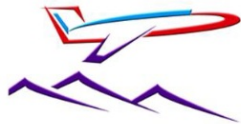


Minden-Tahoe Airport



HISTORIC COURTHOUSE
1616 EIGHTH STREET
MINDEN, NV 89423
Office (775) 782-9871 * Fax (775) 782-9872
www.mindentahoeairport.com



AIRPORT ADVISORY COMMITTEE MEETING NOTICE & AGENDA

Committee Members

Linda Mae Hivert
Steve Sliwa
Jim Lee
Michael Bradford
Brian Dempsey
Robert Trumbly
Tim Gardner

Representing

Community at Large
Airport Commercial Community
Business Community
Airport Powered Aircraft Community
Business Community
Airport Soaring Community
Community at Large

Date: **October 6, 2026**

Time: **4:00 PM**

Place: Historic Courthouse
1616 Eighth Street
Minden, NV 89423

Copies of the finalized agenda and supporting material are online and can be obtained from the following locations: https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1 and <https://notice.nv.gov>. Copies of supporting material for the agenda can be requested in person from Heather MacDonnell at 1146 Airport Road, Minden, Nevada or by calling 775-782-9871. The Notice and Agenda have also been posted at the Airport Administration Office, 1146 Airport Road, Minden, NV 89423.

Electronic copies of the agenda and supporting materials are also available at the following websites:

Douglas County Meeting website: https://douglascountynv.granicus.com/ViewPublisher.php?view_id=1 and State of Nevada Public Notices Website: <https://notice.nv.gov/>

Questions concerning the agenda should be referred to Heather MacDonnell at the Minden-Tahoe Airport at 775-782-9871.

The Airport Advisory Committee reserves the right to take agenda items out of order, to combine multiple agenda items for consideration, or to remove agenda items or delay discussions relating to an agenda item at any time. All items designated “for possible action” shall include discussion and possible action to approve, modify, deny, take “no action,” or continue the item.

It is the intent of the Airport Advisory Committee (the “Committee”) to protect the dignity of citizens who wish to comment before the Committee. It is also the Committee’s wish to provide the citizens of Douglas County with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Committee for action without interference.

If members of the public believe that their comments will exceed the three minutes offered during the meeting, they are

encouraged to submit written public comments to supplement their verbal public comments. Written Public Comments may be submitted via email to: mindentahoeairport@douglasnv.us with the Subject Line of “AAC Public Comment.” Written public comments that are received prior to 1:00 PM the first working day before the meeting will be compiled and will be added as supplemental material for the Committee and the public to review prior to the meeting.

Notice to Persons with Disabilities: We are pleased to make reasonable accommodations for members of the public who are disabled. If special arrangements are necessary, please contact Heather MacDonnell by calling 775-782-9871 at least 1 business day in advance of the meeting; alternatively, requests may be made in writing, addressed to the Minden Tahoe Airport, Post Office Box 218, Minden, Nevada 89423.

DOUGLAS COUNTY AIRPORT ADVISORY COMMITTEE

FINAL AGENDA

October 6, 2026

1. Call to Order

2. Pledge of Allegiance

3. Public Comment (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Committee. Public comment is limited to three minutes per speaker. Public comment will be taken at the beginning and end of the meeting and on the following items that are listed For Possible Action.

4. For Possible Action. Approval of Agenda.

5. For Possible Action. Approval of Previous Minutes.

For possible action. Discussion to approve the draft minutes of the September 1, 2026, regular meeting of the Airport Advisory Committee.

6. For Presentation only. Airport Staff Update. (Heather MacDonnell)

7. For Possible Action. Master Plan Update

For Possible Action. Discussion on the update of the Minden-Tahoe Airport Master Plan, including an opportunity for public input regarding the proposed recommendations and future development considerations. (Heather MacDonnell)

8. For Possible Action. Possible Future Agenda Items

For possible action. Review the current task list, discuss and prioritize future agenda items, and provide direction to staff regarding scheduling and workplan development for upcoming Airport Advisory Committee meetings. (Steve Sliwa)

9. For Presentation Only. Airport Advisory Committee Update.

Under this item committee members will briefly identify relevant communications received by them before the meeting, or meetings attended, or potential business of the Airport. No action will be taken on any of these items.

10. Final Public Comment (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Committee. Public comment is limited to three minutes per speaker.

