

CCAA BOARD MEMO

Agenda Item: H-1

BOARD MEMO 2025-10 Meeting Date: May 21, 2025

Agenda Title: FOR DISCUSSION AND POSSIBLE ACTION: Review and Discuss Changes, If Any, to the Tentative FY 2025-2026 Budget and Adoption of the Resulting Final Budget pursuant to NRS 354.598 (C. Jenkins, J. Rogers)

Staff Summary: This is the public hearing for the FY 2025-2026 CCAA final budget, as required by Nevada state regulations and NRS 354.598. The tentative budget was approved by the CCAA Board on March 20, 2025, and submitted to the Nevada Department of Taxation on April 15, 2025. Adjustments to the FY 2024 actuals were made to align with the audited financials, but there have been no changes to the FY 2025-2026 budget. The staff recommends adoption of the Final Budget as presented.

Agenda Action: Motion and approval **Time Requested:** 15 Minutes

Proposed Motion

I move to approve the final FY 2025-2026 budget and authorize Staff to transmit it to the Nevada Tax Commission per NRS 354.598.

CCAA'S Strategic Goal

Compliance with Nevada law, prudent financial operation of the Airport and general support of economic activity in the region.

Previous Action and Executive Summary

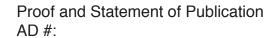
The tentative budget was approved by the CCAA on March 20, 2025, and submitted to the Nevada Department of Taxation on April 15, 2025 as required by Nevada law. The applicable law also requires approval of a Final Budget no later than June 1, 2025. NRS 354.598 requires publication of a notice that the CCAA will be considering this budget at its May 21 meeting, and that the final budget be certified (ie. signed) by a majority of all members of the CCAA. The law also states that the certified copy be transmitted to the Nevada Tax Commission along with the

affidavit of proof of the notice of the public hearing as published in the newspaper notice. As noted earlier, adjustments to the FY 2024 actuals were made to align with the audited financials, but there have been no changes to the FY 2025-2026 tentative budget. It is ready for approval.

Attached is a copy of the notice publication and the budget.

(Vote Recorded)

Staff recommends approval.
Financial Information
Is there a fiscal impact? No X Yes
If yes, account name/number & amount: Complete budget; all accounts
General Fund: no change.
Is it currently budgeted?
Yes, no change.
Alternatives
Do not approve the budget and be in default of the state law. Board Action Taken:
Motion:1)
Aye/Nay





PO Box 648, Carson City, NV 89702 1071 S Carson St, Carson City, NV 89701 (775) 881-1201 FAX: (775) 887-2408

Customer Account #:

Legal Account

Jodi Lynn Dark says:

That she is a legal clerk of the **Nevada Appeal** a newspaper published Wednesday and Saturday at Carson City, in the State of Nevada.

Copy Line

PO #:

AD #:

of which a copy is hereto attached, was published in said newspaper for the full required period of time(s) commencing on and ending on, all days inclusive.

Jodi Lynn Dark

Signed:

Statement:

Date Amount Balance

carson city carson city Notice is hereby given that on Wednesday, May 21, 2025 beginning at 5:30 PM in the Carson City Community Center, Robert Crowell Board Room, 851 E. William, Carson City, NV. the Carson City Airport Authority will hold a public hearing on the tentative budget, prepared

legals-

legals-

in such detail and on appropriate forms as prescribed by the Department of Taxation, for the fiscal year ending June 30, 2026 and may at such hearing adopt a final budget. The public may provide written comments per the agenda notice posted on the webpage www.flycarsoncity.com. Copies of the budget

are on file and available for public inspection at the Airport Manager's office, 2600 E College Parkway, Carson City, NV during normal hours. Pub Date: May 10, 2025 Ad # 51801



STATE OF NEVADA

JOE LOMBARDO Governor

DEPARTMENT OF TAXATION

GEORGE KELESIS
Chair, Nevada Tax Commission

SHELLIE HUGHES

Executive Director

MAIN OFFICE 3850 Arrowhead Drive Carson City, Nevada 89706

May 15, 2025

Corey Jenkins, Airport Manager Carson City Airport Authority 2600 E College Parkway #6 Carson City, NV 89706

Re: Tentative Budget – Fiscal Year 2025-26

Dear Mr. Jenkins,

The Department of Taxation has examined your fiscal year 2025-26 tentative budget pursuant to NRS 354.596(5) and finds it to be in compliance with the law and appropriate regulations.

