

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

Wednesday, February 16, 2022 – 5:30 P.M.

Public Meeting at:

**CARSON CITY COMMUNITY CENTER
(Robert Crowell Board Room)
851 E. William
Carson City, Nevada**

This Agenda Prepared by Corey Jenkins, 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.
 - The public may provide public comment in advance of a meeting by written submission to the following email address: mgolden@flycarsoncity.com. For inclusion or reference in the minutes of the meeting, your public comment must include your full name & address 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 in person.

- F. AIRPORT ENGINEER’S REPORT (*Non-Action Item*).
- G. CONSENT AGENDA

- 1. POSSIBLE ACTION: Award FAA contract for AWOS Relocation project to the supplier, All Weather Inc. in the amount of \$76,674.00.

Staff Summary: The supplier of the AWOS equipment, All Weather Inc., submitted a supplier proposal for the relocation of the AWOS equipment. Award of the contract will allow the project to proceed.

H. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: Consideration for pay increase for Airport Manager as detailed in offer of employment.

Staff Summary: In the offer of Employment to the new Airport Manager, Corey Jenkins, it states that after six months of employment, the CCAA will determine that he can meet all the requirements set forth in the Offer of Employment and annual pay would be increased to \$81,000 per year.

2. FOR DISCUSSION: Review and discuss FY 22/23 preliminary budget and capital projects. (Jenkins/Rogers)

Staff Summary: CCAA Treasurer and Airport Manager to discuss CCAA budget and capital projects for FY 22/23 (July 1, 2022 – June 30, 2023).

3. FOR DISCUSSION AND POSSIBLE ACTION: Approval of the proposed expense from YESCO for development and installation of a new airport sign. (Jenkins)

Staff Summary: YESCO is working on a proposal for a new airport sign based on the Welcome to Carson City sign design, but to include inserts for fixed based operators at the airport. Airport staff is seeking approval to move forward with the development and installation of the new sign.

4. FOR DISCUSSION AND POSSIBLE ACTION: Procurement of Bobcat and necessary attachments for Airport Operations and Maintenance. (Jenkins)

Staff Summary: Direct airport manager to complete purchase of a Bobcat and necessary attachments for Airport Maintenance. Due to inflation, the price is higher than originally budgeted. The current quote is \$81,121.70 which is \$11,121.70 more than budgeted at \$70,000.

I. AIRPORT MANAGER'S REPORT (*Non-Action Item*).

J. LEGAL COUNSEL'S REPORT (*Non-Action Item*).

K. TREASURER'S REPORT (*Non-Action Item*).

L. 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

M. 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.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING (*Non-Action Item*).

O. ACTION ON ADJOURNMENT.

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**DELIVERED (via E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am,
February 11, 2022**

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| The Carson City Airport (CCA) Website: www.flycarsoncity.com | |
| Airport Terminal Building 2600 College Parkway Carson City, NV | Mountain West Aviation 2101 Arrowhead Dr. 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> 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 | |

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 cjenkins@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