

**Airport Advisory Committee
Minden-Tahoe Airport
Meeting Minutes for December 10, 2009**

The December 10, 2009 meeting of the Airport Advisory Committee (AAC) was held at the Douglas County Commission Chambers, 1616 Eighth Street, Minden, Nevada. AAC members present were Chairman Bradford, Members LaSor, Baushke, Christy, Spires, Hayes and Wendling. County representatives/employees in attendance: Keith Kallman, Airport Manager, Todd Gressick, Airport Operations Supervisor, Mike McCormick, Assistant District Attorney, Sonja Strom, Secretary and Jim Madsen, Planning Commission. Others in attendance: Tony Sabino, John Marsalis, Gene Stoneman.

1. Call to Order and Pledge of Allegiance.

The meeting was called to order by Chairman Bradford at 6:00 p.m., followed by the Pledge of Allegiance.

2. Public Comment.

None.

3. Discussion and possible action on Land Rezoning around the Airport Influence Area

Airport Manager Kallman indicated he had spoken with Dirk Goering of the Planning Department and that there was to be a meeting between Mr. Goering and AAC Members Spires and Baushke which had not yet taken place. It was decided that the meeting with Mr. Goering and the AAC members would be scheduled and the matter discussed at the next AAC meeting.

4. Discussion and possible action on October 8, 2009 Revisions to Marketing Plan

Chairman Bradford reviewed the presentation by Rick Jenkins at the last meeting concerning Air Show/Open House Considerations. He indicated he would like to include Mr. Jenkins' comments in the marketing plan, as well as a few others.

Discussion ensued concerning the inclusion of vintage automobiles in the Open Airport Day. Member Wendling advised he had talked to some of the people who are concerned about the cars, but this may be the last fling for them for the year. Then there are concerns about them being parked at the Airport. One taxiway and one gate could be closed for this event. In general, feedback has been positive. There would be 40-50 cars and that would bring people. Mr. Wendling had talked to the people at the end of the runway and the helicopter school who indicated they would like to participate, flying off the end of the taxiway. People with the airplanes in that area would be willing to have some antique planes which would be the same vintage as some of the cars. It is not just for the airplanes, but you get more people from the community. Member Baushke stated he had met one of the car club presidents, and they are certainly interested, mentioning having antique cars with older planes at the same time would be a neat set-up. He thought it could be a good selling point. Members Hayes added that his recollection was to get maximum attendance to the exhibit, to get County residents to the Airport, and he felt that having police dogs, antique cars, etc., would get additional exposure.

Discussion ensued, discussing: advertising, public television and press coverage, and law enforcement. Chairman Bradford commented on a few ideas submitted by Assistant District Attorney Mike McCormick. Staff was directed to include the Jenkins and McCormick comments into the Marketing Plan.

5. **Discussion and possible action on new revisions to Marketing Plan**

A. **Open Airport Day.**

1. **Committee Development (Tail Dragger, FBO's.)**

Chairman Bradford stated that Mr. Jenkins felt this is the most important thing and that the Committee should really focus on that. Discussion included a public relations liaison and Sheryl Blomstrom was suggested as a possibility or Civil Air Patrol. The FBO's were felt should be involved. Member Wendling said Rebuilt Aircraft, Air Sierra and Chapparral Avionics had volunteered to participate on the taxiway area. Member Baushke wondered if it might be appropriate to involve the Visitors Authority and/or Chamber of Commerce. Member Hayes commented there are a lot of businesses around the Airport boundary that could participate, i.e., Tahoe Ridge Winery, Doppleganger's Restaurant, Tail Dragger Restaurant, possibly Starbucks. Member Wendling suggested inviting Austin House representatives as they could use some support. Member Baushke said the Sertoma Club has a beer trailer and maybe Tahoe Ridge Winery if those beverages were allowed to be sold on County property.

Assistant District Attorney Mike McCormick commented if any tax dollars would be expended, it would be necessary to comply with the Open Meeting Law. If you appoint 20 people to the committee and only 3 show up, there would not be a quorum. He felt if you have too many people nothing will get done. Member Baushke suggested the Committee be limited to seven people and the rest be volunteers. Member Spires inquired as to how to get this event on schedule for the County as soon as possible so we do not have any conflicts. Assistant District Attorney Mike McCormick suggested presenting it to the Board of County Commissioners at the Lake the second meeting in January. Mr. McCormick advised that if more than 500 visitors are expected, an Outdoor Festival Permit would have to be obtained from the County. Manager Kallman estimated the last show brought approximately 1,500 people. Airport Supervisor Gressick indicated he would get an updated event list from the Chamber for the Committee members. Airport Manager Kallman stated that the Committee needs to name themselves as the sponsor and then approach the Airport to use the facility. The Committee will basically run the event, the Airport acting in a support capacity.

