

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

AGENDA

Board of Trustees Regular Meeting Thursday, November 14, 2024 | 8:30 AM Reno-Tahoe International Airport, Reno, NV Administrative Offices, Second Floor

Notice of Public Meeting

Meetings are open to the public and notice is given pursuant to [NRS 241.020](#).

This meeting will be livestreamed and may be viewed by the public at the following link:

Watch on Zoom: <https://us02web.zoom.us/j/82275583396>

Listen by Phone: Dial 1-669-900-6833

Webinar ID: 822 7558 3396

Accommodations

Members of the public who require special accommodations or assistance at the meeting are requested to notify the Clerk by email at lkolacek@renoairport.com or by phone at (775) 328-6402. Translated materials and translation services are available upon request at no charge.

Public Comment

Anyone wishing to make public comment may do so in person at the Board meeting, or by emailing comments to lkolacek@renoairport.com. Comments received **prior to 4:00 p.m. on the day before the meeting** will be given to the Board for review and included with the minutes of this meeting. To make a public comment during the Zoom meeting, please make sure your computer or device has a working microphone. Use the "Chat" feature to submit a request to speak. When the time comes to make public comments, you will be invited to speak. Public comment is **limited to three (3) minutes** per person. No action may be taken on a matter raised under general public comment.

Posting

This agenda has been posted at the following locations:

1. RTAA Admin Offices, 2001 E. Plumb
2. www.renoairport.com
3. <https://notice.nv.gov/>

Supporting Materials

Supporting documentation for this agenda is available at www.renoairport.com, and will be available for review at the Board meeting. Please contact the Board Clerk at lkolacek@renoairport.com, or (775) 328-6402 for further information.

1. INTRODUCTORY ITEMS

- 1.1 Pledge of Allegiance
- 1.2 Roll Call

2. PUBLIC COMMENT

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

4. APPROVAL OF MINUTES

- 4.1 October 10, 2024, Board of Trustees meeting

5. PRESIDENT/CEO REPORT

6. BOARD MEMBER REPORTS AND UPDATES

7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST

- 7.1 Recognition of retiree with 20+ years of service

8. CONSENT ITEMS (All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually.)

None.

9. INFORMATION / POSSIBLE ACTION ITEMS

- 9.1 Board Memo No. 11/2024-58 (*for possible action*): Review, discussion and potential authorization for the President/CEO to amend Professional Services Agreement (PSA), Amendment #1, with The Time Collector LLC, Public Art Consultant & Artist Liaison, to include art support for GTC, Loop Road, and HQ in the amount of \$214,100, adjusting the amount not to exceed to be \$364,100 over a period of 5 years
- 9.2 Board Memo No. 11/2024-59 (*for possible action*): Review, discussion and potential authorization for the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option; a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458; and fund \$49,800 into employee health savings accounts

10. TRUSTEE COMMENTS AND REQUESTS

11. UPCOMING RTAA MEETINGS

DATE	MEETING
12/10/2024 Cancelled	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
12/12/2024 Cancelled	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
03/11/2025	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
03/13/2025	Board of Trustees Regular Meeting

12. PUBLIC COMMENT

13. ADJOURNMENT

BOARD OF TRUSTEES
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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: Trustees Shaun Carey, Carol Chaplin, Jennifer Cunningham, Joel Grace, Richard Jay, Kitty Jung, Adam Kramer, Art Sperber, Cortney Young

