



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.

CHIEF LEGAL COUNSEL
Ian Whitlock

CLERK OF THE BOARD
Lori Kolacek

**MINUTES
SPECIAL MEETING OF THE BOARD OF TRUSTEES**

Date: Friday, June 30, 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

Chair Kramer called the meeting to order at 9:00 a.m.

Trustees Rose and Gianoli were invited to lead the Pledge.

Roll was taken by the Clerk of the Board. A quorum was present.

TRUSTEES PRESENT: Adam Kramer, Richard Jay, Jenifer Rose, Lisa Gianoli,
Carol Chaplin, Jessica Sferrazza (remote)

TRUSTEES ABSENT: Art Sperber, Shaun Carey, Jennifer Cunningham

2. PUBLIC COMMENT

None.

3. CONSENT

Motion: Approve Item 3.1

Moved: Richard Jay

Seconded: Lisa Gianoli

Vote: Motion passed unanimously

- 3.1 **Board Memo No. 06/2023-47**: Adoption of Resolution 562 amending Resolution 374, a Resolution to Adopt a Policy Authorizing the Chief Executive Officer To Enter Into and Settle Certain Lawsuits and Legal Matters (*for possible action*)

4. INFORMATION / POSSIBLE ACTION ITEMS

- 4.1 **Board Memo No. 06/2023-43**: Authorization for the President/CEO to negotiate final terms for a public-private partnership with RNO Conrac, LLC pursuant to Nevada Revised Statutes 338.161 through 338.168 for a new Ground Transportation Center located at the Reno-Tahoe International Airport (*for possible action*)

This item was presented by Brad Erger, Manager of Properties, and was first heard by the Finance & Development Committee on June 21, 2023.

Guest speakers: 1) Amy Barnes, Conrac Solutions; 2) Jackie Agan, Hertz Rental Car; 3) Aaron Schwarzkopf, Avis Budget; 4) Chris Orta, Enterprise Rental Car

After discussion, the Board took the following action:

Motion: The Board of the Reno-Tahoe Airport Authority hereby finds that there is a public need for the Project, that the public-private partnership rate covenant model for delivery of the Project will result in the timely development and construction of the Project and/or create operational efficiencies, and that the delivery of the Project as set forth in the Proposed Term Sheet will serve a public purpose and will benefit the public. Accordingly, it is hereby moved to authorize the President/CEO to negotiate final terms for a public-private partnership with RNO Conrac, LLC pursuant to Nevada Revised Statutes 338.161 through 338.168 for a new transportation facility consisting of the proposed Ground Transportation Center, including new rental car facilities, as described in the Proposed Term Sheet, to be located at the Reno-Tahoe International Airport.

Moved: Trustee Jay

Seconded: Jenifer Rose

Vote: Motion passed unanimously

- 4.2 **Board Memo No. 06/2023-44**: Authorization for the use of \$1,440,739 of Customer Facility Charges for the Ground Transportation Center to finish negotiations and undertake work on associated enabling projects (*for possible action*)

This item was presented by Brad Erger, Manager of Properties, and was first heard by the Finance & Development Committee on June 21, 2023. There was no Board discussion.

Motion: Authorize the use of \$1,440,739 of Customer Facility Charges to fund costs associated with finishing negotiations for a P3 delivery of the Ground Transportation Center and undertaking work on associated enabling projects.

Moved: Lisa Gianoli

Seconded: Jenifer Rose

Vote: Motion passed unanimously

4.3 Board Memo No. 06/2023-45: Adoption of Resolution No. 563 amending Resolution No. 560, increasing the Customer Facility Charge Rate to \$9.00 (*for possible action*)

This item was presented by Brad Erger, Manager of Properties, and was first heard by the Finance & Development Committee on June 21, 2023. After discussion, the Board took the following action:

Motion: Adopt Resolution No. 563 amending Resolution number 560 establishing the Airport Rates and Charges for Fiscal Year 2023-24.

Moved: Jenifer Rose

Seconded: Lisa Gianoli

Vote: Motion passed unanimously

4.4 Board Memo No. 06/2023-46: Authorization for the President/CEO to terminate the Agreement for Exclusive Option to Lease and Develop Real Estate at Reno-Tahoe International Airport between the Reno-Tahoe Airport Authority and RNO Conrac, LLC, if the Reno-Tahoe Airport Authority does not reach final terms with RNO Conrac, LLC for a transportation facility consisting of a new Consolidated Rental Car and Ground Transportation Center located at the Reno-Tahoe International Airport on or before November 7, 2023 (*for possible action*)

This item was presented by Brad Erger, Manager of Properties, and was first heard by the Finance & Development Committee on June 21, 2023. After discussion, the Board took the following action:

Motion: Authorize the President/CEO to terminate the Agreement for Exclusive Option to Lease and Develop Real Estate at Reno-Tahoe International Airport between the Reno-Tahoe Airport Authority and RNO Conrac, LLC, if the President/CEO determines that the RTAA will not be able to reach final terms with ConRAC Solutions for a transportation facility consisting of a new Ground Transportation Center, including rental car facilities located at the Reno-Tahoe International Airport on or before November 7, 2023.

Moved: Lisa Gianoli

Seconded: Richard Jay

Vote: Motion passed

4.5 Board Memo No. 06/2023-48: Proposed dedication of RTAA location in honor of Major General Robert T. Herbert, for discussion only, pursuant to Resolution No. 561 (RTAA Policy on Naming and Dedication)

Presented by Ian Whitlock, Chief General Counsel, on nomination by Chair Adam Kramer. No action is required for this item. Pursuant to RTAA Policy on Naming and Dedication, staff is directed to calendar this nomination for final consideration at the next public meeting which occurs at least three months after the date of this first hearing.

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4.6 Board Memo No. 06/2023-49: Review and discussion of President/CEO Daren Griffin’s performance for fiscal year 2022/2023 and possible action on discretionary bonus for fiscal year 2022/2023 [error in agenda was corrected on the record] and salary adjustment for fiscal year 2023/2024 (*for possible action*)

Presented by Chair Kramer. After comments by the Trustees, Trustee Jay made a motion to award CEO Griffin 1) a 5% salary increase, 2) that as provided in his contract he be given a 20% bonus, and 3) a one-time contribution of 80 vacation hours. The motion was seconded by Carol Chaplin.

CEO Griffin commented that he is appreciative of any bonus the Board agrees to give him and will agree to take the 80 hours of vacation. However, he respectfully declined a salary increase at this time.

Trustee Jay modified the motion to delete the 5% salary increase.

Motion: Award CEO Griffin 1) as outlined in his contract a 20% bonus, and 2) a one-time contribution of 80 vacation hours.

Moved: Richard Jay

Seconded: Carol Chaplin

Vote: Motion passed

4.7 Recognition of Outgoing Trustees


CEO Griffin presented the recognitions of the two of the three outgoing Trustees, Lisa Gianoli and Jenifer Rose. Trustee Sferrazza was not able to attend in person. Her recognition will be scheduled for a future Board meeting.

4. PUBLIC COMMENT

None.

5. ADJOURNMENT

The meeting was adjourned at 10:30 a.m.



Adam Kramer, Secretary