RALEIGH-DURHAM AIRPORT AUTHORITY BOARD MEETING MINUTES
JULY 17, 2014

Chair Hunt presided. Present: Ali, Cole, Kane, Teer, Thompson, and Yeargan (via teleconference). Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, CIO McFall, CHRO Umphrey, Vice Presidents’ Damiano and Legan, General Counsel Locklear, Executive Administrative Assistant Rivera, and other staff members and guests.

I. APPROVAL OF AGENDA

Motion by Ali to approve the agenda; Second by Thompson

ADOPTED BY UNANIMOUS VOTE

II. APPROVAL OF MINUTES

Motion by Ali to approve the minutes of the June 19, 2014 meeting of the Raleigh-Durham Airport Authority Board, including the committee minutes incorporated therein; Second by Thompson

ADOPTED BY UNANIMOUS VOTE

III. CHAIR COMMENTS

1. Chair Hunt welcomed the Board’s newest member, Ms. Adrienne Cole, who is representing the City of Raleigh
2. Chair Hunt recognized a promotion in Law Enforcement
3. Chair Hunt recognized Carmen Watson to introduce the newest RDU volunteers
4. Service Awards recognized
5. Presentation by the Paradies Shops to the USO at RDU

IV. OLD BUSINESS

1. Land and Development Committee Report – Teer reported the Land and Development Committee met on July 17, 2014 and discussed the following item(s):
   a. Consideration of Recombination of Parcels and Sanitary Sewer Easement related to Wake County’s New Emergency Medical Services Station
      The Committee recommends approval of the recombination of Tracts 1 and 2 and the sanitary sewer easement with the City of Raleigh, with authorization for the President and Chief Executive Officer to execute the “Recombination/City of Raleigh Sanitary Sewer Easement Survey Plat” as well as any associated easement documents.

Motion by Teer to adopt the Committee’s recommendation; Second by Kane

ADOPTED BY UNANIMOUS VOTE
2. Operations Committee Report – Teer reported the Operations Committee met on July 17, 2014 and discussed the following item(s):
   a. Consideration of a multi-year agreement with Gatekeeper Systems for services in support of the Raleigh-Durham Airport Authority’s Commercial Vehicle Management Software
      The Committee recommends approval of a four year agreement for a total of $116,200 for the term, with Gatekeeper Systems, with authorization for the President and CEO to execute the Agreement.

      Motion by Teer to adopt the Committee’s recommendation; Second by Thompson

      ADOPTED BY UNANIMOUS VOTE

   b. Consideration of Amendment 2 to the Uptown Airport Group Terminal 1 Concession Lease Agreement
      The Committee recommends approval of Amendment 2 to the Uptown Airport Group, LLC Terminal 1 Concession Lease, with authorization for the President and CEO to execute the amendment.

      Motion by Teer to adopt the Committee’s recommendation; Second by Ali

      ADOPTED BY UNANIMOUS VOTE

   c. Briefing on Ride-Sharing (Transportation Network Companies)
      This presentation was provided for informational purposes; no Board action required.

V. NEW BUSINESS
1. Consideration of a Grant Offer from the Federal Aviation Administration (FAA) for RDU Project 070509, Terminal 1 Ramp Reconstruction
   Staff recommends the Board adopt a resolution accepting the FAA grant offer for the project in the amount of $1,293,030.

   Motion by Ali to adopt the Committee’s recommendation; Second by Hunt

   ADOPTED BY UNANIMOUS VOTE

VI. GENERAL COUNSEL’S REPORT
No items were reported.

VII. MEMBER COMMENTS
    1. The Board members all welcomed Adrienne Cole to the Board of Directors
    2. A note of thanks was expressed to our volunteers
    3. A special thanks was expressed to all staff for the great job handling the U.S. Open

VIII. AIRPORT DIRECTOR’S REPORT
For the fourth month in a row, the number of passengers traveling through RDU has increased. The number of passengers departing RDU in June rose 5.8 percent over June of last year. The number of passengers arriving at RDU rose 6.1 percent compared to the same month last year. The growth in passengers over the last few months has put us in a very good position for the first half of the year. For the first six months, the number of passengers departing RDU has grown 2.1 percent, while the number of arriving passengers has grown 1.9 percent. The growth is due to airlines increasing the number of
seats they offer in the RDU market. Next month, Vacation Express will begin weekly nonstop service to Freeport. The service will operate every fifth day and begins on August 12. This service has been very popular with vacation travelers in the past.

Last month was very busy with attendees to the U.S. Open in Pinehurst. RDU reached passenger numbers that are usually only seen during the holidays. The staff worked closely with PGA organizers and the Moore County CVB to ensure arriving attendees had the information needed to get to the tournament easily. Over the past week, RDU has also welcomed attendees of the Triple-A All-Star game held in Durham.

IX. ADJOURNMENT

Motion by Ali to adjourn; Second by Thompson

ADOPTED BY UNANIMOUS VOTE
RALEIGH-DURHAM AIRPORT AUTHORITY
LAND AND DEVELOPMENT COMMITTEE MEETING MINUTES
JULY 17, 2014

Teer presided. Present: Cole, Hunt, Kane, Thompson, and Yeargan (via teleconference). Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, CIO McFall, CHRO Umphrey, Vice Presidents’ Damiano and Legan, General Counsel Locklear, Executive Administrative Assistant Rivera, and other staff members and guests.

