

DRAFT MINUTES
Regular Meeting
Carson City Airport Authority (CCAA)
Wednesday, May 18, 2022 ● 5:30 PM
Community Center Robert “Bob” Crowell Board Room
851 East William Street, Carson City, Nevada

Authority Members

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| 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

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

(5:31:47) – Chairperson Golden called the meeting to order at 5:31 p.m.

(5:32:00) – Roll was called, and a quorum was present.

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

B. PLEDGE OF ALLEGIANCE

(5:32:17) – Led by Member Norvell.

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

(5:32:42) – Chairperson Golden introduced the item and entertained a motion.

(5:33:00) – MOTION: Member Jones moved to approve the April 20, 2022 meeting minutes as presented. Chairperson Golden abstained, as he was absent during the April 20, 2022 meeting.

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| RESULT: | APPROVED (4-0-1) |
| MOVER: | Jones |
| SECONDER: | Norvell |
| AYES: | Puliz, Jones, Hamilton, Norvell |
| NAYS: | None |
| ABSTENTIONS | Golden |
| ABSENT: | Rogers, Hutter |

D. MODIFICATION OF THE AGENDA.

(5:33:43) – Chairperson Golden noted that there were no modifications to the agenda.

E. PUBLIC COMMENT.

(5:33:49) – Chairperson Golden entertained public comments; however, none were forthcoming.

F. AIRPORT ENGINEER’S REPORT

(5:34:34) – Chairperson Golden introduced the item. Armstrong Consultants Airport Project Manager Nadine Crow presented the report, which is incorporated into the record, and responded to clarifying questions.

G. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE FAA AIRPORT CAPITAL IMPROVEMENT PLAN (ACIP) 2022-2023

(5:38:48) – Chairperson Golden introduced the item. Ms. Crow presented the 2022-2023 Airport Capital Improvement Plan (ACIP), which is incorporated into the record, and responded to clarifying questions.

(5:43:28) – Chairperson Golden pointed out how the Authority had not received any bids for the Snow Removal Equipment Building before and asked if it would be appropriate to move another project to fiscal year (FY) 2023 to avoid losing a funding opportunity in case the Authority does not get any bids again. Ms. Crow stated that she could make a note of Chairperson Golden’s feedback for the following year’s ACIP list and possibly develop a plan of action to swap or replace the Snow Removal Equipment Building project with another project or move the projects up on the list. She added that she would work with Mr. Jenkins to establish a priority project, and she noted that having the Snow Removal Equipment Building on the ACIP was beneficial by increasing the likelihood of the project being placed on the Federal Aviation Administration’s (FAA) next letter of intent to fund. Mr. Jenkins added that he had spoken to multiple contractors at a National Business Aviation Association (NBAA) conference he attended concerning the Snow Removal Equipment Building project, and some of the contractors stated that they “would have been on it if they were aware.” He believed that if the Authority

advertised with the NBAA for that project, Nevada contractors would be informed about the project, and the Authority “will have a good response” to the project.

(5:47:05) – Chairperson Golden entertained additional Member comments and questions and, when none were forthcoming, entertained a motion.

(5:47:42) – MOTION: Member Puliz moved to approve the 2022-2023 ACIP for the Carson City Airport as submitted.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Puliz |
| SECONDER: | Norvell |
| AYES: | Golden, Puliz, Jones, Hamilton, Norvell |
| NAYS: | None |
| ABSTENTIONS | None |
| ABSENT: | Rogers, Hutter |

2. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW AND DISCUSS CHANGE, IF ANY, TO THE TENTATIVE FY 2022-2023 FINAL BUDGET AND ADOPTION OF THE RESULTING FINAL BUDGET.

(5:48:23) – Chairperson Golden introduced the item. Mr. Jenkins referenced the Staff Report and the final CCAA Budget Worksheet for FY 2022-2023, both of which are incorporated into the record. He also entertained Member questions; however, none were forthcoming. Chairperson Golden entertained a motion.

(5:53:06) – MOTION: Member Norvell moved to approve the FY 2022-2023 CCAA Budget.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Norvell |
| SECONDER: | Hamilton |
| AYES: | Golden, Puliz, Jones, Hamilton, Norvell |
| NAYS: | None |
| ABSTENTIONS | None |
| ABSENT: | Rogers, Hutter |

3. FOR DISCUSSION AND POSSIBLE ACTION: APPROVAL OF THE PROPOSED UPDATED EXPENSE FROM YESCO FOR DEVELOPMENT AND INSTALLATION OF A NEW AIRPORT SIGN.