Please be reminded a proof of publication of the notice of the public hearing must be transmitted to the Department with your final budget per NRS 354.598 (3).

Should you have any questions, please do not hesitate to contact me at (775) 684-2092 or by e-mail at tthorpe@tax.state.nv.us.

Sincerely,

Ande Thorpe Budget Analyst

Local Government Finance

Department of Taxation

2600 E College Pkwy #6 Carson City, NV 89706 775-841-2255

Nevada Department of Taxation 3850 Arrowhead Dr., 2nd Floor Carson City, NV 89706

Airpo	rt Authority of Carson City	herewit	h submits the	FINAL budget for	the	
fiscal year ending	June 30, 2026					
This budget contains	funds, inclu	ding Debt Service,	requiring prope	rty tax revenues to	taling \$	0
	computed herein are based or reased by an amount not to exc					
This budget contains 0 proprietary	1 government of funds with estimated expenses	tal fund types with o	estimated expe	nditures of \$ _	3,240,621	and
Copies of this budget Government Budget a	have been filed for public record and Finance Act).	d and inspection in	the offices enu	merated in NRS 35	54.596 (Local	
CERTIFICATION	las Danas		APF	Only necessary for	•	
1	Jon Rogers (Print Name)	-		(Signature by Do	ocusign is acceptable)	
	Treasurer			TimPuliz	- Chair	
	(Title)	=	-	Tillii Giiz	Oriali	
certify that	all applicable funds and financ	ial		Harlow Norve	I - Vice Chair	
	of this Local Government are					
listed here	ein			Michaela Fli	nt - Member	
Ciama a de				Karl Hutter	- Member	
Signed:	-	-		Curtis Horto	n - Member	
Dated:		-		Michael Gold	en - Member	
Phone:		-				
SCHEDULED PUBLIC (Must be held from N	C HEARING: May 19, 2025 to May 31, 2025)					
Date and Time:	5/21/25 12:00 AM			Publication Date:	5/12/2025	
Place: Bob C	rowell Room at the Carson City 581 E. William St. Carson City		<u>r</u>			
	JOT L. William St. Carson City	y, 14 V OƏ / O I			Page: _	

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 Last Revised 10/29/24
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Schedule 1

		GOVERNMENTAL EXPENDABLE			
REVENUES	ACTUAL PRIOR YEAR 06/30/24 (1)	ESTIMATED CURRENT YEAR 06/30/25 (2)	BUDGET YEAR 06/30/26 (3)	PROPRIETARY FUNDS BUDGET YEAR 06/30/26 (4)	TOTAL (MEMO ONLY) COLUMNS 3+4 (5)
Property Taxes	\$	\$	\$	\$	\$
Other Taxes					
Licenses and Permits					
Intergovernmental Resources	562,957	2,062,250	1,168,505	2342169	3,510,67
Charges for Services					
Fines and Forfeits					
Miscellaneous	833,383	570,140	1,070,431	1419390	2,489,82
TOTAL REVENUES	1396340	2632390	2238936	3761559	600049
EXPENDITURES-EXPENSES					
General Government	1,084,371	2,674,128	220,697	3240621	3,461,31
Judicial					
Public Safety					
Public Works					
Sanitation					
Health					
Welfare					
Culture and Recreation					
Community Support					
Intergovernmental Expenditures					
Contingencies					
Utility Enterprises					
Hospitals					
Transit Systems					
Airports					
Other Enterprises					
Debt Service - Principal	20011	13498	13498		1349
Interest Cost					
TOTAL EXPENDITURES-EXPENSES	1,104,382	2687626	234195	3240621	347481
Excess of Revenues over (under)	221.25		0001711	50000	0-0-0-
Expenditures-Expenses	291,958	-55236	2004741	520938	252567

