

BOARD OF TRUSTEES

Jenifer Rose, Chair

Jennifer Cunningham, Vice Chair

Richard Jay, Member

Lisa Gianoli, Member

Art Sperber, Alternate

Shaun Carey, Alternate

Staff Liaison

Randy Carlton, Chief Finance & Administration Officer

PRESIDENT/CEO

Daren Griffin, A.A.E.

GENERAL COUNSEL

Ann Morgan, Fennemore Craig

CLERK OF THE BOARD

Lori Kolacek

**MINUTES
FINANCE & BUSINESS DEVELOPMENT COMMITTEE MEETING**

Date: Tuesday, January 11, 2022

Time: 9:00 AM

Location: Reno-Tahoe International Airport
2001 E. Plumb Lane, Reno

**This Meeting was held virtually Pursuant to Section 1 of the
State of Nevada Declaration of Emergency Directive 006**

Members Present: Jenifer Rose *Chair*, Jennifer Cunningham *Vice Chair*, Richard Jay *Member*, Lisa Gianoli *Member*

Members Absent: None

1. INTRODUCTORY ITEMS

1.1 Call to Order

Chair Rose called the meeting to order at 9:00 a.m.

1.2 Roll Call

All members were present.

2. PUBLIC COMMENT

This section is for persons who wish to address the Board on matters not on the agenda. Speakers are limited to 3 minutes each

None.

3. APPROVAL OF MINUTES

3.1 December 7, 2021, Finance and Business Development Committee Meeting

Motion: Approve minutes from the December 7, 2021, Finance Committee meeting.

Moved by: Richard Jay

Seconded by: Jennifer Cunningham

Motion Status: Pass

Aye: Rose, Cunningham, Jay, Gianoli

Absent: Sperber, Carey

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None.

5. ITEMS FOR RECOMMENDATION FOR APPROVAL BY THE FULL BOARD AT THE JANUARY 13, 2002, BOARD MEETING

5.1 Authorization for the President/CEO to negotiate final terms and execute a five-year Nonexclusive Advertising Program Concession License with Lamar Airport Advertising Company for the management and operation of the airport advertising program concession at the Reno-Tahoe International Airport with a minimum estimated contract value of \$2,864,583

Presented by Shawna Carpenter, Concessions Manager.

Motion: Move to authorize the President/CEO to negotiate final terms and execute a five-year Nonexclusive Advertising Program Concession License with Lamar Airport Advertising Company for the management and operation of the airport advertising program concession at the Reno-Tahoe International Airport with a minimum estimated contract value of \$2,864,583.

Moved by: Jennifer Cunningham

Seconded by: Jennifer Rose

Motion Status: Pass

Aye: Rose, Cunningham, Jay, Gianoli

Absent: Sperber, Carey

5.2 Authorization to amend Management Guidelines, Section 13, Classification of Exempt Positions

Presented by Larry Harvey, Chief People, Culture and Equity Officer.

Motion: Move that the Board amend the Management Guidelines Section 13, B. 1) and 2) as outlined below effective immediately.

1) The President/CEO may change the title, description, and pay classification of any exempt position or exempt incumbent of one of these positions under his/her appointment authority as long as the change is within the overall budgeted amount for personnel services, any pay adjustment falls within the range of the appropriate pay classification, and the adjustment is consistent with these Management Guidelines. The President/CEO will communicate all such changes made to exempt positions to the Board of Trustees during the annual budget process or through administrative memoranda to the Board.

2) Changes that create the need for additional funds allocated to the personnel services line item will be submitted to the Board of Trustees for its approval.

Moved by: Lisa Gianoli

Seconded by: Richard Jay

Motion Status: Pass

Aye: Rose, Cunningham, Jay, Gianoli

5.3 Approve the Budget Augmentation of the Fiscal Year 2021-2022 Operating Expense Budget by the Amount of \$995,000 to \$80,926,626

Presented by Alex Kovacs, Finance and Budget Director.

Motion: Move to approve a budget augmentation of the adopted fiscal year 2021-2022 operating expense budget to \$80,926,626.

Moved by: Jenifer Rose

Seconded by: Jennifer Cunningham

Motion Status: Pass

Aye: Rose, Cunningham, Jay, Gianoli

Absent: Sperber, Carey

5.4 Authorization for the President/CEO to execute an Equipment Contract for the purchase of a refurbished Class IV ARFF apparatus for the Reno-Tahoe Airport Authority's Airport Fire Department, with The Station Inc, dba Company Two Fire, for \$450,000 plus \$10,000 delivery for a total of \$460,000 and subject to final negotiated allowances of up to \$95,000.

Presented by Dale Carnes, Rescue Firefighters Chief.

Motion: Move to authorize the President/CEO to execute an Equipment Contract for the purchase of a refurbished Class IV ARFF apparatus for the Reno-Tahoe Airport Authority's Airport Fire Fighting Department, with The Station, Inc., dba Company Two, for \$450,000 plus \$10,000 for delivery for a total of \$460,000 and subject to final negotiated allowances of up to \$95,000.

Moved by: Jenifer Rose

Seconded by: Richard Jay

Motion Status: Pass

Aye: Rose, Cunningham, Jay, Gianoli

Absent: Sperber, Carey

6. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR FUTURE AGENDA ITEMS

Lisa Gianoli reminder the Members to file their Disclosure Statements with the Secretary of State.

7. MONTHLY ADMINISTRATIVE REPORTS *(provided for reference only)*

7.1 Administrative Award of Contracts (Revenues)

7.2 Administrative Award of Contracts (Expenditures)

7.3 Financial Reporting Package

There was no discussion on these items.

8. PUBLIC COMMENT

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None.

9. ADJOURNMENT

The meeting was adjourned at 10:18 a.m.