

Final

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

Wednesday, August 20, 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.

- F. AIRPORT ENGINEER'S REPORT (*Non-Action Item*).
- G. CONSENT AGENDA
 - 1. DISCLOSURE: Execution of Task Order No. 6 Fee Proposal for Engineering Design Services for the Main Apron Pavement Preservation Project by Carson City Airport Authority (CCAA) Chair.

Staff Summary: The CCAA Chair has executed Task Order No. 6 Fee Proposal for engineering design services with Wood Rodgers for the Main Apron Pavement Preservation Project. Funding for this project is included in the FY 2025-26 budget, as approved by the CCAA. This disclosure ensures compliance with the CCAA purchasing policy.

H. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: Approval of Snow and Ice Control Plan Update. (R. Lee, C. Jenkins)

Staff Summary: The updated Snow and Ice Control Plan incorporates new snow removal equipment and lessons learned from the past two years. The update includes priority maps for each major equipment category to clarify the order in which areas will be cleared. Each piece of equipment performs distinct tasks and operates at different rates.

2. FOR DISCUSSION AND POSSIBLE ACTION: Approve Echo Delta Hangar Association improvement permit request and extension of construction timeline. (C. Jenkins, S. Tackes)

Staff Summary: The proposed building in the Echo Delta Hangar Association's Improvement Permit Request differs slightly from the original development plan. The revised design optimizes the use of available space compared to the initial site plan. The original lease, executed on May 19, 2021, provided a two-year period for construction completion. The developer has completed the first building and requests an additional 18 months to complete the final building. Staff finds that this extension will provide sufficient time to finish the project. The developer has demonstrated good faith in their intent to complete the project.

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.

Final

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DELIVERED (via E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am, August 15, 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