Reno-Tahoe Airport Authority

MINUTES
Board of Trustees Regular Meeting
Thursday, May 21, 2026 | 9:00 AM
Reno Stead Airport
4895 Texas Ave, Reno, NV 89506

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:00 a.m. Lindsay Anderson was invited to lead the Pledge.

2. ROLL CALL

Trustees Present: Ronald Bath, Shaun Carey, Mike Carrigan, Garrett Gordon, Joel Grace, Adam Kramer, Brian Kulpin, Cortney Young, Roy Tuscany

Trustees Absent: None

3. PUBLIC COMMENT

There were no comments from the public.

4. APPROVAL OF AGENDA

4.1 Approval of the Agenda for May 21, 2026 *(for possible action)*

Trustee Young requested item 8.3 be pulled from the consent agenda for presentation.

Moved by Trustee Young, seconded by Trustee Kramer, to approve the agenda with the requested modification.
Ayes: Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany
Result: Pass [9 to 0]

5. APPROVAL OF MINUTES

5.1 Approval of the Minutes for April 9, 2026, regular Board meeting *(for possible action)*
5.2 Approval of the Minutes for April 22, 2026, special Board meeting *(for possible action)*
5.3 Approval of the Minutes for April 30, 2026, special Board meeting *(for possible action)*

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

6. PRESIDENT/CEO REPORT

Interim CEO Jensen informed the Board that RNO was awarded a $20 million grant from the FAA Airport Terminal Program which marks the airport's largest single grant from the program to date. This was the largest award given to any small hub airport. He reported on last week's triennial disaster exercise where roughly 30 organizations and close to 300 people participated. He reported that despite the liquidation of Spirit Airlines the airport is performing very well having had the busiest April in 19 years. Lastly, Mr. Jensen informed the Board that he and Airport staff have scheduled regular meetings with the City of Sparks, the City of Reno, and Washoe County to provide updates on ongoing construction projects and upcoming events impacting airport operations.

7. RECOGNITIONS AND ITEMS OF SPECIAL INTEREST

None.

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. Any items pulled from the consent agenda will be heard at the discretion of the Board Chair.)**

Moved by Trustee Kramer, seconded by Trustee Grace, to approve items 8.1 and 8.2 under consent, and pull item 8.3 from consent for presentation.
Ayes: Trustees *Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany
Recused: *Trustee Bath noted for the record that due to his long standing relationship with Q&D, he has recused himself from the vote of item 8.2, only.
Result of item 8.1: Passed [9-0]
Result of item 8.2: Passed [8-0]

8.1 **Board Memo No. 05/2026-18** *(for possible action)* Review, discussion and possible authorization for the President/CEO to execute a Professional Services Agreement for Construction Management Services with AtkinsRéalis USA, for the Taxiway Alpha & Aircraft Apron Reconstruction Project – Phase 5 at the Reno-Stead Airport, in the amount of $350,187, contingent upon acceptance of Federal Aviation Administration grant funding

8.2 **Board Memo No. 05/2026-19** *(for possible action)* Review, discussion and possible authorization for the President/CEO to execute a Construction Contract with Q&D Construction LLC, for the Base Bids and Bid Alternates 1 and 2 in the amount of $5,470,600, contingent upon receipt of FAA grant funding; and approve an Owner's Contingency in the amount of $400,000

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9. GENERAL BUSINESS

8.3 **Board Memo No. 05/2026-20** *(for possible action)* Review, discussion and possible authorization for the President/CEO to execute a five-year Professional Services Agreement with PFM Asset Management, a division of U.S. Bancorp Asset Management, Inc., for investment advisory services to the Reno-Tahoe Airport Authority, in an estimated amount of $129,500 per year, with two additional two-year options to extend
Presenter: Randy Carlton, Chief Finance & Administration Officer

This item was pulled from the consent agenda and a presentation was heard. The proposed agreement includes a five-year term with two optional two-year extensions and an estimated annual cost of $129,500. The partnership is intended to strengthen financial stewardship through professional portfolio management, risk mitigation, regulatory compliance, and transparent reporting. PFM was selected through a competitive procurement process based on its public sector expertise, including experience with airport and municipal clients, and will provide services such as investment strategy development, cash flow analysis, policy compliance monitoring, and performance reporting.

