



**AIRPORT ADVISORY COMMISSION MEETING  
MAY 10, 2022 3:00 PM  
2716 SPIRIT OF TEXAS DRIVE  
ROOM 160 (Board Room and Public Comments)  
ROOM 174 (Public Viewing of Proceedings via videoconference)  
AUSTIN, TEXAS 78719**

*Some members of the Commission may be participating via videoconference.*

**Live audio of the meeting will be available as an alternative to attending in person. Please email Steve Khanoyan at [stephen.khanoyan@flyaustin.com](mailto:stephen.khanoyan@flyaustin.com) by noon of the day of the meeting for dial-in details.**

**Any member of the public wishing to address the Commission in person may sign in before the meeting or, if via dial in, by noon of the meeting date by emailing Steve Khanoyan at [stephen.khanoyan@flyaustin.com](mailto:stephen.khanoyan@flyaustin.com). Please include the phone number you will be calling from.**

**CURRENT BOARD MEMBERS**

Eugene Sepulveda, Chair  
Wendy Price Todd, Vice-Chair  
Jeremy Hendricks  
Scott Madole

Ernest Saulmon  
Jonathan Coon  
Billy Owens

Vicky Sepulveda  
Chad Ennis  
Raymond Young

**AGENDA**

**CALL TO ORDER**

**PUBLIC 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. Please see further instructions on registration above.

**1. APPROVAL OF MINUTES**

April 12, 2022 meeting.

**2. STAFF REPORTS**

- a) March 2022 Financial Results prepared by Rajeev Thomas, Deputy Chief Finance Officer.
- b) AUS Air Service Update prepared by Jamy Kazanoff, Air Service Development.

**3. STAFF BRIEFINGS**

- a) Project Connect Combined Maintenance Facility presented by Tracy Thompson, Chief

Administrative and External Affairs Officer, Jocelyn Vokes, Public Involvement Manager, and Marcus Guerrero, Director of Facilities Expansion, Austin Transit Partnership.

- b) CEO Report on South Terminal Updates and TSA Staffing presented by Jacqueline Yaft, Chief Executive Officer.
- c) Hilton Hotel Update presented by Tracy Thompson, Chief Administrative and External Affairs Officer and Rajeev Thomas, Deputy Chief Finance Officer.
- d) Airport Expansion and Development Program (AEDP) RCA Schedule Update presented by Tracy Thompson, Interim Chief Planning and Development Officer.
- e) Airport System Revenue Bonds, Series 2022 (AMT) Results presented by Rajeev Thomas, Deputy Chief Finance Officer and Dennis Waley, Managing Director, PFM.

#### **4. CONSENT AGENDA**

None.

#### **5. ACTION ITEMS**

- a) Discussion and possible approval of changes to the AAC bylaws to add the position of Secretary to its officers.

#### **6. OLD BUSINESS**

None.

#### **7. NEW BUSINESS**

- a) Review of Commission Recommendations and Actions to discuss with appointing City Council Member.
- b) Future Agenda Items.
- c) Next regular meeting scheduled for 3:00 PM on June 14, 2022.

#### **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 [tracy.thompson@flyaustin.com](mailto:tracy.thompson@flyaustin.com).



# **AIRPORT ADVISORY COMMISSION**

## **ITEM 1 - APPROVAL OF MINUTES**

April 12, 2022 - MEETING





**AIRPORT ADVISORY COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, APRIL 12, 2022**

The Airport Advisory Commission convened in a regular meeting on Tuesday, April 12, 2022.

**CALL TO ORDER**

Chair E. Sepulveda called the Commission Meeting to order at 3:01 p.m.

**Commissioners in Attendance:**

Eugene Sepulveda – Chair  
Scott Madole – Vice Chair  
Jeremy Hendricks – Secretary  
Jonathan Coon\*  
Billy Owens\*  
(\*attended via videoconference)

Raymond Young\*  
Wendy Price Todd  
Vicky Sepulveda  
Ernest Saulmon

**Commissioners Absent:**

Chad Ennis

**CITIZENS COMMUNICATIONS:**

- a) Jeff Pearce was allotted 3 minutes to address the Commission regarding the South Terminal.
- b) Alexia Leclerq was allotted 3 minutes to address the Commission regarding Item 4d.
- c) Yvette Castro was allotted 3 minutes to address the Commission regarding Item 4d.
- d) Paul DiFiore was allotted 3 minutes to address the Commission regarding Item 4c and 4d.

