

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority (CCAA)**  
**February 18, 2026 ● 5:30 PM**  
**Community Center Robert “Bob” Crowell Board Room**  
**851 East William Street, Carson City, Nevada**

**Authority Members**

|                                 |                                    |
|---------------------------------|------------------------------------|
| <b>Chair – Tim Puliz</b>        | <b>Vice Chair – Harlow Norvell</b> |
| <b>Treasurer – James Sutton</b> | <b>Member – Michaela Flint</b>     |
| <b>Member – Curtis Horton</b>   | <b>Member – Karl Hutter</b>        |
| <b>Member – Bryan Stewart</b>   |                                    |

**Staff**

Steve Tackes – Legal Counsel  
Corey Jenkins – Airport Manager  
Zach Pettit – 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 <https://www.carson.org/government/city-meetings>.

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

(5:34:55) – Chair Puliz called the meeting to order at 5:34 p.m.

(5:35:10) – Roll was called and a quorum was present.

| <b>Attendee Name</b>      | <b>Status</b>     | <b>Arrived</b> |
|---------------------------|-------------------|----------------|
| Chair Tim Puliz           | Present           |                |
| Vice Chair Harlow Norvell | Present           |                |
| Treasurer James Sutton    | Present           |                |
| Member Michaela Flint     | Present via WebEx |                |
| Member Curtis Horton      | Present           |                |
| Member Karl Hutter        | Present           |                |
| Member Bryan Stewart      | Present via Phone |                |

**B. PLEDGE OF ALLEGIANCE**

(5:35:45) – Led by Member Horton.

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

(5:36:12) – Chair Puliz introduced the item and entertained comments, changes, and/or a motion to approve the minutes of the December 17, 2025 meeting.

**(5:36:25) – MOTION: Treasurer Sutton moved to approve the minutes of the December 17, 2025 meeting. Vice Chair Norvell seconded the motion. The motion carried 7-0-0.**

|                    |   |
|--------------------|---|
| <b>RESULT:</b>     | <b>APPROVED (7-0-0)</b>                                 |
| <b>MOVER:</b>      | Sutton  |
| <b>SECONDER:</b>   | Norvell   |
| <b>AYES:</b>       | Puliz, Norvell, Flint, Horton, Hutter, Stewart, Sutton. |
| <b>NAYS:</b>       | None  |
| <b>ABSTENTIONS</b> | None  |
| <b>ABSENT:</b>     | None  |

**D. MODIFICATION OF THE AGENDA.**

None.

**E. PUBLIC COMMENT**

(5:37:02) – Chair Puliz entertained public comments; however, none were forthcoming.

**F. AIRPORT ENGINEER’S REPORT**

None.

**G. CONSENT AGENDA**

None.

**H. PUBLIC HEARINGS**

**1. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE REGIONAL EMERGENCY MEDICAL SERVICES AUTHORITY (“REMSA”) AS A CLASS 2 FBO PROVIDING AIR MEDICAL TRANSPORT SERVICE TO CARSON CITY AND SURROUNDING REGION, INCLUDING SERVICES PROVIDED BY THEIR CARE FLIGHT DIVISION AND THEIR PART 135 ENTITY, AIR METHODS CORPORATION, FOR USE BY REMSA.**

(5:38:12) – Chair Puliz introduced the item. Mr. Jenkins referenced the Staff Report and Supporting Materials, all of which are incorporated into the record.

(5:44:57) – Mr. Tackes stated that he has reviewed all elements of the application and confirmed that it meets all required criteria. He reported that, upon conferring with the Secretary of State, all interrelated entities listed on the certificate of insurance are current and in good standing. Mr. Tackes noted that he and Mr. Jenkins reviewed REMSA’s financials, which are very strong for a nonprofit organization. The financial statements were not included in the public record, as REMSA is not a publicly reporting company.

(5:45:47) – Treasurer Sutton inquired whether the insurance coverage was sufficient. Mr. Tackes confirmed sufficient insurance coverage, reasoning that a \$1 million per-occurrence policy is lower than what would be required for a full-service Fixed-Base Operator (FBO). He clarified that REMSA is not a full-service FBO and is instead providing an in-and-out service to the community. He added that he reviewed the policy in detail to ensure there were no caveats.

