



**AUSTIN AIRPORT ADVISORY COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, SEPTEMBER 11, 2012**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, September 11, 2012 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Vice Chair Steven Hart called the meeting to order at 5:05 p.m.

**Commission Members in Attendance:**

Steven Hart, Vice Chair  
D'Ann Johnson, Secretary  
James Kelsey  
Rose Marie Klee  
Ernest Saulmon

**Commission Members Absent:**

Dale Murphy, Chair  
George Farris

**Staff in Attendance:**

Susana Carbajal  
Dave Arthur  
Kellye Mireles, Robert Hengst, Janice white, Perla Compton, Scott Madole, Michelle Moheet

**Others Present:**

Chris Coons, RW Armstrong  
Art May, DNC  
Charles W. Gates, Gates Aviation Consulting  
Robin Jones, LS Travel  
Kimberly, In Fact Daily

**1. CITIZENS COMMUNICATIONS: GENERAL**

None.

## 2. APPROVAL OF MINUTES

The minutes from the meeting of August 14, 2012 were approved on Rose Marie Klee's motion, James Kelsey's second on a 4-0 vote. Chair, Dale Murphy, Secretary D'Ann Johnson and Commission Member George Farris 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 on several highlights from Planning & Engineering projects.
- b) Finance & Operations Reports Presentation was presented by Dave Arthur, Assistant Director, Aviation Department.
- c) GTSA Transactions Report Presentation was presented by Perla Compton, Grounds Transportation Manager, Aviation Department. Perla Compton discussed the GTSA Transactions for August 2012. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	AUGUST 2012	AUGUST 2011	% Increase/(decrease)
TAXICAB	24,211	25,388	(4.6%)
LIMOUSINE	2,393	1,831	30.7%
HOTEL SHUTTLE	3,598	2,740	31.3%
OTHER SHUTTLE	519	375	38.4%
CHARTER BUS	20	12	66.7%
<b>OVERALL TOTAL</b>	<b>30,741</b>	<b>30,346</b>	<b>1.3%</b>

## 4. ABIA Action Items

- a) Approve execution of a 36-month requirements service agreement with **AAA FIRE & SAFETY EQUIPMENT CO., INC.**, for the maintenance, inspection, repair and replacement of fire extinguishers in an amount not to exceed \$375,750 with three 12-month extension options in an amount not to exceed \$125,250 per extension option, for a total agreement amount not to exceed \$751,500.

**The motion authorizing action item 4a was approved on commission member Rose Marie Klee's motion, commission member Ernest Saulmon's second on a 4-0 vote. Chair Dale Murphy, Secretary D'Ann Johnson and Commission Member George Farris were absent.**

- b) Authorize award and execution of various supply and service contracts during the Fiscal Year 2012-2013 through the **STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR)** cooperative purchasing program, for the purchase of computer, telephone, and network hardware and related maintenance services in an estimated amount not to exceed \$25,164,104.

**The motion authorizing action item 4b was approved on commission member Ernest Saulmon's motion, Commission Member Rose Marie Klee's second on a 4-0 vote. Chair Dale Murphy, Secretary D'Ann Johnson and Commission Member George Farris were absent.**

*Secretary D'Ann Johnson arrived at 5:30 PM.*

**Stephanie Tucker, Airport Properties Manager, gave a brief overview of Action Items c – f.**

- c) Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **HONG XING, INC.** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a Chinese food restaurant, kiosk, and food and wine bar in the Austin-Bergstrom International Airport (ABIA) terminal.

**The motion authorizing action item 4c was approved on Commission Member Ernest Saulmon's motion, Commission Member Rose Marie Klee's second on a 5-0 vote. Chair Dale Murphy and Commission Member George Farris were absent.**

- d) Authorize the negotiation and execution of an amendment to the airport concession lease agreement with **KNOT ANYMORE, LLC** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of a chair and foot massage therapy place in the Austin-Bergstrom International Airport (ABIA) terminal.

**The motion authorizing action item 4d was approved on Commission Member Rose Marie Klee's motion, Commission Member Ernest Saulmon's second on a 5-0 vote. Chair Dale Murphy and Commission Member George Farris were absent.**

- e) Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **LONE STAR DREAMS, INC. D/B/A AUNTIE ANNE'S** to extend the term, require renovations, and modify other lease terms for the operation of a pretzel concession in the Austin-Bergstrom International Airport (ABIA) terminal.

**The motion authorizing action item 4e was approved on Commission Member Ernest Saulmon's motion, Commission Member Rose Marie Klee's second on a 5-0 vote. Chair Dale Murphy and Commission Member George Farris were absent.**

- f) Authorize the negotiation and execution of an amendment to the airport retail concession lease agreement with **BRAZOS CONCESSION COMPANY/SALT LICK JOINT VENTURE** to extend the term, add to the leasehold Premises, require renovations, and modify other lease terms for the operation of restaurants and retail stores in the Austin-Bergstrom International Airport (ABIA) terminal.

