

BOARD OF TRUSTEES

Carol Chaplin, Chair
Richard Jay, Vice Chair
Jennifer Cunningham, Treasurer
Adam Kramer, Secretary
Shaun Carey, Trustee
Joel Grace, Trustee
Kitty Jung, Trustee
Art Sperber, Trustee
Cortney Young, Trustee



PRESIDENT/CEO
Daren Griffin, A.A.E.

CHIEF LEGAL COUNSEL
Ian Whitlock

BOARD CLERK
Lori Kolacek

MINUTES

**Board of Trustees Regular Meeting
Thursday, November 9, 2023 | 9:00 AM
Reno-Tahoe International Airport, Reno, NV
Administrative Offices, Second Floor**

1. INTRODUCTORY ITEMS

Chair Chaplin called the meeting to order at 9:00 a.m. and the Pledge of Allegiance.

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

TRUSTEES PRESENT: Carol Chaplin, Jennifer Cunningham, Richard Jay, Joel Grace, Kitty Jung, Adam Kramer, Art Sperber, Cortney Young

TRUSTEES ABSENT: Shaun Carey

2. PUBLIC COMMENT

None.

3. APPROVAL OF AGENDA

Motion: Move to approve the agenda as presented

Moved by: Jennifer Cunningham

Seconded by: Richard Jay

Absent: Shaun Carey

Vote: Motion passed unanimously

4. APPROVAL OF MINUTES

4.1 October 12, 2023, Board of Trustees meeting

Chair Chaplin asked if there were any corrections to the October 12, 2023, Minutes. Hearing none, the Minutes were approved as presented.

5. PRESIDENT/CEO REPORT

Ted Ohm, Senior Facilities Project Manager, presented a safety tips on child safety protection, hypothermia warning signs and pet safety. In honor of Veteran's Day, Mr. Griffin acknowledged all of the Veterans, members of the military, and the families of members of the military in attendance. He announced the fourth Honor Flight of 2023 would take place in a few weeks. He commented on the impacts that the upcoming holiday travel will have on parking and announced the opening of an additional overflow parking lot. He also announced the date of the Children's Cabinet Operation Santa Clause event at Stellar Aviation (December 9th) and the date of the Santa Fly In event at Stead Airport (December 16th). He also announced the date for the New Pacific Airlines inaugural event.

6. BOARD MEMBER REPORTS AND UPDATES

Richard Jay reported that the RSCVA is going through the process of vetting candidates for the new CEO.

7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST

None.

8. CONSENT ITEMS FOR CONSOLIDATED BOARD ACTION

None.

9. INFORMATION / POSSIBLE ACTION ITEMS

9.1 Summary report on Burning Man event

Presented by Katie Hoffman, Burning Man Agency Relations Manager, and Greg Herrera, Burning Man Law Enforcement Liaison.

Report topics included the Burner Express Bus and Burner Express Air programs, which allow participants alternatives to driving themselves to Black Rock City. They thanked the airport for its support with these programs. The report also included a recount of the weather events that occurred and the steps taken to mitigate any complications caused by the storms.

Board questions and comments followed.

9.2 Report from EKAY Economic Consultants, Inc. on Reno-Tahoe Airport Authority Fiscal, Economic, and Industry Impacts

A thorough report of the RTAA's current economic activity and the industry impacts was presented by Brian Bonnenfant, Project Manager for Center for Regional Studies at UNR, and Eugenia Larmore, President of EKAY Economic Consultants.

Board questions and comments followed. Trustee Jung requested a report on the comparison of tourism industries between Reno and Las Vegas.

9.3 Investment Report Summary for the 1st Quarter, ended September 30, 2023

Alex Kovacs, Director of Finance, announced that the correct title of this item should be FY 2023-24 First Quarter Operating Results. He reported that the first quarter operating revenues was 4.6% above budget at \$20.2 million.

Board questions and comments followed. Trustee Kramer commented that he was surprised to see the air cargo weight down by 20% and requested a follow up comparing RNO's 20% drop to the national trend in air cargo.

Trustee Jung requested a discussion about cash on hand at the upcoming retreat.

9.4 Board Memo No. 11/2023-71: Consideration to authorize the President/CEO to execute Professional Services Agreement for consultant services for 30% design of The HQ Project at Reno-Tahoe International Airport to RS&H Company in an amount not to exceed \$1,800,000 (*for possible action*)

This item was first heard by the Planning & Construction Committee on November 7, 2023. A presentation was requested by the Board which was given by Bennett Sloan, Executive Program Manager.

After discussion, the Board took the following action:

Motion: Authorize the President/CEO to execute Professional Services Agreement for consultant services for 30% design of The HQ Project at Reno-Tahoe International Airport to RS&H Company in an amount not to exceed \$1,800,000

Moved by: Art Sperber

Seconded by: Adam Kramer

Absent: Shaun Carey

Vote: Motion passed unanimously

10. TRUSTEE COMMENTS AND REQUESTS

11. UPCOMING RTAA MEETINGS

DATE	MEETING
12/12/2023	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
12/14/2023	Board of Trustees Regular Meeting
01/09/2024	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
01/11/2024	Board of Trustees Regular Meeting
02/06/2024	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
02/08/2024	Board of Trustees Regular Meeting

12. PUBLIC COMMENT

None.

13. ADJOURNMENT

The meeting was adjourned at 10:53 a.m.

A handwritten signature in black ink, appearing to be 'Adam Kramer', written over a horizontal line.

Adam Kramer, Secretary