

**CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA**

**Wednesday, October 18, 2023 – 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.
  - 1. The public may provide public comment in advance of a meeting by written submission to the following email address: [Manager@flycarsoncity.com](mailto:Manager@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.

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- F. AIRPORT ENGINEER’S REPORT (*Non-Action Item*).
- G. CONSENT AGENDA
  - 1. FOR POSSIBLE ACTION: APPROVE PROFESSIONAL SERVICES AGREEMENT (PSA) WITH WOOD RODGERS AND ASSOCIATES TO SERVE AS THE AIRPORT ENGINEERING CONSULTANT FOR A PERIOD OF FIVE YEARS.

*Staff Summary: Staff to present proposed contract with Wood Rodgers and Associates to provide on-call Engineering Services.*

2. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE A LEASE AMENDMENT FOR AT&T WIRELESS SERVICES, INC. FOR THE ADDITION AND MODIFICATOIN OF EQUIPMENT.

*Staff Summary: AT&T would like to install some new equipment on the beacon tower and that will require an amended lease.*

H. PUBLIC HEARINGS

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*).

1. Status review of projects
2. Internal communications and administrative matters
3. Correspondence to the Authority
4. 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 about 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.

*Final*

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**DELIVERED (via E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am, October 13, 2023**

The Carson City Airport Website	<a href="https://flycarsoncity.com/">https://flycarsoncity.com/</a>
State of Nevada Public Notice Website	<a href="https://notice.nv.gov">https://notice.nv.gov</a>
Airport Terminal Building	2600 College Parkway Carson City, NV
Mountain West Aviation	2101 Arrowhead Dr. Carson City, NV
Stellar Aviation of Carson City, LLC	2640 College Parkway Carson City, NV
<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 <a href="http://www.flycarsoncity.com">www.flycarsoncity.com</a> 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 [cjenkins@flycarsoncity.com](mailto: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**

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority (CCAA)**  
**August 16, 2023 ● 5:30 PM**  
**Community Center Robert “Bob” Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Authority Members**

<b>Chair – Tim Puliz</b>	<b>Vice Chair – Harlow Norvell</b>
<b>Treasurer – Jon Rogers</b>	<b>Member – Curtis Horton</b>
<b>Member – Paul Hamilton</b>	<b>Member – Karl Hutter</b>
<b>Member – Michael Golden</b>	

**Staff**

Steve Tackes – Airport Counsel  
Corey Jenkins – Airport Manager  
Danielle Howard – Public Meetings Clerk  
Minutes by: Briana Munoz – 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 and the meeting minutes of the Carson City Airport Authority meetings are available on [www.carson.org/minutes](http://www.carson.org/minutes).

**A. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

(5:31:16) – Chairperson Puliz called the meeting to order at 5:31 p.m. Roll was called, and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Tim Puliz	Present	
Vice Chair Harlow Norvell	Present	
Treasurer Jon Rogers	Present	
Member Michael Golden	Present	
Member Paul Hamilton	Present	
Member Curtis Horton	Present	
Member Karl Hutter	Absent	

**B. PLEDGE OF ALLEGIANCE**

(5:31:50) – Led by Mr. Jenkins.

**C. APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY.**

(5:32:17) – Chairperson Puliz introduced the item and entertained comments or a motion to approve the June 21, 2023 minutes as presented.

(5:32:39) – Vice Chair Norvell so moved. Treasurer Rogers seconded the motion.

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Norvell
<b>SECONDER:</b>	Rogers
<b>AYES:</b>	Puliz, Norvell, Rogers, Golden, Hamilton, Horton
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Hutter

**D. MODIFICATION OF THE AGENDA.**

(5:33:07) – Chairperson Puliz noted that there were no modifications to the agenda.

**E. PUBLIC COMMENT.**

(5:33:21) – Chairperson Puliz entertained public comments; however, none were forthcoming.

**F. AIRPORT ENGINEER’S REPORT**

(5:33:52) – Chairperson Puliz introduced the item. Armstrong Consultants Nadine Burgard and Mike Dikun presented the report, which is incorporated into the record. Mr. Dikun provided an update on the snow removal equipment. Ms. Burgard provided updates on the Aeronautical Survey for Nighttime Approach project. She reported that a grant offer letter for the Snow Removal Equipment Building is pending and should arrive in September. Mr. Dikun responded to clarifying questions.

**G. CONSENT AGENDA**

(5:38:10) – Chairperson Puliz introduced the item and entertained a motion.

**(5:38:50) – Vice Chair Norvell moved to approve the Consent Agenda as submitted. Member Hamilton seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (6-0-0)</b>
<b>MOVER:</b>	Norvell
<b>SECONDER:</b>	Hamilton
<b>AYES:</b>	Puliz, Norvell, Rogers, Golden, Hamilton, Horton
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Hutter

**1. FOR POSSIBLE ACTION: AWARD AND EXECUTE FAA CONTRACT FOR AIP 43 (PHASE 3 APPROACH LIGHTING CONSTRUCTION) TO THE RESPONSIVE APPARENT LOW BIDDER, TITAN ELECTRICAL CONTRACTING, INC., IN THE AMOUNT OF \$236,557.50**

**H. PUBLIC HEARINGS**

**1. FOR DISCUSSION AND POSSIBLE ACTION: CCAA RFQ COMMITTEE TO PRESENT DATA COLLECTED AND RESULTANT RANKING REGARDING APPLICANTS FOR AIRPORT ARCHITECTURAL/ENGINEERING AND PLANNING SERVICES CONTRACT(S); CCAA TO DETERMINE RANKING OF CONSULTANTS AND AUTHORIZE AIRPORT MANAGER TO ENGAGE IN FEE NEGOTIATIONS WITH HIGHEST RANKED CONSULTANT(S).**

(5:40:05) – Chairperson Puliz introduced the item. Mr. Jenkins referenced the Board Memo and the Statements of Qualifications and Score Sheets for Coffman & Associates for planning services and Wood Rodgers and Armstrong Consultants for architectural/engineering services. Mr. Tackes responded to clarifying questions.

(5:43:46) – Treasurer Rogers said he favored both submissions for architectural/engineering services and found them both to be professional.

(5:44:57) – In response to Treasure Rogers’ question, Mr. Jenkins reported that he had not worked with Wood Rodgers in the past but stated that the consultants have provided work for the CCAA indirectly as a subcontractor. He added that the CCAA has worked with Armstrong Consultants in the past and described them as a “fantastic company.”

(5:45:54) – Mr. Tackes indicated that the Airport has had many dealings with principals from Wood Rodgers and they were “very helpful.” He echoed Mr. Jenkins comments, stating that there is value in knowing and having worked with a consultant.

(5:47:12) – In response to a question from Treasurer Rogers, Mr. Jenkins stated that the current contract with Armstrong Consultants ends in November and a new contract would be executed around that time. He added that regardless of the decision, he would like Armstrong Consultants to continue with projects they had already started.

(5:48:09) – Chairperson Puliz entertained public comments; however, none were forthcoming.

**(5:48:22) – Member Golden moved to accept the composite rankings as delivered and authorize staff to proceed with the negotiation phase with Wood Rodgers and Coffman & Associates.**

<b>RESULT:</b>	<b>APPROVED (5-1-0)</b>
<b>MOVER:</b>	Golden
<b>SECONDER:</b>	Inaudible
<b>AYES:</b>	Puliz, Norvell, Golden, Hamilton, Horton
<b>NAYS:</b>	Rogers
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Hutter

**I. AIRPORT MANAGER’S REPORT**

(5:49:14) – Chairperson Puliz introduced the item. Mr. Jenkins presented his report, which is incorporated into the record. He reported a 4 percent gain in fuel flowage over last year for the month of August, crediting a new fixed based operator (FBO) in the field. Mr. Jenkins reported on discussions with developers regarding the building of hangars and airport businesses that are interested in moving to the area. He noted that Kim Pilant, the current clerical assistant providing services for the Airport, scheduled meetings with the Northern Nevada Developer’s Association and the Western Nevada Development District to help locate grants that could be used for additional staffing. Mr. Jenkins reported a “noticeable” increase in noise complaints. He noted a reduction in coyote and ground squirrel activity around the Airport. Mr. Jenkins stated that Chairperson Puliz has volunteered to create decals for the new sign for the local FBOs. He reported that interviews are underway for the vacant Airport Operations and Maintenance positions. Mr. Jenkins revealed 3,000 total aircraft operations in June and 3,215 in July.

(6:03:00) – Treasurer Rogers recommended improving “the big wide Airport sign.”

(6:03:13) – In response to Treasurer Rogers’ question, Mr. Jenkins stated that the first interview panel includes Chair Puliz, Member Hamilton, and Rick Lee. He added that the second round of interviews would include himself and Mr. Lee. Mr. Jenkins explained the new positions’ initial tasks and workload.

**J. LEGAL COUNSEL’S REPORT**

(6:07:35) – Mr. Tackes provided an update on an Open Meeting Law complaint that was filed against the CCAA in 2021 because an agenda was not posted on the State webpage. He reported that the complaint would likely be rectified soon.

**K. TREASURER’S REPORT**

(6:10:33) – Chairperson Puliz introduced the item and Treasurer Rogers referenced the Budget vs. Actuals: CCAA Final Budget 22/23, which is incorporated into the record. He reported that the results were “very similar” to the previous two years. Treasurer Rogers stated that the CCAA is in a “solid financial position” to accomplish capital projects and goals.

**L. REPORT FROM AUTHORITY MEMBERS**

- 1. STATUS REVIEW OF PROJECTS**
- 2. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- 3. CORRESPONDENCE TO THE AUTHORITY**
- 4. STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE AUTHORITY**

(6:13:46) – Chairperson Puliz entertained Member reports. Member Golden recommended that CCAA post an event flyer for an upcoming barbecue event to avoid a violation of Open Meeting Law, since a quorum of Members would be present. Mr. Tackes clarified that the Open Meeting Law allows for Members to attend social events as long as they avoid discussing CCAA business.

(6:15:53) – Chairperson Puliz thanked Ms. Burgard, Mr. Dikun, and Chris Nocks of Armstrong Consultants and stated that they have “been a pleasure to work with.” He added that the vote against them was not due to poor performance.

**M. PUBLIC COMMENT.**

(6:17:15) – Chairperson Puliz entertained public comments. Deni French introduced himself as a Carson City resident and stated that “I was one of the people that called and said, ‘Hey could you ask them to fly higher.’ I was very fortune in my life to have pilots in the family and I know it’s harder to get the plane up in certain weather and climates, I take that all into consideration. I just don’t want to see the nuts and bolts of the bottom side of your plane when you go over. And some of the planes sound like they’re a little out of tune and I know that’s a little off for a person that’s not a specialist but just remind everybody to keep their maintenance up real good.”

(6:18:49) – Chair Puliz agreed and stated that “Staff has taken it very seriously trying to see if there’s any way we can safely mitigate some of that sound.”

**N. AGENDA ITEMS FOR NEXT REGULAR MEETING**

(6:19:25) – Chairperson Puliz entertained requests for agenda items for the next CCAA meeting; however, none were forthcoming.

**O. ACTION ON ADJOURNMENT.**

**(6:19:42) – Chairperson Puliz adjourned the meeting at 6:19 p.m.**

The Minutes of the August 16, 2023, Carson City Airport Authority meeting are so approved on this 18th day of October 2023.



**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority (CCAA)**  
**September 20, 2023 ● 5:30 PM**  
**Community Center Robert “Bob” Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Authority Members**

<b>Chair – Tim Puliz</b>	<b>Vice Chair – Harlow Norvell</b>
<b>Treasurer – Jon Rogers</b>	<b>Member – Curtis Horton</b>
<b>Member – Paul Hamilton</b>	<b>Member – Karl Hutter</b>
<b>Member – Michael Golden</b>	

**Staff**

Corey Jenkins – Airport Manager  
Tamar Warren – Senior Public Meetings Clerk  
Minutes by: Briana Munoz – Public Meetings Clerk

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**A. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

(5:30:40) – Chairperson Puliz called the meeting to order at 5:30 p.m. Roll was called, and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Tim Puliz	Present	
Vice Chair Harlow Norvell	Present	
Treasurer Jon Rogers	Present	
Member Michael Golden	Present	
Member Paul Hamilton	Present	
Member Curtis Horton	Present	
Member Karl Hutter	Present	

**B. PLEDGE OF ALLEGIANCE**

(5:31:20) – Led by Treasurer Rogers.

**C. APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY.**

(5:31:43) – Chairperson Puliz introduced the item and noted that the August 16, 2023 minutes were not submitted, and the item would be reintroduced at the next meeting.

