

MINUTES
Special Meeting
Carson City Airport Authority (CCAA)
Wednesday, December 20, 2023 ● 5:30 P.M.
Carson City Airport Terminal
2600 College Parkway #6, Carson City, Nevada

Authority Members

Chair – Tim Puliz	Vice Chair – Harlow Norvell
Treasurer – Jon Rogers	Member – Curtis Horton
Member – Paul Hamilton	Member – Karl Hutter
Member – Michael Golden	

Staff

Steve Tackes – Airport Counsel
Corey Jenkins – Airport Manager
Briana Munoz – 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

(5:30:57) – Chairperson Puliz called the meeting to order at 5:30 p.m.

(5:31:06) – Roll was called, and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Tim Puliz	Present	
Vice Chair Harlow Norvell	Present	
Treasurer Jon Rogers	Present	
Member Michael Golden	Present	
Member Paul Hamilton	Present	
Member Curtis Horton	Present	
Member Karl Hutter	Present	

B. PLEDGE OF ALLEGIANCE

(5:31:44) – Led by Member Hutter.

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

(5:32:15) – Chairperson Puliz noted that there were no minutes submitted for approval.

D. MODIFICATION OF THE AGENDA.

(5:32:30) – Chairperson Puliz introduced the item and noted that there were no modifications to the agenda.

E. PUBLIC COMMENT

(5:32:43) – Chairperson 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: APPROVAL OF THE ANNUAL AUDIT REPORT OF THE CARSON CITY AIRPORT AUTHORITY FOR FY 2022/23.

(5:33:02) – Chairperson Puliz introduced the item. Treasurer Rogers referenced the Staff Report and the Audit Report, both of which are incorporated into the record. He reported that the audit “went fine “and said that the auditor found no evidence of misappropriation. Mr. Jenkins provided an overview of the findings and corrective action plans.

(5:37:11) – Mr. Tackes added that the audit report was a “tremendous” improvement from the 2022 audit report which included a lot of findings. He said that Staff and Treasurer Rogers did a “good job” at addressing the findings.

(5:37:49) – Member Hamilton moved to approve the FY 2022/2023 annual audit report of the Carson City Airport Authority conducted by Casey Neilon. Vice Chair Norvell seconded the motion.

RESULT:	APPROVED (7-0-0)
MOVER:	Hamilton
SECONDER:	Norvell
AYES:	Puliz, Norvell, Rogers, Golden, Hamilton, Horton, Hutter
NAYS:	None
ABSTENTIONS	None
ABSENT:	None

I. AIRPORT MANAGER’S REPORT

(5:38:42) – Chairperson Puliz introduced the item. Mr. Jenkins thanked Chair Puliz, Member Golden, Mr. Tackes, and Rick Lee for taking initiative while he was out sick.

J. LEGAL COUNSEL’S REPORT

(5:40:01) – Mr. Tackes did not have any additional items to report.

K. TREASURER’S REPORT

(5:40:03) – Treasurer Rogers did not have any additional items to report.

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

(5:40:06) – Chairperson Puliz entertained Member reports; however, none were forthcoming.

M. PUBLIC COMMENT

(5:40:11) – Chairperson Puliz entertained public comments; however, none were forthcoming.

N. AGENDA ITEMS FOR NEXT REGULAR MEETING

(5:40:14) – Chairperson Puliz entertained requests for agenda items for the next CCAA meeting; however, none were forthcoming.

O. ACTION ON ADJOURNMENT

(5:40:21) – Chairperson Puliz adjourned the meeting at 5:40 p.m.

The Minutes of the December 20, 2023 Carson City Airport Authority meeting are so approved on this 17th day of January 2024.