

**MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority (CCAA)**  
**Wednesday, October 21, 2020 ● 5:30 PM**

**Authority Members**

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

**Staff**

Steve Tackes – Airport Counsel via WebEx  
Ken Moen – Airport Manager  
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](http://www.carson.org/minutes).

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

(5:36:01) – Chairperson Golden called the meeting to order at 5:36 p.m.

(5:36:14) – Roll was called, and a quorum was present.

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

**B. PLEDGE OF ALLEGIANCE**

(5:36:44) – Led by Chairperson Golden.

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

(5:37:48) – Chairperson Golden introduced the item and entertained comments, corrections, and/or a motion.

**(5:38:00) – MOTION: Treasurer Rogers moved to approve the September 16, 2020 meeting minutes.**

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

**D. MODIFICATION OF THE AGENDA.**

(5:38:32) – Chairperson Golden noted that there were no modifications to the agenda.

**E. PUBLIC COMMENT.**

(5:38:38) – Chairperson Golden noted that three written public comments had been received regarding matters that were not agendized at this time, which he summarized as opinions regarding the presidential visit that had taken place on Sunday, October 18, 2020 and refrained from elaborating further.

(5:42:20) – Mr. Moen introduced Rick Lee as the new Airport Operations and Maintenance Technician. Mr. Lee briefly described his work history and thanked the Members and Staff for their confidence in him by allowing him to work with them.

**F. PUBLIC HEARINGS**

**1. FOR POSSIBLE ACTION: APPROVAL TO ASSIGN STERLING AIR, LTD. GROUND LEASE TO CARSON TAHOE EXECUTIVE, LLC.**

(5:50:19) – Chairperson Golden introduced the item and recessed the meeting due to impeding technical difficulties.

(6:04:56) – Chairperson Golden reconvened the meeting.

(6:05:21) – Mr. Tackes noted that the Assignment and Assumption of Airport Lease, which is incorporated into the record, had been received, the financial evidence “looked good,” and, in regards to the item checklist, “all the T’s have been crossed and the I’s have been dotted” from a legal standpoint. His legal recommendation was to approve the Assignment.

(6:06:36) – Chairperson Golden entertained public comments and, when none were forthcoming, a motion.

**(6:06:57) – MOTION: Vice Chairperson Harris moved to approve [the] lease assignment from Sterling Air, LTD to Carson Tahoe Executive LLC.** Chairperson Golden noted that Member Puliz was unresponsive to the

call to vote, which Mr. Moen mentioned was due to Member Puliz’s unstable internet on his end; therefore, he was unable to participate in the vote.

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

**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.

(6:07:41) – Chairperson Golden entertained requests to pull items from the Consent Agenda for discussion as well as public comments; however, none were forthcoming. He entertained a motion.

(6:09:59) – Treasurer Rogers moved to approve the Consent Agenda items as submitted. Member Puliz was not available to participate in the vote.

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

**2. FOR POSSIBLE ACTION: APPROVE STERLING AIR, LTD AS A CLASS 2 FBO PROVIDING AIRCRAFT SALES.**

**3. FOR POSSIBLE ACTION: APPROVE PUREFLITE AS A CLASS 2 FBO PROVIDING PRIVATE AVIATION CONSULTING, MANAGEMENT, BROKERING AND CREWING SERVICES.**

**END OF CONSENT AGENDA**

**4. FOR POSSIBLE ACTION: DIRECT AIRPORT MANAGER TO COMPLETE CONTRACT TO PURCHASE AND INSTALL NEW GATE ACCESS CONTROL SYSTEM THROUGH MESQUITE ELECTRIC?**

(6:10:59) – Chairperson Golden introduced the item. Mr. Moen presented the Staff Report and the accompanying documents, all of which are incorporated into the record.

(6:16:40) – Chairperson Golden entertained public comments. Thomas Chaplin was in favor of having the technology to keep the field clear of people who should not be on the field as well as to keep animals off of the runway.

(6:17:32) – Mr. Tackes relayed to Mr. Moen on behalf of John Mayes that Mr. Mayes offered his own expertise to help with the gate project.

(6:20:15) – Chairperson Golden entertained Member questions and comments, and Mr. Moen responded to clarifying questions. Mr. Moen stated that the project would include replacing the gate next to the terminal building on the east side, replacing the gate at Mountain West Aviation, and replacing the gate at the top of Arrowhead Drive near the Sierra Mountain Air Park hangars. He added that there would be an exit gate on the west side of the Airport Terminal Building that would also be converted to an egress gate if a problem occurs with one of the gates at the Airport on the east side of the Terminal Building as well as a manual access gate that would be placed next to Carson City Fire Station 52. In response to Mr. Mayes' question relayed by Chairperson Golden, Mr. Moen confirmed that there would be the ability to communicate with the gate reader, and the camera in the gate reader could be used to identify the person outside of the gate.

(6:25:11) – Armstrong Consultants Engineering Operating Manager Chris Nocks commented that the Airport lacks a fiber-optic network, so the Airport would be relying on a 2.4 gigahertz Wi-Fi-like connection with a server in the Airport Administrative building for the network data link across the Airport.

(6:27:41) – Member Puliz was in favor of investigating proposed upgrades.

(6:28:53) – Chairperson Golden entertained public comments and, when none were forthcoming, a motion.

**(6:29:24) – Vice Chairperson Harris moved to Airport Staff to the contract for purchase and installation of a new gate access control system not to exceed [the] amount of \$30,000.**

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

**G. AIRPORT ENGINEER’S REPORT.**

(6:29:49) – Chairperson Golden introduced the item, and Mr. Nocks referenced the report, which is incorporated into the record.

**H. AIRPORT MANAGER’S REPORT.**

(6:31:55) – Chairperson Golden introduced the item. Mr. Moen presented his report and the accompanying documents, all of which are incorporated into the record. Chairperson Golden added that the flight activity was likely subdued due to smoke drifting into the area during the month of September 2020, and the Airport was essentially shut down for several days as a result of the air quality.

**I. LEGAL COUNSEL’S REPORT.**

(6:36:14) – Mr. Tackes reported that the day of the meeting, October 21, 2020, was the deadline for applications for the two open Airport Authority Member positions, and the City Manager’s Office indicated that the applicants would hopefully be approved at the first Carson City Board of Supervisors meeting of November 2020.

**J. TREASURER’S REPORT.**

(6:38:31) – Treasurer Rogers stated that there is now one operating checking account for the Airport, and all of the other accounts had been shut down. He informed that this year’s financial performance so far is tracking more closely to the previous year’s number and to the Airport’s budget. Chairperson Golden entertained Member comments; however, none were forthcoming.

**K. REPORT FROM AUTHORITY MEMBERS.**

(6:39:49) – Chairperson Golden entertained discussion regarding whether the Authority wishes to resume in-person Authority meetings at the Carson City Community Center, and discussion ensued on the matter. The consensus among the Members was to meet in-person, and Mr. Moen stated that he would get back to the Members on the availability of the Bob Boldrick Theater.

**L. PUBLIC COMMENT.**

(6:46:01) – Chairperson Golden entertained public comments; however, none were forthcoming.

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

(6:46:22) – Chairperson Golden entertained Agenda item suggestions; however, none were forthcoming.

**N. ACTION ON ADJOURNMENT.**

**(6:47:14) – Chairperson Golden adjourned the meeting at 6:47 p.m.**

The Minutes of the October 21, 2020 Carson City Airport Authority regular meeting are so approved on this 16<sup>th</sup> day of November, 2020.