**1. INTRODUCTION OF NEW EXECUTIVE STAFF**

- a) Jill Goodman, Deputy Chief of Innovation and Strategy
- b) Kevin Russell, Deputy Chief of Talent
- c) Chair E. Sepulveda invited both new executives to brief the AAC of their departmental plans at a future AAC meeting

## 2. APPROVAL OF MINUTES

- a) The minutes from the meeting of March 8, 2022 were approved on Commissioner Saulmon's motion; Commissioner V. Sepulveda seconded. Motion passed on an 8-0-0-2 vote. Commissions Young and Ennis were absent.

## 3. STAFF REPORTS

- a) February 2022 Financial Results prepared by Rajeev Thomas, Deputy Chief of Finance.
- b) AUS Air Service Update prepared by Jamy Kazanoff, Air Service Development.

## 4. STAFF BRIEFINGS

- a) Financial updates and status and schedule of bonds issuance presented by Rajeev Thomas, Deputy Chief Officer Finance.
- b) Introduction of HNTB presented by Tracy Thompson, Chief Officer of Administration and External Affairs.
- c) Operation Report on March 28, 2022 situation presented by Ghizlane Badawi, Chief Officer of Operations by videoconference.
- d) Airport Expansion and Development Program (AEDP) Updates regarding solicitations, environmental assessment status and public comments, and terminal optimization presented by Tracy Thompson, Interim Chief Officer of Planning and Development.
- e) Updates on the proposed fuel facility presented by Tracy Thompson, Chief Officer of Administration and External Affairs. Chair E. Sepulveda shared a draft action plan from the Mayor to the City Manager and the Department of Aviation.

## 5. CONSENT AGENDA

- a) Authorize negotiation and execution of a cooperative contract with SHI-Government Solutions, Inc. for network management software for a term of three years in an amount not to exceed \$315,000.

Additional information was provided: The vendor is a certified HUB – SHI Government Solutions Inc. is 100% Minority-Owned, Woman-Owned Business. This is a cooperative contract which is exempt from MBE/WBE requirements/goals the DIR co-op which has its own HUB program and satisfies SMBR's outreach to minorities criteria

A motion to approve the consent agenda was made by Commissioner V. Sepulveda; Secretary

Hendricks seconded. Motion passed on a 9-0-0-1 vote. Commissioner Ennis was absent.

## 6. ACTION ITEMS

- a) Changes to the AAC bylaws related to Council Resolution 20220217-033 were reviewed. Chair E. Sepulveda moved for an amendment to the AAC Bylaws as follows.

Article 4, Paragraph A: The officers of the Commission shall consist of a Chair, a Vice Chair, and a Secretary.

Article 5, Paragraph B: In the absence of the Chair, the Vice Chair shall perform all duties of the Chair. In the absence of the Chair and the Vice Chair, the Secretary shall perform all duties of the Chair.

Amendments to the Bylaws will not take effect until approval of the City Council.

Commissioner Saulmon seconded. Motion passed on a 9-0-0-1 vote. Commissioner Ennis was absent.

- b) Nomination and election of officers for the term beginning May 1, 2022.

### Secretary

Chair E. Sepulveda nominated Secretary Hendricks. Commissioner V. Sepulveda seconded. Secretary Hendricks appointed as Secretary for the term beginning May 1, 2022 by an 8-0-1-1 vote. Secretary Hendricks abstained. Commissioner Ennis was absent.

(Note: The election of Secretary Hendricks is contingent on City Council approval of the changes to the bylaws detailed in item 6a. The AAC has operated with a Secretary for the last several years without the bylaws establishing the position.)

### Vice Chair

Secretary Hendricks nominated Commissioner Todd. Vice Chair Madole seconded. Commissioner Todd appointed Vice Chair for the term beginning May 1, 2022 by a 7-0-2-1 vote. Commissioners V. Sepulveda and Todd abstained. Commissioner Ennis was absent.

### Chair

Secretary Hendricks nominated Chair E. Sepulveda. Vice Chair Madole seconded. Chair E. Sepulveda appointed Chair for the term beginning May 1, 2022 by a 6-0-3-1 vote. Chair E. Sepulveda and Commissioners V. Sepulveda and Young abstained. Commissioner Ennis was absent.

- c) Reminder of absentee policy per the AAC Bylaws and City Code.

## 7. OLD BUSINESS

City Council actions since the last AAC meeting were reviewed.

