

MINUTES
Regular Meeting
Carson City Airport Authority (CCAA)
Wednesday, February 19, 2020 • 5:30 PM
Community Center Sierra Room
851 East William Street, Carson City, Nevada

Authority Members

Chair – Michael Golden	Vice Chair – Bradley Harris
Treasurer – Jon Rogers	Member – John Barrette
Member – Paul Hamilton	Member – Clyde Simmons
Member – Tim Puliz	

Staff

Steve Tackes – Airport Counsel
Ken Moen – 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 AND DETERMINATION OF QUORUM

(5:34:15) – Chairperson Golden called the meeting to order at 5:34 p.m.

(5:34:28) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Michael Golden	Present	
Vice Chair Bradley Harris	Present	
Treasurer Jon Rogers	Present	
Member John Barrette	Present	
Member Paul Hamilton	Present	
Member Clyde Simmons	Present	
Member Tim Puliz	Present	

B. PLEDGE OF ALLEGIANCE

(5:34:46) – Led by Member Simmons.

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

(5:36:06) – Chairperson Golden introduced the item and entertained comments, corrections, and/or a motion to approve the January 15, 2020 meeting minutes.

(5:36:19) – MOTION: Vice Chairperson Harris moved to approve the January 15, 2020 meeting minutes.

RESULT:	APPROVED (7-0-0)
MOVER:	Harris
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

D. MODIFICATION OF AGENDA

(5:35:09) – Chairperson Golden noted that there were no modifications to the Agenda.

E. PUBLIC COMMENT

(5:35:21) – Chairperson Golden entertained public comments; however, none were forthcoming.

F. PUBLIC HEARINGS

1. INFORMATION ONLY – PRESENTATION: CARSON CITY AIRPORT AUTHORITY RISK MANAGEMENT REVIEW.

(5:36:31) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memorandum, which is incorporated into the record, and introduced Understand, Service and Innovate (USI) Insurance Services Vice President Brandon Lewis. Mr. Lewis presented the Risk and Insurance Review for Carson City Airport Authority, which is also incorporated into the record.

(5:47:40) – Chairperson Golden entertained discussion among Authority Members. In response to Member Hamilton’s question, Mr. Lewis explained that the intent of USI’s recommendations was to ensure that those using and accessing the Airport have reasonable and proper insurance in place to protect them and the Authority.

(5:50:11) – In response to Treasurer Rogers’s question, Mr. Lewis stated that the insurance market has been hardening and leading to rate increases except for workers’ compensation and that most other lines of business were seeing increases as a reflection of safer workplaces and operations rather than the economy doing better. Regarding the rate cost on an employee basis, Mr. Lewis stated that his agency requested an estimate from a workers’

compensation carrier in order to see what the rate would be, and he assured Treasurer Rogers that the rate when identified would be provided for review.

(5:54:09) – In response to Vice Chairperson Harris’s question, Mr. Lewis confirmed that liability insurance is generally intended to cover the defense and the settlement of legal matters.

(5:55:52) – Chairperson Golden inquired about why the Authority was carrying \$10,000,000 in hangar keeper’s insurance when the Authority does not own a hangar or move aircraft, and Mr. Lewis explained that the policy in place was written on a form that included all of the coverages, including hangar keeper’s insurance, so it did not necessarily mean the Authority would be charged for each form of coverage. Chairperson Golden disputed that, as someone who owned numerous fixed-base operators (FBOs), each one required that hangar keeper’s insurance is paid for separately from the other coverages because there is a charge for them. Mr. Lewis agreed to look into why the Authority was carrying hangar keeper’s insurance per Chairperson Golden’s request. Chairperson Golden noted that he had only seen one uninsured loss, which was for the Authority, during his time operating at the Airport, and although he appreciated the review, he wished to make sure coverage was in place so the Authority would not have an uninsured loss. Mr. Lewis informed Chairperson Golden that USI had reviewed the policy that would provide coverage for Authority’s losses, but that policy was not placed by USI because it was asked that a separate agency place that policy. He also stated that Authority was not covered for losses of property and equipment, even though discussion included broadening that coverage. Mr. Moen mentioned that the tractor the Authority had purchased was covered.