(5:31:50) – Chairperson Puliz tabled the item to the October 18, 2023 meeting.

**D. MODIFICATION OF THE AGENDA.**

(5:32:10) – Chairperson Puliz noted that there were no modifications to the agenda.

**E. PUBLIC COMMENT.**

(5:32:30) – Chairperson Puliz entertained public comments; however, none were forthcoming.

**F. AIRPORT ENGINEER’S REPORT**

(5:34:10) – Member Hutter asked when the Airport Engineer’s Report would be taking place. Chair Puliz stated that the item would be revisited once the Airport Engineer joined the meeting.

(5:35:05) – Mr. Jenkins requested a brief recess because he believed there was an issue with the dial-in system.

(5:35:31) – Chair Puliz called for a brief recess at 5:35 p.m.

(5:45:11) – Chair Puliz resumed the meeting at 5:45 p.m. A quorum was still present.

(5:45:22) – Nadine Burgard of Armstrong Consultants joined the meeting via WebEx. Ms. Burgard presented the Airport Engineer’s report, which is incorporated into the record. She reported on construction contract documents that were in process with Titan Electrical and Houston Smith. Ms. Burgard also responded to clarifying questions.

**G. CONSENT AGENDA**

(5:32:56) – Chairperson Puliz introduced the items and entertained a motion.

**(5:33:40) – Vice Chair Norvell moved to approve the Consent Agenda as submitted. Member Hutter seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Norvell
<b>SECONDER:</b>	Hutter
<b>AYES:</b>	Puliz, Norvell, Rogers, Golden, Hamilton, Horton, Hutter
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	None

**1. FOR POSSIBLE ACTION: APPROVE PROFESSIONAL SERVICES AGREEMENT (PSA) WITH COFFMAN & ASSOCIATES TO SERVE AS THE AIRPORT PLANNING CONSULTANT FOR A PERIOD OF FIVE YEARS.**

**2. FOR POSSIBLE ACTION: AWARD AND EXECUTE FAA CONTRACT FOR AIP 44 (SNOW REMOVAL EQUIPMENT BUILDING CONSTRUCTION) TO THE RESPONSIVE APPARENT LOW BIDDER, HOUSTON SMITH CONSTRUCTION, INC, IN THE AMOUNT OF \$1,548,781.57.**

**H. PUBLIC HEARINGS**

**1. FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL OF CHANGE OF CONTROL OF KCXP INVESTMENTS, LLC FROM TOM GONZALES TO BRADLEY BUSBIN, THE TRUSTEE OF THE GONZALES CHARITABLE REMAINDER UNITRUST TWO.**

(5:48:16) – Chairperson Puliz introduced the item and referenced the Board Memo, which is incorporated into the record.

(5:49:25) – Chairperson Puliz announced that a legal counsel was not present due to Airport Counsel Steve Tackes having to attend to a family emergency at the last minute.

(5:50:18) – Chairperson Puliz stated that Mr. Busbin was unable to join the meeting due to technical difficulties. He added that Mr. Busbin had sent an email to Mr. Jenkins stating that he remains the trustee of the trust, confirming its validity.

**PUBLIC COMMENTS**

(5:51:39) – Mr. Gonzales introduced himself as the benefactor of The Gonzales Legacy Trust and the builder of Jet Ranch. He expressed concern about Mr. Busbin’s conflicting statements regarding the trust’s validity, citing a deposition where Mr. Busbin referred to the trust as invalid. Mr. Gonzales stated that “it’s yet to be determined, but for the moment I’m not going to say I own the property, I gave it to my trust.”

(5:52:26) – Member Golden expressed concern regarding the absence of a legal counsel and asked if Mr. Tackes had provided any input on the item.

(5:52:48) – Mr. Jenkins clarified that Mr. Tackes reviewed each of the items. He noted that Staff’s recommendation includes Mr. Tackes input.

(5:54:13) – Vice Chair Norvell clarified that the item being discussed pertained to acknowledging a past change of ownership and would not impact future events.

**(5:55:07) – Treasurer Rogers moved to approve the change of control from KCXP Investments, LLC from Tom Gonzales to Bradley Busbin, the trustee of the Gonzales Charitable Remainder Unitrust Two. Member Golden seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Rogers
<b>SECONDER:</b>	Golden
<b>AYES:</b>	Puliz, Norvell, Rogers, Golden, Hamilton, Horton, Hutter
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	None

**2. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE KCXP INVESTMENTS, LLC LEASE ASSIGNMENT TO CARSON TAHOE EXECUTIVE, LLC.**

(5:55:34) – Chairperson Puliz introduced the item. Mr. Jenkins referenced the Board Memo, which is incorporated into the record. He added that the item had been reviewed by Mr. Tackes.

(5:56:42) – Chairperson Puliz clarified that Mr. Gonzales provided a non-refundable \$25,000 deposit to signify his commitment to completing the development within two years and asked Mr. Gonzales if that had “been dealt with legally between the two parties,” to which Mr. Gonzales confirmed.

(5:57:22) – Member Rogers added that the agreement requires the Authority to have plans in place before it goes to the Board of Supervisors (BOS) in February 2024.

(5:58:04) – **Member Golden moved to approve the KCXP Investment, LLC lease assignment to Carson Tahoe Executive, LLC and the assignment of the agreement to postpone or avoid lease termination. Vice Chair Norvell seconded the motion.**

<b>RESULT:</b>	<b>APPROVED (7-0-0)</b>
<b>MOVER:</b>	Golden
<b>SECONDER:</b>	Norvell
<b>AYES:</b>	Puliz, Norvell, Rogers, Golden, Hamilton, Horton, Hutter
<b>NAYS:</b>	None
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	None

**3. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE KCXP INVESTMENTS, LLC SUBLEASE TO CARSON TAHOE EXECUTIVE, LLC.**

(5:58:35) – Chair Puliz introduced the item. He clarified that the negotiation required “some tweaking” before it could be finalized and stated that Mr. Gonzales requested a 60-day extension to finalize the sublease agreement.

(5:59: 57) – Chair Puliz tabled the item until the two parties reached a final agreement.

**I. AIRPORT MANAGER’S REPORT**

(5:49:14) – Chairperson Puliz introduced the item. Mr. Jenkins presented his report, which is incorporated into the record. He reported that fuel sales were “slightly down” in August, but he believed that there was error in the calculation and would provide an update next month. Member Golden stated that there likely wasn’t an error, citing a temporary flight restriction which was in effect for over a week.

(6:02:01) – Mr. Jenkins agreed and continued with his report. He reported that two developers are motivated to submit proposals to build hangars at the airport. Mr. Jenkins stated that Kim Pilant, the current clerical assistant providing services for the Airport, completed a comprehensive based aircraft review. He announced that the Airport Operations and Maintenance Technician position had been filled by Cody Puchalski, who starts his position on September 25. Mr. Jenkins reported that the Airport and the Experimental Aircraft Association hosted

first responder trainings. He reported on an aircraft accident this month, stating that the response from the Sherriff's and Fire Department was "fantastic" and that Staff "did a great job" during this event. Mr. Jenkins noted 4,193 total aircraft operations in August, pointing out that the operations had increased from the previous month.

(6:07:50) – Member Horton commented on the new sign that was erected at the Airport, stating that it was "beautiful." He suggested relocating the existing sign to "improve the look of the entrance to the airport."

**J. LEGAL COUNSEL'S REPORT**

(6:09:04) – Chair Puliz introduced the item however Mr. Tackes was not present to make the report.

**K. TREASURER'S REPORT**

(6:09:23) – Chairperson Puliz introduced the item and Treasurer Rogers referenced the agenda materials. He reported that the Snow Removal Equipment (SRE) Building bid was slightly under budget. Treasurer Rogers explained that he and Mr. Jenkins were determining how to gather tax revenues for several aircrafts at the Airport that pay taxes through central assessment instead of local personal property tax. He stated that he is confident that the Federal Aviation Administration (FAA) requires tax revenues to be directed back to the Airport, but they are currently going into a state-mandated fund. Treasurer Rogers noted that discussions would be held with the state to address the issue.

**L. REPORT FROM AUTHORITY MEMBERS**

- 1. STATUS REVIEW OF PROJECTS**
- 2. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- 3. CORRESPONDENCE TO THE AUTHORITY**
- 4. STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE AUTHORITY**

(6:13:20) – Chairperson Puliz entertained Member reports. Member Hamilton reported that he had photographs from the Reno Air Races and added that fuel sales "should be spectacular for this month."

(6:14:28) – Mr. Jenkins responded to clarifying questions regarding the grant award for the construction of the SRE building. He added that the building will include interior improvements, a garage door for equipment storage, and a smaller alternate garage door.

**M. PUBLIC COMMENT.**

(6:16:24) – Chairperson Puliz entertained public comments; however, none were forthcoming.

**N. AGENDA ITEMS FOR NEXT REGULAR MEETING**

(6:16:31) – Chairperson Puliz entertained requests for agenda items for the next CCAA meeting; however, none were forthcoming.

**O. ACTION ON ADJOURNMENT.**

**(6:16:43) – Chairperson Puliz adjourned the meeting at 6:16 p.m.**

The Minutes of the September 20, 2023, Carson City Airport Authority meeting are so approved on this 18th day of October 2023.

## Airport Improvement Update

### CARSON CITY AIRPORT – CARSON CITY, NEVADA

*October 2023*

#### ENGINEERING UPDATE

##### **Project Updates:**

##### **Acquire Snow Removal Equipment:**

- Ramp plow delivered
- Snow plow truck tentative delivery TBD
- ACI will participate in acceptance of equipment

##### **Aeronautical Survey for Nighttime Approach:**

- Offset PAPI construction
  - Titan Electrical contract documents processed, schedule/start date TBD
  - Submittal review with Lean Corp.

##### **Snow Removal Equipment Building:**

- Grant received
- Houston Smith contract documents in process, schedule/start date TBD, submittal review

# CARSON CITY AIRPORT

Date Updated: 10/11/2023

## CURRENT PROJECT DASHBOARD

### AIP Funded Projects

Project	ACI Task Order	Grant Number	Project Status	Preliminary Grant Application	NEPA Documentation	City Planning Status	Draft Task Order	IFE	Final Task Order	RON	Design Status	Bidding Status	Final Grant Application	Grant Status	Construction Status	Billing Status	Budget Status	Contractor	Notes
Construct SRE Bldg (Bid and Const)	E	3-32-0004-044-2023	Open	Completed	Completed	Approved	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Issued	Start Date TBD	No Billing Issued Yet	No Issues Anticipated	Houston Smith	Pending submittal review and final schedule
Acquire SRE	F	3-32-0004-037-2021	Pending Delivery	Completed	Completed	N/A	Completed	N/A	Completed	Completed	Equipment Identified	Completed	Completed	Issued	N/A	Paid up to date	No Issues Anticipated	Henke Mfg	Ramp plow delivered; pending remaining equipment delivery
Install Approach Lighting (Phase 2 - Offset PAPI & MALSF Design)	H	3-32-0004-042-2022	Open	Completed	Completed	N/A	Completed	Completed	Completed	Completed	Completed	N/A	Completed	Issued	N/A	Paid up to date	No Issues Anticipated	N/A	Preparing design grant closeout
Install Approach Lighting (Phase 3 - Offset PAPI Construction)	I	3-32-0004-043-2023	Open	Completed	Completed	N/A	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Issued	Start Date TBD	No Billing Issued Yet	No Issues Anticipated	Titan Electrical	Pending submittal review and final schedule







## CCAA BOARD MEMO

Agenda Item: G-1

BOARD MEMO 2023-28

Meeting Date: October 18, 2023

**Agenda Title:** FOR POSSIBLE ACTION: APPROVE PROFESSIONAL SERVICES AGREEMENT (PSA) WITH WOOD RODGERS AND ASSOCIATES TO SERVE AS THE AIRPORT ENGINEERING CONSULTANT FOR A PERIOD OF FIVE YEARS.

**Staff Summary:** Staff to present proposed contract with Wood Rodgers and Associates to provide on-call Engineering Services.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 0 Minutes

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### **Proposed Motion**

I move to approve the Professional Services Agreement with Wood Rodgers and Associates.

### **CCAA'S Strategic Goal**

Maintain airport infrastructure in top condition.

### **Previous Action and Executive Summary**

May 17, 2023 (Item H-2) – The CCAA approved the RFQ for planning services and architectural/engineering services.

July 13, 2023 – The Airport Manager received a statement of qualifications from Wood Rodgers and Associates for Engineering Services.

August 16, 2023 (Item H-1) – Wood Rodgers and Associates was selected as the top ranked engineering consultant and staff were directed to proceed with negotiations.