Page:	_
Schedule S-	1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS							
	ACTUAL PRIOR YEAR 06/30/24 (1)	ESTIMATED CURRENT YEAR 06/30/25 (2)	BUDGET YEAR 06/30/26 (3)	PROPRIETARY FUNDS BUDGET YEAR 06/30/26 (4)	TOTAL (MEMO ONLY) COLUMNS 3+4 (5)			
OTHER FINANCING SOURCES (USES):								
Proceeds of Long-term Debt								
Sales of General Fixed Assets								
Operating Transfers (in)								
Operating Transfers (out)								
TOTAL OTHER FINANCING SOURCES (USES)								
Excess of Revenues and Other Sources over (under) Expenditures and Other Uses (Net Income)	291,958	-55,236	2,004,741		xxxxxxxxxxx			
FUND BALANCE JULY 1, BEGINNING OF YEAR	2,333,023	2,624,981	2569745	xxxxxxxxxxxx	xxxxxxxxxxxx			
Prior Period Adjustments				XXXXXXXXXXXXX	XXXXXXXXXXXXX			
Residual Equity Transfers				XXXXXXXXXXXXX	XXXXXXXXXXXX			
FUND BALANCE JUNE 30, END OF YEAR	2,624,981	2,569,745	565,004	XXXXXXXXXXXX	XXXXXXXXXXXXX			
TOTAL ENDING FUND BALANCE	2,624,981	2569745	565004	xxxxxxxxxxxx	xxxxxxxxxxxx			

Page:

Schedule S-1

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR YEAR 06/30/24	ESTIMATED CURRENT YEAR YEAR 06/30/25	BUDGET YEAR YEAR 06/30/26
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
TOTAL GENERAL GOVERNMENT			
Utilities			
Hospitals			
Transit Systems			
Airports	3	4	4
Other			
TOTAL	2	4	4

POPULATION (AS OF JULY 1)	58,314	58,923	60,266
SOURCE OF POPULATION ESTIMATE*	State Certified	State Certified	State Certified
Assessed Valuation (Secured and Unsecured Only) Net Proceeds of Mines TOTAL ASSESSED VALUE	2,332,697,425	2,545,236,822	2,608,605,932
TAX RATE General Fund Special Revenue Funds			
Capital Projects Funds Debt Service Funds			
Enterprise Fund Other			
TOTAL TAX RATE			

* Use the population certified by the :	state in March each year.	Small districts may u	ıse a number
developed per the instructions (page	6) or the best information	n available	

Airport Authority of Carson City, Nevada
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

Budget For Fiscal Year Ending June 30, 2026

Budget Summary for Airport Authority of Carson City, Nevada

(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME	BEGINNING FUND BALANCES (1)	CONSOLIDATED TAX REVENUE (2)	PROPERTY TAX REQUIRED (3)	TAX RATE (4)	OTHER REVENUE (5)	OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)	OPERATING TRANSFERS IN (7)	TOTAL (8)
General	2,841,390	(-)	(0)	(')	3,761,559	(-)	(-)	6,602,949
	_,-,-,				2,1 2 1,2 2 2			-,,-
DEBT SERVICE								
Subtotal Governmental Fund Types,								
Expendable Trust Funds								
Experiousie Trust Lariae								
PROPRIETARY FUNDS	2841390				3761559			6602949
	XXXXXXXXXXX				XXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXXX				XXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX
	XXXXXXXXXXX				XXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX				XXXXXXXXX	XXXXXXXXXX	XXXXXXXXXXX	XXXXXXXXXX
Subtotal Proprietary Funds	XXXXXXXXXX				XXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
TOTAL ALL FUNDS	XXXXXXXXXX				XXXXXXXX	XXXXXXXXX	XXXXXXXXXX	xxxxxxxxxx

Page: __ Schedule A

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget For Fiscal Year Ending June 30, 2026

Budget Summary for	Airport Authority of Carson City, Nevada
•	(Local Government)

				SERVICES,		CONTINGENCIES			
				SUPPLIES		AND USES			
GOVERNMENTAL FUNDS AND				AND		OTHER THAN			
EXPENDABLE TRUST FUNDS		SALARIES		OTHER	CAPITAL	OPERATING	OPERATING		
		AND	EMPLOYEE	CHARGES	OUTLAY	TRANSFERS	TRANSFERS	ENDING FUND	
FUND NAME		WAGES	BENEFITS	**	***	OUT	OUT	BALANCES	TOTAL
	*	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
General	-	301,000	180,175	487,950		` ′	` ,	3,348,830	6,602,949
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		301000	180175	487950	2271496	0	0	3348830	6602949

