

BOARD OF TRUSTEES

Adam Kramer, Chair
Richard Jay, Vice Chair
Jenifer Rose, Secretary
Lisa Gianoli, Treasurer
Shaun Carey, Trustee
Carol Chaplin, Trustee
Jennifer Cunningham, 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, August 11, 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 9:00 a.m.

1.2 Pledge of Allegiance

1.3 Roll Call

Roll was taken by the Clerk of the Board.

Present: Adam Kramer

Richard Jay
Lisa Gianoli
Jenifer Rose
Shaun Carey
Carol Chaplin
Jennifer Cunningham
Jessica Sferrazza
Art Sperber

Absent: None

2. PUBLIC COMMENT

There were no public comments.

3. APPROVAL OF AGENDA

It was requested that the approval of the July 14, 2022, minutes be removed from the agenda for revisions. They will be brought back at the September Board meeting for approval.

Motion: Motion to approve the agenda with the removal of item 4.1.

Moved by: Richard Jay

Seconded by: Lisa Gianoli

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

Vote: Motion passed

4. APPROVAL OF MINUTES

4.1 July 14, 2022, Regular Board Meeting

This item was removed from the agenda to allow for revisions.

5. PRESIDENT/CEO REPORT

CEO Griffin commemorated the launch of Spirit Airlines. He thanked all the special guests for their participation in the inaugural event. He reported that the airport closed on the interim borrowing program and that is now an available source of funds which the airport will begin using for the ticket hall expansion project. He commented on the upcoming Burning Man event. Lastly, he congratulated Ricardo Duarte on his promotion to Police Chief.

Ted Ohm gave a safety tip on the importance of avoiding distractions while driving and also being aware of your surroundings when not driving.

6. BOARD MEMBER REPORTS AND UPDATES

Chair Kramer thanked Mayor Schieve for her participation in the Spirit inaugural.

7. ITEMS OF SPECIAL INTEREST

None.

8. CONSENT ITEMS FOR BOARD ACTION

Items in this section will be approved in one motion, unless an item is removed for individual discussion.

8.1 Board Memo #08/2022-54: Authorization for the President/CEO to negotiate final terms and execute a five-year Nonexclusive Automated Teller Machine Concession License with two two-year extension options for ATM Services with BaumTech, LLC at the Reno-Tahoe International Airport with a minimum estimated contract value of \$400,400

Motion: Motion to approve Item 8.1

Moved by: Richard Jay

Seconded by: Art Sperber

Aye: Trustees Kramer, Jay, Gianoli, Rose, Carey, Chaplin, Cunningham, Sferrazza, Sperber
Vote: Motion passed

9. INFORMATION / POSSIBLE ACTION ITEMS

9.1 Board Memo #08/2022-55: Authorization for the President/CEO to negotiate final terms and execute a nine (9) month Commercial Hangar and Ground Lease and execute a 2022 Special Event License with Reno Air Racing Association, Inc. located at the Reno-Stead Airport for a total combined minimum contract value of \$192,672

This item having been heard by the Finance & Business Development Committee on August 9, 2022, and being recommended for approval by that Committee, no presentation was requested by the Board and there was no further discussion on this item.

Motion: Move to authorize the President/CEO to negotiate final terms and execute a nine-month Commercial Hangar and Ground Lease and negotiate final terms and execute a 2022 Special Event License with Reno Air Racing Association Inc. located at the Reno-Stead Airport with a total combined minimum contract value of \$192,672

Moved by: Jennifer Cunningham

Seconded by: Lisa Gianoli

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

Vote: Motion passed

9.2 Board Memo #08/2022-56: Authorization for the President/CEO to execute a 5-year agreement for the Common Use Passenger Processing System (CUPPS) at the Reno-Tahoe International Airport with SITA Information Networking Computing USA, Inc. in the total amount of \$1,031,540, reflecting three purchasing actions: an administratively approved purchase of \$160,070 for kiosks, initial hardware, printers, peripherals, CUPPS Flex technology and installation, a previous Board approved purchase of \$449,190 for additional hardware, CUPPS technology, 8 months of support and services to continue the implementation of the CUPPS technology and an additional expenditure of \$422,280 for maintenance support, shipping cost, HP price increase and network equipment

This item having been heard by the Finance & Business Development Committee on August 9, 2022, and being recommended for approval by that Committee, no presentation was requested by the Board and there was no further discussion on this item.

Motion: Move to authorize the President/CEO to execute a 5-year agreement with SITA Information Networking Computing USA, Inc for the Common Use Passenger Processing System (CUPPS) at the Reno-Tahoe International Airport in the total amount of \$1,031,540, reflecting three purchasing actions: an administratively approved purchase of \$160,070 for kiosks, initial hardware, printers, peripherals, CUPPS Flex technology and installation, a Board approved purchase of \$449,190 for additional hardware, CUPPS technology, 8 months of support and services to continue the implementation of the CUPPS technology and an additional expenditure of \$422,280 for maintenance support, shipping cost, HP price increase and network equipment

Moved by: Jenifer Rose

Seconded by: Jennifer Cunningham

Aye: Trustees Kramer, Jay, Gianoli, Rose, Carey, Chaplin, Cunningham, Sferrazza, Sperber
Vote: Motion passed

9.3 Board Memo #08/2022-57: Authorization for the President/CEO to execute a Construction Contract for the Arrival and Departure Escalator Modernization Project at the Reno-Tahoe International Airport with KONE, Inc. accepting the Base Bid and Alternate 2 in the amount of \$1,962,000 and authorizes an Owner's Contingency in the amount of \$150,000

This item having been heard by the Planning & Construction Committee on August 9, 2022, and being recommended for approval by that Committee, no presentation was requested by the Board and there was no further discussion on this item.

