BOARD OF TRUSTEES
Adam Kramer, Chair
Roy Tuscany, Vice-Chair
Cortney Young, Treasurer
Joel Grace, Secretary
Ronald Bath, Trustee
Shaun Carey, Trustee
Mike Carrigan, Trustee
Garrett Gordon, Trustee
Brian Kulpin, Trustee

Reno-Tahoe Airport Authority

PRESIDENT/CEO
Cris Jensen, A.A.E.

CHIEF LEGAL OFFICER
Jenn Ewan

BOARD CLERK
Lori Corkery

AGENDA
Board of Trustees Regular Meeting
Thursday, November 12, 2026 | 9:00 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/87946994549
Listen by Phone: Dial 1-669-900-6833
Webinar ID: 879 4699 4549

Accommodations
Members of the public who require special accommodations or assistance at the meeting are requested to notify the Clerk by email at lcorkery@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 by the one of the following methods:
1) In person at the Board meeting
2) By emailing comments to lcorkery@renoairport.com by **4:00 p.m. on the day before the meeting**. Comments submitted will be given to the Board for review and included with the minutes of this meeting.
3) Virtually by Zoom. You must have a computer or device with a working microphone. Use the information above to log into the Zoom meeting and use the "Chat" feature to submit a request to speak. When the Chair calls for public comment, your microphone will be turned on and you will be addressed 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 lcorkery@renoairport.com, or (775) 328-6402 for further information.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF AGENDA *(for possible action)*

5. APPROVAL OF MINUTES

5.1 October 6, 2026, Board of Trustees Caucus Meeting *(for possible action)*
5.2 October 8, 2026, Board of Trustees Regular Meeting *(for possible action)*

6. PRESIDENT/CEO REPORT

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

8.1 Board Memo No. 11/2026-53: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a new 12-year Nonexclusive Retail Concession Lease with Hudson Group (HG) Retail, LLC, with one two-year extension option and a minimum estimated contract value of $29,790,000

8.2 Board Memo No. 11/2026-54: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a new 15-year Nonexclusive Food and Beverage Concession Lease with SSP AMERICA RNO, LLC, with a minimum estimated contract value of $41,034,000

8.3 Board Memo No. 11/2026-55: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a contract with Zoeftig, Ltd., for furniture procurement for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,646,438.40, including an owner's contingency in the amount of $150,000

8.4 Board Memo No. 11/2026-56: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a contract with Atlas Logistics, Inc., for furniture storage, assembly, and installation for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $425,690, including an owner's contingency in the amount of $50,000

8.5 Board Memo No. 11/2026-57: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a contract with PeopleSpace, Inc., for furniture procurement and installation services for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,852,892.80, including an owner's contingency in the amount of $150,000

8.6 Board Memo No. 11/2026-58: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a contract with Brock Solutions for the baggage handling system upper-level controls upgrade at Reno-Tahoe International Airport, in the amount of $1,487,840

8.7 Board Memo No. 11/2026-59: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a Professional Services Agreement with two separate artists (Marcel Boehm/Tahoe Table Company, and Thomas Diel Designs LLC) for the design, fabrication, and installation of four custom commissioned conference tables (two tables per artist) in the new Police Station and Airport Authority Headquarters (HQ) at Reno-Tahoe International Airport for an amount not to exceed $55,000 and $42,000, respectively

8.8 Board Memo No. 11/2026-60: *(for possible action)* Authorization for the President/CEO to negotiate final terms and execute a one-year contract with Anthem for Reno-Tahoe Airport Authority employee medical/dental/vision insurance coverage in the amount of $6,128,896 and to fund $48,600 into employee health savings accounts

9. GENERAL BUSINESS

10. BOARD MEMBER COMMENTS, REPORTS AND SPECIAL REQUESTS

11. FUTURE MEETINGS AND EVENTS

DATE	EVENT
12/08/2026	Board of Trustees Caucus Meeting (possible cancelation)
12/10/2026	Board of Trustees Regular Meeting (possible cancelation)
01/12/2027	Board of Trustees Caucus Meeting
01/14/2027	Board of Trustees Regular Meeting

12. PUBLIC COMMENT

13. ADJOURNMENT

BOARD OF TRUSTEES
Adam Kramer, Chair
Roy Tuscany, Vice-Chair
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Joel Grace, Secretary
Ronald Bath, Trustee
Shaun Carey, Trustee
Mike Carrigan, Trustee
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Brian Kulpin, Trustee

PRESIDENT/CEO
Cris Jensen, A.A.E.

CHIEF LEGAL OFFICER
Jenn Ewan

BOARD CLERK
Lori Corkery

MINUTES
Board of Trustees Caucus Meeting
Tuesday, October 6, 2026 | 12:00 PM
Reno-Tahoe International Airport, Reno, NV
Administrative Offices, Second Floor

DRAFT

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 12:01 p.m.

Trustees Present: Ronald Bath
Shaun Carey
Mike Carrigan
Joel Grace (via Zoom)
Brian Kulpin
Roy Tuscany (via Zoom)
Cortney Young

Trustees Absent: Garrett Gordon
Adam Kramer

2. PUBLIC COMMENT (Caucus items only)

There were no comments from the public.

3. STAFF PRESENTATIONS

The following items were presented and discussed in preparation for the regular Board meeting October 8, 2026, at which formal action will be considered, as applicable. No action was taken on these items at the Caucus meeting.

3.1 **Board Memo No. 10/2026-49** Adoption of the Reno-Tahoe Airport Authority (RTAA) Investment Policy for the Investment of Public Funds

Randy Carlton, RTAA Chief Financial & Business Development Officer, and Annette Gaston with PFM Asset Management, presented information including a brief economic update, a detailed portfolio review and the proposed revisions to the RTAA's Investment Policy.

During discussion, Trustee Young noted that, because we no longer have a Finance & Business Development Committee, all references to that former committee should be updated to reflect the correct current committee (the Audit Committee) throughout the proposed document.

3.2 **Board Memo No. 10/2026-50** Authorization for the President/CEO to execute Amendment #4 to the Professional Services Agreement for consulting services for MoreRNO Program Management support with Jacobs Project Management Co. in the amount of $2,797,075, increasing the total contract amount to $8,782,075.00 (currently $5,985,000.00)

This item was presented by Jackie Caulk, MoreRNO Program Director. The proposed $2,797,075 amendment would extend Project Management Office (PMO) services by six months through program closeout and provide continued program controls, reporting and analytics, document control, funding and grant tracking, and specialized support for the Ground Transportation Center (GTC) public-private partnership. The amendment would maintain the hybrid RTAA staff-consultant delivery model, with project costs funded within existing approved project budgets and soft-cost contingencies, and GTC and Program Controls costs funded through the approved Operations and Management (O&M) budget.

3.3 **Board Memo No. 10/2026-51** Authorization for the President/CEO to execute a Professional Service Agreement for Consultant Services for the Reno-Stead Airport Control Tower Planning Study with Kimley-Horn and Associates, Inc., in the amount of $599,323.00

This item was presented by Lissa Butterfield, Manager of Planning & Environmental Services. The $599,323 agreement would evaluate potential Federal Aviation Administration (FAA) Contract Tower and remote/digital tower sites, including site requirements, environmental considerations, cost estimates, funding strategies, and required FAA coordination and reviews. Staff noted that Reno-Tahoe Stead Airport (RTS) was accepted into the FAA Federal Contract Tower program in March 2026 and that a formal siting analysis is the first required step. The study will evaluate both tower options concurrently to preserve flexibility and eligibility for future federal funding.

3.4 **Board Memo No. 10/2026-52** Authorization for the President/CEO to execute a Professional Services Agreement with the Board-selected firm to modernize foundational governance documents and establish contemporary Board-CEO-staff interaction practices

At the April 30, 2026, Special Board meeting, the Board directed staff to solicit proposals for this process. Eight proposals were received, and a Request for Proposal (RFP) Review Committee was established to evaluate the eight submissions. The Committee selected two finalists: M2P Consulting, Inc., and Whitehouse Group, Inc. At the September 10, 2026 Board meeting, the Board heard presentations from both firms and subsequently voted to table the item for further discussion at the October Caucus meeting. During this Caucus meeting, the Board continued its discussion of the item in preparation for the October 8, 2026 regular Board meeting.

4. GENERAL BUSINESS ITEMS AND PROGRAM UPDATES

4.1 Air Service Update

This item was presented by Hasaan Azam, Director of Air Service Development & Properties. Reno-Tahoe International Airport (RNO) is expected to add approximately 84,000 net seats in the fourth quarter of 2026, with new and expanded service including Southwest's Nashville service, a Las Vegas upgrade by JSX, an extension of Sun Country's Minneapolis service, and continued JetBlue service to New York-JFK. Mr. Azam reviewed industry capacity trends and outlined short- and long-term strategies to retain, grow, and attract service in key markets.

4.2 MoreRNO Program update

This update is presented by Jackie Caulk, MoreRNO Program Director, and highlighted key achievements, which were also provided in the RTAA Executive Summary.

5. INFORMATIONAL ITEMS

5.1 Administrative Award of Contracts (Expenditures)
5.2 Administrative Award of Contracts (Revenues)
5.3 Capital Improvement Program Report
5.4 Financial Reporting Package (August 2026)

Trustee Young noted a correction to Item 5.1 (Administrative Award of Contracts-Expenditures). The Customs and Border Patrol (CBP) additional FTE for fiscal year 27 expenditure was previously reflected at $257,500. That's been updated to $200,000. A corrected version has been distributed to Trustees.

6. TRUSTEE COMMENTS

Trustee Kulpin requested an update on the request to augment the budget to add $50,000 for marketing and branding in terminal for the MoreRNO projects.

7. PUBLIC COMMENT (non-agenda items only)

There were no comments from the public.

8. ADJOURNMENT

The meeting was adjourned at 1:50 p.m.

_____
Joel Grace, Secretary

BOARD OF TRUSTEES
Adam Kramer, Chair
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Cortney Young, Treasurer
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PRESIDENT/CEO
Cris Jensen, A.A.E.

