



Michael J. Landguth, A.A.E.
President & CEO

Raleigh-Durham Airport Authority

1000 Trade Drive • P.O. Box 80001 • RDU Airport, NC 27623
tel: (919) 840-7700 • fax: (919) 840-0715 • www.rdu.com

RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA JANUARY 21, 2021

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:15 p.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, January 21, 2021: https://youtu.be/uNk_Gt6nh3Y.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Acting Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on December 17, 2020, will be requested by Secretary Saidi
- III. CHAIR COMMENTS – Acting Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Operations Committee – Thompson will report on the committee’s work session held on January 21, 2021
 2. Finance Committee – Teer will report on the committee’s work session held on January 21, 2021
- V. NEW BUSINESS
- VI. GENERAL COUNSEL’S REPORT – Erin Locklear will provide a General Counsel’s report
- VII. MEMBER COMMENTS – Acting Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO’S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Acting Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

CITY OF RALEIGH

Sepideh Saidi, Secretary
Dickie Thompson

CITY OF DURHAM

Robert D. Teer, Jr., Treasurer
Napoleon Wallace



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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA JANUARY 21, 2021

The committees listed below will meet virtually, beginning at 12:15 p.m. on Thursday, January 21, 2021, with the work sessions being in sequential order, to consider the listed items as well as any other matters that might be deemed appropriate for discussion at that time. During the first portion of the Operations Committee work session a closed session will convene to protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520.

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:15 p.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, January 21, 2021: https://youtu.be/uNk_Gt6nh3Y.

I. Operations Committee – Chair: Thompson

1. *Closed session to protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR Parts 15 and 1520* – Duane Legan and Steele Myers
2. Presentation regarding ParkRDU Program Update – Jeffrey Slayton

II. Finance Committee – Chair: Teer

1. Consideration of Designations of Finance and Budget Officer and Deputy Finance Officer – Ron Kapocius

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA FEBRUARY 18, 2021

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:15 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, February 18, 2021: https://youtu.be/p4sMQ_CTcz8.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Acting Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, held on January 21, 2021, will be requested by Secretary Saidi
- III. CHAIR COMMENTS – Acting Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Finance Committee – Teer will report on the committee's work session held on February 18, 2021
 2. Operations Committee – Thompson will report on the committee's work session held on February 18, 2021
 3. Land and Development Committee – Teer will report on the committee's work session held on February 18, 2021
 4. Governmental Affairs – Hannah will report on the committee's work session held on February 18, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of Service Agreement with PipeView Technologies, LLC
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Acting Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Acting Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA FEBRUARY 18, 2021

The committees listed below will meet virtually, beginning at 11:15 a.m. on Thursday, February 18, 2021, with the work sessions being in sequential order, to consider the listed items as well as any other matters that might be deemed appropriate for discussion at that time. Following the committee work sessions, there will be a closed session to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3), and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body pursuant to NCGS §143-318.11(a)(4).

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:15 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, February 18, 2021: https://youtu.be/p4sMQ_CTcz8.

- I. Finance Committee – Chair: Teer
 1. Presentation of Financial Results for Third Quarter of Fiscal Year Ending March 31, 2021 – Ron Kapocius
- II. Operations Committee – Chair: Thompson
 1. Consideration of Modifications #4 and #5 to Other Transaction Agreement with TSA – Barry Stoker
 2. Consideration of Amendment Nine with ABM Aviation, Inc. – Barry Stoker
 3. Consideration of Service Agreement with Smartvel – Dan Miller
- III. Land and Development Committee – Chair: Teer
 1. Presentation regarding FAA Letter – Runway 5L/23R Environmental Processing – William Sandifer
- IV. Governmental Affairs Committee – Chair: Hannah
 1. Presentation regarding Airport Authority Legislative Agenda – Crystal Feldman
- V. Closed Session

Closed session to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3), and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body pursuant to NCGS §143-318.11(a)(4) – Erin Locklear and David Freedman

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

CITY OF RALEIGH

Sepideh Saidi, Secretary
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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA MARCH 18, 2021

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, March 18, 2021: <https://youtu.be/6ndd20yDzJI>.