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

4. APPROVAL OF MINUTES

4.1 September 12, 2024, Board of Trustees 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.

President/CEO Report

To: All Board Members
From: Daren Griffin, President/CEO
Date: November 2024

AIR SERVICE DEVELOPMENT

Airline Meetings, Conferences and Presentations

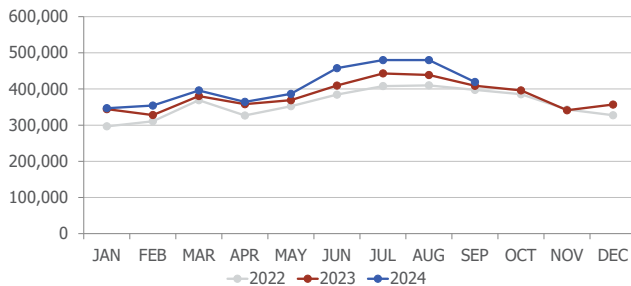
Staff attended the Routes TakeOff conference during the second half of October. Staff held pre-arranged one-on-one meetings with seven airlines, including Southwest, United, Delta, American, Cape Air, JetBlue, and Avelo. These discussions centered on the performance of existing Reno-Tahoe International Airport (RNO) routes and potential new flight opportunities. Additionally, staff conducted virtual meetings with Spirit Airlines and Frontier Airlines’ network planning teams in October.

Staff attended the Governor’s conference on Tourism in October. This conference offered opportunities for networking, industry trend learning, tourism advocacy, and exploring potential partnerships to expand air service at RNO.

Furthermore, staff attended the Nevada Air Service Development Commission meeting and the Silver State Chamber of Commerce meeting in October. At the Chamber meeting, staff presented on the MoreRNO program and provided an Air Service Development update.

September 2024 RNO Passengers

RNO served 419,203 passengers in September 2024, an increase of 2.6% versus the same period last year. In September 2024, RNO was served by 9 airlines to 22 non-stop destinations. The total seat capacity increased 13.2% and flights increased 8.7% when compared to September 2023.



	Total Passengers				
	Passengers		% Diff.	YOY % Diff.	
	2022	2023		2024	Diff.
JAN	296,641	344,268	16.1%	346,845	0.7%
FEB	310,738	327,934	5.5%	354,252	8.0%
MAR	368,946	380,363	3.1%	395,906	4.1%
1st QTR	976,325	1,052,565	7.8%	1,097,003	4.2%
APR	326,787	357,924	9.5%	364,374	1.8%
MAY	352,255	368,930	4.7%	386,391	4.7%
JUN	384,429	409,467	6.5%	457,524	11.7%
2nd QTR	1,063,471	1,136,321	6.9%	1,208,289	6.3%
JUL	407,867	442,942	8.6%	479,858	8.3%
AUG	409,942	438,621	7.0%	479,829	9.4%
SEP	397,404	408,732	2.9%	419,203	2.6%
3rd QTR	1,215,213	1,290,295	6.2%	1,378,890	6.9%
OCT	385,466	396,147	2.8%	-	-
NOV	343,130	341,084	-0.6%	-	-
DEC	327,353	356,972	9.0%	-	-
4th QTR	1,055,949	1,094,203	3.6%	-	-
TOTAL	4,310,958	4,573,384	6.1%	-	-

Alaska Airlines (AS)

- AS began twice daily non-stop flights between RNO and Los Angeles, CA (LAX) on October 1.
- AS will begin non-stop seasonal flights between RNO and San Diego, CA (SAN) on December 19.

Southwest Airline (WN)

- WN will begin non-stop flights between RNO and Austin, TX (AUS) on March 6. The airline will offer this flight three times a week. Starting June 5, this flight will be upgraded to a daily service.



