

**CARSON CITY AIRPORT AUTHORITY**  
**Minutes of the September 19, 2012 Meeting**

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A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, September 19, 2012, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Harlow Norvell  
Member Ray Saylo

**STAFF:** Steve Tackes, Airport Counsel  
Jim Clague, Airport Engineer  
Tim Rowe, Airport Manager  
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 (6:02:35)** – Chairperson Norvell called the meeting to order at 6:02 p.m. Roll was called; a quorum was not present. Vice Chairperson Kelly and Members Carter, DiLoreto-Long, Thomason, and Williams were absent. Chairperson Norvell noted that due to three retiring members and a member who was ill, a quorum was not present. He added that no action could be taken during this meeting; however, informational items could be heard.

**B. PLEDGE OF ALLEGIANCE: (6:03:42)** – Chairperson Norvell led the Pledge of Allegiance.

**C. ACTION ON APPROVAL OF PAST MINUTES (6:04:05)** – Chairperson Norvell noted that due to lack of quorum, the August 15, 2012 meeting minutes could not be approved.

**D. MODIFICATION OF AGENDA (6:04:13)** – There were no modifications to the agenda.

**E. PUBLIC COMMENT (6:04:24)** – Chairperson Norvell entertained public comments; however, none were forthcoming.

**F. CONSENT AGENDA (6:04:48)** – There were no items on the consent agenda.

**G. PUBLIC HEARING ITEMS:**

**1. STATUS REPORT FROM KCXP INVESTMENTS ON THEIR GOOD FAITH ACTIONS TO BRING THEIR LEASE INTO COMPLIANCE. DISCUSSION AND POSSIBLE ACTION. (6:04:56)** – Chairperson Norvell introduced the item and noted this would be a discussion only item, due to the lack of quorum. Mr. Tackes gave background and stated that the Authority had leased property to KCXP Investments, LLC, adding that “some beautiful hangars” were built on the property known as Jet Ranch. He also noted that the lease contained provisions indicating that it could not be pledged as security for a loan without prior approval. However, upon discovering that the lease was pledged for a loan, Mr. Tackes had contacted KCXP, and was informed that they would proceed in good faith “to try and get that taken care of”. Tom Gonzales, representing KCXP Investments, explained that the project had been started seven years ago, owned by Jet Ranch's parent company TGI. He added that the last two years had been difficult, and that after reading the lease agreement, he had noted that they were in breach of the agreement. Mr. Gonzales stated that they had received a forbearance agreement for the loan and that all their payments were current, hoping to retire this debt much sooner than anticipated. He extended his apology and assured the Authority that non-compliance was not intended. Mr. Gonzales stated that they had been unable to sell the hangars, even with such a great facility, and promised to work with his staff to continue pursuing hangar sales. Chairperson Norvell expressed his gratitude to Mr. Gonzales' investment, acknowledged the difficult times, and wished for Jet Ranch to continue its presence at the airport. He also explained that the Authority was doing all it could, to improve the infrastructure at the airport, adding that a straight-in approach would

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be fielded by the FAA “between now and November”, and hoped that the approach would include Category C minima, via waiver. Chairperson Norvell also noted their investment in a new Automated Weather Observing System (AWOS), which Mr. Rowe confirmed would be approved; however, he was not certain of the approval date. Mr. Gonzales expressed his gratitude to Carson City and the Airport Authority, noting that “my heart’s always been with Carson City”. Chairperson Norvell entertained public comments; however, none were forthcoming.

**2. PROGRESS REPORT BY THE COMMITTEE ON THE DEVELOPMENT, CRITERIA AND METHODOLOGY FOR THE PERFORMANCE EVALUATION OF THE AIRPORT MANAGER.** (6:17:25) – Chairperson Norvell introduced the item and noted that this item would be tabled due to lack of quorum.

**H. AIRPORT ENGINEER’S REPORT** (6:17:33) – Chairperson Norvell introduced the item. Mr. Clague presented his report, incorporated into the record, noting that the Environmental Assessment Phase 2 was underway. He also updated the Authority on the progress made to Main Apron Reconstruction; the slurry seal and stripping of Taxiways B and C; and the Airspace Geological Information System (AGIS) survey.

**I. AIRPORT MANAGER’S REPORT** (6:20:21) – Chairperson Norvell introduced the item. Mr. Rowe noted that the weather sensor had been removed for maintenance. He also updated the Authority on the reprogramming and updating of the gate cards, noting that they would be fully secure by the end of the year. Mr. Row stated that to date, Cinderlite had removed 20,630 tons of rock at the rate of \$31,371. He also noted that they must file the FAA invoices for new grants electronically, according to the FAA’s Airport District Office (ADO); however, the training materials had not yet been received, impacting any new grants withdrawals.

**J. LEGAL COUNSEL’S REPORT** (6:26:15) – There was nothing to report by Legal Counsel.

**K. TREASURER’S REPORT** (6:26:17) – There was no report from the Treasurer,

**L. REPORT FROM AUTHORITY MEMBERS** (6:26:50) – There were no reports from Authority Members.

**M. PUBLIC COMMENT** (6:26:55) – Chairperson Norvell entertained public comments; however, none were forthcoming.

**N. AGENDA ITEMS FOR NEXT REGULAR MEETING** (6:27:18) – Chairperson Norvell introduced the item and wished to carry over agenda item G2.

**O. ACTION ON ADJOURNMENT** (6:27:26) – The meeting was adjourned at 6:30 p.m.

The Minutes of the September 19, 2012 Carson City Airport Authority meeting are respectfully submitted this 17<sup>th</sup> day of October, 2012.

ALAN GLOVER, Clerk - Recorder

By: \_\_\_\_\_  
Tamar Warren, Deputy Clerk/Recording Secretary