- I. **APPROVAL OF AGENDA** – Any changes to and approval of the Agenda will be requested by Acting Chair Hannah
- II. **APPROVAL OF MINUTES** – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on February 18, 2021, and of the minutes of the special meeting of the Board (including the Public Hearing on the proposed budget) held on March 11, 2021, will be requested by Secretary Saidi
- III. **CHAIR COMMENTS** – Acting Chair Hannah will comment on matters of importance to the Authority
- IV. **OLD BUSINESS**
 1. Operations Committee – Thompson will report on the committee's work session held on March 18, 2021
 2. Land and Development Committee – Hannah will report on the committee's work session held on March 18, 2021
- V. **NEW BUSINESS**
 1. Consent Agenda
 - a. Consideration of the Raleigh-Durham Airport Authority 2021 State Legislative Agenda
 - b. Consideration of ParkRDU Transition to Cashless Operations
 - c. Consideration of Amendment to Lease Agreement with Matheson Flight Extenders
 - d. Consideration of Service Agreement with MALMS Navaid, Inc.
 - e. Consideration of Amendment Three with Vertiv Corporation
 - f. Consideration of Amendment to Terminal Support Space Lease Agreement with MERA RD, LLC
 2. FY 2021-22 Budget
 - a. Consideration of Proposed FY 2021/22 Operating and Capital Budgets, and Budget and Capital Project Ordinances

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

CITY OF RALEIGH

Sepideh Saidi, Secretary
Dickie Thompson

CITY OF DURHAM

Tammie Hall
Yesenia Polanco-Galdamez



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- VI. GENERAL COUNSEL’S REPORT – Erin Locklear will provide a General Counsel’s report
- VII. MEMBER COMMENTS – Acting Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO’S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Acting Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

CITY OF RALEIGH

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA APRIL 15, 2021

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, April 15, 2021: <https://youtu.be/LOvuE-J7e9E>.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Acting Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on March 18, 2021, will be requested by Secretary Saidi
- III. CHAIR COMMENTS – Acting Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Land and Development Committee – Hannah will report on the committee's work session held on April 15, 2021
 2. Operations Committee – Thompson will report on the committee's work session held on April 15, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of Revision to Air Service Development Program
 - b. Consideration of Amendment Two to Agreement with Carrier Commercial Services
 2. Election of Officers
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Chair will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

David Kushner
Ellis Hankins

DURHAM COUNTY

Patrick Hannah, Esq., Acting Chair
David Morgan

CITY OF RALEIGH

Sepideh Saidi, Secretary
Dickie Thompson

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA APRIL 15, 2021

The committees listed below will meet virtually, beginning at 11:00 a.m. on Thursday, April 15, 2021, with the work sessions being in sequential order, to consider the listed items as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental directives restricting public gatherings, and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, April 15, 2021: <https://youtu.be/LOvuE-J7e9E>.

I. Land and Development Committee – Chair: Hannah

1. Consideration of Contract with Summers Concrete Contracting for Taxiway B Rehab – Jim Novak
2. Consideration of Task Order Amendment with WK Dickson for Taxiway B Rehab – Jim Novak
3. Consideration of Task Order 3 with Landrum & Brown for Environmental Assessment – Ellis Cayton

II. Operations Committee – Chair: Thompson

1. Presentation Regarding Sustainability Management Plan – Gina Danison
2. Consideration of Terminal Concession Agreement with Uptown Airport Group – Tyler Maheu
3. Consideration of Terminal Support Space Lease with Uptown Airport Group – Tyler Maheu

Raleigh-Durham Airport Authority Board Members

WAKE COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA MAY 20, 2021

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, May 20, 2021: <https://youtu.be/0lnsrwW98Fs>.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on April 15, 2021, and of the special meeting of the Board held on April 30, 2021, will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Finance Committee – Hannah will report on the committee's work session held on May 20, 2021
 2. Land and Development Committee – Hannah will report on the committee's work session held on May 20, 2021
 3. Operations Committee – Thompson will report on the committee's work session held on May 20, 2021
- V. NEW BUSINESS
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, Esq., **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
Ellis Hankins

CITY OF DURHAM

Tammie Hall, **Treasurer**
Yesenia Polanco-Galdamez



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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA MAY 20, 2021

The committees listed below will meet virtually, beginning at 11:00 a.m. on Thursday, May 20, 2021, with the work sessions being in sequential order, to consider the listed items as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website on Thursday, May 20, 2021: <https://youtu.be/0lnsrwW98Fs>.

