



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, SEPTEMBER 13, 2011**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, September 13, 2011 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair Dale Murphy called the meeting to order at 5:04 p.m.

Commission Members in Attendance:

Dale Murphy, Chair	Steven Hart, Vice Chair	D'Ann Johnson, Secretary
George Farris	James Kelsey	Ernest Saulmon

Commission Members Absent:

Mark Segaloff

Staff in Attendance:

Shane Harbinson, Dave Arthur, Kellye Mireles

Others Present:

Chris Coons, RW Armstrong
Josh Rasmussen, UT Student

1. CITIZENS COMMUNICATIONS: GENERAL

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of August 9, 2011 were approved on Commission Member George Farris' motion, Commission Member Ernest Saulmon's second on a 4-0 vote. Commission Member Mark Segaloff, Vice Chair Steven Hart and Secretary D'Ann Johnson were absent.

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Planning & Engineering Capital Improvement Project Status Report Presentation was presented by Shane Harbinson, Assistant Director, Aviation Department. Shane Harbinson hit the highlights on several Planning & Engineering projects. Business terms are still being finalized for the CONRAC facility. A letter of intent increased the discussions with the Car Rental Companies. To move forward on the project, 500,000 dollars was released to perform work on a geotechnical and survey activities. As discussed last month, the best approach for the removal of the Mount Bergstrom stockpile is to treat it as a demo project and have it removed. The Drainage Master Plan project will go to the Environmental board on October 5th. A resolution from the board will then be asked for at the following meeting. The Noise and Flight Track Monitoring System is going through vendor testing, and staff is going to make an attempt to work with the FAA to see if a gateway can be established for flight track information. The new employee parking lot will have about 1,500 parking spaces, and we are planning expansion of surface lot G for an additional 250 spaces. The new lots will include new green infrastructure, limited curbs or gutters will be built. The new cell phone lot will include three project phases to convert the existing GTSA into a cell phone lot, and hopefully available before Thanksgiving. The new cell phone lot still needs accessibility ramps, restroom improvements, added security cameras and movement of vending machines. The demolition of the parachute towers are 50 percent completed, should be completed by next month. The Remain-Over-Night Apron Project is on schedule and going very well. The GTSA relocation is having issues with the revenue control system; credit cards will not be available at the site opening day. All east food court tenant projects are coming along and will be done by next week. The United/Continental Airlines Merger are going with the United Airline name and changes to their office space will be done by December of this year. The Terminal improvement projects - replacing overhead doors at the checkpoints - will be starting at 6 PM instead of 7 PM to ensure each checkpoint is up and operational by 6 AM.
- b) Finance & Operations Reports Presentation was presented by Dave Arthur, Assistant Director, Aviation Department. The July report is almost identical to June. The passenger activity for July was down but year to date is still 6% over last year. Revenue and expenses are still in the same trend. The airline revenue is about 3% under budget but still 6% over last year. Non airline revenue is a little better with 9% over last year. Parking is also 9% over last year. Operating expenses are trending identically as the past months with 7% under budget and 3% over last year. Debt service is 16% under budget and 2% over last year. Surplus over the past nine months is a little bit higher with 90% over budget and 30% over last year. There is a 12 million dollar Surplus compared to our budget of 6.5 million. Rental cars are up 12% over last year. Food and beverage is up 17% over last year. News and Gifts are up 4% over last year. The new advertising contract is 94% over last year. It has generated a net of \$200,000.

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

Shane Harbinson discussed the GTSA Transactions for August 2011. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	AUGUST 2011	AUGUST 2010	% Increase/decrease
TAXICAB	25,388	22,475	13%
LIMOUSINE	1,831	1,643	11.4%
HOTEL SHUTTLE	2,740	2,876	(4.7%)
OTHER SHUTTLE	375	397	(5.5%)
CHARTER BUS	12	0	1200%
OVERALL TOTAL	30,346	27,391	10.8%

- d) Briefing on the Opening of the Ground Transportation Staging Area was presented by Shane Harbinson, Assistant Director, Aviation Department. Currently working with the mayor and council member Martinez' office for attending the GTSA opening events, hope schedule either the first or second week of November. There will be posters, electronic mail, news releases and invitations to go out to the drivers and owners of the companies. There will be live music performed by some of the drivers. Food and beverages will be served.

