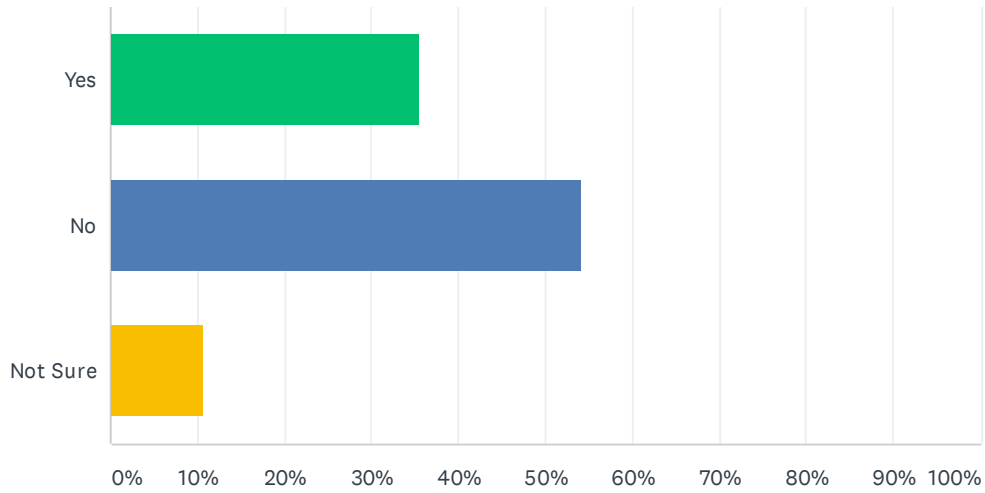
Answered: 245 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	29.80%	73
No	60.00%	147
Not Sure	11.43%	28
Total Respondents: 245		

Q4 Do you think changing the airport name to Carson-Tahoe Airport would help bring more tourism to Carson City and clearly defines where the airport is located in the United States and is preferable to Carson Airport or Carson City Airport or Carson City-Lake Tahoe Airport?

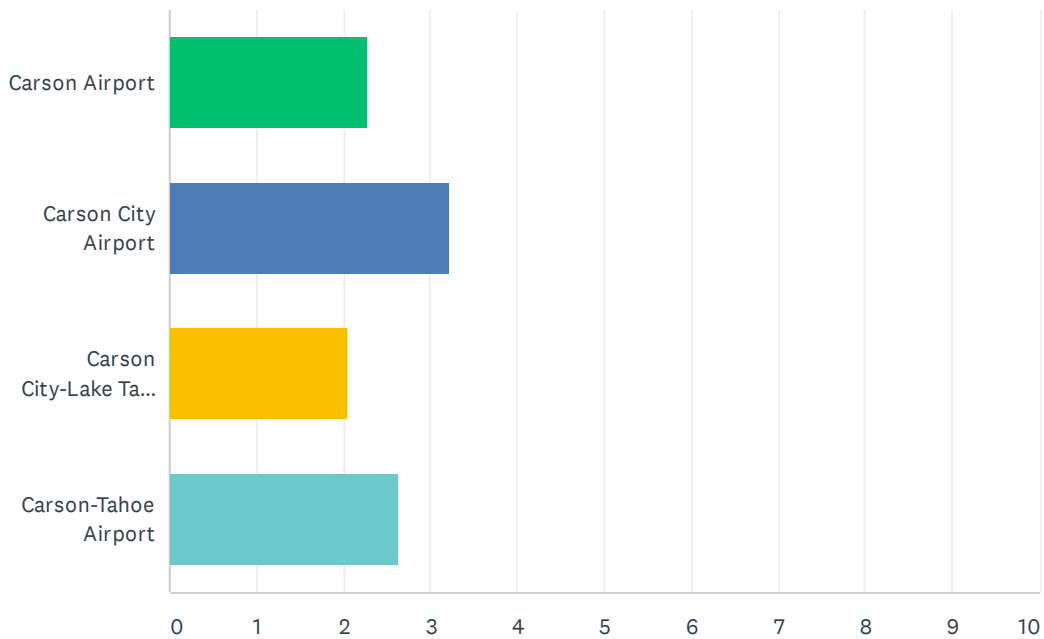
Answered: 244 Skipped: 1



ANSWER CHOICES	RESPONSES
Yes	35.66% 87
No	54.10% 132
Not Sure	10.66% 26
Total Respondents: 244	

Q5 Please rank the proposed airport names from most preferred (1) to least preferred (4).