11. Adjourn

DRAFT

September 1, 2026 - Airport Advisory Committee Minutes

The Airport Advisory Committee meeting was held on Tuesday, September 1, 2026, beginning at 6:00 p.m. at the Historic Courthouse, 1616 Eighth, Minden, NV 89423. The following members of the Airport Advisory Committee were present for the meeting:

Committee Members

Linda Mae Hivert
Steve Sliwa
Jim Lee
Michael Bradford (Via Zoom)
Brian Dempsey
Robert Trumbly
Tim Gardner

Representing

Community at Large
Airport Commercial Community
Business Community
Airport Powered Aircraft Community
Business Community
Airport Soaring Community
Community at Large

1. Call to Order

Call to order at 6:01 p.m.

2. Pledge of Allegiance

Pledge of Allegiance led by Jim Lee

3. Public Comment (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Committee. Public comment is limited to three minutes per speaker. Public comment will be taken at the beginning and end of the meeting and on the following items that are listed For Possible Action

No Public Comment

4. For Possible Action – Approval of Agenda

Approval of Agenda

Motion to approve the agenda as presented, carried.

Vote: Pass 7-0

5. For Possible Action

Discussion to approve the draft minutes of the August 4, 2026, regular meeting of the Airport Advisory Committee

A) August 4, 2026

Motion to approve previous minutes

Vote: Pass 7-0

6. For Presentation Only – Airport Staff Update

Update by airport management on work done and currently in process at the airport. (Heather MacDonnell)

Heather MacDonnell

- Two recent youth events
 - Douglas County Leadership hosted a group of kids looking for job opportunities beyond high school. Soaring NV, Civil Air Patrol, and Hutt Aviation helped showcase the airport for the group
 - Local youth visited the airport to learn about Smokejumpers
- Volunteer meeting for the airshow
- Stated that airport staff and Stacy at Soaring NV are doing a great job keeping the airport running smoothly
- Airshow tickets for airport tenants and AAC members are available at the airport office
- Thanking our airshow ambassadors for all their efforts to advertise the airshow
- New business parkway being built on north side of Airport Road
- FAA approved two grant submissions. Taking them to the next BOCC meeting for County approval
 - Rehab pavement at transient ramp and tie-down ramp
 - Rehab P-51 taxi lanes
 - Projects have been bid and are in the process of being awarded
- Discussed changing the time of the October Airport Advisory Committee meeting

Tim Gardner

- Asked about concrete area on the transient ramp; will that be repaired also?

Heather MacDonnell

- Concrete will not be replaced at this time, but it will be cleaned up and re-sealed for now
- May be able to work on it with extra grant money, but not in the plan yet

Jim Lee

- Asked about new operations specialist

Heather MacDonnell

- Confirmed new employee, Shane Mokler, will be starting in September

7. For Possible Action. Airport noise notifications for housing developments within the airport influence area.

Discussion to make a recommendation to the Airport Manager that she request the Community Development Department include an airport noise notification for new development approvals when within an airport influence area. (Heather MacDonnell)

Heather MacDonnell

- Airport Advisory Committee packets contain a sample of what has been sent to new housing development at Warm Springs
- Required to be recorded on deeds of homes being built
- Requested that Tom Dallaire use GIS to create an overlay of airport to see how far out notices should be given to housing developers
- Seeking input for what would trigger noise notifications, i.e. flight path, distance from the airport, etc.

Steve Sliwa

- Confirmed that committee members agree that #2 proposed notification language is best and will be reviewed and edited as needed

8. For Possible Action. Airport Funding Options.

Discuss potential airport funding sources and provide recommendations to staff regarding revenue alternatives for future consideration by the Board of County Commissioners. (Steve Sliwa)

Steve Sliwa

- Proposed having a couple of committee members collect data, do brainstorming and work with Heather MacDonnell over the next several months
- Work with airport manager to analyze building hangars vs implementing infrastructure to encourage land leases
- Work on rates for non-building tenants, i.e. tie-downs, trailer parking, vehicle parking
- User fees as a source of revenue

Brian Dempsey

- Asked about the legalities of generating revenue at the airport

Heather MacDonnell

- Rules & Regulations will be reviewed and updated as necessary
- Any changes in fee structures must be adopted by BOCC through rate resolutions

Tim Gardner

- Suggested collecting data to justify landing fees as a revenue source

Steve Sliwa

- Suggested a county-owned fuel source
- Possible sail plane tie-down spaces on the east side; minimal infrastructure investment

Jim Lee

- Would like to continue researching PALS money or property tax revenue

9. For Possible Action. Possible future agenda items.

Review the current task list, discuss and prioritize future agenda items, and provide direction to staff regarding scheduling and workplan development for upcoming Airport Advisory Committee meetings. (Steve Sliwa)