## 8. NEW BUSINESS

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

- Projected fiscal year end revenues are expected to be up 35% both related to volume and price.
- Projected net income is expected to be 10X what is budgeted.
- Actual year-to-date revenues are up 21% and actual income is up 16% above current budget.
- The airport has \$982 million in outstanding general bond debt. In addition, \$42 million for the Hilton Hotel and \$139 million for the CONRAC are outstanding.
- The expected spend for next phase A and B of airport development is \$2.1 billion. Of that, \$1.5 billion to be raised from new debt, including \$400 million recently approved by Council, in addition to \$291 million from cash reserves, \$48 million in grants, and \$88 million from previous bond issuances.
- The Commission received an update on the jet fuel facility and the Mayor's document presented to the City Manager. The Commission heard from 3 public speakers in opposition to the proposed facility.
- The Commission elected officers for the next term beginning May 1, 2022 to include Chair E. Sepulveda, Vice Chair Todd, and Secretary Hendricks.
- The South Terminal's fifth anniversary of opening is tomorrow, April 13, 2022.

### b) Future Agenda Items

### c) Next scheduled meeting May 10, 2022 at 3:00 p.m.

## ADJOURNMENT

Chair E. Sepulveda adjourned the meeting at 5:03 p.m.

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For more information on the Airport Advisory Commission, please contact Executive Liaison Tracy Thompson at [tracy.thompson@flyaustin.com](mailto:tracy.thompson@flyaustin.com) or Staff Liaisons Steve Khanoyan at (312) 723-2619 or [stephen.khanoyan@flyaustin.com](mailto:stephen.khanoyan@flyaustin.com) and Ammie Calderon at (512) 530-6605 or [ammie.calderon@flyaustin.com](mailto:ammie.calderon@flyaustin.com).

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# **AIRPORT ADVISORY COMMISSION**

## **ITEM 2a – STAFF REPORTS**

March 2022 Financial Results

Prepared by Rajeev Thomas, Deputy Chief  
Finance Officer



MEMORANDUM

TO: Airport Advisory Commissioners  
 FROM: Rajeev Thomas, Deputy Chief - Finance, Aviation Department  
 DATE: May 10, 2022  
 SUBJECT: Austin-Bergstrom International Airport (AUS) Update

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**March 2022 Financial Results**

Total passenger traffic increased 147.8% in March 2022 compared to March 2021 (which was impacted by the decline in travel demand due to the COVID-19 pandemic). March 2022 was the busiest month in AUS’ history with 1,822,198 total passengers, exceeding the previous record set in July 2019 by 10.9% or 179,182 passengers. The enplaned passenger number of 905,412 was a 24.9% increase over March 2019. The increased passenger traffic is driven by multiple factors including the following:

- Resurgence in leisure travel due to the decline in the Omicron variant and improvement in business travel.
- Increase in daily average departures from 225 YTD through February 2022 to 254 in March 2022. This is attributable to the launch of expanded non-stop flight schedules from multiple airlines, specifically American Airlines and Southwest Airlines.
- Large events occurring in March 2022 including SXSW, EchoPark Automotive Grand Prix (NASCAR event at COTA), WGC-Dell Match Play golf tournament, and Texas Relays drove additional passenger volume.

Table #1	FY 2022 March	FY 2021 March	Variance Fav (Unfav)	FY 2022 YTD	FY 2021 YTD	YTD Variance Fav (Unfav)
Enplanements	905,412	362,085	150.1%	4,409,361	1,507,785	192.4%
Landing Weights	1,086,411,536	547,982,160	98.3%	5,863,740,083	2,530,624,533	131.7%
Cargo Tonnage	13,973	9,382	48.9%	74,816	60,500	23.7%
Operating Revenue	\$21,419,703	\$12,148,680	\$9,271,023	\$112,607,654	\$63,934,363	\$48,673,291
Airport OPEX	\$7,908,713	\$6,255,617	(\$1,653,096)	\$46,582,495	\$40,410,041	(\$6,172,454)
Total Requirements	\$13,030,226	\$10,985,189	(\$2,045,036)	\$78,343,263	\$68,917,647	(\$9,425,616)
Net Income Before Federal Relief	\$8,389,478	\$1,163,491	\$7,225,987	\$34,264,390	(\$4,983,284)	\$39,247,674
Federal Relief Reimbursement	\$7,404,619	\$3,629,535	\$3,775,084	\$27,922,061	\$21,906,097	\$6,015,963
Net Income After Federal Relief	\$15,794,097	\$4,793,026	\$11,001,071	\$62,186,451	\$16,922,814	\$45,263,637

Table #1 illustrates March 2022’s enplanements totaled 905,412 which is 150.1% higher than March 2021, serving an additional 543,327 enplaned passengers. Landing weights totaled 1,086 million pounds in March 2022 representing an increase of 98.3% compared to March 2021. Cargo volume totaled 13,973 tons in March 2022

representing an increase of 48.9% compared to March 2021.

