



**NEVADA COUNTY AIRPORT COMMISSION  
MEETING MINUTES**

**Thursday, February 13th at 8:30 a.m.**  
Airport Terminal Conference Room  
13082 John Bauer Avenue  
Grass Valley, CA 95945

**Commission Members:**

Terry Lowell, Chairman  
Rich Stahlman, Vice-Chair  
Jeff Wilson, Commissioner  
Hollie Grimaldi Flores, Commissioner  
Dave King, Commissioner

**Commissioners Absent:** Hollie Grimaldi Flores, Dave King

**Staff Present:**

Kevin Edwards, Airport Manager  
Jay Marshall, Airport Lead Service Worker  
Anjeannette Evans, Clerk

- I. **Call to Order and Pledge of Allegiance was given.** Meeting called to order at 8:30 a.m.
- II. **Approve Minutes of April 11, 2019 and June 13, 2019 Commission Meeting**  
  
On a motion by Chairman Lowell, seconded by Vice-Chair Stahlman and Commissioner Wilson and unanimously carried, the December 19th 2019 meeting minutes were approved as submitted.
- III. **Public Comment (for items not on the agenda) None**  
**Public Present: Tony Rivera, Ed Shepard, Bill Davis, Sean Ryan (GVAAB), Mark Machado**
- IV. **Commissioner Comments (for items not on the agenda)**  
  
Commissioner Wilson asked about the Sierra Mountain Hangar. Kevin stated that the proposal has gone out and Bill Litchfield was the selected contractor to perform the final phase of rebuild. Chairman Lowell asked when it is expected to be completed. Kevin stated sometime between July and August 2020.
- V. **Emergency Generator: Kevin Edwards**  
  
The electrical engineer is reviewing and updating the original plan from 2015. This update includes adding circuits to power most of the terminal building to ensure the minimum requirements are available for the airport to function during the day. Once complete and the generator size is verified, the generator will be ordered and scheduled for installation. The generator is expected to be operational before fire season.

**VI. Lot 6: Kevin Edwards**

The best use study and economic impact analysis has been completed and is available in the airport terminal for the public to review prior to the BOS meeting on Mar 10th. Kevin stated that the copies are to remain in the terminal.

**VII. Engineering RFP: Kevin Edwards**

We selected Reinard W. Brandley as our new Airport Engineer on-call. They are currently working on getting us a grant for our Pavement Management Plan and will be taking over the Taxiway and Ramp Design grant from C&S.

**VIII. Ramp 1 Hangar RFP: Kevin Edwards**

We had one respondent from the proposal. After reviewing their proposed options, we had a discussion to enter into an Exclusive Negotiation Agreement. During the discussion, the developer was informed that they would have to get their plans approved by the FAA or they could build what the FAA has already approved. They were provided the FAA approved information to consider. The selected developers for this are Koch & Koch.

**IX. Budget Update: Kevin Edwards**

Kevin has been working for other departments and charging his time to those budget units to make up for the loss of money from the fire season. Chairman Lowell asked why revenue is down due to the fire season. (Sean Ryan Cal FIRE Captain in attendance) said that it was just a bad year and you can't predict what a fire season is going to be like.

**X. Additional Revenue Stream: Kevin Edwards**

With the Airport being responsible to ensure that Cal FIRE has fuel readily available with staff and resources, the decision was made that extra funding be funneled to the Airport. The Airport will be receiving Prop 172 (Public Safety funding) next year in the amount of \$150,000 and adding an additional 75,000 to this budget year. The funds will be re-evaluated each year. Commissioner Wilson asked who the decision makers were. Kevin stated the decisions were made with IGS staff and the CEO's office.

XI. Next Meeting: Thursday, April 9th, 2020 @ 8:30am in the Airport Terminal

XII. Meeting adjourned at 9:07 a.m.



Anjeannette Evans