

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



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

CHIEF LEGAL COUNSEL
Ian Whitlock

BOARD CLERK
Lori Kolacek

MINUTES
Board of Trustees Regular Meeting
Thursday, October 10, 2024 | 9:00 AM
Reno-Tahoe International Airport, Reno, NV
Administrative Offices, Second Floor

1. INTRODUCTORY ITEMS

Chair Cunningham called the meeting to order at 9:05 a.m. Jackie Caulk led the Pledge of Allegiance.

Members Present: Shaun Carey
Carol Chaplin
Jennifer Cunningham
Joel Grace
Richard Jay
Kitty Jung
Adam Kramer
Art Sperber
Cortney Young

Members Absent: None

2. PUBLIC COMMENT

There were no comments from the public.

3. APPROVAL OF AGENDA (*For Possible Action*)

Motion: Move to approve the agenda as presented

Moved by: Art Sperber

Seconded by: Joel Grace

Aye: Trustees Carey, Chaplin, Cunningham, Grace, Jay, Jung, Kramer, Sperber, Young

Result: Passed unanimously

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4. APPROVAL OF MINUTES

4.1 September 12, 2024, Board of Trustees meeting

[Correction: The minutes being approved are from the September 19, 2024, Regular Board meeting.] There being no corrections to the Minutes, they were approved as presented.

5. PRESIDENT/CEO REPORT

CEO Griffin announced the completion of the Loop Road project and reported on the Air Show that took place over the weekend. He reported that the airport will have several VIP visits this next week and staff is busy working with federal and local agencies to make these visits safe and secure. Lastly, he reported that the airport continues to perform very well and reminded folks that parking at the airport can be challenging.

6. BOARD MEMBER REPORTS AND UPDATES

Trustee Jung reported on her first meeting as liaison of the Airport Sustainability Advisory Committee.

7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST

None.

8. CONSENT ITEMS

Motion: Move to approve Items 8.1 and 8.2 as presented

Moved by: Adam Kramer

Seconded by: Joel Grace

Aye: Trustees Carey, Chaplin, Cunningham, Grace, Jay, Jung, Kramer, Sperber, Young

Result: Passed unanimously

8.1 Board Memo No. 10/2024-53 (For Possible Action): Authorization for the President/CEO to execute a Contract for the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Royal Electric Company in the amount of \$3,780,002 and \$355,328 owner's contingency

8.2 Board Memo No. 10/2024-54 (For Possible Action): Authorization for the President/CEO to execute a Professional Service Agreement for Construction Management of the Airfield Signage Replacement & Taxiway Renaming project at Reno-Tahoe International Airport with Construction Materials Engineering, Inc., in the amount of \$382,970

9. INFORMATION / POSSIBLE ACTION ITEMS

9.1 Board Memo No. 10/2024-55 (For Possible Action): Review, discussion and potential authorization for the President/CEO to amend the Professional Service Agreement, Amendment #1, with Jacobs Project Management Co. for Strategic Support Services for the Consolidated Rental Car Center and Ground Transportation Center (GTC), in the amount of \$175,000, adjusting the amount not to exceed to be \$245,000, and extending the time of performance through January 30, 2025

This item was presented by Jackie Caulk, MoreRNO Program Director, and was first heard by the Planning & Construction Committee on October 8, 2024. After discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to amend the Professional Service Agreement, Amendment #1, with Jacobs Project Management Co. for Strategic Support Services for the Consolidated Rental Car Center and Ground Transportation Center (GTC), in the amount of \$175,000, adjusting the amount not to exceed to be \$245,000, and extending the time of performance through January 30, 2025

Moved by: Art Sperber

Seconded by: Joel Grace

Aye: Trustees Carey, Chaplin, Cunningham, Grace, Jay, Jung, Kramer, Sperber, Young

Result: Passed unanimously

9.2 Board Memo No. 10/2024-56 (For Possible Action): Review, discussion and potential authorization for the President/CEO to execute Amendment #2 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$12,916,380, for New Gen B to 100%, increasing the total contract amount from \$33,968,037 to \$46,884,417

This item was presented by Roddy Boggus, MoreRNO Program Manager, and was first heard by the Planning & Construction Committee on October 8, 2024. After discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to execute Amendment #2 to the Professional Services Agreement for consultant services for the design of the Reno-Tahoe International Airport New Gen A&B Project with Gensler Architecture, Design & Planning, P.C., in the amount of \$12,916,380, for New Gen B to 100%, increasing the total contract amount from \$33,968,037 to \$46,884,417

Moved by: Art Sperber

Seconded by: Joel Grace

Aye: Trustees Carey, Chaplin, Cunningham, Grace, Jay, Jung, Kramer, Sperber, Young

Result: Passed unanimously

9.3 Board Memo No. 10/2024-57 (For Possible Action): Review, discussion and potential authorization for the President/CEO to execute an Emergency Maintenance Contract pursuant to NRS 332.112 for the Parking Garage Fire Standpipe Maintenance project at Reno-Tahoe International Airport with Western States Fire Protection in the amount of \$526,842 and \$50,000 owner’s contingency

This item was presented by Jon Lau, Project Manager, and was first heard by the Planning & Construction Committee on October 8, 2024. After discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to execute an Emergency Maintenance Contract pursuant to NRS 332.112 for the Parking Garage Fire Standpipe Maintenance project at Reno-Tahoe International Airport with Western States Fire Protection in the amount of \$526,842 and \$50,000 owner’s contingency

Moved by: Joel Grace
Seconded by: Art Sperber
Aye: Trustees Carey, Chaplin, Cunningham, Grace, Jay, Jung, Kramer, Sperber, Young
Result: Passed unanimously

10. TRUSTEE COMMENTS AND REQUESTS

Trustee Cunningham reminded the Board that the RTAA fire agreement will be in front of the Reno City Council on October 23, 2024, and encouraged the Trustees to attend.

Trustee Chaplin reported that the Tahoe Knight Monsters opening game is on October 24, 2024.

Trustee Young thanked staff the hard work on all of the RTAA projects.

11. UPCOMING RTAA MEETINGS

DATE	MEETING
11/12/2024	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
11/14/2024	Board of Trustees Regular Meeting
12/10/2024	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
12/12/2024	Board of Trustees Regular Meeting
01/07/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
01/09/2025	Board of Trustees Regular Meeting
02/11/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
02/13/2025	Board of Trustees Regular Meeting

The clerk made an announcement that the December meetings have been cancelled.

12. PUBLIC COMMENT

There were no comments from the public.

13. ADJOURNMENT

The meeting was adjourned at 9:36 a.m.



Adam Kramer, Secretary