

**Airport Advisory Committee
Minden-Tahoe Airport
Meeting Minutes for June 18, 2009**

The June 18, 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, Spires Baushke, and Wendling. Members Hayes and Christy had called advising they would not be present. County representatives/employees in attendance: Keith Kallman, Airport Manager, Todd Gressick Airport Operations Supervisor, Michael McCormick, Assistant District Attorney, and Sonja Strom, Secretary; Jim Madsen, Planning Commission. Others in attendance: Steven Swabacker and John and Donna LaVeck of the Carson Valley Vanguard Coalition.

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. Review and Approval of Minutes of the April 16, 2009 Meeting.

Member LaSor moved approval of the minutes of May 21, 2009; motion seconded by Member Baushke. Motion carried unanimously.

3. Public Comment.

Planning Commissioner Jim Madsen advised that he was going to distribute copies of the Visitor Information Survey Results information to the Planning Commissioners as they had been interested in the survey cards. He advised there had been no Planning Commission meeting this month.

4. Discussion and possible action on revisions to Marketing Plan from the May 21, 2009 meeting.

Member Spires moved approval of the Marketing Document with the inclusion of the May 21, 2009 comments. Motion seconded by Member LaSor.

5. Review and discussion on revisions to the Value of an Airport presentation.

Chairman Bradford stated that he and Member Baushke had concluded there was a need to include economic and budget contributions to the County by the Airport and to help the general community understand how the Airport fits into the overall economic picture in the County. Manager Kallman overviewed the memo he had prepared to discuss the budget and economic impacts, attaching two economic studies prepared in 2006 and 2007. The first section of the memo was a recap of the Airport Budget, current fiscal year and next, approximately \$1.4 million. He indicated funds to cover the Airport budget were derived entirely from revenue sources at the Airport, no County General Fund tax monies being received. He also indicated in the memo that, through assessment of personal property taxes on aircraft, structure taxes and building permits, the Airport contributed close to \$300,000 to the County General Fund.

Manager Kallman overviewed the two economic studies done on behalf of the Airport, discussing the methodology used by both UNR and NNDA in arriving at various calculations. It appears there is an estimated \$33 million impact on County revenue from the Airport's existence and another estimated \$12,000,000 derived from business and labor at Airport businesses. Given these studies are a 2-3 years old, he felt \$50,000,000 was a good figure for total direct economic impact to the County. Member Baushke recalled when these studies had been reviewed by the County Commissioners that it was felt the UNR study was more statistically accurate, the one from NNDA being based on surveys and less than 100% participation by Airport businesses.

Discussion ensued and it was suggested that comparisons of economic impact by other businesses in the community be researched, to review the General Aviation Multiplier (i.e., for every \$1 spent at there is a \$4 amount spent in the community), comparing the County's contribution to the County's total budget by percentage, request from the County any studies they may have done in the last five years, taking the estimated total contribution and dividing it by the number of employees at the Airport (i.e., each employee represents "x" number of dollars). Chairman Bradford felt there should be a general comparison of the Airport to other businesses and not getting into the complex details of the analyses. Manager Kallman explained briefly the granting of AIP projects, the FAA contributing 95% of the cost and the Airport the other 5% (also covered by money generated through Airport sources), the point being that if the Airport had to forego the grant funds, the Airport budget would approximately double and either the revenue intake from current sources would have to be doubled or the General Fund monies from the local community might have to be used. Most of the grant funds were used for maintenance rather than infrastructure. Chairman Bradford requested that the Manager bring the Five-Year AIP to the next meeting of the AAC for review of maintenance vs. capital projects.

6. Discussion and possible action on approving Noise Procedure elements.

Chairman Bradford reported on the status of the Noise Procedure, indicating it had been held over to this meeting to allow further public input. Member Wendling moved to approve the Noise Procedure; motion seconded by Member Baushke. Steven Swabacker of Carson Valley Vanguard Coalition presented a letter from CVVC to Chairman Bradford. The CVVC recommendations were:

"Review period: *Change "when necessary" to annual.* (This was agreed to along with minor wording changes.)

