

CARSON CITY AIRPORT AUTHORITY
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A regular meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Wednesday, November 17, 2010, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Harlow Norvell
Vice Chairperson John Kelly
Member David McClelland
Member Ray Saylo

STAFF: Casey Pullman, Airport Manager
Steve Tackes, Airport Counsel
Brian Fitzgerald, Aviation Engineer
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, ROLL CALL, AND DETERMINATION OF QUORUM (6:01:27) –** Vice Chairperson Kelly called the meeting to order at 6 p.m. A quorum was present. Members Carter and DiLoreto-Long were absent. Vice Chairperson Kelly chaired the meeting, and Chairman Norvell attended via telephone.
- B. PLEDGE OF ALLEGIANCE (6:02:09) –** Vice Chairperson Kelly led the pledge of allegiance.
- C. ACTION ON APPROVAL OF MINUTES – October 20, 2010 (6:02:30) – Vice** Chairperson Kelly moved to accept the October 20, 2010 meeting minutes. Chairperson Norvell seconded the motion. The motion passed 4-0.
- D. MODIFICATION OF AGENDA (6:03:24) –** None.
- E. PUBLIC COMMENT (6:03:38) –** None.
- F. CONSENT AGENDA (06:04:06) –** None.
- G. PUBLIC HEARING ITEMS:**

G-1. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE CARSON CITY AIRPORT AUTHORITY AUDIT FOR FY 2009/2010 (6:04:08) – Vice Chairperson Kelly introduced the item and invited Beth Kohn-Cole, Partner, Kohn Kolodny, LLP, to elaborate. Ms. Kohn-Cole referred to a reporting package, a draft of which is incorporated into the record. She stated that the audit opinion by her firm was "a clean or unqualified audit opinion", which was good. She also mentioned that they had no audit findings in the single audit performed for the \$9.2

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Million federal expenditures, unlike the previous year. She thanked Mr. Pullman and Member Carter for their assistance. Ms. Kohn-Cole stated that the excess of revenue over expenses was approximately \$154,000, and the net assets of the organization totaled \$283,000. Vice Chairperson Kelly asked if there were any recommendations for the future, and was told no, since Member Carter had taken all the necessary precautionary measures. Vice Chairperson Kelly called for public comments, and since there were none, a motion. **Member Saylo moved to accept the audit for FY 2009/2010 as presented. Member McClelland seconded the motion. The motion passed 4-0.**

G-2. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND LEGISLATIVE CHANGES DURING THE UPCOMING LEGISLATIVE SESSION; PROPOSED CHANGE TO NRS 844 TO ADDRESS VACANCY ON THE AIRPORT AUTHORITY; RELATED CHANGES AND ACTION (6:08:22) – Vice Chairperson Kelly introduced the item. Mr. Tackes explained that the Board of Supervisors had been having a difficult time finding someone to fill the seventh spot on the Airport Authority. He stated that the vacancy would represent a manufacturer in the industrial airpark. Mr. Tackes added that he, along with Chairperson Norvell, had met with Mr. Werner, the City Manager, and Assemblyman and former Supervisor Livermore. Mr. Tackes said that Mr. Livermore had offered to give the Authority one of his allotted Bill Draft Requests, in order to find a solution to the problem at hand. The solution, according to Mr. Tackes, would allow the Board of Supervisors, when unable to find someone who meets the manufacturing criteria, to appoint someone who meets the other qualifications, such as Citizen at Large, Pilot at Large, or City Official. Mr. Tackes then read the proposed law change, incorporated in the record, to fix the immediate problem. He also explained that once the Authority members approve the amendment, the next step would be to take it to the Board of Supervisors, whose concurrence was needed since they would be doing the appointments. The final step would be to submit the Bill Draft Request at the next legislative session. **Chairperson Norvell moved to authorize Staff to proceed with a recommendation to the Board of Supervisors, to approve the proposed legislative changes to NRS 844, to address vacancy on the Airport Authority, and to pursue the amendment during the upcoming legislative session. Member Saylo seconded the motion. The motion passed 4-0.**