CHIEF LEGAL OFFICER
Jenn Ewan

BOARD CLERK
Lori Corkery

MINUTES
Board of Trustees Regular Meeting
Thursday, October 8, 2026 | 9:00 AM
Reno-Tahoe International Airport, Reno, NV
Administrative Offices, Second Floor

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:00 a.m. by Vice-Chair Roy Tuscany. Graham Ritz was invited to lead the Pledge.

2. ROLL CALL

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

Trustees Absent: Adam Kramer

3. PUBLIC COMMENT

There were no comments from the public.

4. APPROVAL OF AGENDA *(for possible action)*

It was moved by Trustee Kulpin, seconded by Trustee Young, to approve the agenda as presented.
Aye: Bath, Carey, Carrigan, Gordon, Grace, Kulpin, Tuscany, Young
Absent: Kramer
Result: Passed

DRAFT

5. APPROVAL OF MINUTES

5.1 September 8, 2026, Board of Trustees Caucus meeting *(for possible action)*
5.2 September 10, 2026, Board of Trustees Regular Meeting *(for possible action)*

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

6. PRESIDENT/CEO REPORT

President and CEO Cris Jensen thanked those who attended the celebration of the inaugural flight to Nashville. He shared updates on the recently completed four-day Part 139 certification inspection and the new parking reservation. He also discussed the State of the Airport, a new annual event hosted by the Reno-Tahoe Airport Authority (RTAA), and informed the Board that finalist interviews for the Chief Operations and Public Safety Officer position are scheduled for next week.

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 Cortney Young (noting that the corrections to item 8.1 that were previously requested have been made), seconded by Joel Grace, to approve Items 8.1 through 8.3.
Aye: Bath, Carey, Carrigan, Gordon, Grace, Kulpin, Tuscany, Young
Absent: Kramer
Result: Passed

8.1 **Board Memo No. 10/2026-49** *(for possible action)* Adoption of the Reno-Tahoe Airport Authority Investment Policy for the Investment of Public Funds

8.2 **Board Memo No. 10/2026-50** *(for possible action)* Authorization for the President/CEO to execute Amendment #4 to the Professional Services Agreement for consulting services for MoreRNO Program Management support with Jacobs Project Management Co. in the amount of $2,797,075, increasing the total contract amount to $8,782,075.00 (currently $5,985,000.00)

8.3 **Board Memo No. 10/2026-51** *(for possible action)* Authorization for the President/CEO to execute a Professional Service Agreement for Consultant Services for the Reno-Stead Airport Control Tower Planning Study with Kimley-Horn and Associates, Inc., in the amount of $599,323.00

/ / /

9. GENERAL BUSINESS

9.1 <u>Board Memo No. 10/2026-52</u> *(for possible action)* Authorization for the President/CEO to execute a Professional Services Agreement with the Board-selected firm to modernize foundational governance documents and establish contemporary Board-CEO-staff interaction practices

After a brief introduction of this item by CEO Jensen, Trustee Young moved, and Trustee Grace seconded, to approve M2P Consulting Services. During discussion, the following concerns were raised and answered: The reason Trustee Young recommended M2P (a: depth of experience and highest scores by the review committee), why the Board is not looking to local law firms to provide the services we are seeking (a: local firms did have the opportunity to provide the service and submit proposals to the Request for Proposal (RFP) and none did), and are we seeking unnecessary services (a: the Board governance documents are 18 years old and need more regular updating and with a largely new Board and new staff, including an new President/CEO successful organizations regularly engage in professional services that enhance Board-CEO-staff interactions).

Trustee Bath suggested that this item be tabled for one month for further discussion and made a motion to do so, which did not receive a second motion. Trustee Young declined to withdraw her initial motion.

Trustee Gordon suggested amending Trustee Young's motion to include a provision that, prior to signing the contract with M2P, Trustee Bath's concerns about the record and resolving the Bylaw Committee status are satisfied.

Trustee Young agreed to amend her motion to include the suggested language.

Moved by Trustee Young, seconded by Shaun Carey, to approve M2P Consulting and amend the record and formally dissolve the Bylaw Committee prior to the signing of the contract.
Aye: Carey, Carrigan, Gordon, Grace, Kulpin, Tuscany, Young
No: Bath
Absent: Kramer
Result: Passed

10. BOARD MEMBER COMMENTS, REPORTS AND SPECIAL REQUESTS

Brian Kulpin requested an update from staff on marketing taking place in the terminal for the MoreRNO brand. Staff provided an update.

Trustee Gordon thanked staff for the efforts regarding the Food Concessions and Retail RFP Committee.

Trustee Tuscany expressed his appreciation for the staff and Board liaison program, noting that his first meeting with Natalie Brown, Chief Marketing & Public Affairs Officer, was very informative.

11. FUTURE MEETINGS AND EVENTS

DATE	EVENT
11/10/2026	Board of Trustees Caucus Meeting
11/12/2026	Board of Trustees Regular Meeting
12/08/2026	Board of Trustees Caucus Meeting
12/20/2026	Board of Trustees Regular Meeting

A correction was noted for the record that the correct date for the December Board meeting is December 10, 2026.

12. PUBLIC COMMENT

Public comment was heard from Deborah Achtenberg regarding ICE.

13. ADJOURNMENT

The meeting was adjourned at 9:39 a.m.

_____
Joel Grace, Secretary



President / CEO Report

Prepared for All Board Members

by Cris Jensen, President/CEO

November 2026

Reno-Tahoe Airport Authority

ECONOMIC DEVELOPMENT

Properties

GSE Storage / Ramp Space
Demolition of Mini-Warehouse C & D buildings completed on Oct 21, 2026, on time before the NewGen A&B project moved into Phase 3. The ground service equipment (GSE) storage lot is open, and staff continue to collaborate closely with tenants as they relocate GSE into the new lot.

RNO Land Development

Stellar Aviation Phase I Development
The RTAA issued Stellar a Notice to Proceed, and the City of Reno has issued the building permit for their second 30,000sf box hangar. Stellar began mobilization September 28th and anticipates completion of the hangar in summer 2027.

Stellar Aviation Phase II Development
Stellar, their consultant (Coffman Associates) and RTAA Staff continue to collaborate on the drafting of the Federal Aviation Administration (FAA) required Categorical Exclusion (CATEX) documentation. Stellar continues to refine their development site plan related to ramp and connector to align with required FAA design standards. Stellar would like to begin construction of the planned general aviation campus in Spring 2027.

RTS Land Development

RTS Site Readiness Assessment
Staff continue their work with Wood Rodgers (working group) on the assessment. The working group meets every 3 weeks to develop opportunities and constraints for the site. The working group has started engaging utility companies and various authorities having jurisdiction to start the discovery process related to water, power, sewer, etc. In addition to this work, Staff has contracted with a consultant to complete a market analysis that will help inform the development of the marketing strategy. Staff will provide a progress briefing to the Board in November.

AIR SERVICE DEVELOPMENT

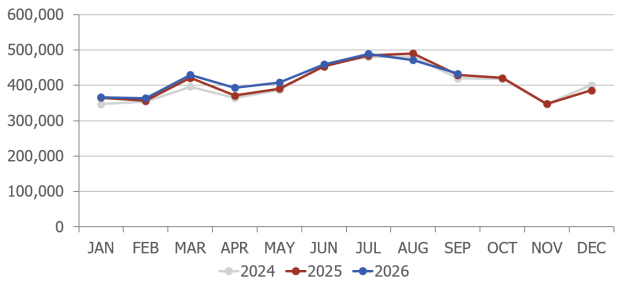
Airline Engagement & Meetings
Staff welcomed Southwest Airlines' Director of Capacity Planning to RNO for the inaugural Nashville flight on October 1, providing an opportunity to showcase the Reno Tahoe market and strengthen engagement with key airline decision makers. Additionally, staff conducted a route health call with Southwest Airlines to review current performance and discuss upcoming priorities for RNO. Staff also conducted an internal Air Service Development 101 presentation to provide an overview of ASD's role, strategy, and ongoing efforts to support air service development at RNO.

Community Outreach
Staff continued community outreach efforts in October through collaboration with regional partners and stakeholders. Staff conducted a call with Travel Nevada to discuss current air service initiatives and regional priorities. Additionally, staff participated in a reverse sales mission hosted by the Reno Sparks Convention and Visitors Authority (RSCVA), presenting an overview of RNO's air service network and airport accessibility to visiting representatives from Mexico. This engagement provided an opportunity to

strengthen relationships with international travel industry partners and share information on the region's air service connectivity.

September 2026 RNO Passengers

RNO served 432,614 passengers in September 2026, an increase of 0.9% versus the same period last year. In September 2026, RNO was served by ten airlines to 24 non-stop destinations. The total seat capacity was up 7.1%, and flights increased 5.5% when compared to September 2025.



Total Passengers Sep-26	Passengers 2024	Passengers 2025	% Diff.	Passengers 2026	YOY % Diff.
JAN	346,845	365,265	5.3%	366,191	0.3%
FEB	354,252	356,037	0.5%	363,764	2.2%
MAR	395,906	420,534	6.2%	429,267	2.1%
1st QTR	**1,097,003**	**1,141,836**	**4.1%**	**1,159,222**	**1.5%**
APR	364,374	370,758	1.8%	393,200	6.1%
MAY	386,391	390,729	1.1%	408,008	4.4%
JUN	457,524	453,113	-1.0%	459,286	1.4%
2nd QTR	**1,208,289**	**1,214,600**	**0.5%**	**1,260,494**	**3.8%**
JUL	479,858	484,244	0.9%	488,663	0.9%
AUG	479,829	489,751	2.1%	471,139	-3.8%
SEP	419,203	428,712	2.3%	432,614	0.9%
3rd QTR	**1,378,890**	**1,402,707**	**1.7%**	**1,392,416**	**-0.7%**
OCT	418,241	420,541	0.5%		
NOV	346,927	347,609	0.2%		
DEC	400,626	385,607	-3.7%		
4th QTR	**1,165,794**	**1,153,757**	**-1.0%**		
TOTAL	**4,849,976**	**4,912,900**	**1.3%**		

Schedule Highlights:

- Southwest Airlines (WN)
  - Southwest Airlines new non-stop service to Nashville (BNA) started on October 1. This flight is 4x weekly, and will operate on Monday, Thursday, Friday, and Sunday.
  - Southwest Airlines seasonal non-stop service to Dallas-Love (DAL) returns November 21 and continues through January 3. This flight will be on select dates around the holidays.