November 2024 RNO Flight Schedule

Destination	Airlines	Total Departures	Details
Alaska	Los Angeles	60	Twice daily.
	Portland	88	Three daily. Once on 28
	Seattle	100	Four daily. Twice on Tues, Wed, Sat except 23, 26-27,30. Twice on 28
American	Dallas/Fort Wort	96	Three daily. Four on 3, 21-27, 30. Twice on 5. Once on 28
	Phoenix	130	Five Daily. Four on 1,3,6,8-9,12-13,16,19-20. Three 2,4-5,28-29
Delta	Atlanta	23	Five weekly on Mon, Thu, Fri, Sat, Sun
	Los Angeles	78	Three daily. Twice 1-10, 28-29
	Salt Lake City	88	Three daily. Twice on 5,28
Southwest	Burbank	31	Daily. Twice on 1
	Dallas-Love	4	Once on 23, 26, 27, 30
	Denver	86	Three daily. Twice on 2, 9, 16, 28
	Las Vegas	255	Ten on 1,3-4,6,12-13,19,20,29. Nine on 7-8,10-11,14-15,17-18,21-22,24-27. Seven on 5. Six on 23,28,30. Five on 9,16. Four on 2
	Long Beach	59	Twice daily. Three on 26-27. Once on 9,16,28
	Los Angeles	30	Daily.
	Oakland	33	Daily. Twice on 1,26-27
	Phoenix	77	Three daily. Twice on 2,4-6,9,12-13,16,19,20,29 Once on 28
	San Diego	58	Twice daily. Three on 1,26-27. Once on 2,5,9,16,28
	San Jose	30	Daily.
Spirit	Las Vegas	87	Three daily. Twice on 7, 28-29
	Los Angeles	24	Daily except for 9,12-13,16,19-20,
United	Chicago-O'Hare	31	Daily. Twice on 29
	Denver	109	Four daily. Three on 1-2, 4-5, 9, 12, 16, 19, 25. Twice on 28.
	Los Angeles	88	Three daily. Twice on 24,26
	San Francisco	148	Five daily. Three on 28
Volaris	Guadalajara	21	Daily. Mon-Fri

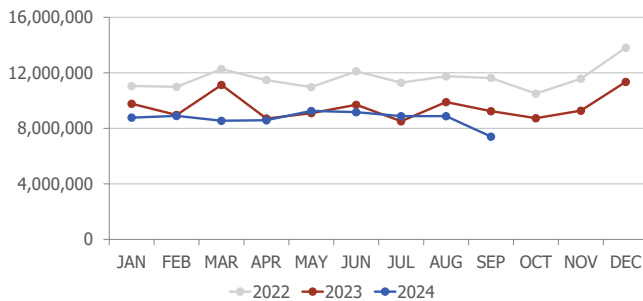
10.28.2024

10 Airlines Connecting to 20+ Nonstop Destinations

Reno-Tahoe International Airport | www.RenoAirport.com | @RenoAirport

September 2024 RNO Cargo

RNO handled 7,402,906 pounds of air cargo in September 2024, a decrease of 19.9% when compared to September 2023.



	Total Cargo Volume in Pounds					
	2022		2023		2024	
	Cargo in Pounds	% Diff.	Pounds	Metric Tons	YOY % Diff.	
JAN	11,052,383	-11.6%	8,769,205	3,977	-10.2%	
FEB	10,991,076	-18.4%	8,896,368	4,035	-0.8%	
MAR	12,265,793	-9.3%	8,545,646	3,876	-23.2%	
1st QTR	34,309,252	-13.0%	26,211,219	11,887	-12.2%	
APR	11,470,613	-24.1%	8,581,674	3,892	-1.4%	
MAY	10,966,757	-17.1%	9,253,876	4,197	1.8%	
JUN	12,105,721	-19.9%	9,160,826	4,155	-5.5%	
2nd QTR	34,543,091	-20.4%	26,996,376	12,243	-1.8%	
JUL	11,289,066	-24.6%	8,508,207	4,026	4.3%	
AUG	11,751,228	-15.9%	8,876,453	4,026	-10.2%	
SEP	11,624,360	-20.5%	7,402,906	3,357	-19.9%	
3rd QTR	34,664,654	-20.3%	25,157,489	11,409	-9.0%	
OCT	10,502,407	-16.9%	-	-	-	
NOV	11,569,577	-19.8%	-	-	-	
DEC	13,806,179	-17.8%	-	-	-	
4th QTR	35,878,163	-18.2%	-	-	-	
TOTAL	139,395,160	-18.0%	-	-	-	

ECONOMIC DEVELOPMENT

RTS Land Development

Dermody Properties Phase I Development

The roofing work has commenced, and skylights are currently being installed. The installation of the overhead doors and store fronts have also started and are projected to be completed by the end of November. Most of the paving around the buildings (parking area and dock door areas - about 90% of the building) is done. Sidewalks, curbs and painting will continue in the next couple of weeks, weather permitting.