## **Financial Information**

Is there a fiscal impact?

No  Yes

If yes, account name/number & amount:

General Fund/ Federal Share:

CLASSIFICATION	STANDARD RATE
Principal	\$260
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	
Principal	\$245
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	
Senior	\$230
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	
Senior	\$215
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	
Project	\$200
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	
Project	\$190
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$175
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$165
Assistant	\$145
Engineer/Geologist/Surveyor/Planner/GIS/LA*	
Designer	\$95
Senior CAD Technician/Graphics Designer II	\$165
Senior CAD Technician/Graphics Designer I	\$155
CAD Technician/Graphics Designer	\$135
Project Coordinator	\$135
Administrative Assistant	\$115
Construction Manager	\$175
Senior Inspector II	\$145
Senior Inspector I	\$130
Inspector II	\$125
Inspector I	\$105
Senior Field Technician I	\$130
Field Technician II	\$110
Field Technician I	\$95
1 Person Survey Crew	\$175
2 Person Survey Crew	\$230
3 Person Survey Crew	\$305
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work, Expert Witness Testimony and Preparation	Rate Plus 50%

Is it currently budgeted? Yes

**Alternatives**

Reject the proposed agreement and direct staff to make changes.

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

## AIRPORT ENGINEERING SERVICES CONTRACT

This Agreement, entered into as of this \_\_\_\_\_ day of \_\_\_\_\_ 2023, by and between:

**CARSON CITY AIRPORT AUTHORITY**

2600E. College Parkway #6  
Carson City, NV 89706

hereinafter referred to  
as the **SPONSOR**

AND:

**WOOD RODGERS, INC**

1320 Corporate Blvd  
Reno, Nevada 89502

hereinafter referred to  
as the **CONSULTANT**

FOR THE PURPOSE of providing the following professional airport consulting services for the Carson City Airport (CXP).

- Airport Engineering Services
- Airport Environmental Services
- Airport Grant Administration Services

The airport consulting services include a wide range of aviation development needs for the Carson City Airport Authority as outlined in the Airport Authority's Request for Statement of Interest and qualifications (RSIQ) issued on May 17, 2023. The services to be provided may include but are not limited to design engineering services and construction period services in accordance with task orders, consult/coordinate with Sponsor, Airport Users, FAA, NDOT and other interested parties, financial evaluations, benefit/cost analysis, grant administration services for Federal/State funded projects (including grant applications and grant reimbursement requests) and special services as defined in Federal Aviation Administration (FAA) Advisory Circular 150/5100-14E (Change 1). The services outlined above will be associated with those projects reasonably expected to be performed for the Airport within the next five (5) years. The associated projects are outlined in the RSIQ.

**THE SPONSOR AND CONSULTANT** do hereby mutually agree to the following:

### **ARTICLE ONE - SERVICES AND RESPONSIBILITIES**

1. **Employment of the Consultant.** In consideration of the mutual promises contained in this Agreement, the SPONSOR engages the CONSULTANT to render professional airport consulting services in furtherance of the development, operation, and management of airports under the control of the Carson City Airport Authority, in accordance with all the terms and conditions contained in this Agreement, including those contained in all attached Authorization of Services for specific projects, which by this reference are made a part of this Agreement.
2. **Scope of Services.** The CONSULTANT shall perform Architectural/Engineering services for the SPONSOR as requested by the SPONSOR. All services shall be negotiated with the SPONSOR and formally agreed in writing utilizing an Authorization of Services amendment to this Agreement. An Authorization of Services shall include a detailed scope of services and fee estimates by task. The CONSULTANT is authorized to utilize the services of independent contractors, consultants, and subcontractors, when such services are warranted and agreed upon by the SPONSOR.

3. **Responsibility of the Consultant.** The CONSULTANT shall be responsible for the professional quality, technical accuracy and the coordination of all services provided by the CONSULTANT under this Agreement.
4. **Responsibility of the Sponsor.** The SPONSOR shall cooperate with the CONSULTANT by making a diligent effort to provide everything reasonably necessary for the CONSULTANT to be able to provide its services, including previous plans, drawings, specifications, design and construction standards; assistance in obtaining necessary access to public and private lands; legal, accounting, and insurance information required for various projects and necessary permits and approval of governmental authorities or other individuals.
5. **Subcontracts.** At the time subcontracted services are anticipated, the CONSULTANT shall notify the SPONSOR of the nature of and need for such services and identify the proposed subcontracting firm. The CONSULTANT must receive approval in writing from the SPONSOR prior to utilization of a subcontractor. CONSULTANT shall be responsible for the work of all subcontractors notwithstanding SPONSOR's approval of the subcontractor.
6. **Time of Performance.** The general services of the CONSULTANT shall be available on a continuous basis for a period of five (5) years commencing as of the date of this Agreement. Specific services outlined in all attached Authorization of Services shall be undertaken and completed in the sequence and timeframe specified in each Authorization of Services. It is understood that specific services, begun during the Time of Performance as outlined above, may require the services of the CONSULTANT beyond the termination date of this contract, in which case, the provisions of this contract will remain in effect for the completion of that specific service.

## ARTICLE TWO - COMPENSATION AND METHOD OF PAYMENT

1. **Compensation.** All compensation for services rendered by the CONSULTANT shall be based upon criteria negotiated with the SPONSOR and formally agreed to utilizing an Authorization of Services amendment to this Agreement. An Authorization of Services shall include fee estimates by task. This fee will constitute full and complete compensation for services performed by the CONSULTANT and/or its subcontractors.

The CONSULTANT may submit revised hourly rate schedules when changes occur and adjustments are necessary, provided that such changes are approved by the SPONSOR and no other adjustments have been approved during a period of no less than six months prior to the requested adjustment. A current hourly rate schedule is attached as Exhibit A.

2. **Method of Payment.** The SPONSOR shall pay to the CONSULTANT the agreed upon amount for services rendered as described in Paragraph 2.1 of this Agreement. Payment shall be at monthly intervals subject to receipt of requisitions for payment from the CONSULTANT under the terms of the Authorization of Services.
3. **Consultant Responsibilities for Compensation.** The CONSULTANT shall prepare monthly invoices and progress reports which clearly indicate the progress to date and the amount of compensation due by virtue of that progress. All requisitions for payment shall be for work completed unless otherwise agreed to by the SPONSOR. The CONSULTANT shall also prepare the necessary forms and Requisitions for Payment under the State and/or Federal project grant application requirements.

4. **Billing Address.** All billing will be sent to the Airport Manager, Carson City Airport Authority, 2600 E. College Parkway #6, Carson City, NV 89706.
5. **Sponsor Responsibilities for Compensation.** The SPONSOR agrees to pay the CONSULTANT's invoices net upon receipt. At no time will payment of requisitions exceed thirty (30) days from the date of the invoice without notification to the CONSULTANT. It is expressly understood that the SPONSOR has the right to withhold payment on any invoice if he feels that the CONSULTANT has not performed the requisitioned work efforts in a satisfactory manner. If the SPONSOR does decide to withhold payments to the CONSULTANT for any reason, he must provide written notifications and an explanation to the CONSULTANT within ten (10) days of the date of the invoice. If any payments are not made when due, then the CONSULTANT may suspend services under this Agreement until payment has been made in full or other satisfactory arrangements have been made.

### **ARTICLE THREE - CHANGES TO THE SCOPE OF SERVICES**

The SPONSOR may, at any time, and by written order, make changes in the services to be performed under this Agreement. If such changes cause an increase or decrease in the CONSULTANT's cost or time required for performance of any services under this contract, an equitable adjustment shall be made and the contract shall be modified in writing accordingly. Any claim of the CONSULTANT for adjustment under this clause must be submitted in writing within thirty (30) days from the date or receipt by the CONSULTANT of the notification of change.

### **ARTICLE FOUR - TERMINATION OF THE AGREEMENT**

The SPONSOR may, by written notice to the CONSULTANT, terminate this contract in whole or in part at any time, either for the SPONSOR's convenience or because of the failure of the CONSULTANT to fulfill his contract obligations. Upon receipt of such notice, the CONSULTANT shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the SPONSOR all data, drawings, reports, estimates, summaries, and such other information and materials as may have been accumulated by the CONSULTANT in performing this contract, whether completed or in process.

This Agreement may be terminated in whole or in part by the CONSULTANT in the event of substantial failure by the SPONSOR to fulfill its obligations.

If the termination is for the convenience of the SPONSOR, the SPONSOR shall pay the CONSULTANT for the services rendered prior thereto in accordance with percent completion at the time work is suspended minus previous payments.

If the termination is due to the failure of the CONSULTANT to fulfill his contract obligations, the SPONSOR may take over the work and prosecute the same to completion, by contract or otherwise.

### **ARTICLE FIVE – FEDERAL CONTRACT PROVISIONS**

CONSULTANT shall comply with the statements as set forth in "Exhibit B" hereto. Where the word Contractor is used in "Exhibit B" it shall mean "CONSULTANT". In the event of any conflict between the provisions of this Agreement and Exhibit B, the provisions of Exhibit B shall prevail.

### **ARTICLE SIX - SUSPENSION OF WORK**

The SPONSOR may order the CONSULTANT, in writing, to suspend all or any part of the work for such

period of time as he may determine to be appropriate for the convenience of the SPONSOR.

If the performance of all or any part of the work is, for any unreasonable period of time, suspended or delayed by an act of the SPONSOR in the administration of this contract, or by its failure to act within the time specified in this contract (or if no time is specified, within a reasonable time), an adjustment shall be made for any increase in cost of performance of this contract necessarily caused by such unreasonable suspension or delay, and the contract modified in writing accordingly. However, no adjustment shall be made under this clause for any suspension or delay to the extent (1) that performance would have been suspended or delayed by any other cause, including the fault or negligence of the CONSULTANT, or (2) for which an equitable adjustment is provided for or excluded under any other provision of this contract.

## ARTICLE SEVEN - INSURANCE

The CONSULTANT or any subcontractor, if specified, shall maintain during the life of this Agreement, the following minimum public liability and property damage insurance which shall protect the CONSULTANT from claims for injuries including accidental death, as well as from claims for property damages which may arise from the performance of work under this Agreement and the limit of liability for such insurance shall be as follows:

- (a) Comprehensive general liability, including personal injury liability, blanket contractual liability, and broad form property damage liability. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
- (b) Automobile bodily injury and property damage liability insurance covering owned, non- owned, rented, and hired cars. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000.
- (c) Statutory worker's compensation and employer's liability insurance for the State of Nevada.

The CONSULTANT shall submit to the SPONSOR certificates of insurance with assurances that the SPONSOR will be notified at least 30 days prior to cancellation or any policy changes. The certificate or insurance shall name the SPONSOR as additionally insured.

## ARTICLE EIGHT - INTERESTS AND BENEFITS

1. **Interest of Consultant.** The CONSULTANT covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The CONSULTANT further covenants that in the performance of this Agreement, no person having any such interests shall be employed.
2. **Interest of Sponsor Members and Others.** No officer, member, or employee of the SPONSOR and no member of its governing body, who exercise any functions or responsibilities in the review or approval of the undertaking or carrying out of the services to be performed under this Agreement, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interests, direct or indirect, in this Agreement or the proceeds thereof.

## ARTICLE NINE - ASSIGNMENT

The CONSULTANT shall not assign any interest in this contract and shall not transfer any interest in the same without the prior written consent of the SPONSOR.

**ARTICLE TEN - SPECIAL PROVISIONS, TASK ORDERS & SCHEDULES**

This Agreement is subject to the following special provisions.

This Agreement is supported by a SPONSOR’S resolution stipulating that Wood Rodgers, Inc. is authorized to perform the services as outlined in Task Orders to this contract.

This Agreement, together with the Task Orders and schedules identified above constitute the entire agreement between SPONSOR and CONSULTANT and supersede all prior written or oral understandings.

This Agreement and said Task Orders and schedules may only be amended, supplemented, modified or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the SPONSOR and the CONSULTANT have executed this AGREEMENT as of the date first written.

**FOR THE CONSULTANT:**

Wood Rodgers, Inc.

