



## Austin Airport Advisory Commission

### REGULAR MEETING MINUTES

July 13, 2010

The Austin Airport Advisory Commission convened in a regular meeting on July 13, 2010 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

#### **Board Members in Attendance:**

Richard Hatfield – Chair, Scott Madole, D’Ann Johnson, and Dale Murphy

#### **Board Members Absent:**

Robert Torn, Steven Hart, and George Farris.

#### **Staff in Attendance:**

Shane Harbinson, David Petersen, David Arthur, and Dedra Woodard

#### **Other Staff Present:**

Loren Lintner, Matt Lorenzen, Jim Halbrog and Donnell January

#### **Others Present:**

Charles Gates, Jackie Agan, Mark Pfeffer, and Howard H. Levine

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

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

#### **CITIZENS COMMUNICATIONS:**

None.

### **2. APPROVAL OF MINUTES FOR JUNE 8, 2010.**

Motion to approve minutes made by D’Ann Johnson and second by Scott Madole.  
Motion passed 4-0.

### **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 David Arthur, 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 (CIP Project Status) for July 2010. ABIA Terminal Fire Protection Improvements Phase - Mendoza Arch is the consultant. Preliminary Phase work is in progress for Terminal building improvements. Notice to proceed to be issued in June-July. Drainage Master Plan – Workshop #2 is scheduled for July 20, 2010. Project scheduled completion is March 2011. Shuttle Bus route Reconfiguration – Project has been put on hold. Remain Over Night Aircraft parking, Phase 2 – Consultant's first submittal, 30%, was submitted for review on May 21, 2010. Airfield Joint Sealant Rehabilitation – Interstate sealant was awarded as the low bidder. ABIA Terminal Trash Chute Improvements – Project close-out is in progress. Jet/Patton Lane. Twenty eight offers have been made. Twenty-four (24) of the 28 offers made have been accepted. We are negotiating offers on the last few parcels. Twenty-three (23) have closed. To date 26 of the dwellings have been demolished. Mobile Home Park – Made an offer of \$1,100,000 to purchase the Mobile Home Park. We received a counter offer of \$4,750,000.

**Item 3 b)** David Arthur discussed the Finance and Operations Reports May 2010. Passenger Activity totals Calendar YTD up 5.68, Aircraft Operations - total operations down 0.69% Cargo Activities Calendar YTD – mail totals up 7.07% cargo totals up 1.36%, belly freight totals down 13.79%, cargo totals (mail, cargo, belly freight) up 0.07%. Handouts of the entire presentation were given to the AAAC.

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

YEAR TO YEAR COMPARISON		
SERVICE CATEGORY	JUNE 2010	JUNE 2009
TAXICAB	21,566	20,890
LIMOUSINE	1,625	1,158
HOTEL SHUTTLE	2,760	3,005
OTHER SHUTTLE	384	157
CHARTER BUS	9	7
<b>OVERALL TOTAL</b>	<b>26,344</b>	<b>25,217</b>

**4. ABIA Action Items**

- a) Discussion and approval of the 2011 ABIA Operating Budget.

Motion to approve made by board member Scott Madole, second by board member, D'Ann Johnson. Motion passed 4-0.

- b) Approve negotiation and execution of an amendment to the Austin-Bergstrom International Airport rental car service center lease with Budget Rent A Car System, Inc. and authorizing the purchase of Budget's leasehold improvements in the amount of \$312,500.

Motion to approve made by board member Dale Murphy and second by board member D'Ann Johnson. Motion passed 4-0.

- c) Authorize an amendment to the airport retail concession lease agreement with Manny Farahani, d/b/a FaraCafe to grant the concessionaire an option to extend the term of two additional years, to increase the concessions fees, to refurbish and to modify the concession venue, and update other lease terms.

Motion to approve made by board member Scott Madole and second by board member D'Ann Johnson. Motion passed 4-0.

- d) Approve negotiation and execution of a second reimbursement agreement with a consortium of rent-a-car companies holding Concession Agreements at Austin-Bergstrom International Airport for professional services to perform a design, planning and related services for a new rental car facility and parking garage at the Airport in an amount not to exceed \$7,000,000.

Motion to approve made by board member Scott Madole and second by board member D'Ann Johnson. Motion passed 4-0.

- e) Appointment of a General Aviation Liaison for the Airport Advisory Commission  
No vote was taken. Dale Murphy was appointed the Liaison by Richard Hatfield.

## **5. NEW BUSINESS**

- a) Insurance requirement for GA T-Hangers. – Frederick Scott gave a presentation regarding T-Hanger Insurance requirements. Frederick said the tenant shall obtain, and maintain throughout the term of its lease or permit various insurance overages and furnish certificates of insurance and policy endorsements. Handouts of the entire presentation were given to the Austin Airport Advisory Commission.
- b) Recognition discussion regarding Ms. Browning. - Shane Harbinson said he is currently working with the GA Community to come up with ideas on how to recognize Ms. Browning for her many accomplishments.
- c) Discussion on public outreach for airport events – Item postponed until August 10, 2010.
- d) Discussion on retail opportunities at the airport – Item postponed until August 10, 2010.
- e) Update on City Council resolution No. 20100624-083 – Item postponed until August 10, 2010.

## **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 – Properties Lease Agreements update was mentioned in the Planning & Engineering Capital Improvement Project Status Report.

Item c) General Aviation – Shane Harbinson said ABIA staff is currently working with Ascend

## **7. FUTURE AGENDA ITEMS**

- a) Discussion on public outreach for airport events
- b) Discussion on retail opportunities at the airport

c) Update on City Council resolution No. 20100624-083

## **ADJOURNMENT**

Meeting was adjourned at 7:30 pm

**Date of next meeting:** August 10, 2010