



Airport Advisory Commission

REGULAR MEETING MINUTES

January 12, 2016

The Airport Advisory Commission convened in a regular meeting on January 12, 2016, at 2716 Spirit of Texas Drive, in Room 174-A in Austin, Texas.

Board Members in Attendance:

Ernest Saulmon, Chair
Paul Martin
John Walewski

Greg Anderson
Albert Black

Mike Rodriguez
Vicky Sepulveda

Board Members Absent:

Teddy McDaniel, III, Vice Chair
Luke Legate

Stephanie Trinh, Secretary

Staff in Attendance:

Susana Carbajal, Dave Arthur, Shane Harbinson, Janice White, Lyn Estabrook, Julie Harris, Phillip Bays, Perla Compton and Becky Nagel

Others Present:

Chris Coons – CP&Y
Byron Chavez – RS&H

Welcome & Call the Meeting to Order:

Ernest Saulmon called the meeting to order at 5:00 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES –

- a) November 10, 2015

Motion to approve the minutes. Motion made by John Walewski and seconded by Vicky Sepulveda. Motion passed 6-0-4 (Commission Members Trinh, McDaniel, Legate and Black were absent at this vote).

- b) December 8, 2015

Motion to approve the minutes. Motion made by Paul Martin and seconded by Greg Anderson. Motion passed 6-0-4 (Commission Members Trinh, McDaniel, Legate and Black were absent at this vote).

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Finance & Operations Reports for Fiscal Year 2016 to date.

Commission Member Albert Black arrived at 5:05 p.m.

- b) Planning & Engineering Capital Improvement Project Monthly Status Reports.
c) Airport Tenant Updates.
d) Ground Transportation Staging Area (GTSA) Transactions Report for December, 2015.
e) Transportation Network Companies (TNCs) Transactions for November, 2015.

4. FOR RECOMMENDATION

Vote on a recommendation to City Council regarding the following:

- a) Authorize negotiation and execution of a 36-month contract with **AIR TRANSPORT IT SERVICES, INC. (“AirIT”)** for software maintenance and support for the Airport’s Shared Use Passenger Processing System in an estimated amount not to exceed \$1,162,311, with two 12-month extension options an amount not to exceed \$406,368 for the first option and \$416,309 for the second option for a total contract amount not to exceed \$1,984,988.

Motion to approve was made by Greg Anderson and seconded by Albert Black. Motion passed 7-0-3 (Commission Members Trinh, McDaniel and Legate were absent at this vote).

5. NEW BUSINESS

None.

6. OLD BUSINESS

- a) Status of action items upon which the Commission has made a recommendation to Council.

Authorize execution of a 12-month contract with PASSUR AEROSPACE, to provide landing fee management software in an amount not to exceed \$84,000, with two extension options in an amount not to exceed \$74,160 for the first option and \$76,380 for the second option for a total contract amount not to exceed \$234,540. **[Item scheduled to go before the City Council on February 4, 2016.]**

Authorize negotiation and execution of an agreement with Texas Gas Service Company for natural gas utility replacement and relocation at Austin-Bergstrom International Airport in the amount not to exceed \$100,000. **[Item went before the City Council on December 10, 2015 and passed.]**

7. FUTURE AGENDA ITEMS

ADJOURNMENT.

Motion to adjourn was made by Greg Anderson and seconded by Albert Black. Motion passed 7-0-3 (Commission Members Trinh, McDaniel and Legate were absent at this vote).

Meeting was adjourned at 6:05 p.m.

Date of next meeting: February 9, 2016.