



## Austin Airport Advisory Commission

### REGULAR MEETING MINUTES

MAY 11, 2010

The Austin Airport Advisory Commission convened in a regular meeting on May 11, 2010 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

#### Board Members in Attendance:

Richard Hatfield – Chair, Carolyn Lowe- Vice Chair, Robert Torn, Scott Madole, and Steven Hart

#### Board Members Absent:

D'Ann Johnson and Dale Murphy

#### Staff in Attendance:

Shane Harbinson and Dedra Woodard.

#### Other Staff Present:

None.

#### Others Present:

None

#### Welcome & Call the Meeting to Order:

Richard Hatfield called the meeting to order at 5:05 p.m.

### CITIZENS COMMUNICATIONS:

#### 2. APPROVAL OF MINUTES FOR APRIL 13, 2010.

Motion to approve minutes made by Scott Madole and second by Carolyn Lowe.

Motion passed 3-1. Steven Hart abstained.

#### 3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

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

**Item 3 a)** Shane Harbinson discussed the Planning & Engineering Manager's Report for April 2010. ABIA Parking Garage and Rental Car Facility - The feasibility study is expected to be completed by June/July 2010. Drainage Master Plan - First workshop was completed on April 27, 2010, and Staff is planning for a second workshop. ABIA Terminal Improvements 2006 Phase 4 - Project is planned to be issued for Bid in May-2010. ABIA Terminal Trash Chute Improvements- East end of terminal has been completed, work will soon start on West end of the terminal. Auction Properties: ABIA received 20 total bids for properties in the auction held on April 13, 2010. Out of the five properties up for auction only one property sold above the amount reflected in our appraisal report. Jet/Patton lane – Twenty eight offers have been made. Twenty three of the 28 offers made have been accepted. Twenty two have closed.

**Item 3 b)** Shane Harbinson discussed the Finance and Operations Reports March 2010. Passenger Activity YTD up 6.44%, Aircraft Operations - total operations down .10% Cargo Activities YTD – mail totals up 7.11% cargo totals down 2.55%, belly freight totals down 14.41%, cargo totals (mail, cargo, belly freight) down 3.37%. Non-Airline revenue Detail (March 2010 compared to March 2009). Total Parking Revenues down 0.64%, total other concessions up 24.84%, total other rental and fees up 1.24%, and total non-airline revenue up 7.14%. Handouts of the entire presentation were given to the AAAC.

**Item 3 c)** Shane Harbinson discussed the GTSA Transactions for April 2010. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON		
SERVICE CATEGORY	APRIL 2010	APRIL 2009
TAXICAB	24,605	23,159
LIMOUSINE	1,835	1,353
HOTEL SHUTTLE	2,533	2,999
OTHER SHUTTLE	346	134
CHARTER BUS	0	11
<b>OVERALL TOTAL</b>	<b>29,319</b>	<b>27,646</b>

**4. ABIA Action Items**

a) Authorize execution of a construction contract with Austin Traffic Signal construction Co., LP, Pflugerville, TX, for the ABIA Overhead Signage Renovations Project at the Austin-Bergstrom International Airport in the amount of 158,524.

Motion to approve made by board member Steven Hart board member, Robert Torn. Motion passed 5-0.

## **5. NEW BUSINESS**

a) . Promoting events at the airport - Commissioners discuss options for promoting special events that occur on the airport; such as airline magazines, signage, electric signs, advertisement, parking signs, etc.

b) Budget Forecast - Shane Harbinson provided a financial forecast presentation

## **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 – Shane Harbinson advised majority of properties information was included in the Tenant/Third Party Projects that was mentioned in the Planning & Engineering Capital Improvement Project Status Report.

Item c) General Aviation – Shane Harbinson said ABIA is currently gathering information from Ascend Development and Jetblack Development.

## **7. FUTURE AGENDA ITEMS**

Item 7 a) 2011 Operating Budget

Item 7 b) Promoting events at the airport

Item 7 c) Recognition discussion regarding Ms. Browning

Item 7 d) Consolidated Rental Car Update

## **ADJOURNMENT**

Meeting was adjourned at 7:30 pm

**Date of next meeting:** June 8, 2010