4. ABIA Action Items

- a) Authorize execution of a construction contract with **EAS CONTRACTING, L.P.**, Carrollton, TX, for Airfield Lighting Control and Monitoring System (ALCMS) Upgrade in the amount of \$631,690 plus a \$63,169 contingency, for a total contract amount not to exceed \$694,859. **The motion authorizing action item 4a was approved on Vice Chair Steven Hart's motion, Commission Member Ernest Saulmon's second on a 5-0 vote. Commission Member Mark Segaloff and Secretary D'Ann Johnson were absent.**
- b) Authorize execution of a construction contract with **JD RAMMING PAVING CO, LTD.**, Austin, Texas for the ABIA General Aviation Apron Maintenance 2011 in an amount not to exceed \$374,090.45. **The motion authorizing action item 4b was approved on Commission Member Ernest Saulmon's motion, Commission Member George Farris' second on a 5-0 vote. Commission Member Mark Segaloff and Secretary D'Ann Johnson were absent.**

5. NEW BUSINESS

- a) CONRAC Project Update. The preliminary engineering work is moving forward as negotiations are being made. There is confidence on both sides that an agreement will be reached on the business terms. It will be about a year for design and permitting and two years for construction.

6. OLD BUSINESS (updates)

- a) Status of action items upon which the Commission has made a recommendation to Council. *(Please note the progress of the following items)*

Approval of 2012 Proposed Operating Budget. *[Item scheduled to go before City Council in September.]*

Authorize award, negotiation, and execution of a contract with **ELECTRONIC DATA INC. (EDI)**, St. Petersburg, FL for the Phase II implementation of Maximo software, including technical and training services, as the Enterprise Asset Management (EAM) System for the Department of Aviation in an amount not to exceed \$319,500.00. EDI is the single source provider for these services. *[Item went before City Council on August 4, 2011 and passed.]*

Authorize award and execution of a 36-month requirements supply agreement with **LNT SOLUTIONS, INC.**, Exton, PA for deicing materials in an estimated amount not to exceed \$1,917,000, with two 12-month extension options in an estimated amount not to exceed \$639,000 per extension option, for a total estimated contract amount not to exceed \$3,195,000. *[Item went before City Council on August 18, 2011 and passed.]*

Authorize award and execution of Amendment No. 4 to a contract with **ASSOCIATED TIME & PARKING CONTROLS, INC.**, Austin, TX, for system maintenance and technical support for the parking revenue control equipment to provide funding in an estimated amount not to exceed \$929,098, for a total estimated contract amount not to exceed \$1,379,098. Associated Time & Parking Controls, Inc. is the sole source provider for the maintenance and support of the equipment. *[Item went before City Council on August 18, 2011 and passed.]*

Authorize award and execution of a contract through the Texas Multiple Award Schedule (TXMAS) with **INTERTECH FLOORING**, Austin, TX, for the purchase and installation of carpet in an amount not to exceed \$122,832. *[Item went before City Council on August 18, 2011 and passed.]*

- b) Properties Lease Agreements – The east food court concessions will not have their leases extended. We are going out for proposals for replacements. The last two months we have gone to the city council minority and small business committee to report on how we are going to make those opportunities available.
- c) General Aviation – Working to expand facilities. Jet Black has submitted their surveys. Overall there is still a lot of base aircraft that did not go to Executive airport.

7. FUTURE AGENDA ITEMS

- Election of Officers
- Briefing on opening of GTSA

8. ADJOURNMENT

Motion to adjourn the meeting was made by Commission Member Ernest Saulmon, Vice Chair Steven Hart's second on a 6-0 vote. Meeting was adjourned at 5:50 p.m.

Date of next meeting: October 11, 2011

APPROVED