



**COMMITTEE MEMBERS**

**Trustees**

Lisa Gianoli, Chair  
Jennifer Cunningham, Vice Chair  
Richard Jay, Member  
Jenifer Rose, Member  
Art Sperber, Alternate  
Shaun Carey, Alternate

**Staff Liaison**

Randy Carlton, Chief Finance & Administration Officer

**PRESIDENT/CEO**

Daren Griffin, A.A.E.

**CHIEF LEGAL COUNSEL**

Ian Whitlock

**CLERK OF THE BOARD**

Lori Kolacek

**--DRAFT--**

**MINUTES**

**FINANCE & BUSINESS DEVELOPMENT COMMITTEE**

**Date:** Tuesday, May 16, 2023

**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 9:03 a.m.

**2. ROLL CALL**

Roll was taken by the Clerk of the Board. Trustees Cunningham, Jay and Rose were present. Trustee Gianoli was absent. Trustee Carey was present as the alternate.

**3. PUBLIC COMMENT**

None.

**4. APPROVAL OF MINUTES**

**4.1 April 11, 2023, Finance and Business Development Committee Meeting**

**Motion:** Move to approve the April 11, 2023, minutes as presented

**Moved:** Richard Jay                      **Seconded:** Jenifer Rose

**Aye:** Trustees Cunningham, Jay, Rose, Carey

**Nay:**

**Absent:**

**Abstain:**

**Vote:** Motion passed

**5. INFORMATION, DISCUSSION AND/OR POSSIBLE ACTION ITEMS**

None.

**6. ITEMS RECOMMENDED FOR APPROVAL BY THE FULL BOARD**

- 6.1 Board Memo # 05/2023-21:** Authorization for the President/CEO to execute a one-year contract for the Reno-Tahoe Airport Authority employee workers' compensation insurance coverage for Fiscal Year 2023-2024, with Starr Aviation, in the amount of \$177,213 (*for possible action*)

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

**Motion:** Move to recommend that this item be presented to the full Board on May 18, 2023, for consideration and approval of the proposed motion: "*Authorize the President/CEO to execute a one-year contract with Starr Aviation to provide workers' compensation insurance for RTAA employee on-the-job injuries for Fiscal Year 2023-2024, in the amount of \$177,213.*"

**Moved:** Jenifer Rose      **Seconded:** Richard Jay

**Aye:** Trustees Cunningham, Jay, Rose, Carey

**Nay:**

**Absent:**

**Abstain:**

**Vote:** Motion passed

- 6.2 Board Memo # 05/2023-22:** Adoption of the Reno-Tahoe Airport Authority's Fiscal Year 2023-24 Budget (July 1, 2023 through June 30, 2024) (*for possible action*)

This item was presented by Alex Kovacs, Director of Finance. After discussion and comments, the Committee took the following action:

**Motion:** Move to recommend that this item be presented to the full Board on May 18, 2023, for consideration and approval of the proposed motion: "*Adopt the budget of the Reno-Tahoe Airport Authority for Fiscal Year 2023-24 as presented.*"

**Moved:** Richard Jay      **Seconded:** Jenifer Rose

**Aye:** Trustees Cunningham, Jay, Rose, Carey

**Nay:**

**Absent:**

**Abstain:**

**Vote:** Motion passed

- 6.3 Board Memo # 05/2023-23:** Adoption of Resolution No. 560 Amending Resolution No. 558, Establishing the Airport Rates and Charges for Fiscal Year 2023-24 Pursuant to the Reno-Tahoe Airport Authority Budget for Fiscal Year 2023-24 (*for possible action*)

This item was presented by Alex Kovacs, Director of Finance. After discussion and comments, the Committee took the following action:

**Motion:** Move to recommend that this item be presented to the full Board on May 18, 2023, for consideration and approval of the proposed motion: *“Adopt Resolution No. 560 amending Resolution number 558 establishing the Airport Rates and Charges for Fiscal Year 2023-24 pursuant to the RTAA’s proposed Budget for Fiscal Year 2023-24.”*

**Moved by:** Jenifer Rose                      **Seconded:** Richard Jay

**Aye:** Trustees Cunningham, Jay, Rose, Carey

**Nay:**

**Absent:**

**Abstain:**

**Vote:** Motion passed

**7. INFORMATIONAL ITEMS (provided for reference only)**

- 7.1 Administrative Award of Contracts - Expenditures
- 7.2 Administrative Award of Contracts - Revenues
- 7.3 Financial Reporting Package and Operating Statement
- 7.4 Third Quarter Investment Report
- 7.5 Budget Transfers

There was no discussion on these items.

**8. MEMBER COMMENTS, QUESTIONS AND REQUESTS FOR AGENDA ITEMS**

None.

**9. PUBLIC COMMENT**

None.

**10. ADJOURNMENT**

The meeting was adjourned at 9:37 a.m.