

CARSON CITY AIRPORT AUTHORITY

Minutes of the January 19, 2011 Meeting

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A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, January 19, 2011 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Harlow Norvell
Vice Chairperson John Kelly
Member Alex Carter
Member Teresa DiLoreto-Long
Member Ray Saylo

STAFF: Casey Pullman, Airport Manager
Steve Tackes, Airport Counsel
Jim Clague, Airport Engineer
Gary Province, Airport Maintenance
Kathleen King, Recording Secretary
Transcribed by: Tamar Warren, Recording Secretary

NOTE: A recording of these proceedings, the Airport Authority's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

- A. CALL TO ORDER AND DETERMINATION OF QUORUM** (6:00:10) – Chairperson Norvell called the meeting to order at 6:00 p.m. Roll was called; a quorum was present. Member McClelland was absent.
- B. PLEDGE OF ALLEGIANCE:** (6:00:45) – Chairperson Norvell led the Pledge of Allegiance.
- C. ACTION ON APPROVAL OF MINUTES - December 15, 2010** (6:01:17) – **Member DiLoreto-Long moved to approve the minutes. Member Saylo seconded the motion. Motion carried 5-0.**
- D. MODIFICATION OF AGENDA** (6:01:57) – None.
- E. PUBLIC COMMENT** (6:02:13) – None.
- F. CONSENT AGENDA** (6:02:40) – None.
- G. PUBLIC HEARING ITEMS:**

G-1. DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF A TRACTOR, INCLUDING ATTACHMENTS, REQUIRED FOR GENERAL AIRPORT MAINTENANCE (6:02:47) – Chairperson Norvell introduced the item and provided background information on previous discussions. At his request, Mr. Pullman provided an overview of the research conducted. He acknowledged that Mr. Province had thoroughly researched the possibility of leasing a tractor. Mr. Province reported having discussed the possibility of leasing with four tractor vendors. He related details of said discussions and of a conversation with the owner of a 60,000-acre ranch. Chairperson Norvell disclosed that the owner of said ranch was his employer. Mr. Province discussed various details of tractors he had researched, and expressed a preference for a John Deere 6115D model. At Chairperson Norvell's request, Mr. Province advised of having researched new tractors based on direction from the Airport Authority during last month's meeting.

(6:12:18) – Chairperson Norvell entertained questions or concerns of the Airport Authority members. Member Carter expressed appreciation for the amount of information provided, and provided an overview of his own research. He expressed a preference for a new tractor, which would include a warranty and parts availability. He acknowledged the possibility of renting a tractor as the need arises, and suggested the possibility of reviewing a more detailed list of future

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projects. He expressed the opinion that “a good, heavy duty tractor” will likely last more than 25 years. He expressed appreciation for staff having explored all the options. Member DiLoreto-Long advised of previous concerns over exploring all available options, and how “an initial capital outlay such as this one impacted our budget and any future projects we have coming up”. Vice Chairperson Kelly expressed support for such equipment, however, he stated he would later question the cost and availability of other options. Member Saylo opined that Salt Lake City, Reno, and Seattle leased equipment, and that he was surprised the vendors were unaware of this fact. He also agreed with the purchase option, but wanted to make certain it was maintained properly. Chairperson Norvell advised of having conducted research into the John Deere 6115D model tractor against other suggested models, with the following attachments: a loader, a mower, a broom and a blade, and agreed with the staff’s recommendation.

