

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, June 15, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Harlow Norvell
Member Alex Carter
Member Dave McClelland
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 (6:02:22)** – Chairperson Norvell called the meeting to order at 6:02 p.m. Roll was called; a quorum was present. Vice Chairperson Kelly and Member DiLoreto-Long were absent. Member McClelland joined via telephone.
- B. PLEDGE OF ALLEGIANCE: (6:03:30)** – Chairperson Norvell led the Pledge of Allegiance.
- C. ACTION ON APPROVAL OF PAST MINUTES (6:03:57)** – **Member Saylo moved to approve the minutes of the May 19, 2011 meeting. Member Carter seconded the motion. Motion carried 4-0.**
- D. MODIFICATION OF AGENDA (6:04:48)** – None.
- E. PUBLIC COMMENT (6:05:20)** – None
- F. CONSENT AGENDA (6:05:50)** – None.
- G. PUBLIC HEARING ITEMS:**

1. DISCUSSION AND POSSIBLE ACTION REGARDING AIRPORT AUTHORITY POSITION ON PROPOSED CONSTRUCTION OF WIND TURBINE(S) TO BE LOCATED ON THE SOUTH SIDE OF HIGHWAY 50 EAST NEAR THE LYON COUNTY/CARSON CITY BORDER (IN THE MOUND HOUSE AREA), APNs 008-611-31, -33, -35, AND -37; SPECIAL USE PERMIT APPLICATION SUP-10-115. (6:06:40) – Chairperson Norvell introduced the item. Applicant Robert Matthews introduced a representative from Manhard Consulting, and John Collier, Esq., from Hoffman, Test, Guinan and Collier. He also stated that due to an objection by the Authority to the height of the turbine, they would lower it by 186 feet, constructing four smaller turbines instead of a large one. Mr. Matthews reviewed a packet, incorporated into the record, outlining the concept. He explained that they had obliged to the FAA's turbine height concerns, and Chairperson Norvell noted the additional FAA concern for "adverse electromagnetic interference". Mr. Collier, counsel to Mr. Matthews, referred to a conversation he had with the FAA and stated that the paragraph cited by Chairperson Norvell was part of a boilerplate included in every letter. He stated that the "FAA would not find a hazard due to the A2". He also stated that the FAA found "a significant issue with the 77.19A", which would be a non-issue if the public lands at Carson Parker Airport were taken control of by the BLM. He stated that the FAA could close the Carson Parker Airport. Mr. Tackes believed that there was some confusion with the FAA recommendation that the FAA considered obstructions outside of the traffic pattern, and cited the example of an antenna at Spooner Summit. Chairperson Norvell stated that the Authority "would not be prepared to make a determination until we see a new letter from the FAA as to what their position is". He added that they would be prepared

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to make a comment based on the FAA's decision and other factors that they would consider important, regarding the special use permit application. Member McClelland requested clarification on the electromagnetic interference, and Mr. Matthews said the FAA document did not indicate it to be a hazard. Discussion ensued regarding instrument approach procedures, and Chairperson Norvell expressed concern that the wind turbines could interfere with straight-in approaches planned for the future. Mr. Matthews expressed disappointment that a full board was not present, and stated that he would like to send a recording of this meeting to Donna O'Neil at the FAA for comments. In response to Mr. Collier's question of what was needed from Mr. Matthews to make a decision, Chairperson Norvell stated that a letter from the Seattle Flight Procedures Office of the FAA was needed "attesting to the fact that this wind turbine development would in no way affect the viability of any future instrument straight in approach to Runway 27 at Carson City". Chairperson Norvell stated that he was not against Mr. Matthews' project; however, he added that the Authority's focus was to safeguard their ability to "move this airport forward". Mr. Tackes pointed out that Mr. Matthews had still not addressed the concerns raised by the Authority at their November 17, 2010 meeting. Ginna Reyes, President of El Aero Services, requested considering the "economic engine of this airport" and "all kinds of factors" that make flight patterns vary. Chairperson Norvell stated that he would "need to see the 460" before voting. Member Carter stated that he considered it commendable to work on a project that would reduce dependency on foreign oil. However, he wanted to see assurance from the FAA to eliminate any uncertainty. Member Saylo stated that they are in the process of increasing FBO presence to enhance the airport, and he could not support a project that may cause harm to the airport. **Member Carter moved to "continue our opposition" to the wind turbine project for the reasons previously expressed in the November 17, 2011 meeting. Member McClelland seconded the motion. Motion carried 4-0.**