Sewer work along Moya Blvd started and is continuing north to the railroad tracks with the abandonment of some sewer lines to occur the middle of November. Union Pacific Railroad has completed the replacement of track and the RR crossing infrastructure/electrical is scheduled to be completed in mid-December. Additional work along Moya that has also recently been completed includes the TMWA line tie-in and the boring work for a NV Energy conduit line.

Dermody Properties Phase II Development

RTAA is working with Dermody to finalize the submission to the FAA, likely in November 2024. The Dermody team has also started conversations with local utility company entities for site planning purposes.

Dermody Properties MDA Amendment

Dermody Properties plans to release the ~125 acres where Lyten plans to build its gigafactory from its MDA, via an amendment which we expect to receive in the coming days.

Lyten Development

RTAA will negotiate a direct lease with Lyten in support of its plans to build a gigafactory at RTS. RTAA sent the draft lease to Lyten on November 1 and expects negotiations to be substantially complete by end of the month. Lyten requested that RTAA provide two appraisals as part of the negotiations for the ground rent, so staff is working to have both appraisals complete by the middle of November. Staff will present the ground lease to the Board for its review and consideration once negotiations have been finalized with Lyten. The development will require approvals from various regulatory agencies, including the Federal Aviation Administration (FAA) and the City of Reno. A core team including representatives from Lyten and its consultants, Dermody Properties and its consultants, and RTAA Staff (Development Team) have been meeting on a regular basis to discuss the various steps associated with moving this project forward. The combined team conducted a pre-application meeting with the city of Reno earlier this month as one way to facilitate a seamless and timely approval of the building permit in the coming months.

PLANNING & INFRASTRUCTURE

For more project updates, please refer to the Monthly Project Status Reports which are posted with Planning & Construction Committee meetings agendas. Click [HERE](#) to view those agendas.

PEOPLE, CULTURE AND EQUITY

Time frame: 10/01/2024 through 10/31/2024

Open Positions	7
New Starts	2
Resignations/Terminations*	1
Promotions	2
<i>*Termination refers to an employee leaving under any circumstances, good or bad.</i>	

The Culture Club’s “Re-THRIVE-al” campaign continues on with “Versatility Videos” posted on the ReTHRIVEal SharePoint site, starting with highlighting our MoreRNO department.

Members of the Culture Club are “hitting the road” to meet with every shift and every department to talk about who they are and what they do. With so many new employees, they want to make sure that everyone is aware of their mission: “Promote values | Fashion the social future of the organization | Create meaningful connections.”

After an organization-wide survey, the Culture Club announced the RTAA's charity recipient: Options Veterinary Care. Options is the only non-profit vet in the area, and the RTAA will support them in various ways for at least the next year. The team at Options are thrilled with our support and even produced an introductory video that has been posted on The Hub. Employees can contribute with time, payroll deductions, volunteer hours, and pet supplies.

Culture Club sponsored a "trick-or-treat" activity for Halloween. Departments were encouraged to decorate their office spaces and employees could trick-or-treat and show off their Halloween spirit. Following this, People Operations hosted their annual "caramel apple dippers" event for all employees where the caramel is fresh, the cider is hot, and the apples are sliced to order.

MARKETING & PUBLIC AFFAIRS

Marketing

Notable metrics from September 16 – October 15 include:

Sessions and users declined due to a planned decrease in spending this period and last. The monetary spend is set to increase again next reporting period. The Collection of Memories paid search campaign met or exceeded goals for impressions, click-through rates, and cost per thousand. The Collection of Memories YouTube campaign portion decreased, also due to the decrease in paid ads, but impressions remained above our goal of 500,000, and we retained a steady click-through rate.

