

Final

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

Wednesday, April 16, 2025 – 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. 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 DISCUSSION AND POSSIBLE ACTION: Approval of Airport Lease Amendment for New Cingular Wireless PCS, LLC, to renew the lease for five additional five-year terms in line with the current lease.

Staff Summary: The proposed action is to approve a Fourth Amendment to the New Cingular Wireless PCS, LLC lease. This amendment will allow for five additional five-year terms with an annual 3% increase. It also includes a provision that the Tenant will maintain the airport beacon and associated equipment.

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H. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: Consider bids received responsive to the resolution and notice of invitation to bid and award lease for the parcel located at the south side of the airport, being 2.48 acres bounded by College Parkway, the airport parking lot, and the existing lease to the west and north of the subject parcel. Lease award made pursuant to NRS 244.283 (S. Tackes, C. Jenkins).

Staff Summary: Per NRS 244.283, the required process for leasing airport land is via a public offering and sealed bid process upon adoption of a resolution by the Authority. At its public meeting on February 19, 2025, the Authority adopted a resolution that: (a) described the property proposed to be leased; (b) specified a minimum ground lease rate based on an appraisal, along with a model lease specifying the terms upon which it will be leased; and (c) set April 10 as a deadline for sealed bids and set April 16 for a public meeting of the board to be held, at which sealed proposals to lease will be received and considered. The Authority will review, discuss, and deliberate on the bids received, and if a satisfactory bid is accepted, the Authority will vote to award the lease to that bidder and forward the lease to the Board of Supervisors for their approval.

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 THE NEXT REGULAR MEETING *(Non-Action Item)*.

O. ACTION ON ADJOURNMENT.

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DELIVERED (via E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am, April 11, 2025

The Carson City Airport Website	https://flycarsoncity.com/
State of Nevada Public Notice Website	https://notice.nv.gov
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 www.flycarsoncity.com 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

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