Airport Manager Kallman advised that Mr. Jenkins mentioned he had a non-profit organization run the air show, i.e., Civil Air Patrol, who formed a committee who approached the Airport stating they wanted to use the facilities. Then the Airport has oversight to put somebody on the Committee to be sure the Airport will not have an issue with the activities. Member Bradford inquired of Brad Spires whether the Civil Air Patrol (CAP) would take on that role. Member Spires indicated that the local CAP has limited staff right now, but would put it on the next CAP meeting agenda. Assistant District Attorney McCormick concurred with the Airport Manager's suggestion of having an independent group which would remove many of the restrictions that apply to a public body. It would be more like a private group and that body would take care of it. He also thought perhaps Mr. Chernock and the

Chamber of Commerce might be an appropriate body to contact. Member Spires asked if AAC members could participate on the committees; Assistant District Attorney McCormick responded "as long as there isn't a quorum."

There was considerable discussion as to the method and timing for placing this matter before the Board of County Commissioners to be included in the 2010 event planning. Mr. McCormick advised that the soonest for that action would be at the Lake meeting on January 7, 2009. He indicated that it was not necessary that the Committee and the process be complete and in place; but could be submitted as a request to hold the event on that date. Member Baushke offered to present the item to the Board of County Commissioners, if staff would ensure it is placed on that agenda.

Chairman Bradford inquired about monetary support that might be provided by the Airport. Airport Manager Kallman indicated he would have to review the budget promotional fund, probably not more than \$3,000-\$4,000 which he would have to get approval to spend. He indicated that is one of the reasons he suggested a separate entity, to relieve the County and the Airport of financial entanglements. Discussion followed concerning possible costs which initially appeared to be limited to safety equipment, restroom facilities, and signage. Mention was made of possibly having a vehicle charge. Member Baushke stated he would prefer not to charge for parking. Chairman Bradford stated those matters would be considered by the Budget Committee. Airport Manager Kallman indicated he would review historical records to determine costs from past events. To recap, Chairman Bradford said Member Spires would check with the Civil Air Patrol and Members Spires and Baushke would work with the Chamber of Commerce. Member Spires stated that Airport Manager Kallman would take care of getting the event scheduled for the second January meeting of the Board of County Commissioners. Airport Manager Kallman indicated he would prepare it and have Assistant District Attorney McCormick review it. Member Baushke reiterated his willingness to help with the presentation to the BOCC for the Airport Day "Wings and Wheels." Assistant District Attorney McCormick suggested having October 2 declared Airport Day.

The final Committee components were as follows:

Seven-person committee:

Chairman
Public Relations (Chamber of Commerce and Service Clubs)
Food and Vendors
Security/Parking (Sheriff)
Facilities Coordinator/permit acquisition
Budget
Airport Staff

2. Local Event Dates and Discussion of Airport Day Date

It was reiterated that the date selected was October 2. Airport Operations Supervisor Gressick mentioned several air shows occurring on that date that would be having military displays. Member Baushke thought we could contact the Nevada Air Guard, Marine Pickle Meadows and the base at Fallon and should be able to get 5-6 displays.

Mr. Sabino inquired as to whether the Airport is funding this event. Chairman Bradford indicated they were hoping for contributions that will provide for the direct costs and the rest would be outside volunteers. Mr. Sabino: "So there will be a strictly minimal input from the Airport?" Chairman Bradford stated the Airport should not be involved.

6. Discussion and possible action on Soaring Society of American Conference 2012.
Nothing to discuss; continue on agenda.

7. Discussion and possible action on the Airport Advisory Committee Annual Report to the Board of County Commissioners for 2009 by the Chairman.

Member Spires moved that the Annual Report prepared by the Chairman be forwarded to the Board of County Commissioners with one minor change on the second page. Motion seconded by Member Baushke and carried unanimously. The Chairman asked that the Airport Manager ensure the report is forwarded to the BOCC.

8. Award of Recognition to Michael Bradford, outgoing member of the Airport Advisory Committee.

A plaque was presented to Chairman Bradford, along with many complimentary comments concerning his four years of service on the AAC. The Chairman, in turn, reviewed the many accomplishments of the Board over the 4 years and his enjoyment in working with all the members.

9. Staff Update.

Planning Commissioner Jim Madsen stated that he had nothing to report from the Planning Commission inasmuch as there had been no meetings for two months. He stated in the event he is not reappointed, it has been a pleasure being the representative to the Airport Advisory Committee.

Airport Manager commented that there was a small problem with Mr. Bradford's coming off the Board relative to new members. The Vice Chair (Spires), assuming he will be reappointed, will need to initiate discussion about the Chair and Vice Chair for 2010.

Airport Manager Kallman advised that he had been appointed President-Elect of NVAA.

Airport Supervisor Gressick noted that there are three new signs at the intersection that state the Unicom frequency and that next summer they will be painted on the tanker ramp

10. Adjournment.

At 7:15 p.m., Member Baushke moved the meeting be adjourned. Motion seconded by Member Spires and carried unanimously.