

Airport Advisory Committee Minden-Tahoe Airport April 18, 2016

The April 18, 2016 meeting of the Airport Advisory Committee (AAC) was held at the Board of County Commission Chambers, 1616 Eighth Street, Minden, Nevada. Members present were Mike Cowan, Blayne Osborn, Bill Henderson, Rodney Aiglstorfer, Bill Driscoll, Laurie Ricardi and A.J. Frels. Airport employees or representatives in attendance were, Bobbi Thompson, Airport Manager, Chris Johnson, Airport Operations Supervisor and Cathie Kite, Office Manager.

1. **Opening**. The meeting was called to order at 5:30 PM by Airport Manager, Bobbi Thompson.
2. **Pledge of Allegiance**. Led by Chris Johnson, Airport Operations Supervisor
3. **Public Interest Comments** - There was no public comment.
4. **Approval of Agenda** – Blayne Osborn made the motion to approve the agenda; motion seconded by Bill Henderson – vote was unanimous.
5. **Self-Introduction of Committee Members** – Each Board member gave their name and a short description of their interest in aviation and in being involved with the Committee.
6. **Election of Officers** - Bobbi Thompson called for nominations for Chairperson of the Board for 2016. Blayne Osborn nominated Bill Henderson and Laurie Ricardi seconded; the vote was unanimous. Bobbi then called for nominations for Vice Chairperson. Bill Henderson nominated Blayne Osborn and Bill Driscoll seconded; the vote was unanimous. Bobbi then turned the meeting over to Bill Henderson.
7. **Approval of Previous Minutes** – Chairman Henderson called for approval of the October 20, 2015 minutes. A motion was made Mike Cowan, seconded by Blayne Osborn and passed unanimously.
8. **Presentation on Nevada’s Open Meeting Law** – Chief Civil Deputy D.A., Doug Ritchie gave a comprehensive overview of the State’s Open Meeting Law. The discussion generated several questions from Board members which he addressed.
9. **Airport Advisory Committee Update**. Chairman Henderson called for comments from Committee members regarding their involvement at the airport or questions that they may have regarding their duties as Board members. There were some questions as to how much involvement they would have in the Master Plan process or how to place an item on the next agenda. It was explained that they will be involved in the community and airport tenant outreach, but at an advisory level. Our engineering firm will also be making a presentation to the AAC regarding the Master Plan. If any Board member would like to place an item on the agenda, they would need to call or email Cathie at the airport or request an item be added to the next agenda during a meeting. The agenda must be posted a minimum of three working days prior to the meeting, so last minute items cannot legally be added after that deadline.

10. Staff Update.

a. Aviation Roundup report – The next Roundup will be in October, 2017 and the Thunderbirds will be performing again. Preparations for that event will begin in June of 2016 and all Board members are welcome and encouraged to participate.

b. Collings Foundation event – This non-profit organization will be back at the airport a third time on June 16 – 19, 2016, a weekend event this year. This is a volunteer group that restores and maintains the old World War II aircraft, providing tours and rides for those that are interested. The flyer for this event is attached to these minutes.

c. Taxiways E, F & G – The pavement work on this large taxiway project is now complete. It had been many years since there had been any maintenance to that area.

d. Master Plan Update – There is a draft copy of the current Master Plan Project available in Bobbi's office. It is not the complete plan, but just the chapters that have been completed to date by the airport engineering company. Improvements such as utilities, ramps, taxiways, or an airport terminal etc. can be funded with FAA grant monies; vertical structures would come from other investors and businesses. They are still working on Airport Layout Plans.

e. East Side Utilities Update – this project has so far been funded with Airport monies. Sewer and power line locations have been completed and we are still on schedule to have those utilities in this year.

f. Wildlife Hazard Assessment - NDOT has provided this assessment for both KMEV and the Carson City Airport. We have deer, coyote, rabbits, hawks etc. and therefore a need for fencing. FAA grant money has been approved for perimeter fencing for the entire airport.

11. Final public comments. Discussion only, no action can be taken. No public comment.

12. Adjourn. The next meeting will be June 20, 2016. The meeting was adjourned at 6:15 PM. Motion by Bill Driscoll, and second by Mike Cowan; unanimous vote.