Answered: 240 Skipped: 5



	1	2	3	4	TOTAL	SCORE
Carson Airport	14.41% 32	32.43% 72	20.27% 45	32.88% 73	222	2.28
Carson City Airport	48.70% 112	28.70% 66	20.00% 46	2.61% 6	230	3.23
Carson City-Lake Tahoe Airport	11.63% 25	20.93% 45	26.98% 58	40.47% 87	215	2.04
Carson-Tahoe Airport	32.13% 71	19.46% 43	27.60% 61	20.81% 46	221	2.63

Carson City Airport Authority

BALANCE SHEET

As of December 31, 2019

	TOTAL	
	AS OF DEC 31, 2019	AS OF DEC 31, 2018 (PY)
ASSETS		
Current Assets		
Bank Accounts		
1050 Designated Reserves. # 5163	10,610.66	56,690.70
1075 LGIP-Deferred	359,893.20	277,563.67
1076 LGIP-Reserve	411,892.14	353,262.83
1077 LGIP General Fund	152,307.30	
1078 LGIP- Gate Fund Res	15,230.73	
3099 Gen.Fund # 1162	231,134.32	361,398.63
3101 Deferred Lease #8248	23,856.28	81,692.49
3102 Gate Card #5242	10,028.40	22,512.59
Total Bank Accounts	\$1,214,953.03	\$1,153,120.91
Accounts Receivable		
2000 Accounts Receivable	266,727.70	-185,824.62
2005 Customer Advance Deposits	86,111.13	73,064.93
Total 2000 Accounts Receivable	352,838.83	-112,759.69
2010 Due from Other Government	0.00	0.00
2020 Grants Receivable	29,504.00	0.00
Total Accounts Receivable	\$382,342.83	\$ -112,759.69
Other Current Assets		
1499 Undeposited Funds	2,884.02	-2,169.02
2100 Prepaid Expenses	0.00	0.00
Total Other Current Assets	\$2,884.02	\$ -2,169.02
Total Current Assets	\$1,600,179.88	\$1,038,192.20
Fixed Assets		
2200 Fixed Assets	0.00	0.00
Total Fixed Assets	\$0.00	\$0.00
Other Assets		
2300 Provided for LT Obligations	154,613.33	160,853.33
Total Other Assets	\$154,613.33	\$160,853.33
TOTAL ASSETS	\$1,754,793.21	\$1,199,045.53
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
3000 Accounts Payable	4,900.62	28,363.23
3010 Employee Payable	0.00	0.00
3020 Payroll Taxes Payable	0.00	0.00
Total Accounts Payable	\$4,900.62	\$28,363.23
Credit Cards		
6320 VISA Credit Card Charges	0.00	0.00

	TOTAL	
	AS OF DEC 31, 2019	AS OF DEC 31, 2018 (PY)
6321 Home Depot	-89.86	160.61
6322 Visa Credit Card #9428	0.00	120.96
6323 Visa Credit Card #2125	0.00	790.15
Total Credit Cards	\$ -89.86	\$1,071.72
Other Current Liabilities		
2011 Due to other Governments	0.00	0.00
2101 Payroll Liability	0.00	516.01
2110 Direct Deposit Liabilities	0.00	0.00
3300 Deferred Income	175,498.56	0.00
3350 Employee Net	0.00	0.00
Pass Through Account	0.00	0.00
Total Other Current Liabilities	\$175,498.56	\$516.01
Total Current Liabilities	\$180,309.32	\$29,950.96
Long-Term Liabilities		
3100 Lease Advances -	86,111.13	73,064.93
3150 Leases - Prepaid	0.00	0.00
3200 Mayes- Lease Transactions	154,613.33	160,853.33
3250 Gonzalez Deferred Lease	262,492.07	269,749.86
Total Long-Term Liabilities	\$503,216.53	\$503,668.12
Total Liabilities	\$683,525.85	\$533,619.08
Equity		
4000 Investment in gen. fixed assets	0.00	0.00
4050 Opening Bal Equity	0.00	0.00
4100 Reserved for prepaid expenses	0.00	0.00
4200 Fund Balance	664,976.06	638,614.47
Net Income	406,291.30	26,811.98
Total Equity	\$1,071,267.36	\$665,426.45
TOTAL LIABILITIES AND EQUITY	\$1,754,793.21	\$1,199,045.53