(6:02:05) – Member Simmons asked how an uninsured or under-insured FBO, hangar owner, pilot, or vehicle on the property impacts the Authority, and Mr. Lewis explained that, from an insurance standpoint, the aviation coverage and liability coverage are put in place to protect the Authority financially. In response to Member Simmons’s question, Mr. Moen stated that people need to have a driver’s license and proof of insurance in order to obtain an access control card for Airport entry.

(6:04:54) – Mr. Lewis briefly provided per Member Barrette’s request the general insurance market rate increases through the past five years and rate projections.

(6:08:14) – In response to Mr. Tackes’s question, Mr. Lewis clarified that the buildings and structures indicated in the review referred to those owned by the Authority or that the Authority was responsible to insure, such as property and mobile equipment (tractor) or other forms of property or equipment the Authority may have.

(6:13:43) – Per Treasurer Rogers request, Mr. Lewis agreed to obtain clarification on whether insurance coverage for elected public officials is carried by the City for its volunteer boards.

(6:15:02) – Member Hamilton wished to eliminate the perceived overlap in insurance coverage by reducing the Airport insurance liability because there may already be coverage provided by the City. Mr. Lewis stated that he could help coordinate discussion on the matter, although his understanding was that the Authority has its own

insurance because the intent was for it to operate and insure itself separately. Mr. Tackes clarified that many boards and commissions were created by the Board of Supervisors while the Authority was created by an act of legislature, and the Authority is a separate subdivision of the State of Nevada, which means that what applies to other boards and commissions may not apply to the Authority.

(6:18:38) – Mr. Tackes clarified to Vice Chairperson Harris that there is liability protection that applies to board members, including the Authority Members, and recounted a lawsuit against the Authority and individual Authority Members that was ultimately dismissed after the Authority's insurance company did the defense. Mr. Lewis added that the public officials' coverage was designed for more financial losses to protect the board over decisions that were made.

(6:26:57) – Chairperson Golden entertained public comments; however, none were forthcoming.

2. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE TO FORWARD LOT LINE ADJUSTMENT OF TRIMOTOR, LLC LEASEHOLD TO CARSON CITY BOARD OF SUPERVISORS.

(6:27:44) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memorandum and accompanying documents, all of which are incorporated into the record, and introduced Thurman Elliott, who represented the Trimotor, LLC leaseholder John Seibold.

(6:31:44) – Mr. Tackes explained that once the City has approved the request to adjust the lot line boundary, the amended and approved lease parcel would then be approved by the Authority. Both the tenant and Airport would attain a recorded document for where the adjusted lot line would be.

(6:32:26) – MOTION: Vice Chairperson Harris moved to approve Airport Staff to submit Trimotor, LLC lease line lot adjustment request to the Carson City Board of Supervisors for approval. Chairperson Golden entertained public comments and, when none were forthcoming, he called for a second on the motion.

RESULT:	APPROVED (7-0-0)
MOVER:	Harris
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

3. FOR DISCUSSION AND POSSIBLE ACTION: APPROVE THE SCOPE OF WORK FOR THE RUNWAY 09/27 REHABILITATION PROJECT AND DESIGN OF SNOW EQUIPMENT REMOVAL BUILDING.

(6:33:04) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memorandum and accompanying documents, all of which are incorporated into the record. Chairperson Golden entertained public and Authority Member comments and, when none were forthcoming, a motion.