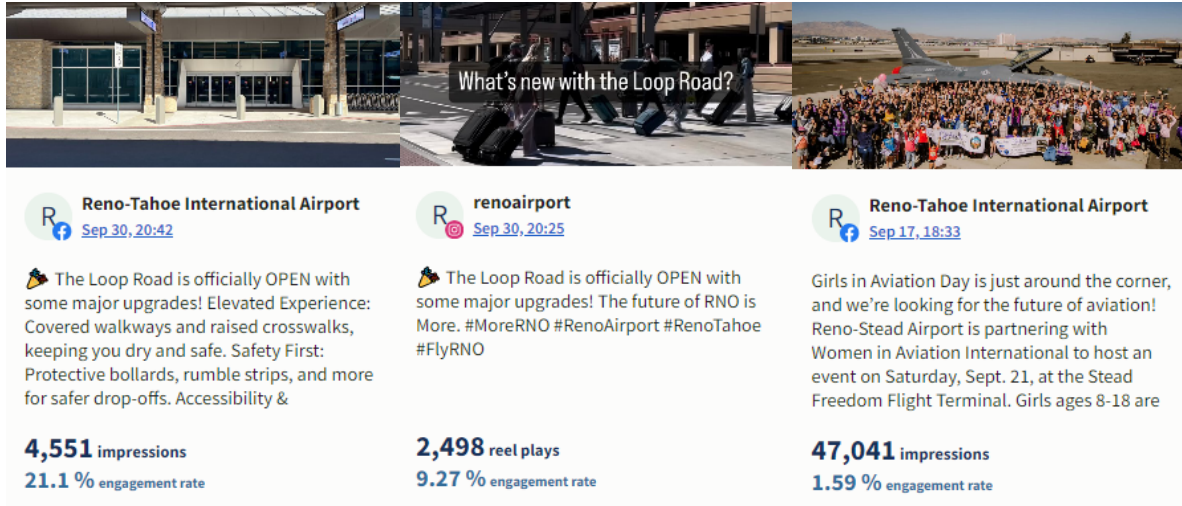
The Regional Air Service Corporation (RASC) voted to fund a catchment area advertising campaign to support the Chicago route. With this \$100,000 support, the RTAA will be able to significantly augment local advertising of the important route.

Impressions	Ad Clicks	Media Cost	Conversions
806.2K	12.0K	\$10.24K	6,089
↓ -19.2%	↑ 0.3%	↓ -7.7%	↓ -11.2%

Organic Social Media:

Top performing content includes:

Loop Road grand opening achieved impressive engagement rates on Instagram and Facebook (9% and 21% respectively). Comments included "Lookin' good!" and "Was there Wednesday, looks great!." Posts highlighting Girls in Aviation Day at Reno-Stead Airport amassed more than 47,000 impressions on Facebook and over 2,000 impressions on Instagram.



Website: As noted above, the website saw decreases in sessions and users, due to a drop in organic traffic, however, paid search clicks increased in our priority markets: Atlanta (+24%), Chicago O'Hare (+7%), and Chicago Midway (+20%). The new MoreRNO webpages launched last month continue to show solid user engagement and clicks.

Newsletter: The October newsletter spotlighted the completion of the Loop Road, including various safety and accessibility improvements. Additional highlights included the final Reno Air Show at Reno-Stead Airport, and holiday season booking and parking tips. The open rate for October's newsletter was over 80%, which is 42% above our industry benchmark.

Media and Public Outreach

Public Affairs supported Lyten, EDawn and Dermody Properties in the announcement of Lyten's intent to invest \$1 billion in northern Nevada with the development of the world's first Lithium-Sulfur battery gigafactory at Reno-Stead Airport (RTS). A celebration announcement event was hosted at RTS and included attendees from the RTAA, Lyten, EDawn, Dermody Properties, UNR, GOED, TMCC, RTC and many others from the community to show support. The team also partnered with the City of Reno in a joint press release to announce approval of an interlocal agreement to transfer fire services from the RTAA to the City of Reno.