(5:53:46) – Chairperson Golden introduced the item. Mr. Jenkins referenced the Staff Report and the accompanying attachments, all of which are incorporated into the record.

(5:56:57) – In response to Member Jones’ input, Mr. Jenkins indicated that the “FlyCarsonCity.com” text would be removed and replaced with the elevation. Mr. Jenkins also sent YESCO some new graphics that were not included in the proposal. Chairperson Golden added that the words “Carson City Airport” on the proposed signage rendering were diminished in comparison to the “FlyCarsonCity.com” text, and he wished to make the name “Carson City Airport” “very visible.” Mr. Jenkins agreed to move “Carson City Airport” to the top of the signage, and Chairperson Golden suggested reviewing a rendering of the suggested changes from YESCO for Mr. Jenkins’ and Commissioner Jones’ approval. Chairperson Golden also proposed placing “Carson City” at the top of the signage in place of the stars, “Airport” could be moved to the bottom of the signage where it states “FlyCarsonCity.com,” and “Airport” at the bottom of the State logo could be replaced with the elevation. Mr. Jenkins supported Chairperson Golden’s idea. The Members were all in favor of the updated sign proposal as well as the suggested changes.

(6:01:00) – Vice Chairperson Puliz offered to assist with rendering suggestions using his design software and the logo on the proposed signage rendering.

(6:01:51) – MOTION: Member Hamilton moved to approve the updated sign proposal with the suggested changes as articulated and upon review and approval of the rendering by Mr. Jenkins and Commissioner Jones for the development and installation of a new Airport sign.

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Hamilton |
| SECONDER: | Jones |
| AYES: | Golden, Puliz, Jones, Hamilton, Norvell |
| NAYS: | None |
| ABSTENTIONS | None |
| ABSENT: | Rogers, Hutter |

H. AIRPORT MANAGER’S REPORT

(6:02:47) – Mr. Jenkins presented his report, which is incorporated into the record, and responded to clarifying questions.

(6:08:02) – Chairperson Golden pointed out that the weather conditions were another factor that impacted fuel sales during the previous month. Member Norvell commented about how Signature Flight Support, located at Boston Logan International Airport, had fuel priced at \$13.62 per gallon while Jet Aviation in Bedford, Massachusetts had fuel priced at \$12.09 per gallon, and fuel was priced at \$10.31 per gallon in Beverly, Massachusetts. Chairperson Golden indicated that, based on conversations with Airport patrons, a decrease in fuel sales was “just going to happen” because people were “just not flying” rather than choosing not to buy fuel at the Airport.

I. LEGAL COUNSEL’S REPORT

(6:10:56) – Mr. Tackes reported on the following items:

