



Airport Advisory Commission

REGULAR MEETING MINUTES

July 12, 2016

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

Board Members in Attendance:

Ernest Saulmon, Chair
Alex Reyna
Vicky Sepulveda

Stephanie Trinh, Secretary
Mike Rodriguez
Greg Anderson

Teddy McDaniel III
Sam Sargent
John Walewski

Board Members Absent:

Luke Legate

Staff in Attendance:

Susana Carbajal, Francisco Garza, Shane Harbinson, Jennifer Williams, Stephen Dick, Luze Davis, Rohini Kumarage, Royce Traywick, Jessica BlueBird

Others Present:

Jeff Toner – Jacobs
Stephanie Tucker – Leigh Fisher
Charles Sims – Atlantic Aviation
Grayson Cox – KSA Engineers
Josh Crawford – Garver
Byron Chavez – RS&H

Welcome & Call the Meeting to Order:

Ernest Saulmon called the meeting to order at 5:02 p.m.

1. CITIZENS COMMUNICATIONS:

None.

2. APPROVAL OF MINUTES – June 14, 2016

Motion to approve the minutes. Motion made by Mike Rodriguez and seconded by Alex Reyna. Motion passed 8-0-0-2 (Commission Members Luke Legate and Vicky Sepulveda were absent at this vote).

Vick Sepulveda arrived at 5:05 p.m.

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 Master Planning Process Presentation.
- d) Airport Tenant Updates and New Concession Solicitation Draft Timeline.
- e) Ground Transportation Staging Area (GTSA) Transactions Report for June 2016.
- f) Transportation Network Companies (TNCs) Airport Transactions to date.
- g) Overview on Airport Overlay Zones.

4. ACTION ITEMS

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

Motion to approve Ernest Saulmon as AAC Chair was made by Stephanie Trinh and seconded by Sam Sargent. Motion passed 8-0-1-1 (Commission Member Ernie Saulmon abstained, and Commission Member Luke Legate was absent at this vote).

Motion to approve Teddy McDaniel III as AAC Vice Chair was made by Sam Sargent and seconded by Ernest Saulmon. Motion passed 8-0-1-1 (Commission Member Teddy McDaniel III abstained, and Commission Member Luke Legate was absent at this vote).

Motion to approve Stephanie Trinh as AAC Secretary was made by Greg Anderson and seconded by Sam Sargent. Motion passed 8-0-1-1 (Commission Member Stephanie Trinh abstained, and Commission Member Luke Legate was absent at this vote).

- b) Approve Annual Internal Review Report.

Motion to approve was made by Mike Rodriguez and seconded by Vicky Sepulveda. Motion passed 9-0-0-1 (Commission Member Luke Legate was 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 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 June 16, 2016 and passed.]**

7. FUTURE AGENDA ITEMS

Date of next meeting: August 9, 2016.

ADJOURNMENT.

Motion to approve was made by Greg Anderson and seconded by Sam Sargent. Motion passed 9-0-0-1 (Commission Member Luke Legate was absent at this vote).

Meeting was adjourned at 6:41 p.m.