

DRAFT MINUTES
Regular Meeting
Carson City Airport Authority (CCAA)
Wednesday, August 19, 2020 ● 5:30 PM

Authority Members

Chair – Michael Golden	Vice Chair – Bradley Harris
Treasurer – Jon Rogers	Member – John Barrette
Member – Paul Hamilton	Member – Tim Puliz

Staff

Steve Tackes – Airport Counsel via WebEx
Ken Moen – Airport Manager via WebEx
Danielle Howard – Public Meetings Clerk via WebEx

NOTE: A recording of these proceedings, the Board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

Audio recordings and the meeting minutes of the Carson City Airport Authority meetings are available on www.carson.org/minutes.

A. CALL TO ORDER AND DETERMINATION OF QUORUM

(5:32:21) – Chairperson Golden called the meeting to order at 5:32 p.m.

(5:32:42) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Michael Golden	Present via WebEx	
Vice Chair Bradley Harris	Present via WebEx	
Treasurer Jon Rogers	Absent	
Member John Barrette	Present via WebEx	
Member Paul Hamilton	Present via WebEx	
Member Tim Puliz	Present via WebEx	

B. PLEDGE OF ALLEGIANCE

None.

C. APPROVAL OF THE MINUTES OF THE PAST MEETING OF THE AIRPORT AUTHORITY.

(5:33:14) – Chairperson Golden introduced the item and entertained comments, corrections, and/or a motion.

(5:33:34) – **MOTION:** Vice Chairperson Harris moved to approve the July 15, 2020 regular meeting minutes and the July 23, 2020 special meeting minutes.

RESULT:	APPROVED (5-0-0)
MOVER:	Harris
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Hamilton, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	Rogers

D. MODIFICATION OF THE AGENDA.

(5:34:06) – Chairperson Golden introduced the item and noted that Item #3 was removed from the agenda.

E. PUBLIC COMMENT.

(5:34:24) – Chairperson Golden entertained public comments; however, none were forthcoming.

F. PUBLIC HEARINGS

1. FOR POSSIBLE ACTION: DISCUSSION OF NIGHTTIME INSTRUMENT APPROACH MITIGATION PROCESS.

(5:34:47) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memo and the accompanying documents, all of which are incorporated into the record, and responded to clarifying questions.

(5:38:08) – Mr. Moen introduced Armstrong Consultants, Inc. Engineering Operations Manager, Principal Chris Nocks, and Mr. Nocks affirmed that, based on Armstrong Consultants, Inc. having worked with Lean Engineering in the past, Lean Engineering is “about the best you can hire to do what you are doing.”

(5:40:39) – Member Puliz stated that he and Mr. Moen were able to have a conference call with Paul Hannah from Lean Engineering, and Member Puliz had sent Mr. Hannah both of the approach videos he had done. Mr. Hannah believed it would be helpful to convince the Federal Aviation Administration (FAA) that the lighting system would be beneficial and doable, and that it was very likely that the FAA would move forward with the Authority’s proposal, assuming that the aeronautical survey would not come out with any unknown hazards or problems.

(5:48:03) – Chairperson Golden instructed Mr. Moen to write down answers to the questions he would ask him before sharing those answers with the Members. In response to Chairperson Golden’s questions, Mr. Moen stated that the survey, through the contractor Wood Rogers, would cost a total of \$168,000. He proposed starting the survey in the fall of 2020 and to have the results of the survey submitted ideally by the end of the calendar year, which would put the Authority on track at the beginning of 2021 to initiate the whole process of the designing of

the approach, the flight simulator check, and ultimately submitting a grant request for the proposed Precision Approach Path Indicators (PAPI) System and possibly the approach lighting system.

(5:56:25) – Mr. Tackes commented that the FAA was very active in designing the approach that they feel they could design for the Authority at the time, and the FAA has been supportive based on the Authority working with Lean Engineering and Mr. Moen’s discussions with the FAA. No formal action was taken on this item.