Carson City Airport Authority

PROFIT AND LOSS

December 2019

	TOTAL		
	DEC 2019	DEC 2018 (PY)	% CHANGE
Income			
5010 Real/Personal Property Tax	21,937.32	-230,432.65	109.52 %
5050 AIRPORT LEASES			
5050H Hangar Lease	2,625.00	2,500.00	5.00 %
5051 Land Leases	14,474.22	13,574.96	6.62 %
5052 Tower Leases	2,015.87	3,279.44	-38.53 %
5053 Lease - Mayes	520.00	520.00	0.00 %
Total 5050 AIRPORT LEASES	19,635.09	19,874.40	-1.20 %
5150 Tie Down Fees	3,895.52	214.16	1,718.98 %
5155 Parking Fees		30.00	-100.00 %
5300 Class II FBO Fees	500.00	400.00	25.00 %
5450 Reimbursements	-88.90		
5500 Interest Income	1,536.83	5,865.76	-73.80 %
Total Income	\$47,415.86	\$ -204,048.33	123.24 %
GROSS PROFIT	\$47,415.86	\$ -204,048.33	123.24 %
Expenses			
6000 AIRPORT ENGINEERING			
6001 Engineering - General		330.00	-100.00 %
Total 6000 AIRPORT ENGINEERING		330.00	-100.00 %
6136 Registration		20.00	-100.00 %
6190 Office Expenses -PC software	6,240.38	46.00	13,466.04 %
6210 Mileage	248.62	98.65	152.02 %
6211 Meals And Entertainment	11.50		
6218 Marketing and Web Site	733.00	30.00	2,343.33 %
6300 OPERATING EXPENSES			
6301 UTILITIES			
6302 Phone & Internet	114.51	514.94	-77.76 %
6303 Electric	791.22	923.99	-14.37 %
6304 Gas	53.98	86.91	-37.89 %
6305 Water		74.06	-100.00 %
6306 Waste Management		-185.86	100.00 %
Total 6301 UTILITIES	959.71	1,414.04	-32.13 %
6308 Office Expenses and Supplies		-134.92	100.00 %
6309 Legal	1,770.00	2,733.06	-35.24 %
6310 Security	324.99	900.00	-63.89 %
6312 Data Storage	30.84	41.80	-26.22 %
6313 Insurance	411.00	912.00	-54.93 %
6314A Accounting/Bullis	1,190.00	639.42	86.11 %
6316 Bank Charges/Square Chgs	7.00	-0.31	2,358.06 %
6317 Airport Equipment Maintenance	483.12	412.59	17.09 %
6317.5 AWOS III Service Expense	1,800.00		
6318 Terminal Building Maint	149.72		

	TOTAL		
	DEC 2019	DEC 2018 (PY)	% CHANGE
6319 Airfield Maintenance	6,010.44	721.13	733.48 %
6350 LABOR EXPENSE			
6351 Salaries	16,517.91	8,714.81	89.54 %
6352 Healthcare		1,515.75	-100.00 %
6353 PERS Retirement Contribution	2,236.97	2,599.96	-13.96 %
6354 Nevada Payroll	80.00	80.00	0.00 %
6357 Federal Quarterly Tax	-352.78	1,150.96	-130.65 %
6358 Medicare Expense	79.82		
6360 Manager's Medical Expense	588.11	557.38	5.51 %
6363 Voya/Deferred Comp	-925.00		
Total 6350 LABOR EXPENSE	18,225.03	14,618.86	24.67 %
Total 6300 OPERATING EXPENSES	31,361.85	22,257.67	40.90 %
6476 Uniforms	241.68		
6530 Lease Transaction	520.00	520.00	0.00 %
Total Expenses	\$39,357.03	\$23,302.32	68.90 %
NET OPERATING INCOME	\$8,058.83	\$ -227,350.65	103.54 %
Other Income			
5000 FAA Grant Revenue		73,867.00	-100.00 %
5001 NDOT Grant Reimbursement	2,232.00		
Total 5000 FAA Grant Revenue	2,232.00	73,867.00	-96.98 %
5200 Committed-Fuel Flowage Fees	535.67	1,174.05	-54.37 %
5201 Committed-Jet Fuel Tax	483.88	152.12	218.09 %
5350 Committed-Gate Funds	25.00		
5404 Rock Materials Sales		5,481.57	-100.00 %
Total Other Income	\$3,276.55	\$80,674.74	-95.94 %
Other Expenses			
6061 AIP #32 Rehab Taxiways	67,452.57	85,719.92	-21.31 %
6400 Capital Project	24,593.99		
Total Other Expenses	\$92,046.56	\$85,719.92	7.38 %
NET OTHER INCOME	\$ -88,770.01	\$ -5,045.18	-1,659.50 %
NET INCOME	\$ -80,711.18	\$ -232,395.83	65.27 %

