

Special Meeting of the Airport Advisory Commission

August 28, 2020

Airport Advisory Commission to be held August 28, 2020 with Social Distancing Modifications

Public comment will be allowed via telephone; no in-person input will be allowed. **All speakers must register in advance** (8/27/2020 by noon). All public comment will occur at the beginning of the meeting.

To speak remotely at the **Airport Advisory Commission Meeting**, residents must:

- Call or email the board liaison at **(512) 530-6605** or **ammie.calderon2@austintexas.gov** no later than noon, (the day before the meeting). The information required is the speaker name, item number(s) they wish to speak on, whether they are for/against/neutral, and a telephone number or email address.
- Once a request to speak has been called in or emailed to the board liaison, residents will receive either an email or phone call providing the telephone number to call on the day of the scheduled meeting.
- Speakers must call in at least 15 minutes prior to meeting start in order to speak, late callers will not be accepted and will not be able to speak.
- Speakers will be placed in a queue until their time to speak.
- Handouts or other information may be emailed to **ammie.calderon2@austintexas.gov** by Noon the day before the scheduled meeting. This information will be provided to Board and Commission members in advance of the meeting.
- If this meeting is broadcast live, residents may watch the meeting here:
<http://www.austintexas.gov/page/watch-atxn-live>



**SPECIAL CALLED MEETING
AIRPORT ADVISORY COMMISSION
FRIDAY, AUGUST 28, 2020 AT 3:00 PM
VIA VIDEOCONFERENCING**

AGENDA

CURRENT BOARD MEMBERS:

Eugene Sepulveda, Chair
Scott Madole, Vice Chair
Vicky Sepulveda, Secretary
Jeremy Hendricks
Michael Watry

Ernest Saulmon
Brian Stoller
Frank Maldonado
Billy Owens
Wendy Price Todd

Jonathan Coon

AGENDA

CALL TO ORDER

- 1. ACTION ITEM** – Discuss, review, and approve Annual Internal Review Report
- 2. WORKING SESSION** – Discuss and determination of Airport Advisory Commission Goals and Objectives

Part 2 – How do we define the best Austin Airport Advisory Commission? How do we define the best Austin Airport Advisory Commissioner? Dr. Steven Tomlinson, Facilitator

- 3. NEW BUSINESS** – Review of Commission Recommendations and Actions to discuss with appointing City Council Member

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 Tracy Thompson at (512) 530-5023.



Austin Airport Advisory Commission

From: Eugene Sepulveda, Chair
To: Airport Advisory Commissioners
Date: August 23, 2020
Subject: Workshop to define a great Commission and great Commissioners – Day 2

Thanks all your time on Friday. I've also enclosed Steven Tomlinson's summary from the workshop.

I propose this Friday's we wrap up with: What does it take for us to:

1. effectively and thoroughly **review** so we can make recommendations to Council with confidence. (what kind of reports in what format with what frequency, what other briefings, etc.)
2. make recommendations we're confident are right, appropriate and consistent with the well-being of the City. (This is where the strategic guidance comes in. Presumably, anything we can recommend with confidence to the Council we can "advocate" for. What sort of conversation, engagement, workshopping and subcommittee-ing will lead us to — for instance — a revised CIP.)

I propose we spend:

3:00 – 3:10 Discuss, review, and approve Annual Internal Review Report

3:10 – 3:30 Reviewing and finalize the strawman mandate,

3:30 – 4:00 Enumerating what will take to effectively and thoroughly review recommendations (reports, formats, frequency and briefings).

4:00 – 4:20 What constitutes a good commissioner?



Proposed strawman revised mandate (for discussion purposes only):

The purpose of the Austin Airport Advisory Board* is to serve, review & offer citizen input to Austin Bergstrom International Airport (AUS) executive staff and to share recommendations & opinions with the Austin City Council. The board shall especially advise, review and recommend:

1. Capital Improvements Program
2. Proposed aviation grants,
3. Proposed aviation contracts,
4. Annual operating budgets,
5. Quality of services & user experiences.

The board may assist AUS by advocating that which it recommends to the Austin City Council, unless an item is declined by Council.

* We are referenced as both a commission and a board in legal documents. Recommend board.

We'll need to review our finalized strawman mandate with staff and Council, then editing, if necessary, based on staff & Council feedback, before voting on it as a final recommendation.

Our existing mandate:

The purpose of the board is to review and make recommendations to the Council on aviation projects that the Department of Aviation proposes for the capital improvements program, proposed aviation grants, aviation contracts, annual operating budget and quality of services at Austin Bergstrom International Airport.



Austin Airport Advisory Commission

From: Eugene Sepulveda, Chair
To: Airport Advisory Commissioners
Date: August 23, 2020
Subject: Communication points from August 21, 2020 meeting

Thanks for your time on Friday. I'm listing the points from Friday's meeting we agreed to communicate to our sponsoring council members:

1. Passenger traffic at Austin Bergstrom International Airport (AUS) remains down over 80%. [individual days and/or weeks have varying levels of pax traffic (due to holiday travel, etc.) – but overall pax traffic is very depressed]
2. Capital projects have been placed on hold except for those impacting critical current services and/or fully funded and/or nearing completion. The overall Airport Expansion Program (AEP) has not been eliminated, suspended, nor materially modified from a scope standpoint. However, the capital projects included in the AEP are being re-strategized relating to sequencing and timing (phasing). Certain capital projects will continue as noted, and new capital projects as appropriate will result from the new strategy and phasing.
3. Safety of staff & passengers remains priority #1.
4. In an attempt to help our partners/vendors during these extraordinary times, the Aviation Department staff is collaborating with our partners/vendors on their individual contract and the financial obligations in such contracts. This collaboration addresses the payments of minimum annual guarantees and/or percentage of rents methodologies for the remainder of fiscal year 2020. Due to the uncertainty of additional financial relief to be afforded to AUS, and the ongoing operating and debt service obligations of the airport, it is not known at this time if any additional financial relief can be afforded to our partners/vendors in the future (FY2021).



5. The adequacy of our \$59mm in CARES Act funding is in question as enplanement forecasts are revised according to our economic and safety environments under COVID,
6. We are evaluating the implications of AUS stepping in to service the Hilton Airport hotel bonds, and
7. We are drafting new Airport Advisory Commission mandates to review with you in September.

AIRPORT COMMISSIONER'S ROLE (?)

● GOVERNANCE

- contracts efficiency ✓
- inclusion ✓

①

establishment
operations
facilities ?

● ADVISORY

Revised CIP
perspective on
STRATEGY

guidance as
community
participants

②

We need a good
ORIENTATION!



● COMMUNICATION

③



& ADVICE

● ADVOCACY

council - ?
community - ?
legislature - ?

④