"Response to Complaints:

1. *Add language that includes the reporting of the Douglas County DA, the FAA and various other authorities as needed.*
2. *Add administrative remedies (after consulting with Douglas County DA)*
3. *Add fines and fees (after consulting with Douglas County DA) schedule."*

There was lengthy discussion and explanation concerning these requests. Basically, Manager Kallman advised that the Airport is federally governed and cannot impose the type of restrictions or penalties suggested without going through a Part 150 and a Part 161 through the FAA. The cited sections set forth procedure for noise monitoring to determine the validity of the noise contentions prior to the FAA taking any action. The cost for the study is estimated at \$1.5 million and would have to be applied for through the AIP process. Assistant District Attorney McCormick advised that the DA's office does not have authority to implement reporting procedures, administrative remedies, or impose fines that are under the jurisdiction of a federal

regulatory agency. Manager Kallman stated that what the AAC is considering is a procedure to gather base line statistics to backup requesting those types of studies from the FAA. (For purposes of clarification, it was agreed that the second paragraph, first page, **Purpose**, would be modified to include reference to the FAA requirements and other minor wording changes.)

“Complaint Criteria. *Include provision for anonymous complaints.*” (It was agreed that wording inserted following the May 21 meeting would be acceptable.)

“Outside Monitoring. *Define the “what, who and how” of the proposed monitoring. Probably the most important inclusion will be the language for the administrative remedies, fines and fees. Without them this lacks any teeth and will be considered nothing more than a “please be good” document. We realize that it will take additional time and collaboration with the DA to develop these most important items and we urge the AAC to take the necessary to get at this noise issue.*” (This component left open for discussion.)

Considerable discussion ensued. Member Bradford indicated the reason we changed the title to “Noise Procedure” was to clarify the purpose of the document which is to capture information to determine to what extent there is a noise problem – a step precedent to where there are enough verifiable complaints that action must be taken. Mr. Swabacker stated he didn’t see much point in the procedure if there is no enforcement action included. Chairman Bradford advised Mr. Swabacker that the preamble in the Noise Procedure would include wording that the AAC would help provide direction regarding future noise mitigation efforts up to and including Part 150 and Part 161 studies if warranted by the Federal Aviation Administration and approved by the Board of County Commissioners. Members Baushke and Bradford indicated that certainly staff would approach pilots that were not following recommended procedures try to resolve the issue in a cooperative fashion.

Manager Kallman explained the purpose of having outside monitoring of the complaints received, the major reason being to have verification that all complaints are received by the Airport and are appropriately addressed by staff, to ensure that the statistics are accurate and that no verifiable complaints fall through the cracks. While details need to be worked out, Manager Kallman was hoping to implement a cooperative effort with another department of the County.

Vote on the motion to approve the noise procedure, with amendments, was unanimous.

7. Staff Update.

Airport Manager Kallman advised that a lot of maintenance work has been done at the Airport over the last month. He also advised that the County and Airport staff have been meeting with the community groups regarding the Weight Ordinance which will be ongoing in the development of a public engagement process. At some point a draft ordinance will be presented to the Board of County Commissioners for approval on the 2010 ballot. Member Baushke remarked that there would have to be pro and con arguments developed to be included on the ballot which was verified by Assistant District Attorney Mike McCormick.

Operations Supervisor Gressick overviewed the upcoming construction projects under FAA Grant 20. Bids will be received in July, construction to occur from August to October. Supervisor Gressick discussed the results of the Visitor Informational Survey and was requested to keep the AAC advised as he updates additional surveys received. Member LaSor staff consider another maintenance project, that being the taxiway between 30R and 30 which has become very rough. Member Baushke inquired about the hangar project and Supervisor Gressick indicated that was being evaluated. Mr. LaSor also complimented staff on the beautification project, i.e., the flower bed at the administration office entrance.

8. AAC Reports.

Chairman Bradford advised that former AAC member Bill Schroeder had once again received his Master CFI accreditation which is held by less than 1% of instructors. A congratulatory letter was passed around for signature by members to send on to Bill to recognize this achievement. Member Bradford commented on a Mooney fly-in held at Lake Tahoe Airport which was very successful. Member LaSor mentioned the upcoming Hilton Cup event which was going to be the last year scheduled to be held. He stated that the twelve most renowned glider pilots were invited to participate from all over the world, but pilots could only be invited once in their lifetime. Manager Kallman suggested perhaps Minden-Tahoe Airport could create something of that sort, on a smaller economic scale.

9. Adjournment.

At 7:40 p.m., Member Baushke moved the meeting be adjourned. Motion seconded by Member LaSor and carried unanimously.