

**COMMITTEE MEMBERS**

**Trustees**

Kitty Jung, Liaison

**Staff Liaison**

Lissa Butterfield, Planning and Environmental  
Services Manager

**PRESIDENT/CEO**

Daren Griffin, A.A.E., Chair

**CHIEF LEGAL COUNSEL**

Ian Whitlock

**COMMITTEE CLERK**

Julia Pollard

**MINUTES  
AIRPORT SUSTAINABILITY ADVISORY COMMITTEE (ASAC)  
Third Quarter, 2024 Meeting  
Thursday, September 19, 2024**

**1. INTRODUCTORY ITEMS**

Lissa Butterfield called the meeting to order at 3:30 p.m.

Roll was taken by the Clerk of the Committee.

Committee members present were Trustee Kitty Jung, Patrick Fisher, Thomas Hill, Rob Pierce, Richard Brong, Vince Griffith, Chris Tolley, Paula Macomber and Suzanne Groneman.

**2. PUBLIC COMMENT**

Committee Clerk, Julia Pollard read an email sent by Katherine Andreatta regarding noise.

*The version that was read has been redacted to omit profanity, personal attacks, redundancy, and to comport with appropriate decorum and common courtesy.*

**3. APPROVAL OF THE MINUTES**

A motion was made by Rob Pierce, seconded by Thomas Hill, and the Committee approved the minutes from the June 20, 2024, Airport Sustainability Advisory Committee meeting, with no changes.

**4. COMMITTEE CHAIR UPDATES**

Chair Lissa Butterfield welcomed Trustee Kitty Jung who will serve as the Board Liaison to the Committee.

**5. BOARD LIAISON UPDATES**

Trustee Kitty Jung gave an update on the recent changes happening with the Airport Fire Department. There is a possibility of merging fire services via interlocal agreement with the City of Reno Fire. Next steps will be a meeting at the City of Reno on October 23, 2024.

**6. QUARTERLY INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS**

### **6.1. New Gen A&B (Replacement Concourses) – Sustainability and Climate Resiliency Design**

Brent Mather gave a presentation regarding their approach to sustainability, a design update and project schedule for the New Gen A&B projects.

Thomas Hill asked if the project was on schedule.

Brent Mather confirmed everything was currently on schedule.

Thomas Hill asked when Concourse A would be completed.

Brent Mathers said to be completed mid-2028.

### **6.2. Noise Reports, Second Quarter 2024 (April – June 2024)**

Rick Miller presented noise reports for second quarter 2024 (April – June 2024).

Rob Pierce thanked staff for the work on this.

### **6.3. Reno-Stead Airport Master Plan Update**

Lissa Butterfield gave a brief update about the Reno-Stead Airport Master Plan.

Rob Pierce thanked staff for their work on this.

Paula Macomber left the meeting at 4:20pm

## **7. INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS**

### **7.1. SSP and greenUP! Partnership Advances Sustainability at Eight (8) Restaurants at Reno-Tahoe International Airport**

Barbara Winter presented the new advances of sustainability at eight restaurants at the Reno-Tahoe International Airport. The restaurants include Timber Ridge, Reno Draft House, Peets Coffee, Tap and Pour and Wild Garlic Pizza and Pub.

Thomas Hill asked if there was resistance with this project.

Barbara Winter spoke about her personal commitment and how expressing that to the people she works with every day helps encourage participation.

Donna Walden mentioned that Trustee Kitty Jung had received their Golden Pinecone Sustainability Award, which SSP will receive this year, in the past.

## 8. GENERAL COMMITTEE COMMENTS, QUESTIONS, AND REQUESTS FOR FUTURE AGENDA ITEMS

- 8.1. FAA Noise Policy Review Update (December 2024)
- 8.2. FAA Reauthorization Act of 2024 – Sustainability Items (December 2024)
- 8.3. New Ground Transportation Center / Rental Car Facility Development Sustainable Design (December 2024)
- 8.4. GSR Expansion (March 2025)
- 8.5. COR Stormwater Utility Program (March 2025)

## 9. PUBLIC COMMENT

## 10. UPCOMING ASAC MEETING DATES

DATE	MEETING
12/19/2024	3:30 PM
03/20/2025	3:30 PM
06/26/2025	3:30 PM (The third Thursday is 06/19/2025, a federal holiday)

## 11. ADJOURNMENT

There being no further questions or business to discuss, Lissa Butterfield adjourned the meeting at 4:38 p.m.