2. FOR POSSIBLE ACTION: DISCUSSION OF APPRAISAL OF VACANT AIRPORT LAND FOR MARKETING PURPOSES.

(5:59:40) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memo and the accompanying documents, all of which are incorporated into the record, and responded to clarifying questions.

(6:08:14) – Mr. Tackes added that he believed the path that Mr. Moen is following is the correct one in giving the Airport a shorter route to lease property once the Authority has found someone interested in doing so, and the Airport would get some kind of contract with an appraiser. He agreed with Mr. Moen in evaluating and focusing on which areas the Airport could market rather than getting appraisals on property that would be unlikely to lease. He advised rethinking updating paying for the ongoing appraisals if the Airport is not seeing leasing activity in the future.

(6:10:47) – Chairperson Golden entertained a motion.

(6:10:52) – MOTION: Member Puliz moved to [allow] Airport Staff to negotiate with Johnson Perkins or other qualified appraiser(s) to create scope of work and quote for appraising vacant Airport land for the purpose of leasing Airport land for hangar storage development and return [the proposal] to CCAA for final approval.

RESULT:	APPROVED (5-0-0)
MOVER:	Puliz
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Hamilton, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	Rogers

3. FOR POSSIBLE ACTION: DISCUSSION OF WB AVIATION, A CLASS II FBO THAT IS NON-COMPLIANT WITH CITY CODE.

This item was removed from the agenda.

CONSENT AGENDA

All matters listed under the consent agenda are considered routine or have been discussed at previous public meetings and may be acted upon by the Airport Authority with one action and without an extensive hearing. Any member of the Airport Authority may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Authority Chair, or the Authority Vice-Chair, retains discretion in deciding whether an item will be pulled off the consent agenda.

(6:13:58) – Chairperson Golden entertained requests to pull items from the Consent Agenda for discussion and, when none were forthcoming, a motion.

(6:15:18) – MOTION: Vice Chairperson Harris moved to approve the Consent Agenda.

RESULT:	APPROVED (5-0-0)
MOVER:	Harris
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Hamilton, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	Rogers

4. FOR POSSIBLE ACTION: DISCUSSION AND AWARD FAA CONTRACT FOR AIP 33 TO THE RESPONSIVE APPARENT LOW BIDDER, CUSTOM FENCE IN THE AMOUNT OF \$803,943.50.

5. FOR POSSIBLE ACTION: DISCUSSION AND AWARD FAA CONTRACT FOR AIP 33 TO THE RESPONSIVE APPARENT LOW BIDDER, MEQUITE ELECTRIC IN THE AMOUNT OF \$27,262.00.

G. AIRPORT ENGINEER’S REPORT.

(6:16:07) – Chairperson Golden introduced the item. Mr. Moen referenced the report, which is incorporated into the record, and noted that the Airport had received the grant for the design of the Snow Removal Equipment Building.

H. AIRPORT MANAGER’S REPORT.

(6:17:18) – Chairperson Golden introduced the item. Mr. Moen presented his report and the accompanying documents, all of which are incorporated into the record, and responded to clarifying questions.

I. LEGAL COUNSEL’S REPORT.

(6:22 12) – Mr. Tackes did not have any additional items to report.

J. TREASURER’S REPORT.

(6:22:23) – Chairperson Golden noted that there was no Treasurer’s report due to Treasurer Rogers’s absence.

K. REPORT FROM AUTHORITY MEMBERS.

(6:22:38) – None.

L. PUBLIC COMMENT.

(6:22:48) – Chairperson Golden entertained public comments; however, none were forthcoming.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING.

(6:23:03) – Chairperson Golden entertained Agenda item suggestions; however, none were forthcoming. He recommended sending requested items for next meeting’s agenda to him.

N. ACTION ON ADJOURNMENT.

(6:23:27) – Chairperson Golden adjourned the meeting at 6:23 p.m.

The Minutes of the August 19, 2020 Carson City Airport Authority regular meeting are so approved on this 16th day of September, 2020.