

CARSON CITY AIRPORT AUTHORITY
Minutes of the January 20, 2010 Meeting
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A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, January 20, 2010 in the Carson City Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Vice Chairperson John Kelly
Member Teresa DiLoreto-Long
Member Ray Saylo

STAFF: Casey Pullman, Airport Manager
Jim Clague, Airport Engineer
Steve Tackes, Airport Counsel
Jano Barnhurst, Recording Secretary

NOTE: A recording of these proceedings, 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.

A. CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM. (5:59:45) - Vice Chairperson Kelly called the meeting to order at 5:59 p.m. Roll was called but a quorum was not present. Members Carter and McClelland were absent and excused. Mr. Tackes advised that information can be taken on the items without a quorum and that Chairperson Norvell will appear by phone for items G-2 and G-4.

B. PLEDGE OF ALLEGIANCE. (6:01:45) - Vice Chairperson Kelly led the pledge of allegiance.

C. APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY. (6:02:06) - A quorum was not present to approve the previous meeting's minutes.

D. MODIFICATION OF THE AGENDA. (6:02:09) - None.

E. PUBLIC COMMENT. (6:02:10) - Vice Chairperson Kelly introduced the item. In response to a question by Bill Hartman, Mr. Pullman replied that the AWOS phone has been out of service due to the relocation of the fuel facility. He advised that a resolution was attempted, but due to the extraordinary cost, they may have to wait until the new AWOS is operational which may be a couple of months. He apologized for the inconvenience. In response to a comment, he replied that the lines were not reconnected when the fuel facility was removed.

In response to a question by Ginna Reyes, Mr. Tackes replied that the meeting minutes and a letter outlining the airport's concerns were provided to the Planning Commission regarding the Silver State Charter School presentation but not absorbed. He advised that it will be on the January 21 Board of Supervisors' (BOS) agenda and people should voice their concerns. Ms. Reyes expressed concern about it being a safety incursion, as well as a disservice to the airport and misuse of public funds. Vice Chairperson Kelly advised that he would attend the meeting.

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F. CONSENT AGENDA. All matters listed under the consent agenda are considered routine, and may be acted upon by the Airport Authority with one action and without an extensive hearing. Any member of the Authority or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Chairperson or the Vice-Chairperson retains discretion in deciding whether or not an item will be pulled off the consent agenda. (6:09:15) - None.

G. PUBLIC HEARINGS.

G-1. DISCUSSION AND POSSIBLE ACTION TO APPROVE CARSON CITY AIRPORT AUTHORITY FUNDING OF PROPOSED EAA/EL AERO RECORD OF SURVEY FOR CARSON CITY AIRPORT AND EL AERO LAND SWAP. (*R. Dickinson*) (6:09:48) - Vice Chairperson Kelly advised that there was not a quorum to act on this item. Mr. Dickinson advised that EAA is prepared to pay for the survey and request reimbursement from the CCAA. In response to a question, Mr. Tackes advised that the item can be agendaized for the next meeting to act on the request. In response to a comment, Mr. Clague replied that they will proceed and bill the airport through the project.

G-2. DISCUSSION AND POSSIBLE ACTION TO DECLARE THE ROCK AND EXCESS FILL MATERIAL ON THE AIRPORT AS SURPLUS PROPERTY UNDER NRS 332.185 THAT MAY BE PROVIDED OR SOLD TO CARSON CITY OR OTHERWISE DISPOSED BY THE AIRPORT MANAGER. (*Steve Tackes*) (6:15:06) - Chairperson Norvell appeared by phone for this item. Vice Chairperson Kelly introduced and Mr. Tackes explained the item. He advised that if a declaration is made, they can either give the material away or sell it, and recommended a motion which he read into the record. In response to a question, he replied that they are trying to determine the market rate in order to obtain a reasonable price. In response to a question, Mr. Clague replied that the areas of surplus have been delineated and they plan to spread it out at the east end, but may be stockpiled in a different location for easier access. In response to a comment, he replied that the amount of material has been calculated. Vice Chairperson Kelly called for public comment. In response to a question by Eric Laich, Mr. Clague replied that he contacted local suppliers for standard prices because several contractors approached the airport about the material. Mr. Laich expressed his support for selling the material and opposition to giving it to the City. He opined that it is worth potentially hundreds of thousands of dollars and suggested that the rock be cleaned and sold for riprap. Mr. Pullman advised that a few companies are interested in the material. Vice Chairperson Kelly called for further comments and seeing none, entertained a motion. **Member DiLoreto-Long moved to designate the excess rocks and fill material from the past construction projects as "surplus" and no longer required for public airport purposes under NRS 332.185 and authorize the Airport Manager to sell or otherwise dispose of the same. Member Saylo seconded the motion. Motion carried 4-0.**