I. Finance Committee – Chair: Hannah

1. Consideration of Acceptance of Federal Aviation Administration Grants – William Sandifer
2. Consideration of Updates to the Authority-Issued Credit Card Policy – Christopher Rosette
3. Consideration of Proposed FY21-22 Internal Audit Plan – Frank White
4. Consideration of Letter of Credit Approach with TD Bank, N.A. – Ron Kapocius

II. Land and Development Committee – Chair: Hannah

1. Consideration of Amendment with RS&H for Runway 5L-23R Replacement Project – Ronald Jewett

III. Operations Committee – Chair: Thompson

1. Consideration of an Agreement with SCIS Air Security, Inc. – Duane Legan
2. Consideration of Purchase of Explosive Detection K-9s and Vehicles – Steele Myers
3. Consideration of Modification Agreement with Marshall Retail Group for Rent Relief – Kimberly Stewart
4. Consideration of Amendment Three to Service Agreement with Elite Line Services – Charles Nolan
5. Consideration of Amendment Two to Service Agreement with ASCO Power Services – Barry Stoker

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, Esq., **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
Ellis Hankins

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA JUNE 17, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, June 17, 2021, to consider the items listed in the below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/AqZkFgcRJdY>.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, held on May 20, 2021, and of the special meeting of the Board held on May 21, 2021, will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Marketing and Customer Services Committee – Saidi will report on the committee's work session held on June 17, 2021
 2. Finance Committee – Hannah will report on the committee's work session held on June 17, 2021
 3. Land and Development Committee – Hannah will report on the committee's work session held on June 17, 2021
 4. Operations Committee – Thompson will report on the committee's work session held on June 17, 2021
- V. NEW BUSINESS
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

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Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA JUNE 17, 2021

The following Authority Board committees will meet virtually, starting at 11:00 a.m. on Thursday, June 17, 2021 with the work sessions being in sequential order, to discuss the items listed in the attached agenda as well as any other matters that might be deemed appropriate for discussion at that time: I) Marketing and Customer Services; II) Land and Development; III) Finance; and IV) Operations. During the last part of the Operations Committee work session, there will be a closed session to (i) protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520 and (ii) consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to §143-318.11(a)(1) and (3).

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/AqZkFgcRJdY>.

- I. Marketing and Customer Services Committee – Chair: Saidi
 1. Presentation Regarding Triangle Takeoff Coalition “Carry On” Campaign – Crystal Feldman
- II. Land and Development Committee – Chair: Hannah
 1. Consideration of Construction Manager-At-Risk Selection Policy – William Sandifer
- III. Finance Committee – Chair: Hannah
 1. Presentation of Financial Performance and Consideration of Acceptance of Audited Financial Statements and Compliance Audits for FY 2021 – Ron Kapocius
 2. Consideration of Amendment #1 to FY21/22 Budget Ordinance – Abraheem Ashe
- IV. Operations Committee – Chair: Thompson
 1. Consideration of Amendment with WEMOVV for Shuttle Staffing Services – Jeffrey Slayton
 2. Consideration of Extension of Rent Relief to Terminal Concession Tenants – Kimberly Stewart
 3. Consideration of Modification Agreement for Rent Relief with XpresSpa RDU Airport – Kimberly Stewart
 4. Consideration of Task Order with AECOM for Sustainability Management Plan – Gina Danison

Raleigh-Durham Airport Authority Board Members

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5. Consideration of Amendment Eleven to Service Agreement with ABM Aviation – Barry Stoker
6. *Closed Session pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520 Sensitive Security Information Presentation: Cyber Security Brief and Consideration of Agreement with Total Communications – Kristoffer Land*
7. *Closed Session pursuant to NCGS §143-318.11(a)(1) and (3) to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body – Erin Locklear¹*

¹ Due to time constraints, this matter was deferred to a later meeting.

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA JULY 15, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, July 15, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:30 p.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/Ax23miiZ8Sw>.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, held on June 17, 2021, will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Finance Committee – Hannah will report on the committee's work session held on July 15, 2021
 2. Operations Committee – Morgan will report on the committee's work session held on July 15, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of Amazon.com Services LLC Parking License Agreement Amendments
 - b. Consideration of an Agreement for Grease Pumping and Disposal Services
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
Ellis Hankins

CITY OF DURHAM

Tammie Hall, **Treasurer**
Yesenia Polanco-Galdamez



Michael J. Landguth, A.A.E.
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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA JULY 15, 2021

The following Authority Board committees will meet virtually, starting at 12:30 p.m. on Thursday, July 15, 2021 with the work sessions being in sequential order, to discuss the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Finance; and II) Operations. During the Operations Committee work session, there will be a closed session to protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520.

