



## **Austin Airport Advisory Commission**

### **REGULAR MEETING MINUTES**

**August 10, 2010**

The Austin Airport Advisory Commission convened in a regular meeting on August 10, 2010 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

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

Scott Madole, Steven Hart, Robert Torn, Dale Murphy, George Farris and D'Ann Johnson

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

Ernie Saulmon

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

Shane Harbinson, Dave Arthur, David Petersen and Becky Nagel

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

None.

#### **Others Present:**

Chris Coons (RN Armstrong)  
Jarred Wise (KXAN)

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

Scott Madole called the meeting to order at 5:09 p.m. Scott introduced George Farris as the newest member to the Commission. George is a flight instructor at the airport.

**1. CITIZENS COMMUNICATIONS:** None.

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

Motion to approve minutes made by Dale Murphy and seconded by Steven Hart.  
Motion passed 5-0. (Johnson & Saulmon absent).

**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 Dave Arthur, Assistant Director, Aviation Department.

*5:42 p.m. – D'Ann Johnson arrived.*

- 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 August 2010. ABIA Parking Garage and Rental Car Facility - The draft feasibility study was completed in June, with final report due in August. Drainage Master Plan - Second workshop was completed in July, 2010, and first draft report is due in August. ABIA Terminal Improvements 2006 Phase 4 - Project bids were non-responsive and will need to be reissued. ABIA Terminal Trash Chute Improvements- East end of terminal has been completed. Remain Overnight Apron-Project project progressing and contractor is conducting major hauling operations from Mt. Bergstrom for fill material for the new apron. Auction Properties: Jet/Patton lane – Twenty eight offers have been made. Twenty four of the 28 offers made have been accepted. Twenty two have closed. Mobile Home Park-The owner of the Mobile Home Park filed suit on July 23, 2010 in the U.S. District Court seeking a declaratory judgment against the City of Austin. They are requesting that City seek new appraisals, negotiate in good faith at an agreed price and failing agreement to promptly commence eminent domain proceedings, and be awarded cost of the suit and attorneys fees.

**Item 3 b)** Dave Arthur discussed the Finance and Operations Reports for June, 2010. Enplanements for June 2010 were up 2.08% over enplanements in June 2009. Fiscal Year to date enplanements are up 2.07% over last year. Non-airline revenue for June was up 10.61% over June of last year. Fiscal Year to date non-airline revenue is 0.88% higher than the same period last year. Through June, fiscal year to date non-airline revenue improved to 4.1% under budget compared to 5.1% under budget through May.

Dave also talked about the Rates & Charges meeting with the Airlines on August 3, 2010. The Airlines asked us to look at our expenses which we are doing.

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

<b>YEAR TO YEAR COMPARISON</b>		
<b>SERVICE CATEGORY</b>	<b>JULY 2010</b>	<b>JULY 2009</b>
TAXICAB	21,460	17,358
LIMOUSINE	1,526	1,297
HOTEL SHUTTLE	2,855	2,937
OTHER SHUTTLE	453	157
CHARTER BUS	0	9
<b>OVERALL TOTAL</b>	<b>26,294</b>	<b>21,758</b>

#### **4. ABIA Action Items**

a) Election of officers.

Motion to appoint Scott Madole as Chair made by Steven Hart, seconded by Robert Torn. Motion passed 4-1-1 (Madole abstained & Saulmon absent).

Motion to appoint Dale Murphy as Vice-Chair made by Scott Madole, seconded by D'Ann Johnson. Motion passed 4-1-1 (Murphy abstained & Saulmon absent).

Motion to appoint D'Ann Johnson as Secretary made by Scott Madole, seconded by Robert Torn. Motion passed 4-1-1 (Johnson abstained & Saulmon absent).

b) Authorize award, negotiation, and execution of a 60-month requirements service contract through the State of Texas Department of Information Resources cooperative purchasing program with **SUMMUS INDUSTRIES, INC., (MB)** Sugarland, TX, for a Microsoft Enterprise License Agreement (EA) and Software Assurance in an estimated amount not to exceed \$14,827,020.

Motion to approve made by Steven Hart, seconded by Dale Murphy. Motion passed 5-1-1 (Johnson abstained & Saulmon absent).

#### **5. NEW BUSINESS**

a) Discussion on public outreach for airport events. Jim Halbrook gave an overview on the efforts of the Public Information Office for coordination and providing, promoting special events at the airport. Rip Torn requested staff look at a monthly publication for the customers. Jim Halbrook will look into the request. Jim further advised that the airport has a quarterly newsletter called Fly Austin.

b) Discussion on retail opportunities at the airport. Discussing regarding area for concession opportunities. Dave Petersen gave an overview of the Concession program and advised that the airport has tried three (3) times to have concession on the non secured side of screening and in baggage claim and the each time our vendors did not make enough revenue to remain open. Shane Harbinson advised that the rental car space in baggage claim will be used for airline storage and additional baggage carousels installation.

c) Update on City Council Resolution No. 20100624-083. Shane gave a brief update on the Mobile Loaves & Fishes. FAA has verbally indicating that grants would be affected if airport property were used for this, and will follow up with a letter to City Management Office. The resolution includes that the City Manager will look at alternate locations and report back to Council with an update. Scott Madole advised he will prepare a draft a resolution to be included on the agenda at next months meeting.

d) Discussion of Department of Transportation-Airline statistics and publications. Commissioner Torn recommend that the Bureau of Transportation Statistics be available for our travelers it should be expanded and publicized by the airport. Shane Harbinson advised that this information is available to the customers and that most travel online websites provide this information when the customer is searching for and purchasing airline tickets. Shane further advised that the airport has a good relationship with the existing airlines and a relationship building when marketing for new airline service into Austin, and expanding airline information regarding on-time airline service could work against the airport when attracting new airline services.

e) GA T-Hangars Insurance. Dale Murphy reported that nothing has been resolved but that some headway has been made. He asked that this item be left on the agenda for next month.

## **6. OLD BUSINESS**

Item a) Status of action items upon which the Commission has made a recommendation to Council. Updates on agenda. No questions were asked on this item.

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. Nothing new to report.

Item c) General Aviation – Shane Harbinson said ABIA is currently gathering information from Ascend Development and Jetblack Development. Shane announced that Birds Nest Aviation is now Austin Executive Airport. The construction cost of the new airport is approximately \$30 million and should be open early 2011.

**7. FUTURE AGENDA ITEMS**

- a) 2011 Operating Budget
- b) Recognition discussion regarding Ms. Browning
- c) Consolidated Rental Car Update

**ADJOURNMENT.** Motion to adjourn made by George Farris, seconded by Steven Hart. Motion passed 6-0 (Saulmon absent). Meeting was adjourned at 7:25 p.m.

**Date of next meeting:** September 14, 2010