**FOR THE SPONSOR:**

Carson City Airport Authority

By: \_\_\_\_\_

Brian Martinezmoles, P.E, Partner

By: \_\_\_\_\_

\_\_\_\_\_

Attest: \_\_\_\_\_

\_\_\_\_\_

Attest: \_\_\_\_\_

\_\_\_\_\_

Approved as to form:

\_\_\_\_\_

Steve Tackes, Legal Council



**EXHIBIT "A"**

**Engineering Services Charge Out Rate Schedule**

CLASSIFICATION	STANDARD RATE
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$260
Principal Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$245
Senior Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$230
Senior Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$215
Project Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$200
Project Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$190
Engineer/Geologist/Surveyor/Planner/GIS/LA* II	\$175
Engineer/Geologist/Surveyor/Planner/GIS/LA* I	\$165
Assistant Engineer/Geologist/Surveyor/Planner/GIS/LA*	\$145
Designer	\$95
Senior CAD Technician/Graphics Designer II	\$165
Senior CAD Technician/Graphics Designer I	\$155
CAD Technician/Graphics Designer	\$135
Project Coordinator	\$135
Administrative Assistant	\$115
Construction Manager	\$175
Senior Inspector II	\$145
Senior Inspector I	\$130
Inspector II	\$125
Inspector I	\$105
Senior Field Technician I	\$130
Field Technician II	\$110
Field Technician I	\$95
1 Person Survey Crew	\$175
2 Person Survey Crew	\$230
3 Person Survey Crew	\$305
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work, Expert Witness Testimony and Preparation	Rate Plus 50%

\*LA = Landscape Architect

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice. Auto mileage will be charged at the IRS standard rate, currently 62.5 cents per mile.

**Materials Laboratory Testing Charge Out Rate Schedule**

<b>TEST SUMMARY</b>	<b>UNIT PRICE</b>
<b>INDEX TESTS</b>	
Visual Classification (ASTM D2488)	
a) Standard	20.00
b) Shelby Tube	20.00
Moisture Content (ASTM D2216)	23.00
Moisture Content & Dry Density (ASTM D2937)	40.00
Atterberg Limits (ASTM D4318)	
a) Plastic Index	110.00
b) Non-plastic	75.00
Particle Size Analysis (D6913)	100.00
a) Comb. Bulk Sieve Analysis (ASTM D6913)	150.00
Specific Gravity and Absorption	
a) Soils (ASTM D854)	95.00
b) Coarse Aggregates (ASTM C127)	95.00
c) Fine Aggregates (ASTM C128)	95.00
Organic Content (ASTM D2974)	110.00
<b>MOISTURE-DENSITY RELATIONS</b>	
Laboratory Compaction Curve (ASTM D1557/D698)	
a) Method A or B (4-inch mold)	175.00
b) Method C (6-inch mold)	200.00
Modified or Standard Check Point (4 or 6-inch mold)	95.00
Oversized Particles Rock Correction (ASTM D4718)	75.00
Harvard Miniature (Nevada T101)	175.00
California Impact (CAL 216)	200.00
Resistance Value & Expansion Pressure (ASTM D2844)	255.00
R-Value Including Soil Amendment (ASTM D2844)	300.00
California Bearing Ratio, three point (ASTM D1883)	600.00
CBR Including Soil Amendment (ASTM D1883)	Quote
<b>AGGREGATE TESTS</b>	
Percent Passing No 200 Sieve (ASTM C117)	95.00
Sieve Analysis (ASTM C136)	100.00
Sand Equivalent (ASTM D2419)	100.00
Hydrometer & No. 10 Sieve (ASTM D 422)	250.00
Durability Index (ASTM D3744)	145.00
Cleanness Value (CAL 227 & 120)	130.00
Organic Impurities in Sand (ASTM D40)	65.00
Clay Lumps, per sieve fraction (ASTM C142)	90.00
Crushed Particles/Fractured Faces (ASTM D5821)	95.00
Sodium Soundness, per sieve fraction (ASTM C88)	95.00
Dry Rodded Unit Weight (ASTM C29)	65.00
L.A. Abrasion, minus 1½-inch (ASTM C131)	165.00
L.A. Abrasion, minus 3-inch (ASTM C535)	200.00

<b>TEST SUMMARY</b>	<b>UNIT PRICE</b>
<b>AGGREGATE TESTS (CONTINUED)</b>	
Lightweight Particles (ASTM C123)	170.00
Uncompacted Void Content (ASTM C1252)	75.00
Potential Alkali Reactivity (16 day) (ASTM C1260)	
a) Coarse Aggregate	800.00
b) Fine Aggregate	750.00
Potential Alkali Reactivity (1 year) (ASTM C1293)	
a) Coarse Aggregate	2,200.00
b) Fine Aggregate	2,000.00
Potential Alkali Reactivity of Cementitious Materials (ASTM C1567)	
a) Coarse Aggregate	1,400.00
b) Fine Aggregate	1,250.00
<b>SOIL STRENGTH TESTS</b>	
Unconfined Compression (ASTM D2166)	100.00
Direct Shear - 3 Points (ASTM D 3080)	390.00
Triaxial Shear, per point (max. 3" dia.)	Quote
Consolidation (ASTM D2435)	360.00
Swell-Consolidation (ASTM D4546)	
a) Methods A & B	250.00
b) Method C	425.00
Free Swell	100.00
UBC, Expansion Index (ASTM D4829)	165.00
<b>HYDRAULIC CONDUCTIVITY</b>	
Fixed-wall Permeability (ASTM D2435)	Quote
Flexible-wall Permeability (ASTM D5084)	Quote
<b>CONCRETE &amp; MASONRY TESTING</b>	
Compression Strength Test Cylinders	
a) Concrete (ASTM C39)	27.00
b) Mortar (UBC 24-22)	30.00
c) Grout (UBC 24-28)	27.00
d) Hold Cylinders, not tested	22.00
e) Beam Flexural Strength (ASTM C78)	95.00
f) Drilled Concrete Cores (ASTM C42/ C174/ C1542)	55.00
Lightweight / Insulating Concrete	
a) Compression (ASTM C495)	27.00
b) Unit Weight (ASMT C567)	45.00
Concrete Masonry Unit (CMU)	
a) Compression (ASTM C140)	175.00
b) Absorption, Moisture Content & Unit Weight (ASTM C140)	95.00
CMU Prism Compression (UBC 24-26)	250.00
Grout Shotcrete	175.00
Concrete Shrinkage (ASTM C157 / SEAOC)	325.00

<b>TEST SUMMARY</b>	<b>UNIT PRICE</b>
<b>CONCRETE &amp; MASONRY TESTING (CONTINUED)</b>	
Rapid Chloride Permeability (ASTM C1202)	500.00
Youngs Modulus (ASTM C469)	110.00
Concrete Air / Oven Dry Unit Weight (ASTM C567)	170.00
Splitting Tensile (ASTM C496)	50.00
<b>ASPHALT CONCRETE TESTS</b>	
Marshall Mix Design (MS-2 Manual)	Quote
Superpave Mix Design (MS-2 Manual)	Quote
Rubber Binder Design	Quote
Tensile Strength Ratio (TSR)	Quote
Moisture Content (ASTM D1461)	22.00
Asphalt Content, Solvent Extraction (ASTM D2172)	155.00
Asphalt Content, Ignition Solvent Extraction (ASTM D2172)	155.00
Sieve Analysis/Gradation (ASTM D5444)	110.00
Theoretical Maximum Specific Gravity (ASTM D2041)	130.00
Marshall Stability & Flow, 3 specimens (ASTM D6929)	240.00
Hveem Stability, 3 specimens (ASTM D1560)	240.00
Bulk Density / Unit Weight (ASTM D2726)	40.00
Asphalt Content with Rotovapor Recovery (ASTM D2172, D5404)	500.00
Gyratory Compaction (AASHTO T312) (Set of Two)	160.00
Mechanical Analysis of Extracted Aggregate (AASHTO T30)	100.00
Theoretical Maximum Specific Gravity Asphalt Mixtures (AASHTO T209)	120.00
Tensile Strength Ratio (TSR)	Quote
Hamburg Wheel (AASHTO T324)	Quote
<b>EMULSIFIED ASPHALT &amp; ASPHALT CEMENT</b>	
Penetration (ASTM D5)	110.00
Residue by Evaporation (AASHTO T59/ASTM D248)	110.00
Saybolt Furol Viscosity (ASTM D88, AASHTO T72)	160.00
Torsional Recovery (CTM 332)	160.00
Softening Point, Ring and Ball (AASHTO T53/ASTM D36)	110.00
<b>SUPERPAVE ASPHALT BINDER</b>	
PG Grading Classification (AASHTO M320)	900.00
PG Grading Verification (AASHTO M320)	700.00
Flash & Fire Point, Cleveland Open Cup (ASTM D92)	100.00
Brookfield Viscosity (ASTM D4402)	90.00
Dynamic Shear Rheometer (AASHTO T315)	150.00
Bending Beam Rheometer (AASHTO T313)	150.00
Pressure Aging Vessel (AASHTO R28)	110.00
Asphalt Binder Content Asphalt Mixture Ignition Method (AASHTO T308)	110.00
Rolling Thin Film Oven (AASHTO T240)	110.00

**EXHIBIT B**  
**FEDERAL CONTRACT PROVISIONS**  
**FOR PROFESSIONAL SERVICES (A/E) CONTRACTS**

The following provisions, if applicable, are hereby included in and made part of the attached Contract between the CARSON CITY AIRPORT AUTHORITY (SPONSOR) and WOOD RODGERS, INC. (CONSULTANT).

It is understood by the SPONSOR and the CONSULTANT that the FAA is not a part of this Agreement and will not be responsible for Project costs except as should be agreed upon by SPONSOR and the FAA under a Grant Agreement for the Project.

**1. ACCESS TO RECORDS AND REPORTS.** (Reference: 2 CFR § 200.326, 2 CFR § 200.333))

The CONSULTANT must maintain an acceptable cost accounting system. The CONSULTANT agrees to provide the SPONSOR, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the CONSULTANT which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The CONSULTANT agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

**2. BREACH OF CONTRACT TERMS.** (Reference 49 CFR part 18.36(i)(1))

Any violation or breach of terms of this contract on the part of the CONSULTANT or its subconsultants may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

**3. CIVIL RIGHTS PROVISIONS– GENERAL.** (Reference: 49 USC § 47123)

The CONSULTANT agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

This provision also obligates the tenant/concessionaire/lessee or its transferee for the period during which Federal assistance is extended to the airport through the Airport Improvement Program, except where Federal assistance is to provide, or is in the form of personal property; real property or interest therein; structures or improvements thereon.

In these cases, the provision obligates the party or any transferee for the longer of the following periods:

- (a) the period during which the property is used by the airport sponsor or any transferee for a purpose for which Federal assistance is extended, or for another purpose involving the provision of similar services or benefits; or
- (b) the period during which the airport sponsor or any transferee retains ownership or possession of the property.

#### 4. CIVIL RIGHTS – TITLE VI ASSURANCES

##### **Title VI Clauses for Compliance with Nondiscrimination Requirements**

(Source: Appendix A of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONSULTANT”) agrees as follows:

- 1). **Compliance with Regulations:** The CONSULTANTS will comply with the **Title VI List of Pertinent Nondiscrimination Statutes and Authorities**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- 2). **Non-discrimination:** The CONSULTANT, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- 3). **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the CONSULTANT of the CONSULTANT’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
- 4). **Information and Reports:** The CONSULTANT will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the SPONSOR or the Federal Aviation Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish the information, the CONSULTANT will so certify to the SPONSOR or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- 5). **Sanctions for Noncompliance:** In the event of a CONSULTANT’s noncompliance with the Non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or

the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- a. Withholding payments to the CONSULTANT under the contract until the CONSULTANT complies; and/or
  - b. Cancelling, terminating, or suspending a contract, in whole or in part.
- 6). **Incorporation of Provisions:** The CONSULTANT will include the provisions of paragraphs 7.1 through 7.6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The CONSULTANT will take action with respect to any subcontract or procurement as the SPONSOR or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the CONSULTANT becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the CONSULTANT may request the SPONSOR to enter into any litigation to protect the interests of the SPONSOR. In addition, the CONSULTANT may request the United States to enter into the litigation to protect the interests of the United States.

**Title VI List of Pertinent Nondiscrimination Authorities**

(Source: Appendix E of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the “CONSULTANT”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- 1). Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 2). 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- 3). The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- 4). Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- 5). The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- 6). Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- 7). The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- 8). Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;

- 9). The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- 10). Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- 11). Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- 12). Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

## **5. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

The CONSULTANT, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The CONSULTANT will accomplish this by:

- 1). Checking the System for Award Management at website: <http://www.sam.gov>
- 2). Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
- 3). Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to tell a higher tier that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedy, including suspension and debarment.