Carson City Airport Authority
Budget vs. Actuals: FY_2019_2020 - FY20 P&L
 July - December, 2019

	Actual	Total Budget	% of Budget
Income			
49900 Uncategorized Income {103}	0.72	0.00	
5010 Real/Personal Property Tax	131,623.92	122,468.67	107.48%
5050 AIRPORT LEASES	0.00	0.00	
5050H Hangar Lease	16,319.02	15,377.55	106.12%
5051 Land Leases	74,729.01	82,000.02	91.13%
5052 Tower Leases	18,628.58	20,266.50	91.92%
5053 Lease - Mayes	3,120.00	7,179.98	43.45%
Total 5050 AIRPORT LEASES	\$ 112,796.61	\$ 124,824.05	90.36%
5150 Tie Down Fees	3,468.97	1,850.02	187.51%
5151 Gate Card Fees	1,345.00	0.00	
5155 Parking Fees	1,815.14	200.02	907.48%
5250 Through the Fence Fees	0.00	0.00	
5300 Class II FBO Fees	2,400.00	3,000.00	80.00%
5400 Misc income	2,050.00	0.00	
5402 Open House Income	10,684.00	5,000.02	213.68%
5450 Reimbursements	-88.90	0.00	
5500 Interest Income	10,795.63	6,000.00	179.93%
5510 Late Fees	0.00	0.00	
5850 Engineering Bill Back	0.00	0.00	
5851 Legal Bill Back	0.00	0.00	
Unapplied Cash Payment Income	7,110.18	0.00	
Total Income	\$ 284,001.27	\$ 263,342.78	107.84%
Gross Profit	\$ 284,001.27	\$ 263,342.78	107.84%
Expenses			
6000 AIRPORT ENGINEERING	0.00	0.00	
6001 Engineering - General	2,665.00	2,499.98	106.60%
Total 6000 AIRPORT ENGINEERING	\$ 2,665.00	\$ 2,499.98	106.60%
6019 Charitable Contribution	4,213.61	0.00	
6135 Memberships	1,087.98	725.02	150.06%
6136 Registration	0.00	1,000.02	0.00%
6137 Conferences	2,890.58	3,125.02	92.50%
6170 SWAAAE BOD Travel	883.61	2,499.98	35.34%
6190 Office Expenses -PC software	7,476.95	1,149.98	650.18%
6200 Office Expenses -PC hardware	339.88	500.02	67.97%
6210 Mileage	859.45	500.02	171.88%
6211 Meals And Entertainment	34.33	249.98	13.73%
6218 Marketing and Web Site	4,771.99	1,250.02	381.75%
6218A Legal Notices	124.20	1,250.02	9.94%
6280 Open House Expense	7,130.25	5,000.02	142.60%