- Sun Country Airlines (SY)
  - Sun Country Airlines seasonal non-stop service to Minneapolis (MSP) returned May 21 and continues through November 29. This flight operates 2x weekly on Thursday and Sunday.

- JetBlue Airlines (B6)
  - JetBlue Airlines seasonal non-stop service to New York City (JFK) returns December 17 and continues through January 4. This flight is at an earlier time slot (departs RNO around 2:00 PM) and will operate daily.

- United Airlines (UA)
  - United Airlines seasonal non-stop service to Houston (IAH) returns December 17 and continues through January 4. This flight will operate daily.



Reno-Tahoe Airport Authority

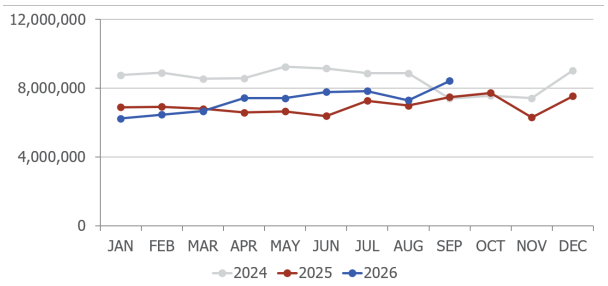
November 2026 RNO Flight Schedule			
Destination	**Airlines**	**Total Departures**	**Details**
Atlanta	Delta	25	1 Daily Flight (Thu–Mon through Nov 9; daily Nov 10–22; service on select dates Nov 25–30)
Austin	Southwest	19	1 Daily Flight (Sun, Mon, Thu, Fri through Nov 15; Then goes daily Nov 20–30, no flight 26)
Burbank	Southwest	38	2 Daily Flights (Sun, Mon, Thu, Fri through Nov 15; Then goes 2x Nov 20–30; 1 flight Nov 26 and 29)
Chicago-O'Hare	United	30	1 Daily Flight (No flight Nov 26; 2 flights Nov 27)
Dallas-Love	Southwest	6	Service on Select Dates beginning Nov 21
Dallas/Fort Worth	American	89	3 Daily Flights (4 flights Nov 1; 1 flight Nov 26)
Denver	Southwest	86	2–3 Daily Flights (1 flight Nov 26)
	United	88	3 Daily Flights (2 flights Nov 26–27)
Guadalajara	Volaris	21	1 Daily Flight (Mon–Fri)
Las Vegas	Frontier	35	1–2 Daily Flights
	Southwest	296	7–11 Daily Flights (5 flights Nov 26)
Long Beach	Southwest	62	2–3 Daily Flights (1 flight Nov 26)
Los Angeles	Delta	96	3–4 Daily Flights (2 flights Nov 26–27)
	Southwest	30	1 Daily Flight
	United	81	2–3 Daily Flights
Minneapolis/Saint Paul	Sun Country	4	1 Weekly Flight (Sun, Nov 8–29)
Nashville	Southwest	19	1 Daily Flight (Sun, Mon, Thu, Fri through Nov 15; Then goes daily Nov 20–30; no flight 26)
Phoenix	American	129	3–5 Daily Flights
	Southwest	77	2–3 Daily Flights (1 flight Nov 26)
Portland	Alaska	88	3 Daily Flights (2 flights Nov 1 and 26)
Salt Lake City	Delta	109	3–4 Daily Flights
San Diego	Alaska	59	2 Daily Flights (1 flight Nov 26)
	Southwest	90	2–4 Daily Flights (1 flight Nov 26)
San Francisco	United	176	5–7 Daily Flights
San Jose	Southwest	6	Service on Select Dates beginning Nov 21
Seattle	Alaska	90	3 Daily Flights (4 flights Nov 1; 2 flights Nov 26)
	Multiple Airlines		

*Does not include Charter or JSX flights

10.28.2026

September 2026 RNO Cargo

RNO handled 8,433,505 pounds of air cargo in September 2026, an increase of 0.9% when compared to September 2025.



Total Cargo Volume in Pounds Sep-26						
	2024	2025	% Diff.	2026		YOY % Diff.
	Cargo in Pounds			Pounds	Metric Tons	
JAN	8,769,205	6,901,224	-21.3%	6,236,146	2,828	-9.6%
FEB	8,896,368	6,922,536	-22.2%	6,469,635	2,934	-6.5%
MAR	8,545,646	6,808,411	-20.3%	6,668,031	3,024	-2.1%
1st QTR	**26,211,219**	**20,632,171**	**-21.3%**	**19,373,812**	**8,786**	**-6.1%**
APR	8,581,674	6,584,600	-23.3%	7,429,973	3,370	12.8%
MAY	9,253,876	6,654,959	-28.1%	7,424,159	3,367	11.6%
JUN	9,160,826	6,387,181	-30.3%	7,790,366	3,533	22.0%
2nd QTR	**26,996,376**	**19,626,740**	**-27.3%**	**22,644,498**	**10,270**	**15.4%**
JUL	8,878,130	7,270,009	-18.1%	7,844,235	3,557	7.9%
AUG	8,876,453	6,988,551	-21.3%	7,308,046	3,314	4.6%
SEP	7,402,906	7,488,397	1.2%	8,433,505	3,825	12.6%
3rd QTR	**25,157,489**	**21,746,957**	**-13.6%**	**23,585,786**	**10,697**	**8.5%**
OCT	7,565,778	7,738,183	2.3%			
NOV	7,420,506	6,314,147	-14.9%			
DEC	9,030,713	7,544,354	-16.5%			
4th QTR	**24,016,997**	**21,596,684**	**-10.1%**			
TOTAL	**102,382,081**	**83,602,552**	**-18.3%**			

OPERATIONS & PUBLIC SAFETY

Department	Event	09/2026	09/2025	09/2024
Operations	Inspections	115	114	91
	Wildlife Incidents	14	10	6
Police	TSA Checkpoint Incidents	19	18	14
	Case Numbers Requested	11	14	16
Terminal Ops	Alarm Responses	21	35	43
	Inspections: Vehicle, Delivery, Employee	1068	1185	917
Compliance	Badge Actions	2307	1493	1052
ARFF	Inspections: Fuelers/Facilities	0/0	0/0	28/0
Landside	Public Parking – Total Revenue	$2,023,876.00	$2,062,423.29	$1,610,448.44
	Public Parking – Total Reservations Revenue	$90,577.00	$97,874.29	
	Public Parking – Total Transactions	37,057	38,046	40,353
	Public Parking – Total Reservation Transactions	890	936	
	Public Parking – Average $ Per Transaction	$54.62	$54.21	$39.91
	Public Parking – Average $ Per Reservation Transaction	$101.77	$104.57	
	Shuttle & Bus Trips Through GT	10,575	11,632	9,220
	Transportation Network Company Trips	47,070	46,938	37,070
	Taxi Trips Through GT	4,066	4,251	4,746

PLANNING & INFRASTRUCTURE

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

Time frame: 10/01/26 – 10/31/26

Open Positions	9
New Starts	4
Resignations/Terminations*	4
Promotions	1
**Termination refers to an employee leaving under any circumstances, good or bad.*	

The Culture Club sponsored several Halloween activities: A costume contest, a pumpkin carving contest, a workspace decorating contest and a "trick-or-treating" opportunity in participating departments. The Executive Team will go on a tour of the decorated departments so that they can judge and declare 1st, 2nd and 3rd place winners. Employees are invited to vote on costumes and pumpkins, and the winners will receive their prizes in Awardco, our employee recognition platform.

People Operations is coordinating the process for selecting two employees to participate in the Chamber's Leadership Reno-Sparks program. Members of the management team are invited to sponsor an employee, and sponsored employees are invited to submit an interest statement that details why they want to participate in the program. A selection committee reads all of the interest statements and chooses two to take part in this prestigious annual program which meeting monthly from February – June, 2027.

Our Wellness Fair was held on October 14, 2026, and it was a great success! We had vendors and activities to help employees focus on their health, wellness, and safety.
Here's what we offered:

- UHC and LP Representatives were on hand to answer employees benefit questions.
- Biometric Screenings gave employees an opportunity to check in on their health.
- Safeway joined us for flu shots/vaccinations.
- Renown's Helix Program offered DNA screenings.
- Our very own Eric Marconato led two self-defense classes to help employees learn valuable safety skills.

A big thank-you to LP for donating five $25 gift cards for our raffle!
We're looking forward to bringing the Wellness Fair back in 2027.

MARKETING & PUBLIC AFFAIRS

Team Focus Areas
The Marketing and Public Affairs team supported multiple strategic priorities throughout October, as detailed below.