G-3. DISCUSSION AND POSSIBLE ACTION ON ITEMS RELATED TO THE CARSON CITY AIRPORT AUTOMATED WEATHER OBSERVATION SYSTEM (AWOS) PROJECT (FAA AIP NO. 3-32-0004-17), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS. (*Jim Clague*) (6:36:09) - Vice Chairperson Kelly introduced the item and Mr. Clague

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reviewed the staff report which is incorporated into the record. He reported that there is no change from the last meeting, adding that any construction has been delayed and there have been no additional pay requests. Vice Chairperson Kelly called for comments, but none were forthcoming.

G-4. 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. (*Jim Clague*) (6:23:50) – Chairperson Norvell appeared by phone for this item. Vice Chairperson Kelly introduced the item and Mr. Clague reviewed the construction schedule and Change Order No. 1, both of which are incorporated into the record. He advised that the sewer lateral is the only ineligible cost at \$5,125. He explained that it exceeds the original budget but an amendment requesting reimbursement would be submitted to the FAA at the end of the project. He expected them to approve the amendment but cautioned that it could take up to a year. He explained that the change order is an increase of \$92,812.75 for a new total amount of \$9,003,144.75. Vice Chairperson Kelly expressed the understanding that CCAA would be responsible for any amount exceeding the grant funding and recover costs through an amendment to the project. Mr. Clague added that the change order won't affect CCAA until the end of the project. Vice Chairperson Kelly called for public comment. In response to a question, Mr. Tackes replied that under federal law, the airport is obligated to pay relocation expenses of anyone dislocated as a result of the project and explained the reason for the sewer lateral charge. Vice Chairperson Kelly called for further questions and seeing none, entertained a motion. **Member Saylo moved to approve contract Change Order No. 1 in reference to AIP No. 3-32-0004-18 and allow the Airport Authority to cover the discrepancy of \$5,125. Member DiLoreto-Long seconded the motion. Motion carried 4-0.**

H. AIRPORT ENGINEER'S REPORT. (6:37:50) - Vice Chairperson Kelly introduced the item and Mr. Clague advised that the ACIP was submitted to the FAA and they will begin processing the grant application for construction of Taxiway D east of B, and a new connection from Runway 9 to the Taxiway C north apron. He explained the process advising that it is a placeholder with the FAA and once confirmation is received, they would go out to bid and resubmit an application based on the bid.

In response to a question, Harold Long explained that the ground is not level in the area his hangar was moved; it has an eight inch gap in the back, water runs inside and the roof leaks. Mr. Clague expressed the understanding that Granite was working to determine the proper sealant and advised that he will contact them immediately. Mr. Long expressed concern about the ability to fill in a gap that size but Mr. Clague assured him that a solution would be found.

Vice Chairperson Kelly inquired into the possibility of getting a more discreet frequency on the new AWOS to which Mr. Pullman replied that it is being addressed and will be resolved.

I. AIRPORT MANAGER'S REPORT. (6:43:04) - Vice Chairperson Kelly introduced the item. Mr. Pullman reported that a new website should be up in February which will be interactive and contain more information. He added that he will try to incorporate tenant suggestions. He explained that he is working with the Nevada Appeal on a marketing campaign and they will also produce a pilot brochure containing airport services and information.

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J. LEGAL COUNSEL'S REPORT. (6:46:15) - None.

K. TREASURER'S REPORT. (6:46:23) - Member Carter was absent but provided a budget report. In response to a question, Mr. Pullman opined that his accounting system may not be separating rent and tie down fees and he will coordinate with Member Carter regarding the adjustment. In response to another question, he replied that there are not many Class 2 FBO's at the airport, but their leases are current. Vice Chairperson Kelly requested a list. In response to another question, Mr. Pullman replied that landing fees are still a consideration and opined that it's too soon to implement them but once construction is completed, they should revisit the issue.

L. REPORT FROM AUTHORITY MEMBERS. (6:50:20) - None.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING. (6:50:29) – Item G-1 will be re-agendized for the next meeting. Mr. Clague requested that items G-3 and G-4 also be carried forward.

N. ACTION ON ADJOURNMENT. (6:50:48) - Vice Chairperson Kelly adjourned the meeting at 6:50 p.m.

The Minutes of the January 20, 2010 Carson City Airport Authority meeting are so approved this 17th day of February, 2010.

Harlow Norvell, Chair