

Final

**CARSON CITY AIRPORT AUTHORITY MEETING
AGENDA**

Wednesday, May 20, 2026 – 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. FOR POSSIBLE ACTION: Approve the Coffman Associates, Inc. Scope of Services for preparation of a Categorical Exclusion (CATEX) for the Taxiway Bravo Reconstruction Project.

Staff Summary: This task consists of preparing a Categorical Exclusion for the Taxiway Bravo Reconstruction Project. Completion of the CATEX is required prior to grant award; however, these costs will be eligible for reimbursement once grant funding is secured.

H. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: Award and authorize execution of the FAA contract for AIP Grant 47 (Main Apron Pavement Preservation Project) and the airport-funded Taxiway Rehabilitation Project.

Staff Summary: A request for proposals was issued on March 18, 2026, with bids opened on April 15, 2026. Five bids were received. The Airport's engineering consultant, Wood Rodgers, Inc., has reviewed the submissions and recommends awarding the contract to Maxwell Asphalt. Approval of this item will allow the project to proceed.

2. FOR DISCUSSION AND POSSIBLE ACTION: Review and discuss changes, if any, to the tentative FY 2026–2027 budget and adopt the resulting final budget pursuant to NRS 354.598 (C. Jenkins, J. Sutton).

Staff Summary: This item constitutes the public hearing for the FY 2026–2027 Carson City Airport Authority (CCAA) final budget, as required by Nevada law and NRS 354.598. The tentative budget was approved by the CCAA Board on March 18, 2026, and submitted to the Nevada Department of Taxation on April 13, 2026. Adjustments to FY 2025 actuals were made to align with audited financial statements. Additional changes from the preliminary budget include updates to staff salaries and computer hardware. Staff recommends adoption of the final budget as presented.

3. FOR DISCUSSION AND POSSIBLE ACTION: Approval of a conceptual draft Through-The-Fence (TTF) Permit for an access point for U.S. Pump and Power Corporation, located at 530 Idaho St., Elko, NV 89801, and authorization for the Airport Manager to pursue FAA concurrence of the concept.

Staff Summary: U.S. Pump and Power Corporation has been working with the Carson City Airport Manager and the owner of adjacent property (APN 005-05-404) to evaluate the feasibility of relocating its manufacturing operations. The company would like to proceed but seeks confirmation from the FAA that a TTF permit for the proposed operation would not be denied. Approval of this item will endorse the conceptual proposal and authorize the Airport Manager to seek FAA concurrence for 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.

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DELIVERED (via E-Mail) to the FOLLOWING LOCATIONS for POSTING by 9am, May 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(4)(c) 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