Top Strategic Initiatives

Initiative	RTAA Strategic Priority	Outcome
Air Service Advertising - Suitcase Stories	• Customer Experience • Facilities for the Future • Air Service and Cargo	• Nashville led the paid media Google Search engagement with an 11.49% click-thru rate, the strongest among city-based campaigns. Search drove nearly 6.5k clicks to the designated landing pages from 40k impressions. • Continuing continuity across advertising sponsorships, used the same creative in Wolf Pack advertising. Ads with Wolf Pack began this autumn and will run through the end of the fiscal year.
Air Service Event - Nonstop to Nashville	• Air Service and Cargo	M&PA coordinated a press conference highlighting the launch of nonstop service to Nashville, garnering positive local media coverage.
Air Service - Incentive Marketing	• Customer Experience • Facilities for the Future • Air Service and Cargo	The incentive campaign with Southwest Airlines promoting RNO-BNA route is underway with The Abbi Agency. The new media plan is forthcoming with the campaign expected to run through autumn 2028 assuming continued campaign performance.
Intergovernmental Relationship Building	• Facilities for the Future	• CEO Jensen and staff hosted the Nevada BLM director and his team at RTS to discuss our long-term partnership with them at the US Wildland Fire service. • CEO Jensen and staff hosted Assemblyman DeLong at RNO for an executive briefing and tour. • RTAA was invited to participate in an Aerospace & Defense Industry roundtable event hosted by Senator Cortez Masto and President Sandoval at the University of Nevada.
Inaugural State of the Airport Authority	• Customer Experience • Facilities for the Future • People	• The M&PA team led the development of a new event for the organization: The State of the Airport Authority. • Gathering 70+ community business leaders, key stakeholders and community members, CEO Jensen shared key data points and stories from the past year. The event further strengthened the RTAA's position as a valued community partner and significant driver of the region's success.

1% for Public Art Program	• Facilities for the Future
	• People
	• Customer Experience
		• The HQ Entryway terrazzo artwork installation is in-progress.
		• HQ custom conference tables finalists selected. Present to Board for approval November 12.
		• **Milestone achieved:** all HQ art locations commissioned.
		  ○ 4 separate public calls for art
		  ○ 9 different artists /art teams selected for a total of 12 artwork locations (terrazzo floor/concrete exterior, police mural, 5 wall-based artworks, 4 custom conference tables)
		  ○ Focused on featuring local artists
		• NewGen Calls for artwork in restrooms and ceiling-based to launch in mid-November 2026.
		• NewGen wall-based artwork RFQs to launch mid-Q1 2027.

Parking Support • Reservation launch • Continued paid media marketing	• Customer Experience • Facilities for the Future	• M&PA supported the launch of RNO's new parking reservation system with a strategic communications plan and executed several external communications tactics. • "Reno airport parking" was the top performing keyword prompting 16.1% of aggregate monthly clicks for the Parking Search Campaign. The click-thru rate of 47.47% was nearly 15 times higher than the industry benchmark of 3.17%.
Ground Boarding Gates Simulation & Implementation	• Customer Experience • Facilities for the Future	M&PA supported MoreRNO in distributing the call for community volunteers for the Gate Boarding Simulation. Several local news stations covered the new ground boarding gates, helping to highlight key messages about what passengers can expect.

Other Noteworthy Items/Upcoming Events

- Planning is underway for the annual Operation Santa Claus event benefitting the Children's Cabinet.
- Planning is underway for the development of the RTAA Annual Report, presenting a holistic and high-level look at the organization and key performance successes from the previous year. The report will serve to tell the organization's story to the community, passengers and partners.

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-53

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a new 12-year Nonexclusive Retail Concession Lease with Hudson Group (HG) Retail, LLC, with one two-year extension option and a minimum estimated contract value of $29,790,000

Presenter: Shawna Carpenter, Concessions Manager

BACKGROUND

The Reno-Tahoe Airport Authority (RTAA) is redeveloping its concessions program in coordination with the MoreRNO capital program and New Gen A&B concourse construction. With existing concessions agreements nearing expiration, this effort provides an opportunity to introduce new concepts, modernize existing locations, and align long-term agreements with the airport's future facilities and passenger demand.

Program development, supported by concession consultants with the Paslay Group, has included industry, market, and financial analysis, passenger research, coordination with the terminal design and construction teams, and local and industry outreach. Outreach began two years before the Request for Proposals (RFP) release with RTAA's Best Bites and Brands social media campaign, designed to generate interest and give community members a voice in the airport's future by inviting them to submit their favorite local restaurants and brands. Following that campaign, RTAA hosted virtual and in-person events to encourage local business participation. These outreach activities highlighted existing local participation in the concessions program, explained the unique requirements of operating in an airport, and illustrated opportunities for local businesses to participate, from supplying products to operating as subtenants or through brand licensing arrangements. These efforts informed the mix, size, and placement of concession locations; the packaging and phasing of opportunities to support customer service and revenue continuity during construction; and the development of lease terms aligned with industry standards and best practices.

On May 26, 2026, RTAA issued RFP #25/26-17 for Food & Beverage and Retail Concessions. The solicitation included two food and beverage packages and one retail package, with proposals due August 31, 2026. The RFP sought experienced operators to deliver a balance of local and nationally recognized concepts, quality facilities, and competitive financial returns.

DISCUSSION

The RFP included one retail package comprising six locations. RTAA received three responsive proposals for the retail package. Evaluation criteria addressed operator experience and

qualifications; concepts, design, implementation and investment; operations, customer experience, sustainability and innovation; and the financial proposal.

The 12-member evaluation committee included seven voting members, with representation from Trustee Gordon, the airlines, and RTAA's Finance, Planning & Environmental Services, Commercial Business, and Marketing & Public Affairs departments, along with non-voting members from Finance, Terminal Operations, and Commercial Business, and subject matter support from RTAA's concession consultants. The committee reviewed proposals and interviewed all three responsive proposers before supporting award of the retail package to Hudson Group (HG) Retail, LLC (Hudson). Consistent with the evaluation criteria, Hudson demonstrated the experience, small business partnerships, and operational capability to deliver concepts and quality facilities aligned with RTAA's design and project goals, an enhanced customer experience, and competitive financial returns.

The solicitation included Small Business Enterprise Concessionaire (SBEC) participation goals. Hudson's proposed small business participation includes operation of one full retail location by Traveller Gifts, LLC, along with Traveller Gifts' participation as a joint venture partner in the operation of the other five retail locations. Traveller Gifts has maintained a presence at Reno-Tahoe International Airport (RNO) since 1984. This partnership will help preserve longstanding RNO retail experience, established local relationships, and continuity as the new retail program is introduced.

Openings will align with the MoreRNO construction schedule. Design, construction, and operational transitions will require continued coordination among Hudson, RTAA, and the project teams to maintain passenger services and minimize disruption.

The proposed Hudson lease includes six retail locations across the new concourses, terminal connector, and pre-security area, providing convenience and specialty retail offerings. Hudson will design, construct, operate, and maintain these locations in accordance with RTAA's design requirements and Concessions Operating Standards.

The proposed agreement provides for a 12-year operating period through June 30, 2041, with earlier lease execution to allow design and construction to proceed. Hudson may request one additional two-year extension, subject to RTAA approval. The required midterm refurbishment will support continued investment in the facilities throughout the operating period.

Hudson brings nearly 40 years of continuous airport retail experience, with operations dating to 1987. Hudson operates more than 1,000 travel retail stores across nearly 90 airports and transportation hubs throughout North America.

FISCAL IMPACT

The minimum contract value of the proposed lease is estimated at $29,790,000 based on projected Minimum Annual Guarantee (MAG) obligations over the 12-year operating term. Revenue is anticipated to exceed the MAG, with Hudson projecting $37,742,000 in concession revenue to RTAA over that term based on forecasted sales and the applicable percentage fees. These estimates exclude the additional two-year extension, which is subject to RTAA approval. Actual revenue

will depend on sales performance, opening dates, and applicable lease adjustments. Key financial terms are summarized on the following page:

Financial Element	Overview
Estimated contract value	$37,742,000 over the initial 12-year operating term.
Minimum contract value	$29,790,000 based on projected MAG obligations over the 12-year term, subject to applicable adjustments.
Minimum Annual Guarantee (MAG)	Initial annual MAG of $1,100,000 beginning July 1, 2029; adjusts annually to 85% of the prior year's concession fee payments, with no decrease below the preceding year's MAG, subject to lease relief provisions.
Percentage fees	RTAA receives the greater of MAG or percentage fees once MAG commences. Percentage fees are 10% of gross revenue at pre-security location PR1 and 20% at all other locations. Percentage fees apply during the transition period (the time between when the new Concourse A opens and Concourse B is completed) and before MAG commencement.
SBEC participation	Hudson must comply with the Small Business Enterprise Concessionaire participation commitments incorporated into Exhibit E of the lease.
Capital investment and other obligations	Hudson funds tenant improvements, operations, and required midterm refurbishment, generally at least 20% of initial investment by each location's eighth year. Support space rent and other applicable charges are additional.

STRATEGIC PRIORITIES

Facilities for the Future
Financial Stewardship
Customer Experience
Sustainability

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a new 12-year Nonexclusive Retail Concession Lease with Hudson Group (HG) Retail, LLC, with one two-year extension option and a minimum estimated contract value of $29,790,000."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-54

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a new 15-year Nonexclusive Food and Beverage Concession Lease with SSP AMERICA RNO, LLC, with a minimum estimated contract value of $41,034,000

Presenter: Shawna Carpenter, Concessions Manager

BACKGROUND

The Reno-Tahoe Airport Authority (RTAA) is redeveloping its concessions program in coordination with the MoreRNO capital program and New Gen A&B concourse construction. With existing concessions agreements nearing expiration, this effort provides an opportunity to introduce new concepts, modernize existing locations, and align long-term agreements with the airport's future facilities and passenger demand.

Program development, supported by concession consultants with the Paslay Group, has included industry, market, and financial analysis, passenger research, coordination with the terminal design and construction teams, and local and industry outreach. Outreach began two years before the Request for Proposals (RFP) release with RTAA's Best Bites and Brands social media campaign, designed to generate interest and give community members a voice in the airport's future by inviting them to submit their favorite local restaurants and brands. Following that campaign, RTAA hosted virtual and in-person events to encourage local business participation. These outreach activities highlighted existing local participation in the concessions program, explained the unique requirements of operating in an airport, and illustrated opportunities for local businesses to participate, from supplying products to operating as subtenants or through brand licensing arrangements. These efforts informed the mix, size, and placement of concession locations; the packaging and phasing of opportunities to support customer service and revenue continuity during construction; and the development of lease terms aligned with industry standards and best practices.

