



**AUSTIN AIRPORT ADVISORY COMMISSION  
MINUTES**

**REGULAR MEETING  
TUESDAY, OCTOBER 8, 2013**

The Austin Airport Advisory Commission convened in a regular meeting on Tuesday, October 8, 2013 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  
D'Ann Johnson, Secretary  
Ernest Saulmon  
James Kelsey

**Commission Members Absent:**

Steven Hart, Vice Chair  
George Farris  
Rose Marie Klee

**Staff in Attendance:**

Susana Carbajal  
Francisco Garza  
Kellye Mireles  
Hope Reyes  
Yolanda Tovar  
Janice White  
Royce Traywick

**Others Present:**

Chris Coons, KSA Engineers  
Byron Chavez, CHA  
Nate Granger, RS&H  
Josh Crawford, Garver  
Frank McIllwain, Garver

**1. CITIZENS COMMUNICATIONS: GENERAL**

None.

## 2. APPROVAL OF MINUTES

The minutes from the meeting of September 10, 2013 were approved on Secretary D'Ann Johnson's motion, Commission Member Ernest Saulmon's second on a 4-0 vote. Vice Chair Steven Hart, Commission Member George Farris and Commission Member Rose Marie Klee were absent.

## 3. DEPARTMENT OF AVIATION STAFF BRIEFINGS, REPORTS AND PRESENTATIONS

- a) Airport Parking Operation Improvements Presentation was presented by Janice White, Aviation Department.
- b) Airport Tenant Updates was presented by Hope Reyes, Aviation Department.
- c) Finance & Operation Reports for Fiscal Year 2013 to date was presented by Yolanda Tovar, Aviation Department.
- d) Ground Transportation Staging Area (GTSA) Transactions Report for September 2013 was presented by Royce Traywick, Aviation Department.

<b>YEAR TO YEAR COMPARISON</b>			
<b>SERVICE CATEGORY</b>	<b>SEPTEMBER 2013</b>	<b>SEPTEMBER 2012</b>	<b>% Increase/(decrease)</b>
TAXICAB	29,335	23,691	23.8%
LIMOUSINE	3,267	2,601	25.6%
HOTEL SHUTTLE	3,273	3,512	(6.8%)
OTHER SHUTTLE	551	472	16.7%
CHARTER BUS	93	43	116.3%
<b>OVERALL TOTAL</b>	<b>36,519</b>	<b>30,319</b>	<b>20.4%</b>

## 4. ACTION ITEMS

- a) Election of officers: Chair, Vice-Chair, and Secretary.

In accordance with article 4(C) of the Austin Airport Advisory Commission Bylaws, "the board may override the term limit provision for an officer by an affirmative vote of two-thirds of the authorized board members." The motion to override the term limit provision in accordance with article 4(C) in order to nominate Dale Murphy as Chair, was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 3-0-1 vote. Chair Dale Murphy abstained from the vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.

**The motion to nominate Dale Murphy as Chair was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 3-0-1 vote. Chair Dale Murphy abstained from the vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

**The motion to nominate Ernest Saulmon as Vice-Chair was approved on Secretary D'Ann Johnson's motion, Commission Member James Kelsey's second on a 3-0-1 vote. Commission Member Ernest Saulmon abstained from the vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

**In accordance with article 4(C) of the Austin Airport Advisory Commission Bylaws, "the board may override the term limit provision for an officer by an affirmative vote of two-thirds of the authorized board members." The motion to override the term limit provision in accordance with article 4(C) in order to nominate D'ann Johnson as Secretary, was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 3-0-1 vote. Secretary D'Ann Johnson abstained from the vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

**The motion to nominate D'Ann Johnson as Secretary was approved on Commission Member Ernest Saulmon's motion, Commission Member James Kelsey's second on a 3-0-1 vote. Secretary D'Ann Johnson abstained from the vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

