

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority (CCAA)**  
**Wednesday, August 17, 2022 • 5:30 PM**  
**Community Center Robert "Bob" Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Authority Members**

**Chair – Michael Golden**  
**Treasurer – Jon Rogers**  
**Member – Paul Hamilton**  
**Member – Harlow Norvell**

**Vice Chair – Tim Puliz**  
**Member – Stan Jones**  
**Member – Karl Hutter**

**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](http://www.carson.org/minutes).

**A. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM**

(5:33:42) – Chairperson Golden called the meeting to order at 5:33 p.m.

(5:33:52) – Roll was called, and a quorum was present.

<b>Attendee Name</b>	<b>Status</b>	<b>Arrived</b>
Chairperson Michael Golden	Present	
Vice Chair Tim Puliz	Present	
Treasurer Jon Rogers	Absent	
Member Stan Jones	Present	
Member Paul Hamilton	Present	
Member Karl Hutter	Present	
Member Harlow Norvell	Present	

**B. PLEDGE OF ALLEGIANCE**

(5:34:14) – Led by Member Hutter.

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

(5:34:32) – Chairperson Golden introduced the item and entertained comments and a motion.

(5:34:44) – MOTION: Vice Chairperson Puliz moved to approve the July 20, 2022 meeting minutes as presented.

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

#### D. MODIFICATION OF THE AGENDA.

(5:35:00) – Chairperson Golden indicated that there were no modifications to the agenda.

#### E. PUBLIC COMMENT.

(5:35:15) – Chairperson Golden entertained public comments; however, none were forthcoming.

#### F. AIRPORT ENGINEER'S REPORT

(5:35:55) – Chairperson Golden introduced the item, and Airport Project Manager Nadine Burgard referenced the report, which is incorporated into the record. No Member questions were forthcoming.

#### G. CONSENT AGENDA

#### H. HEARING AGENDA

#### 1. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE STELLAR AVIATION OF CARSON CITY AS A CLASS 2 FBO PROVIDING LINE SERVICES, AIRCRAFT STORAGE, AND OPERATIONAL MANAGEMENT OF THE CTE FBO.

(5:40:34) – Chairperson Golden introduced the item. Mr. Jenkins indicated that the Class II Fixed-Base Operator (FBO) fee was \$1,800 per year, which was incorrectly reported to be \$1,200 in the Board Memo. He and Mr. Tackes referenced the Board Memo and the accompanying attachments, all of which are incorporated into the record. Chairperson Golden and Mr. Tackes clarified that the owner of the premises was not the operator, the Carson Tahoe Executive, LLC (CTE) property was a Class I FBO, and the Applicant, Stellar Aviation of Carson City, LLC, was applying for a Class II FBO to request for “the same rights that run with the premises.” He added that the premises was approved. He referenced subsection 3.B of Carson City Municipal Code (CCMC) 19.020.300 and requested that Mr. Tackes obtain a summary of his time and billings for the FBO application to provide to Mr. Jenkins in order to send a bill to Stellar Aviation of Carson City, LLC.

(5:53:54) – Chairperson Golden entertained Member comments, and Stellar Aviation Group Chief Operating Officer Brad Kost, Mr. Tackes, and Mr. Jenkins responded to clarifying questions.

(6:06:17) – Chairperson Golden entertained a motion.

**(6:06:35) – MOTION: Member Norvell moved to approve the Class II FBO Permit Application for Stellar Aviation of Carson City, LLC, providing line services, aircraft storage, and operational management of the CTE FBO.**

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

**2. FOR DISCUSSION AND POSSIBLE ACTION: AUTHORITY REVIEW AND DETERMINATION OF PENALTY TO MESSRS JOSEPH SAMSON AND TRAVIS RIEBESELL FOR VIOLATIONS OF THE DRIVING RULES AND UNSAFE USE OF AN OFF-HIGHWAY VEHICLE (OHV) ON THE AIRPORT; PENALTY CAN RANGE FROM A SHORTER SUSPENSION OF DRIVING PRIVILEGES TO A REVOCATION OF DRIVING PRIVILEGES OR OTHER APPROPRIATE PENALTY; OPPORTUNITY FOR MESSRS JOSEPH SAMSON AND TRAVIS RIEBESELL TO PRESENT THEIR POSITION**