(6:38:46) – MOTION: Treasurer Rogers moved to approve Scope of Work (SOW) Task Order C with Armstrong Consultants and to act as Engineering Consultant to the Carson City Airport Authority for the anticipated AIP Grant Project AIP 3-32-0004-34

RESULT:	APPROVED (7-0-0)
MOVER:	Rogers
SECONDER:	Simmons
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

4. FOR DISCUSSION AND POSSIBLE ACTION: REVIEW RESULTS OF AIRPORT NAME SURVEY.

(6:39:02) – Chairperson Golden introduced the item. Mr. Moen presented the Board Memorandum and Airport name survey results, all of which are incorporated into the record.

(6:45:12) – Chairperson Golden entertained public comments. Jess Edwards introduced himself and believed there would be a safety issue by including “Tahoe” in the name change for pilots when using the radio.

(6:46:20) – Chairperson Golden entertained Authority Member comments. Member Hamilton addressed the perceived safety concern by stating that most of those flying to such airports as Minden-Tahoe Airport will leave out “Tahoe” on the radio. He and Chairperson Golden pointed out that the Federal Aviation Administration’s (FAA) aeronautical charts indicate that the name of the Airport is the “Carson Airport” and not the “Carson City Airport.” Member Hamilton also mentioned that he was not in favor of the Airport’s name being “Carson City” on the aeronautical charts, as he preferred to avoid more unnecessary radio communication.

(6:51:41) – Member Simmons was in favor of “Carson City Airport” because, throughout his experience as a pilot, the Airport’s name is shortened to “Carson” over the radio mainly to identify oneself in the local area and has had no marketing intent.

(6:52:16) – Member Barrette wished for the name to remain as the “Carson City Airport.”

(6:52:50) – Member Puliz and Mr. Tackes stated that they were persuaded by the survey results indicating a public preference for “Carson City Airport.”

(6:54:41) – Chairperson Golden entertained public comments. Pete Norman introduced himself as a hangar owner and a pilot and pointed out that such airports as the Truckee Tahoe Airport and Minden-Tahoe had benefitted as a result of putting them on the map as a part of the notoriety of Lake Tahoe. He noted that, from the standpoint of pilots, flying to an airport that will provide the best advantage to getting to their destination is a priority.

(7:00:28) – Chairperson Golden entertained Authority discussion. Member Hamilton believed that adding “Tahoe” to the Airport’s name would help grow it due to Lake Tahoe being one of the largest tourist attractions in the Western United States. Mr. Moen mentioned how the regional airports except for the Carson Airport come up when searching “Lake Tahoe” on foreflight.com and added that tourists may choose what is most advantageous, which the Airport could be as an option.

(7:05:28) – MOTION: Member Hamilton moved to rename the Carson Airport *Carson City-Tahoe [Airport]*.

(7:06:46) – Mr. Tackes commented on how the survey results indicate that adding “Tahoe” to the Airport’s name would not improve tourism and believed it would be odd to ignore the survey results. Member Hamilton wished to revise his motion.

(7:10:12) – MOTION: Member Hamilton moved to rename the Carson Airport *Carson-Tahoe [Airport]*.

(7:10:38) – Chairperson Golden entertained public comments. Robert Hilke suggested creating a marketing team to do research to find out if changing the Airport’s name would be feasible in generating income.

(7:12:03) – Member Barrette believed that the Authority’s interest in “night operations” is far more involved in how well the Airport does in economic development.

(7:12:42) – Member Puliz noted a question from the Board of Supervisors when interviewing for his Authority position regarding how he planned on helping generate revenue, and he was in favor of adding “Tahoe” to the Airport’s name for marketing purposes. Chairperson Golden stated he felt conflicted on the matter.

(7:13:18) – Member Hamilton used an anecdote to explain that using a known destination such as Lake Tahoe would help to increase the number of people visiting the Airport.

(7:14:56) – Treasurer Rogers noted that adding “Tahoe” to the Airport’s name would be beneficial to service-based businesses operating at the Airport while the Authority would not benefit as much in renting or leasing land to more people; therefore, the Authority could continue to allow those working at the Airport to use “Tahoe” in their marketing materials while the Airport’s name could reflect the survey results.