In accordance with governmental directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:30 p.m., followed by the Board meeting beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/Ax23miiZ8Sw>.

I. Finance Committee – Chair: Hannah

1. Presentation Regarding Insurance Renewals – James Witherspoon

II. Operations Committee – Chair: Morgan

1. *Closed session pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520 to protect sensitive security information from disclosure:* Consideration of Agreement with A3 Communications – Michael McLanahan

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

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WAKE COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA AUGUST 19, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, August 19, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time. During New Business a closed session will convene to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3), including discussion of The Umstead Coalition v. Raleigh-Durham Airport Authority.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11 a.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/KDixWGvgGak>.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on July 15, 2021, and of the special meeting of the Board held on July 23, 2021, will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Operations Committee – Morgan will report on the committee's work session held on August 19, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Information Regarding One-year Contract Extension with Elliott Davis for Audit Services
 - b. Consideration of a Multi-Year SAP Concur Agreement with Carahsoft Corporation
 - c. Consideration of Multi-Year Agreement with Radio Communications Company
 - d. Consideration of Modification Agreement with SSP America, Inc. for Rent Relief
 2. Closed Session

Closed session to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3), including discussion of The Umstead Coalition v. Raleigh-Durham Airport Authority – Erin Locklear
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
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- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members
- VIII. PRESIDENT AND CEO’S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
- IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA AUGUST 19, 2021

The following Authority Board committees will meet virtually, beginning at 11:00 a.m. on Thursday, August 19, 2021, with the work sessions being in sequential order, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Operations. During the last portion of the Operations Committee work session a closed session will convene to: (i) protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520 and (ii) to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3).

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/KDixWGvgGak>.

I. Operations Committee – Chair: Morgan

1. Consideration of Agreement with Civix – Chuck McFall
2. Consideration of a Multi-Year OAG Contract – Michael McLanahan
3. Consideration of Explosive Detection K-9 Purchase and Retirements – Steele Myers
4. Consideration of Amendment Four to Service Agreement with Elite Line Services – Steven Yanni
5. Consideration of an Agreement with Republic Parking Systems, LLC – Jeffrey Slayton
6. Consideration of Maintenance and Support Agreement Amendment Five with SKIDATA, Inc. – Jeffrey Slayton
7. Presentation Regarding Short-Term Concession Opportunity – Tyler Maheu
8. *Closed session to: (i) protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR Parts 15 and 1520 and (ii) to consult with an attorney in order to preserve the attorney-client privilege between the attorney and the public body pursuant to NCGS §143-318.11(a)(1) and (3) – William Sandifer and Erin Locklear*

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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Ellis Hankins

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Michael J. Landguth, A.A.E.
President & CEO

RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA SEPTEMBER 16, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, September 16, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:00 p.m., followed by the Board meeting, beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/S3lTuF4oZic>

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on August 19, 2021, will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Operations Committee – Morgan will report on the committee's work session held on September 16, 2021
 2. Land and Development Committee – Thompson will report on the committee's work session held on September 16, 2021
 3. Finance Committee – Hannah will report on the committee's work session held on September 16, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of the Internal Audit Charter/Policy and Procedure
 2. Closed Session (added to Agenda)¹
Closed session to protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR Parts 15 and 1520.
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members

¹ Agenda amended to add closed session during New Business

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA SEPTEMBER 16, 2021

The following Authority Board committees will meet virtually, beginning at 12:00 p.m. on Thursday, September 16, 2021, with the work sessions being in sequential order, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Operations; II) Land and Development; and III) Finance.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 12:00 p.m., followed by the Board meeting beginning at 1:00 p.m., can be viewed live on the following website: <https://youtu.be/S3lTuF4oZic>.