(6:08:17) – Chairperson Golden introduced the item. Mr. Tackes and Chairperson Golden referenced the agenda materials, and Mr. Tackes added that part of Staff’s concern was the way in which Messrs Samson and Travis Riebesell handled the situation, as they had not taken responsibility for the incident detailed in the agenda materials that resulted in the violation of the Airport Driving Rules. He pointed out that if Mr. Samson and Mr. Riebesell were “taking the approach that they’re taking to this, what approach are they taking when they operate aircraft or do something else on the airfield?” He also acknowledged that, as a pilot attempting to land, seeing a vehicle traveling across the runway could be “a frightening experience,” and he stated that Staff firmly believed some form of penalty was appropriate. Chairperson Golden added that the Authority has a responsibility to the constituents and the users of the Airport to provide a safe environment, and he agreed that the Authority needed to take action in response to the incident. Mr. Tackes informed the Members that the matter could also be deferred to the Carson City District Attorney’s (DA) office due to the violation of some traffic rules that could be treated as a criminal offense, though Staff were not interested in escalating the matter and wished to stop such incidences from occurring at the Airport. He noted that driving on the Airport was a privilege. Chairperson Golden commented that his initial response to the incident was to have Mr. Samson’s and Mr. Riebesell’s Airport gate access cards de-activated immediately and to have their driving privileges at the Airport revoked, as “they’ve proven that they are a threat to the aviation community,” and he reminded the Authority that the referenced incident was not the first “problem” in which one of the individuals was involved in relation to vehicular violations.

(6:24:50) – Chairperson Golden entertained Member input, and Mr. Tackes and Mr. Jenkins responded to clarifying questions. In response to Member Jones' question, Mr. Tackes clarified that the previous problems involving one of the individuals were regarding prior allegations of "bad actions," and he did not believe those prior allegations were relevant to the Members' consideration.

(6:26:37) – Referencing the written responses included in the agenda materials, Member Norvell believed that Mr. Samson and Mr. Riebesell denying that they had operated an off-highway vehicle (OHV) on July 27, 2022 instead of clarifying or referencing the day when the incident occurred, July 26, 2022, was "an evasion of sorts." Mr. Tackes believed that if Mr. Samson and Mr. Riebesell had informed Staff about the incident the following day and apologized for the incident taking place, "it wouldn't have gone anywhere."

(6:32:36) – After reviewing the July 26, 2022 video recording, Chairperson Golden noted the "incredibly high speed" that the OHV was traveling at, which he indicated was "easily 45/50 miles an hour." He also stated that he and Vice Chairperson Puliz could see in the video recording where the OHV hit the obstruction that "blew out" the tires of the OHV.

(6:33:21) – Member Hutter believed that "these are folks who certainly know better" and commented that "they know what the severity of risk to life, their own and others, in crossing the active runway, which I think is a big piece of this." He echoed Member Norvell's input and supported Staff in enforcing the 120-day suspension of Mr. Samson's and Mr. Riebesell's driving privileges. Vice Chairperson Puliz was also "very concerned" about the matter and commented that the responses from Mr. Samson and Mr. Riebesell were an "aversion." He stated that Mr. Riebesell's response did not express a denial of activity, and Vice Chairperson Puliz supported the sanctions that were in place, though he believed that the penalty should likely be "tougher." Member Jones believed that the incident involved "a pretty serious violation" and agreed that the 120-day suspension was "really not enough." He also believed that the Authority needed to use this incident as "a learning factor" and stated that the Authority needed to take action on any Airport infraction. Chairperson Golden reiterated that the incident was "a complete disregard for safety on this Airport [and] a violation of the Driving Rules." Member Hutter clarified that, while he recognized that the Airport Manager had the ability to "levee up to" a suspension of 120 days per the Driving Rules and Regulations, he was "open to something above and beyond that" in regards to the penalty.

(6:37:29) – Member Norvell suggested including in the Authority's action that, if the driving privileges were to be reinstated after some length of time, Mr. Samson and Mr. Riebesell should be required to discuss truthfully with Mr. Jenkins at his office what occurred during the time of the incident as well as accept responsibility for the event, during which Chairperson Golden should possibly be present. He added that the suspension of driving privileges should be permanent if Mr. Samson and Mr. Riebesell refuse to meet with Mr. Jenkins to reinstate their driving privileges. Chairperson Golden suggested requiring an Airport driving test for Mr. Samson and Mr. Riebesell, which he stated other Airports enforce before issuing a gate access card.

(6:39:59) – Member Hamilton agreed with the previous Members' input and stated that there was a pattern of "very serious driving complications." He also did not believe that Mr. Samson and Mr. Riebesell should be

driving on the Airport. Member Norvell commented that the incident was serious enough on its own regardless of there being a pattern.