After discussion, the Board took the following action:

Moved by Trustee Young, seconded by Trustee Kramer, to authorize the Interim President/CEO to execute a five-year professional services agreement with PFM Asset Management, a division of U.S. Bancorp Asset Management, Inc., for investment advisory services for the Reno-Tahoe Airport Authority, at an estimated cost of $129,500 per year based on a fixed percentage management fee of 0.05% on the operating fund portfolio and 0.04% on the bond proceeds portfolio, with two additional two-year options to extend.
Ayes: Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany
Result: Passed [9-0]

9.1 **Board Memo No. 05/2026-21** *(for possible action)* Review, discussion and possible authorization for the Interim President/CEO to execute a Professional Services Agreement with the marketing agency finalist the Board determines to be the best fit for the Reno-Tahoe Airport Authority's needs
Presenter: Natalie Brown, Chief Marketing & Public Affairs Officer

The presentation outlined the RTAA's process for selecting a new Marketing Agency of Record to support major upcoming initiatives, including milestone anniversaries, a comprehensive rebrand, the conclusion of the MoreRNO capital program, and ongoing air service marketing. After a competitive RFP process involving 22 proposals and a staff review committee, two Reno-based finalists - KPS3 and The Abbi Agency - were selected to present to the Board of Trustees.

Trustee Grace disclosed that his previous company had a business relationship with The Abbi Agency more than 5 years ago. He stated he has no current contractual, personal or financial interest in the entity, it does not present a conflict under applicable law or policy, and he is fully able to participate impartially and will participate in the discussion and vote on this item.

Trustee Gordon disclosed that he represents clients who hire both firms being considered. He does not have a direct contract with either agency and has no financial or personal interest in either.

Trustee Kulpin disclosed that he worked with both entities while employed at the airport, but has no financial or personal interest in either.

Following the presentations and discussion, the Board took the following action:

Moved by Trustee Kramer, seconded by Trustee Carrigan to authorize the Interim President/CEO to execute a Professional Services Agreement with The Abbi Agency for Marketing Agency of Record services, anniversary services, and rebranding services for a total contract amount not to exceed $2,167,350 for the four-year term ending June 30, 2030. The agreement shall include an option for two (2) one-year extensions for Agency of Record services, which could extend the term through June 30, 2032. **Ayes:** Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany **Result:** Passed [9-0]

9.2 Public Hearing on adoption of the Reno-Tahoe Airport Authority's fiscal year 2026-27 budget (July 1, 2026 through June 30, 2027)

Chair Carey opened the public hearing at 11:37 a.m. and called for public comment. Hearing none, the public hearing was closed at 11:37 a.m.

9.3 **<u>Board Memo No. 05/2026-22</u>** *(for possible action)* Review, discussion and possible adoption of the Reno-Tahoe Airport Authority's fiscal year 2026-27 budget (July 1, 2026 through June 30, 2027)
Presenter: Renee Miller, Budget Manager

This item was previously heard at the Finance & Business Administration Committee meeting on May 19, 2026. This budget projects $119.6 million in total revenues and $77.3 million in operating expenses, alongside a significant $250.8 million capital program driven largely by the MoreRNO expansion initiative and other infrastructure improvements. Key assumptions include modest passenger growth, reduced airline activity following Spirit Airlines ceasing operations at RNO, and adjustments to parking, transportation, and concession revenues. The plan emphasizes financial stewardship through strategic investment, careful expense management, federal grant utilization, and continued modernization of airport facilities while monitoring risks such as inflation, fuel prices, and broader economic conditions.

After discussion, the Board took the following action:

Moved by Trustee Gordon, seconded by Trustee Bath, to adopt the budget of the Reno-Tahoe Airport Authority for Fiscal Year 2026-27 as presented.
Ayes: Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany
Result: Passed [9-0]

9.4 **Board Memo No. 05/2026-23** *(for possible action)* Review, discussion and possible adoption of Resolution No. 576 amending Resolution No. 573, establishing the Airport Rates and Charges for fiscal year 2026-27 pursuant to the Reno-Tahoe Airport Authority budget for fiscal year 2026-27
Presenter: Renee Miller, Budget Manager

This item was previously heard at the Finance & Business Administration Committee meeting on May 19, 2026. The presentation outlined proposed updates to the RTAA's Master Fee Resolution for Fiscal Year 2026–27, which establishes airport rates and charges in support of financial stewardship and compliance with FAA requirements. The changes include increases to airline landing fees, terminal rental rates, baggage handling fees, parking and ground transportation charges, general aviation rents, and various operational service fees at both RNO and RTS. The resolution also introduces select new fees and adjustments based on CPI increases, operational costs, and updated service demands, with Board approval requested through adoption of Resolution No. 576.

