

MINUTES
Regular Meeting
Carson City Airport Authority
Wednesday, September 17, 2014 ● 6:00 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Guy Williams

Member – Lee Griffin

Member – Jim Shirk

Member – Maurice White

Vice Chair – Karl Hutter

Member – Steve Poscic

Member – Phil Stotts

Staff

Steve Tackes – Airport Counsel

Jim Clague – Airport Engineer

Tim Rowe – Airport Manager

Tamar Warren, Deputy Clerk/Recording Secretary

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

The televised Carson City Airport Authority meetings are available for viewing on AccessCarsoncity.org, http://www.breweryarts.org/?page_id=2597.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:02:15) – Chairperson Williams called the meeting to order. A quorum was present.

Attendee Name	Status	Arrived
Guy Williams	Present	
Karl Hutter	Present	
Lee Griffin	Absent	
Steve Poscic	Absent	
Jim Shirk	Present	
Phil Stotts	Present	
Maurice White	Present	

B. PLEDGE OF ALLEGIANCE (6:02:40) – Led by Chairperson Williams.

C. ACTION ON APPROVAL OF PAST MINUTES

(6:04:14) – MOTION: The Carson City Airport Authority approves the minutes of the June 16, 2014 meeting.

RESULT:	APPROVED (5-0-0)
MOVER:	White
SECONDER:	Stotts
AYES:	Williams, Hutter, Shirk, Stotts, White
NAYS:	None
ABSTENTIONS	None
ABSENT:	Griffin, Poscic

D. **MODIFICATION OF AGENDA** (6:04:37) – None.

E. **PUBLIC COMMENT** (6:04:48) – None.

F. **CONSENT AGENDA** (6:05:12) – None.

G. **PUBLIC HEARING ITEMS:**

1. **DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO PHASE 1, PHASE 2, AND PHASE 3 OF THE CARSON CITY AIRPORT MAIN APRON RECONSTRUCTION PROJECTS (FAA AIP NO. 3-32-0004-25, 3-32-0004-26, AND 3-32-0004-27), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS.**

(6:05:21) – Mr. Clague presented the agenda materials which are incorporated into the record. He also noted that the two required change orders reflected reductions in the project costs.

(6:10:17) – **MOTION: “I move to approve Change Order Number Two for Phase One for the balance as requested in the Change Order, and approve Change Order Number Two for Phase Two with the same proviso for reduction of the balance per the Change Order specifications.”**

PUBLIC COMMENTS: (6:10:46) – None.

RESULT:	APPROVED (5-0-0)
MOVER:	Williams
SECONDER:	Hutter
AYES:	Williams, Hutter, Shirk, Stotts, White
NAYS:	None
ABSTENTIONS	None
ABSENT:	Griffin, Poscic

2. **DISCUSSION AND POSSIBLE ACTION TO IDENTIFY FAA FUNDED PROJECTS FOR 2015 AND UPDATE THE AIRPORT CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2016-2020.**

(6:11:16) – Mr. Clague presented the agenda materials and noted that the only 2015 grant to be requested from the FAA would be for the design of the North Apron, with the reconstruction to be scheduled for 2016. He also indicated that a meeting would be scheduled for November or December 2014 with the FAA in order to discuss the Airport Capital Improvement Program up to the year 2020.

(6:14:44) – Member White suggested moving the Master Plan Update to stay to 2017. Chairperson Williams believed that the North Apron would be prioritized over the Master Plan by the FAA. Mr. Clague agreed to move the Master Plan to 2017 to receive feedback from the FAA. Discussion ensued regarding project prioritization. It was agreed to submit the following project grant applications to the FAA:

2015 – Design of the North Apron reconstruction.

2016 – Phase One of construction for the North Apron.

2017 – Second and final phase of reconstruction of the North Apron.
Airport Master Plan Update.

2018 – Taxiway A and D pavement seal and stripe.
Rehabilitation of the perimeter road.

2019 – Replace automatic gates.
Replace the perimeter wire fence with a chain link fence.

2020 – Land acquisition of 20 acres at \$5,000,000.
Snow removal equipment storage building.
Emergency generator.
Hangar row taxi lanes with utilities.

(6:20:42) – MOTION: I move to accept the ACIP [Airport Capital Improvement Program] with the modifications mentioned by the Airport Engineer [listed above].

