



**AIRPORT ADVISORY COMMISSION
MINUTES**

**REGULAR MEETING
TUESDAY, MARCH 20, 2018**

The Airport Advisory Commission convened in a regular meeting on Tuesday, March 20, 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 5:30 p.m.

Commission Members in Attendance:

Ernest Saulmon, Chair
Nadia Barrera-Ramirez, Vice-Chair
Billy Owens
Thomas Thies

Frank Maldonado
Jeremy Hendricks
John Walewski
Mike Rodriguez

Staff in Attendance:

Susana Carbajal
David Arthur
Jessica BlueBird
Carlton Thomas
Francisco "Kiko" Garza
Lyn Estabrook

Kane Carpenter
Jim Halbrook
Robert Mercado
Joseph Mercer
Mike Robinson
Jennifer Williams

Additional Attendees:

Broutin Sherrill, RS&H

Clayton Singleton, RS&H

1. CITIZEN COMMUNICATION

None.

2. APPROVAL OF MINUTES

The minutes from the meeting of 02/13/2018 were approved on Commission Member Rodriguez' motion, Commission Member Walewski's second on a 7-0-0-4 vote. Commission Members Hendricks, Watry, Tegeler, 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. 2018 Earth Day Events at Austin-Bergstrom International Airport.
The presentation was made by BJ Carpenter, Environmental Program Coordinator, Department of Aviation.
- c. Planning & Engineering Capital Improvement Project Monthly Status Reports.
The presentation was made by Lyn Estabrook, Project Manager Supervisor, Department of Aviation.
- d. Airport Master Plan Update.
The presentation was made by Joseph Mercer, Engineering Technician, Department of Aviation.
- e. Airport Tenant Updates.
The presentation was made by Francisco “Kiko” Garza, Div. Manager, Properties, Advertising, & Bus. Dev., Department of Aviation.
- f. 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 the meeting start time of the remaining 2018 meetings of the Airport Advisory Commission. **Recommendation of changing the meeting start time of the Airport Advisory Commission to 5:00 p.m. was approved on Commission Member Barrera-Ramirez’ motion, Commission Member Hendrick’s second on an 8-0-0-3 vote. Commission Members Watry, Tegeler, and Sepulveda absent.**
- b. Approve a Special Meeting on April 17, 2018 at 5:30 p.m. to discuss the Airport Master Plan. **Recommendation for approving a Special Meeting on April 17, 2018 at 5:00 p.m. to discuss the Airport Master Plan was approved on Commission Maldonado’s motion, Commission Member Owens’ second on an 8-0-0-3 vote. Commission Members Watry, Tegeler, and Sepulveda absent.**
- c. Authorize award and execution of a multi-term contract with **CLO2 Services, LLC**, to provide chlorine dioxide onsite generation services, for up to five years for a total contract amount not to exceed \$605,000. (Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established). **This item was approved on Commission Member Hendricks’ motion, Commission Member Maldonado’s second on an 8-0-0-3 vote. Commission Members Watry, Tegeler, and Sepulveda absent.**

5. NEW BUSINESS

None.

6. OLD BUSINESS

- 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 an 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. **[Item went before City Council on February 15, 2018 and passed.]**

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

Date of next meeting: April 10, 2018

ADJOURN

Chair Saulmon adjourned the meeting at 6:20 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.