On May 26, 2026, RTAA issued RFP #25/26-17 for Food & Beverage and Retail Concessions. The solicitation included two food and beverage packages and one retail package, with proposals due August 31, 2026. The RFP sought experienced operators to deliver a balance of local and nationally recognized concepts, quality facilities, and competitive financial returns.

DISCUSSION

The RFP included twelve food and beverage locations in two packages: Food Package 1 with eight locations and Food Package 2 with four. SSP AMERICA RNO, LLC (SSP) submitted the only responsive proposal for Food Package 1, and no responsive proposals were received for Food

Package 2. Evaluation criteria addressed operator experience and qualifications; concepts, design, implementation and investment; operations, customer experience, sustainability and innovation; and the financial proposal.

To evaluate the responses to the RFP against these criteria, RTAA convened a 12-member evaluation committee that included seven voting members, with representation from Trustee Gordon, the airlines, and RTAA's Finance, Planning & Environmental Services, Commercial Business, and Marketing & Public Affairs departments, along with non-voting members from Finance, Terminal Operations, and Commercial Business, and subject matter support from RTAA's concession consultants. Before proceeding with a Notice of Intent to Award, the committee reviewed SSP's proposal and interviewed its team to address outstanding questions and validate its ability to deliver on the program's goals. The review reinforced the committee's confidence in SSP's experience, small business partnerships, and operational capability to deliver diverse dining concepts and quality facilities aligned with RTAA's design and project goals, an enhanced customer experience, and competitive financial returns. Therefore, the committee supported awarding Food Package 1 to SSP.

The solicitation included Small Business Enterprise Concessionaire (SBEC) participation goals. SSP will maintain its subtenant partnership with Praesta Nobis, LLC, led by Julianna Kendrick, for the operation of McDonald's, exceeding the applicable SBEC goal. Separately, SSP is enhancing its existing brand partnership through a joint venture with Sasso Concepts Ltd., bringing Chef Mark Estee into ownership and daily operating decisions. Together, these partnerships combine SSP's airport operating experience with Northern Nevada culinary expertise, supplier relationships, local ownership and leadership, and direct small-business participation.

Staff negotiated an adjustment to SSP's assigned locations to prioritize design and buildout of Concourse A, the first new concourse scheduled to open. Openings will align with the MoreRNO construction schedule, with initial locations scheduled to open in Concourse A in 2028 and remaining SSP locations following through 2029. Design, construction, and operational transitions will require continued coordination among SSP, RTAA, and the project teams to maintain passenger services and minimize disruption. Staff will return to the Board in early 2027 with a contract recommendation for the remaining food and beverage locations.

The proposed SSP lease includes eight locations across the new concourses, terminal connector, and pre-security area, offering full-service dining, casual dining and bar concepts, coffee, and quick-service options. SSP will design, construct, operate, and maintain these locations in accordance with RTAA's design requirements and Concessions Operating Standards.

The proposed agreement provides for a 15-year operating period through June 30, 2044, with earlier lease execution to allow design and construction to proceed. The required midterm refurbishment will support continued investment in the facilities throughout the operating period.

SSP and its predecessor entities have operated food and beverage concessions at Reno-Tahoe International Airport (RNO) since October 2001, representing approximately 25 years of service. The original ten-year agreement ran through September 2011. Amendments in 2006 and 2009 extended the operating period through September 2014 and September 2016, respectively. The 2006 amendment also added a terminal lobby Peet's Coffee location and established midterm

refurbishment requirements. RA Reno Airport Corp. merged into Creative Host Services, Inc. in October 2006, later renamed SSP America, Inc. in January 2008. RTAA approved the merger, change of control, and lease assignment in May 2008. A third amendment, executed in April 2012, extended the agreement through September 30, 2026, and a fourth and final amendment, executed in 2026, extended it through September 30, 2027.

FISCAL IMPACT

The minimum contract value of the proposed lease is estimated at $41,034,000 based on projected Minimum Annual Guarantee (MAG) obligations over the 15-year operating term. Revenue is anticipated to exceed the MAG, with SSP projecting $50,254,000 in concession revenue to RTAA over that term based on forecasted sales and the applicable percentage fees. Actual revenue will depend on sales performance, opening dates, and applicable lease adjustments. Key financial terms are summarized below:

Financial Element	Overview
Estimated contract value	$50,254,000 over the 15-year operating term.
Minimum contract value	$41,034,000 based on estimated MAG obligations over the 15-year term, subject to applicable adjustments.
Minimum Annual Guarantee (MAG)	Initial annual MAG of $1,900,000 beginning July 1, 2029; adjusts annually to 85% of the prior year's concession fee payments, with no decrease below the preceding year's MAG, subject to lease relief provisions.
Percentage fees	RTAA receives the greater of MAG or percentage fees once MAG commences. Percentage fees are 14% alcohol/11% other F&B at pre-security location PF1; 17% alcohol/12% other F&B at CB210/CB211; and 17% alcohol/13% other F&B/15% retail at all other locations. Percentage fees apply during the transition period (the time between when the new Concourse A opens and Concourse B is completed) and before MAG commencement.
SBEC participation	SSP must comply with the Small Business Enterprise Concessionaire participation commitments incorporated into Exhibit E of the lease.
Capital investment and other obligations	SSP funds tenant improvements, operations, and required midterm refurbishment, generally at least 20% of initial investment by each location's eighth year. Support space rent and other applicable charges are additional.

STRATEGIC PRIORITIES

Facilities for the Future
Financial Stewardship
Customer Experience
Sustainability

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a new 15-year Nonexclusive Food and Beverage Concession Lease with SSP AMERICA RNO, LLC, with a minimum estimated contract value of 41,034,000."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-55

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a contract with Zoeftig, Ltd., for furniture procurement for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,646,438.40, including an owner's contingency in the amount of $150,000

Presenter: Amanda Twitchell, Senior Project Manager – Architect Lead

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BACKGROUND

In June of 2023, the Reno-Tahoe Airport Authority (RTAA) Board of Trustees authorized the execution of a Professional Services Agreement (PSA) with Gensler Architecture, Design & Planning, P.C. (Gensler) to design the New Gen A&B Project (New Gen A&B). Gensler's design scope included, among other things, assistance with furniture selection and the creation of exhibits for procurement.

New Gen A&B replaces the two (2) existing concourses with two (2) new concourses. The new concourses will each be 570 feet long, approximately 122,000 square feet, and support 12 narrow-body aircraft capable boarding gates. The concourses will provide double the holdroom space, expansive views of the surrounding environment, increased natural light, upgraded and expanded amenities and concessions, and a resilient and energy efficient design.

Traditional beam seating is a dominant fixture in every airport holdroom and helps set the tone for the design. We initially looked at several different manufacturers and options but ultimately decided to refurbish our existing Zoeftig seating and procure additional new beams to match. This decision allowed us to save over a million dollars and limit our impact on the landfill.

DISCUSSION

The contract with Zoeftig Ltd. (Zoeftig) will include the procurement of 314 new beam seats, parts for the refurbishment of 335 existing beam seats, and attic stock of 50 seats and 20 backrests. The refurbishment of the existing beams will include the replacement of the seats and backrests and electrical retrofit to incorporate power units into the beams.

The model of beam seating that we currently have in the concourses is the Zoeftig Zenky Classic. The new product that we will be procuring is the Zoeftig Zenky Plus, with the exception of the arms and legs, which will be the Classic style to match the existing beams. The Zenky Plus backrests will have a higher split-upholstered back, in a fudge brown vinyl.

Zoeftig is a UK-based company that specializes in public sector seating and is a leading global supplier for aviation and airport terminals. They were founded over 50 years ago and have more than 350 installations across six continents.

Furniture selections have been coordinated with the architectural design, building systems, and technology infrastructure, including power and data locations, audiovisual integration points, and millwork interfaces. This coordination helps avoid conflicts during installation and ensures the furnishings are fully integrated with the building layout and operational needs.

FISCAL IMPACT

It is anticipated that this contract will be funded by RTAA issued Alternative Minimum Tax (AMT) Bonds. Below is a summary of the contract costs and the associated funding sources.

The proposed contract amount is included within the approved New Gen A&B Project Estimate at Completion (EAC) and does not increase the total project budget.

Table 1 – Zoeftig Contract Summary

Description	Cost	Funding Source
Concourse A Product	$594,312.79	AMT Bonds
Concourse B Product	$491,696.91	AMT Bonds
Attic Stock	$3,198.70	AMT Bonds
Shipping & Freight	$407,230.00	AMT Bonds
Owner's Contingency	$150,000	AMT Bonds
Total	**$1,596,438.80**	

Table 2 – Furniture Procurement Summary

Description	Cost	Funding Source
Zoeftig Ltd (Beam Seating)	$1,646,438.40	AMT Bonds
Atlas Logistics Inc. (Beam Storage & Assembly)	$425,690	AMT Bonds
PeopleSpace (Ancillary Furniture)	$1,852,892.80	AMT Bonds
Total	**$3,925,021.20**	

Table 3 – Updated New Gen A&B Estimate at Completion

Category	Description	Cost
Soft Costs	-	**$126,812,456**
A/E Design	Gensler	$45,928,700
Pre-Construction Services	Holder Q&D, a Joint Venture	$2,063,334
Pre-Construction Services	McCarthy	$2,463,000
Pre-Construction Services	Clark/Sullivan (CUP)	$49,800
Construction Admin	Gensler	$16,615,137
Construction Management	Construction Materials Engineering	$15,805,423
EPM (completed)	Red Brick	$1,672,515
PMO Services	Jacobs, OCMI, TransSolutions, Barich, CME, Mead & Hunt, Chrysalis, AvAirPros	$16,822,761
Agency, Utility & Environmental Compliance	Converse, Mead & Hunt, SGS, UES, Q&D, IME, NVE, City of Reno	$3,377,950
Administrative Expenses	Misc.	$8,962,651
Art Fund	TBD	$3,226,750
FF&E / Moving	TBD/Misc.	$6,110,000
Owner's Contingency	TBD/Misc.	$3,714,435
Hard Costs	-	**$523,187,544**
Central Utility Plant (CUP) – Long Lead Equipment	ACCO & Cupertino	$11,443,533
S. RON Apron Expansion	Q&D Construction	$7,732,266
Concourse Enabling Packages	Q&D Construction	$607,988
Concourse – Long Lead Equipment	Nelson Electric	$6,212,400
Concourse Common Use Enabling	Q&D Construction	$801,488
Central Utility Plant (CUP)	Clark/Sullivan	$45,462,531
New Gen A&B - Phase 0	McCarthy Building Companies, Inc.	$6,601,864
New Gen A&B	McCarthy Building Companies, Inc.	$444,325,457