2. DISCUSSION AND POSSIBLE ACTION REGARDING THE AWARD OF THE CONSTRUCTION CONTRACT AND THE ENGINEERING SERVICES AGREEMENT FOR THE CONSTRUCTION OF TAXIWAY D WEST. (6:57:12) – Chairperson Norvell Introduced the item. Mr. Clague distributed a report, incorporated into the record, explaining that at the May 6, 2011 Airport Authority meeting the construction contract had been awarded to Granite Construction for \$1,296,296, contingent upon approval from the FAA. He added that because the construction of the project had been reduced, the management fee would also be reduced. Mr. Clague requested revising the award to Granite construction to \$1,044,293.64, still contingent upon FAA approval. **Member Saylo moved to award the contract for the Taxiway D West to Granite Construction Company in the amount of \$1,044,293.64 contingent upon FAA approval to construct Taxiway D West with Deductive Alternative Number 2, and eliminate the miscellaneous drainage improvements. Additionally, the contract period shall be reduced by five calendar days, for a total of 70 calendar days, to complete the construction of the project, and authorize the Chairman and Staff to sign the appropriate documents. The motion was seconded by Member Carter. Motion carried 4-0.**

Mr. Clague also explained that the construction management fees would also be reduced because of the reduced duration of the project. Member Saylo received clarification that the construction management fee was not included in the previous motion. **Member Carter moved to revise Task Number 10 to the Atkins contract to provide construction management services for taxiway D West to be based on time and expenses not-to-exceed \$135,000 and contingent upon FAA funding. The motion was seconded by member Saylo. Motion carried 4-0.**

3. DISCUSSION AND POSSIBLE ACTION REGARDING THE AWARD OF THE CONSTRUCTION CONTRACT AND THE ENGINEERING SERVICES AGREEMENT FOR THE CONSTRUCTION OF TAXIWAY D WEST; APPROVAL TO ACCEPT FAA AIP GRANT OFFER ON PROJECT IN THE APPROXIMATE AMOUNT OF \$1,270,429.00. (7:08:55) – Chairperson Norvell introduced the item. Mr. Clague explained that because the project cost had been reduced, the FAA grant amount would be reduced as well. **Member Saylo moved to accept the FAA grant offer in the approximate amount of \$1,270,429 and authorize the Chairman and Staff to sign the appropriate documents. The motion was seconded by Member McClelland. Motion carried 4-0.**

4. DISCUSSION AND ACTION TO TERMINATE THE LEASE HELD BY THE MUSEUM OF MILITARY HISTORY FOR VIOLATION OF THE PROVISIONS OF THE LEASE AGREEMENT DATED 19

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OCTOBER 2007. (7:14:01) – Chairperson Norvell introduced the item. Mr. Rowe stated that the provisions of the lease on Lot 204 indicated that the tenant would build a museum in three phases. He elaborated that Phase I would have been completed in the first year by including a record of survey, obtaining access rights to the parcel, leveling and doing site preparations such as fencing and signage. Phase II, according to Mr. Rowe, would encompass paving, utilities, final site grading and special use permits to be completed by the second year. He added that Phase III required the completion of the structure and the hangar, utility hookups and a security gate. Mr. Rowe explained that none of these phases had been completed and the airport had not been compensated for the lease. He explained that a letter had been sent to the Nevada Museum of Military History but no response had been received. He recommended terminating the lease. Mr. Tackes also agreed that the lease should be terminated. Member Saylo expressed concern that because the letter was sent in “regular mail”, there was no proof of receipt. Mr. Tackes confirmed that the lease required 30-day notification by either party, via certified mail. He suggested sending another letter requesting a “return receipt”, and suggested discussing the item during the next meeting. The Authority and Mr. Rowe agreed.