**The motion authorizing action item 4f was approved on Commission Member Rose Marie Klee's motion, Commission Member James Kelsey's second on a 5-0 vote. Chair Dale Murphy and Commission Member George Farris were absent.**

## 5. NEW BUSINESS

- a) CONRAC Project Update – There will be a meet and greet on October 5, 2012 with the new artist Mr. Acconci.
- b) Open discussion on Taxi operations at the airport. Petitions from TDAA (Taxi Drivers Association of Austin) were brought to the August Austin Airport Advisory Commission Meeting by Secretary D’Ann Johnson. The petitions requested that the bathrooms at the Ground Transportation Staging Facility remain open until the last flight arrives each evening. Perla Compton, Grounds Transportation Manager, Aviation Department explained why the restrooms are being closed at midnight. She also suggested cab drivers use the cell phone lot restroom, the shell station across the street that is open 24/7, and the lower level of the terminal which is also open 24/7. There were a total of 157 petitions that were given to Mr. Smith.
- c) City’s Email System by Board Members. An email was presented to each commissioner to use the City’s email for all information concerning the Austin Airport Advisory Commission.

## 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 2013 Proposed Operating Budget. *{Item went before City Council on August 1, 2012 and will be voted on September 10 – 12, 2012}.*

Authorize award and execution of a 36-month requirements service contract with **AUSTIN ARBORIST COMPANY, dba AUSTIN TREE EXPERTS; FOREVER GREEN TROPICALS PLANT LEASING, INC., dba FOREVER GREEN; RIOS TREE SERVICE, INC.; and UNITY CONTRACTOR SERVICES, INC.** (MBE), or one of the other qualified bidders for IFB-BV No. SAP0135, to provide tree-trimming and removal services for various City Departments in an estimated amount not to exceed \$3,602,000 each and combined, with three 12-month extension options in estimated amounts not to exceed \$1,286,100 for the first extension option, each and combined; \$1,332,405 for the second extension option, each and combined; and \$1,381,025 for the third extension option, each and combined; for a total estimated contract amount not to exceed \$7,601,530 each and combined. *[Item scheduled to go before City Council on September 27, 2012.]*

Authorize award and execution of a 36-month requirements service contract with **FACILITY SOLUTIONS GROUP, INC.** to provide electrical repairs and related services for various City Departments at various City locations, in an estimated amount not to exceed \$720,000, with three 12-month extension options in estimated amounts not to exceed \$240,000 per extension option, for a total estimated contract amount not to exceed \$1,440,000. *[Item went before City Council on August 16, 2012 and passed.]*

Authorize execution of a construction contract with **THE BARR COMPANY, AIA**, for the ABIA Terminal Directories project in an amount not to exceed \$241,000. *[Item went before City Council on August 23, 2012 and passed.]*

Authorize award, negotiation, and execution of a 24-month requirements service contract with **THE JW GROUP, INC.**, or one of the other qualified offerors to RFP No. BKH0135, to provide information technology master plan services for the Aviation Department in an estimated amount not to exceed \$1,100,000. *[Item scheduled to go before City Council on September 27, 2012.]*

Authorize award and execution of a 36-month requirements supply contract with **FORD AUDIO-VIDEO SYSTEMS, INC.** to provide replacement parts for innovative electronic designs (IED) announcement control system at the Austin Bergstrom International Airport for the Aviation Department in an estimated amount not to exceed \$201,213, with three 12-month extension options in estimated amounts not to exceed \$67,071 per extension option, for a total estimated contract amount not to exceed \$402,426. *[Item went before City Council on August 23, 2012 and passed.]*

Authorize award and execution of four contracts through the Texas Local Government Purchasing Cooperative (BuyBoard) with **CLS EQUIPMENT CO.** for the purchase of one Ford E450 fully equipped TV inspection van body in an amount not to exceed \$143,554; **PHILPOTT MOTORS** for the purchase of 22 medium-duty service vehicles in an amount not to exceed \$1,052,840; **PROFESSIONAL TURF PRODUCTS** for the purchase of four mowers and a trailer in an amount not to exceed \$129,175; and **KIRBY SMITH MACHINERY, INC.** for the purchase of five vibratory rollers and one trailer in an amount not to exceed \$64,705 for various city departments. *[Item went before City Council on August 23, 2012 and passed.]*

Authorize execution of a construction contract with **CHASCO CONTRACTING LTD, LLP / CHASCO CONSTRUCTORS, LTD, LLP**, for the ABIA New Employee Parking Lot project at the Austin-Bergstrom International Airport (ABIA) in an amount not to exceed \$6,984,973.95, plus a \$698,497 contingency for a total contract amount not to exceed \$7,683,470.95. *[Item scheduled to go before City Council on September 27, 2012.]*

Authorize negotiation and execution of a design agreement with **ACCONCI STUDIO INC.**, in an amount not to exceed \$140,000, for artwork for the Consolidated Rental Car Facility at Austin-Bergstrom International Airport. *[Item went before City Council on August 16, 2012 and passed.]*

b) Properties Lease Agreements - None.

c) General Aviation – None.

## 7. FUTURE AGENDA ITEMS

Commission Members Rose Marie Klee and Ernest Saulmon requested a briefing on Formula One and its impact on Austin-Bergstrom International Airport.

## **8. ADJOURNMENT**

**Motion to adjourn the meeting was made by Commission Member Rose Marie Klee, Commission Member Ernest Saulmon's second on a 5-0 vote. Meeting was adjourned at 6:10 p.m.**

**Date of next meeting:** October 9, 2012

APPROVED