Total Estimate at Completion	**-**	**$650,000,000**

STRATEGIC PRIORITIES

People
Facilities for the Future
Air Service and Cargo
Financial Stewardship
Customer Experience
Sustainability

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a contract with Zoeftig Ltd. for furniture procurement for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,646,438.40, including an Owner's Contingency in the amount of $150,000."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-56

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a contract with Atlas Logistics, Inc., for furniture storage, assembly, and installation for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $425,690, including an owner's contingency in the amount of $50,000

Presenter: Amanda Twitchell, Senior Project Manager – Architect Lead

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BACKGROUND

In June of 2023, the Reno-Tahoe Airport Authority (RTAA) Board of Trustees authorized the execution of a Professional Services Agreement (PSA) with Gensler Architecture, Design & Planning, P.C. (Gensler) to design the New Gen A&B Project (New Gen A&B). Gensler's design scope included, among other things, assistance with furniture selection and the creation of exhibits for procurement.

New Gen A&B replaces the two (2) existing concourses with two (2) new concourses. The new concourses will each be 570 feet long, approximately 122,000 square feet, and support 12 narrow-body aircraft capable boarding gates. The concourses will provide double the holdroom space, expansive views of the surrounding environment, increased natural light, upgraded and expanded amenities and concessions, and a resilient and energy efficient design.

Traditional beam seating is a dominant fixture in every airport holdroom and helps set the tone for the design. We initially looked at several different manufacturers and options but ultimately decided to refurbish our existing Zoeftig seating and procure additional new beams to match. This decision allowed us to save over a million dollars and limit our impact on the landfill.

DISCUSSION

The Zoeftig beam seats will be shipped in two separate shipments (Concourse B product will ship approximately one year after Concourse A product) from the UK in broken down sub-assemblies. The contract with Atlas Logistics Inc. (Atlas) will include receiving the Zoeftig shipments, storage of the product (approximately 6 months for Concourse A and 90 days for Concourse B), assembly of the beams, and final installation in New Gen A&B.

Atlas is a national third-party logistics provider, subsidiary of Atlas World Group, with local offices in Reno, NV. They provide warehousing and distribution services and are a certified installer of Zoeftig products.

Furniture selections have been coordinated with the architectural design, building systems, and technology infrastructure, including power and data locations, audiovisual integration points, and millwork interfaces. This coordination helps avoid conflicts during installation and ensures the furnishings are fully integrated with the building layout and operational needs.

FISCAL IMPACT

It is anticipated that this contract will be funded by RTAA issued Alternative Minimum Tax (AMT) Bonds. Below is a summary of the contract costs and the associated funding sources.

The proposed contract amount is included within the approved New Gen A&B Project Estimate at Completion (EAC) and does not increase the total project budget.

Table 1 – Atlas Contract Summary

Description	Cost	Funding Source
Concourse A Product	$227,642.74	AMT Bonds
Concourse B Product	$148,047.26	AMT Bonds
Owner's Contingency	$50,000	AMT Bonds
Total	**$425,690**	

Table 2 – Furniture Procurement Summary

Description	Cost	Funding Source
Zoeftig Ltd (Beam Seating)	$1,646,438.40	AMT Bonds
Atlas Logistics Inc. (Beam Storage & Assembly)	$425,690	AMT Bonds
PeopleSpace (Ancillary Furniture)	$1,852,892.80	AMT Bonds
Total	**$3,925,021.20**	

Table 3 – Updated New Gen A&B Estimate at Completion

Category	Description	Cost
Soft Costs	-	**$126,812,456**
A/E Design	Gensler	$45,928,700
Pre-Construction Services	Holder Q&D, a Joint Venture	$2,063,334
Pre-Construction Services	McCarthy	$2,463,000
Pre-Construction Services	Clark/Sullivan (CUP)	$49,800

Construction Admin	Gensler	$16,615,137
Construction Management	Construction Materials Engineering	$15,805,423
EPM (completed)	Red Brick	$1,672,515
PMO Services	Jacobs, OCMI, TransSolutions, Barich, CME, Mead & Hunt, Chrysalis, AvAirPros	$16,822,761
Agency, Utility & Environmental Compliance	Converse, Mead & Hunt, SGS, UES, Q&D, IME, NVE, City of Reno	$3,377,950
Administrative Expenses	Misc.	$8,962,651
Art Fund	TBD	$3,226,750
FF&E / Moving	TBD/Misc.	$6,110,000
Owner's Contingency	TBD/Misc.	$3,714,435
Hard Costs	**-**	**$523,187,544**
Central Utility Plant (CUP) – Long Lead Equipment	ACCO & Cupertino	$11,443,533
S. RON Apron Expansion	Q&D Construction	$7,732,266
Concourse Enabling Packages	Q&D Construction	$607,988
Concourse – Long Lead Equipment	Nelson Electric	$6,212,400
Concourse Common Use Enabling	Q&D Construction	$801,488
Central Utility Plant (CUP)	Clark/Sullivan	$45,462,531
New Gen A&B - Phase 0	McCarthy Building Companies, Inc.	$6,601,864
New Gen A&B	McCarthy Building Companies, Inc.	$444,325,457
Total Estimate at Completion	**-**	**$650,000,000**

STRATEGIC PRIORITIES

People
Facilities for the Future
Air Service and Cargo
Financial Stewardship
Customer Experience
Sustainability

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a contract with Atlas Logistics Inc. for furniture storage, assembly, and installation for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $425,690, including an Owner's Contingency in the amount of $50,000."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-57

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a contract with PeopleSpace, Inc., for furniture procurement and installation services for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,852,892.80, including an owner's contingency in the amount of $150,000

Presenter: Amanda Twitchell, Senior Project Manager – Architect Lead

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BACKGROUND

In June of 2023, the Reno-Tahoe Airport Authority (RTAA) Board of Trustees authorized the execution of a Professional Services Agreement (PSA) with Gensler Architecture, Design & Planning, P.C. (Gensler) to design the New Gen A&B Project (New Gen A&B). Gensler's design scope included, among other things, assistance with furniture selection and the creation of exhibits for procurement.

New Gen A&B replaces the two (2) existing concourses with two (2) new concourses. The new concourses will each be 570 feet long, approximately 122,000 square feet, and support 12 narrow-body aircraft capable boarding gates. The concourses will provide double the holdroom space, expansive views of the surrounding environment, increased natural light, upgraded and expanded amenities and concessions, and a resilient and energy efficient design.

While beam seating is a durable workhorse and will provide a majority of the seating opportunities, a goal of the design was to expand passenger seating options. Gensler and the MoreRNO team worked to strategically incorporate a variety of seating types while maintaining minimum seat counts in the holdrooms. In addition, with the concession program upgrade and expansion, new concession dining areas were designed into New Gen A&B that the project team selected furniture to procure.

DISCUSSION

In July of 2026, the Board of Trustees authorized the execution of a contract with PeopleSpace Inc. (PeopleSpace) for the HQ Furniture Procurement and Installation Services, after being selected by a committee based on a best-value evaluation. The solicitation for that contract was competitively bid via a Request for Proposals (RFP). In addition, PeopleSpace is an approved vendor of consortium contract agreements. The competitive selection process for the HQ and the nature of consortium contract agreements allows the New Gen A&B project to solicit directly for quotes with PeopleSpace.

Consortium contracts are competitively solicited and awarded by lead public agencies on behalf of participating governmental entities, allowing the Authority to leverage pre-established pricing and contract terms while streamlining procurement and maintaining flexibility in selecting furniture that best meets the functional requirements of each space.

The contract with PeopleSpace will include the procurement and installation of the ancillary furniture for New Gen A&B in the following areas: Gate Lounges (Holdrooms), West Bend Concession Dining, Terraces, Wellness Rooms, RTAA Facilities Offices, and CBP Outbound Interview Room.

Furniture selections have been coordinated with the architectural design, building systems, and technology infrastructure, including power and data locations, audiovisual integration points, and millwork interfaces. This coordination helps avoid conflicts during installation and ensures the furnishings are fully integrated with the building layout and operational needs.

FISCAL IMPACT

It is anticipated that this contract will be funded by RTAA issued Alternative Minimum Tax (AMT) Bonds. Below is a summary of the contract costs and the associated funding sources.

The proposed contract amount is included within the approved New Gen A&B Project Estimate at Completion (EAC) and does not increase the total project budget.