## **6. CLEAN AIR AND WATER POLLUTION CONTROL.**

(Reference: 49 CFR § 18.36(i)(12)) Note, when the DOT adopts 2 CFR 200, this reference will change to 2 CFR § 200 Appendix II(G))

CONSULTANT and subcontractors agree:

- 1). That any facility to be used in the performance of the contract or subcontract or to benefit from the contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities;
- 2). To comply with all the requirements of Section 114 of the Clean Air Act, as amended, 42 U.S.C. 1857 et seq. and Section 308 of the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 and Section 308 of the Acts, respectively, and all other regulations and guidelines issued thereunder;
- 3). That, as a condition for the award of this contract, the CONSULTANT or subcontractor will notify the awarding official of the receipt of any communication from the EPA indicating that a facility



to be used for the performance of or benefit from the contract is under consideration to be listed on the EPA List of Violating Facilities;

- 4). To include or cause to be included in any construction contract or subcontract which exceeds \$100,000 the aforementioned criteria and requirements.

**7. DISADVANTAGED BUSINESS ENTERPRISES**

- 1). **Contract Assurance** (§26.13) - The CONSULTANT and their subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.
- 2). **Prompt Payment** (§26.29) - The CONSULTANT agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty days from the receipt of each payment the CONSULTANT receives from SPONSOR. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the SPONSOR. This clause applies to both DBE and non-DBE subcontractors.

**8. FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)** (Reference: 29 USC § 201, et seq.)

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The CONSULTANT has full responsibility to monitor compliance to the referenced statute or regulation. The CONSULTANT must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

Requirement	Federal Agency with Enforcement Responsibilities
Federal Fair Labor Standards Act (29 USC 201)	U.S. Department of Labor – Wage and Hour Division

**9. LOBBYING AND INFLUENCING FEDERAL EMPLOYEES.** (Reference:49 CFR part 20, Appendix A)

- 1). No Federal appropriated funds have been paid or will be paid, by or on behalf of the CONSULTANT, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2). If any funds other than Federal appropriated funds have been paid or will be paid to any person for

influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**10. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970** (Reference 20 CFR part 1910)

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The CONSULTANT has full responsibility to monitor compliance to the referenced statute or regulation. The CONSULTANT must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

<b>Requirement</b>	<b>Federal Agency with Enforcement Responsibilities</b>
Occupational Safety and Health Act of 1970 (20 CFR Part 1910)	U.S. Department of Labor – Occupational Safety and Health Administration

**11. TERMINATION OF CONTRACT** (Reference: 49 CFR § 18.36(i)(2))

a. The SPONSOR may, by written notice, terminate this contract in whole or in part at any time, either for the SPONSOR's convenience or because of failure to fulfill the contract obligations. Upon receipt of such notice services must be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this contract, whether completed or in progress, delivered to the SPONSOR.

b. If the termination is for the convenience of the SPONSOR, an equitable adjustment in the contract price will be made, but no amount will be allowed for anticipated profit on unperformed services.

c. If the termination is due to failure to fulfill the CONSULTANT's obligations, the SPONSOR may take over the work and prosecute the same to completion by contract or otherwise. In such case, the CONSULTANT is be liable to the SPONSOR for any additional cost occasioned to the SPONSOR thereby.

d. If, after notice of termination for failure to fulfill contract obligations, it is determined that the CONSULTANT had not so failed, the termination will be deemed to have been effected for the convenience of the SPONSOR. In such event, adjustment in the contract price will be made as provided in paragraph 2 of this clause.

e. The rights and remedies of the SPONSOR provided in this clause are in addition to any other rights

and remedies provided by law or under this contract.

**12. TRADE RESTRICTION** (Reference: 49 CFR part 30)

The CONSULTANT or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a CONSULTANT or subcontractor who is unable to certify to the above. If the CONSULTANT knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the SPONSOR cancellation of the contract at no cost to the Government.

Further, the CONSULTANT agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The CONSULTANT may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The CONSULTANT shall provide immediate written notice to the SPONSOR if the CONSULTANT learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the CONSULTANT if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the CONSULTANT or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the SPONSOR cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a CONSULTANT is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

**16. TEXTING WHEN DRIVING** (References: Executive Order 13513, and DOT Order 3902.10)

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

The CONSULTANT must promote policies and initiatives for employees and other work personnel that decrease crashes by distracted drivers, including policies to ban text messaging while driving. The CONSULTANT must include these policies in each third party subcontract involved on this project.

**17. VETERAN'S PREFERENCE** (Reference: 49 USC § 47112(c))

In the employment of labor (except in executive, administrative, and supervisory positions), preference must be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Title 49 United States Code, Section 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.



## CCAA BOARD MEMO

Agenda Item: G-2

BOARD MEMO 2023-29

Meeting Date: October 18, 2023

**Agenda Title:** FOR DISCUSSION AND POSSIBLE ACTION: APPROVE A LEASE AMENDMENT FOR AT&T WIRELESS SERVICES, INC. FOR THE ADDITION AND MODIFICATOIN OF EQUIPMENT.

**Staff Summary:** AT&T would like to install some new equipment on the beacon tower and that will require an amended lease.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 0 Minutes

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### **Proposed Motion**

I move to approve the amendment to the lease.

### **CCAA'S Strategic Goal**

Maintain airport revenues and financial stability.

### **Previous Action and Executive Summary**

Original lease dated September 6, 2001, approved by both the Authority and the City. We located a First Amendment dated August 21, 2012, signed by a prior Airport Manager. AT&T has proposed an amendment that allows AT&T to replace their equipment with newer equipment and operating frequencies. The Amendment also updates the contact info for both AT&T and the Airport Authority and allows the updates on 45 days written notice.

### **Financial Information**

Is there a fiscal impact?

No  Yes

If yes, account name/number & amount:

General Fund/ Federal Share:

Is it currently budgeted?

**Alternatives**

Approve with changes.

Do not approve.

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)



Market: Northern California  
Cell Site Number: CVL06276  
Cell Site Name: Hot Springs (CA)  
Fixed Asset Number: 10088507

**SECOND AMENDMENT TO LEASE AGREEMENT**

THIS SECOND AMENDMENT TO LEASE AGREEMENT (“Second **Amendment**”), dated as of the latter of the signature dates below, is by and between Carson City Airport Authority, a Quasi-municipal corporation, having a mailing address of 2600 College Parkway #6, Carson City, NV 89706 (“**Landlord**”) and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE, 3rd Floor, Atlanta, GA 30319 (“**Tenant**”).

WHEREAS, Landlord and Tenant entered into Option and Lease Agreement dated September 6, 2001, as amended by the First Amendment to Lease Agreement dated September 26, 2012, whereby Landlord leased to Tenant certain Premises, therein described, that are a portion of the Property located at 2600 E. Graves Lane, Carson City, NV 89706 (collectively, the "**Agreement**"); and

WHEREAS, Landlord and Tenant desire to amend the Agreement to modify the permitted use section for wireless frequency usage;

WHEREAS, Landlord and Tenant desire to amend the Agreement to modify the notice section thereof; and

WHEREAS, Landlord and Tenant, in their mutual interest, wish to amend the Agreement as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant agree as follows:

1. **Modification of Permitted Use (Section 2c):** Tenant will continue to operate the Communication Facility in accordance with all FCC and FAA rules and regulations. In addition to previously approved operating frequencies, Landlord agree to grant Tenant the right to operate the Communication Facility with additional frequencies as detailed in Exhibit 2 to this Second Amendment. In case of any modification to the range of frequency listed on Exhibit 2 to this Second Amendment, Tenant will notify Landlord 45 days prior to the use of those frequencies.

2. **Notices.** Section 17 of the Agreement is hereby deleted in its entirety and replaced with the following:

**NOTICES.** All notices, requests, and demands hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows.

If to LANDLORD: Airport Manager  
Attn. Corey Jenkins  
2600 College Parkway #6  
Carson City, NV 89706  
cjenkins@flycarsoncity.com  
775-842-2255  
\_\_\_\_\_

If to TENANT: New Cingular Wireless PCS, LLC  
Attn: Network Real Estate Administration  
Re: Cell Site # CVL06276  
Cell Site Name: Hot Springs (CA)  
Fixed Asset #: 10088507  
1025 Lenox Park Blvd NE  
3rd Floor  
Atlanta, GA 30319

With copy to: New Cingular Wireless PCS, LLC  
Attn: Legal Department  
Re: Cell Site # CVL06276  
Cell Site Name: Hot Springs (CA)  
Fixed Asset #: 10088507  
208 S. Akard Street  
Dallas, Texas, 75202-4206

The copy sent to the Legal Department is an administrative step which alone does not constitute legal notice. Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

3. **Other Terms and Conditions Remain.** In the event of any inconsistencies between the Agreement and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Agreement otherwise is unmodified and remains in full force and effect. Each reference in the Agreement to itself shall be deemed also to refer to this Second Amendment.

4. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Agreement.

**IN WITNESS WHEREOF**, the parties have caused this Second Amendment to be effective as of the last date written below.

**LANDLORD:**

Carson City Airport Authority  
A Quasi-municipal corporation  
The manager for Carson City  
A consolidated municipality

**TENANT:**

New Cingular Wireless PCS, LLC,  
a Delaware limited liability company

By: AT&T Mobility Corporation  
Its: Manager

By: \_\_\_\_\_  
Print Name:  
Its:  
Date:

DocuSigned by:  
*Courtney Perillo*  
By: \_\_\_\_\_  
Print Name: Courtney Perillo  
Its: Director Construction & Engr.  
Date: 10/6/2023



**EXHIBIT 2**

Site Number: CVL06276 / CNU6276

Site Name: Hot Springs

Address: 2600 College Parkway, #6, Carson City, NV 89706

Tenant operates on the following transmit and receive frequencies:

LTE 1900-1945-1965 Mhz and 1865-1885 Mhz

LTE 700- 740-746 Mhz and 710-716 Mhz

LTE WCS- 2350-2360 Mhz and 2305-2315 Mhz

LTE AWS-2110-2140, 2160-2170 Mhz and 1730-1740 Mhz and 1760-1770 Mhz

Tenant plans to operate the following additional frequencies as listed below:

