

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
Ian Whitlock

CLERK OF THE BOARD
Lori Kolacek

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES

Date: Thursday, January 12, 2023

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 am.

1.2 Pledge of Allegiance

Brian Kulpin led the Pledge of Allegiance.

1.3 Roll Call

Roll was taken by the Clerk of the Board. Adam Kramer and Lisa Gianoli were absent. All other Board members were present.

Jessica Sferrazza left the meeting at 10:51.

2. PUBLIC COMMENT

None.

3. APPROVAL OF AGENDA

Motion: Motion to approve the agenda as presented

Moved by: Art Sperber

Seconded by: Jennifer Cunningham

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

No: None

Absent: Trustees Kramer and Gianoli

Vote: Motion passed

4. APPROVAL OF MINUTES

4.1 November 10, 2022, Regular Board Meeting

Motion: Motion to approve the Minutes from the November 10, 2022, regular Board meeting.

Moved by: Art Sperber

Seconded by: Jennifer Cunningham

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

Abstain: Trustee Chaplin

No: None

Absent: Trustees Gianoli and Kramer

Vote: Motion passed

5. PRESIDENT/CEO REPORT

CEO Griffin began his report with a monthly safety tip presented by Ted Ohm, Sr. Project Manager, on winter dehydration. CEO Griffin continued with his report by thanking the snow removal crews that have been working hard during the recent storms and the staff helping through the challenging operational issues. He reported on the unprecedented ground stop issued by the FAA due to the outage of the Notice to Air Mission system. He also reported that the FAA is currently between Administrators and is hopeful that one is appointed soon. CEO Griffin also spoke about the FAA authorization that expires this year. It is critical that an updated Bill get passed by Congress.

6. BOARD MEMBER REPORTS AND UPDATES

Jennifer Cunningham gave an update on recent meetings with the Regional Air Service Corporation (RASC) and the Arts Committee.

7. ITEMS OF SPECIAL INTEREST

7.1 Retirement Recognition for 20+ Years of Service: Debi Meehan

Presented by Holly Luna, Purchasing Manager.

7.2 Special Recognition: Distinguished Budget / Annual Financial Statement Awards

Presented by Randy Carlton, Chief Financial Officer.

8. CONSENT ITEMS FOR CONSOLIDATED BOARD ACTION

Motion: Motion to approve Items 8.1 and 8.2

Moved by: Art Sperber

Seconded by: Shaun Carey

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

No: None

Absent: Trustees Gianoli and Kramer

Vote: Motion passed

8.1 Board Memo #01-2023/01: Authorization of the President/CEO to award a Contract for the Purchase of Five (5) Trucks with Corwin Ford, in the amount of \$350,912.25 *(for possible action)*

8.2 Board Memo #01-2023/02: Authorization for the President/CEO to execute Amendment #2 to the Professional Services Agreement for Design Services for the Ticketing Hall Expansion Project at Reno-Tahoe International Airport, with RS&H Nevada, Inc., in the amount of \$74,455, increasing the total contract amount to \$2,324,566 *(for possible action)*

9. INFORMATION / POSSIBLE ACTION ITEMS

9.1 Board Memo #01-2023/03: Acceptance of the Annual Comprehensive Financial Report for Fiscal Year 2021-22 *(for possible action)*

Alex Kovacs, Director of Finance, introduced Scott Nickerson and Tyler Brumlerly with Crowe. Together, they presented the opinion and findings of the auditor contained in the auditor's report, and the accompanying management letter. After hearing the presentation and having discussion, the Board took the following action:

Motion: Move to accept the Annual Comprehensive Financial Report for Fiscal Year 2021-22

Moved by: Jenifer Rose

Seconded by: Shaun Carey

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

No: None

Absent: Trustees Gianoli and Kramer

Vote: Motion passed

9.2 Review of the Midyear Budget for Fiscal Year 2022-23

Alex Kovacs, Director of Finance, presented this update to the Board.

9.3 Board Memo #01-2023/04: Authorization for the President/CEO to execute a Construction Contract for Airfield Administrative & Airport Duty Managers Offices with Reyman Brothers Construction Inc. in the amount of \$1,554,679 and authorize an Owner's Contingency in the amount of \$235,000 *(for possible action)*

Ted Ohm, Senior Project Manager, presented this item to the Board. This item was first heard by the Planning & Construction Committee on January 10, 2023. After hearing the presentation and having discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to execute a Construction Contract for Airfield Administrative & Airport Duty Managers Offices with Reyman Brothers Construction Inc. in the amount of \$1,554,679 and authorize an Owner's Contingency in the amount of \$235,000

Moved by: Art Sperber

Seconded by: Jennifer Cunningham

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

No: None

Absent: Trustees Gianoli and Kramer

Vote: Motion passed

- 9.4 Board Memo #01-2023/05:** Authorization for the President/CEO to Negotiate Final Terms and Execute a Five-Year Professional Services Agreement with Two One-Year Options to Extend for Concessions Consultant Services at the Reno-Tahoe International Airport, with Paslay Management Group, L.P. dba Paslay Group, in the Amount Not to Exceed \$1,800,000 *(for possible action)*

Shawna Carpenter, Concessions Manager, presented this item to the Board. This item was first heard by the Finance & Business Development Committee on January 10, 2023. After hearing the presentation and having discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to Negotiate Final Terms and Execute a Five-Year Professional Services Agreement with Two One-Year Options to Extend for Concessions Consultant Services at the Reno-Tahoe International Airport, with Paslay Management Group, L.P. dba Paslay Group, in the Amount Not to Exceed \$1,800,000

Moved by: Jennifer Cunningham

Seconded by: Art Sperber

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

No: None

Absent: Trustees Gianoli and Kramer

Vote: Motion passed

9.5 Federal legislative update to include a review of the 118th Congress

Lindsay Anderson, Government Affairs, introduced John Porter and Ben Rosenbaum with the Porter Group who presented this update to the Board.

Note: Jessica Sferrazza left the meeting at 10:51 am.

- 9.6 Board Memo #01-2023/06:** Overview of the 82nd Nevada Legislative Session and adoption of 2023 Legislative Platform *(for possible action)*

Lindsay Anderson, Government Affairs, introduced Chelsea Capurro and Scott Gilles with the Griffin Company who presented this item to the Board. After hearing the presentation and having discussion, the Board took the following action:

Motion: Move to adopt the 2023 Legislative Platform

Moved by: Jenifer Rose

Seconded by: Shaun Carey

Aye: Trustees Jay, Rose, Carey, Chaplin, Cunningham, Sperber

No: None

Absent: Trustees Gianoli, Kramer and Sferrazza

Vote: Motion passed

10. TRUSTEE COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS

Trustee Jay requested an overview of the Airport Sustainability Advisory Committee at an upcoming Board meeting.

11. UPCOMING RTAA MEETINGS

Date	Time	Meeting
02/07/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
02/09/2023	9:00 a.m.	Board of Trustees
03/07/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
03/09/2023	9:00 a.m.	Board of Trustees
04/11/2023	9:00 a.m.	Finance & Business Development Committee
	10:00 a.m.	Planning & Construction Committee
04/13/2023	9:00 a.m.	Board of Trustees

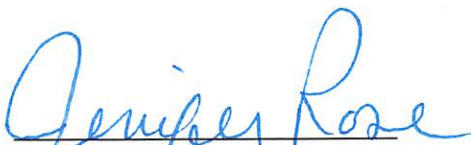
There was no discussion on this item.

12. PUBLIC COMMENT

None.

13. ADJOURNMENT

The meeting was adjourned at 11:16 am.


 Jenifer Rose,
 Secretary