

**CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA**

**Day:** Wednesday  
**Date:** February 17, 2021  
**Time:** Beginning at 5:30 pm  
**Location:** Community Center, Bob Crowell Room  
851 East William Street  
Carson City, Nevada

*This Agenda Prepared by Kenneth G. Moen, Airport Manager*

**AGENDA**

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**NOTICE TO THE 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 Carson City Airport Authority will NOT have a physical location open to the public until such time this Directive is removed.

- Members of the public who wish only to view the meeting but do NOT plan to make public comment may watch the livestream of the Carson City Airport Authority meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on "In progress" next to the meeting date, or by tuning in to cable channel 191.
- The public may provide public comment in advance of a meeting by written submission to the following email address: [mgolden@flycarsoncity.com](mailto:mgolden@flycarsoncity.com). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. The Carson City Airport Authority values your input.
- Members of the public who wish to provide live public comment may do so during the designated public comment periods, indicated on the agenda, via telephonic appearance by dialing the numbers listed below. Please do NOT join by phone if you do not wish to make public comment.

**Join by phone:**

**Phone Number:** +1-408-418-9388

**Meeting Number/Access Code:** 146 285 8701

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- CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM.
- 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.

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F. PUBLIC HEARINGS

Consent Agenda

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All matters listed under the consent agenda are considered routine or have been discussed at previous public meetings and may be acted upon by the Airport Authority with one action and without an extensive hearing. Any member of the Airport Authority may request that an item be taken from the consent agenda, discussed, and acted upon separately during this meeting. The Authority Chair, or the Authority Vice-Chair, retains discretion in deciding whether an item will be pulled off the consent agenda.

1. FOR POSSIBLE ACTION: APPROVE GROUND LEASE TERMS FOR CONSTRUCTION OF AIRCRAFT STORAGE HANGARS EAST OF MOUNTAINVIEW COMMUNITY HANGARS AT TAXIWAY BRAVO AND CHARLIE PARCEL APN 005-091-30. (Moen)

*Staff Summary: Airport Manager to review lease terms for aircraft storage hangars by aircraft owner Eric Ortiz. Parcel APN 005-091-30 is approximately 1.476 acres or 64,295 sf +/-.*

2. FOR POSSIBLE ACTION: APPROVE Class 2 FBO application for Tahoe Sky Venture providing flight instruction. (Moen)

*Staff Summary: Airport Manager to review Class 2 FBO application from Tahoe Sky Venture based at Mountain West Aviation, a Class 1 FBO.*

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3. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND DISCUSS FY 21/22 BUDGET PRIORITIES. REVIEW AND DISCUSS CAPITAL PROJECTS BUDGET PRIORITIES FOR FY 21/22. (MOEN/ROGERS)

*Staff Summary: Airport Manager and CCAA Treasurer to discuss CCAA budget and capital projects priorities for FY 21/22 effective July 1, 2021.*

4. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND APPROVE AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) FOR FY 2021-2026. (Moen)

*Staff Summary: Carson City Airport Authority staff in cooperation with airport consulting engineers, Armstrong Associates, reviewed the FY 2020-2025 ACIP and adjusted meet the needs of the Carson City Airport for the next five-year cycle.*

5. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND UPDATE STRATEGIC ANNUAL WORK PLAN FOR NEXT YEAR. (MOEN/HARRIS)

*Staff Summary: Airport Manager and Vice-Chair to review proposed CCAA Strategic Plan Annual Work Plan for FY 21-22 and establish FY 2021-22 Goals, Objectives, and performance measures.*

- 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 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:  
<https://flycarsoncity.com/information/airport-authority-meeting-agendas-and-minutes/>

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**