FU	ND	TY	PES	- 1	R-	9

R - Special Revenue

C - Capital Projects

D - Debt Service

T - Expendable Trust

** Include Debt Service Requirements in this column

*** Capital Outlay must agree with CIP.

	(1)	(2)	(3) BUDGET YEAR E	(4) NDING 06/30/26
<u>REVENUES</u>	ACTUAL PRIOR YEAR ENDING	ESTIMATED CURRENT YEAR ENDING	TENTATIVE	FINAL
Intergovernmental Revenue	6/30/2024	6/30/2025	APPROVED	APPROVED
Personal Property Tax	341,041	345,965	350,000	350000
Grant Income	232,798	822,540	1,992,169	1992169
Miscellaneous	202,100	022,010	1,002,100	1002100
Leases	282,273	410,240	474,740	474740
interest Income	440,183	100,000	800,000	800000
Tie-Down Fees	9,551	9,000	12,500	12500
Gate Card Fees	1,935	2,000	1,500	1500
Parking Fees	,,,,,	425	500	500
Fuel Flowage Fees	15,128	24,000	24,000	24000
Jet Fuel Tax	1,825	2,800	3,000	3000
Through-the-Fence Fees	8,974	9,000	9,750	9750
Class II FBO Fees	8,250	8,000	8,000	8000
Open House Income	7,175	8,000	10,000	10000
Rock materials Sales	62,339	90,000	75,000	75000
Terminal Rental	0	400	400	400
Function Subtotal	1411472	1832370	3761559	3761559

Airport Authority of Carson City, Nevada (Local Government) SCHEDULE B - GENERAL FUND

	(1)	(2)	(3) (4) BUDGET YEAR ENDING 06/30/26			
<u>REVENUES</u>	ACTUAL PRIOR YEAR ENDING 6/30/2024	ESTIMATED CURRENT YEAR ENDING 6/30/2025	TENTATIVE APPROVED	FINAL APPROVED		
	+					
-						
SUBTOTAL REVENUE ALL SOURCES OTHER FINANCING SOURCES	1411472	1832370	3761559	3761559		
Transfers In (Schedule T)						
	+					
Proceeds of Long-term Debt						
Other						
SUBTOTAL OTHER FINANCING SOURCES						
BEGINNING FUND BALANCE	2333023	2,804,234	2,854,888	2,841,390		
Prior Period Adjustments						
Residual Equity Transfers						
TOTAL BEGINNING FUND BALANCE	2333023	2,804,234	2,854,888	2,841,390		
TOTAL AVAILABLE RESOURCES	3744495	4636604	6616447	6602949		

Airport Authority of Carson City, Nevada (Local Government)
SCHEDULE B - GENERAL FUND

	(1)	(2)	(3) BUDGET YEAR E	(4) NDING 06/20/26
EXPENDITURES BY FUNCTION AND ACTIVITY	ACTUAL PRIOR YEAR ENDING 6/30/2024	ESTIMATED CURRENT YEAR ENDING 6/30/2025	TENTATIVE APPROVED	FINAL APPROVED
General Government				
Salaries & Wages	218,280	284,000	301,000	301000
Employee Benefits	121,739.00	187,300	180,175	180175
Services & Supplies	220,449	358,049	487,950	487950
Capital Outlay	359,782	952,367	2,271,496	2271496
FUNCTION SUBTOTAL	920250	1781716	3240621	3240621

Airport Authority of Carson City, Nevada (Local Government) SCHEDULE B - GENERAL FUND