Government Affairs

With Nevada as a battle ground state, this has been a very busy time of hosting government VIPs through this airport and a special shout out to our operations and law enforcement teams for accommodating all the traffic. RNO played host to the Vice President, about half of the members of the President's cabinet, and several influential U.S. Senators. In fact, Senator Murray (and President Pro Tempore of the Senate) was able to spend some time with CEO Griffin learning about MoreRNO and discussing our needs going forward.

Van Scoyoc & Associates visited Reno this month and did a tour of the Reno-Stead Airport in order to better understand the strategic opportunities for federal support of that RTAA asset. Opportunities going forward include federal funds to support the Master Plan, the Federal Contract Tower program and Economic Development Administration programs to facilitate the commercial and aviation development.

Newly appointed Sparks City Manager Dion Louthan and Assistant City Manager Alyson McCormack visited RNO for an introductory briefing with executive staff and got an airfield tour. CEO Griffin also gave

an executive overview to the Reno City Council that was well received. Similar briefings will be arranged for the Sparks City Council and the Washoe County Commission in the coming months.

Art

The Reno Generator is exhibiting in the depARTures Gallery through January 2025. *From Waste to Wonder*, a collaboration with Clean Up the Lake, is RNO’s first group show centered around sustainability. RNO will host four holiday musical performances throughout December featuring High Desert Harmony, Local Vocals, Sierra High Notes, and Cellist Teagan Serink.

The 10th anniversary of Operation Santa Claus is Saturday, December 7 at Atlantic Aviation. Festivities start at 11 a.m. with the RTAG parade of planes and a grand entrance from Santa on a Nevada Air Guard C130. The Christmas party continues inside the hangar with food, games, crafts, and photos with Santa, Frosty, Rudolph, and the Grinch. Please join us!

OPERATIONS & PUBLIC SAFETY

Department	Event	09/2024	09/2023	09/2022
Joint Actions	Aircraft Alerts: ARFF, Ops, Police, Aircom	4	3	4
	Medicals: ARFF, Ops, Police, Aircom	18	34	37
Operations	Inspections	91	131	67
	Wildlife Incidents	6	1	10
Police	TSA Checkpoint Incidents	14	18	7
	Case Numbers Requested	16	20	16
Terminal Ops	Alarm Responses	43	64	243
	Inspections: Vehicle, Delivery, Employee	917	1091	1209
Compliance	Badge Actions	1052	799	947
ARFF	Inspections: Fuelers/Facilities	28/0	0/10	0/5
Landside	Public Parking – Total Revenue	\$1,610,448.44	\$1,520,024	\$1,512,868
	Public Parking – Total Transactions	40,353	39,863	40,668
	Public Parking – Average \$ Per Transaction	\$39.91	\$38.13	\$37.20
	Shuttle & Bus Trips Through GT	9,220	8,951	8,700
	Transportation Network Company Trips	37,070	37,650	12,994
	Taxi Trips Through GT	4,746	5,699	6,954

Board Memorandum

11/2024-58

In Preparation for the Regular Board Meeting on November 14, 2024

Subject: Authorization for the President/CEO to amend Professional Services Agreement (PSA), Amendment #1, with The Time Collector LLC, Public Art Consultant & Artist Liaison, to include art support for GTC, Loop Road, and HQ in the amount of \$214,100, adjusting the amount not to exceed to be \$364,100 over a period of 5 years

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

STRATEGIC PRIORITIES

Customer Experience

BACKGROUND

The RTAA engaged The Time Collector LLC in August 2024 to support public art initiatives in New Gen A&B pursuant to Resolution No. 552, which allocates a minimum of 1% of design and construction costs for capital improvement projects in public spaces from RTAA funds for public art. The Time Collector LLC's original agreement was \$30,000 per year for five years, which, at the time, was the projected duration of the New Gen A&B project. Three phases comprised the scope of work: visioning, RFQ/RFP call for artists, and final artists fabrication & installation.