Table 1 – PeopleSpace Contract Summary

Description	Cost	Funding Source
Furniture	$1,378,252.80	AMT Bonds
Installation	$201,920.00	AMT Bonds
Freight	$82,135.00	AMT Bonds
Project Management Services	$40,585.00	AMT Bonds
Owner's Contingency	$150,000	AMT Bonds
Total	**$1,852,892.80**	

Table 2 – Furniture Procurement Summary

Description	Cost	Funding Source
Zoeftig Ltd (Beam Seating)	$1,646,438.40	AMT Bonds
Atlas Logistics Inc. (Beam Storage & Assembly)	$425,690	AMT Bonds
PeopleSpace Inc. (Ancillary Furniture)	$1,852,892.80	AMT Bonds

Total	**$3,925,021.20**	

Table 3 – Updated New Gen A&B Estimate at Completion

Category	Description	Cost
Soft Costs	-	**$126,812,456**
A/E Design	Gensler	$45,928,700
Pre-Construction Services	Holder Q&D, a Joint Venture	$2,063,334
Pre-Construction Services	McCarthy	$2,463,000
Pre-Construction Services	Clark/Sullivan (CUP)	$49,800
Construction Admin	Gensler	$16,615,137
Construction Management	Construction Materials Engineering	$15,805,423
EPM (completed)	Red Brick	$1,672,515
PMO Services	Jacobs, OCMI, TransSolutions, Barich, CME, Mead & Hunt, Chrysalis, AvAirPros	$16,822,761
Agency, Utility & Environmental Compliance	Converse, Mead & Hunt, SGS, UES, Q&D, IME, NVE, City of Reno	$3,377,950
Administrative Expenses	Misc.	$8,962,651
Art Fund	TBD	$3,226,750
FF&E / Moving	TBD/Misc.	$6,110,000
Owner's Contingency	TBD/Misc.	$3,714,435
Hard Costs	-	**$523,187,544**
Central Utility Plant (CUP) – Long Lead Equipment	ACCO & Cupertino	$11,443,533
S. RON Apron Expansion	Q&D Construction	$7,732,266
Concourse Enabling Packages	Q&D Construction	$607,988
Concourse – Long Lead Equipment	Nelson Electric	$6,212,400
Concourse Common Use Enabling	Q&D Construction	$801,488

Central Utility Plant (CUP)	Clark/Sullivan	$45,462,531
New Gen A&B - Phase 0	McCarthy Building Companies, Inc.	$6,601,864
New Gen A&B	McCarthy Building Companies, Inc.	$444,325,457
Total Estimate at Completion	**-**	**$650,000,000**

STRATEGIC PRIORITIES

People
Facilities for the Future
Air Service and Cargo
Financial Stewardship
Customer Experience
Sustainability

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a contract with PeopleSpace Inc. for furniture procurement and installation services for the New Gen A&B Project at the Reno-Tahoe International Airport in the amount of $1,852,892.80, Including an Owner's Contingency in the amount of $150,000."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-58

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a contract with Brock Solutions for the baggage handling system upper-level controls upgrade at Reno-Tahoe International Airport, in the amount of $1,487,840

Presenter: Chris Cobb, Interim Chief of Planning & Infrastructure

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BACKGROUND

The Baggage Handling System (BHS) transports passengers' bags from check-in to the point at which they can be loaded into a cart to go to the aircraft. Along the way, the system moves bags through a network of conveyors and belts, with designated screening points to ensure required security checks are completed. Once the bags reach their destination, they are transferred to carts for delivery to the aircraft.

The BHS consists of three main components:

- Upper-Level Controls (the brain): Directs and manages the overall operation of the system.
- Lower-Level Controls (the nervous system): Controls and coordinates the equipment and processes that move bags through the system.
- Mechanical Equipment (the body): Include the physical conveyors, belts, motors, and other equipment used to transport the baggage through the system.

In 2025, RNO staff from Building Maintenance and Information Technology (IT), along with Daifuku and Brock Solutions, conducted an assessment of the airport's Baggage Handling System. The assessment identified several areas requiring attention within both the Upper-Level and Lower-Level Controls.

The most immediate priority identified was the need to upgrade the Upper-Level Controls to address aging technology and infrastructure.

The assessment identified several outdated components within the Upper-Level Controls infrastructure:

- Operating Systems: Microsoft operating systems are running on versions released in 2008 and 2012.
- Server Hardware: The IT server hardware was last replaced in 2015.
- Workstations: The workstations are running Windows 7.
- Hardware and Cybersecurity: The system's hardware and cybersecurity infrastructure are based on designs and standards from 2010 and 2015.

These aging systems and technologies highlight the need to modernize the Upper-Level Controls infrastructure to improve system reliability, maintainability, and cybersecurity.

DISCUSSION

Baggage Handling Systems (BHS) are proprietary systems that can be upgraded in specific areas by the existing vendor or replaced in their entirety through a competitive bidding process. Given that full system replacement is estimated to cost approximately $6 million or more, RNO staff determined that a phased upgrade approach with the current vendor would be the most efficient and cost-effective option.

Pursuant to NRS 332.115, the airport is authorized to procure the work associated with this contract as by its nature are not adapted to award by a competitive solicitation.

RNO staff from Building Maintenance and IT collaborated with Daifuku and Brock Solutions to identify the necessary computer hardware, programming, system design, testing, onsite commissioning, and training requirements for the project.

Brock Solutions submitted a proposal of $1,487,840 for the Upper-Level Controls upgrades. This amount includes a $75,000 contingency to cover potential increases in computer hardware costs.

FISCAL IMPACT

The Baggage Handling System (BHS) Upper-Level Controls upgrade was originally budgeted at $1,350,000 in the Reno-Tahoe Airport Authority (RTAA) Fiscal Year 2026–27 Capital Improvement Program. An additional $137,840 will be allocated by the Finance Department during the mid-year budget process to cover the project's increased costs.

As required, the Airport Airline Affairs Committee (AAAC) first approved the $1,350,000 item in April 2026 and was notified of the additional funding request October 2026 for the budget increase to support the project.

STRATEGIC PRIORITIES

Safety and Security
Facilities for the Future
Air Service and Cargo
Customer Experience

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a contract with Brock Solutions for the baggage handling system upper-level controls upgrade at Reno-Tahoe International Airport, in the amount of $1,487,840."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-59

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a Professional Services Agreement with two separate artists (Marcel Boehm/Tahoe Table Company, and Thomas Diel Designs LLC) for the design, fabrication, and installation of four custom commissioned conference tables (two tables per artist) in the new Police Station and Airport Authority Headquarters (HQ) at Reno-Tahoe International Airport for an amount not to exceed $55,000 and $42,000, respectively

Presenter: Holly Hayden, Public Art Consultant & Artist Liaison, RTAA 1% for Art at the Airport Program

BACKGROUND

An Airport Art Plan was passed in 2004 that set into motion a means of celebrating the region's cultural heritage and offering an artistic experience to passengers, guests, tenants, and employees. This plan includes rotating exhibits, performances, and loaned sculpture.

On September 9, 2021, a pledge was made for a dynamic, robust, innovative, and interactive public art experience when the Board of Trustees passed Resolution No. 552 establishing a policy calling for a strong art presence that is integrated into the airport architecture, interior, grounds, and travel experience. Resolution No. 552 pledges a minimum of 1% of design and construction costs for capital improvement projects (CIPs) in public spaces for art at RNO and RTS. These projects are to be completed in partnership with the RTAA's Art Advisory Committee whose expertise in the recruitment, selection, acquisition, installation, and maintenance of permanent artworks will support the strategic direction of the airport art program.

In addition, in January 2025, the Board approved the creation of a Public Art Fund to provide a mechanism for the Authority to collect 1% from eligible CIPs and pool the funds to support the purchase and maintenance of public art throughout the campus.

Today's request is for Board approval to contract with two separate artists, Marcel Boehm/Tahoe Table Company and Thomas Diel Designs LLC, to design, fabricate, and install custom conference tables in the HQ interior.

ARTISTS BACKGROUNDS

Marcel Boehm, Tahoe Table Company. Based in Reno/Lake Tahoe, Boehm is a master Swiss craftsman inspired by the majestic mountains of the Sierra. Boehm's tables are one-of-a-kind works of functional art and denote the big, bold nature of his surroundings.

"I've lived between Reno and Tahoe City my whole life. I've been involved in construction since high school and have owned Tahoe Table Company for the last 10 years. I graduated from UNR in 2003 with a Computer Science degree which coincided with the dotcom crash. So I went back into the construction field. I owned my own construction company in Tahoe City up until about 10 years ago when I decided to start Tahoe Table Company. It has been great and I truly love doing what I do. I enjoy the whole process of making a table for my clients and then seeing their reaction to the final product. My wife and I have two awesome kiddos that are 10 and 7 who are growing up way too fast, which makes me sad. We try to do as much outdoor stuff as possible with them. We still have our Tahoe City home and I love taking them up there and showing them dad's old stomping ground."

Thomas Diel, Thomas Diel Designs LLC: Thomas Diel is a self-employed maker and designer who works in all hardwoods, most metals, and many other materials in both residential and contract/commercial markets, in furniture, art, and architectural accessories; from design through to fabrication. Diel's goal is to design and realize built utilitarian objects into the art realm.

Tom designs and makes art furniture or as he likes to call his "mini edifices" out of wood, metal, concrete, or most any material with an industrial flair that evokes stylings of "The Machine Age" and beyond. Many pieces have been inspired by the built environment and industrial iconography. He designs with thought, using materials and methods of construction with the execution of craft always at the forefront. From sketches to CAD drawings through bench work, all aspects have been smudged by his hand. He welcomes commissions and collaborations as the one-off design build has been his long-held pursuit.

Trained as an industrial designer he caught the furniture bug while finishing final studies at The University of Kansas in 1991. After graduating he worked in as many differing fields to learn materials and the ways with which to work them with which someday to apply his own aesthetic. He has been happily self-employed since 2011 where you can find him following his passion. Currently based in Fort Worth, Texas, Diel's art and design journey has taken him all across the US from the midwest to the south gaining inspiration along the way.

DISCUSSION

The HQ (Police and Airport Authority Headquarters building), a new four-story, 62,000-square-foot building, will house both the airport police station and administrative campus for the Reno-Tahoe Airport Authority. The building will serve as the headquarters for all police operations, public meetings, and essential business management functions of the RTAA. The HQ is designed with public access in mind to foster stronger connections between airport police, Airport Authority, and the community.

With the assistance of the RTAA Project Team, staff, Public Art Consultant, and the Art Advisory Committee, custom artworks were selected for the HQ Call for Artists Custom conference tables RFQ.

The overall process included an open RFQ call for artists through the free public national art application intake platform, CallforEntry.org.