Monthly operating revenues increased 76.3% or \$9.3M compared to March 2021. Totalling \$21.4M, March 2022 operating revenues reflect the impact of the record-breaking passenger traffic in the month. AUS reported \$8.4M of net income (before federal relief funding) in March 2022 compared to net income of \$1.2M in March 2021.

### **Year-to-Date Fiscal Year 2022 Financial Results**

Through the sixth month of Fiscal Year 2022 (FY2022) AUS delivered strong financial performance when compared to the same period in Fiscal Year 2021 (FY2021). FY2022 Year to Date (YTD) Operating Revenue totals \$112.6M compared to \$63.9M in FY2021, a 76.1% increase. Airport Operating Expenses totaled \$46.6M YTD in FY2022 compared to \$40.4M in FY2021, a 15.3% increase. Net income before federal relief funding totals \$34.3M YTD in FY2022 compared to a deficit of (\$5.0M) in FY2021, an increase of \$39.2M or 787.6%.

Table #2	FY 2022 Approved Budget - Seasonalized	FY 2022 YTD	Budget vs. YTD Variance \$ Fav (Unfav)	Budget vs. YTD Variance % Fav (Unfav)
<b>Operating Revenue</b>	\$78,866,774	\$112,607,654	\$33,740,880	42.8%
<b>Airport OPEX</b>	\$47,989,533	\$46,582,495	\$1,407,039	2.9%
<b>Total Requirements</b>	\$80,066,119	\$78,343,263	\$1,722,856	2.2%
<b>Net Income for Debt Service</b>	\$25,102,089	\$60,565,825	(\$35,463,736)	(141.3%)
<b>Net Income Before Federal Relief</b>	(\$1,199,346)	\$34,264,390	\$35,463,736	2956.9%
<b>Federal Relief Reimbursement</b>	\$9,090,303	\$27,922,061	\$18,831,758	207.2%
<b>Net Income After Federal Relief</b>	\$7,890,957	\$62,186,451	\$54,295,494	688.1%

Through March 2022 AUS has delivered favorable YTD financial performance compared to FY2022 budget on a seasonalized basis due to increased revenue, operating expense savings, and federal relief funding. As presented in Table #2, YTD FY2022 revenues exceed budgeted revenues by 42.8% or \$33.7M. The increased revenues are driven by the strong passenger traffic and higher daily flight activity in the first six months of the fiscal year. Airport operating expenses are 2.9% or \$1.4M below budgeted expenses due primarily to higher than anticipated personnel vacancy rates. Before federal relief funding application, AUS reports net income of \$34.3M, which exceeds the seasonalized budget estimate by \$35.5M. Federal relief funding YTD through March 2022 totals \$27.9M contributing to net income after federal relief of \$62.2M, exceeding seasonalized budget estimate by \$54.3M or 688.1%.

Attachments:

March 2022 - AAC Financial Report

**CITY OF AUSTIN**  
**AUSTIN-BERGSTROM INTERNATIONAL AIRPORT**  
**Airport Operating Fund 5070**  
**Income Statement - For Internal Use Only**  
**Fiscal Year to Date for 6 Month(s) ended March 31, 2022**

