

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, November 13, 2025 | 9:00 AM

Reno-Tahoe International Airport, Reno, NV
Administrative Offices, Second Floor

1. INTRODUCTORY ITEMS

The meeting was called to order at 9:00 a.m. The National Guard attendees were invited to lead the Pledge.

Trustees Present:

Eddie Ableser
Shaun Carey
Mike Carrigan
Pascal Dupuis
Joel Grace
Kitty Jung
Adam Kramer
Brian Kulpin
Cortney Young

Trustees 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: Brian Kulpin

Seconded by: Adam Kramer

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

Result: Passed

4. APPROVAL OF MINUTES

4.1 October 9, 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 recognitions or items of special interest.

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.)

In the interest of transparency, Trustee Kramer disclosed that he has a personal relationship with an employee of LP Insurance and therefore would be abstaining from voting on item 8.3. The vote on that item was taken separately.

[Trustee Ableser left the meeting at 9:12 a.m.]

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

Moved by: Mike Carrigan

Seconded by: Brian Kulpin

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

Absent: Trustee Ableser

Result: Passed

Motion: Move to approve item 8.3 as presented.

Moved by: Mike Carrigan

Seconded by: Brian Kulpin

Aye: Trustees Carey, Carrigan, Dupuis, Grace, Jung, Kulpin, Young

Abstain: Trustee Kramer

Absent: Trustee Ableser

Result: Passed

[Trustee Ableser returned at 9:15 a.m.]

- 8.1 **Board Memo No. 11/2025-58** Authorization for the President/CEO to execute a Construction Contract for GMP #1 for the New Gen A&B Phase 0 at the Reno-Tahoe International Airport, with McCarthy Building Companies, Inc., for the Guaranteed Maximum Price of \$6,601,864 *(For Possible Action)*
- 8.2 **Board Memo No. 11/2025-59** Authorization for the President/CEO to execute a renewal and increase in hours for Common Use Support services with ServiceTec International, Inc., in the amount of \$538,691 *(For Possible Action)*
- 8.3 **Board Memo No. 11/2025-60** Authorization for the President/CEO to execute a one-year contract with Kansas City Life for Reno-Tahoe Airport Authority employee Life/AD&D insurance coverage and a three-year contract with MetLife for employee Long-Term Disability insurance coverage for a total contract amount of \$300,110 *(For Possible Action)*

9. INFORMATION / POSSIBLE ACTION ITEMS

9.1 Update on the RNO and RTS National Guard Bases *(Non-Action Item)*

This item was presented by Col. Catherine Grush, Wing Commander for 152nd AW. She thanked the RTAA for its partnership and support of the National Guard, noting that the strong relationship has helped secure needed resources at the national level.

9.2 Update on the 6-month anniversary of the Interlocal Agreement for RNO fire services *(Non-Action Item)*

This item was presented by Dave Cochran, Reno Fire Chief. Chief Cochran updated the Board on the successful transition of fire services from the RTAA to the City of Reno. He noted that collaboration among all parties has expanded the airport's emergency response capabilities and expanded fleet and logistics support.

9.3 Board Memo No. 11/2025-61 Authorization for the President/CEO, or his designee, to implement and execute the Termination Agreement, Option and Right of First Offer Agreement, Amended and Restated Phase 1 and Phase 2 Ground Leases, Future Phase Lease Agreements, Late-Comers Agreement, and Declaration of Covenants, Conditions, Restrictions, and Reservation of Easement for the Reno AirLogistics Park between the Reno-Tahoe Airport Authority and DP RTA Stead, LLC, and its affiliates *(For Possible Action)*

This item was presented by Mark Berg, Chief Commercial Officer.

In the interest of transparency, Trustee Grace disclosed that his company has a business relationship with the Dermody Property companies. He has consulted with legal counsel and has been advised that this circumstance does not require recusal under the applicable laws or governing policies.

Trustee Young requested that staff provide confirmation that the documents needing to be completed, as stated in the recommended motion, will be completed by December 31, 2025.

Trustee Jung requested a cash flow statement from staff to understand exactly what the change is between the current agreement Dermody and the changed Dermody agreement for the next few years.

At 10:15 during discussion, in accordance with Nevada Revised Statute 241.015, a topic came up that required the Board to recess to a closed session for the purpose of receiving information from the attorney employed or retained by the RTAA regarding potential litigation involving a matter over which the public body has supervision, control, jurisdiction or advisory power. The Board returned to the public meeting at 10:50 and resumed discussion.

After discussion, the Board took the following action:

Motion: Move to authorize the President/CEO, or his designee, to negotiate final terms and implement and execute the Termination Agreement, Option and Right of First Offer Agreement, Amended and Restated Phase 1 Ground Lease, Amended and Restated Phase 2 Ground Lease, Future Phase Lease Agreements, Late-Comers Agreement and Declaration of Covenants, Conditions and Restrictions and Reservation of Easement for the Reno AirLogistics Park, between the Reno-Tahoe Airport Authority and DP RTA Stead, LLC replacing the existing Master Development Agreement and establishing a new framework for the development partnership at the Reno-Stead Airport.

Moved by: Joel Grace

Seconded by: Eddie Ableser

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

Result: Passed

[Trustees Grace and Kulpin left the meeting at 11:00 a.m.]

9.4 Board Memo No. 11/2025-62 Authorize the President/CEO to negotiate final terms and execute a three-year firewall modernization contract totaling \$324,548.51 to support the Reno-Tahoe Airport Authority's Firewall Modernization Initiative (*For Possible Action*)

This item was presented by Edgar Sierra, IT Security Manager.

In the interest of transparency, Trustee Ableser disclosed that the firewall vendor is known to him and that he has been advised by legal counsel that this circumstance requires recusal under the applicable laws and governing policies. Accordingly, to avoid any appearance of impropriety, he will abstain from advocating the passage or failure of and from voting on this item.

After discussion, the Board took the following action:

Motion: Move to authorize the President/CEO to execute a contract with reseller for the selected firewall vendor in the amount of \$324,548.51 in support of the Firewall Modernization Initiative

Moved by: Adam Kramer

Seconded by: Mike Carrigan

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

Abstain: Trustee Ableser

Absent: Trustees Grace and Kulpin

Result: Passed

10. TRUSTEE COMMENTS AND REQUESTS

Trustee Ableser asserted that the RTAA lacks a policy allowing Board members to seek outside counsel in the event of potential conflicts and noted that he has repeatedly requested such a policy.

**RTAA Clarifying Note: The RTAA already has such a policy in place. This policy provides Board members with access to outside counsel whenever RTAA's current legal counsel is unable to advise on a potential conflict due to a legitimate conflict of interest involving RTAA activities, the RTAA Board, or RTAA staff that would prevent in-house counsel from advising on the matter. The RTAA is in the process of including the written version of this historic and long-existing policy in its upcoming revision to the RTAA's Board Bylaws.*

Trustee Ableser stated he would like to see all contracts go through the RFP process.

Trustee Ableser also made a request that this Board partake in non-quorum caucuses.

11. CALENDAR OF UPCOMING MEETINGS AND EVENTS

DATE	MEETING
12/09/25	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
12/11/25	Board of Trustees Regular Meeting
01/06/26	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
01/08/26	Board of Trustees Regular Meeting
02/10/26	Finance & Business Development Committee Meeting Planning & Construction Committee Meeting
02/12/26	Board of Trustees Regular Meeting

There was no discussion on this item.

12. PUBLIC COMMENT

There were no comments from the public.

13. ADJOURNMENT

The meeting was adjourned at 11:15 a.m.



Kitty Jung, Secretary