



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.

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) _____
2) _____

Aye/Nay

(Vote Recorded)



Proof and Statement of Publication
AD #:

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.

Signed:

Jodi Lynn Dark

Statement:

Date	Amount	Balance
------	--------	---------

legals- carson city

legals- 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 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
DEPARTMENT OF TAXATION

MAIN OFFICE
3850 Arrowhead Drive
Carson City, Nevada 89706

JOE LOMBARDO
Governor

GEORGE KELESIS
Chair, Nevada Tax Commission

SHELLIE HUGHES
Executive Director

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

Airport Authority of Carson City herewith submits the FINAL budget for the
fiscal year ending June 30, 2026

This budget contains 0 funds, including Debt Service, requiring property tax revenues totaling \$ 0

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed 1%. If the final computation requires, the tax rate will be lowered.

This budget contains 1 governmental fund types with estimated expenditures of \$ 3,240,621 and
0 proprietary funds with estimated expenses of \$ 0

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

I Jon Rogers
(Print Name)
Treasurer
(Title)

certify that all applicable funds and financial
operations of this Local Government are
listed herein

Signed: _____

Dated: _____

Phone: _____

APPROVED BY THE GOVERNING BOARD

Only necessary for **FINAL** Budget
(Signature by DocuSign is acceptable)

Tim Puliz - Chair

Harlow Norvell - Vice Chair

Michaela Flint - Member

Karl Hutter - Member

Curtis Horton - Member

Michael Golden - Member

SCHEDULED PUBLIC HEARING:

(Must be held from May 19, 2025 to May 31, 2025)

Date and Time: 5/21/25 12:00 AM

Publication Date: 5/12/2025

Place: Bob Crowell Room at the Carson City Community Center
581 E. William St. Carson City, NV 89701

Page: _____
Schedule 1

Budget Summary for Airport Authority of Carson City, Nevada
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)
REVENUES					
Property Taxes	\$	\$	\$	\$	\$
Other Taxes					
Licenses and Permits					
Intergovernmental Resources	562,957	2,062,250	1,168,505	2342169	3,510,674
Charges for Services					
Fines and Forfeits					
Miscellaneous	833,383	570,140	1,070,431	1419390	2,489,821
TOTAL REVENUES	1396340	2632390	2238936	3761559	6000495
EXPENDITURES-EXPENSES					
General Government	1,084,371	2,674,128	220,697	3240621	3,461,318
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		13498
Interest Cost					
TOTAL EXPENDITURES-EXPENSES	1,104,382	2687626	234195	3240621	3474816
Excess of Revenues over (under) Expenditures-Expenses	291,958	-55236	2004741	520938	2525679

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		XXXXXXXXXXXXXX
FUND BALANCE JULY 1, BEGINNING OF YEAR	2,333,023	2,624,981	2569745	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Prior Period Adjustments				XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Residual Equity Transfers				XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
FUND BALANCE JUNE 30, END OF YEAR	2,624,981	2,569,745	565,004	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
TOTAL ENDING FUND BALANCE	2,624,981	2569745	565004	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX

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)	2,332,697,425	2,545,236,822	2,608,605,932
Net Proceeds of Mines			
TOTAL ASSESSED VALUE			
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 use a number developed per the instructions (page 6) or the best information available**

Airport Authority of Carson City, Nevada
(Local Government)

SCHEDULE S-2 - STATISTICAL DATA

Page: _____
Schedule S-2

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

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)

[illegible]

* FUND TYPES: 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.**

Page: _____
Schedule A-1

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

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)
NAME OF BOND OR LOAN List and Subtotal By Fund	TYPE *	TERM	ORIGINAL AMOUNT OF ISSUE	ISSUE DATE	FINAL PAYMENT DATE	INTEREST RATE	BEGINNING OUTSTANDING BALANCE 7/1/2025	REQUIREMENTS FOR FISCAL YEAR ENDING 06/30/26 INTEREST PAYABLE	PRINCIPAL PAYABLE	(9)+(10) 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)

Sch C-1

Page 23 of 28

Note:

Lease Transaction - Gonzales missing from the audit.

Page: _____

Schedule C-1

SCHEDULE OF EXISTING 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 Existing Contracts: 1

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2025-26	Proposed Expenditure 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):

Page: _____

Schedule 31

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	Vendor	Effective Date of Contract	Termination Date of Contract	Duration (Months/ Years)	Proposed Expenditure FY 2025-26	Proposed Expenditure FY 2026-27	Position Class or Grade	Number of FTEs employed by Position Class or Grade	Equivalent hourly wage of FTEs by Position Class or Grade	Reason or need for contract:
1										
2										
3										
4										
5										
6										
7										
8	Total									

Page: _____

Attach additional sheets if necessary.

Schedule 32