	FY 2022	Budget	Year to Date w/ Accruals	Y-T-D to Budget	
	Amended Budget	Seasonalized 6 month(s)		Variance Fav (Unfav)	% Variance Fav (Unfav)
<b>REVENUE</b>					
<b>AIRLINE REVENUE</b>					
Landing Fees	26,030,400	12,210,832	19,964,887	7,754,054	63.5%
Terminal Rental & Other Fees	48,629,418	23,397,720	33,656,230	10,258,510	43.8%
<b>TOTAL AIRLINE REVENUE</b>	<b>74,659,818</b>	<b>35,608,552</b>	<b>53,621,116</b>	<b>18,012,565</b>	<b>50.6%</b>
<b>NON-AIRLINE REVENUE</b>					
Parking	38,325,261	19,229,493	25,407,884	6,178,391	32.1%
Ground Transportation for Hire	4,983,334	2,258,629	3,621,535	1,362,906	60.3%
Rental Cars	11,586,297	5,793,149	9,188,912	3,395,763	58.6%
Food & Beverage	10,613,694	5,306,847	7,072,164	1,765,317	33.3%
Retail	5,097,925	2,548,963	3,061,154	512,192	20.1%
Advertising	2,059,095	1,029,548	1,659,833	630,285	61.2%
Other Concessions, Rentals & Fees	15,532,040	6,914,904	8,921,678	2,006,774	29.0%
<b>TOTAL NON-AIRLINE REVENUE</b>	<b>88,197,646</b>	<b>43,081,532</b>	<b>58,933,160</b>	<b>15,851,628</b>	<b>36.8%</b>
Interest Income	353,379	176,690	53,378	(123,312)	(69.8%)
<b>TOTAL REVENUE</b>	<b>163,210,843</b>	<b>78,866,774</b>	<b>112,607,654</b>	<b>33,740,880</b>	<b>42.8%</b>
<b>OPERATING REQUIREMENTS</b>					
Fac Mgmt, Ops and Airport Security	62,598,260	29,080,829	28,390,473	690,355	2.4%
Airport Planning and Development	6,445,332	2,786,745	2,291,864	494,882	17.8%
Support Services	30,703,982	13,701,506	11,830,274	1,871,232	13.7%
Business Services	6,135,897	2,420,453	4,069,884	(1,649,430)	(68.1%)
<b>TOTAL OPERATING EXPENSES</b>	<b>105,883,471</b>	<b>47,989,533</b>	<b>46,582,495</b>	<b>1,407,039</b>	<b>2.9%</b>
<b>Debt Service</b>					
2013 Prosperity Bank Loan	5,411,891	2,706,066	2,706,066	0	0.0%
2014 Bond Issuance	6,654,005	3,327,003	3,327,003	0	0.0%
2017 Bond Issuance	9,698,969	4,849,484	4,849,484	(0)	(0.0%)
2019 Refunding Bonds	14,520,686	7,264,817	7,264,817	0	0.0%
2019 New Money	16,919,848	8,154,065	8,154,065	0	0.0%
<b>TOTAL Net Debt Service</b>	<b>53,205,399</b>	<b>26,301,435</b>	<b>26,301,435</b>	<b>(0)</b>	<b>(0.0%)</b>
<b>OTHER REQUIREMENTS</b>					
Workers' Compensation	448,220	224,110	196,095	28,015	12.5%
Citywide Administrative Support	6,154,467	3,077,234	3,077,234	0	0.0%
Communications & Technology Mgmt	1,790,090	895,045	783,163	111,883	12.5%
Accrued Payroll	342,887	171,444	171,444	0	0.0%
CTECC	332,077	166,039	145,279	20,759	12.5%
Trunked Radio Allocation	353,120	176,560	154,490	22,070	12.5%
Public Works Capital Projects Mgmt Fund	2,129,441	1,064,721	931,630	133,090	12.5%
Compensation Adjustment	427,505	0	0	0	N/A
Trf to Subordinate Obligation	3,392,000	0	0	0	N/A
<b>TOTAL OTHER REQUIREMENTS</b>	<b>15,369,807</b>	<b>5,775,151</b>	<b>5,459,334</b>	<b>315,817</b>	<b>5.5%</b>
<b>TOTAL REQUIREMENTS</b>	<b>174,458,677</b>	<b>80,066,119</b>	<b>78,343,263</b>	<b>1,722,856</b>	<b>2.2%</b>
<b>EXCESS (DEFICIT) OF TOTAL AVAILABLE FUNDS OVER</b>					
<b>TOTAL REQUIREMENTS</b>	<b>(11,247,834)</b>	<b>(1,199,346)</b>	<b>34,264,390</b>	<b>35,463,736</b>	<b>2956.9%</b>
Federal Relief Reimbursement (Parking)	(3,569,365)	(1,784,683)	(3,358,632)	1,573,949	88.2%
Federal Relief Reimbursement (Debt Service)	(14,611,240)	(7,305,620)	(24,563,429)	17,257,809	236.2%
<b>TOTAL FEDERAL RELIEF REIMBURSEMENT</b>	<b>(18,180,605)</b>	<b>(9,090,303)</b>	<b>(27,922,061)</b>	<b>18,831,758</b>	<b>207.2%</b>
<b>EXCESS (DEFICIT) OF TOTAL AFTER FEDERAL RELIEF</b>	<b>6,932,771</b>	<b>7,890,957</b>	<b>62,186,451</b>	<b>54,295,494</b>	<b>688.1%</b>

