



**AIRPORT ADVISORY COMMISSION
REGULAR MEETING MINUTES
TUESDAY, DECEMBER 14, 2021**

The Airport Advisory Commission convened in a regular meeting on Tuesday, December 14, 2021.

CALL TO ORDER

Chair E. Sepulveda called the Commission Meeting to order at 3:00 p.m.

Commissioners in Attendance:

Eugene Sepulveda – Chair	Raymond Young
Scott Madole – Vice Chair	Chad Ennis
Jeremy Hendricks - Secretary	Vicky Sepulveda
Wendy Price Todd	Ernest Saulmon

Commissioners Absent:

Jonathan Coon	Billy Owens
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CITIZENS COMMUNICATIONS:

Amanda Gore of Austin was allotted 3 minutes of speaking time. Ms. Gore requested the Staff Liaison distribute additional documents to AAC members which was done following the meeting. Absent members were offered delivery options.

1. APPROVAL OF MINUTES

- a) The minutes from the meeting of October 12, 2021 were approved on Commissioner Saulmon's motion, Commissioner Young seconded. Motion passed on an 7-0-0-3 vote. Commissioners V Sepulveda, Coon, and Owens were absent.

2. WRITTEN STAFF BRIEFINGS

- a) "October Financial Results" prepared by Rajeev Thomas, Deputy Chief of Finance.
- b) "Fiscal Year 2021 Financial Results" prepared by Rajeev Thomas, Deputy Chief of Finance.
- c) "AUS Air Service Update" prepared by Jamy Kazanoff, Air Service Development.

3. VERBAL STAFF BRIEFINGS

- a) “Updates from the Chief Executive Officer” presented by Jacqueline Yaft, Chief Executive Officer.
- b) “Principal Architect Team selection for the Airport Expansion and Development Program (AEDP)” presented by Tracy Thompson, Interim Chief Officer of Development.
- c) “Airline Lounge Updates” presented by Mukesh “Mookie” Patel, Chief Officer of Business and Finance.
- d) “Updates on the Hilton Austin Airport” presented by Tracy Thompson, Chief Officer of Administrative and External Affairs.

4. CONSENT AGENDA

Item 4b was pulled for postponement per request of the Department of Aviation Staff.

- a) Authorize negotiation and execution of a contract with Associated Time Instruments Co., Inc. d/b/a Associated Time & Parking Controls to provide maintenance, repair, and support services for the automated parking guidance system for a term of five years in an amount not to exceed \$725,000.

A motion to approve was made by Commissioner Todd; Commissioner Saulmon seconded. Motion passed on an 8-0-0-2 vote of the Consent Agenda. Commissioners Coon and Owens were absent.

- b) Authorize negotiation and execution of a contract with Ricondo Associates Inc, Unison Consulting, Inc, LeighFisher Inc, and Frasca Associates LLC for financial and other related consulting services for a term of five years for a total contract amount not to exceed \$2,500,000 divided among the contractors as needed for the Aviation Department.

A motion to postpone to the next AAC meeting was made by Chair E Sepulveda; Commissioner V Sepulveda seconded. Motion passed on an 8-0-0-2 vote. Commissioners Coon and Owens were absent.

5. ACTION ITEMS

- a) Discuss and approve schedule for 2022 AAC meetings.

A motion to approve was made by Commissioner V Sepulveda; Secretary Hendricks seconded. Motion passed on an 8-0-0-2 cote. Commissioners Coon and Owens were absent.

- b) Review of the AAC bylaws and mission statement.

6. OLD BUSINESS

City Council actions since the last AAC meeting were reviewed.

7. NEW BUSINESS

- a) Review of Commission Recommendations and Actions to discuss with appointing City Council Member

- October proved to be a strong month both in terms of airport financial results and passenger numbers.
- A fourth TSA checkpoint has been opened in the Barbara Jordan Terminal to much acclaim.
- The AAC recognizes the City Council directions regarding the proposed fuel farm facility. The AAC will receive a full briefing on the topic at an upcoming meeting.
- The Department of Aviation has received approval to engage a Principal Architect for the AEDP.
- There has been a significant improvement in the operational and financial performance of the city-owned Hilton Hotel at the airport.

- b) Future Agenda Items

- c) Next scheduled meeting January 11, 2022 at 3:00 p.m.

ADJOURNMENT

Chair E. Sepulveda adjourned the meeting at 4:30 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 Executive Liaison Tracy Thompson at (512) 530-5023 or tracy.thompson@austintexas.gov or Staff Liaisons Steve Khanoyan at (312) 723-2619 or stephen.khanoyan@austintexas.gov and Ammie Calderon at (512) 530-6605 or ammie.calderon2@austintexas.gov.