FUNCTION			

	(1)	(2)	(3) BUDGET YEAR E	(4)
EXPENDITURES BY FUNCTION AND ACTIVITY	ACTUAL PRIOR YEAR ENDING 6/30/2024	ESTIMATED CURRENT YEAR ENDING 6/30/2025	TENTATIVE APPROVED	FINAL APPROVED
PAGE FUNCTION SUMMARY				
General Government	920250	1781716	3240621	3240621
Judicial				
Public Safety				
Public Works				
Sanitation				
Health				
Welfare				
Culture and Recreation				
Community Support	00044	40400		40400
Debt Service	20011	13498		13498
Intergovernmental Expenditures				
TOTAL EXPENDITURES - ALL FUNCTIONS	940261	1795214	3240621	3254119
OTHER USES:				
CONTINGENCY (Not to exceed 3% of				
Total Expenditures all Functions)				
Transfers Out (Schedule T)				
TOTAL EXPENDITURES AND OTHER USE:	940261	1795214	3240621	3254119
ENDING FUND BALANCE:	2,804,234	2,841,390	3,375,826	3,348,830
TOTAL GENERAL FUND	0744405	4000004	6040447	0000040
COMMITMENTS AND FUND BALANCE	3744495	4636604	6616447	6602949

Airport Authority of Carson City, Nevada (Local Government)
SCHEDULE B - GENERAL FUND

SCHEDULE B SUMMARY - EXPENDITURES, OTHER USES AND FUND BALANCE GENERAL FUND - ALL FUNCTIONS

ALL EXISTING OR PROPOSED
GENERAL OBLIGATION BONDS, REVENUE BONDS,
MEDIUM-TERM FINANCING, CAPITAL LEASES AND
SPECIAL ASSESSMENT BONDS

- * Type
- 1 General Obligation Bonds
- 2 G.O. Revenue Supported Bonds
- 3 G.O. Special Assessment Bonds
- 4 Revenue Bonds
- 5 Medium-Term Financing

- 6 Medium-Term Financing Lease Purchase
- 7 Capital Leases
- 8 Special Assessment Bonds
- 9 Mortgages
- 10 Other (Specify Type)
- 11 Proposed (Specify Type)

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
							BEGINNING		TS FOR FISCAL DING 06/30/26	(9)+(10)
NAME OF BOND OR LOAN	TYPE		ORIGINAL AMOUNT OF	ISSUE	FINAL PAYMENT	INTEREST	OUTSTANDING BALANCE	INTEREST	PRINCIPAL	
List and Subtotal By Fund	*	TERM	ISSUE	DATE	DATE	RATE	7/1/2025	PAYABLE	PAYABLE	TOTAL
Debt Service							\$	\$	\$	\$
Lease Transaction-Mayes	Long-te	50 years	312000	7/1/2021	6/30/2073	0%	\$156,970.00	\$0.00	\$6,240.00	\$6,240.00
Lease Transaction-Gonzales	Long-te	50 years	362890	9/1/2005	8/31/2055	0%	\$218,943.05	\$0.00	\$7,258.00	\$7,258.00
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
							\$	\$	\$	\$
TOTAL ALL DEBT SERVICE										13498

SCHEDULE C-1 - INDEBTEDNESS

(Local Government)

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N	ote:

Lease Transaction - Gonzales missing from the audit.

SCHEDULE OF EXISTING CONTRACTS

Budget Year 2025-2026

Local Government: Airport Authority of Carson City, Nevac

Contact: Jon Rogers

E-mail Address: jrogers@flycarsoncity.com

Daytime Telephone: 775-841-2255 Total Number of Existing Contracts: ___1___

		Effective	Termination	Proposed	Proposed	
		Date of	Date of	Expenditure	Expenditure	
Line	Vendor	Contract	Contract	FY 2025-26	FY 2026-27	Reason or need for contract:
1	Hinton Burdick			\$ 40,000	\$ 40,000.00	Annual Audit and possible single audit
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20	Total Proposed Expenditures			\$ 40,000	40000	

Additional Explanations (Reference Line Number and Vendor):

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SCHEDULE OF PRIVATIZATION CONTRACTS

Budget Year 2025-2026

Local Government:	Airport Authority of Carson City, Nevada	
Contact:	Jon Rogers	
E-mail Address:	jrogers@flycarsoncity.com	
Daytime Telephone:	775-841-2255	Total Number of Privatization Contracts:

Line 1	Vendor	Effective Date of Contract	Termination Date of Contract		Proposed Expenditure FY 2026-27	Position	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
2								
3								
4								
5								
6								
7								
8	Total			l				

Page:	

Attach additional sheets if necessary.

Schedule 32