- An Albatross aircraft would be sold on Friday, May 20, 2022 in its current condition, and Mr. Tackes was told that the aircraft was “in great shape.” Mr. Tackes indicated that the lien documents from December 2021 had been filed with the FAA, and he had checked with the FAA to ensure that the documents were on file, though he had reached phone recordings when attempting to call the FAA. Additionally, there were two individuals with backgrounds in Albatross aircraft and large Roman aircraft who had expressed an interest in the aircraft.
- There was a meeting involving Mr. Tackes, Carson Tahoe Executive LLC (CTE), Mr. Jenkins, Commissioner Hutter, and Commissioner Norvell regarding preliminary engineering estimates that CTE had done and had indicated that CTE “can’t go forward with it at these kinds of costs,” as the estimate was roughly \$14 million for the infrastructure for the Airport side of the project. Commissioner Hutter had pointed out during the meeting that \$4 million of the \$14 million was for through-the-fence access ways, which were really an obligation on the other side of the fence, and that portion should not be a part of the estimate for the cost to build the hangars on the Airport side. Mr. Tackes had stated that because CTE also owns the other side of the fence, it would be logical to build the hangars and do the infrastructure at the same time. The meeting with CTE also involved discussing alternatives, and the rental rate on the lease was “such a tiny component of this project,” as the construction, the concrete, the underground, the utilities, and the paving expenses were driving the cost estimate up. One of the options that the CTE may return to the Authority with was a proposal to lease the first third or fourth of the small portion of land and build the Airport side and the other side of the fence at the same time as one much smaller project, though James Pickett, Ladera Ventures, LLC Manager and CTE Representative, cautioned during the meeting that “if the numbers come in like they did for the Airport project, it could be a while before that project goes forward because the numbers are kind of scary.” Mr. Tackes referenced the briefing regarding through-the-fence, which is incorporated into the record. Mr. Tackes had shared much of the information outlined in the briefing with Mr. Pickett because CTE’s outside project is common area that is adjacent to the Airport that serves the individual parcels located around that common area, which does not fit the through-the-fence ordinance or the John D. Winters Property Rights Agreement, and Mr. Tackes believed that the FAA “would have a real difficult time with it” because the FAA does not support through-the-fence agreements. He added that Mr. Jenkins has suggested some “pretty clever” solutions.
- Regarding the helicopter incident reported by Mr. Jenkins during item H, Mr. Tackes was involved in an all-day meeting with the Nevada Department of Conservation and Natural Resources (DCNR) Director, which oversees the Nevada Division of Forestry (NDF), and Mr. Tackes had mentioned the incident to the Director. The incident was also a problem for the community and not just the Airport, as individuals who had witnessed the event stated that “the plume of dust was so large it completely covered the mobile home park that’s just south of us.” Mr. Tackes noted that “we go out of our way on the Airport to remain good friends to those people in the mobile home park, many of whom are elderly on fixed incomes, so it doesn’t help us, and it doesn’t help NDF, and it doesn’t help anybody when we’re completely dusting their homes.” He was glad that Mr. Jenkins had handled the matter and spoke to the Carson City Fire Department about how the dusty environment next to an inhabited area or the hangars was not a good location for its training.
- The Fire Station parcel was still a part of the Airport, and Staff were working with Carson City Public Works Department Real Property Manager Robert Nellis to get it “split off.” The Airport and Mr. Nellis

needed to figure out a way to limit the Fire Department parcel border to the fence line, as there was a problem due to work that had been completed on part of the Airport past the border.

(6:23:24) – Chairperson Golden clarified that Mr. Jenkins had contacted him immediately during the helicopter incident, and Chairperson Golden instructed Mr. Jenkins to contact the Carson City Sheriff’s Office; however, it was also determined that NDF had “pulled the breaker on their [Automatic Dependent Surveillance-Broadcast] (ADS-B).” Mr. Tackes added that he spoke to the family of the individual responsible for the threatening radio call, and the individual’s son would move in with him and make sure he is doing okay, as the individual was “getting much older.” Mr. Tackes commented that “to those of us that know the guy, he is a gentle spirit kind of guy, and it seems so out of character when I heard that he did this.”

J. TREASURER’S REPORT

(6:25:44) – Chairperson Golden noted that the agenda materials related to the report may be reviewed. No Member comments or questions were forthcoming.

K. REPORT FROM AUTHORITY MEMBERS

(6:26:00) – Chairperson Golden entertained Member reports. He informed the Authority that “we have been working very closely hand-in-hand with Senator Jacky Rosen and her staff in getting them to support our grant application efforts,” and after having been in contact with the FAA, Senator Rosen and her staff were “not very happy” with the response they were receiving from the FAA. He indicated that Senator Rosen’s office would be writing a signed letter supporting the Authority’s efforts, particularly the terminal building project, which he stated, “should help us out tremendously.” Chairperson Golden added that he had been informed that Senator Rosen would be personally involved in keeping track of the grant application, and Congressman Mark Amodei’s office had also been “very supportive” in this effort. He indicated that Senator Catherine Cortez Masto had not responded to the Authority’s request for assistance or support.

L. PUBLIC COMMENT.

(6:27:44) – Chairperson Golden entertained public comments; however, none were forthcoming.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING

(6:27:50) – Mr. Jenkins indicated that there may be an item agendized for the next regular meeting related to establishing a way to lease out the parcels in the Triangle Parcel. Chairperson Golden also requested that Members who wish to have an item placed on the agenda contact him to let him know.

N. ACTION ON ADJOURNMENT.

(6:29:03) – Chairperson Golden adjourned the meeting at 6:29 p.m.

The Minutes of the May 18, 2022 Carson City Airport Authority meeting are so approved on this 15th day of June 2022.