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**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

WEDNESDAY, JULY 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

NOTICE TO PUBLIC: The State of Nevada and Carson City are currently in a declared State of Emergency in response to the global pandemic caused by the coronavirus (COVID-19) infectious disease outbreak. In accordance with the Governor's Declaration of Emergency Directive 006, which has suspended the provisions of NRS 241.020 requiring the designation of a physical location for meetings of public bodies where members of the public are permitted to attend and participate, public meetings of the Carson City Airport Authority will NOT have a physical location open to the public until such time this Directive is removed. Additionally, the Agenda will be posted on the webpage, and not posted at the various bulletin boards used prior to the pandemic.

Members of the public who wish to participate may do so by providing WRITTEN public comments prior to or during the meeting. You may also provide public comment in advance of a meeting by written submission to the following e-mail address: mgolden@flycarsoncity.com. For inclusion or reference in the minutes of a meeting, your public comment must include your full name and be submitted via e-mail by not later than 3:00 p.m. the day before the date of the meeting. The Authority values your input.

To view the videoconference, you must have access to an internet connection and a computer view the meeting at the following link: <https://carsoncityairportauthority.my.webex.com> (Meeting Number/Access Code: 126 632 9158) Password: pfQUWJDR338

To join by video system, application, or Skype for business: Dial [1266329158@webex.com](tel:1266329158)
You can also dial 173.243.2.68 and enter the meeting number.

To listen by telephone, you must dial the following number: +1-415-655-0001 (Meeting Number/Access Code: 126 632 9158) Password 73789537

- 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 submit written comments on *agendized and non-agendized matters* related to the Airport. Comments are limited to three (3) pages 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. POSSIBLE ACTION: PROCUREMENT OF AIRPORT OPS VEHICLE RESEARCH. (GOLDEN)

Staff Summary: Direct airport manager to complete purchase process of an airport operations pick-up truck using Sourcewell National Auto Fleet Group product line.

2. POSSIBLE ACTION: APPROVE FINAL DESIGN OF E COLLEGE PARKWAY LANDSCAPE PLAN. (MOEN)

Staff Summary: Airport Manager presented proposed landscape design that CCAA approved in May 2020. The final design review includes plant selection. Airport Manager is seeking approval to advertise for construction bids.

3. POSSIBLE ACTION: CONSIDERATION OF LETTER OF INTEREST (LOI) FROM HIGH PLANE HANGARS NV LLC TO LEASE APPROXIMATELY 34,000 SF +/- OF LEVEL GROUND NEXT TO MOUNTAINVIEW COMMUNITY ASSOCIATION HANGARS. (MOEN)

Staff Summary: Airport Manager to review LOI to lease for the purpose of constructing 6 aircraft storage hangars in accordance with NRS 496.

4. POSSIBLE ACTION: POST AND ADVERTISE POSITION VACANCY FOR AIRPORTS OPERATIONS TECHNICIAN. (MOEN)

Staff Summary: Current airport operations technician, Gary Province, has informed airport management that he will retire in October 2020. Airport manager requests to advertise, interview and subsequently hire a replacement for Mr. Province with the objective of having a 30-day overlap for on-boarding.

G. AIRPORT ENGINEER'S REPORT (*Non-Action Item*).

H. AIRPORT MANAGER'S REPORT (*Non-Action ItI thought you were going to call...em*).

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 submit written comments on items discussed on the agenda related to the Airport. Comments are limited to three (3) pages 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.

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NOTICE TO PUBLIC: In accordance with the Governor’s Emergency Declaration Directive 006 suspending state law provisions requiring the posting of public meeting agendas at physical locations, this agenda was posted electronically at the following Internet websites: This notice has been posted at the following locations:

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.

This agenda and backup information are available on the Airport’s website at <https://flycarsoncity.com/information/airport-authority-meeting-agendas-and-minutes/> and at the Airport Manager’s Office.

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