

*** These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. ***

**RENO-TAHOE AIRPORT AUTHORITY
BRIEF OF MINUTES
MEETING OF THE BOARD OF TRUSTEES
November 21, 2013
9:00 a.m.**

MEMBERS PRESENT

Adam Mayberry, Chair
Nat Carasali, Vice Chair
Rick Murdock, Secretary
Dr. Kosta Arger, Treasurer
Bill Eck
Steve Katzmann
Bob Larkin arrived at 9:48 a.m.

ALSO PRESENT

Marily M. Mora, A.A.E.
President/CEO
Dean Schultz, A.A.E.
Executive Vice-President/COO
Ann Morgan
General Counsel
Jessica Olives
Clerk of the Board

MEMBERS ABSENT/EXCUSED

Jerry Hall
Andy Wirth

The Board of Trustees met in the Board Room, Airport Authority Administrative Offices, Reno-Tahoe International Airport, Reno, Nevada. Chair Adam Mayberry called the meeting to order. The Pledge of Allegiance was recited. Roll was called.

III. PRESENTATIONS AND AWARDS

A. Employee, Tenant and Special Recognition

Marily Mora, President/CEO, recognized and congratulated Brian Kulpin, Vice President of Marketing and Public Affairs, on the Gold Spike Community of Excellence Award he received from the Public Relations Society of America, Sierra Nevada Chapter.

Trish Tucker, Manager of Airport Noise Program, announced that as part of the annual Airport Noise Mitigation Program Conference, the Conference Committee along with the host airport (Reno-Tahoe Airport Authority) chooses a local non-for-profit organization to support and raise funds. Ms. Tucker stated that the Committee selected the Blue Star Mothers of Truckee Meadows/Blue Star Moms, made up of mothers who have or had active duty and honorably discharged service men and women. Ms. Tucker presented a donation in the total amount of \$5,046 to the Blue Star Mothers of Truckee Meadows on behalf of the Conference Committee.

B. Introduction of New, Promoted and Retired Employees

Dean Schultz, Executive Vice President/COO, introduced and welcomed Rebecca Maddux as a new Accountant, Casey Micone and Jeff Ward as new Airport Firefighters; Rebecca Ormsby and Marisela Esquivel as new Airport Communications Specialists; and Martha Pace as well as Robert Barber as new Facilities Custodians.

C. Employee First Class Award

President/CEO, Marilyn Mora and Chair Mayberry announced Shawn Ohm and Shannon Edison as the recipients of the Employee First Class Award for their assistance with a stranded passenger with her young daughter. Ms. Mora and Chair Mayberry congratulated Mr. Ohm and Mr. Edison as well as presented them with a certificate of recognition and monetary award.

D. Tenant Communications

Tina Iftiger, Vice President of Airport Economic Development, introduced Lou Pepper, CEO of Atlantic Aviation a Reno-Tahoe International Airport (RNO) tenant. Mr. Pepper introduced Atlantic Aviation's RNO Management Team and provided an update on the Construction progress of their new Fixed Base Operations facility.

IV. PUBLIC COMMENT

None.

V. APPROVAL OF MINUTES

On motion by Trustee Eck, seconded by Trustee Katzmann, which motion duly carried by unanimous vote, the Board approved the minutes of the Board meeting of October 10, 2013.

VI. APPROVAL OF AGENDA

On motion by Trustee Katzmann, seconded by Trustee Arger, which motion duly carried by unanimous vote, the Board approved the November 21, 2013 Board of Trustees' meeting agenda.