(5:46:42) – Vice Chair Norvell asked whether Stellar Aviation realizes any fuel sales and whether the Airport receives any fuel flowage fees. Mr. Jenkins confirmed that REMSA will purchase fuel from either Stellar Aviation or Mountain West pursuant to its commitment to Stellar’s Spill Prevention, Control, and Countermeasure (SPCC) Plan. He clarified that this does not prevent REMSA from purchasing fuel from any other provider on the airfield. Mr. Jenkins affirmed the fuel flowage fees are passed through the FBO to the Airport.

(5:47:39) – Chair Puliz entertained public comments; however, none were forthcoming.

(5:47:50) – Chair Puliz stated that he has relationships with several leaders within the organization and holds them in high regard. He expressed confidence in both leadership and the application.

(5:48:22) – Vice Chair Norvell expressed his support and excitement to see REMSA utilize the Airport and provide services to the community. He also cautioned REMSA to remain aware of fixed-wing airplanes.

**(5:48:47) – MOTION: Vice Chair Norvell moved to approve the Class II FBO Permit Application for REMSA, including services provided by their Care Flight division and their Part 135 entity, Air Methods Corporation, for use by REMSA. Member Hutter seconded. The motion carried 7-0-0.**

|                    |  |
|--------------------|--|
| <b>RESULT:</b>     | <b>APPROVED (7-0-0)</b>                                |
| <b>MOVER:</b>      | Norvell  |
| <b>SECONDER:</b>   | Hutter   |
| <b>AYES:</b>       | Puliz, Norvell, Flint, Horton, Hutter, Stewart, Sutton |
| <b>NAYS:</b>       | None   |
| <b>ABSTENTIONS</b> | None   |
| <b>ABSENT:</b>     | None   |

**I. AIRPORT MANAGER’S REPORT**

(5:49:23) – Chair Puliz introduced the item. Mr. Jenkins referenced the Airport Manager’s Report, which is incorporated into the record. He stated that the primary activity this month was the Airport Capital Improvement Plan (ACIP) meeting with the FAA. Discussion focused on funding availability for the runway extension versus required pavement reconstruction, as much of the pavement is nearing a Pavement Condition Index of 55. He informed the FAA that while the Airport can self-fund pavement rehabilitation, it cannot self-fund full reconstruction and emphasized the need for FAA support to avoid delaying the runway extension. He reported that the FAA provided positive feedback and remains supportive of the extension.

(5:51:54) – Mr. Jenkins reported that staff has been actively working on development of the upcoming fiscal year budget.

(5:52:08) – Mr. Jenkins stated that developer interest in new hangar construction remains high. One site plan was submitted but was incompatible with airport requirements; feedback was provided, and a revised submittal is expected.

(5:52:50) – Mr. Jenkins noted an increase in noise complaints from a small number of individuals. One low-flying helicopter concern was valid and addressed with the pilot; other complaints showed no violations of noise abatement procedures. All complaints continue to be investigated thoroughly.

(5:54:38) – Mr. Jenkins reported that construction of the SRE Building continues, though some delays have occurred. A small change order is anticipated and may appear on the next agenda.

(5:55:55) – Mr. Jenkins stated that he will be attending the Government Issues Conference in Washington, D.C., and the Western Nevada Development District (NWDD) Annual Conference, noting the importance of continued advocacy for runway extensions and engagement with non-aviation community partners.

(5:58:20) – Mr. Jenkins reported continued trends of increased fuel sales and slightly reduced overall operations, consistent with greater jet and turboprop activity. He added that winter mowing was completed in additional areas due to mild weather, supporting wildlife mitigation efforts.

(6:00:08) – Vice Chair Norvell requested an update regarding night approval of the RNAV (GPS) RWY 27 approach. Mr. Jenkins stated that there have been no updates since the last meeting and that the project remains in the FAA queue.

**J. LEGAL COUNSEL’S REPORT**

(6:02:13) – Chair Puliz introduced the item. Mr. Tackes noted that he had nothing to report.

**K. TREASURER’S REPORT**

(6:02:18) – Chair Puliz introduced the item. Treasurer Sutton noted that he and Mr. Jenkins have been crunching some numbers but that everything remains preliminary at this point. He stated that the budget will be ready for review in March.

**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**

None.

**M. PUBLIC COMMENT**

(6:03:02) – Chair Puliz entertained public comments; however, none were forthcoming.

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

**O. ACTION ON ADJOURNMENT**

**(6:03:21) – MOTION: Chair Puliz adjourned the meeting at 6:03 p.m.**

The Minutes of the February 18, 2026 Carson City Airport Authority meeting are so approved this 18<sup>th</sup> day of March 2026.