(6:12:18) – Mr. Pullman and Chairperson Norvell reviewed ongoing and upcoming airport projects, and stressed erosion control as a top priority. Discussion ensued on where to store the tractor, and Mr. Tackes clarified that per Title 19, hangars were to be used for aircraft storage. However, he later clarified that the rules could be waived “for the benefit of governmental agencies”. At Chairperson Norvell’s request, Mr. Province reviewed the costs of the John Deere 6115D tractor and the four implements. Mr. Province explained that the said tractor alone would cost \$47,200 in cash, the loader would be around \$7,000, the broom around \$8,400, the seven-foot mower would be \$3,100, and the 7-foot blade \$3,600. At Member DiLoreto-Long’s request, Mr. Province reviewed the warranty options and explained that it had a two-year warranty, with another three-year extension option. He also stated that the dealer would be performing the warranty work on site, at the airport. Mr. Province also confirmed that there were two quotes for the purchase of the equipment so far. In response to Member Saylo’s question, Mr. Tackes confirmed that any purchase over \$50,000 would have to “go out to bid”. Chairperson Norvell ensured the members that they must exercise good judgment when purchasing the equipment, and Member Saylo suggested involving the city in the process in order to save money. Chairperson Norvell acknowledged belaboring this agenda item for the purpose of demonstrating to the board members and the public that “we are struggling to find a way to properly handle this and to take care of our airport”.

(6:50:18) – Chairperson Norvell entertained public comment. (6:50:36) Phil Stotts, representing the Carson Air Group, stated that equipment is being stored at the airport, and suggested partnering with “the Nevada Aeronautical people, and the Highway Patrol in particular, that have a plane to see if a snowplow could be stored with it”. He also gave historical rental data to be used for budgeting purposes. Chairperson Norvell entertained additional public comment and, when none was forthcoming additional Authority member comments. He reviewed the Authority’s direction, as follows: Involving the experts in City Government to assist with pricing, looking at hangar availability at the airport, consistent with Title 19 guidance; and requested that Mr. Pullman return the following month with suggestions. Member DiLoreto-Long suggested exploring a payment plan.

G-2. DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO THE CARSON CITY AIRPORT RUNWAY PROJECT (FAA AIP NO. 3-32-0004-18), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS (6:57:58) - Chairperson Norvell passed the gavel to Vice Chairperson Kelly, and left the meeting room at 6:58 p.m. A quorum was still present. Vice Chairperson Kelly introduced this item, and Mr. Clague reviewed the status report which was distributed to the Authority members and staff prior to the start of the meeting. Vice Chairperson Kelly entertained questions or comments of the Authority members and of the public. None were forthcoming.

G-3. DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO THE CARSON CITY AIRPORT RUNWAY 9 CONNECTOR AND TAXIWAY D (FAA AIP NO. 3-32-0004-20), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS (7:00:35) - Vice Chairperson Kelly introduced this item, and Mr. Clague reviewed the previously distributed status report. Vice Chairperson Kelly entertained questions or comments; however, none were forthcoming.

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H. AIRPORT ENGINEER'S REPORT (7:03:13) - Mr. Clague continued reviewing the previously distributed status report. He clarified that bids for Taxiway D would be advertised in April as the grant application would be due in May.

I. AIRPORT MANAGER'S REPORT (7:06:39) - Mr. Pullman reported on the condition of equipment following the most recent snow event. He also provided a status report on the terminal area forecast. Vice Chairperson Kelly commended Mr. Pullman on the snow removal and the runway conditions.

J. LEGAL COUNSEL'S REPORT (7:11:20) - Mr. Tackes advised that the Nevada legislative session would begin on February 7th, and that he would be watching for aviation-related legal changes. He also stated that he would be working with Assemblyman Livermore on the changes to the Airport Authority makeup in order to have a full board soon. Member Saylo inquired about the windmill, discussed in previous meetings. Mr. Pullman said that he had notified the City of the Authority's concerns, and had informed them that the decision should come from the FAA.

K. TREASURER'S REPORT (7:13:56) - Member Carter advised of having distributed a report, incorporated into the record, to the Authority members and staff prior to the start of the meeting. He reviewed available balances. Vice Chairperson Kelly entertained questions or comments; however, none were forthcoming.

L. REPORT FROM AUTHORITY MEMBERS (7:14:08) - None.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING (7:14:14) - Previously covered.

N. ACTION ON ADJOURNMENT (7:14:37) – Member Saylo moved and member Di-Loreto-Long seconded a motion to adjourn. Motion carried 4-0.

The Minutes of the January 19, 2011 Carson City Airport Authority meeting are so approved this 16th day of February, 2011.

HARLOW NORVELL, Chair