- I. Operations Committee – Chair: Morgan
 - 1. Consideration of Taxi Taxi, LLC Taxi Services Agreement – Tyler Maheu
 - 2. Consideration of Revisions to Chapter 13 of the Raleigh-Durham Airport Authority Ordinances – Tyler Maheu
 - 3. Consideration of Vessel NC Operations LLC Terminal Concession Agreement – Tyler Maheu
- II. Land and Development Committee – Chair: Thompson
 - 1. Presentation regarding Runway 5L/23R Environmental Assessment Public Scoping Comments Update– William Sandifer
- III. Finance Committee – Chair: Hannah
 - 1. Consideration of Letter of Credit Extension with TD Bank, N.A. – Ron Kapocius

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA OCTOBER 21, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:30 p.m. on Thursday, October 21, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., with the Strategic Planning Committee work session beginning at 1:00 p.m., immediately preceding the Authority Board meeting beginning at 1:30 p.m., can be viewed live on the following website: https://youtu.be/YRex9_Yq13c.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on September 16, 2021 will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Operations Committee – Morgan will report on the committee's work session held on October 21, 2021
 2. Air Service Development Committee – Kushner will report on the committee's work session held on October 21, 2021
 3. Land and Development Committee – Thompson will report on the committee's work session held on October 21, 2021
 4. Strategic Planning Committee – Saidi will report on the committee's work session held on October 21, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of Amendment One with Integrated Decisions and Systems, Inc.
 - b. Consideration of Agreement with Clarke Power Services, Inc.
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
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VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities

IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA OCTOBER 21, 2021

The following Authority Board committees will meet virtually, beginning at 11:00 a.m. on Thursday, October 21, 2021, with the work sessions being in sequential order, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Operations; II) Air Service Development; III) Land and Development; and IV) Strategic Planning. During the first portion of the Operations Committee work session a closed session will convene to: (i) discuss a personnel matter pursuant to NCGS §143-318.11(a)(1) and (6), and (ii) protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520. The Strategic Planning Committee work session will begin at 1:00 p.m., immediately preceding the Authority Board meeting.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:00 a.m., followed by the Board meeting beginning at 1:30 p.m., can be viewed live on the following website: https://youtu.be/YRex9_Yq13c.

I. Operations Committee – Chair: Morgan

1. *Closed session to: (i) discuss a personnel matter pursuant to NCGS §143-318.11(a)(1) and (6), and (ii) protect sensitive security information from disclosure pursuant to NCGS §143-318.11(a)(1) and 49 CFR parts 15 and 1520* – William Sandifer
2. Consideration of Facilities Lease and Operating Agreements with Truman Arnold Companies, Inc. and Signature Flight Support LLC – Tyler Maheu

II. Air Service Development Committee – Chair: Kushner

1. Consideration of New Air Service Development Program - Kenneth Strickland

III. Land and Development Committee – Chair: Thompson

1. National Environmental Policy Act Presentation – William Sandifer

IV. Strategic Planning Committee – Chair: Saidi

1. Regional Transportation Alliance Task Force Report – Joe Milazzo

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA NOVEMBER 18, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, November 18, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:30 a.m., followed by the Authority Board meeting beginning at 1:00 p.m., can be viewed live on the following website: https://youtu.be/FWiAXiz9F_I.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah
 - II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on October 21, 2021 and of the special meeting of the Board held on October 29, 2021 will be requested by Secretary Kushner
 - III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
 - IV. OLD BUSINESS
 1. Land and Development Committee – Thompson will report on the committee's work session held on November 18, 2021
 2. Finance Committee – Hannah will report on the committee's work session held on November 18, 2021
 3. Operations Committee – Morgan will report on the committee's work session held on November 18, 2021
 4. Marketing and Guest Experience Committee – Hankins will report on the committee's work session held on November 18, 2021
 - V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of a Multi-Year Contract with Carolina Recording Systems
 - VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
 - VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members
 - VIII. PRESIDENT AND CEO'S REPORT – President and CEO Landguth and other staff members will report on recent Airport activities
 - IX. ADJOURNMENT – Chair Hannah will request a motion to adjourn
- Raleigh-Durham Airport Authority Board Members**

DURHAM COUNTY

Patrick Hannah, **Chairman**
David Morgan

CITY OF RALEIGH

Sepideh Saidi, **Vice Chair**
Dickie Thompson

WAKE COUNTY

David Kushner, **Secretary**
Ellis Hankins

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSIONS AGENDA NOVEMBER 18, 2021

The following Authority Board committees will meet virtually, beginning at 11:30 a.m. on Thursday, November 18, 2021, with the work sessions being in sequential order, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Land and Development; II) Finance; III) Operations; and IV) Marketing and Guest Experience.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work sessions, beginning at 11:30 a.m., followed by the Board meeting beginning at 1:00 p.m., can be viewed live on the following website: https://youtu.be/FWiAXiz9F_I.

