



COMMITTEE MEMBERS

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**

Date: Tuesday, July 12, 2022

Time: 9:00 a.m.

Location: Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno
Admin Offices, Main Terminal Building, Second Floor

1. INTRODUCTORY ITEMS

1.1 Call to Order

The meeting was called to order at 9:03 a.m.

1.2 Roll Call

Roll was taken by the Clerk of the Board. Trustee Jay was absent. Trustees Rose, Cunningham and Gianoli were present. Trustees Sperber filled in as an alternate for Trustee Jay. Trustee Carey was called as an alternate, if needed.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 June 7, 2022, Finance and Business Development Committee Meeting

Motion: Move to approve the minutes of the June 7, 2022, meeting

Moved by: Jennifer Cunningham

Seconded by: Art Sperber

Aye: Trustees Rose, Cunningham, Gianoli, Sperber

Absent: Richard Jay

Vote: Motion passed

4. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None.

5. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD

Trustee Rose changed the order of these items and called for item 5.3 to be heard first.

5.3 Board Memo #: 07/2022-48: Adoption of Resolution No. 559 Approving a Non-Revolving Credit Agreement for the Issuance of the Reno-Tahoe Airport Authority, Airport System Subordinate Lien Revenue Bonds, Series 2022, Subseries A (AMT), Subseries B (Non-AMT) and Subseries C (Taxable), in the Maximum Aggregate Principal Amount of \$50,000,000; and Providing the Effective Date

Randy Carlton presented this item to the Committee. The presentation explained how capital improvements are financed and discussed the bank selection process and terms. After hearing the presentation and having discussion, the Committee took the following action:

Motion: Adopt Resolution No. 559 approving a Non-Revolving Credit Agreement for the issuance of the Reno-Tahoe Airport Authority, Airport System Subordinate Lien Revenue Bonds, Series 2022, Subseries A (AMT), Subseries B (Non-AMT) and Subseries C (Taxable), in the Maximum Aggregate Principal Amount of \$50,000,000; and Providing the Effective Date

Moved by: Jennifer Cunningham

Seconded by: Lisa Gianoli

Aye: Trustees Rose, Cunningham, Gianoli, Sperber

Absent: Richard Jay

Vote: Motion passed

5.1 Board Memo #: 07/2022-46: Authorization for the President/CEO to award a contract for the purchase of a Bucher Municipal CityCat 5006 Compact Sweeper, to Bucher Municipal North America, Inc. in the amount of \$259,619

Dave Derie presented this item to the Committee. The presentation detailed the new sweeper that is recommended for purchase. After hearing the presentation and having discussion, the Committee took the following action:

Motion: Authorize the President/CEO to award a contract for the purchase of a Bucher Municipal CityCat 5006 Compact Sweeper, to Bucher Municipal North America, Inc. in the amount of \$259,619

Moved by: Art Sperber

Seconded by: Jennifer Cunningham

Aye: Trustees Rose, Cunningham, Gianoli, Sperber

Absent: Richard Jay

Vote: Motion passed

5.2 Board Memo #: 07/2022-47: Adoption of Resolution No. 558 amending Resolution No. 556, Establishing the Airport Rates and Charges for Fiscal Year 2022-23 to allow for a phase-in of the rate increase as to scheduled shuttles and to fix a clerical error

Brandon Mikoleit presented this item to the Committee. This new Resolution corrects a clerical error relating to the Service Facility Land Rent and adjusts the previous shuttle per trip rate. After hearing the presentation and having discussion, the Committee took the following action:

Motion: Adopt Resolution No.558: amending Resolution Number 556 establishing the Airport Rates and Charges for Fiscal Year 2022-23

Moved by: Art Sperber

Seconded by: Jennifer Cunningham

Aye: Trustees Rose, Cunningham Gianoli, Sperber

Absent: Richard Jay

Vote: Motion passed

5.4 Board Memo #: 07/2022-51: Authorization for the President/CEO to purchase equipment and implementation services related to the installation of a Common Use Passenger Processing System (CUPPS) Project at RNO in the amount of \$449,190

[Trustee Gianoli left the meeting at 10:00. Trustee Carey filled in as alternate for this vote.]

Adam Tennant presented this item to the Committee. The presentation discussed the significant constraints being experienced at the ticketing counters and boarding gates, and explained the proposed purchase of equipment and implementation services for a shared/common use (CUPPS) system project. After hearing the presentation and having discussion, the Committee took the following action:

Motion: Authorize the President/CEO to purchase equipment and implementation services related to the installation of a Common Use Passenger Processing System (CUPPS) Project from SITA Information Networking Computing USA, Inc in the amount of \$449,190

Moved by: Jennifer Cunningham

Seconded by: Art Sperber

Aye: Trustees Rose, Cunningham, Carey, Sperber

Absent: Richard Jay

Vote: Motion passed

6. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS

Trustee Rose requested monthly updates on the nonrevolving line of credit, if appropriate.

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

7.1 Administrative Award of Contracts - Expenditures

7.2 Administrative Award of Contracts - Revenues

7.3 Financial Reporting Package

There was no discussion on these items.

8. PUBLIC COMMENT

None.

9. ADJOURNMENT

The meeting was adjourned at 10:02 a.m.