



**AUSTIN AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, FEBRUARY 12, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, February 12, 2013 at 2716 Spirit of Texas Drive, in Room 160 in Austin, Texas.

Chair, Dale Murphy called the meeting to order at 5:00 p.m.

Commission Members in Attendance:

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

Staff in Attendance:

Dave Arthur
Kellye Mireles
Shane Harbinson
Francisco Garza
Royce Traywick
Robert Hengst
Kane Carpenter
Janice White
Robert Mercado
Phillip Bays

Others Present:

Byron Chavez, RW Armstrong
Katlon Wiedemann, Garver
David Basile, Parsons Brinckerhoff
Tom Mochty, Woolpert
Eric Risner, Woolpert
Trey Neal, Kimley-Horn

1. CITIZENS COMMUNICATIONS: GENERAL

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of January 8, 2013 were approved on Vice Chair Steven Hart’s motion, Commission Member Rose Marie Klee’s second on a 5-0 vote. Secretary D’Ann Johnson and Commission Member James Kelsey were absent.

Commission Member James Kelsey 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.

Secretary D’Ann Johnson arrived at 5:15.

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 January 2013 was presented by Royce Traywick, Supervisor, Parking and Ground Transportation, Aviation Department. See below for a year-to-year comparison.

YEAR TO YEAR COMPARISON			
SERVICE CATEGORY	JANUARY 2013	JANUARY 2012	% Increase/(decrease)
TAXICAB	25,401	23,306	9.0%
LIMOUSINE	2,920	2,508	16.4%
HOTEL SHUTTLE	3,532	2,926	20.7%
OTHER SHUTTLE	443	401	10.5%
CHARTER BUS	69	0	100.0%
OVERALL TOTAL	32,365	29,141	11.1%

d) Update on 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) Approve acceptance of the Austin-Bergstrom International Airport 25 Year Parking Plan.

The motion authorizing action item 4a was approved on Commission Member Ernest Saulmon's motion, Vice Chair Steven Hart's second on a 7-0 vote.

- b) Vote on recommendation to City Council regarding the following:

- i. Authorize the execution of a 12-month interlocal agreement between the City of Austin and Capital Area Council of Governments (CAPCOG) for access to the Enhanced 9-1-1 Services database for the Aviation Department in an estimated amount not to exceed \$1,400, with four 12-month extension options in an estimated amount not to exceed \$1,400 per year, for a total estimated contract amount not to exceed \$7,000.

The motion authorizing action item 4bi was approved on Vice Chair Steven Hart's motion, Commission Member Ernest Saulmon's second on a 7-0 vote.

- ii. Authorize negotiation and execution of a professional services agreement with CDM SMITH INC., or one of the other qualified responders to RFQ Solicitation No. CLMP120, to provide environmental and engineering services for the Austin Bergstrom International Airport in an amount not to exceed \$1,050,000.

The motion authorizing action item 4bii was approved on Secretary D'Ann Johnson's motion, Commission Member Ernest Saulmon's second on a 5-0-2 vote. Chair Dale Murphy and Commission Member Rose Marie Klee abstained from the vote.

5. NEW BUSINESS

- a) Ground Transportation Staging Area Health Fair is scheduled for March 22, 2013.

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, 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. *[Item went before City Council on January 31, 2013 and passed.]*

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 went before City Council on January 17, 2013 and passed.]*

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

Date of next meeting: March 12, 2013

ADJOURNMENT

Motion to adjourn the meeting was made by Vice Chair Steven Hart, Commission Member George Farris' second on a 7-0 vote.

Meeting was adjourned at 6:09 p.m.

APPROVED