

**BOARD OF TRUSTEES**

Shaun Carey, Chair  
Adam Kramer, Vice Chair  
Cortney Young, Treasurer  
Kitty Jung, Secretary  
Eddie Ableser, Trustee  
Mike Carrigan, Trustee  
Pascal Dupuis, Trustee  
Joel Grace, Trustee  
Brian Kulpin, Trustee

**PRESIDENT/CEO**

Daren Griffin, A.A.E.

**CHIEF LEGAL COUNSEL**

Jenn Ewan

**BOARD CLERK**

Lori Corkery

**MINUTES**

**Board of Trustees Regular Meeting**  
**Thursday, September 11, 2025 | 9:00 AM**  
**Reno-Tahoe International Airport, Reno, NV**  
**Administrative Offices, Second Floor**

**1. INTRODUCTORY ITEMS**

Chair Carey called to order at 9:00 a.m. Mike Carrigan was invited to lead the Pledge.

**Trustees Present:** Eddie Ableser  
Shaun Carey  
Mike Carrigan  
Pascal Dupuis  
Joel Grace  
Adam Kramer (via Zoom)  
Brian Kulpin  
Cortney Young

**Trustees Absent:** Kitty Jung

**2. PUBLIC COMMENT**

There were no comments from the public.

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

Chair Carey inadvertently skipped the motion on this item; however, there were no objections to the agenda.

**4. APPROVAL OF MINUTES****4.1 August 14, 2025, Board of Trustees meeting**

There being no corrections, the Minutes were approved as presented.

## **5. PRESIDENT/CEO REPORT**

CEO Griffin delivered his monthly CEO report to the Board.

## **6. BOARD MEMBER REPORTS AND UPDATES**

There were no reports from the Trustees.

## **7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST**

There were no items on the agenda for recognition.

## **8. CONSENT ITEMS**

**Motion:** Move to approve items 8.1 and 8.2 as presented

**Moved by:** Brian Kulpin

**Seconded by:** Eddie Ableser

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**8.1 Board Memo No. 09/2025-47 (For Possible Action):** Authorize the President/CEO to execute a Construction Contract with A&K Earthmovers, Inc. for the Blue Lot Expansion Project at Reno-Tahoe International Airport, accepting the Base Bid of \$1,600,000 and including an Owner's Contingency of \$320,000, for a total not-to-exceed amount of \$1,920,000, contingent upon approval by the Air National Guard and the Defense Intelligence Agency

**8.2 Board Memo No. 09/2025-48 (For Possible Action):** Authorize the President/CEO to execute Amendment No. 4 to the agreement with TransSolutions, LLC, in the amount of \$150,000, bringing the total contract value from \$188,550 to \$338,550, for the New Gen AB Gating Analysis: Terminal Phasing. This amendment will support the evaluation of airline schedule changes against the baseline study, identify necessary phasing adjustments for construction commencement, and conduct gating feasibility analyses aligned with the compressed phasing schedule.

## **9. INFORMATION / POSSIBLE ACTION ITEMS**

**9.1 Board Memo No. 09/2025-49 (For Possible Action):** Authorize the President/CEO to execute a contract with NV Energy for the design and procurement of electrical equipment to establish a redundant power feed to the new Central Utility Plant at Reno-Tahoe International Airport, in an amount not to exceed \$2,974,725

This item was previously heard by the Planning & Construction Committee on September 9, 2025. The Board elected to proceed without a presentation and took the following action:

**Motion:** Move to authorize the President/CEO to execute a contract with NV Energy, in the amount of \$2,974,725, for the design and procurement of electrical equipment to support a redundant power feed to the new Central Utility Plant at Reno-Tahoe International Airport

**Moved by:** Joel Grace

**Seconded by:** Mike Carrigan

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**9.2 Board Memo No. 09/2025-50 (For Possible Action):** Authorize the President/CEO to execute a Professional Services Agreement with Engineered Artworks, led by artist Sean Orlando, for the design, fabrication, transportation, and installation of custom commissioned permanent artwork as part of the Loop Road Improvement Project at Reno-Tahoe International Airport (RNO), in an amount not to exceed \$292,500

This item was presented by Annie Turner, Community Relations & Cultural Engagement Manager, and Holly Hayden, Public Art Consultant. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute a Professional Services Agreement with Engineered Artworks, led by artist Sean Orlando, for the design, fabrication, transportation, and installation of custom commissioned permanent artwork as part of the Loop Road Improvement Project at Reno-Tahoe International Airport, in an amount not to exceed \$292,500

**Moved by:** Joel Grace

**Seconded by:** Brian Kulpin

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**9.3 Board Memo No. 09/2025-51 (For Possible Action):** Authorize the President/CEO to finalize terms and execute Change Order #2 to the HQ Project Construction Contract for GMP #3 (RTAA Headquarters Project at Reno-Tahoe International Airport) with Clark/Sullivan Construction, establishing a Guaranteed Maximum Price of \$57,862,250 and increasing the total contract amount to \$104,675,795

This item was presented by Bryce Juzek, Project Manager, and was previously heard by the Planning & Construction Committee on September 9, 2025. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to finalize terms and execute Change Order #2 to the HQ Project Construction Contract for GMP #3 (RTAA Headquarters Project at Reno-Tahoe International Airport) with Clark/Sullivan Construction, establishing a Guaranteed Maximum Price of \$57,862,250 and increasing the total contract amount to \$104,675,795

