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Reno-Tahoe Airport Authority

BOARD OF TRUSTEES
Shaun Carey, Chair
Adam Kramer, Vice Chair
Richard Jay, Secretary
Jenifer Rose, Treasurer
Carol Chaplin, Trustee
Jennifer Cunningham, Trustee
Lisa Gianoli, Trustee
Jessica Sferrazza , Trustee
Art Sperber, Trustee

PRESIDENT/CEO
Daren Griffin, A.A.E.

GENERAL COUNSEL
Ann Morgan, Fennemore Craig

CLERK OF THE BOARD
Lori Kolacek

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES

Date: Thursday, February 10, 2022
Time: 9:00 AM
Location: Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno
Admin Offices, Main Terminal Building, Second Floor

Members Present: Shaun Carey *Chair*
Adam Kramer *Vice Chair*
Richard Jay *Secretary*
Jenifer Rose *Treasurer*
Carol Chaplin *Member*
Jennifer Cunningham *Member*
Lisa Gianoli *Member*
Jessica Sferrazza *Member*
Art Sperber *Member*

Members Absent: None

1. INTRODUCTORY ITEMS

1.1 Call to Order
The meeting was called to order at 9:00 a.m.

1.2 Pledge of Allegiance
The Pledge was led by Trustee Rose.

1.3 Roll Call
Roll was taken by the Clerk of the Board. All members were present.

2. PUBLIC COMMENT

This portion of the meeting is reserved for persons who wish to address the Board on any matter not on the agenda. Speakers are limited to three (3) minutes each

None.

3. APPROVAL OF AGENDA

Trustee Carey requested item #7.1 be moved to occur immediately after this item.

Motion: Approve the agenda with proposed change.
Moved by: Richard Jay
Seconded by: Art Sperber
Motion Status: Pass
Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

4. APPROVAL OF MINUTES

4.1 Approval of the January 13, 2022, Regular Board Meeting (for possible action)

Motion: Approve the Minutes from January 13, 2022, as presented.
Moved by: Adam Kramer
Seconded by: Jenifer Rose
Motion Status: Pass
Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

4.2 Approval of the January 31, 2022, Board Workshop (for possible action)

Motion: Approve the Minutes from January 31, 2022, as presented.
Moved by: Adam Kramer
Seconded by: Jenifer Rose
Motion Status: Pass

Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

5. PRESIDENT/CEO REPORT

A safety tip on egress was presented by Ted Ohm, Facilities Project Manager. CEO Griffin started his report with an update on passenger traffic. He also spoke about the contract extensions with both Fire and Police. He discussed the 5G issue, stated that there have been no impacts at RNO. He discussed the ticketing hall expansion project, and the anticipated updated mask mandate coming from the Governor.

6. BOARD MEMBER REPORTS AND UPDATES

None.

7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST

7.1 SWOPE Middle School Partner In Education Recognition
Annie Turner, Public Relations Coordinator, presented the winners of the SWOPE Gingerbread House Contest Fundraiser with a check for $2,285. The money will be shared with local families who have been severely impacted by layoffs and illnesses due to the pandemic.

8. CONSENT ITEMS FOR BOARD ACTION

This Consent Calendar contains routine items of business. Items in this section will be acted on in one motion, unless removed by a Board member.

There were no consent items.

9. INFORMATION, DISCUSSION AND POSSIBLE ACTION ITEMS

9.1 Authorization for the President/CEO to execute a Professional Services Agreement for the RTAA Pavement Management Program - 2022 at Reno-Tahoe International Airport (RNO) and Reno-Stead Airport (RTS), with RDM International Inc., in the amount of $556,894 and authorizes the President/CEO or his designee to sign *(for possible action)*

No presentation was requested by the Board.

Motion: Move to authorize the President/CEO to execute a Professional Services Agreement for the RTAA Pavement Management Program – 2022 at Reno-Tahoe International Airport (RNO) and Reno-Stead Airport (RTS), with RDM International Inc., in the amount of $556,894 and authorizes the President/CEO or his designee to sign.
Moved by: Art Sperber
Seconded by: Adam Kramer
Motion Status: Pass
Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

9.2 Authorization for the President/CEO to award a contract for Phase V of the Building Controls System Replacement Project with Automated Temperature Controls, Inc., in the amount of $233,799, exempt from competitive bidding pursuant to Nevada Revised Statute 332.115 (a), (c), (d), (g) and (i) *(for possible action)*

No presentation was requested by the Board.

Motion: Move to authorize the President/CEO to Award a Contract for Phase V of the Building Controls System Replacement Project with Automated Temperature Controls, Inc., in the Amount of $233,799 exempt from Competitive Bidding Pursuant to Nevada Revised Statute 332.115 (a), (c), (d), (g), and (i) and authorizes the President/CEO or his designee to sign.
Moved by: Art Sperber
Seconded by: Lisa Gianoli
Motion Status: Pass
Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

9.3 Authorization for the President/CEO to approve Reno-Tahoe International Airport concessionaire federal relief allocations from the American Rescue Plan Act of 2021 totaling $1,852,390, and revise allocations if required by the Federal Aviation Administration to obtain final relief plan approval *(for possible action)*

No presentation was requested by the Board.

Motion: Move to authorize the President/CEO to approve Reno-Tahoe International Airport concessionaire federal relief allocations from the American Rescue Plan Act of 2021 totaling $1,852,390, and revise allocations if required by the Federal Aviation Administration to obtain final relief plan approval.
Moved by: Jenifer Rose
Seconded by: Jennifer Cunningham
Motion Status: Pass
Aye: Carey, Kramer, Jay, Rose, Chaplin, Cunningham, Gianoli, Sferrazza, Sperber

10. BOARD COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Trustee Cunningham requested information on the utilization of the billboard that sits on airport property. Trustee Jay announced the upcoming Community Outreach Committee meeting. Trustee Carey announced that he appointed a temporary committee consisting of the officers to review the CEO contract pursuant to section 9150 of the RTAA Bylaws. Trustees Sferrazza, Rose, Sperber and Cunningham expressed concern that the entire board was not part of the committee.

11. UPCOMING RTAA MEETINGS

11.1 02/17/2022 – Airport Noise Advisory Panel
02/17/2022 – Community Outreach Committee
03/07/2022 – CEO Users Working Group
03/08/2022 – Finance and Business Development Committee
03/08/2022 – Planning and Infrastructure Committee
03/10/2022 – Board of Trustees

12. PUBLIC COMMENT

This portion of the meeting is reserved for persons who wish to address the Board on any matter not on the agenda. Speakers are limited to three (3) minutes each

None.

13. ADJOURNMENT

The meeting was adjourned at 9:50 a.m.

Richard Jay, Secretary