G-3. DISCUSSION AND POSSIBLE ACTION REGARDING REQUEST BY ON COURSE AVIONICS, INC. TO INSTALL BUSINESS SIGN AND MAKE STRUCTURAL ALTERATIONS TO HANGAR 33 (6:14:29) – Vice Chairperson Kelly introduced the item. Mr. Tackes explained that Mr. John Kaiser, with On Course Avionics, has requested that the Authority approve a few minor modifications to the hangar, a new exterior door, and a 4x8-foot sign. Mr. Tackes stated that Title 19 of the Carson City Municipal Code required that permission must be sought from the Airport Authority, prior to obtaining a building permit. He did not see any legal issues with the request, and recommended approval of the building modifications and the signage. **Member Saylo moved to approve the request by On Course Avionics to install a business sign and make structural alterations to Hangar 33, and approach the Carson City Building Department to obtain the necessary permits. The motion was seconded by Member McClelland. The motion passed 4-0.**

G-4. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED CONSTRUCTION OF WIND TURBINE TO BE LOCATED IN THE MOUNDHOUSE AREA

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(6:19:58) – Vice Chairperson Kelly introduced the item. Mr. Pullman explained that Mr. Robert Matthews would like to build a 245-foot wind turbine, in the Moundhouse area, and needed the Authority's approval prior to it being approved by the City. He also presented supporting documentation, which is incorporated into the record. Mr. Pullman stated that the proposal was reviewed by him, along with Mr. Fitzgerald, and they concluded that the turbine would interfere with the modified straight-in-approach being pursued by the airport, in addition to exceeding the FAA Part 77 Determination criteria. Mr. Tackes clarified that the Part 77 Airspace was designed to protect both aircraft and ground structures from collisions. Therefore, he recommended rejecting the proposed wind turbine at its current location, and recommended the same to the Board of Supervisors. Vice Chairperson Kelly agreed that having renewable energy was a good idea, however, he reminded the members that the Highway 50 corridor was a feeder route to the airport, especially in less than good weather conditions, when pilots followed the highway to the airport. Member Saylo also did not think it would be safe, especially since Moundhouse was already over 300 feet above the elevation of the airport, and adding another 245 feet would be a substantial obstruction, especially in inclement weather. Member McClelland received clarification that 245 feet would be the maximum height of the turbine, and suggested an alternative site. Chairperson Norvell suggested requiring Mr. Matthews to submit an FAA Form 7460, so they can weigh in on the issue.

Vice Chairperson Kelly solicited public comments. Ms. Ginna Reyes, asked if other airports were being consulted, and who was the final sign-off body on the project. Mr. Pullman believed that the turbine could cause a problem to the Dayton Airpark and Parker Air Ranch as well. He also believed that the final approval rested with the FAA. Mr. Tackes elaborated that Mr. Matthews would need FAA approval via Form 7460, in addition to the approval of local authorities in Carson City, such as the Board of Supervisors and the Planning Commission.

Vice Chairperson Kelly entertained a motion. **Member Saylo moved to send the Authority's disapproval to the Board of Supervisors, and the Planning Commission, regarding the proposed construction of the wind turbine to be located in the Moundhouse area, especially considering the safety and operational issues to the Airport. The motion was seconded by Member McClelland. The motion passes 4-0.** Mr. Tackes suggested that in the communication sent to The Planning Commission, Mr. Pullman include a detailed explanation of what Part 77 is, and how it is a safety standard, and the wind turbine is a safety hazard.

G-5. DISCUSSION AND POSSIBLE ACTION REGARDING THE PURCHASE OF A SWEEPER TO FACILITATE SNOW REMOVAL OPERATIONS AND YEAR-ROUND AIRPORT FOD REMOVAL (6:35:53) – Vice Chairperson Kelly introduced the item. Mr. Pullman explained why the need for a sweeper was intertwined with the upcoming snow season and snow removal. He stated that in the past, when the runway was not grooved, they were able to run the snowplow without any issues. Now, with the grooved runway, he added, the steel blade will not run over that surface. After researching the issue, Mr. Pullman concluded that polyurethane blades were now required. He said he was able to find a company, located in Reno, that provided the equipment to Reno International Airport. A blade was ordered, however, after taking a tour of the Reno International Airport with the new maintenance employee, Gary Province, he discovered that the pavement is not touched with the polyurethane blade, but is set at least a quarter of an inch above the pavement surface.

