



**AIRPORT ADVISORY COMMISSION MEETING  
TUESDAY, April 9, 2019 AT 5:00 PM  
ROOM No. 174-A  
2716 SPIRIT OF TEXAS DRIVE  
AUSTIN, TEXAS**

**AGENDA**

**CURRENT BOARD MEMBERS:**

Mike Rodriguez, Chair	Scott Madole	Michael Watry, Secretary
Vicky Sepulveda	Wendy Price Todd	Frank Maldonado
Billy Owens	Jeremy Hendricks	Thomas Thies
Ernest Saulmon	Eugene Sepulveda	

**AGENDA**

**CALL TO ORDER**

**1. CITIZEN COMMUNICATION: GENERAL**

Speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

**2. APPROVAL OF MINUTES –**

- a) February 12, 2019
- b) March 12, 2019

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

- a) Finance & Operations Reports for Fiscal Year 2019 to date.  
(David Arthur, Assistant Director)
- b) Planning & Engineering Capital Improvement Project Monthly Status Reports.  
(Lyn Estabrook, Project Manager Supervisor)
- c) Airport Tenant Updates.  
(Francisco “Kiko” Garza, Div. Manager, Properties, Advertising, & Bus. Dev.)

- d) Ground Transportation Staging Area (GTSA) Monthly Update.  
(Carlton Thomas, Airport Landside Access Manager)

#### **4. ACTION ITEM**

- a) Nominate and vote for officers.

#### **5. FOR RECOMMENDATION**

- a) Authorize negotiation and execution of a contract with Kaplan Kirsch & Rockwell LLP for legal services related to agreements with airlines that operate out of Austin-Bergstrom International Airport in an amount not to exceed \$200,000.
- b) Approve an ordinance authorizing the issuance and sale, by December 20, 2019, of City of Austin Airport System Revenue Refunding Bonds, Series 2019 (Alternative Minimum Tax), in an amount not to exceed \$185,000,000, in accordance with the parameters set out in the ordinance, authorizing related documents, and approving related fees.

#### **6. 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 award and execution of a multi-term contract with JM Engineering, LLC (WBE), to provide maintenance and repair services for variable frequency drives, for up to five years for a total contract amount not to exceed \$820,000.

(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). **[Item to go to City Council Thursday, April 11, 2019.]**

Authorize negotiation and execution of a multi-term contract with PASSUR Aerospace, Inc., to provide landing fee management software, for up to five years for a total contract amount not to exceed \$417,720.

(Note: Sole source contracts are exempt from the City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program; therefore, no subcontracting goals were established). **[Item to go to City Council Thursday, April 11, 2019.]**

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

**Date of next meeting:** May 14, 2019

## **ADJOURNMENT**

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.**