Note: Columns may not add to totals shown because of rounding

**CITY OF AUSTIN  
AUSTIN-BERGSTROM INTERNATIONAL AIRPORT  
INCOME STATEMENT COMPARISON THIS YEAR VS. LAST YEAR**

	This month - This Year vs. Last Year				Fiscal YTD - This Year vs. Last Year			
	FY22 (Mar 22) vs FY21 (Mar 21)				FY22 (Oct 21 - Mar 22) vs FY21 (Oct 20 - Mar 21)			
	FY22 Mar-22	FY21 Mar-21	Fav (Unfav) \$ Variance	Fav (Unfav) % Variance	FY22 YTD Mar-22	FY21 YTD Mar-21	Fav (Unfav) \$ Variance	Fav (Unfav) % Variance
<b>Airline Revenue</b>								
Landing Fees	3,701,442	1,963,356	1,738,086	88.5%	19,964,887	9,003,451	10,961,435	121.7%
Terminal Rental & Other Fees	6,083,129	4,262,025	1,821,104	42.7%	33,656,230	23,628,491	10,027,739	42.4%
Total Airline Revenue	9,784,570	6,225,380	3,559,190	57.2%	53,621,116	32,631,942	20,989,174	64.3%
<b>Non-Airline Revenue</b>								
Parking	4,766,968	1,811,048	2,955,920	163.2%	25,407,884	7,894,597	17,513,287	221.8%
Ground Transportation for Hire	828,648	240,742	587,906	244.2%	3,621,535	1,000,518	2,621,017	262.0%
Rental Cars	1,923,649	1,019,373	904,276	88.7%	9,188,912	5,687,016	3,501,896	61.6%
Food & Beverage	1,434,462	926,108	508,354	54.9%	7,072,164	5,557,787	1,514,377	27.2%
Retail	597,508	498,753	98,755	19.8%	3,061,154	2,929,401	131,754	4.5%
Advertising	508,461	158,149	350,312	221.5%	1,659,833	953,064	706,769	74.2%
Other Concessions, Rentals & Fees	1,547,853	1,261,429	286,423	22.7%	8,921,678	7,197,861	1,723,818	23.9%
Total Non-Airline Revenue	11,607,548	5,915,602	5,691,946	96.2%	58,933,160	31,220,243	27,712,917	88.8%
Interest Income	27,585	7,698	19,887	258.4%	53,378	82,178	(28,800)	(35.0%)
<b>Total Operating Revenue</b>	<b>21,419,703</b>	<b>12,148,680</b>	<b>9,271,023</b>	<b>76.3%</b>	<b>112,607,654</b>	<b>63,934,363</b>	<b>48,673,291</b>	<b>76.1%</b>
<b>Operating Requirements</b>								
Fac Mgmt, Ops and Airport Security	4,517,003	3,796,190	(720,813)	(19.0%)	28,390,473	26,344,012	(2,046,462)	(7.8%)
Airport Planning and Development	378,289	285,815	(92,474)	(32.4%)	2,291,864	1,967,487	(324,377)	(16.5%)
Support Services	2,353,745	1,866,131	(487,614)	(26.1%)	11,830,274	10,259,669	(1,570,605)	(15.3%)
Business Services	659,675	307,481	(352,195)	(114.5%)	4,069,884	1,838,873	(2,231,010)	(121.3%)
Total Operating Expense	7,908,713	6,255,617	(1,653,096)	(26.4%)	46,582,495	40,410,041	(6,172,454)	(15.3%)
<b>Debt Service</b>								
GO Debt Service Fund	0	42	42	100.0%	0	254	254	100.0%
2013 Prosperity Bank Loan	450,971	451,131	160	0.0%	2,706,066	2,706,108	42	0.0%
2014 Bond Issuance	554,500	589,844	35,344	6.0%	3,327,003	3,538,778	211,776	6.0%
2017 Bond Issuance	808,247	836,226	27,979	3.3%	4,849,484	5,017,358	167,873	3.3%
2019 Refunding Bonds	1,209,263	1,277,299	68,037	5.3%	7,264,817	7,794,934	530,116	6.8%
2019 New Money	1,451,823	474,021	(977,802)	(206.3%)	8,154,065	2,844,125	(5,309,940)	(186.7%)
Total Debt Service	4,474,805	3,628,564	(846,241)	(23.3%)	26,301,435	21,901,556	(4,399,879)	(20.1%)
<b>Other Requirements</b>								
Workers' Compensation	9,337	36,312	26,975	74.3%	196,095	217,872	21,777	10.0%
Citywide Administrative Support	512,872	527,360	14,488	2.7%	3,077,234	3,164,160	86,927	2.7%
Communications & Technology Mgmt	37,292	156,605	119,313	76.2%	783,163	939,630	156,468	16.7%
Accrued Payroll	28,574	13,844	(14,730)	(106.4%)	171,444	83,063	(88,381)	(106.4%)
CTECC	6,914	25,662	18,748	73.1%	145,279	153,972	8,693	5.6%
Trunked Radio Allocation	7,357	25,096	17,739	70.7%	154,490	150,576	(3,914)	(2.6%)
Public Works Capital Projects Mgmt Fund	44,363	316,130	271,766	86.0%	931,630	1,896,777	965,147	50.9%
Total Other Requirements	646,708	1,101,008	454,300	41.3%	5,459,334	6,606,050	1,146,716	17.4%
<b>Total Requirements</b>	<b>13,030,226</b>	<b>10,985,189</b>	<b>(2,045,036)</b>	<b>(18.6%)</b>	<b>78,343,263</b>	<b>68,917,647</b>	<b>(9,425,616)</b>	<b>(13.7%)</b>
<b>SURPLUS (DEFICIT) OF TOTAL AVAILABLE FUNDS OVER TOTAL REQUIREMENTS</b>	<b>8,389,478</b>	<b>1,163,491</b>	<b>7,225,987</b>	<b>621.1%</b>	<b>34,264,390</b>	<b>(4,983,284)</b>	<b>39,247,674</b>	<b>787.6%</b>
Federal Relief Reimbursement (Parking)	(463,111)	0	463,111	N/A	(3,358,632)	0	3,358,632	N/A
Federal Relief Reimbursement (Debt Service)	(6,941,508)	(3,629,535)	3,311,973	91.3%	(24,563,429)	(21,906,097)	2,657,331	12.1%
Total Federal Relief	(7,404,619)	(3,629,535)	3,775,084	104.0%	(27,922,061)	(21,906,097)	6,015,963	27.5%
<b>TOTAL SURPLUS (DEFICIT) AFTER FEDERAL RELIEF</b>	<b>15,794,097</b>	<b>4,793,026</b>	<b>11,001,071</b>	<b>229.5%</b>	<b>\$ 62,186,451</b>	<b>\$ 16,922,814</b>	<b>\$ 45,263,637</b>	<b>267.5%</b>