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He also learned that they used a sweeper to remove the remaining snow. He added that owning a sweeper would be beneficial for keeping the airport clean all year round as well. Mr. Pullman explained that sweepers could be obtained at auction for around \$2,000 or \$2,500, however, the cost of transportation would likely create an additional expense. Another option, he added, was purchasing a used one from a local construction company employee. Vice Chairperson Kelly requested and received clarification on the type of sweeper being proposed, and suggested alternative methods such as rotary brooms. Member McClelland expressed familiarity with the year-round benefits of sweepers, and suggested it would be beneficial buying a new one, or soliciting a donation from NDOT. In response to a question, Mr. Pullman said that a new sweeper would cost around \$100,000. Vice Chairperson Kelly recommended finding a sweeper in a surplus market locally, while looking at renting one in the interim. He also suggested making a list of requirements and soliciting bids. Chairperson Norvell advised expediting a decision, as snow was expected soon. Vice Chairperson Kelly solicited public comments, and hearing none, a motion. Mr. Tackes suggested checking with local construction companies to see if they had any sweepers for sale, in addition to compiling a list of requirements. Member McClelland suggested renting as a short-term solution, and looking into getting a used one. No action was taken.

Chairperson Norvell disconnected from the meeting at 7:00 p.m. Mr. Tackes explained that since the rest of the agenda would proceed in the form of reports, a quorum was not necessary.

G-6. 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 (6:59:55) – Vice Chairperson Kelly introduced the item. Since Mr. Clague was not present, Mr. Fitzgerald reported that all construction had been completed, and that they were currently working on the Precision Approach Path Indicator (PAPI). He also referred to the financial summary in the packets, incorporated in the record, stating that the project was approximately \$7,000 under budget, as of that week. The difference between the October and current numbers, he explained, was due to reporting done to close out the project, and the coordination with the FAA and contractor to resolve the PAPI issues. What were left, according to Mr. Fitzgerald, were the final lien releases from a few sub-contractors, issuing the notice of completion, and sending off the final retention payment to the contractor. Vice Chairperson Kelly commended the work as “superb.”

G-7. 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 (7:03:58) – Vice Chairperson Kelly introduced the item. Mr. Fitzgerald explained that the underground electrical work for the runway connector is complete, and that the remaining work should be done no later than the following Wednesday. He also indicated that the cables, taxiway lights and signs are projected to be completed by Friday, December 3, 2010. However, he added, that could be delayed due to the upcoming storm. In response to a question by Mr. Tackes, Mr. Fitzgerald

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clarified that the connector would remain open for the remainder of the construction, however, crews and equipment may work near the edge.

H. AIRPORT ENGINEER'S REPORT (7:06:49) – Mr. Fitzgerald presented the Airport Engineer's report, which is incorporated in the record. He stated that a field review, performed by the environmental group, indicated no significant findings, and would be presented to the FAA. He also mentioned that Mr. Clague was absent because he was meeting with the FAA.

I. AIRPORT MANAGER'S REPORT (7:08:28) – Mr. Pullman did not have anything to report. Vice Chairperson Kelly inquired and Mr. Pullman replied that the pilot control lights were now operational, and that he would be approaching the City to have the taxiway cracks sealed.

J. LEGAL COUNSEL'S REPORT (7:10:00) – Mr. Tackes informed the Authority that he would be joining Mr. Clague at the FAA meeting the following day. He said he would like to receive FAA funding for the ramps either next year or the year after. He also stated that there was one change to the previously circulated ACIP, and that was to "move knocking down the Goni Hill earlier than putting in the emergency power generator". He also reported that the Authority had advised Mr. Pullman to pursue selling surplus material with Granite Construction, and that the hearing on the special use permit had been pushed back. He also wanted to make certain the crushing and the batch plant would not obstruct the neighbors' access.

K. TREASURER'S REPORT (7:13:40) – Member Carter had provided a report of the year-to-date figures, which is incorporated in the record. Vice Chairperson Kelly suggested that those with questions contact Member Carter.

L. REPORT FROM AUTHORITY MEMBERS (7:14:12) – None.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING (7:14:15) – None.

N. ACTION ON ADJOURNMENT (7:14:25) – The meeting adjourned by mutual consent at 7:14 p.m.

The Minutes of the November 17, 2010 Carson City Airport Authority meeting are so approved this 15th day of December, 2010.

HARLOW NORVELL, Chair