

CARSON CITY AIRPORT AUTHORITY
Minutes of the April 18, 2012 Meeting

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A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, April 18, 2012, 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 Ray Saylo
Member Marcus Thomason
Member Guy Williams

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 (6:02:39) – Chairperson Norvell called the meeting to order at 6:02 p.m. Roll was called; a quorum was present. Member DiLoreto-Long was absent.

B. PLEDGE OF ALLEGIANCE: (6:03:24) – Chairperson Norvell led the Pledge of Allegiance.

C. ACTION ON APPROVAL OF PAST MINUTES (6:04:13) – Chairperson Norvell introduced the item. **Member Saylo moved to approve the minutes of the February 15, 2012 meeting. The motion was seconded by member Williams. Motion carried 5-0-1, with Vice Chairperson Kelly abstaining. Member Thomason moved to Approve the March 21, 2012 Meeting. The motion was seconded by Member Saylo. Motion carried 5-0-1, with Vice Chairperson Kelly abstaining.**

D. MODIFICATION OF AGENDA (6:05:21) – Chairperson Norvell introduced the item and noted that agenda item G1 would be continued to the next meeting.

E. PUBLIC COMMENT (6:05:42) – Chairperson Norvell entertained public comments, however, none were forthcoming.

F. CONSENT AGENDA (6:06:08) – There were no items on the consent agenda.

G. PUBLIC HEARING ITEMS:

1. DISCUSSION AND POSSIBLE ACTION TO APPROVE CLASS II FBO STATUS FOR GLOBAL RESOURCES & LOGISTICS TO CONDUCT BUSINESS AT THE CARSON CITY AIRPORT. – Item will be addressed in the next meeting.

2. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE AIRPORT MANAGER TO ISSUE A REQUEST FOR QUALIFICATIONS (RFQ) FOR SURVEYING SERVICES TO OBTAIN AN AIRPORT GEOGRAPHIC INFORMATION SYSTEM (AGIS) SURVEY FOR THE CARSON CITY AIRPORT. (6:06:26) – Chairperson Norvell introduced the item. Mr. Rowe explained that Chairperson Norvell, Member Thomason, and he had met with the FAA's Seattle Flight Procedures Office to discuss the survey needs, and were informed that it was necessary in order to move forward with the GPS and night-use approaches. Chairperson Norvell noted that this survey was important to move the airport forward and in order to have the night restrictions removed, adding that it would also lend "strong weight and credibility" in the future. Member Thomason responded to a question that the night

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restrictions could be removed from the current GPS approach with the survey. He also explained that even if C and D category approach criteria could not be attained, “we may be able to get C, which would help us tremendously”. Member Williams inquired about recovering some of the cost via contributions, and received confirmation from Chairperson Norvell that he was in the process of trying to receive commitments to recover 50 percent of the cost. He also noted that the proceeds derived from the sale of the rock to Cinderlite would be more than adequate to fund the survey. Mr. Rowe added that they would also pursue grants. In response to a question by Member Carter, Chairperson Norvell gave the example of the operator of a Gulfstream 550 who wanted the aircraft to reside in Carson City, generating almost \$400,000 in property taxes, in addition to substantial fuel purchases; however, the airplane could not be insured without a straight-in runway approach capability. Member Thomason clarified that the removal of the night restriction alone would not be sufficient without a straight-in approach. Mr. Rowe noted that the price of fuel in Carson City was the most reasonable in Northern Nevada. Vice Chairperson Kelly clarified for Member Carter that general aviation of aircraft would not be affected. Member Thomason noted that the straight-in approach could benefit many different types of aircraft. Chairperson Norvell entertained public comments, and when none were forthcoming, a motion. **Member Thomason moved to have the Airport Authority authorize the Airport Manager to issue a Request for Qualifications (RFQ) to obtain an Airport Geographic Information System (AGIS) survey. The motion was seconded by Member Saylo. Motion carried 6-0.**

