MINUTES
Regular Meeting
Carson City Airport Authority
Thursday, February 20, 2014 ● 6:00 PM
Carson City Airport Terminal Building
2600 College Parkway, 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.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:13:08) – Secretary/Treasurer Member Poscic called the meeting to order as Chairperson Pro Tempore. A quorum was present.

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

B. PLEDGE OF ALLEGIANCE (6:13:27) – Led by Member Poscic.

C. ACTION ON APPROVAL OF PAST MINUTES. (6:13:46) – Member White noted that the new minutes format was not detailed enough, especially regarding agenda item G2 and his motion. Member White clarified that the funds collected for the issued gate cards would be used strictly for the gates, and that Chairperson Williams' amendment regarding ACIP funding and the collected matching funds "also relates strictly to gate work".

(6:15:36) – **Motion: The Carson City Airport Authority approves the minutes of the January 15, 2014 meeting, reflecting Member White's clarification.**

RESULT:	**APPROVED (6-0-0)**
MOVER:	White
SECONDER:	Stotts
AYES:	Griffin, Poscic, Stotts, White.
NAYES:	None
ABSTENTIONS	None
ABSENT:	Williams, Hutter, Shirk

D. MODIFICATION OF AGENDA (6:16:28) – Chairperson Pro Tempore Poscic noted that agenda item G2 would be addressed prior to item G1.

E. PUBLIC COMMENT (6:16:50) – None.

F. CONSENT AGENDA (6:16:59) – None.

G. PUBLIC HEARING ITEMS:

1. DISCUSSION AND POSSIBLE ACTION REGARDING THE REQUEST BY THE CACTUS AIR FORCE TO LEASE AIRPORT LAND FOR THE CONSTRUCTION OF THE WINGS AND WHEELS MUSEUM; DETERMINE PROPOSED USE AND PROCEED WITH APPRAISAL; RECOVERY OF COST OF APPRAISAL. (6:18:39) – Member Griffin recused himself from participating in discussion and from voting on this agenda item because his employer, Specline, Inc. is directly associated with Cactus Air Force. Timothy Brune, representing Cactus Air Force, expressed his interest in entering into a lease agreement with the Carson City Airport. Mr. Tackes clarified the necessary steps and noted that the appraisal must be done by the Authority; however, he requested recovering the appraisal cost from Cactus Air Force. Mr. Rowe presented two appraisal costs to the Authority. Discussion ensued regarding the Airport Master Plan and whether this lease would take away preferable real estate to be used for future renovations of the Terminal Building. Mr. Tackes suggested waiting for the completed appraisal to determine how much of the land to lease to Cactus Air Force. He also clarified that per the District Attorney's Office guidelines, and due to Member Griffin's abstention, NRS 281A.420 indicates that a quorum would be adjusted down, and that three members would constitute a quorum.

(6:37:31) – **Motion: To direct staff to obtain an appraisal on lot 202 with full FBO use of the leased area and report back with the appraisal.**

RESULT:	**APPROVED (3-0-1)**
MOVER:	Stotts
SECONDER:	White
AYES:	Poscic, Stotts, White
NAYES:	None
ABSTENTIONS	Griffin
ABSENT:	Williams, Hutter, Shirk

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE SECOND READING OF THE ADOPTION OF $10/YEAR RENEWAL FEE FOR GATE ACCESS CARDS PURSUANT TO CCMC 19.02.020.070 WHICH PERMITS THE AUTHORITY TO ADOPT FEES FOR GATE CARD CONTROL TO COVER COSTS OF OPERATION. (6:17:36) – There were no public or Authority comments.

(6:17:38) – **MOTION: To adopt the $10 per year renewal fee for gate access cards.**

RESULT:	**APPROVED (4-0-0)**
MOVER:	Stotts
SECONDER:	Griffin
AYES:	Griffin, Poscic, Stotts, White
NAYES:	None
ABSTENTIONS	None
ABSENT:	Williams, Hutter, Shirk

H. AIRPORT ENGINEER'S REPORT (6:40:53) – Mr. Clague distributed a handout and presented the Airport Engineer's Report, incorporated into the record..

I. AIRPORT MANAGER'S REPORT (6:48:10) –Mr. Rowe informed the Authority that due to construction at the Airport, the open house event would not take place. He added that an "aviation day" at the Sterling Hangar and "on the east side of the ramp" would be alternative. He was exploring participation by tenants.

J. LEGAL COUNSEL'S REPORT (6:51:35) – Mr. Tackes updated the Authority on their presence at a Carson City Board of Equalization meeting where an appellant had disputed property taxes for an airport property with a 50-year lease. Mr. Tackes explained that the property would still hold its value at the end of a lease and therefore would not be depreciated. He also gave an update on the lease expiration of Shade Tree Aviation.

K. TREASURER'S REPORT (7:11:16) – Chairperson Pro Tem Poscic noted that the Authority's current assets and liabilities were totaled at $581,359.46.

L. REPORT FROM AUTHORITY MEMBERS (7:13:19) – Member White outlined several ideas for discussion during the March meeting regarding the Center Triangle.

M. PUBLIC COMMENT (7:19:59) – None.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING (7:20:26) – Center Triangle discussion.

O. ACTION ON ADJOURNMENT (7:20:36) – **Member White moved to adjourn. The motion was seconded by Member Stotts.** The meeting was adjourned at 7:21 p.m.

The Minutes of the January 15, 2014 Carson City Airport Authority meeting are so approved this 19th day of March, 2014.

GUY WILLIAMS, Chair