

DRAFT MINUTES
Special Meeting
Carson City Airport Authority (CCAA)
Thursday, March 3, 2022 ● 5:30 PM
Carson City Airport Terminal
2600 College Parkway #6, Carson City, Nevada 89706

Authority Members

Chair – Michael Golden	Vice Chair – Tim Puliz
Treasurer – Jon Rogers	Member – Stan Jones
Member – Paul Hamilton	Member – Karl Hutter
Member – Harlow Norvell	

Staff

Steve Tackes – Airport Counsel
Corey Jenkins – Airport Manager
Danielle Howard – Public Meetings Clerk (via Zoom)

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, ROLL CALL, AND DETERMINATION OF QUORUM

(5:34:57) – Chairperson Golden called the meeting to order at 5:34 p.m.

(5:35:07) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Michael Golden	Present	
Vice Chair Tim Puliz	Present (via Zoom)	
Treasurer Jon Rogers	Present	
Member Stan Jones	Absent	
Member Paul Hamilton	Present	
Member Karl Hutter	Present	
Member Harlow Norvell	Present	

B. PLEDGE OF ALLEGIANCE

(5:35:49) – Led by Ladera Ventures, LLC Manager James Pickett.

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

(5:36:26) – Chairperson Golden noted that this item was removed from the agenda.

D. MODIFICATION OF THE AGENDA.

(5:36:45) – Chairperson Golden indicated that item G.2 would be postponed until the next CCAA regular meeting.

E. PUBLIC COMMENT.

(5:37:21) – Chairperson Golden entertained public comments; however, none were forthcoming.

F. CONSENT AGENDA

(5:37:50) – Chairperson Golden introduced the item, entertained requests to pull items from the Consent Agenda, and entertained a motion.

(5:38:14) – MOTION: Member Hutter moved to accept the Consent Agenda as presented.

RESULT:	APPROVED (6-0-0)
MOVER:	Hutter
SECONDER:	Hamilton
AYES:	Golden, Puliz, Rogers, Hamilton, Hutter, Norvell
NAYS:	None
ABSTENTIONS	None
ABSENT:	Jones

1. FOR POSSIBLE ACTION: AWARD FAA CONTRACTOR FOR AIP 41 TO THE RESPONSIVE APPARENT LOW BIDDER, TITAN ELECTRICAL CONTRACTING, INC., IN THE AMOUNT OF \$155,263.00.

2. FOR POSSIBLE ACTION: APPROVE REVISED GRANT APPLICATION FOR AWOS RELOCATION.

END OF CONSENT AGENDA

G. PUBLIC HEARINGS

1. DISCUSSION AND ACTION TO CONSIDER BIDS RECEIVED RESPONSIVE TO THE RESOLUTION TO LEASE AND AWARD LEASE FOR THE BRAVO LEASE PARCEL LOCATED WITHIN THE NORTHEAST ONE-QUARTER (1/4) OF SECTION FOUR (4) TOWNSHIP 15, NORTH, RANGE 20 EAST, MDM, CARSON CITY, NEVADA, OF APPROXIMATELY 12.27 ACRES AS DESCRIBED IN THE SURVEY DOCUMENT PREPARED BY CFA RENO AND POSTED ON THE AIRPORT WEBPAGE; LEASE AWARD MADE PURSUANT TO NRS 244.283.

(5:39:20) – Chairperson Golden introduced the item. Mr. Tackes referenced the agenda materials and indicated that there was one bid from Carson Tahoe Executive, LLC (CTE) for the Bravo Lease Parcel. He also responded to clarifying questions.

(5:51:51) – Chairperson Golden recessed the meeting in order for him and Member Hutter to confer with Mr. Tackes, and he reconvened the meeting at 6:00 p.m.

(6:00:55) – Chairperson Golden stated that the bid that the Authority received did not meet the criteria that was outlined in the Resolution and Notice of Invitation to Bid Carson City Airport Leases. Mr. Tackes indicated that the bid was overall a “good bid” and in compliance with the Resolution for the most part; however, the following items were missing from the bid package:

- The building material and design specifications
- An artist or architect sketch of the construction on site [for the] general appearance and layout

Chairperson Golden suggested either continuing the matter until the March 16, 2022 CCAA meeting or call for a special meeting scheduled at a later date to give the Applicant the opportunity to incorporate the missing items. Mr. Tackes agreed with Chairperson Golden’s suggestion to continue the matter to March 16, 2022, as he also believed that the Applicant made a diligent attempt to meet the criteria, and he recommended allowing the Applicant to supplement the bid with the missing items. Chairperson Golden clarified that the Applicant would need to provide some basic elevations, some renderings of the proposed construction, and a statement from the Applicant indicating that all the terms presented in the bid package are acceptable. Discussion ensued with James Pickett, representing CTE, regarding the bid package and the Resolution criteria, during which Mr. Tackes and Chairperson Golden responded to Mr. Pickett’s clarifying questions.

(6:11:57) – Treasurer Rogers wished to review a rendering that addresses the through-the-fence access connection for the taxiway and the parking.

(6:16:17) – Mr. Pickett indicated that he could have the supplemental items ready by the March 16, 2022 meeting, and Mr. Tackes stated that he would accept the bid package materials via email. He also noted that he and Mr. Jenkins were available to respond to questions or check the bid package prior to the meeting to ensure it would be acceptable to submit.

(6:26:17) – Chairperson Golden entertained Member input; however, none was forthcoming. No action was taken on this item.

2. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE AMENDMENT TO LEASE; RECONSIDERATION OF ISSUE RAISED BY TENANT AS TO RENT OFFSET DUE TO DRAINAGE ACTIONS TAKEN BY THE CITY.

This item was postponed until the next CCAA regular meeting.

H. AIRPORT MANAGER’S REPORT

(6:28:16) – Mr. Jenkins did not have any additional items to report.

I. LEGAL COUNSEL’S REPORT

(6:30:01) – Chairperson Golden introduced the item. Mr. Tackes informed the Members that Neil Weaver had passed, and Yvon Weaver wished to “do something” with the hangar on the Weaver Aircraft leasehold. He reported that Ms. Weaver approached Staff because the lease for Weaver Aircraft, which predates the CCAA, has a provision indicating that the lease can be extended for 10 years if it is extended on terms agreeable to the tenant and the Authority. Mr. Tackes had advised Ms. Weaver’s attorney to send a letter to the Authority stating that she wished to pursue a 10-year extension with the lease. He had also informed Ms. Weaver she would need to get an appraisal on the leasehold, and she and her attorney were investigating an appraisal. He noted that the lease expires in 2024. Mr. Tackes also responded to clarifying questions.

J. TREASURER’S REPORT

(6:28:27) – Treasurer Rogers did not have any additional items to report.

K. REPORT FROM AUTHORITY MEMBERS

(6:28:30) – Chairperson Golden entertained Member reports; however, none were forthcoming.

L. PUBLIC COMMENT.

(6:28:57) – No public comments were forthcoming.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING

(6:29:00) – Chairperson Golden noted that items G.1 and G.2 would be agendized for the next regular meeting as well as the Budget review.

N. ACTION ON ADJOURNMENT.

(6:45:30) – Chairperson Golden adjourned the meeting at 6:45 p.m.

The Minutes of the March 3, 2022 Carson City Airport Authority Special Meeting are so approved on this 16th day of March 2022.