3. DISCUSSION AND POSSIBLE ACTION TO AWARD THE CONSTRUCTION CONTRACT TO SIERRA NEVADA CONSTRUCTION FOR THE REHABILITATION OF TAXIWAYS B & C, APPROVE TASK 11 WITH ATKINS TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES, AND AUTHORIZE THE CHAIRMAN OF THE AIRPORT AUTHORITY TO SUBMIT A GRANT APPLICATION TO THE FAA AND TO RECEIVE FUNDING FOR THE PROJECT. (6:28:20) – Chairperson Norvell introduced the item. Mr. Clague explained that the project had been sent “out to bid”, and Sierra Nevada Construction had been selected as the low bidder, adding that there were no bid protests. He outlined the work and proposed a motion, noting that the approval should be contingent upon FAA funding. Chairperson Norvell received clarification that this was “entitlement funding”. Member Thomason was told that Taxiways B and C were access taxiways for the Jet Ranch area and could house large aircraft that could be attracted to the airport after completing the AGIS survey. Chairperson Norvell entertained public comments, and when none were forthcoming, a motion. **Member Saylo moved to award the construction contract to Sierra Nevada Construction in the amount of \$95,007 for the rehabilitation of Taxiways B and C, contingent upon FAA approval. The motion was seconded by Member Carter. Motion carried 6-0. Member Carter moved to approve Task 11 with Atkins, to provide construction management services for the rehabilitation of Taxiways B and C, for a fee, based on time and expenses, not to exceed \$24,200, and contingent upon FAA funding. The motion was seconded by Member Saylo. Motion carried 6-0. Member Thomason moved to authorize the Chair of the Carson City Airport Authority to submit a grant application to the FAA in the amount of \$136,875 for the rehabilitation of Taxiways B and C and to accept a grant offer from the FAA in the same amount. The motion was seconded by Vice Chairperson Kelly. Motion carried 6-0**

H. AIRPORT ENGINEER’S REPORT (6:37:38) – Chairperson Norvell introduced the item. Mr. Clague noted that there were no additional items to report.

I. AIRPORT MANAGER’S REPORT (6:37:48) – Chairperson Norvell introduced the item. Mr. Rowe explained that there was “no word on the terminal air forecast”.

J. LEGAL COUNSEL’S REPORT (6:38:03) – Chairperson Norvell introduced the item. Mr. Tackes referred to the briefing he had sent out and advised the Authority to request that “KCXP investments explain their status and the diligent steps they were taking to cure their breach of lease”. He also reminded the Authority that the next meeting was required to be held on Thursday, May 17, 2012, in the airport terminal building, to approve the proposed budget, as a final budget. He explained that, a notice should be issued for the meeting, and noted that he had included sample language, that Mr. Rowe could use, in his briefing.

K. TREASURER’S REPORT (6:40:58) – Chairperson Norvell introduced the item. Member Carter noted that a proposed tentative budget had been submitted to the Department of Taxation. He suggested setting aside a runway

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maintenance fund in the future. Member carter also distributed a budget report, incorporated into the record, and announced that the current bank balance was \$316,789.40.

L. REPORT FROM AUTHORITY MEMBERS (6:43:26) – Chairperson Norvell introduced the item. Member Williams announced that he, along with Chairperson Norvell, Member Carter, and Mr. Rowe, had met with “members from the school district”, who were pleased with the students’ accomplishments so far. Member Williams specifically thanked Clickbond for their involvement and efforts.

M. PUBLIC COMMENT (6:45:06) – Chairperson Norvell entertained public comments. Ginna Reyes, President of El Aero Services, announced that a Young Eagles Program would take place in Elko, on May 19, 2012. She added that the program would be run by the Carson City EAA, at the El Aero hangar.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING (6:47:15) – Chairperson Norvell introduced the item and noted that today’s agenda item G1 would be continued next month.

O. ACTION ON ADJOURNMENT (6:47:41) – Chairperson Norvell suggested a motion. **Member Thomason moved to adjourn. The motion was seconded by Member Saylo. The meeting was adjourned at 6:47 p.m.**

The Minutes of the April 18, 2012 Carson City Airport Authority meeting are so approved this 18th day of July, 2012.

HARLOW NORVELL, Chair