DISCUSSION

Staff identified a need for additional support to fulfill public art requirements in the GTC, Loop Road and HQ projects, which were not contemplated in The Time Collector's original scope. It became clear that the complexity and scale of four simultaneous projects were extraordinary, and existing resources would be insufficient to manage and maximize the Trustees' forward-thinking vision for a robust and diverse arts program. Therefore, allowing the consultant to liaise on the full scope of public art the RTAA will acquire over the next five years related to MoreRNO will ensure positive outcomes in several areas:

- Passenger experience
 - Develop continuity of artworks across all MoreRNO projects
- Operational Guidance
 - Provide technical expertise, administration, and oversight during the conceptual, schematic, final design and artwork installation phases for four overlapping projects that are estimated to integrate upwards of 20 locations and generate thousands of applications from artists

- Maximize Art Advisory Committee engagement through simplified artist evaluation methods and selection panel integration
- Coordinate with multiple teams, including design/build and artists, with regard to the RTAA’s public art vision, execution plan, and timelines to meet schedule and budget benchmarks and ensure diversity reflective of the northern Nevada community
- Project specific art standards and terms
 - Modernize art procurement and artist selection procedures in each of the three projects which are expected to precede New Gen A&B
 - Bring best practices in airport public art administration, including facilitating multiple overlapping solicitations and installations

FISCAL IMPACT

This proposal will amend the existing PSA with The Time Collector LLC for New Gen A&B art consulting. The proposed contract will add to The Time Collector’s scope and cost as follows:

Original scope included New Gen A&B		
Monthly Fee	Annual Fee	Total Over Five Years
\$2,500	\$30,000	\$150,000

Additional proposed scope adds GTC, Loop Road and HQ		
Monthly Fee	Annual Fee	Total Over Five Years
\$2,735	\$32,820	\$164,100

New total, including New Gen A&B, GTC, Loop Road and HQ		
Monthly Fee	Annual Fee	Total Over Five Years
\$5,235	\$62,820	\$314,100
		\$50,000 per diem not to exceed amount
		\$364,100 – Maximum total over five years

This amendment is funded by the RTAA’s 1% for public art initiative.

COMMITTEE COORDINATION

None

PROPOSED MOTION

“Move to authorize the President/CEO to amend Professional Services Agreement (PSA), Amendment #1, with The Time Collector LLC, Public Art Consultant & Artist Liaison, to include art support for GTC, Loop Road, and HQ in the amount of \$214,100, adjusting the amount not to exceed to be \$364,100 over a period of 5 years.”

Board Memorandum

11-2024-59

In Preparation for the Regular Board Meeting on November 14, 2024

Subject: Authorization for the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option; a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458; and fund \$49,800 into employee health savings accounts

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

STRATEGIC PRIORITIES

People

BACKGROUND

The contract for RTAA employee medical insurance coverage will expire on December 31, 2024. The RTAA's group health insurance broker of record, LP Insurance, placed this coverage out to bid in August 2024.

Because insurance benefits are mandatory subjects of bargaining under Nevada Revised Statutes (NRS) 288.150, a working group titled the RTAA Insurance Committee was negotiated into the Collective Bargaining Agreements for the Teamsters Union Local 533 (Teamsters), the Airport Authority Police Officers' Protective Association (AAPOPA), and the Airport Authority Police Supervisors Protective Association (AAPSPA). The Insurance Committee is also comprised of individuals representing the non-collectively bargained Civil Service Plan and Management Guidelines employees. The Committee reviewed the received quotes and unanimously agreed to submit a recommendation to the President/CEO. The Insurance Committee's recommendation was fully accepted and is presented below.

DISCUSSION

Medical Insurance Coverage

The RTAA's medical insurance coverage is currently fully insured through Aetna and includes two "Copay" Preferred Provider Organization (PPO) plan options and a High Deductible "HSA" PPO plan option.