Steve Sliwa

- October meeting will include a Master Plan Update
- Self-assessment of airshow at the November meeting
- Will work with airport staff to edit/streamline the parking lot list

10. For Presentation Only – Airport Advisory Committee Update.

Under this item, committee members will briefly identify relevant communications received before the meeting, meetings attended, or potential airport business. No action will be taken on any of these items. (Chair)

Brian Dempsey

- Thanks to Robert Trumbly and Heather MacDonnell for attending the Good Governance Group Meeting

Robert Trumbly

- Interacted with Reno FSDO, discussed line-of-sight clean-up between Runways 34 and 30. Also discussed other safety improvements at Minden-Tahoe Airport

Linda Mae Hivert

- Attended Community Day at Minden Park and will attend Douglas County Republican Women's meeting; sharing Skyfest info at both events
- Safety meeting scheduled for September 16

Tim Gardner

- Spoke to a P-51 tenant; a wing wheel got stuck in a crack, ripped the wheel off, and caused some damage to the aircraft. Tim explained that we now have grant funds to rehab the pavement

Steve Sliwa

- Spoke with AOPA to start an aviation education program here, maybe next year
- Pathways to Aviation Foundation awarded scholarships; several pilots and mechanics from Minden-Tahoe Airport were scholarship recipients
- FAA people got check rides in the Arcus jet. Had positive comments about the airport
- Soaring competition season has ended and Minden Soaring Club won for the 7th year in a row, winning 96% of potential points

Michael Bradford

- Thanked Jim Payne for organizing Minden Soaring Club competitions and keeping pilots on task

11. For Possible Action. Discussion and possible staff direction regarding topics or items that the Committee would like to include on future agendas for the Airport Advisory Committee Meetings.

Steve Sliwa

- Same as agenda item #9

12. Final Public Comment (No Action).

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Committee. Public comment is limited to three minutes per speaker.

Pete Russell

- Regarding PALS funding, he voted for that tax to support the airport but is now disappointed that the airport is not receiving any of those funds. Thinks we should pursue getting that money from the County. Asked if we can collect landing fees, at least for large aircraft

Tim Rowe

- Reiterated that there will be an FAA safety meeting on September 16

13. Adjourn

Vote: Pass 7-0

7:00 p.m.

AIRPORT ADVISORY COMMITTEE

Future Agenda Items - Parking Lot

Requested By	Subject	Future Meeting Month / Year
--------------	---------	--------------------------------

REVENUE SOURCES

Steve Sliwa	Brainstorm on potential revenue sources	
Tim Gardner	Landing fees as a possible revenue source	
Steve Sliwa	Have a couple of committee members collect revenue data, do brainstorming and work with Heather MacDonnell over several months	
Steve Sliwa	Work on rates for tie-downs, trailer parking, and vehicle parking. User fees as a possible revenue source	
Steve Sliwa	County-owned fuel source	
Jim Lee	Continue researching PALS money or property tax revenue	

NOISE NOTIFICATIONS

Steve Sliwa	Deed disclosure language for properties near the Airport	
Steve Sliwa	Review and edit proposed airport noise notifications for new housing developments	
Linda Mae Hivert	Suggest disclosure language for upcoming housing contracts	

MASTER PLAN

Jim Lee	Discuss one project on the Master Plan at each meeting	
Steve Sliwa	Master Plan Update	October 2026

AIRPORT DEVELOPMENT

Robert Trumbly	Discussion regarding development of glider-specific hangars	
Michael Bradford	Presentation by JUB about the economics of hangar development	
Steve Sliwa	Land lease vs building county hangars; look at Carson City and Reno-Stead airports	
Steve Sliwa	Possible sail plane tie-down spaces on the east side	

Requested By	Subject	Future Meeting Month / Year
---------------------	----------------	--

SAFETY

Jim Lee	Continuing education on landing patterns	
Steve Sliwa	Inform flight schools at Carson City regarding landing patterns	
Tim Gardner	Attend Carson City monthly safety meeting to explain landing patterns at Minden-Tahoe Airport, skydive operations, and glider operations	

SKYFEST

Tim Gardner	Standing agenda item regarding airshow progress	
Steve Sliwa	Skyfest self-assessment; what went well and what can be improved	November 2026

MISCELLANEOUS

Tim Gardner	Discussion regarding the Airport capital improvement plan	
Steve Sliwa	Stormwater process / stormwater utility issue; gather more data and do analysis to support County's decision	
Heather MacDonnell	Review and update Rules & Regulations as needed	