

COMMITTEE MEMBERS

Trustees

Lisa Gianoli, Chair
Jennifer Cunningham, Vice Chair
Richard Jay, Member
Jennifer Rose, 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, November 8, 2022

Time: 9:00 a.m.

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

1. CALL TO ORDER

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

2. ROLL CALL

Roll was taken by the Clerk of the Board.

Present: Lisa Gianoli, Jennifer Cunningham, Richard Jay (by Zoom), Jennifer Rose

Absent: None

3. PUBLIC COMMENT

None.

4. APPROVAL OF MINUTES

4.1 October 11, 2022, Finance and Business Development Committee Meeting

Motion: Move to approve the October 11, 2022, minutes as presented

Moved by: Jennifer Rose

Seconded by: Richard Jay

Aye: Trustees Gianoli, Cunningham, Jay, Rose

5. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS

None.

6. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD

- 6.1 Board Memo #11-2022/67:** Authorization for the President/CEO to execute a 3-year initial collective bargaining agreement between the Reno-Tahoe Airport Authority and the Airport Fire Battalion Chiefs, IAFF Local 731, effective July 1, 2022, through June 30, 2025 *(for possible action)*

This item was removed and will be heard at the full Board meeting on November 10, 2022.

- 6.2 Board Memo #11-2022/68:** Authorization for the President/CEO to execute a one-year contract with Aetna for CY 2023 for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$2,998,848, with a 2nd year rate-capped extension option, and fund an additional \$41,500 into employee health savings accounts *(for possible action)*

This item was presented by Julie Blevins, Labor Relations & Benefits Manager. After discussion, the Committee took the following action:

Motion: Move to recommend that this item be presented to the full Board on November 10, 2022, for consideration and approval of the proposed motion: *“Move to authorize the President/CEO to execute a one-year contract with Aetna for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$2,998,848 for calendar year 2023, which includes a no-obligation, 2nd year rate-capped extension option, and continue to fund employee Health Savings Accounts in the amount of \$41,500, for an overall cost of \$3,040,348 for calendar year 2023”*

Moved by: Jenifer Rose

Seconded by: Jennifer Cunningham

Aye: Trustees Gianoli, Cunningham, Jay, Rose

- 6.3 Board Memo #11-2022/69:** Authorization for the President/CEO to execute a one-time lease extension with DP RTA Stead PH 1, for a period of 8 years, with Stellar Aviation of Reno-Tahoe, LLC for a period of 5 years and with TDC Airway LLC, for a period of 5 years to account for delays caused by the Section 163 review process and subsequent delays caused by the NEPA process *(for possible action)*

This item was presented by Aurora Ritter, Airport Economic Development Manager. After discussion, the Committee took the following action:

Motion: Move to recommend that this item be presented to the full Board on November 10, 2022, for consideration and approval of the proposed motion: *“It is hereby moved to authorize the President/CEO to execute a one-time lease extension with DP RTA Stead PH 1, for a period of 8 years, with Stellar Aviation of Reno-Tahoe, LLC for a period of 5 years and with TDC*

Airway LLC, for a period of 5 years to account for delays caused by the Section 163 review process and subsequent delays caused by the NEPA process.”

Moved by: Jennifer Cunningham

Seconded by: Jenifer Rose

Aye: Trustees Gianoli, Cunningham, Jay, Rose

7. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS

There were no comments from the Committee.

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

8.1 Administrative Award of Contracts – Expenditures

No discussion

8.2 Administrative Award of Contracts – Revenues

No discussion

8.3 1st Quarter Financial Reporting Package ended September 30, 2022

Randy Carlton, Chief Legal Officer, updated the Committee on a few items. The annual audit is wrapping up and external auditors will provide an overview to the Committee and Board in January. Also, his team is working with FAA auditors related to an audit on the proper use of airport revenues. Materials have been provided and auditors are expected on site no earlier than December. And last, the BIL/ATP grant for \$26.3M of eligible portions of the concourse design work has been submitted to the FAA. Awards are expected in March.

8.4 1st Quarter Investment Report ended September 30, 2022

No discussion

9. PUBLIC COMMENT

None.

10. ADJOURNMENT

The meeting was adjourned at 9:30 a.m.