In August 2024, the RTAA's insurance broker of record, LP Insurance, placed the RTAA's employee medical insurance coverage out to bid with all seven local providers. In September 2024, LP Insurance completed its bid process and provided the RTAA with the responses indicated in Table 1, below:

Table 1 – Calendar Year 2025 Medical Insurance Quotes Recap

Carrier	CY 2024 Premium	CY 2025 Premium Quote	Annual Dollar / Percentage Difference
Aetna	\$3,577,433	\$4,829,527	+\$1,252,094 / +35%
United Healthcare	N/A	\$4,453,209	+\$875,776 / +24.48%
Hometown Health	N/A	\$4,561,230	+\$983,797 / +27.5%
Prominence	N/A	\$4,605,156	+\$1,026,723 / +28.7%
Cigna	N/A	\$5,144,349	+\$1,566,916 / +43.8%
Anthem	N/A	Declined to quote	N/A
Sierra Health & Life	N/A	Declined to quote	N/A
Health Plan of NV	N/A	Declined to quote	N/A

Based on the most recent twelve months of claims data, the RTAA's current carrier is paying out more in claims than they are receiving in premium dollars, thus resulting in the double-digit quotes that were received. Given the large increase quoted by the RTAA's current carrier, the Committee discussed the quotes provided by the other carriers. Although the ability to switch to a local carrier had great appeal, the Committee expressed how access to a wide network of doctors, specialists and facilities is greatly valued by the individuals they represent and therefore recommended the switch to United Healthcare. In addition, United Healthcare has also included a one-year extension option with a not-to-exceed rate cap of 12%.

Health Savings Account Contribution

As previously mentioned, one of the medical plan options includes a High Deductible "HSA" PPO plan. The HSA plan requires members to pay 100% of their costs until they reach the annual deductible amount (\$3,300 individual / \$6,600 family). To pay for these out-of-pocket costs, the plan is paired with a tax-advantaged Health Savings Account (HSA). Given the lower premium rates on this plan, the Insurance Committee also recommended continuing to offer a financial incentive to employees choosing to assume this greater financial responsibility, by again funding a portion of the premium differential into the employee HSAs. The Committee recommended increasing the amount contributed into the HSA as the deductible on this plan increased in 2024 and will again in 2025 based on IRS HSA plan rules. The amounts contributed would be increased as follows: Emp Only: \$1,000 to \$1,200, Emp + Spouse or Child: \$1,250 to \$1,500; and Emp + Family: \$1,500 to \$1,800. Based on current enrollment in the HSA plan, the calendar year 2025 cost for this funding would total \$49,800.

Dental and Vision

Although the dental and vision insurance coverages do not expire until the end of 2025 and 2026, respectively, United Healthcare offered an additional 2.5% decrease in their medical insurance rates if the RTAA bundled dental and vision with the medical coverage. Bundling coverage offers "all with one carrier" convenience and results in an additional savings on medical premiums of just over \$104,000. In addition, United Healthcare offers a larger dental network than Aetna and United's vision network offers a return to many providers currently unavailable on Aetna's network.

FISCAL IMPACT

Table 2 summarizes total estimated calendar year (CY) 2025 costs at \$4,652,142. These costs represent an increase of \$779,983 (20.14%) from current CY 2024 costs but are below the amount budgeted for fiscal year (FY) 2024-2025.

Table 2 - Calendar Year 2025 Fiscal Impact

Coverage	CY 2024 Premiums + HSA Contributions	CY 2025 Premiums + HSA Contributions	Annual Dollar / Percentage Difference
Medical	\$3,618,933	\$4,391,684*	+\$772,751 / +21.35%
Dental	\$224,212	\$230,494	+\$6,282 / +2.8%
Vision	\$29,014	\$29,964	+\$950 / +3.27%
Total Calendar Year	\$3,872,159	\$4,652,142*	+\$779,983 / +20.14%

* \$329,825 of this cost if paid through employee contributions

COMMITTEE COORDINATION

Finance & Business Development Committee

PROPOSED MOTION

“Move to authorize the President/CEO to execute a one-year contract with United Healthcare for Reno-Tahoe Airport Authority employee medical insurance coverage in the amount of \$4,341,884, with a second-year rate-capped extension option, a two-year contract with United Healthcare for dental and vision coverage in the amount of \$260,458 and fund \$49,800 into employee health savings accounts.”