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

i. Authorize award and execution of a 36-month requirements service agreement with **VOIANCE LANGUAGE SERVICES, LLC**, to provide interpretation services for the Austin Police, Health and Human Services, Aviation, and Building Services Departments in an amount not to exceed \$281,028, with three 12-month extension options in an amount not to exceed \$93,676 per extension option, for a total contract amount not to exceed \$562,056. (28084)

**The motion authorizing action item 4bi was approved on Secretary D'Ann Johnson's motion, Commission Member James Kelsey's second on a 4-0 vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

ii. Authorize the use of the Competitive Sealed Proposal method for construction in accordance with Government Code Chapter 2267 Subchapter D on Terminal Area Spalling Improvements at the Austin-Bergstrom International Airport. (27926)

**The motion authorizing action item 4bii was approved on Secretary D'ann Johnson's motion, Commission Member Ernest Saulmon's second on a 4-0 vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were 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)*

Fiscal Year 2013-2014 Operating Budget for Aviation Department. *[Item went before City Council on September 10, 2013 and passed.]*

Authorize negotiation and execution of a lease and development agreement with **Scott Airport Parking, LLC** for up to 64 acres of land at Austin-Bergstrom International Airport to develop and operate public covered parking facilities and additional services that enhance public use of the Airport. *[Item went before City Council on September 26, 2013 and passed.]*

Authorize execution of a lease with **ABIA Retail, LLC** for a tract of approximately 13 acres of land at Austin-Bergstrom International Airport to develop for commercial retail uses. *[Item went before City Council on September 26, 2013 and passed. Direction was given to staff to take the item to the next meeting of the Comprehensive Planning and Transportation Subcommittee for further design discussion.]*

Authorize award and execution of a 36-month requirements service contract with **SIMPLEX GRINNELL L.P.**, or one of the other qualified offerors to RFP No. PAX0108 for inspection, testing, maintenance, repair, upgrades, and new system installation for fire alarm, suppression, alarm monitoring, and related systems for various City Departments in an amount not to exceed \$4,200,000, with three 12-month extension options in an amount not to exceed \$1,400,000 per option for a total contract amount not to exceed \$8,400,000. *[Item went before City Council on September 26, 2013 and passed.]*

Authorize award and execution of various supply and service contracts during the Fiscal Year 2013-2014 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 amount not to exceed \$30,606,339. *[Item went before City Council on September 26, 2013 and passed.]*

Authorize award and execution of various service contracts during the Fiscal Year 2013-2014 through the **STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES** cooperative purchasing program for the purchase of technology services in an amount not to exceed \$37,365,387. *[Item went before City Council on September 26, 2013 and passed.]*

Authorize negotiation and execution of a 36-month rewards program administration agreement with Thanks Again, LLC to provide an airport centered loyalty/rewards program with estimated monthly program fees of \$5,000 per month, for a total contract

amount not to exceed \$180,000. *[Item went before City Council on October 3, 2013 and passed.]*

Approve an inter-local agreement between City of Austin Department of Aviation and the Capital Area Council of Governments to facilitate an Environmental Protection Agency Diesel Emission Reduction Act grant to replace diesel powered equipment operated by Southwest Airlines with electric equipment. *[Item went before City Council on October 3, 2013 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 2013-2014. *[Item went before City Council on October 3, 2013 and passed.]*

Authorize award and execution of a 24-month requirements service contract with **OPEN TEXT CORPORATION** to provide electronic conversion of paper-based records for the Aviation Department in an amount of \$500,000. *[Item is scheduled to go before City Council on October 17, 2013.]*

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

**Date of next meeting:** November 12, 2013

**ADJOURNMENT**

**Motion to adjourn the meeting was made by Commission Member Ernest Saulmon, Commission Member James Kelsey's second on a 4-0 vote. Vice Chair Steven Hart, Commission Member George Farris, and Commission Member Rose Marie Klee were absent.**

**Meeting was adjourned at 5:40 p.m.**