5. DISCUSSION AND ACTION REGARDING AUGMENTATION OF THE OPENING FUND BALANCES FOR "FYE 2011" TO AGREE WITH THE 2010 ENDING FUND BALANCES, AS AUDITED, AND UTILIZE THE EXCESS FOR SERVICES AND SUPPLIES. (7:18:03) – Chairperson Norvell introduced the item. Member Carter explained that he had had discussions with the auditor in regards to exceeding the budget for FYE 2011. He stated that some of the items were for legal services, medical expenses paid to the former Airport Manager, hiring a new maintenance specialist, an overlap between the new and former Airport Manager, and a tractor purchase. Member Carter explained that due to Nevada Revised Statute rules, they would be subject to corrective action, however, it was necessary to augment the budget due to unexpected one-time, unforeseen expenditures. He explained that a letter would be written to the department of taxation explaining the corrective actions taken. He also stated that there were funds to cover the expenses. **Member Saylo moved to approve the augmentation of the opening fund balances for FYE 2011 to agree with the 2010 ending fund balances, as audited, and utilize the excess for services and supplies. The motion was seconded by Member McClelland. Motion carried 4-0.**

6. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF OFFICERS IN ACCORDANCE WITH NRS 844, SECTION 6, PARAGRAPH 1. (7:25:24) – Chairperson Norvell introduced the item and suggested either seeking nominations for each office individually, or re-nominating the existing officers for another term. Mr. Tackes stated that Member DiLoreto-Long, who was absent, had indicated to him that her preference was to have all the officers remain the same, with the acknowledgement that her absence meant she could not vote. Ms. Reyes stated that Vice Chairperson Kelly was not able to be present, however, he had indicated that he would be willing to continue serving as Vice Chair. **Member McClelland nominated the current officers to be re-elected to their posts. Per Mr. Tackes’ suggestion, Chairperson Norvell called for a vote which carried unanimously.**

H. AIRPORT ENGINEER’S REPORT (7:29:35) – Chairperson Norvell introduced the item and requested clarification from Mr. Rowe, who explained that since the realignment of the runway and taxiways, parcels on the south side of the airport had changed. He requested a new lease map from Atkins to indicate the changes. Mr. Clague presented the Airport Engineer’s Report, incorporated in to the record, and stated that they are still waiting to hear from the FAA regarding the environmental assessment.

I. AIRPORT MANAGER’S REPORT (7:31:40) – Chairperson Norvell introduced the item. Mr. Rowe announced that noise complaints had been received due to the Bristow helicopters, especially regarding night flights. He indicated that these night flights were necessary for training with night vision goggles. Ms. Reyes stated that Vice Chairperson Kelly had offered to discuss the Bristow Academy noise issue with those concerned. Mr. Rowe also announced that a tractor had been purchased and was being shipped from Iowa. He indicated that Mr. Province would trim the bushes upon the arrival of the equipment. He also mentioned that the airport sign had had been revised and a new flag had been erected. Mr. Rowe indicated that he had offered space for sale on the sign and had three “takers” for \$50 per month. Member Saylo stated that some physical labor could be done at the airport through the trustee labor program.

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J. LEGAL COUNSEL'S REPORT (7:36:27) – Chairperson Norvell introduced the item. Mr. Tackes stated that the aviation license plates would be re-authorized and he suggested getting the word out. He also reminded the Authority that the balance of his report was addressed in his written briefing, incorporated into the record.

K. TREASURER'S REPORT (7:37:45) – Chairperson Norvell introduced the item. Member Carter distributed a monthly budget report, incorporated into the record.

L. REPORT FROM AUTHORITY MEMBERS (7:38:38) – Chairperson Norvell reminded everyone to attend the Airport Open House on Saturday.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING (7:39:41) – Mr. Tackes stated that he had spoken to Mr. Matthews in the hallway regarding agenda item G1, and that they would contact him or Mr. Rowe to be placed on the agenda again.

N. ACTION ON ADJOURNMENT () – **Member Saylo moved to adjourn. The motion was seconded by Member Carter. The meeting was adjourned at 7:40 p.m.**

The Minutes of the June 15, 2011 Carson City Airport Authority meeting are so approved this 20th day of July, 2011.

HARLOW NORVELL, Chair