\*\*\* These draft minutes have not yet been approved and are subject to revision at the next regularly scheduled meeting. \*\*\*

****

|  |  |
| --- | --- |
| **COMMITTEE MEMBERS**  **Trustees**  Shaun Carey, Liaison  **Staff Liaison**  Lissa Butterfield, Planning and Environmental  Services Manager | **PRESIDENT/CEO**  Daren Griffin, A.A.E., Chair  **GENERAL COUNSEL**  Ann Morgan, Fennemore Craig  **CLERK TO THE BOARD**  Lori Kolacek |

**MEETING MINUTES**

**AIRPORT SUSTAINABILITY ADVISORY COMMITTEE (ASAC)**

**4th Quarter 2023 Meeting**

**Thursday, December 21, 2023 • 3:30 pm**

The Committee met at the Reno-Tahoe International Airport, 2001 E. Plumb Lane, Reno Admin Offices, Main Terminal Building, Second floor as well as via Zoom. Lissa Butterfield called the meeting to order at 3:31 pm.

1. **ROLL CALL**

Roll was called. Staff Liaison Lissa Butterfield led the meeting. Committee members present were Trustee Shaun Carey, Richard Brong, Patrick Fisher, Thomas Hill, Rob Pierce, Vince Griffith, Suzanne Groneman, David McNally, and Chris Tolley.

1. **PUBLIC COMMENT**

Nancy Sorensen provided a public comment regarding the noise issues she is experiencing at her home.

1. **APPROVAL OF THE MINUTES**

A motion was made and seconded, and the Committee approved the minutes from the June 15, 2023, Airport Sustainability Advisory Committee meeting, with no changes.

1. **COMMITTEE CHAIR UPDATES**

Lissa Butterfield asked the committee to look at the agenda to see a slight change in how we are doing our presentations moving forward. They will now be separated into regular quarterly updates which will stay consistent each quarter, and then informational presentations or brief updates will be their own agenda item.

1. **BOARD LIAISON UPDATES**

None.

1. **QUARTERLY INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS**

**6.1** New Gen B&C (Replacement Concourses)- Sustainability and Climate Resiliency Design.

Brent Mather, Architect and Design Lead with Gensler provided a presentation with an update on sustainability and climate resiliency options that are being considered on the new replacement concourses project.

Trustee Shaun Carey inquired about what strategies of removing the old concourse and recycling the building materials are being considered. Mr. Mather indicated that that would be more in the scope of the CMR (Construction Manager at Risk)/General Contractor but there is a desire to have an effective strategy that will minimize the airborne particles as well as what ends up in the landfill, recycling and repurposing as much as possible.

Suzanne Groneman asked where the compostable materials were intended to be taken as there are currently none in our community. Mr. Mather stated that in the current stage of design it would be best to investigate that further. He also thanked Ms. Groneman for that insight as it might be more challenging than anticipated.

David McNally inquired about the employee’s experience, would there be any break rooms to enhance their experience. Mr. Mather stated that there are two components to that, one being the Headquarters building that is currently being planned and if that does in fact get built as planned then it will definitely add to the employee experience, second would be outdoor terraces within the concourses, one being on each concourse, in addition any of the added amenities would be available for their use, not just for passengers.

There being no other questions from the Committee, this item was not discussed further.

**6.2** Noise Reports, Third Quarter 2023 (July-September)

Rick Miller Noise Analyst presented this item to the Committee. He provided information on the passenger schedule activity, operations activity and provided a noise complaint analysis.

David McNally inquired about the complaints in the south corridor and asked if there is a push to have a noise abatement procedure put in place at RNO. Mr. Miller stated that no, we are very limited in what we can do as it relates to the fact that we are in a bowl, unfortunately there are not a lot of options that can be put in place to reduce the noise.

There being no questions from the Committee, this item was not discussed further.

1. **INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS**
   1. FAA Noise Policy Review Public Comment Period Update

Lissa Butterfield Planning and Environmental Services Manager presented this item to the Committee.

There being no questions from the Committee, this item was not discussed further.

* 1. FAA Airport Airspace Analysis (AAA) Process for On-Airport Projects

Titus Roberson Airport Planner II presented this item to the Committee.

There being no questions from the Committee, this item was not discussed further.

* 1. Reno-Stead Airport Development Update

Lissa Butterfield Planning and Environment Services Manager presented this item to the Committee.

Rob Pierce and Ms. Butterfield had a discussion regarding cargo activity and the Nevada National Guard being relocated to Stead Airport. Also discussed the City of Reno in regards to stormwater, utilities, and the existing Reno sewer facilities.

There being no questions from the Committee, this item was not discussed further.

1. **GENERAL COMMITTEE COMMENTS, QUESTIONS, AND REQUESTS FOR FUTURE AGENDA ITEMS**

**8.1** Airport GIS-Utilities Dashboard (March 2024)

**8.2** New Ground Transportation Center/ Rental Car Facility Development Sustainable Design (March 2024)

The Committee would like to add for future discussion: Discussion and the process on the utility corridor at Reno-Stead Airport, Grand Sierra Expansion project, and Master Plan update for Reno-Stead Airport.

1. **PUBLIC COMMENT**

None.

1. **UPCOMING ASAC MEETING DATES**

03/21/2024 3:30 PM

06/20/2024 3:30 PM

09/19/2024 3:30 PM

12/19/2024 3:30 PM

1. **ADJOURNMENT**

There being no further questions or business to discuss, Lissa Butterfield adjourned the meeting at 4:57 p.m.