5G CBAND- 3840-3920 Mhz



October 18, 2023

FlyCarsonCity.com

## Carson City Airport Manager's Report Prepared by Corey Jenkins

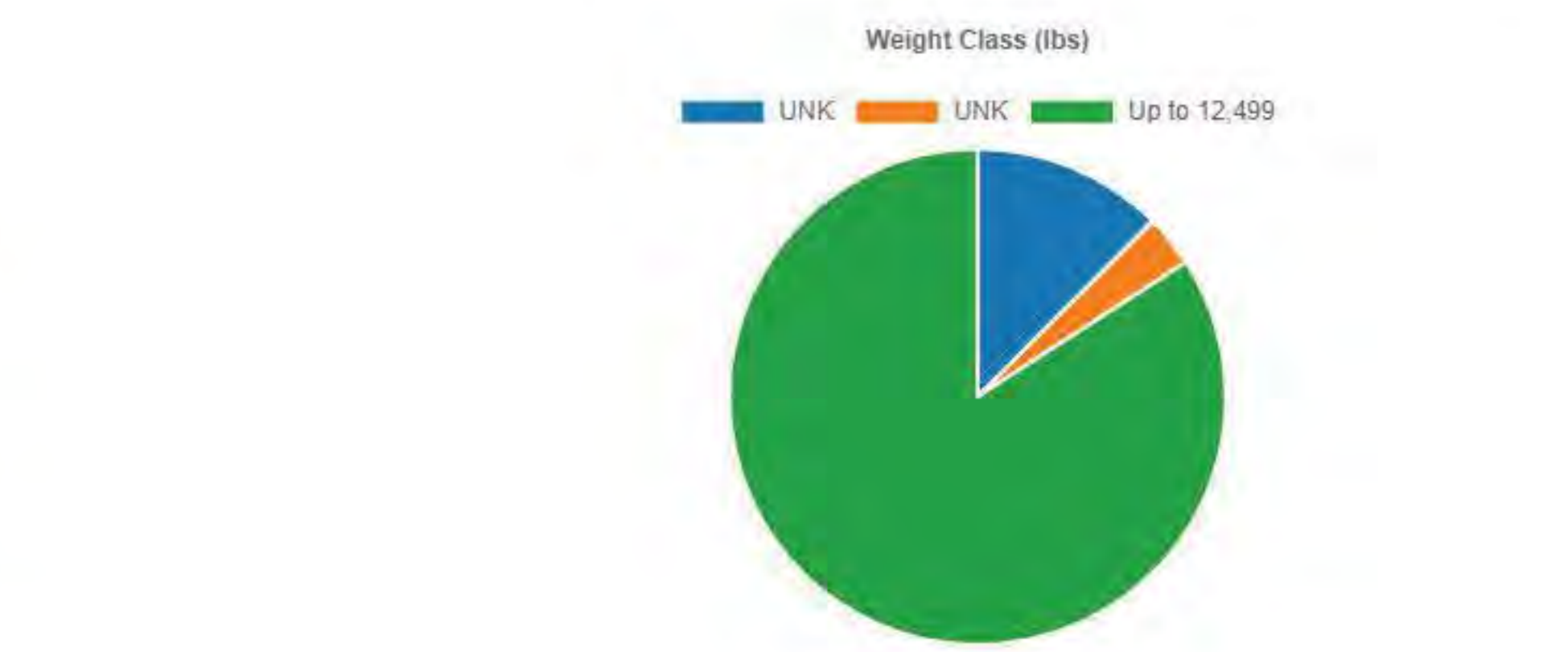
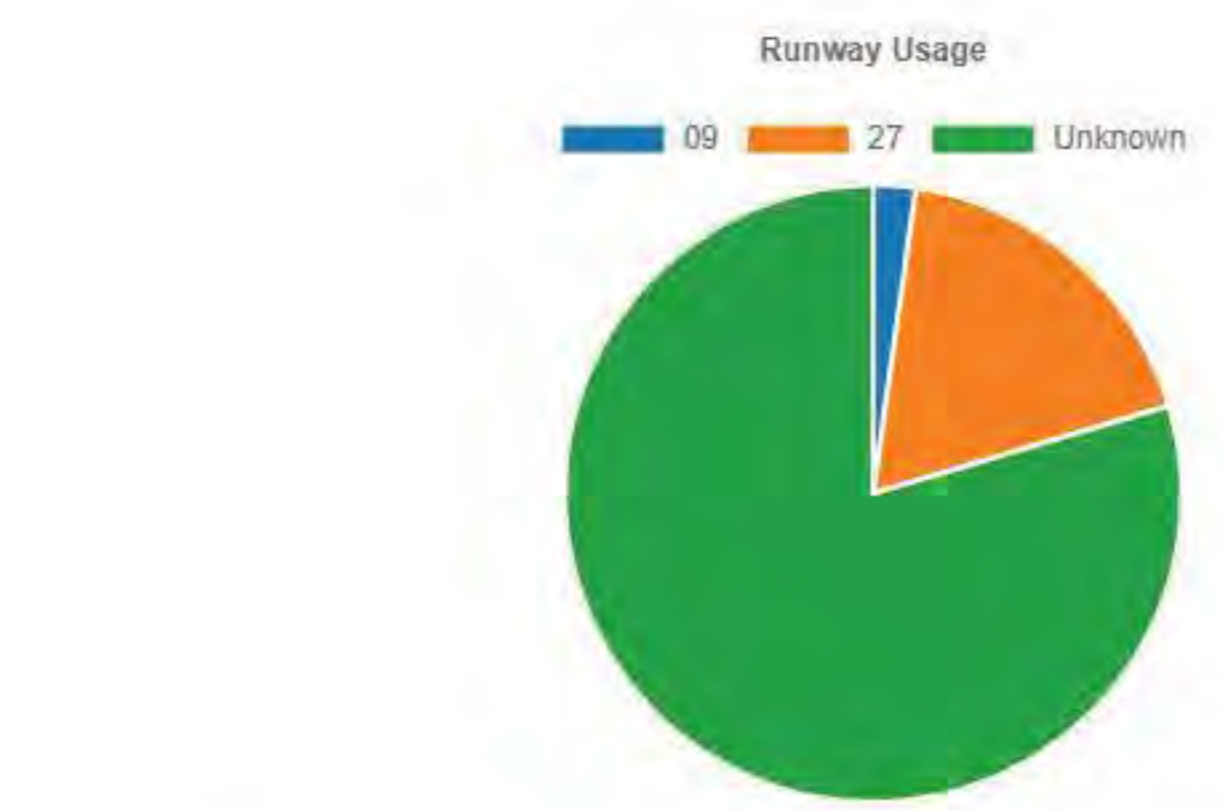
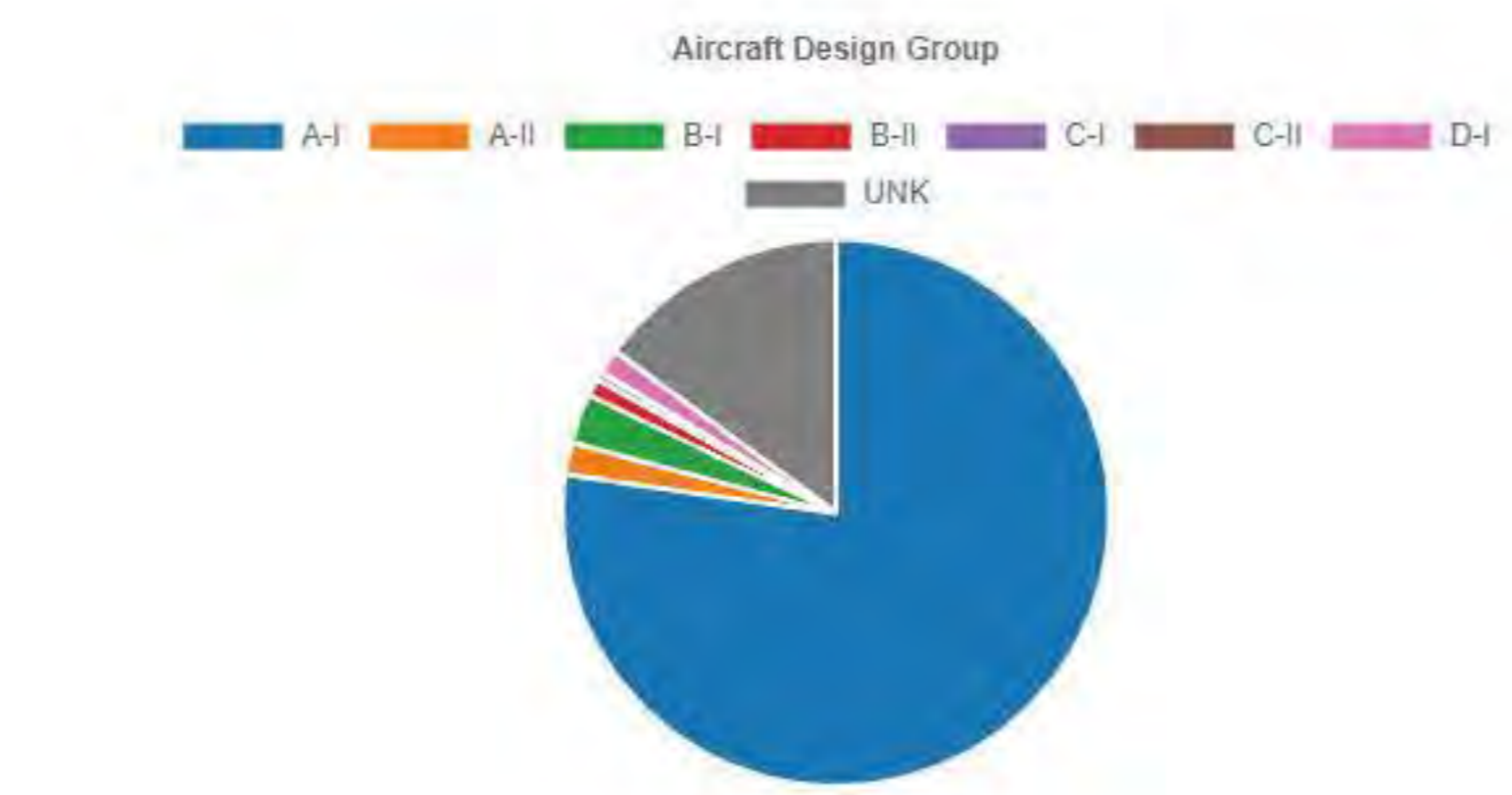
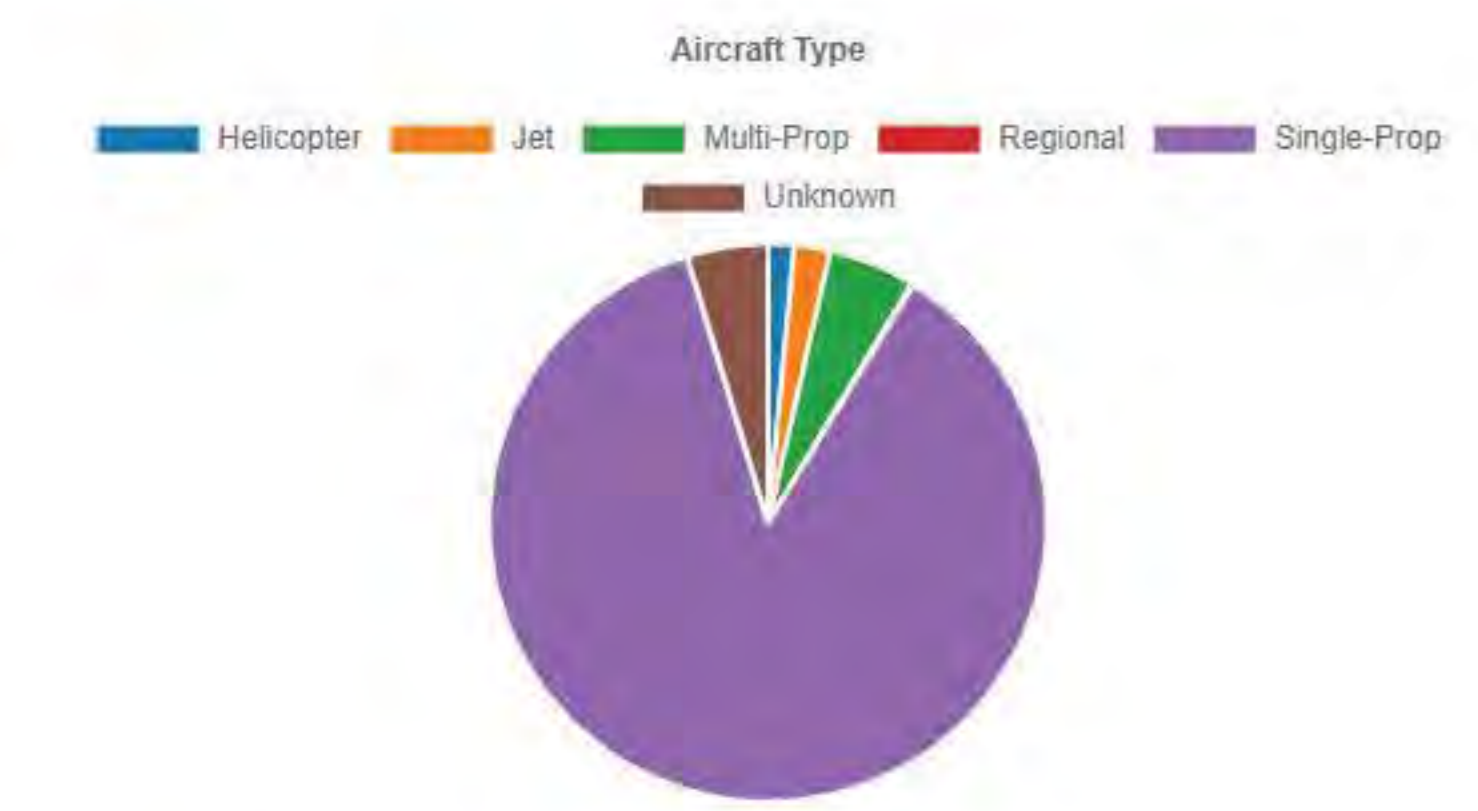
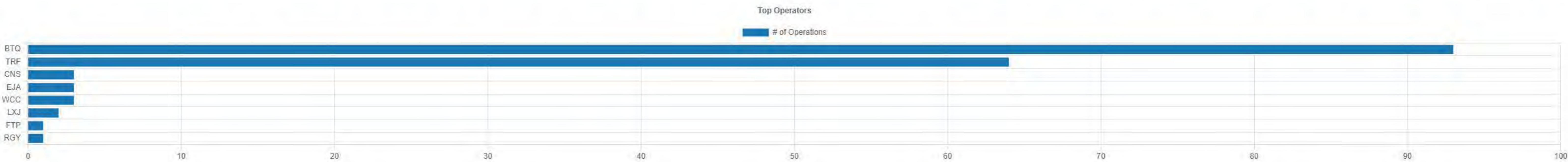
### Fuel Flowage

Total							
	Self-Serve		Full-Service		Total Combined		% Change
Month	100LL	Jet A	100LL	Jet A	Gallons	Fuel Flowage Fee	Annual % Change
January-23	3287	471	1267	5486	10511	\$ 525.53	-56%
February-23	5968	874	1220	11479	19541	\$ 977.05	-11%
March-23	3725	1856	1482	8538	15602	\$ 780.08	-37%
April-23	8040	2880	1361	9158	21439	\$ 1,071.93	-10%
May-23	8261	2076	3026	15356	28719	\$ 1,435.95	0%
June-23	9128	3358	2693	11491	26670	\$ 1,333.52	-32%
July-23	10856	5678	2337	14778	33649	\$ 1,682.46	4%
August-23	8320	3157	2645	21244	35365	\$ 1,768.26	-11%
September-23	9655	3580	8079	16111	37425	\$ 1,871.24	4%
October-23	0	0	0	0	0	\$ -	-100%
November-23	0	0	0	0	0	\$ -	-100%
December-23	0	0	0	0	0	\$ -	-100%

### Managers' Report

- Bipartisan Infrastructure Law Application for Terminal Building Funding for engineering has been submitted.
- Cody Puchalski training is going well.
  - Work on the restoration of the sign has begun.
- The Carson City Airport Truck will be in the Nevada Day Parade with the Sheriff's Aero Squadron.
- Airport staff participated in an emergency management preparedness workshop led by the Carson City Emergency Manager, Jon Bakkedahl.
  - We have begun planning for tabletop and practical emergency response exercises.
  - I have completed the recommended emergency management training by the Carson City Emergency Manager.
- The Leadership Conference with the Carson City Chamber of Commerce has begun.
  - The first meeting was at the Chamber of Commerce and has.
- Aircraft Operations
  - The total aircraft operations for September were 3,366 according to ADS-B data.
  - Detailed charts of the operations are attached below.