**Moved by:** Joel Grace

**Seconded by:** Brian Kulpin

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young  
**Result:** Passed

**9.4 Board Memo No. 09/2025-52 (For Possible Action):** Authorize the President/CEO to execute a Professional Services Agreement with Construction Materials Engineering, Inc. for Construction Management Services related to the Headquarters Project at Reno-Tahoe International Airport, in the amount of \$2,175,218

This item was presented by Bryce Juzek, Project Manager, and was previously heard by the Planning & Construction Committee on September 9, 2025. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute a Professional Services Agreement with Construction Materials Engineering, Inc. for Construction Management Services related to the Headquarters Project at Reno-Tahoe International Airport, in the amount of \$2,175,218

**Moved by:** Joel Grace

**Seconded by:** Brian Kulpin

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**9.5 Board Memo No. 09/2025-53 (For Possible Action):** Authorize the President/CEO to execute Amendment No. 4 to the Professional Services Agreement with RS&H Nevada, Inc. for Construction Administration services related to the Headquarters Project at Reno-Tahoe International Airport, in the amount of \$1,999,061, increasing the total contract value from \$7,386,378 to \$9,385,439

This item was presented by Bryce Juzek, Project Manager, and was previously heard by the Planning & Construction Committee on September 9, 2025. After discussion, the Board took the following action:

**Motion:** Move to authorize the President/CEO to execute Amendment No. 4 to the Professional Services Agreement with RS&H Nevada, Inc., for Construction Administration services related to the HQ Project at Reno-Tahoe International Airport, in the amount of \$1,999,061; bringing the total contract value from \$7,386,378 to \$9,385,439

**Moved by:** Joel Grace

**Seconded by:** Brian Kulpin

**Absent:** Kitty Jung

**Aye:** Trustees Ableser, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**9.6 HQ conference room naming process and employee involvement (Non-Action Item)**

[Trustee Ableser left the meeting at 10:02 a.m.]

Natalie Brown, Chief Marketing & Public Affairs Officer, discussed the vision of the HQ and how the RTAA is ensuring that every employee feels ready, supported and included in moving forward with this project.

**9.7 Board Memo No. 09/2025-54 (For Possible Action):** Authorize the President/CEO to execute the final two-year extension of the Professional Services Agreement with The Griffin Company for state lobbyist services in the amount of \$144,000

In the interest of transparency, Trustee Young disclosed that she has a close personal friendship with Matt Griffin who is affiliated with The Griffin Company. She has consulted with legal counsel and has been advised that this circumstance does not require recusal under the applicable laws or governing policies.

This item was previously heard by the Finance & Business Development Committee on September 9, 2025. The Board elected to proceed without a presentation and took the following action:

**Motion:** Move to authorize the President/CEO to execute Amendment No. 4 to the Professional Services Agreement with RS&H Nevada, Inc., for Construction Administration services related to the HQ Project at Reno-Tahoe International Airport, in the amount of \$1,999,061; bringing the total contract value from \$7,386,378 to \$9,385,439

**Moved by:** Cortney Young

**Seconded by:** Brian Kulpin

**Absent:** Kitty Jung, Eddie Ableseer

**Aye:** Trustees Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

**9.8 Board Memo No. 09/2025-55 (For Possible Action):** Discussion and possible action to approve President/CEO Goals and Performance Measures for Fiscal Year 2025-2026

[Trustee Ableseer returned at 10:15 a.m.]

This item was presented by Emily Ellison, Chief People & Culture Officer. After discussion, the Board took the following action:

**Motion:** Move to approve the President/CEO Goals and Performance Measures for FY 25/26

**Moved by:** Joel Grace

**Seconded by:** Pascal Dupuis

**Absent:** Kitty Jung

**Aye:** Trustees Ableseer, Carey, Carrigan, Dupuis, Grace, Kramer, Kulpin, Young

**Result:** Passed

## **10. TRUSTEE COMMENTS AND REQUESTS**

There were no comments or requests from the Trustees.

## 11. UPCOMING RTAA MEETINGS and EVENTS

| DATE                                              | MEETING                                                                                       |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 10/03/25                                          | HQ Groundbreaking Event                                                                       |
| 10/07/25                                          | Finance & Business Development Committee Meeting<br>Planning & Construction Committee Meeting |
| 10/09/25                                          | Board of Trustees Regular Meeting                                                             |
| 10/22/25                                          | GTC Groundbreaking Event                                                                      |
| 11/11/25<br>Date will<br>change due<br>to holiday | Finance & Business Development Committee Meeting<br>Planning & Construction Committee Meeting |
| 11/13/25                                          | Board of Trustees Regular Meeting                                                             |
| 12/09/25                                          | Finance & Business Development Committee Meeting<br>Planning & Construction Committee Meeting |
| 12/11/25                                          | Board of Trustees Regular Meeting                                                             |

There were no comments on this item.

## 12. PUBLIC COMMENT

There were no comments from the public.

## 13. ADJOURNMENT

The meeting was adjourned at 10:25 a.m.

**Prepared and respectfully submitted by:**

Lori Corkery  
Board Clerk (acting in absence of Secretary)  
September 11, 2025