



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, JANUARY 8, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, January 8, 2013 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair, Dale Murphy called the meeting to order at 5:01 p.m.

Commission Members in Attendance:

Dale Murphy, Chair
Steven Hart, Vice Chair
George Farris
Ernest Saulmon
James Kelsey
Rose Marie Klee

Commission Members Absent:

D'Ann Johnson, Secretary

Staff in Attendance:

Susana Carbajal
Kellye Mireles
Shane Harbinson
Dave Arthur
Perla Compton
Stephen Dick
Francisco Garza
Royce Traywick
Michelle Moheet
Stephanie Tucker
Robert Hengst
Joan Ewell

Others Present:

Byron Chavez, RW Armstrong
Nate Granger, RS&H

1. CITIZENS COMMUNICATIONS: GENERAL

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of December 11, 2012 were approved on Vice Chair Steven Hart's motion, Commission Member Ernest Saulmon's second on a 4-1-0 vote. Secretary D'Ann Johnson and Commission Member George Farris were absent. Commission Member Rose Marie Klee abstained from the vote.

Commission Member George Farris arrived at 5:05.

3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS

- a) Planning & Engineering Capital Improvement Project Monthly Status Report was presented by Robert Hengst, Project Management Supervisor, Aviation Department.
- b) Finance & Operations Reports for Fiscal Year 2013 to date was presented by Dave Arthur, Assistant Director, Aviation Department.
- c) Ground Transportation Staging Area (GTSA) Transactions Report for December 2012 was presented by Perla Compton, Grounds Transportation Manager, Aviation Department. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	DECEMBER 2012	DECEMBER 2011	% Increase/(decrease)
TAXICAB	20,302	19,563	3.8%
LIMOUSINE	2,319	1,664	39.4%
HOTEL SHUTTLE	2,977	2,758	7.9%
OTHER SHUTTLE	428	491	(12.8%)
CHARTER BUS	27	2	1250.0%
OVERALL TOTAL	26,053	24,478	6.4%

- d) Airport Terminal Tenants Overview was presented by Stephanie Tucker, Airport Properties Manager, Aviation Department. A pilot program with food trucks will be conducted in the cell phone lot.
- e) Update on the schedule for the airport helicopter operations working group in accordance with City Council Resolution No. 20121108-052 was presented by Shane Harbinson, Assistant Director, Aviation Department.

4. ACTION ITEMS

- a) Vote on recommendation to City Council regarding the following:
 - i. 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. BKH0135REBID, to provide information technology master plan services for the Aviation Department in an estimated amount not to exceed \$989,700.

The motion authorizing action item 4ai was approved on Commission Member James Kelsey's motion, Commission Member Ernest Saulmon's second on a 6-0 vote. Secretary D'Ann Johnson was absent.

5. NEW BUSINESS

None.

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 Amendment No. 3 to add 45 months through the Texas Multiple Award Schedule (TXMAS) with **RED WING SHOE COMPANY, INC.**, for the purchase of safety shoes and boots in an estimated amount not to exceed \$1,213,245, for a total estimated revised contract amount not to exceed \$2,206,995. *[Item went before City Council on December 13, 2012, and was approved.]*

Approve an ordinance authorizing the issuance of City of Austin Rental Car Special Facility Revenue Bonds, Taxable Series 2013, in an amount not to exceed \$150,000,000.00, subject to specified parameters set forth in the ordinance, authorizing related documents and approving related fees. These funds will be used to finance costs of the Consolidated Rental Car Facility (CONRAC), including, without limitation, the acquisition and construction of the CONRAC, funding capitalized interest and reserves, and paying the cost of issuance. *[Item is scheduled to go before City Council on January 17, 2013.]*

7. CONFIRM MEETING DATE AND PLACE AGENDA ITEMS FOR NEXT COMMISSION MEETING

Date of next meeting: February 12, 2013

ADJOURNMENT

Motion to adjourn the meeting was made by Vice Chair Steven Hart, Commission Member George Farris' second on a 6-0 vote. Secretary D'Ann Johnson was absent.

Meeting was adjourned at 5:36 p.m.