



**AIRPORT ADVISORY COMMISSION
REGULAR MEETING MINUTES
TUESDAY, April 9, 2019**

The Airport Advisory Commission convened in a regular meeting on Tuesday, April 9, 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 5:02 p.m.

Commission Members in Attendance:

Mike Rodriguez, Chair
Eugene Sepulveda, Vice Chair
Michael Watry- Secretary
Ernest Saulmon

Scott Madole
Wendy Price Todd
Thomas Thies
Vicky Sepulveda

Billy Owens
Frank Maldonado

Commission Members Absent:

Jeremy Hendricks

Aviation Staff in Attendance:

Susana Carbajal
Francisco Garza
Rustin Roussel
Rohini Kumarage

David Arthur
Bryce Dubee
Carlton Thomas
Ammie Calderon

Others Present:

Grayson Cox - KSA
Chris Coons – Head & Hunt
Clayton Singleton - RS&H
Burton Jones - COA
John Fuller – Woolpert
Kaven Swan – Hok
Steven Real – AECOM
Josh Bedre – AEC, AEC-WAY
K Jackson - HWTB

Allen McRee - FNI
Saad Ilyas - ASLPM
Becky Bray - WSP
Robert Osborne – Burs & McDonnell
Dale Murphy – K Friebe
Ripley Ramus – Hok
Way Atmadja – AEC-WAY Engineering
Eric Churchill – Flintco

1. CITIZENS COMMUNICATIONS:

None

2. APPROVAL OF MINUTES

- a) The minutes from the meeting of February 12, 2019 were approved on Commission Member Ernest Saulmon motion, Commission Member Frank Maldonado seconds on a vote. Motion passed on a 9-0-1-1 vote. Commission Member Jeremy Hendricks was absent at this vote and Commission member Wendy Price Todd chose to abstain.
- b) The minutes from the meeting of March 12, 2019 were approved on Commission Member Ernest Saulmon motion, Commission Member Frank Maldonado seconds on a vote. Motion passed on a 9-0-1-1 vote. Commission Member Jeremy Hendricks was absent at this vote and Commission member Wendy Price Todd chose to abstain.

3. STAFF BRIEFING, REPORTS AND PRESENTATIONS

- a) Finance & Operations Reports for Fiscal Year 2019 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 Rustin Roussel, Project Manager Supervisor, Department of Aviation.
- c) Airport Tenant Updates.
The presentation was made by Francisco Garza, Properties Manager, Department of Aviation.
- d) Ground Transportation Staging Area (GTSA) Monthly Update.
The presentation was made by Carlton Thomas, Airport Landside Access Manager, Department of Aviation.

3. ACTION ITEM

- a) Nominated and voted for Officers

Mike Rodriguez – **Chair**

A motion to approve was made by Commission Member Eugene Sepulveda and Commission Member Thomas Thies seconds. Motion passed on a 10-0-0-1 vote. Commission Member Jeremy Hendricks was absent at this vote.

Eugene Sepulveda – **Vice Chair**

A motion to approve was made by Commission Member Eugene Sepulveda and Commission Member Ernest Saulmon seconds. Motion passed on a 10-0-0-1 vote. Commission Member Jeremy Hendricks was absent at this vote.

Michael Watry – **Secretary**

A motion to approve was made by Commission Member Mike Rodriguez and Commission Member Thomas Thies seconds. Motion passed on a 10-0-0-1 vote. Commission Member Jeremy Hendricks was absent at this vote.

4. 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.

A motion to approve was made by Commission Member Michael Watry and Commission Member Vicky Sepulveda seconds. Motion passed on a 10-0-0-1 vote. Commission Member Jeremy Hendricks was absent at this vote.

- 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.

A motion to approve was made by Commission Member Ernest Saulmon and Commission Member Vicky Maldonado seconds. Motion passed on a 10-0-0-1 vote. Commission Member Jeremy Hendricks was absent at this vote.

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. **[Item went to City Council Thursday, April 25, 2019 and passed.]**

[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.]

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. **[Item went to City Council Thursday, April 11, 2019 and passed.]**

[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.]

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

Date of next meeting: May 14, 2019

ADJOURN

Mike Rodriguez, Chair adjourned the meeting at 6:57 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.