

MINUTES
Regular Meeting
Carson City Airport Authority
Wednesday, October 15, 2014 ● 6:00 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Committee Members

Chair – Guy Williams	Vice Chair – Karl Hutter
Member – Lee Griffin	Member – Steve Poscic
Member – Jim Shirk	Member – Phil Stotts
Member – Maurice White	

Staff

Steve Tackes – Airport Counsel
Brian Fitzgerald – 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.

The televised Carson City Airport Authority meetings are available for viewing on http://www.breweryarts.org/?page_id=2597.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:01:49) – Chairperson Williams called the meeting to order. A quorum was present.

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

B. PLEDGE OF ALLEGIANCE (6:02:14) – Led by Chairperson Williams.

C. ACTION ON APPROVAL OF PAST MINUTES

(6:03:09) – MOTION: The Carson City Airport Authority approves the minutes of the September 17, 2014 meeting.

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

D. MODIFICATION OF AGENDA (6:03:26) – None.

E. PUBLIC COMMENT

(6:04:06) – Glade Myler, Carson City resident on Apollo Drive, introduced himself and stated that the planes were flying “right over my home to get into the airport”. He believed that there was no reason for airplanes to fly over Nye Lane and over his residence. Mr. Myler was under the impression that once the runway was extended, the planes would fly over the golf course instead of flying over his house. He also requested the item agendized for the next meeting. Chairperson Williams noted Mr. Myler’s request and suggested that he send any new and additional information to Mr. Rowe. Member Poscic gave background on the FAA counseling the flight school regarding the issue. He also explained that the FAA would send its “Fast Team” on the first week of December to meet with all the pilots of the airport and instruct them on “the rules of the road, including traffic patterns, radio procedures, and safety procedures”. Member Poscic advised Mr. Myler to attend that meeting.

F. CONSENT AGENDA (6:09:49) – None.

G. PUBLIC HEARING ITEMS:

1. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE CARSON CITY AIRPORT AUTHORITY AUDIT FOR FY 2013/2014.

(6:10:06) – Beth Kohn-Cole, Kohn & Company, LLP, presented the Carson City Airport Authority’s FY 2013/2014 audit and a required board communication letter, which are incorporated into the record. She called the audit “clean” and reviewed her findings, also incorporated into the record.

(6:12:30) – Chairperson Williams received confirmation that approval of the audit report with the adoption of the recommendations were advisable.

PUBLIC COMMENTS (6:16:35) – None.

(6:16:46) – MOTION: I move we approve the audit report as presented and adopt the recommendations of the Auditor.

PUBLIC COMMENTS: (6:17:33) – None.

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

H. AIRPORT ENGINEER’S REPORT

(6:17:55) – Mr. Fitzgerald presented the Airport Engineer’s Report which is incorporated into the record. He also noted that each of the projects was under budget. Based upon a question by Chairperson Williams, Mr. Fitzgerald believed that a meeting with the FAA was tentatively scheduled for December 6, 2014 in Carson City.

(6:22:04) – Member White requested additional information regarding the Main Apron Phase 1 construction spending, and was informed that the total project cost included the change orders that reflected the additional amounts spent. Discussion ensued regarding original budgeted amount versus final dollars spent on the project. Member White suggested including the percentage of the project overages.

PUBLIC COMMENTS (6:32:23) – None.

I. AIRPORT MANAGER’S REPORT

(6:32:35) – Mr. Row presented the Airport Manager’s Report noting that the Automated Weather Observing System (AWOS) computer had crashed and the cost of repair had been over \$500. He also advised of a response, incorporated into the record, he had received from the Bureau of Land Management (BLM) regarding the right-of-way application filed by the Authority for two solar-powered beacon lights in the Brunswick Canyon area. Mr. Rowe explained that the BLM would begin processing the application within six months, as they operated on a first come, first serve basis.

J. LEGAL COUNSEL’S REPORT

(6:35:38) – None.

K. TREASURER’S REPORT

(6:36:01) – Ms. Kohn-Cole reviewed the “budget to actual” report, incorporated into the record. Chairperson Williams received clarification that the Authority would be briefed on whether it will be on, under, or over budget on a monthly basis, on a particular revenue or expense item.

L. REPORT FROM AUTHORITY MEMBERS (6:38:31) – None.

M. PUBLIC COMMENT (6:38:42) – None.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING

(6:38:57) – Discussion regarding Overflights of homes.

O. ACTION ON ADJOURNMENT (6:39:43) – **Member Stotts moved to adjourn. The motion was seconded by Member Poscic.** The meeting was adjourned at 6:40 p.m.

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

GUY WILLIAMS, Chair