The Committee discussed the following item(s):

1. Consideration of Recombination of Parcels and Sanitary Sewer Easement related to Wake County’s New Emergency Medical Services Station: Upon a motion by Thompson and second by Kane, the Committee recommends approval of the recombination of Tracts 1 and 2 and the sanitary sewer easement with the City of Raleigh, with authorization for the President and Chief Executive Officer to execute the “Recombination/City of Raleigh Sanitary Sewer Easement Survey Plat” as well as any associated easement documents.

Presented by Karen Reynolds, Director of Properties – At the January 16, 2014 Airport Authority meeting, the Board approved the design concept for a new Wake County Emergency Medical Services Station to be constructed on the site where the existing EMS Station is located. The City of Raleigh advised the County that the City would provide water and sewer services to the site if two parcels, Tracts 1 and 2, were recombined into one parcel. Tract 1, at 6901 Mount Herman Road, is 1.35 acres and includes the site upon which the new facility will be built. Tract 2, at 6849 Mount Herman Road, is .06 acres and includes the access to the sanitary sewer that would serve the larger parcel. A recombination plat has been prepared and reviewed by legal counsel. In addition, the City of Raleigh requires the Authority execute a sanitary sewer easement with the City. The recombination plat and easement must be recorded before the City will approve the County’s Infrastructure-Construction and Plot Plans, and before the building permit for construction of the facility can be issued.

Staff recommends approval of the recombination of Tracts 1 and 2 and the sanitary sewer easement with the City of Raleigh, and requests the President and Chief Executive Officer be given authorization to execute the “Recombination/City of Raleigh Sanitary Sewer Easement Survey Plat,” as well as any associated easement document, as may be required.
RALEIGH-DURHAM AIRPORT AUTHORITY
OPERATIONS COMMITTEE MEETING MINUTES
JULY 17, 2014

Teer presided. Present: Ali, Cole, Hunt, Kane, Thompson, and Yeargan (via teleconference). Staff present included: President and CEO Landguth, Senior Vice President & COO Sandifer, CIO McFall, CHRO Umphrey, Vice Presidents’ Damiano and Legan, General Counsel Locklear, Executive Administrative Assistant Rivera, and other staff members and guests.

The Committee discussed the following item(s):

1. Consideration of multi-year agreement with Gatekeeper Systems for services in support of the Raleigh-Durham Airport Authority’s Commercial Vehicle Management Software:

   Upon a motion by Ali and second by Cole, the Committee recommends approval of a four year agreement for a total of $116,200 for the term, with Gatekeeper Systems, with authorization for the President and CEO to execute the Agreement.

   Presented by Chuck McFall, CIO and Carl Schmidt, Systems & Integration Manager - Gatekeeper Systems provides the software the Authority utilizes to track commercial vehicles entering and exiting the campus. This software assists Ground Transportation in doing commercial vehicle management (CVM) and billing. GateKeeper Systems, is an industry recognized leader and has been working with Airports since 1997. They have partnered with TransCore, the largest global manufacturer of transportation-based RFID technologies, which is an integral part of the Authority’s CVM system. The overall CVM system includes the GateKeeper software, for which this agreement addresses, and TransCore hardware devices. Most recently, the Authority has completed a full replacement of the TransCore equipment and a major upgrade of the GateKeeper CVM software. These upgrades have been beneficial to the Authority, and have allowed Ground Transportation to continue receiving revenue from the commercial vehicles that operate on campus, and more importantly, get a more accurate accounting for each vehicle that is managed in the system. Throughout the time that the Authority has utilized Gatekeeper’s CVM, we have experienced no major issues with either the equipment or software and our Ground Transportation department has been indicated that the support we receive from GateKeeper is excellent. The Authority’s Information Services Division has had very minimal issues with any of their software and has also always received excellent support and quick resolutions to any issues that have been reported. For all of the above mentioned reasons, we recommend that we continue with GateKeeper’s CVM and enter into a multi-year agreement.

   Staff recommends approval of a four year agreement for a total of $116,200 for the term, with Gatekeeper Systems, with authorization for the President and CEO to execute the Agreement.
2. Consideration of Amendment 2 to the Uptown Airport Group Terminal 1 Concession Lease Agreement: Upon a motion by Thompson and second by Cole, the Committee recommends approval of Amendment 2 to the Uptown Airport Group, LLC Terminal 1 Concession Lease with authorization for the President and CEO to execute the amendment.

Presented by Ingrid Hairston, Director of Business Development – The Airport Authority received a request from Uptown Airport Group, Inc. to correct its name in the lease. Uptown originally proposed to operate as a North Carolina corporation, but ultimately formed a limited liability company. This amendment changes the name of the lessee from Uptown Airport Group, Inc. to Uptown Airport Group, LLC and assigns all responsibilities under the lease to Uptown Airport Group, LLC effective with the date of change in the entity's corporate name.

Staff recommends approval of Amendment 2 to the Uptown Airport Group, LLC Terminal 1 Concession Lease with authorization for the President and CEO to execute the amendment.

3. Briefing on Ride-Sharing (Transportation Network Companies): This presentation was provided for informational purposes; no Board action required.

Presented by Laurie Suggs, Ground Transportation Manager – Briefing offered on ride-sharing companies Uber and Lyft.