



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, DECEMBER 13, 2011**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, December 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
George Farris James Kelsey Ernest Saulmon

Commission Members Absent:

D'Ann Johnson, Secretary; Mark Segaloff

Staff in Attendance:

Shane Harbinson, Michelle Moheet, Robert Hengst, Dave Arthur, Kellye Mireles

Others Present:

Gordon Gregory, Station Manager, United Airlines
Ethan Garofolo
Dr. Laura Presley
Jeff Kantoff
Norman Horn

1. CITIZENS COMMUNICATIONS: GENERAL

Citizens were acknowledged at this time concerning item 4e, the resolution opposing the deployment of Advance Imaging Technology Machines at ABIA. Citizens were told they would be given three minutes to talk when this item was being discussed.

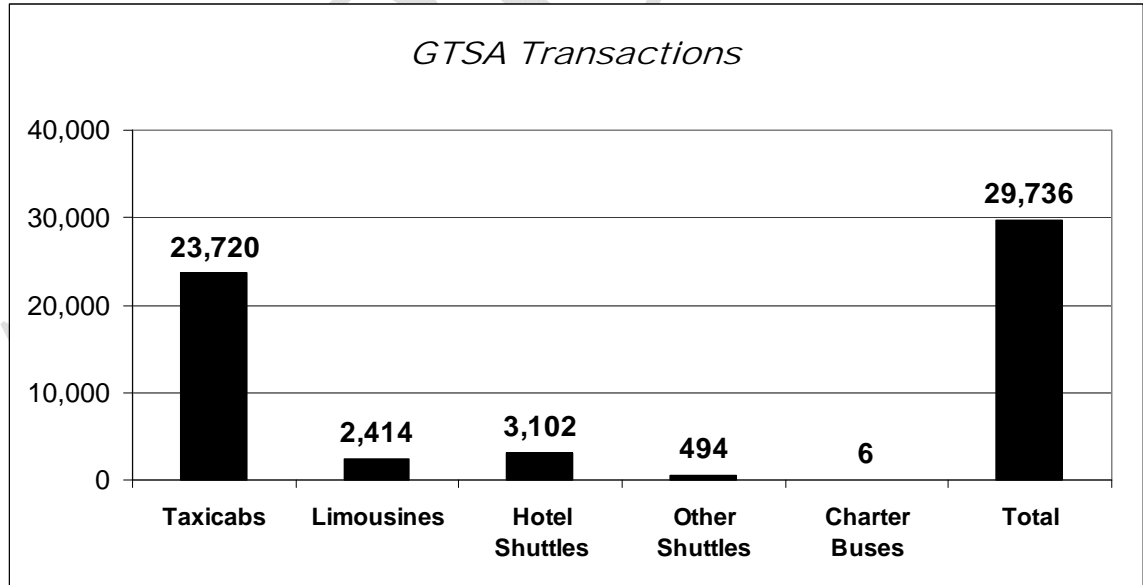
2. APPROVAL OF MINUTES

The minutes from the meeting of October 11, 2011 were approved on Commission Member George Farris' motion, Commission Member James Kelsey's second on a 5-0 vote. Commission Member Mark Segaloff, 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. The Drainage Master Plan has department head approval so the boards and commissions will be hit in January and February. The letter of intent was finalized for the CONRAC facility, a kick-off meeting was held and the design phase will begin in January. The kick-off meeting was held and the project is still moving forward. The wildlife assessment survey was finalized. The new employee parking lot is at 60 percent design. The lot should be up and operational by April 2013. Proposals for the ABIA interactive campus signage will be issued next year. The RON phase two is all set up for base work. The mobile homes across the street are being acquired in accordance with the noise mitigation program. A runway retexturing will be performed in January. Some of the tenant work including American Airlines Admiral's club - the refurbishment's are on schedule.
- b) The Finance & Operations Reports were skipped until Dave Arthur arrived.
- c) GTSA Transactions Report Presentation was presented by Shane Harbinson, Assistant Director, Aviation Department.

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



4. ABIA Action Items

- a) Approve 2012 meeting schedule. **The motion authorizing action item 4a was approved on Commission Member Ernest Saulmon's motion, Vice Chair Steven Hart's second on a 5-0 vote. Commission Member Mark Segaloff, and Secretary D'Ann Johnson were absent.**

Returned to 3b at the arrival of Dave Arthur.

3b) Finance & Operations Reports Presentation was presented by Dave Arthur, Assistant Director, Aviation Department. 2011 was a really good year with enplanements up 6.3% over last fiscal year. Non-airline revenue was up almost 9% over last fiscal year. For 2012 we will be focusing on our operating profit. Our operating profit we are defining as revenue minus operating expenses minus the city overhead which does not include debt service. So just to take a look at our operating profit in 2010 it was 27 million. In 2011 we had 30,755,000 operating budget which was 12.2% better than 2010. If we compare our operating profit to the budget we are almost 10% better than the budget. Our enplanements for October were up 3% over October 2010. The non-airline revenue was up 12% over October of last year.

Continued to 4b.