Motion: Move to authorize President/CEO to execute a Construction Contract for the Arrival and Departure Escalator Modernization Project at the Reno-Tahoe International Airport with KONE, Inc., accepting the Base Bid and Alternate 2 for a total amount of \$1,962,000 and authorizes an Owner's Contingency in the amount of \$150,000

Moved by: Art Sperber

Seconded by: Carol Chaplin

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

Vote: Motion passed

9.4 Board Memo #08/2022-58: Authorization for the President/CEO to award a Construction Contract for the Reno Stead Pavement Maintenance Project – 2022 at the Reno-Stead Airport, with Sierra Nevada Construction Inc., accepting the Base Bid and Bid Alternates 1 - 4 in the amount of \$557,007 and authorizes an Owner's Contingency in the amount of \$80,000

This item having been heard by the Planning & Construction Committee on August 9, 2022, and being recommended for approval by that Committee, no presentation was requested by the Board and there was no further discussion on this item.

Motion: Move to authorize the President/CEO to award a Construction Contract for the Reno Stead Pavement Maintenance Project – 2022 at the Reno-Stead Airport, with Sierra Nevada Construction Inc., accepting the Base Bid and Bid Alternates 1 - 4 in the amount of \$557,007 and authorizes an Owner's Contingency in the amount of \$80,000

Moved by: Art Sperber

Seconded by: Jenifer Rose

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

Vote: Motion passed

9.5 Board Memo #08/2022-59: Approval of Reno-Tahoe Airport Authority Chair's Permanent Committee Appointments for Fiscal Year 2022-2023

Trustee Rose inquired about the structure of the Community Outreach Committee (COC) and the elimination of the Vice Chair. CEO Griffin confirmed that they have eliminated that position. Staff will be looking at future makeup of that committee, the frequency of meetings, and how to get more involvement. Trustee Sferrazza suggested combining the new Airport Sustainability

Advisory Committee (ASAC) with the COC. CEO Griffin stated it will take Board action to accomplish that, but agrees it is something to look into to relieve the burden of staff and gain participation of the community.

Trustee Chaplin asked the Board to also consider whether the Air Service Liaison Committee is necessary given the fact that we now have Trustee representation on the Regional Air Service Corporation (RASC) that we didn't have in the past. CEO Griffin agrees this committee may no longer be necessary and an agenda item to dissolve the committee will be brought to the Board for approval.

After the discussion, the Board took the following action:

Motion: Motion to approve the Chairman's Permanent Committee appointments for Fiscal Year 2022-2023, with the exception of the Air Service Liaison

Moved by: Jessica Sferrazza

Seconded by: Carol Chaplin

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

Vote: Motion passed

10. BOARD MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS

Trustee Sferrazza made a suggestion to have Charles Harris of the RSCVA give a presentation at a future Board meeting. Trustee Jay inquired about Operation Santa Clause and encouraged staff to have this event this year.

11. UPCOMING RTAA MEETINGS

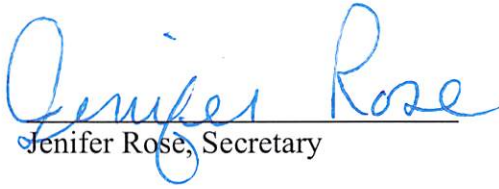
Date	Time	Meeting
09/06/2022	9:00 a.m.	Finance & Business Development Committee
09/06/2022	10:00 a.m.	Planning & Construction Committee
09/08/2022	9:00 a.m.	Board of Trustees
		ConRAC Design Workshop (to follow Board Meeting)
09/15/2022	3:30 p.m.	Airport Sustainability Advisory Committee (ASAC)
10/11/2022	9:00 a.m.	Finance & Business Development Committee
10/11/2022	10:00 a.m.	Planning & Construction Committee
10/13/2022	9:00 a.m.	Board of Trustees
10/20/2022	5:30 p.m.	Community Outreach Committee (COC)
11/08/2022	9:00 a.m.	Finance & Business Development Committee
11/08/2022	10:00 a.m.	Planning & Construction Committee
11/10/2022	9:00 a.m.	Board of Trustees

12. PUBLIC COMMENT

Diana Oldag, Account Director for SITA, addressed the Board thanking them for their approval of the Common Use contract. Art Rempp, Chief Technology Officer also expressed his appreciation to the Board for their support of the technology team.

13. ADJOURNMENT

The meeting was adjourned at 9:40 a.m.


Jennifer Rose, Secretary