



Austin Airport Advisory Commission

REGULAR MEETING MINUTES

February 9, 2010

The Austin Airport Advisory Commission convened in a regular meeting on February 9, 2010 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Board Members in Attendance:

Richard Hatfield – Chair, Carolyn Lowe- Vice Chair, Steven Hart, Robert Torn, Dale Murphy, Scott Madole, and D'Ann Johnson

Board Members Absent:

None.

Staff in Attendance:

Patti Edwards, Shane Harbinson, David Petersen, and Dedra Woodard.

Other Staff Present:

Jamy Kazanoff, Loren Lintner, Julie Harris and Jonathan Lian

Others Present:

Joshua Blum, Mark Pfeffer, and Jim Gousan

Welcome & Call the Meeting to Order:

Richard Hatfield called the meeting to order at 5:00 p.m.

CITIZENS COMMUNICATIONS:

2. APPROVAL OF MINUTES FOR JANUARY 12, 2010.

Motion to approve minutes made by Steven Hart and second by Carolyn Lowe.

Motion passed 5-0-2.

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Planning & Engineering Capital Improvement Project Status Report Presentation was made by Shane Harbinson, Planning and Engineering Manager, Aviation Department.
- b) Finance & Operations Reports Presentation was presented by David Arthur, Assistant Director, Finance Department.

- c) GTSA Transactions Presentation (January 2010) was presented by Shane Harbinson, Assistant Director, Aviation Department.

Item 3 a) Shane Harbinson discussed the Planning & Engineering Manager’s Report for February 2010. Fire Protection Improvements – Jacobs is the consultant. Condition of building is being investigated and a findings report will be submitted for review and comments. ABIA CUP Cooling Tower Improvements – 100% draft engineering report has been submitted and reviewed by owner. Airfield Joint Sealant Rehabilitation – FAA has given approval to combine phases I and II. Construction documents submitted to Public Works the first week of February. Drainage Master Plan – Phase II contract executed on 12/15/09. Shuttle Bus Route Reconfiguration - Project has been placed on hold pending overflow lot re-initiation. Parking Garage Repairs – Notice to proceed (NTP) is anticipated for March 2010. ABIA Terminal Radio Communication Improvements - Work has been completed. Airfield Lighting Improvements and Pavement Rehabilitation – Punchlist work is complete. Contract close-out is in progress.

Item 3 b) David Arthur discussed the Finance and Operations Reports December 2009. Passenger Activity YTD down 9.05%, Aircraft Operations - total operations down 16.33% Cargo Activities YTD - mail totals down 15.31% cargo totals down 22.31%, belly freight totals down 28.21%, cargo totals (mail, cargo, belly freight) down 22.69%. Airport fund revenue FY10 (10/09-12/09) vs FY09 (10/8-12/08) - Total airline revenue up 2.82%, total non-airline revenue down 6.24%, total revenue down 2.99%, total operating expenses up 3.00%, total transfers out down 39.02%, total requirements up 37.74%. Non airline revenue detail FY10 (10/09-12/09) vs FY09 (10/8-12/08)– total parking revenues down 5.92%, total other concessions down 7.48%, total other rentals and fees down 4.44%, total Non-Airline revenue down 6.24%.

Item 3 c) Shane Harbinson discussed the GTSA Transactions for January 2010. Total Ground Transportation Transactions for January 2010 were 25,336. Total Ground Transportation Transactions for January 2009 were 23,801. See below for a year to year comparison.

YEAR TO YEAR COMPARISON		
SERVICE CATEGORY	JANUARY 2010	JANUARY 2009
TAXICAB	20,937	19,350
LIMOUSINE	1,430	1,358
HOTEL SHUTTLE	2,787	2,961
OTHER SHUTTLE	176	128
CHARTER BUS	6	4
OVERALL TOTAL	25,336	23,801

4. ABIA Action Items

- a) Authorize negotiation and execution of a reimbursement agreement with a consortium of rent-a-car companies holding Concession Agreements at Austin-Bergstrom International Airport for professional services to perform a study to determine the feasibility of a new rental car facility and parking garage at the Airport in an amount not to exceed \$454,000.

Motion to approve made by board member Scott Madole and second by board member, Steven Hart on February 9, 2010. Motion passed 6-1-0

b) Authorize negotiation and execution of an agreement with Reed Business Information, Quadrant House, The Quadrant, Sutton, Surrey SM2 5AS, United Kingdom, to host the Network USA 2011 conference to be held March 6, 7, and 8, 2011.

Motion to approve made by board member, Steven Hart and second by board member, Robert Torn on February 9, 2010. Motion passed 6-0-1

5. NEW BUSINESS

- a) Set a date to conduct a public meeting to discuss ABIA Commuter Parking and Operations.

ABIA's Commuter Parking and Operations Meeting will be held on February 24, 2010 at 5:30 pm. This meeting will be held at 2716 Spirit of Texas Drive, in the Auditorium. Steven Hart resigned from the AAAC Subcommittee. Scott Madole replaces Steven Hart.

- b) Update on the status of the GTSA relocation or modification.

Shane Harbinson said ABIA is anticipating putting a facility in our Budget Rental Car Lot.

- c) Update on the status of provision of Free Wi-Fi in the Terminal.

Shane Harbinson said it has been recommended that ABIA honor the concourse contract for free Wi-Fi for 5 years.

- d) Update on the AAAC Goals and Scorecard.

Shane Harbinson reviewed with the Commission their 2009/2010 Goals and Scorecard.

6. OLD BUSINESS

Item a) Status of action items upon which the Commission has made a recommendation to Council.
Updates on agenda

Item b) Properties Lease Agreements – David Petersen said 5 new concessions have been proposed to come to ABIA in 2010 (Hill's Café/Nuevo Leon, Saxon Pub and Grub, Soco Market, Barton Creek Dry Goods/Virgin Books/Brookstone, and Thundercloud/Ruta Maya).

Item c) General Aviation – Shane Harbinson said ABIA's staff will meet with Jetblack and Ascend Development next week. Both are working on their Facility Aircraft Activity Forecast that will be submitted to the FAA.

7. FUTURE AGENDA ITEMS

Item 7 a) Capital Improvement Plan (CIP)

Item 7 b) USO

8. ADJOURNMENT

Meeting was adjourned at 6:50 pm

Date of next meeting: March 9, 2010