VII. COMMITTEE/LIAISON REPORTS

Committee/Liaison reports were given by:

- Finance/Business Development Committee—Trustee Kosta Arger
- Planning/Construction Committee – Trustee Bill Eck
- Airport Noise Advisory Panel – Trustee Nat Carasali
- Community Outreach Committee – Trustee Nat Carasali
- Stead Liaison – Trustee Steve Katzmann
- RSCVA Board – No report given
- Reno-Tahoe Air Service Task Force – Trustee Rick Murdock
- The Chamber Reno Sparks Northern NV – Tina Iftiger, V.P. Airport Economic Development
- RTIA User Committee – Trustee Bill Eck

VIII. CONSENT ITEMS FOR BOARD ACTION

A. #13(11)-58 AUTHORIZATION FOR THE PRESIDENT/CEO TO AWARD A PROFESSIONAL SERVICES AGREEMENT FOR 2014 ANNUAL PROGRAM MANAGEMENT AND CONSTRUCTION MANAGEMENT SERVICES FOR THE AIRPORT CAPITAL IMPROVEMENT PLAN AT RENO-TAHOE INTERNATIONAL AIRPORT, IN THE AMOUNT OF \$40,000

On motion by Trustee Katzmann, seconded by Trustee Larkin, which motion duly carried by unanimous vote, the Board approved Agenda Item #13(11)-58 as follows:

Authorized the President/CEO, or her designee, to award a Professional Services Agreement for 2014 annual Program Management and Construction Management services for the Airport Capital Improvement Plan at Reno-Tahoe International Airport, in the amount of \$40,000.

IX. ITEMS FOR BOARD INFORMATION, DISCUSSION AND POSSIBLE ACTION

A. #13(11)-59 AUTHORIZATION FOR THE PRESIDENT/CEO TO OPEN A PUBLIC COMMENT PERIOD FROM NOVEMBER 21, 2013 THROUGH DECEMBER 23, 2013 FOR COMMENTS ON THE 2013 REGIONAL PLAN GOALS AND POLICIES OF THE RENO-TAHOE INTERNATIONAL AIRPORT AND RENO-STEAD AIRPORT DOCUMENTS

On motion by Trustee Larkin, seconded by Trustee Eck, which motion was duly carried by unanimous vote, the Board approved Agenda Item #13(11)-59 as follows:

Authorized the President/CEO to open a public comment period from November 21, 2013 for comments on the Regional Plan Goals and Policies of the Reno-Tahoe International Airport and Reno-Stead Airport documents.

B. #13(11)-60 APPROVAL OF RENO-TAHOE AIRPORT AUTHORITY CHAIRMAN'S PERMANENT COMMITTEE APPOINTMENTS INCLUDING THE APPOINTMENT OF TWO ALTERNATES TO THE FINANCE AND BUSINESS DEVELOPMENT COMMITTEE AND PLANNING AND CONSTRUCTION COMMITTEE FOR FISCAL YEAR 2013-2014

On motion by Trustee Larkin, seconded by Trustee Arger, which motion was duly carried by unanimous vote, the Board approved Agenda Item #13(11)-60 as follows:

Approved the Reno-Tahoe Airport Authority Chairman's permanent Committee appointments including the appointment of two alternates to the Finance and Business Development Committee and the Planning and Construction Committee for FY 2013-2014.

X. ITEMS FOR BOARD INFORMATION AND DISCUSSION

A. Presentation

- a. Update on Unmanned Aircraft System development in the State of Nevada and at the Reno-Stead Airport

Dean Schultz, Executive Vice President/COO, provided an update on Unmanned Aircraft System (UAS) development in the State of Nevada and at the Reno-Stead Airport. Mr. Schultz highlighted staff's efforts and the selection process by the Federal Aviation Administration for UAS test sites.

B. Board Meeting Schedule

Trustee Mayberry announced the dates of the upcoming Board and Committee meetings for December 2013 and January 2014.

C. President/CEO's Report

Marilyn Mora, President/CEO, stated that the President/CEO report was provided in the monthly Board packet in advance of the Board meeting. Ms. Mora mentioned that the Airport Authority celebrated the 5000th home completed through the Sound Insulation Program and a wedding that took place at the Airport. Ms. Mora presented news coverage the Airport Authority received on both of these significant events.

D. General Board Comments

None.

XI. PUBLIC COMMENT

None.

XII. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:00 a.m.

Chair Adam Mayberry

ATTEST:

Secretary, Rick Murdock

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