



**AIRPORT ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, January 8, 2019**

The Airport Advisory Commission convened in a regular meeting on Tuesday, January 8, 2019, in Room 174-A of the Department of Aviation Planning & Engineering Building, 2716 Spirit of Texas Drive, in Austin, Texas.

**CALL TO ORDER**

Mike Rodriguez, Chair called the Commission Meeting to order at 5:00 p.m.

**Commission Members in Attendance:**

Mike Rodriguez, Chair  
Ernest Saulmon  
Michael Watry  
Eugene Sepulveda

Thomas Thies  
Frank Maldonado  
Jeremy Hendricks  
Vicky Sepulveda

**Commission Members Absent:**

Bradley Tegeler  
Billy Owens

John Walewski

**Aviation Staff in Attendance:**

Susana Carbajal  
Patti Edwards  
Bryce Dubee  
Ammie Calderon  
Carlton Thomas  
Rohini Kumarage  
Kane Carpenter  
Mike Robinson

David Arthur  
Lyn Estabrook  
Barbara Beeson  
Donnell January  
Francisco Garza  
Rajeev Thomas  
Valerie Slaughter

**Others Present:**

Rebecca Bray - WSP  
Keith Jackson - HOSTS  
John Fuller- Woolpert  
Josh Crawford- Garver  
Augustine Verrengia- Stantec  
Robert Osborne- Burns & McDonnell  
Kimberly Petras- Atkins

Allen McRee- Freese and Nichols

## 1. CITIZENS COMMUNICATIONS:

None

## 2. APPROVAL OF MINUTES

The minutes from the meeting of December 4, 2018 were approved on Commission member Eugene Sepulveda's motion, Commission Member Thomas Thies seconds on a vote with the following revisions: 3b. Commission Member Eugene Sepulveda requested staff to include design and construction costs for each project in the monthly staff report. Commissioner Eugene Sepulveda asked how the possible development of high speed rail may impact the 2040 Airport Master Plan. 4a. Staff noted that certain costs for CBP services to process international flights are reimbursable by airlines. Motion passed on a 7-0-0-4 vote. Commission Members Watry, Walewski, Tegeler, Watry, and Owens were absent at this vote. Commission member Watry arrived at 5:03 p.m. after approval of minutes vote.

## 3. STAFF BRIEFING, 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.** Staff will include design and construction project costs starting in March 2019 reports. Commission member Hendricks asked how the Better Build Program applies to airport construction projects.
- c) Discuss the environmental sustainability standards in the 2040 Airport Master Plan.  
**The presentation was made by Kane Carpenter, Environmental Services and Operations Compliance Manager, Department of Aviation**
- d) Airport Tenant Updates.  
**The presentation was made by Francisco "Kiko" Garza, Division Manager, Properties, Advertising, & Bus. Dev., Department of Aviation.**
- e) Ground Transportation Staging Area (GTSA) Monthly Update & Overview of the New Ground Transportation Center (GTC) for passenger pick-ups by Transportation Network Companies and Taxis.  
**The presentation was made by Carlton Thomas, Airport Landside Operations Manager, Department of Aviation.**
- f) Discuss the quality and reliability of the free Wi-Fi service at the airport.  
**The presentation was made by Patti Edwards, Chief Operating Officer, Department of Aviation.**

#### 4. FOR RECOMMENDATION

- a) Authorize negotiation and execution of a contract with Siemens Postal, Parcel & Airport Logistics, LLC, for baggage handling system parts and maintenance training, for a term of five years in an amount not to exceed \$665,000.

(Note: Sole source contracts are exempt from the City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established).

A motion to approve was made by Commission Member Jeremy Hendricks and Commission Member Frank Maldonado seconds. Motion passed on an 8-0-0-3 vote. Commission Members Walewski, Tegeler, and Owens were absent at this vote.

- b) Authorize negotiation and execution of multi-term cooperative contracts for furniture including installation and other related services with Arconas Corporation, Davis Furniture, Herman Miller Inc., Knoll Inc., Mayline, Janus et Cie, Keilhauer, Steelcase and various other manufacturers and their approved distributors, for up to five years for total contract amounts not to exceed \$16,550,000 divided among the contractors.

(Note: This procurement was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this procurement, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

A motion to approve was made by Commission Member Ernest Saulmon and Commission Member Frank Maldonado seconds. Motion passed on an 8-0-0-3 vote. Commission Members Walewski, Tegeler, and Owens were absent at this vote.

- c) Authorize award and execution of a multi-term contract with Thyssenkrupp Airport Systems, Inc., to provide passenger boarding bridge tires, for up to five years for a total contract amount not to exceed \$435,000.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

A motion to approve was made by Commission Member Ernest Saulmon and Commission Member Vicky Sepulveda seconds. Motion passed on an 8-0-0-3 vote. Commission Members Walewski, Tegeler, and Owens were absent at this vote.

## **5. OLD BUSINESS (updates)**

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 agreement between the City of Austin and the U.S. Customs and Border Protection (CBP) reimbursing CBP costs for additional or expanded services at Austin-Bergstrom International Airport necessary to accommodate increased international arrival flights, in the amount of \$300,000 per year for five years for a total not to exceed amount of \$1,500,000. **[Item went to City Council Thursday, January 31, 2019 and passed.]**

## **6. CONFIRM MEETING DATE AND PLACE AGENDA ITEMS FOR NEXT COMMISSION MEETING**

Date of next meeting: February 12, 2019

## **ADJOURN**

Mike Rodriguez, Chair adjourned the meeting at 6:45 p.m.

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 Ammie Calderon, Aviation Department, at (512) 530-6605 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.**