The RFQ was promoted through a comprehensive marketing and communications campaign that included email newsletters, website engagement, and various arts organizations channels, capturing thousands of impressions.

An online informational session (RFQ pre-submittal meeting) for artists was held live via Zoom and recorded for viewing on RNO's Arts at the Airport website page, to review the application process, teach artists about the project, and capture live Q&A.

Following RTAA procurement guidelines and national public art best practices, applications were reviewed and narrowed down via judging criteria set forth in the RFQ. The Selection Panel was comprised of RTAA Art Advisory Committee members who represent the local arts community and project advisors. Panelists reviewed applications, selected three semi-finalists for the RFP process, watched proposals and artist presentations, and ultimately selected two finalists instead of one.

This RFP marks the final public art solicitations for the HQ building – four separate public Calls for Artists (national, regional and local) with an emphasis on local artists, commissioning nine separate artists/art teams for 12 artwork locations including terrazzo lobby floor and exterior concrete artworks, five wall-based interior locations, a police training room mural, and four custom conference room tables.

The RTAA Art Advisory Committee members and advisory members are:
Note: * *indicates HQ Artwork Selection Panel Juror*
Megan Berner, City of Reno Arts & Culture
Bryce Chisholm, ABCArtAttack
Bethany Drysdale, Washoe County
Stephanie Gibson, UNR John and Geraldine Lilley Museum of Art
*Shanda Golden, City of Sparks Arts & Culture
*Tony Manfredi, Nevada Arts Council
*Beverly Mobley, Stewart Indian School
Crimson Rose, Burning Man Arts
*Dennyse Sewell, Pioneer Center for the Performing Arts
Jerry Snyder, The Generator
David Walker, Nevada Museum of Art, *alternate*
*Brian Shinkle, RTAA Staff liaison
*Bryce Juzek, RTAA Project Team liaison

* Advisors: RS&H interior design representatives
Kyle Kapaun, Briehn Wildman, and Caroline Riedel

* Board of Trustees Liaison: Roy Tuscany

RFQ/RFP PROCESS TIMELINE: HQ Custom Conference Tables
2024-2025: HQ locations visioning and planning
August 14, 2025: all HQ art locations presentation to RTAA Board of Trustees
October 3, 2025: HQ groundbreaking event, RTAA staff

June 26, 2026: RFQ OPEN via CallforEntry.org, HQ custom conference tables
July 16, 2026: RFQ Artist Information Session via Zoom (recorded to post online)
August 27, 2026: RFQ CLOSED
August 2026: AAC selection panelists review RFQ applications, and select 3 semi-finalists
September: Pre-submittal meeting for 3 RFP semi-finalists – (blind webinar Zoom)
October 26, 2026: Three RFP semi-finalist artists presentations to Selection Panel (Zoom)
November 2, 2026: RTAA Executive Team presentation rehearsal – share HQ finalists
November 10, 2026: RTAA Board Caucus
November 12, 2026: RTAA Board meeting – Recommend HQ custom conference tables finalists for approval

ESTIMATED HQ CUSTOM CONFERENCE TABLES TIMELINE	
November 12, 2026	RTAA Board meeting, request Board approval to move forward
November-December 2026	Contract signing, paperwork, artist onboarding
January 2027	All artists proposal revisions, project meetings, collaboration & approvals
Q1 2027	Materials & supplies purchasing, Artwork fabrication begins,
Q2 2027	Artwork fabrication, studio visit check-ins
Early summer 2027	Onsite delivery and installation of conference tables
Summer 2027	HQ Opens

FISCAL IMPACT

This public art commission falls within the guidelines of Resolution No. 552 and the establishment of the Public Art Fund. Total cost of this public art commission will not exceed $55,000 and $42,000, each.

STRATEGIC PRIORITIES

People
Facilities for the Future
Customer Experience

STAFF RECOMMENDATION

Staff recommends that the Board adopt the motion stated below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a Professional Services Agreement with artists, Marcel Boehm/Tahoe Table Company and Thomas Diel Designs LLC, for the design, fabrication, and installation of custom commissioned permanent artwork in the new Police Station and Airport Authority Headquarters (HQ) at Reno-Tahoe International Airport for an amount not to exceed $55,000 and $42,000, respectively."

Reno-Tahoe Airport Authority

Board Memorandum

11/2026-60

Date: November 12, 2026

Subject: Authorization for the President/CEO to negotiate final terms and execute a one-year contract with Anthem for Reno-Tahoe Airport Authority employee medical/dental/vision insurance coverage in the amount of $6,128,896 and to fund $48,600 into employee health savings accounts

Presenter: Emily Ellison, Chief People Operations & Culture Officer

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BACKGROUND

The contract for RTAA employee medical insurance coverage will expire on December 31, 2026. The RTAA's group health insurance broker of record, LP Insurance, placed this coverage out to bid in August 2026.

Employee health and welfare insurance benefits are a mandatory subject of collective bargaining under Nevada Revised Statute (NRS) 288.150, and the RTAA's Insurance Committee acts on behalf of their respective employee group in making a collective recommendation to the President/CEO regarding contract awards to provide those services. The committee is comprised of representatives from the Teamsters Union Local 533 (Teamsters), the Airport Authority Police Officers' Protective Association (AAPOPA), the Airport Authority Police Supervisors' Protective Association (AAPSPA), and the non-collectively bargained Civil Service Plan and Management Guidelines employee groups.

Over the course of several meetings, the Committee reviewed and compared the quotes received from various carriers in detail and voted to recommend to the President/CEO moving forward with a contract with Anthem for medical, dental, and vision benefits for calendar year 2027. The President/CEO supports the Insurance Committee's recommendation and it is presented in greater detail for the Board's consideration below.

DISCUSSION

Medical Insurance Coverage

The RTAA's medical insurance coverage is currently provided through United HealthCare ("UHC") and includes two "Copay" Preferred Provider Organization (PPO) plan options and a High-Deductible PPO plan option with a Health Savings Account ("HSA").

In August 2026, the RTAA's insurance broker of record, LP Insurance, placed the RTAA's employee medical insurance coverage out to bid with all seven available providers. In

September 2026, LP Insurance completed its bid process and provided the RTAA with the responsive quotes indicated in Table 1, below:

Table 1 – Calendar Year 2027 Medical Insurance Quotes Recap

Carrier	CY 2026 Premiums	CY 2027 Premiums Quoted	Annual Change ($)	Annual Change (%)
United Healthcare	$4,794,863	$6,203,103	+$1,408,266	+29.37%
Anthem	N/A	$5,786,276	+$991,413	+20.68%
Kaiser Permanente	N/A	$5,870,628	+$1,075,764	+22.44%
Aetna	N/A	Not competitive		
Prominence	N/A	Not competitive		
Cigna	N/A	Declined to quote		

Rising costs and RTAA's claims experience significantly impacted United Healthcare's (UHC) renewal proposals, resulting in quoted medical and dental premiums increases of 29.37% and 42.8%, respectively. Maintaining continuity of carriers and minimizing disruption to covered employees is a primary consideration in our renewal strategy however, these estimates represent substantially increased expenses for covered employees and expenses that far exceed the organization's adopted budget and future budget assumptions, if we were to remain covered by UHC.

In comparing more affordable coverage options, the Committee favored Anthem because its coverage terms mirror and its network of providers is most comparable to UHC's, allowing for minimal disruption to employees because of the change in carriers.

Health Savings Account ("HSA") Contribution

One of RTAA's medical plan options is a High-Deductible Health Savings Account (HSA) PPO plan. This plan requires members to pay 100% of their costs until they reach the annual deductible amount ($3,500 individual / $7,000 family). To pay for these out-of-pocket costs, the plan is paired with a tax-advantaged HSA. The employee, rather than the plan, absorbs the cost of healthcare expenses up to the deductible, in exchange for lower monthly premiums. Typically, a financial incentive is offered to encourage enrollment in this plan. RTAA has historically funded a portion of the difference between the employer contribution for this plan and the traditional PPO plans into employee HSAs. The Insurance Committee recommends continuing this incentive and funding amounts recommended continuing as follows: Emp Only: $1,200, Emp + Spouse or Child: $1,500; and Emp + Family: $1,800. Based on current enrollment in the HSA plan, the calendar year 2027 cost for this funding would total approximately $48,600.

Dental and Vision Insurance Coverage

Anthem offered an additional 2% decrease to its medical insurance premiums, as well as a 5% discount to vision coverage, if the RTAA bundles dental and vision with medical coverage. Bundling coverage allows employees to continue accessing care on all lines of coverage through one carrier, a convenience currently available through UHC. Additionally, Anthem offers dental and vision networks that are comparable to those provided by UHC.

FISCAL IMPACT

Table 2 summarizes total estimated calendar year (CY) 2027 costs for all coverages at a total of $6,128,896, which are offset by employee premium contributions of approximately $499,511. These costs represent an overall increase of approximately $1,071,143 (21.18%) over CY 2026 costs but remain below the amount budgeted for fiscal year (FY) 2026-2027 by approximately $229,281, or 4.33%.

Table 2 - Calendar Year 2027 Fiscal Impact

Coverage	CY 2026 Premiums	CY 2027 Premiums	Annual Difference ($)	Annual Difference (%)
Medical	$4,794.863	$5,786,276*	+$991,413	+20.68%
Dental	$232,663	$310,740	+$78,077	+33.56%
Vision	$30,227	$31,880	+$1,653	5.47%
Total Calendar	**$5,057,753**	**$6,128,896***	**+$1,071,143**	**+21.18%**

*$499,511 of this cost is offset by employee contributions

STRATEGIC PRIORITIES

People
Financial Stewardship

STAFF RECOMMENDATION

Staff recommends that the Board approve the motion presented below.

PROPOSED MOTION

"Move to authorize the President/CEO to negotiate final terms and execute a one-year contract with Anthem on behalf of the Reno-Tahoe Airport Authority for bundled employee medical, dental and vision coverage for the 2027 calendar year in the approximate total amount of $6,128,896; and fund $48,600 into employee health savings accounts."