



Airport Advisory Commission

REGULAR MEETING MINUTES

June 14, 2016

The Airport Advisory Commission convened in a regular meeting on June 14, 2016, at 2716 Spirit of Texas Drive, in Room 174-A in Austin, Texas.

Board Members in Attendance:

Ernest Saulmon, Chair
Mike Rodriguez

Stephanie Trinh, Secretary
Sam Sargent

Alex Reyna
Vicky Sepulveda

Board Members Absent:

Luke Legate
John Walewski

Albert Black
Teddy McDaniel, III, Vice Chair

Greg Anderson

Staff in Attendance:

Ghizlane Badawi, Yolanda Tovar, Shane Harbinson, Stephen Dick, Janice White, Francisco Garza, Becky Nagel, Jessica BlueBird, Perla Compton

Others Present:

Chris Coons – CP&Y
Jennifer Watson – LS Travel Retail
Jason Finch – SP Plus Corp
Roger Stricklin – City of Austin, Purchasing Office
Jeff Toner – Jacobs
Trey Schmitdt – Jacobs
Stephanie Tucker – Leigh Fisher
Byron Chavez – RS&H
Cindy Martin – DNC
James Wilson – DN
Grayson Cox - KSA

Welcome & Call the Meeting to Order:

Ernest Saulmon called the meeting to order at 5:07 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES – March 10, 2016

Motion to approve the minutes. Motion made by Mike Rodriguez and seconded by Sam Sargent. Motion passed 6-0-5 (Commission Members Luke Legate, Albert Black, Greg Anderson, John Walewski, and Teddy McDaniel III were absent at this vote).

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Finance & Operations Reports for Fiscal Year 2016 to date.
- b) Planning & Engineering Capital Improvement Project Monthly Status Reports.
- c) Airport Properties update on Airport Concessions Renovation Projects.
- d) Ground Transportation Staging Area (GTSA) Transactions Report for May 2016.
- e) Transportation Network Companies (TNCs) Airport Transactions to date.
- f) Overview on Airport Overlay Zones.

4. ACTION ITEMS

- a) Conduct Officer Elections.
 - i. Chair
 - ii. Vice Chair
 - iii. Secretary

Motion to postpone was made by Ernest Saulmon and seconded by Stephanie Trinh. Motion passed 6-0-5 (Commission Members Luke Legate, Albert Black, Greg Anderson, John Walewski, and Teddy McDaniel III were absent at this vote).

- b) Discuss Annual Internal Review Report.

Item was postponed with no vote. Commission Members will readdress this item at the July 12, 2016 meeting. (Commission Members Luke Legate, Albert Black, Greg Anderson, John Walewski, and Teddy McDaniel III were absent at this vote).

- c) Vote on a recommendation to City Council regarding the 5-Year Forecast.

Motion to approve was made by Sam Sargent and seconded by Alex Reyna. Motion passed 6-0-5 (Commission Members Luke Legate, Albert Black, Greg Anderson, John Walewski, and Teddy McDaniel III were absent at this vote).

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 negotiation and execution of an amendment to a reimbursement agreement with Austin-Bergstrom Landhost Enterprises, Inc. for LEGAL AND FINANCE professional services related to the Austin-Bergstrom International Airport hotel in the amount of \$150,000 for a total contract amount not to exceed \$505,000. **[Item went before City Council on May 19, 2016 and passed.]**

Authorize negotiation and execution of a Construction Manager at Risk Agreement with AUSTIN COMMERCIAL, LP, for preconstruction phase services in an amount of \$998,406.00 with a contingency of \$201,594.00 for a total amount not to exceed of \$1,200,000.00. **[Item went before City Council on May 19, 2016 and passed.]**

Authorize negotiation and execution of a professional services agreement with TERRACON CONSULTANTS INC. (staff recommendation) or one of the other qualified responders to Request for Qualifications Solicitation No. CLMP192 to provide engineering services for Construction Materials Testing for ABIA Terminal and Apron Expansion in amount not to exceed \$1,000,000. **[Item went before City Council on June 9, 2016 and passed.]**

Authorize negotiation and execution of a 60-month contract with SP PLUS CORPORATION, or one of the other qualified offers to Request For Proposal PAX0127, to provide parking operations management services in an amount not to exceed \$2,133,545 with three 12-month extension options in an amount not to exceed \$459,239 for the first extension option, \$470,720 for the second extension option, and \$482,488 for the third extension option, for a total contract amount not to exceed 3,545,992. **[Item went before City Council on May 19, 2016 and was postponed to June 16, 2016 per changes and corrections.]**

Approve a resolution joining the City to the Joint Airport Zoning Board for the Austin Executive Airport and appointing the Assistant Director for the Department of Aviation and the Manager of the Planning and Zoning Department as the City representatives to the Joint Airport Zoning Board and the Assistant Director for the Department of Aviation on the Joint Airport Zoning Board of Adjustment. **[Item went before City Council on June 9, 2016 and passed.]**

7. FUTURE AGENDA ITEMS

ADJOURNMENT.

Stephanie Trinh left at 5:46 p.m.

Date of next meeting: July 12, 2016.