PUBLIC COMMENTS (6:39:30) – None.

RESULT:	APPROVED (5-0-0)
MOVER:	White
SECONDER:	Shirk
AYES:	Williams, Hutter, Shirk, Stotts, White
NAYS:	None
ABSTENTIONS	None
ABSENT:	Griffin, Poscic

3. DISCUSSION AND POSSIBLE ACTION TO DEVELOP SHORT TERM STRATEGIC PLANNING FOR THE CARSON CITY AIRPORT AND TO COORDINATE THOSE PLANS WITH THE CARSON CITY BOARD OF SUPERVISORS.

(6:40:05) – Member White presented the agenda materials incorporated into the record. Mr. Tackes offered assistance to Member White but requested further clarification regarding his proposal to legislative changes in land use. Mr. Clague clarified that “inside the fence” meant the properties would be used strictly for aviation, and believed that non-aeronautical uses were allowed “outside the fence”. Member White suggested a survey of the airport tenants regarding the future of the Airport. Chairperson Williams advised having a conversation with the FAA first to see which projects could be funded through grants. Mr. Tackes asked if there was anything in the item as noticed for discussion. No action was taken on this item.

4. DISCUSSION AND POSSIBLE ACTION TO SUPPORT THE MODIFICATION OF NRS 844 SEC 4 PARAGRAPH 3 TO ALLOW MEMBERS TO EXTEND THEIR TERMS ON THE CARSON CITY AIRPORT AUTHORITY.

(6:52:16) – Member White explained that he wished to remove the four-year wait between member terms on the Airport Authority. Chairperson Williams indicated his opposition to any type of term limits elimination. He also believed that four years on the Authority was a sufficient term, because it was structured to eliminate “a massive change over”. Mr. Tackes noted the high cost of legislative changes in the form of legal fees. Member Stotts also cautioned against like-minded thinking by the same members on boards. Vice Chairperson Hutter suggested better outreach and the recruiting of qualified members on the Authority. He also believed that a four-year term would provide the needed continuity. Member White received confirmation that the “City Representative” was exempt from the four-year term limitation and withdrew the item.

PUBLIC COMMENTS: (7:04:46) – None.

H. AIRPORT ENGINEER’S REPORT

(7:05:00) – Mr. Clague pointed out that the Airport Engineer’s Report, incorporated into the record, contained a summary of the current projects and their associated costs.

I. AIRPORT MANAGER’S REPORT

(7:05:26) – Mr. Rowe provided an update on the runway rehabilitation, adding that signs had been posted and notices had been sent. He also noted that the restriping and the rejuvenating would start tomorrow and would take 24 hours to cure. Mr. Rowe indicated that tie-downs would be numbered consecutively as well. He gave an update on the tenant appreciation event on October 2, 2014 between 5:00 and 7:00 p.m., supported by the Chamber of Commerce. In response to a question by Chairperson Williams, Mr. Rowe explained that the derelict aircraft situation was being addressed.

J. LEGAL COUNSEL’S REPORT

(7:17:37) – Mr. Tackes presented the Legal Counsel’s Report which is incorporated into the record. He also noted that the special legislative session was focused on a single item, and no other items were discussed. However, the upcoming session would address the exclusion of state taxes from aircraft parts to facilitate repairs in the State. Mr. Tackes also reminded the Authority that the Wickersham/Shadetree Aviation, Inc. lease addendum would be addressed in tomorrow’s Board of Supervisors meeting.

K. TREASURER’S REPORT

(7:13:00) – Mr. Rowe stated that the total assets amounted to \$678,163.34. He also noted that rock sales had generated \$3,200 in August.

L. REPORT FROM AUTHORITY MEMBERS

(7:22:01) – Vice Chairperson Hutter noted the loss of fellow pilot Keith Sulprizio, calling him “a long-time member of our community”.

M. PUBLIC COMMENT

(7:24:24) – None.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING

(7:24:30) – Mr. Clague suggested continuing item G1.

O. ACTION ON ADJOURNMENT (7:25:24) – Vice Chairperson Hutter moved to adjourn. The motion was seconded by Member Stotts. The meeting was adjourned at 7:26 p.m.

The Minutes of the September 17, 2014 Carson City Airport Authority meeting are so approved this 15th day of October, 2014.

GUY WILLIAMS, Chair