- I. Land and Development Committee – Chair: Thompson
 1. Consideration of a Master Services Agreement with a Construction Manager at Risk Firm for Replacement of Runway 5L-23R – Ronald Jewett
 2. Consideration of a Master Services Agreement with a Construction Manager at Risk Firm(s) for Terminal 2 Concession Space Program – Jaymes Carter
 3. Consideration of Task Order with Gensler Architects regarding Terminal 1 Flooring Replacement – Jaymes Carter
- II. Finance Committee – Chair: Hannah
 1. Presentation Regarding Performance for the Second Quarter of the Fiscal Year Ending March 31, 2022 – Ronald Kapocius
- III. Operations Committee – Chair: Morgan
 1. Consideration of Agreement with Flagship Airport Services for Janitorial and Pest Control Services – John Connell
- IV. Marketing and Guest Experience Committee – Chair: Hankins
 1. Presentation Regarding Triangle Takeoff Coalition “Carry On” Campaign – Crystal Feldman

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA DECEMBER 16, 2021

The Authority Board will meet virtually and conduct its regular monthly meeting at 1:00 p.m. on Thursday, December 16, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work session, beginning at 12:00 p.m., followed by the Authority Board meeting beginning at 1:00 p.m., can be viewed live on the following website: https://youtu.be/Dsf8F_I6S_o.

- I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Chair Hannah¹
- II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the regular meetings of the Board and the Board committees, and the consent actions of the Board, held on November 18, 2021 will be requested by Secretary Kushner
- III. CHAIR COMMENTS – Chair Hannah will comment on matters of importance to the Authority
- IV. OLD BUSINESS
 1. Land and Development Committee – Thompson will report on the committee's work session held on December 16, 2021
- V. NEW BUSINESS
 1. Consent Agenda
 - a. Consideration of a Multi-Year Agreement with Cavanaugh Macdonald Consulting, LLC
 - b. Consideration of a Multi-Year Agreement with Bingham Arbitrage Rebate Services, Inc.
 - c. Consideration of Contract for Professional Audit Services for FY 2022
 - d. Consideration of a Multi-Year Contract with eQuest
 - e. Consideration of an Agreement for Interior Plant Installation and Maintenance Services
 - f. Consideration of Acceptance of Federal Aviation Administration Grants²
- VI. GENERAL COUNSEL'S REPORT – Erin Locklear will provide a General Counsel's report
- VII. MEMBER COMMENTS – Chair Hannah will request comments from Authority Board Members

¹ Chair Hannah requested that the Agenda be revised to add consideration of two FAA grants to the Consent Agenda.

² Agenda amended to add this item to Consent Agenda

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

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David Morgan

CITY OF RALEIGH

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VIII. **PRESIDENT AND CEO'S REPORT** – President and CEO Landguth and other staff members will report on recent Airport activities

IX. **ADJOURNMENT** – Chair Hannah will request a motion to adjourn

Raleigh-Durham Airport Authority Board Members

DURHAM COUNTY

Patrick Hannah, **Chairman**
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CITY OF RALEIGH

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RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE WORK SESSION AGENDA DECEMBER 16, 2021

The following Authority Board committee will meet virtually, beginning at 12:00 p.m. on Thursday, December 16, 2021, to consider the items listed below as well as any other matters that might be deemed appropriate for discussion at that time: I) Land and Development.

In accordance with governmental and Transportation Security Administration directives and to help limit the spread of the coronavirus (COVID-19), these events will be conducted virtually. There will be no physical meeting location. The committee work session, beginning at 12:00 p.m., followed by the Board meeting beginning at 1:00 p.m., can be viewed live on the following website: https://youtu.be/Dsf8F_I6S_o.

I. Land and Development Committee – Chair: Thompson

1. Consideration of a Task Order with Delta Airport Consultants for the 2022 Structures Inspection – Jim Novak
2. Consideration of Amended and Restated Ground Lease Agreement with Sheetz, Inc. – Tyler Maheu
3. Consideration of Lease Agreement with UPS Supply Chain Solutions, Inc. – Karen Reynolds

Raleigh-Durham Airport Authority Board Members

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