After discussion, the Board took the following action:

Moved by Trustee Kramer, seconded by Trustee Grace, to adopt Resolution No. 576 amending Resolution No. 573 establishing the Airport Rates and Charges for Fiscal Year 2026-27 pursuant to the RTAA's proposed Budget for Fiscal Year 2026-27.
Ayes: Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany
Result: Passed [9-0]

9.5 **Board Memo No. 05/2026-24** *(for possible action)* Review, discussion and possible authorization for the Interim President/CEO to execute a three-year collective bargaining agreement between the Reno-Tahoe Airport Authority and the Airport Authority Police Supervisors Protective Association (AAPSPA) for July 1, 2026, through June 30, 2029
Presenter: Jennifer Smith, Labor Relations Manager

This presentation summarized the proposed three-year collective bargaining agreement between the RTAA and the Airport Authority Police Supervisors Protective Association (AAPSPA), representing five airport police sergeants. The agreement includes a transition to a six-step salary structure, scheduled pay increases, expanded education and specialty pay incentives, enhanced benefits, updated overtime and reduction-in-force provisions, and new policies related to wellness, discipline, and line-of-duty death benefits. The agreement, effective July 1, 2026 through June 30, 2029, is projected to increase FY 2026–27 personnel costs by approximately $89,540.

After discussion, the Board took the following action:

Moved by Trustee Kramer, seconded by Trustee Tuscany, to authorize the Interim President/CEO to execute a three-year collective bargaining agreement between the Reno-Tahoe Airport Authority and the Airport Authority Police Supervisors Protective Association (AAPSPA) for July 1, 2026 through June 30, 2029. **Ayes:** Trustees Bath, Carey, Carrigan, Gordon, Grace, Kramer, Kulpin, Young, Tuscany **Result:** Passed [9-0]

9.6 Government Affairs update *(for discussion only)*
Presenters: Lindsay Anderson, Director of Government & Community Affairs
Harry Glenn, Van Scoyoc Associates

The presentation provided an overview of the RTAA's federal affairs strategy, highlighting relationships with Nevada's congressional delegation, legislative priorities, federal funding opportunities, and key policy developments affecting the airport industry. It outlined successful advocacy efforts that have secured significant federal investments for MoreRNO and other airport projects through programs such as the Bipartisan Infrastructure Law, Airport Improvement Program, and Congressional earmarks. The briefing also addressed ongoing challenges, including political uncertainty, competition for funding, and evolving federal regulations, while emphasizing RTAA's continued focus on maintaining strong federal partnerships, pursuing future grants, and supporting long-term airport growth and infrastructure development.

10. BOARD MEMBER COMMENTS, REPORTS AND SPECIAL REQUESTS

Trustee Kulpin inquired about his request for a breakdown of the outside legal fees for services rendered to the RTAA. Staff responded that the information is being compiled and will be presented to the Board when complete.

Trustee Kulpin also requested a discussion regarding the walkway between the new GTC and the RNO terminal.

11. FUTURE MEETINGS AND EVENTS

DATE	EVENT
06-01-26	Board of Trustees Special Meeting - CEO Candidate Stakeholder Interviews and Debrief with Trustees
06-02-26	Board of Trustees Special Meeting - CEO Candidate Trustee Interviews
06-09-26	Planning and Finance Committee Meetings
06-11-26	Board of Trustees Regular Meeting
07-07-26	Planning and Finance Committee Meetings
07-09-26	Board of Trustees Regular Meeting

12. PUBLIC COMMENT

There were no comments from the public.

13. ADJOURNMENT

The meeting was adjourned at 11:32 a.m.

Joel Grace, Secretary