- b) Authorize award, negotiation, and execution of a contract with **SIEMENS INDUSTRY, INC**, DFW Airport, TX for the purchase of fault tolerant servers and software for the Department of Aviation in an amount not to exceed \$287,822. **SIEMENS INDUSTRY, INC.** is the sole source provider for these services. **The motion authorizing action item 4b 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.**
- c) Authorize award, negotiation, and execution of a contract through the STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR) with **TIME WARNER TELECOM** through the cooperative purchasing program, Austin, TX, for the purchase of telecommunications and internet services for term of 60-month contract in an estimated amount not to exceed \$450,000 with four 12-month extension renewal options in an estimated amount not to exceed \$90,000 for an estimated total not to exceed contract amount of \$810,000. **The motion authorizing action item 4c was approved on Vice Chair Steven Hart's motion, Commission Member George Farris' second on a 5-0 vote. Commission Member Mark Segaloff, and Secretary D'Ann Johnson were absent.**
- d) Authorize the negotiation and execution of a lease agreement with the **United States Transportation Security Administration** for administrative office and support space at the Austin-Bergstrom International Airport for a term of five years commencing on February 28, 2012. **The motion authorizing action item 4d was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 5-0 vote. Commission Member Mark Segaloff, and Secretary D'Ann Johnson were absent.**
- e) Approve a resolution opposing the deployment of Advance Imaging Technology Machines at ABIA (Steven Hart and Mark Segaloff). **The motion authorizing action item 4e failed on Vice Chair Steven Hart's motion, Commission Member James Kelsey's second on a 2-3 vote. Commission Member Mark Segaloff and Secretary D'Ann Johnson were absent.**

The following citizens spoke at this time concerning the Advance Imaging Technology. Each speaker was given three minutes to talk.

Ethan Garofolo
Dr. Laura Presley
Jeff Kantoff
Norman Horn

5. NEW BUSINESS

- a) CONRAC Project Update - presented by Shane Harbinson, Assistant Director, Aviation Department. Designing is expected to start after the New Year. A guaranteed maximum price is expected right around the October timeline. They will then go out for bonds in October to fund the project which is right around 130 million. Construction will last for two years.
- b) Briefing on Airport Parking Charges (D'Ann Johnson) - presented by Shane Harbinson, Assistant Director, Aviation Department. The free 30 minute parking has been removed after the opening of the cell phone lot. The users of the cell phone lot can use the installed monitors to check for the status of all flights. There are 50 plus parking spaces that the public can use to wait for a cell phone call from people they are picking up. The idea is that the garage is filling to capacity about three days a week. The cell phone lot is freeing up spaces in the garage. There is an expectation that our revenue will increase 400 to 500 thousand a year by getting rid of the free 30 minute parking.
- c) Briefing on Airline Skycap Services (Dale Murphy) – presented by Gordon Gregory, Station Manager from United Airlines. Mr. Gordon was asked to come and speak on how to facilitate special care passengers from arrival to departure and their use of skycap services. Special needs customers encompass a wide range of people. The most common is one who needs a wheelchair. We need to be prepared for wherever they need the wheelchair. Serving disabled passengers gives us the opportunity to go above and beyond in customer service. The customer will receive a wheelchair at either the curb or the ticket counter. The service provider will take them through the security check point going through the premium lane so they won't have to wait in the normal lane. On arrival we take them to baggage claim and help with baggage. We also help hearing and vision impaired. All free of charge.
- d) Briefing on AAAC attendance - presented by Shane Harbinson, Assistant Director, Aviation Department. This is to update the members, on the alert stage, of the bylaws that you can't miss three consecutive meetings or one third of the meetings in a rolling twelve months. If you are sick it is not counted as an absence so please let us know if your absence is due to an illness.

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)

Authorize award and execution of a 36-month requirements supply contract with **PROFESSIONAL POLISH, INC.**, Fort Worth, TX for preventative maintenance, repair services and parts for janitorial equipment at the Aviation and Austin Convention Center Departments in an estimated amount not to exceed \$279,000, with three 12-month extension options in an estimated amount not to exceed \$93,000 per extension option, for a total estimated contract amount not to exceed \$558,000. *[Item went before City Council on December 8, 2011 and passed.]*

Authorize award and execution of a contract with **HUMBLE EQUIPMENT CO., INC.**, Ruston, LA for runway texturing services for the Austin-Bergstrom International Airport in an amount not to exceed \$95,400. *[Item went before City Council on November 10, 2011 and passed.]*

Authorize award and execution of a contract through the Houston-Galveston Area Council of Governments Cooperative Purchasing Program (HGAC) with **NATIONAL BUS SALES & LEASING, INC.**, Marietta, GA for the purchase of ten new passenger shuttle-buses in an amount not to exceed \$819,387.20. *[Item went before City Council on November 10, 2011 and passed.]*

Authorize negotiation and execution of professional services agreements with the following three (3) staff recommended firms (or one of the other qualified responders): **CORGAN ASSOCIATES, INC., Dallas, TX; R.W. ARMSTRONG & ASSOCIATES, INC., Austin, TX; and REYNOLDS, SMITH AND HILLS, INC., Austin, TX** for Professional Services for the 2012 Austin-Bergstrom International Airport (ABIA) Architectural and Engineering Services Rotation List for a period of two years or until financial authorization is expended, with a total amount not to exceed \$7,500,000 divided among the 3 firms. *[Item went before City Council on November 10, 2011 and passed.]*

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. *[Item went before City Council on October 20, 2011 and passed.]*

Approve a resolution authorizing **ACCEPTANCE OF GRANTS** from the Federal Aviation Administration, the Department of Homeland Security, and other agencies of the United States Government in an amount not to exceed \$30,000,000 to the City of Austin, Department of Aviation, for Austin-Bergstrom International Airport for Fiscal Year 2011-2012. *[Item went before City Council on October 20, 2011 and passed.]*

b) Properties Lease Agreements – none.

c) General Aviation – none.

7. FUTURE AGENDA ITEMS

8. ADJOURNMENT

Motion to adjourn the meeting was made by Commission Member Ernest Saulmon, Vice Chair Steven Hart's second on a 5-0 vote. Meeting was adjourned at 6:55 p.m.

Date of next meeting: January 10, 2011

APPROVED