



**AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, FEBRUARY 13, 2018**

The Airport Advisory Commission convened in a regular meeting on Tuesday, February 13, 2018 in Room 174-A of the Department of Aviation Planning & Engineering Building, 2716 Spirit of Texas Drive, Austin, Texas.

CALL TO ORDER

Chair Saulmon called the Commission Meeting to order at 5:32 p.m.

Commission Members in Attendance:

Ernest Saulmon, Chair
Nadia Barrera-Ramirez, Vice-Chair
Michael Watry, Secretary
Billy Owens
Bradley Tegeler

Jeremy Hendricks
John Walewski
Mike Rodriguez
Vicky Sepulveda

Staff in Attendance:

Susana Carbajal
David Arthur
Shane Harbinson
Jessica BlueBird
Carlton Thomas
Martha Castillo

Francisco "Kiko" Garza
Lyn Estabrook
Barbara Beeson
Kane Carpenter
Jim Halbbrook
Garrett Cox, Capital Contracting Office

Additional Attendees:

Rebecca Kahn, Knot Anymore, LLC
Eric Smith, Knot Anymore, LLC
Emily Kahn, Knot Anymore, LLC

Zac Kahn, Knot Anymore, LLC
Clayton Singleton, RS&H
Jeff Kahn, Knot Anymore, LLC

1. CITIZEN COMMUNICATION

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of 01/09/2018 were approved on Commission Member Hendricks' motion, Commission Member Walewski's second on a 6-0-0-4 vote. Commission Members Barrera-Ramirez, Maldonado, Rodriguez, and Sepulveda absent.

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

a. Finance & Operations Reports for Fiscal Year 2018 to date.

The presentation was made by David Arthur, Assistant Director, Department of Aviation.

- b. Planning & Engineering Capital Improvement Project Monthly Status Reports.
The presentation was made by Lyn Estabrook, Project Manager Supervisor, Department of Aviation.
- c. Presentation on the 5-Year Capital Improvement Program (CIP) Process.
The presentation was made by Lyn Estabrook, Project Manager Supervisor, Department of Aviation.
- d. Airport Tenant Updates.
The presentation was made by Francisco “Kiko” Garza, Div. Manager, Properties, Advertising, & Bus. Dev., Department of Aviation.
- e. Ground Transportation Staging Area (GTSA) Monthly Update.
This presentation was made by Carlton Thomas, Airport Landside Operations Manager, Department of Aviation.

4. FOR RECOMMENDATION

- a. Approve March 2018 meeting date of the Airport Advisory Commission. **Recommendation of changing the March 13 regular meeting date of the Airport Advisory Commission to March 20, 2018 was approved on Commission Member Sepulveda’s motion, Commission Member Barrera-Ramirez second on a 9-0-0-1 vote. Commission Member Maldonado absent.**
- b. Authorize negotiation and execution of a professional services agreement with the following six staff recommended firms (or other qualified responders) for Request for Qualifications Solicitation No. CLMP236, **Terracon Consultants, Inc., Raba Kistner Consultants, Inc., HVJ South Central Texas - M&J, Inc., Kleinfelder, Inc., Rodriguez Engineering Laboratories LLC, and Fugro USA Land, Inc.,** for engineering services for the ABIA Construction Materials, Geotechnical and Forensic Engineering Services Rotation List for an estimated period of four years, or until financial authorization is expended, with the total amount not to exceed \$15,000,000 divided among the six firms. This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program) by meeting the goals with 13.42% DBE participation. **The item was approved on Commission Member John Walewski’s motion, Commission Member Sepulveda’s second on a 8-0-1-1 vote. Commission Member Watry recused himself from this item due to a conflict of interest and left the dais. Commission Member Maldonado absent.**

5. NEW BUSINESS

None.

6. OLD BUSINESS

- a. Discussion regarding City Council’s authorization to negotiate and execute a concession agreement with XpresSpa Austin Airport, LLC and its joint venturers on December 14, 2017.

Authorize the use of the competitive sealed proposal procurement method for solicitation of construction improvements to the New Airport Garage Solar Array Project. (Note: DBE goals will be established prior to issuance of this solicitation due to project being supported by federal funds.) **[Item was withdrawn from the February 1, 2018 City Council Agenda.]**

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

Date of next meeting: March 20, 2018

ADJOURN

Chair Saulmon adjourned the meeting at [REDACTED] p.m. without objection.

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. Please call Jessica Bluebird, Aviation Department, at (512) 530-6617 for additional information; TTY users route through Relay Texas at 711.

For more information on the Airport Advisory Commission, please contact Susana Carbajal at (512) 530-6364.

The Commission may go into a closed session as permitted by the Texas Open Meetings Act, (Chapter 551 of the Texas Government Code) regarding any item on the agenda.