(6:41:57) – Vice Chairperson Puliz supported Mr. Jenkins’ recommendation as well as Member Norvell’s suggestion. Mr. Jenkins emphasized the severity of the incident and indicated that Title 19 of the CCMC permitted Mr. Jenkins to issue a “stricter” penalty; however, he chose not to do so. He believed that if there was to be a penalty stricter than the 120-day suspension of driving privileges, the decision should be at the Authority’s discretion.

**(6:45:06) – MOTION:** Member Norvell moved to suspend the Airport driving privileges of Messrs Samson and Travis Riebesell for a period of not less than 180 days from July 26, 2022, and, at the conclusion of that 180-day period, Mr. Samson and Mr. Riebesell must appear before the Airport Manager and the CCAA Chair at the Airport Manager’s office together for a meeting conducted by the Airport Manager to discuss with the Airport Manager the event that took place on July 26, 2022 and rectify their statements, with the key to that discussion being: (1) to accept responsibility for what occurred, including indicating how they will remedy the situation going forward and being honest about what the Authority has proof of what had happened, and (2) to receive instruction from the Airport Manager as to what it would take to reinstate those suspended privileges. Member Jones disagreed with the discussion portion of the motion because he asserted that Mr. Samson and Mr. Riebesell were aware of what they did and would not admit to having participated in the incident. Member Norvell and Chairperson Golden indicated that if Mr. Samson and Mr. Riebesell did not participate in the discussion to accept responsibility for the incident, they forfeit their driving privileges at the Airport. Chairperson Golden called for a vote.

<b>RESULT:</b>	<b>APPROVED (5-1-0)</b>
<b>MOVER:</b>	Norvell
<b>SECONDER:</b>	Hutter
<b>AYES:</b>	Golden, Puliz, Hamilton, Hutter, Norvell
<b>NAYS:</b>	Jones
<b>ABSTENTIONS</b>	None
<b>ABSENT:</b>	Rogers

## **I. AIRPORT MANAGER’S REPORT**

(6:48:07) – Chairperson Golden introduced the item. Mr. Jenkins presented his report, which is incorporated into the record, and responded to clarifying questions.

## **J. LEGAL COUNSEL’S REPORT**

(7:03:42) – Mr. Tackes did not have any additional items to report.

## **K. TREASURER’S REPORT**

(7:03:46) – Chairperson Golden noted that Treasurer Rogers was absent, and there was no report to present.

**L. REPORT FROM AUTHORITY MEMBERS**

- 1. STATUS REVIEW OF PROJECTS**
- 2. INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- 3. CORRESPONDENCE TO THE AUTHORITY**
- 4. STATUS REPORTS AND COMMENTS FROM THE MEMBERS OF THE AUTHORITY**

(7:03:54) – Chairperson Golden entertained Member reports. Member Norvell requested a copy of the most current Robert's Rules of Orders referenced in the Airport Authority Bylaws for the Members to review.

(7:06:14) – Member Hamilton informed the Authority that, based on research performed concerning the Automated Weather Observing System (AWOS), the Airport's AWOS was not made for smoke and was only made for moisture. He added that for situations in which pilots with five miles visibility when attempting to land, pilots would divert due to the AWOS reading less than one mile visibility. He and Mr. Jenkins discussed solutions for the matter, with one suggested solution being changing the Airport Facility Directory (AFD) to indicate that the AWOS was inaccurate with smoke, and Member Hamilton was attempting to “put a little more responsibility” on the Federal Aviation Administration (FAA) because “we live in a world of smoke; we do not really live in a world of moisture.” Member Norvell indicated that the AWOS III P/T was “an automated issuance of weather,” and the forecast and smoke were reported by a Certified Weather Observer employed by the National Weather Service, which the Airport would have if it had a tower. He added that because the Airport has access to a forecast, “that observation is being made for us by the National Weather Service office in Reno.” He also pointed out that there was no reflectivity in smoke for the AWOS to detect. Chairperson Golden stated that if the AWOS is indicated in the AFD to be unreliable, pilots may disregard the AWOS while smoke persists and have an incident for which insurance would not recover, and Airport insurance would “get hit.” He believed that the matter should be discussed outside of the meeting.

**M. PUBLIC COMMENT.**

(7:12:45) – No public comments were forthcoming.

**N. AGENDA ITEMS FOR NEXT REGULAR MEETING**

(7:12:50) – Mr. Jenkins noted that Stellar Aviation of Carson City, LLC would try to complete its Fuel Farm proposal in time for the next CCAA meeting.

**O. ACTION ON ADJOURNMENT.**

**(7:13:14) – Chairperson Golden adjourned the meeting at 7:13 p.m.**

The Minutes of the August 17, 2022 Carson City Airport Authority meeting are so approved on this 19<sup>th</sup> day of October 2022.