



Reno-Stead Airport

Reno-Tahoe Airport Authority

CEO's General Aviation Commercial Minimum Standards Advisory Group

Mission

Establish a CEO advisory group to develop General Aviation (GA) Commercial Minimum Standards for the Reno-Stead Airport (RTS) and submit a draft document to the Reno-Tahoe Airport Authority (RTAA) CEO for consideration. The CEO's General Aviation Commercial Minimum Standards Advisory Group (GAMS Advisory Group) will convene at least monthly until final recommendations are made to the CEO. The advisory group will be comprised of volunteer representatives from:

1. Aviation Classics FBO
2. Reno-Stead Airport Association
3. RARA
4. RTS Airport Manager
5. RTAA Staff
6. At-Large
7. RTAA Board of Trustees Reno-Stead Liaison

RTAA staff will be assigned to support the GAMS Advisory Group information requests.

Objective

Develop RTS GA Commercial Minimum Standards to align with RTAA Strategic Priorities of Optimizing General Aviation and Facilitating Economic Development, ensure safe operations, and comply with FAA Guidelines.

Proposed RTS GA Minimum Standards Review Process

The CEO's GAMS Advisory Group will be responsible for managing and actively contributing to the development process below:

1. Finalize GA Minimum Standards Process – GAMS Advisory Group to establish a meeting schedule, review the development process and objectives, create an outreach program and identify target stakeholders.
2. Public Workshop - Schedule and host first of two public workshops. April 2016 "Introduction to GAMS".
3. Literature Review – Review FAA Advisory Circular (AC 150/5190-7) and FAA Order 5190.6B regarding Minimum Standards for Commercial Aeronautical Activities.

4. Best Practices Review – Review General Aviation Commercial Minimum Standards best practices for aeronautical activities.
5. Develop Stakeholder Survey – Review RNO Stakeholder survey. Discuss any modifications to meet the needs of the RTS community. Assign a member(s) to draft questionnaire and develop a stakeholder survey to collect stakeholder input.
6. Draft RTS GA Commercial Minimum Standards – Utilizing the RTIA GAMS as a starting point, RTAA staff will produce a draft of the GA Commercial Minimum Standards and circulate among RTS GAMS Advisory Group members for review and comment.
7. Stakeholder Workshop – Conduct a second public workshop with RTS Airport stakeholders to obtain feedback regarding the draft RTS GA Commercial Minimum Standards, evaluate, and make changes as appropriate.
8. GAMS Advisory Group Recommendation – GAMS Advisory Group to present recommended GA Commercial Minimum Standards to CEO for consideration and possible action.

Tentative GAMS Development Process Schedule

March 8, 2016 – Reno-Stead Airport Association Meeting

RTAA Staff to introduce 1.) General Aviation Commercial Minimum Standards Advisory Group concept, review process and process schedule; and 2.) Solicit volunteers to serve on RTS GAMS CEO Advisory Group.

April 2016 – Host Public Workshop

Provide introduction to General Aviation Commercial Minimum Standards (GAMS) and industry best practices. Review FAA Order 5190.6B and Advisory Circular 150/5190-7 regarding GAMS.

April 2016 – RTS GAMS CEO Advisory Group Meeting

RTS GAMS CEO Advisory Group to: 1.) Review GA Commercial Minimum Standards Process (Step 1 above) and make any recommended process or schedule changes to CEO for approval; 2.) Seek volunteer(s) to proceed with Step 5 above.

May 2016 – RTS GAMS CEO Advisory Group Meeting

RTS GAMS CEO Advisory Group to: 1.) RTAA staff to review literature research, best practices with RTS GAMS CEO Advisory Group and proposed draft GA Commercial Minimum Standards document; 2.) Propose a date for second public workshop and submit recommendation to CEO; 3.) Review proposed stakeholder survey.

May 2016 – RTS GAMS CEO Advisory Group Public Workshop Preparation

1.) Develop and distribute stakeholder survey. 2.) Collect and analyze stakeholder survey input.

June 2016 – RTS GAMS CEO

RTS GAMS CEO Advisory Group to: 1.) Draft RTS GAMS document 2.) Review and discuss draft GAMS document; 3.) Finalize proposed draft GA Commercial Minimum Standards;

July 2016 – RTS GAMS CEO Advisory Group

Host second public workshop to review GAMS draft, solicit and document public feedback.

July 2016 – RTS GAMS CEO Advisory Group

Distill public workshop input and make changes as appropriate to proposed RTS GAMS draft.

August 2016 - RTS GAMS CEO Advisory Group

Submit final draft RTS GA Commercial Minimum Standards to RTAA CEO for consideration.

September 2016 – RTS GAMS Adoption

CEO may make recommendations to full Board of Trustees for discussion and possible action upon finalization of proposed draft RTS GAMS document

RSAA User Committee Meeting

RTAA CEO may present recommended Revised GA Minimum Standards to RSAA User Committee upon review of GAMS CEO Advisory Group recommendations.

RTAA Board of Trustees Meeting

RTAA CEO may make recommendation to adapt RTS GA Commercial Minimum Standards to Board of Trustees for discussion and possible action upon finalization of proposed draft.