# Carson City Airport Authority-2

## Balance Sheet Comparison

As of September 30, 2023

	TOTAL	
	AS OF SEP 30, 2023	AS OF SEP 30, 2022 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
1075 LGIP-Deferred	404,981.33	390,481.59
1077 LGIP- General Fund	1,256,481.58	816,753.73
3099 Gen. Fund #1162	544,314.32	892,528.97
3101 Deferred Lease #8249	0.00	0.00
3102 Gate Card #5242	0.00	0.00
3199 Petty Cash	100.00	100.00
6.30.20 Audit Adjustment	0.00	0.00
<b>Total Bank Accounts</b>	<b>\$2,205,877.23</b>	<b>\$2,099,864.29</b>
Accounts Receivable		
2000 Accounts Receivable - Operating	113,742.59	418,445.24
<b>Total Accounts Receivable</b>	<b>\$113,742.59</b>	<b>\$418,445.24</b>
Other Current Assets		
1499 Undeposited Funds	0.00	-361,285.38
2010 Due From Other Government	98,396.87	98,396.87
2010.1 Audit Adjustment to AR	1,019.00	1,019.00
2011 Accrued Interest Receivable	1,090.37	1,090.37
2020 Grants Receivable-CY	0.00	0.00
2021 Grants Receivable AIP33	0.00	0.00
Grumman HU-16C Lien	0.00	0.00
<b>Total Other Current Assets</b>	<b>\$100,506.24</b>	<b>\$ -260,779.14</b>
<b>Total Current Assets</b>	<b>\$2,420,126.06</b>	<b>\$2,257,530.39</b>
Fixed Assets		
2120 land	146,542.03	146,542.03
2125 Machinery & Equipment	703,678.73	703,678.73
2126 Fencing	911,661.46	911,661.46
2130 Vehicle	149,733.35	149,733.35
2198 Accumulated Depreciation	-357,012.36	-357,012.36
2201 Tractor	70,924.00	70,924.00
<b>Total Fixed Assets</b>	<b>\$1,625,527.21</b>	<b>\$1,625,527.21</b>
Other Assets		
2300 Provided for LT Obligations	139,013.33	139,013.33
2305 NPV of Airport Leases	5,369,789.00	5,369,789.00
2810 Pension Requirement	207,162.04	207,162.04
<b>Total Other Assets</b>	<b>\$5,715,964.37</b>	<b>\$5,715,964.37</b>
<b>TOTAL ASSETS</b>	<b>\$9,761,617.64</b>	<b>\$9,599,021.97</b>

# Carson City Airport Authority-2

## Balance Sheet Comparison

As of September 30, 2023

	TOTAL	
	AS OF SEP 30, 2023	AS OF SEP 30, 2022 (PY)
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
3000 Accounts Payable	39,580.13	172,450.65
<b>Total Accounts Payable</b>	<b>\$39,580.13</b>	<b>\$172,450.65</b>
Credit Cards		
6321 Home Depot	210.46	151.71
6328 NSB Credit Card Rick 9053	507.05	603.68
6329 NSB CC Corey 9061	1,757.18	1,121.26
<b>Total Credit Cards</b>	<b>\$2,474.69</b>	<b>\$1,876.65</b>
Other Current Liabilities		
2101 Payroll Liability	4,910.78	-6,743.46
2102 Accrued Compensated Absences	5,227.28	5,227.28
2115 Accrued Expenses	21,000.00	21,000.00
3030 Audit Adj to AP	686.00	686.00
3090 Pension Requirement-Liab	257,691.00	257,691.00
3271 Current Portion of LTD	12,734.00	12,734.00
<b>Total Other Current Liabilities</b>	<b>\$302,249.06</b>	<b>\$290,594.82</b>
<b>Total Current Liabilities</b>	<b>\$344,303.88</b>	<b>\$464,922.12</b>
Long-Term Liabilities		
3085 Net Pension Liability	142,339.00	142,339.00
3100 Leases Advances	18,770.00	18,770.00
3110 Deferred Inflows- Leases	5,184,646.00	5,184,646.00
3200 Mayes-Lease Transactions	172,182.83	178,422.83
3250 Gonzalez Deferred Lease	232,855.89	238,904.09
3260 Goni Deferred Lease	0.00	0.00
6325 Tractor US Bank	0.00	13,243.00
<b>Total Long-Term Liabilities</b>	<b>\$5,750,793.72</b>	<b>\$5,776,324.92</b>
<b>Total Liabilities</b>	<b>\$6,095,097.60</b>	<b>\$6,241,247.04</b>
Equity		
4200 Fund Balance	2,553,540.52	2,553,540.52
4999 Retained Earnings	1,112,364.11	812,152.15
4999.1 GWFS to Fund FS adjustments	-38,223.00	-38,223.00
Net Income	38,838.41	30,305.26
<b>Total Equity</b>	<b>\$3,666,520.04</b>	<b>\$3,357,774.93</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$9,761,617.64</b>	<b>\$9,599,021.97</b>

# Carson City Airport Authority-2

## Budget vs. Actuals: CCAA Final Budget 22/23 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
5010 Real/Personal Property Tax				
5010.1 Aircraft	190,850.04	165,000.00	25,850.04	115.67 %
5010.2 Building	156,150.00	135,000.00	21,150.00	115.67 %
<b>Total 5010 Real/Personal Property Tax</b>	<b>347,000.04</b>	<b>300,000.00</b>	<b>47,000.04</b>	<b>115.67 %</b>
<b>5050 AIRPORT LEASES</b>				
5050H Hanger Lease	16,901.14	45,000.00	-28,098.86	37.56 %
5051 Land Leases	230,221.31	215,000.00	15,221.31	107.08 %
5052 Tower Leases	69,142.45	67,000.00	2,142.45	103.20 %
5053 Lease-Mayes	6,240.00	6,240.00	0.00	100.00 %
<b>Total 5050 AIRPORT LEASES</b>	<b>322,504.90</b>	<b>333,240.00</b>	<b>-10,735.10</b>	<b>96.78 %</b>
5150 Tie Down Fees	10,048.59	9,000.00	1,048.59	111.65 %
5151 Gate Card Fees	525.22	500.00	25.22	105.04 %
5155 Parking Fees	199.98	750.00	-550.02	26.66 %
5200 Committed-Fuel Flowage Fees	16,594.48	18,000.00	-1,405.52	92.19 %
5201 Committed-Jet Fuel Tax	883.49	4,000.00	-3,116.51	22.09 %
5250 Through the Fence Fees		7,200.00	-7,200.00	
5300 Class II FBO Fees	6,950.00	12,000.00	-5,050.00	57.92 %
5402 Open House Income	3,848.77	10,000.00	-6,151.23	38.49 %
5404 Rock Materials Sales	82,103.70	25,000.00	57,103.70	328.41 %
5450 Reimbursements	1,093.82		1,093.82	
5500 Interest Income	39,433.11	3,500.00	35,933.11	1,126.66 %
5915 Sales	1,290.00		1,290.00	
5998 Terminal Rental	400.00		400.00	
<b>Total Income</b>	<b>\$832,876.10</b>	<b>\$723,190.00</b>	<b>\$109,686.10</b>	<b>115.17 %</b>
<b>GROSS PROFIT</b>	<b>\$832,876.10</b>	<b>\$723,190.00</b>	<b>\$109,686.10</b>	<b>115.17 %</b>
<b>Expenses</b>				
6019 Charitable Contribution	597.00		597.00	
6165 Job Supplies	129.73		129.73	
6169 Taxes & Licenses	9.00		9.00	
<b>6300 Operating Expenses</b>				
6000 Airport Engineering		5,000.00	-5,000.00	
6130 Dues	325.00	1,450.00	-1,125.00	22.41 %
6135 Memberships	325.00	1,000.00	-675.00	32.50 %
6136 Registration	250.00	500.00	-250.00	50.00 %
6137 Conferences		2,000.00	-2,000.00	
6170 SWAAAE BOD Travel		750.00	-750.00	
6190 Office Expense-PC Software	1,479.42	2,500.00	-1,020.58	59.18 %
6200 Office Expenses -PC Hardware	1,101.57	1,500.00	-398.43	73.44 %
6211 Meals and Entertainment	805.59	500.00	305.59	161.12 %
6218 Marketing and Website	1,747.00	4,000.00	-2,253.00	43.68 %
6218A Legal Notices		2,500.00	-2,500.00	

# Carson City Airport Authority-2

## Budget vs. Actuals: CCAA Final Budget 22/23 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6280 Open House Expense	8,235.81	10,000.00	-1,764.19	82.36 %
6369 Travel		500.00	-500.00	
<b>Total 6300 Operating Expenses</b>	<b>14,269.39</b>	<b>32,200.00</b>	<b>-17,930.61</b>	<b>44.31 %</b>
6301 Utilities				
6238 Stormwater Discharge Permit	1,000.00	300.00	700.00	333.33 %
6302 Phone & Internet	3,007.76	4,000.00	-992.24	75.19 %
6303 Electric	12,487.07	8,500.00	3,987.07	146.91 %
6304 Gas	1,400.68	700.00	700.68	200.10 %
6305 Water	2,414.56	2,000.00	414.56	120.73 %
6306 Carson City Landfill	810.65	1,500.00	-689.35	54.04 %
<b>Total 6301 Utilities</b>	<b>21,120.72</b>	<b>17,000.00</b>	<b>4,120.72</b>	<b>124.24 %</b>
6308 Office Expenses and Supplies	882.31	1,200.00	-317.69	73.53 %
6309 Legal	69,795.91	60,000.00	9,795.91	116.33 %
6310 Security	4,153.76	4,000.00	153.76	103.84 %
6311 CCAA printing	442.75	600.00	-157.25	73.79 %
6312 Data Storage	453.64	400.00	53.64	113.41 %
6313 Insurance	12,450.61	13,000.00	-549.39	95.77 %
6314 Auditing	27,078.50	25,000.00	2,078.50	108.31 %
6314A Accounting/Bullis	20,499.00	15,000.00	5,499.00	136.66 %
6314B Accounting/Tmcdbooks	5,665.00		5,665.00	
6315 Contract Services/Appraisals	7,715.00	5,000.00	2,715.00	154.30 %
6316 Bank Charges/Square Chgs	272.65	150.00	122.65	181.77 %
6317 Airport Equipment Maintenance	19,971.25	12,000.00	7,971.25	166.43 %
6317.5 AWOS III Service Charges	13,661.81	6,000.00	7,661.81	227.70 %
6318 Facility Maintenance	9,842.92	11,000.00	-1,157.08	89.48 %
6318.5 2025 Arrowhead Dr	1,586.68		1,586.68	
<b>Total 6318 Facility Maintenance</b>	<b>11,429.60</b>	<b>11,000.00</b>	<b>429.60</b>	<b>103.91 %</b>
6319 Airfield Maintenance	11,361.44	30,000.00	-18,638.56	37.87 %
6319.5 Gate Maintenance	22.01	500.00	-477.99	4.40 %
6350 Labor Expense				
6351 Salaries	139,113.05	139,500.00	-386.95	99.72 %
6351.5 Overtime Budget (Airfield)	2,570.65	6,000.00	-3,429.35	42.84 %
6352 Healthcare	35,545.44	36,000.00	-454.56	98.74 %
6353 PERS Retirement Contribution	30,555.23	42,000.00	-11,444.77	72.75 %
6354 Nevada Payroll	1,175.75	1,600.00	-424.25	73.48 %
6355 Workers Compensation	4,434.52	6,800.00	-2,365.48	65.21 %
6356 State Unemployment Contri		1,400.00	-1,400.00	
6476 Uniforms	1,272.36	600.00	672.36	212.06 %
<b>Total 6350 Labor Expense</b>	<b>214,667.00</b>	<b>233,900.00</b>	<b>-19,233.00</b>	<b>91.78 %</b>
6444 Advertising & Marketing	3,921.63		3,921.63	
9100 Interest Expense	527.98		527.98	
<b>Total Expenses</b>	<b>\$461,097.69</b>	<b>\$466,950.00</b>	<b>\$ -5,852.31</b>	<b>98.75 %</b>

