MEMORANDUM

To: Raleigh-Durham Airport Authority Board
From: Michael J. Landguth, A.A.E.
Date: August 11, 2016
Subject: Regular Meeting of the Authority Board

The following committees will meet sequentially, each beginning at the conclusion of the prior committee’s meeting, starting at 11:00 a.m. on Thursday, August 18, 2016 in Room 100 of the Authority’s administrative offices in the RDU Center (located at 1000 Trade Drive on the Raleigh-Durham International Airport) to consider the items listed in the attached agenda as well as any other matters that might be deemed appropriate for discussion at that time: I) Operations; II) Finance; III) Land and Development; and then IV) Minority and Women-Owned Small Business.

The Authority Board will conduct its regular monthly meeting at 1:00 p.m. Thursday, August 18, 2016, in Room 100 of the Authority’s administrative offices in the RDU Center (located at 1000 Trade Drive on the Raleigh-Durham International Airport), to consider the items listed in the attached agenda as well as any other matters that might be deemed appropriate for discussion at that time.

The following documents are attached for your information and review:
1. Committee Meeting(s) Agenda
2. Authority Board Meeting Agenda
3. Draft minutes of the Authority Board meeting on July 21, 2016
4. Draft minutes of the following committee meetings on July 21, 2016:
   a. Operations Committee
   b. Land and Development Committee
5. Memoranda on the following subjects:
   a. Consideration of Contract with Level 3 for Internet and Voice Services
   b. Consideration of a Two Year Agreement with eQuest for Active Applicant Tracking System Integration
   c. Consideration of TAC Air Fuel Farm Ground Lease Amendment Number 2
   d. Consideration of Purchase of Audio/Visual System and Associated Equipment
   e. Consideration of the Terminal 2 Concourse D Food & Beverage RFP Concession Award Recommendation
   f. Small Business Program Report (April-June 2016)
RALEIGH-DURHAM AIRPORT AUTHORITY COMMITTEE MEETING(S) AGENDA
AUGUST 18, 2016

The committees listed below will meet sequentially, each beginning at the conclusion of the prior committee’s meeting, beginning at 11:00 a.m. Thursday August 18, 2016 in Room 100 of the Authority’s administrative offices in the RDU Center to consider the listed items as well as any other matters that might be deemed appropriate for discussion at that time.

I. Operations Committee – Chair: Hunt; Members: Ali, Teer, Zucchino
   1. The Operations Committee will go into closed session to discuss sensitive public security information.
   2. Consideration of Contract with Level 3 for Internet and Voice Services – Paul Hetzel
   3. Consideration of a Two Year Agreement with eQuest for Active Applicant Tracking System Integration – Cleon Umphrey

II. Finance Committee – Chair: Teer; Members: Ali, Hannah, Zucchino
    1. Quarterly Financial Review – Ron Kapocius

III. Land and Development Committee – Chair: Teer; Members: Ali, Hunt, Kane, Zucchino
     1. Consideration of TAC Air Fuel Farm Ground Lease Amendment Number 2 – Karen Reynolds
     2. Consideration of Purchase of Audio/Visual System and Associated Equipment – Paul Hetzel
     3. Consideration of the Terminal 2 Concourse D Food & Beverage RFP Concession Award Recommendation – Ingrid Hairston

IV. Minority and Women-Owned Small Business Committee – Chair: Ali; Members: Cole, Hunt, Kane
RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING AGENDA
AUGUST 18, 2016

I. APPROVAL OF AGENDA – Any changes to and approval of the Agenda will be requested by Vice Chair Ali

II. APPROVAL OF MINUTES – Any changes to and approval of the minutes of the July 21, 2016 meetings will be requested by Secretary Kane

III. VICE CHAIR COMMENTS – Vice Chair Ali will comment on matters of importance to the Authority

IV. OLD BUSINESS

1. Operations Committee – Hunt will report on the committee’s meeting held on August 18, 2016
2. Finance Committee – Teer will report on the committee’s meeting held on August 18, 2016
3. Land and Development Committee – Teer will report on the committee’s meeting held on August 18, 2016
4. Minority and Women-Owned Small Business Committee – Ali will report on the committee’s meeting held on August 18, 2016

V. NEW BUSINESS

VI. GENERAL COUNSEL’S REPORT – Erin Locklear will provide a General Counsel’s report

VII. MEMBER COMMENTS – Chair Thompson 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 – Vice Chair Ali will request a motion to adjourn