

*\*Final\**

**CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA**

**Day:** Wednesday

**Date:** April 21, 2021

**Time:** Beginning at 5:30 pm

**Location:** Community Center, Robert Crowell Board Room

851 East William Street

Carson City, Nevada

*This Agenda Prepared by Michael Golden, Chairman – Carson City Airport Authority*

**AGENDA**

---

**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 5:00 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:** 187 844 0277

---

- A. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM.
- B. PLEDGE OF ALLEGIANCE
- C. Approval of the minutes of the April 7, 2021 Airport Authority Meeting.

- 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. FOR DISCUSSION & POSSIBLE ACTION: Formally confirm appointment of Tim Puliz to the position of Interim Airport Manager. (Michael Golden)

*Staff Summary: The CCAA should authorize Tim Puliz to act on behalf of the Authority as Airport Manager until such time as a new manager has been hired.*

2. FOR DISCUSSION & POSSIBLE ACTION: Discussion of hiring process for new Airport Manager. Appointment of Interview Sub-Committee Panel including Hangar Owner's Representative. (Bradley Harris)

3. FOR DISCUSSION & POSSIBLE ACTION: Approval of Self Fueling Policy & Permit (Michael Golden)

*Staff Summary: The Self Fueling Policy is a continued item from the March 17, 2021 meeting. The CCAA has developed a self fueling policy to address conditions precedent permitting on airport self-fuel activity and collection of both flow fees and permit fee.*

4. FOR DISCUSSION & POSSIBLE ACTION: Approval of Armstrong Consultants Task Order D to relocate the airport Automated Weather Observation System; Approval of Neil Rood and Associates Independent Fee Estimate proposal associated with Armstrong Consultants Task Orders E and G. (Chris Nocks, Armstrong Engineering)

*Staff Summary: Task Order D consists of the engineering services associated with relocating the existing AWOS to a location that better meets the FAA siting criteria and does not conflict with future development at the airport. In addition to relocating the AWOS, system components will be evaluated and upgraded as necessary to restore functionality and reliability.*

*Independent Fee Estimates (IFE) are required for larger scope engineering projects as an additional means of ensuring that engineering fees are fair and reasonable. An IFE is required to be completed prior to approving Task Orders E and G. Task Order E includes the engineering services associated with the bidding and construction of the Snow Removal Equipment Storage Building and Task Order G includes the engineering services associated with the preliminary study and aeronautical survey required for the*

*approach lighting system.*

\*\*\*\*\*

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.

\* \* \* \* \*

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**