(7:16:35) – Chairperson Golden called for a vote.

RESULT:	FAILED (3-4-0)
MOVER:	Hamilton
SECONDER:	Puliz
AYES:	Harris, Hamilton, Puliz
NAYS:	Golden, Rogers, Simmons, Barrette
ABSTENTIONS	None
ABSENT:	None

(7:18:00) – Chairperson Golden explained that he preferred the identity of “Carson City Airport,” even though their business would benefit from the name change to “Carson-Tahoe Airport,” as he voted for what was good for the Airport rather than what would be good for business. He stated that a lot of business has been pulled out of California and into the Airport from those who wish to vacate California, and he believed that the Airport should reflect the State capital as its Airport. He also believed that the Airport needs to be consistent with its name, and the official name change to “Carson City Airport” would help. Chairperson Golden entertained another motion.

(7:20:02) – MOTION: Treasurer Rogers moved to rename the “Carson Airport” “Carson City Airport.” Chairperson Golden entertained public comments and, when none were forthcoming, called for a vote.

RESULT:	APPROVED (7-0-0)
MOVER:	Rogers
SECONDER:	Barrette
AYES:	Golden, Harris, Barrette, Rogers, Hamilton, Simmons, Puliz
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

(7:21:03) – Member Barrette did not believe that the chosen name change would prevent the Authority from advertising the Airport’s proximity to Lake Tahoe and its opportunities for marketing.

G. AIRPORT ENGINEER’S REPORT.

(7:21:31) – Chairperson Golden introduced the item. Mr. Moen referenced the Airport Engineer’s report, which is incorporated into the record.

H. AIRPORT MANAGER’S REPORT.

(7:22:14) – Mr. Moen referenced his report and the Airport Flight Activity Report, both of which are incorporated into the record. Chairperson Golden requested that Mr. Moen add an item to his report from the next meeting onward regarding new business development, such as what new businesses and aircraft had been attracted to the Airport.

I. LEGAL COUNSEL’S REPORT.

(7:29:18) – Mr. Tackes did not have any additional items to report.

J. TREASURER’S REPORT.

(7:29:24) – Treasurer Rogers referenced his report and stated that the Airport was slightly over budget in terms of operating expenses and operating income, and he mentioned that there were anomalies on the bookkeeper’s report related to real property taxes that were difficult to read. He added that the taxes would arrive in a chunk this year and that he would try to put them in an escrow account. Chairperson Golden entertained public and Authority comments; however, none were forthcoming.

K. REPORT FROM AUTHORITY MEMBERS.

(7:30:25) – Chairperson Golden introduced the item and announced that the discussion on the Airport’s annual budget, fees, and pricing were agendized for a separate meeting on Tuesday, March 3, 2020 at 5:30 p.m. in the Community Center Sierra Room. He encouraged members of the public to attend the meeting and provide feedback.

(7:31:56) – Chairperson Golden entertained Authority Member comments. Member Barrette announced that he had spoken to the President of Western Nevada College (WNC) regarding coordinating with the college and implementing flight courses, as he believed it could be beneficial to the City, WNC, and the Airport. Mr. Moen pointed out that WNC had commenced an online ground school in January 2020, and Pathways to Aviation, which does mentorships and soft skill development for those with aviation aspirations, would be meeting with Staff on February 26, 2020. He also mentioned that he had been working on potentially developing a new flight school at the Airport.

L. PUBLIC COMMENT.

(7:35:27) – Chairperson Golden introduced the item and entertained public comments; however, none were forthcoming.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING.

(7:35:37) – Chairperson Golden announced that the next CCAA meeting was scheduled for March 18, 2020 at 5:30 p.m.

N. ACTION ON ADJOURNMENT.

(7:36:11) – Chairperson Golden adjourned the meeting at 8:50 p.m.

The Minutes of the February 19, 2020 Carson City Airport Authority regular meeting are so approved on this 15th day of April, 2020.