6300 OPERATING EXPENSES	0.00	0.00	
6301 UTILITIES	0.00	0.00	
6238 Stormwater Discharge Permit	0.00	150.00	0.00%
6302 Phone & Internet	1,390.60	1,899.98	73.19%
6303 Electric	4,782.57	6,000.00	79.71%
6304 Gas	211.09	600.00	35.18%
6305 Water	568.37	375.00	151.57%
6306 Waste Management	185.86	500.02	37.17%
Total 6301 UTILITIES	\$ 7,138.49	\$ 9,525.00	74.94%
6308 Office Expenses and Supplies	1,636.62	3,500.02	46.76%
6309 Legal	14,430.00	30,000.00	48.10%
6309a Contract Labor (deleted)	0.00	2,000.02	0.00%
6310 Security	1,649.94	2,049.98	80.49%
6311 CCAA printing	205.45	300.00	68.48%
6312 Data Storage	185.04	225.00	82.24%
6313 Insurance	511.00	3,500.02	14.60%
6314 Auditing	5,000.00	6,000.00	83.33%
6314A Accounting/Bullis	3,345.00	3,999.98	83.63%
6315 Contract Services	0.00	2,499.98	0.00%
6316 Bank Charges/Square Chgs	154.41	99.98	154.44%
6317 Airport Equipment Maintenance	12,232.69	13,500.00	90.61%
6317.5 AWOS III Service Expense	5,450.00	4,200.00	129.76%
6318 Terminal Building Maint	2,527.77	3,500.02	72.22%
6319 Airfield Maintenance	11,603.17	6,000.00	193.39%
6350 LABOR EXPENSE	0.00	0.00	
6351 Salaries	67,655.64	71,577.48	94.52%
6352 Healthcare	9,511.56	10,020.00	94.93%
6353 PERS Retirement Contribution	15,103.55	18,000.00	83.91%
6354 Nevada Payroll	520.00	650.02	80.00%
6355 Workers Compensation	1,885.30	500.02	377.04%
6356 State -Unemployment Contri	61.78	1,006.50	6.14%
6357 Federal Quarterly Tax	1,787.96	0.00	
6358 Medicare Expense	1,437.03	972.98	147.69%
6360 Manager's Medical Expense	2,950.40	3,528.52	83.62%
6363 Voya/Deferred Comp	0.00	0.00	
Total 6350 LABOR EXPENSE	\$ 100,913.22	\$ 106,255.52	94.97%
Total 6300 OPERATING EXPENSES	\$ 166,982.80	\$ 197,155.52	84.70%
6441 Consulting-Nighttime Ops Feasibl	2,276.50	0.00	
6442 Economic impact study	0.00	0.00	
6443 Strategic plan	2,077.00	0.00	
6476 Uniforms	1,016.00	1,884.98	53.90%
6530 Lease Transaction	3,120.00	3,120.00	100.00%
69800 Uncategorized Expenses	0.00	0.00	
Unapplied Cash Bill Payment Expense	-80.00	0.00	
Total Expenses	\$ 207,870.13	\$ 221,910.58	93.67%
Net Operating Income	\$ 76,131.14	\$ 41,432.20	183.75%
Other Income			

5000 FAA Grant Revenue	274,107.00	303,750.00	90.24%
5001 NDOT Grant Reimbursement	2,232.00	0.00	
Total 5000 FAA Grant Revenue	\$ 276,339.00	\$ 303,750.00	90.98%
5200 Committed-Fuel Flowage Fees	6,413.94	6,999.98	91.63%
5201 Committed-Jet Fuel Tax	1,494.51	1,200.00	124.54%
5350 Committed-Gate Funds	100.00	900.00	11.11%
5404 Rock Materials Sales	20,396.38	32,499.98	62.76%
9999 Suspense	3,578.04	0.00	
Total Other Income	\$ 308,321.87	\$ 345,349.96	89.28%
Other Expenses			
6020 FAA Engineering and Constructio	0.00	0.00	
6032 AIP 34 SRE RWY REHAB CATEXES	3,968.00	0.00	
Total 6020 FAA Engineering and Constructio	\$ 3,968.00	\$ 0.00	
6059 AIP # 30 North Apron Reconstr. (deleted)	0.00	0.00	
6060 AIP 31 - Master Plan Update	30,244.45	0.00	
6061 AIP #32 Rehab Taxiways	247,038.37	0.00	
6062 AIP #33 Perimeter Fence Design	30,362.00	324,999.98	9.34%
6319.5 Gate maintenance	368.00	1,250.02	29.44%
6400 Capital Project	25,234.74	11,750.02	214.76%
6402 Parking Lot Maint.	6,500.00	0.00	
Total 6400 Capital Project	\$ 31,734.74	\$ 11,750.02	270.08%
Total Other Expenses	\$ 343,715.56	\$ 338,000.02	101.69%
Net Other Income	-\$ 35,393.69	\$ 7,349.94	-481.55%
Net Income	\$ 40,737.45	\$ 48,782.14	83.51%

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