# Carson City Airport Authority-2

## Budget vs. Actuals: CCAA Final Budget 22/23 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>NET OPERATING INCOME</b>	<b>\$371,778.41</b>	<b>\$256,240.00</b>	<b>\$115,538.41</b>	<b>145.09 %</b>
Other Income				
5005 KCXP Avoidance of Lease Termination N/R Deposit	25,000.00		25,000.00	
FAA AIP Activity Revenue				
5000 FAA Grant Revenue		1,096,625.00	-1,096,625.00	
6043 AIP #XX BIL Terminal Bldg and Extend 9/27		1,828,125.00	-1,828,125.00	
<b>Total FAA AIP Activity Revenue</b>		<b>2,924,750.00</b>	<b>-2,924,750.00</b>	
FAA AIP Grant Revenue				
6035 AIP #36 Construct SRE Building		-200,000.00	200,000.00	
6036 AIP #37 Acquire Snow Removal Equipment	225.00	-206,000.00	206,225.00	-0.11 %
6036.2 AIP #37 Acquire Snow Removal Equipment Expense	-225.00		-225.00	
<b>Total 6036 AIP #37 Acquire Snow Removal Equipment</b>	<b>0.00</b>	<b>-206,000.00</b>	<b>206,000.00</b>	<b>0.00 %</b>
6037 AIP #38 Install Approach Lighting Phase I	0.00		0.00	
6040 AIP 41 - Relocate AWOS	8,193.00		8,193.00	
6040.1 AIP 41 - Relocate AWOS Revenue	21,741.00		21,741.00	
6040.2 AIP 41 - Relocate AWOS Expenses	-23,191.30		-23,191.30	
6041 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF	-3,000.00	-450,000.00	447,000.00	0.67 %
6041.1 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF Rev	313,675.88		313,675.88	
6041.2 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF Expense	-334,481.50		-334,481.50	
<b>Total 6041 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF</b>	<b>-23,805.62</b>	<b>-450,000.00</b>	<b>426,194.38</b>	<b>5.29 %</b>
6042 AIP #43 Approach Lighting System Phase 3 PAPI and MALSF		-300,000.00	300,000.00	
6044 AIP #44 SRE Construct Auxiliary Building				
6044.2 AIP #44 SRE Construct Auxiliary Building Expense	-263.50		-263.50	
<b>Total 6044 AIP #44 SRE Construct Auxiliary Building</b>	<b>-263.50</b>		<b>-263.50</b>	
6062 AIP #33 Perimeter Fence & Rehab Runway 9-27		-450,000.00	450,000.00	
Construct GA Terminal Building		-	1,500,000.00	
		1,500,000.00		
<b>Total FAA AIP Grant Revenue</b>	<b>-17,326.42</b>	<b>-</b>	<b>3,088,673.58</b>	<b>0.56 %</b>
		<b>3,106,000.00</b>		
<b>Total Other Income</b>	<b>\$7,673.58</b>	<b>\$ -</b>	<b>\$188,923.58</b>	<b>-4.23 %</b>
		<b>181,250.00</b>		
Other Expenses				
6062.2 AIP #33 Perimeter Fence Design Expense	-54,850.00		-54,850.00	
6415 Carson City Airport Sign	16,350.00		16,350.00	
CCAA Funded Capital Projects				
6410 Bobcat w/Attachments	82,121.70		82,121.70	
6412 Terminal Entrance Hardscape		32,700.00	-32,700.00	
6413 Taxiway Sign Panels	14,188.30	15,000.00	-811.70	94.59 %
6414 Terminal Building Architectural Renderings	11,539.41		11,539.41	
6416 New Terminal Door Improvements with Access Control	4,953.82	7,000.00	-2,046.18	70.77 %
6417 Aggregate To Improve Safety Areas (500 ft Test Area)	4,936.80	7,000.00	-2,063.20	70.53 %



# Carson City Airport Authority-2

## Budget vs. Actuals: CCAA Final Budget 22/23 - FY23 P&L

July 2022 - June 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Total CCAA Funded Capital Projects</b>	<b>117,740.03</b>	<b>61,700.00</b>	<b>56,040.03</b>	<b>190.83 %</b>
<b>Total Other Expenses</b>	<b>\$79,240.03</b>	<b>\$61,700.00</b>	<b>\$17,540.03</b>	<b>128.43 %</b>
NET OTHER INCOME	\$ -	\$ -	\$171,383.55	29.46 %
	71,566.45	242,950.00		
<b>NET INCOME</b>	<b>\$300,211.96</b>	<b>\$13,290.00</b>	<b>\$286,921.96</b>	<b>2,258.93 %</b>

# Carson City Airport Authority-2

## Profit and Loss Comparison

July - September, 2023

	TOTAL	
	JUL - SEP, 2023	JUL - SEP, 2022 (PY)
<b>Income</b>		
5010 Real/Personal Property Tax		
5010.1 Aircraft	47,845.77	47,712.51
5010.2 Building	39,146.52	39,037.50
<b>Total 5010 Real/Personal Property Tax</b>	<b>86,992.29</b>	<b>86,750.01</b>
<b>5050 AIRPORT LEASES</b>		
5050H Hanger Lease	18,000.00	4,901.14
5051 Land Leases	62,788.01	50,746.38
5052 Tower Leases	17,502.18	17,120.71
5053 Lease-Mayes	1,560.00	1,560.00
<b>Total 5050 AIRPORT LEASES</b>	<b>99,850.19</b>	<b>74,328.23</b>
5150 Tie Down Fees	2,479.00	3,053.75
5151 Gate Card Fees	1,305.00	475.22
5155 Parking Fees	100.02	
5200 Committed-Fuel Flowage Fees	4,766.06	6,885.25
5201 Committed-Jet Fuel Tax	667.96	480.82
5300 Class II FBO Fees	1,800.00	1,950.00
5402 Open House Income	2,500.00	
5404 Rock Materials Sales	21,696.94	30,303.35
5500 Interest Income	19,239.11	4,444.63
5998 Terminal Rental		400.00
<b>Total Income</b>	<b>\$241,396.57</b>	<b>\$209,071.26</b>
<b>GROSS PROFIT</b>	<b>\$241,396.57</b>	<b>\$209,071.26</b>
<b>Expenses</b>		
6019 Charitable Contribution	1,208.75	
6165 Job Supplies	48.14	
6169 Taxes & Licenses		3.00
<b>6300 Operating Expenses</b>		
6130 Dues	1,210.00	275.00
6135 Memberships	95.00	275.00
6190 Office Expence-PC Software	235.00	
6211 Meals and Entertainment	200.76	77.85
6218 Marketing and Website	294.50	685.00
6280 Open House Expense	818.18	
<b>Total 6300 Operating Expenses</b>	<b>2,853.44</b>	<b>1,312.85</b>
6301 Utilities		
6302 Phone & Internet	1,231.01	879.57
6303 Electric	3,168.57	2,445.92
6304 Gas	90.72	90.72
6305 Water	654.72	555.44

# Carson City Airport Authority-2

## Profit and Loss Comparison

July - September, 2023

	TOTAL	
	JUL - SEP, 2023	JUL - SEP, 2022 (PY)
6306 Carson City Landfill	311.55	299.46
<b>Total 6301 Utilities</b>	<b>5,456.57</b>	<b>4,271.11</b>
6308 Office Expenses and Supplies	156.97	531.18
6309 Legal	20,725.00	10,680.00
6310 Security	985.97	1,658.88
6311 CCAA printing	187.90	
6312 Data Storage	153.76	102.84
6313 Insurance		100.00
6314 Auditing		805.00
6314A Accounting/Bullis	4,884.00	4,633.00
6314B Accounting/Tmcdbooks	3,400.00	
6316 Bank Charges/Square Chgs	35.46	58.66
6317 Airport Equipment Maintenance	1,681.53	3,087.11
6317.5 AWOS III Service Charges	5,820.00	13,150.00
6318 Facility Maintenance	1,201.06	1,350.47
6319 Airfield Maintenance	10,525.64	489.62
6319.5 Gate Maintenance		10.28
6350 Labor Expense		
6351 Salaries	36,162.96	30,803.52
6352 Healthcare	5,816.62	8,886.36
6353 PERS Retirement Contribution	12,656.75	3,419.60
6354 Nevada Payroll	279.00	243.00
6355 Workers Compensation	878.27	257.19
6476 Uniforms	263.80	194.28
<b>Total 6350 Labor Expense</b>	<b>56,057.40</b>	<b>43,803.95</b>
6444 Advertising & Marketing	609.50	150.75
Melio Service Fees	9.00	
<b>Total Expenses</b>	<b>\$116,000.09</b>	<b>\$86,198.70</b>
<b>NET OPERATING INCOME</b>	<b>\$125,396.48</b>	<b>\$122,872.56</b>
Other Income		
5001 NDOT Grant Reimbursement	19,722.00	
FAA AIP Grant Revenue		
6035 AIP #36 Construct SRE Building		
6035.2 6035 AIP #36 Construct SRE Building Expense	-12,470.00	
<b>Total 6035 AIP #36 Construct SRE Building</b>	<b>-12,470.00</b>	
6036 AIP #37 Acquire Snow Removal Equipment		
6036.2 AIP #37 Acquire Snow Removal Equipment Expense	-135.00	
<b>Total 6036 AIP #37 Acquire Snow Removal Equipment</b>	<b>-135.00</b>	
6037 AIP #38 Install Approach Lighting Phase I		0.00
6040 AIP 41 - Relocate AWOS		8,193.00

# Carson City Airport Authority-2

## Profit and Loss Comparison

July - September, 2023

	TOTAL	
	JUL - SEP, 2023	JUL - SEP, 2022 (PY)
6040.1 AIP 41 - Relocate AWOS Revenue		21,741.00
6040.2 AIP 41 - Relocate AWOS Expenses		-23,191.30
6041 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF		-3,000.00
6041.2 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF Expense	-39,060.00	
<b>Total 6041 AIP #42 Approach Lighting System Phase 2 PAPI and MALSF</b>	<b>-39,060.00</b>	<b>-3,000.00</b>
6042 AIP #43 Approach Lighting System Phase 3 PAPI and MALSF		
6042.2 AIP #43 Approach Lighting System Phase 3 PAPI and MALSF Expense	-32,590.50	
<b>Total 6042 AIP #43 Approach Lighting System Phase 3 PAPI and MALSF</b>	<b>-32,590.50</b>	
6044 AIP #44 SRE Construct Auxiliary Building		
6044.2 AIP #44 SRE Construct Auxiliary Building Expense	-1,425.00	
<b>Total 6044 AIP #44 SRE Construct Auxiliary Building</b>	<b>-1,425.00</b>	
<b>Total FAA AIP Grant Revenue</b>	<b>-85,680.50</b>	<b>3,742.70</b>
<b>Total Other Income</b>	<b>\$ -65,958.50</b>	<b>\$3,742.70</b>
Other Expenses		
CCAA Funded Capital Projects		
6400 Capital Project		
6418 FOD Boss Purchase	6,949.00	
<b>Total 6400 Capital Project</b>	<b>6,949.00</b>	
6410 Bobcat w/Attachments		82,121.70
6413 Taxiway Sign Panels		14,188.30
6414 Terminal Building Architectural Renderings	11,892.25	
6416 New Terminal Door Improvements with Access Control	1,758.32	
<b>Total CCAA Funded Capital Projects</b>	<b>20,599.57</b>	<b>96,310.00</b>
<b>Total Other Expenses</b>	<b>\$20,599.57</b>	<b>\$96,310.00</b>
<b>NET OTHER INCOME</b>	<b>\$ -86,558.07</b>	<b>\$ -92,567.30</b>
<b>NET INCOME</b>	<b>\$38,838.41</b>	<b>\$30,305.26</b>