# **AIRPORT ADVISORY COMMISSION**

## **ITEM 2b – STAFF REPORTS**

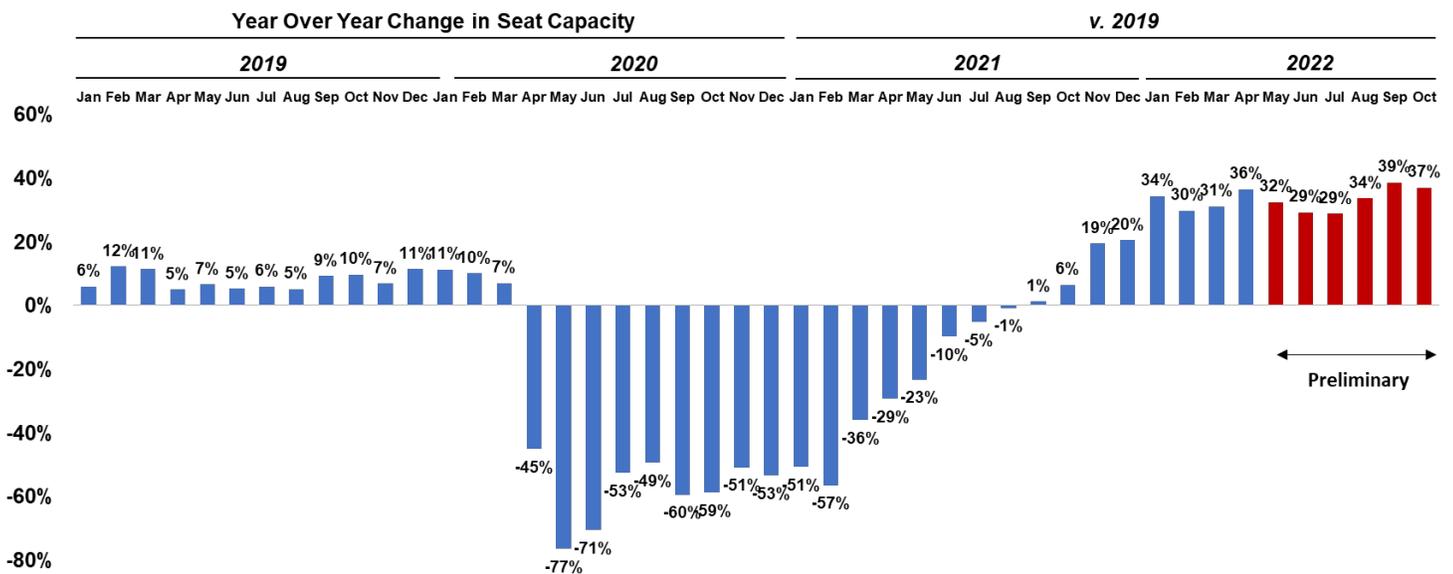
AUS Air Service Update

Prepared by Jamy Kazanoff, Air Service  
Development

## May 2022 Air Service Snapshot

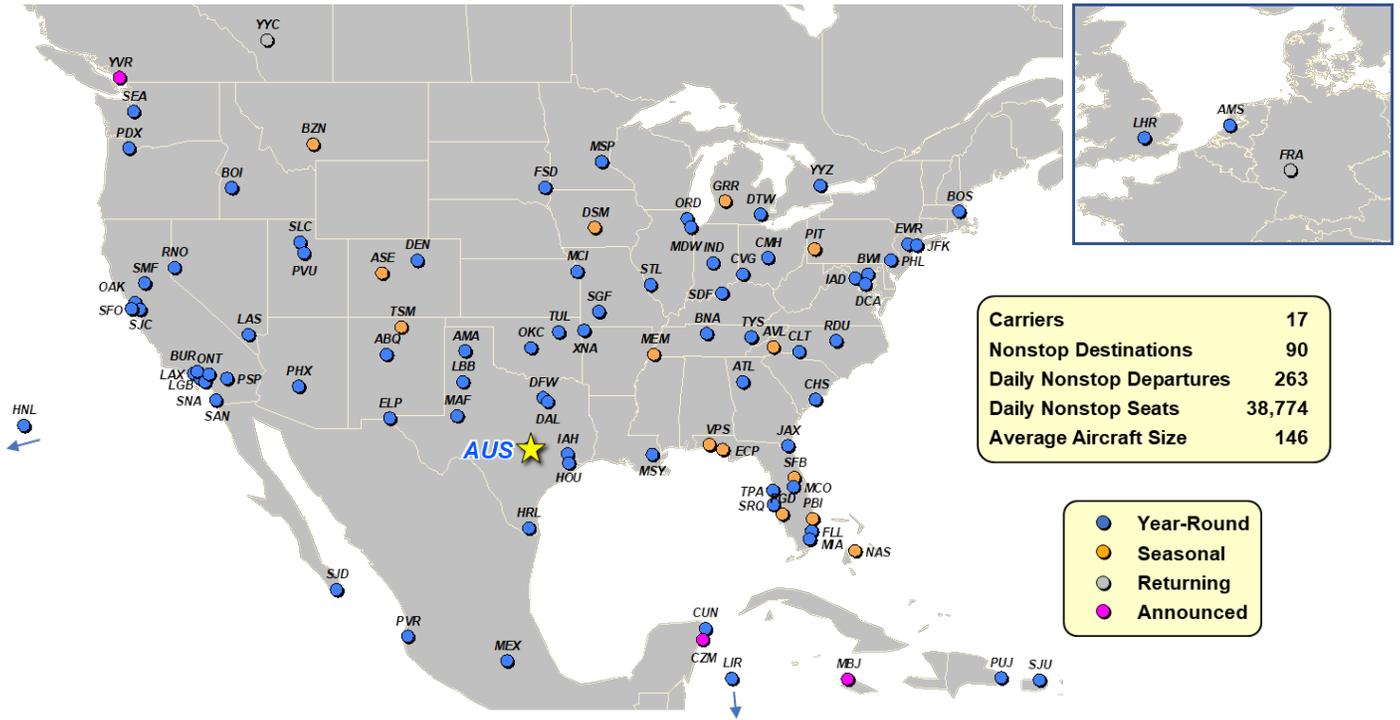
- Airlines are reporting earnings with a consistent theme: **demand and pricing environment remaining very strong.**
- System pricing continues to remain strong** and is now +3.0% vs 2019 as the domestic channel pricing improved to up +8.6% vs 2019
- International volumes closing in on domestic volumes:** in the latest data, international volumes system wide improved to -14.8% vs 2019 while pricing was approximately flat at down -1% vs 2019. International bookings have steadily improved this year and are nearly in line with domestic bookings.

The chart below shows how COVID-19 has affected AUS capacity with monthly comparisons to 2019. Some carriers are returning to a more typical scheduling timeline where schedules are firmed 3 or more months out, but some are still making close-in changes. Based on currently filed schedules, capacity will be 32% above 2019 levels in May, 29% in June and July and 34% in August – yet still subject to change as carriers continue to adjust close-in capacity.

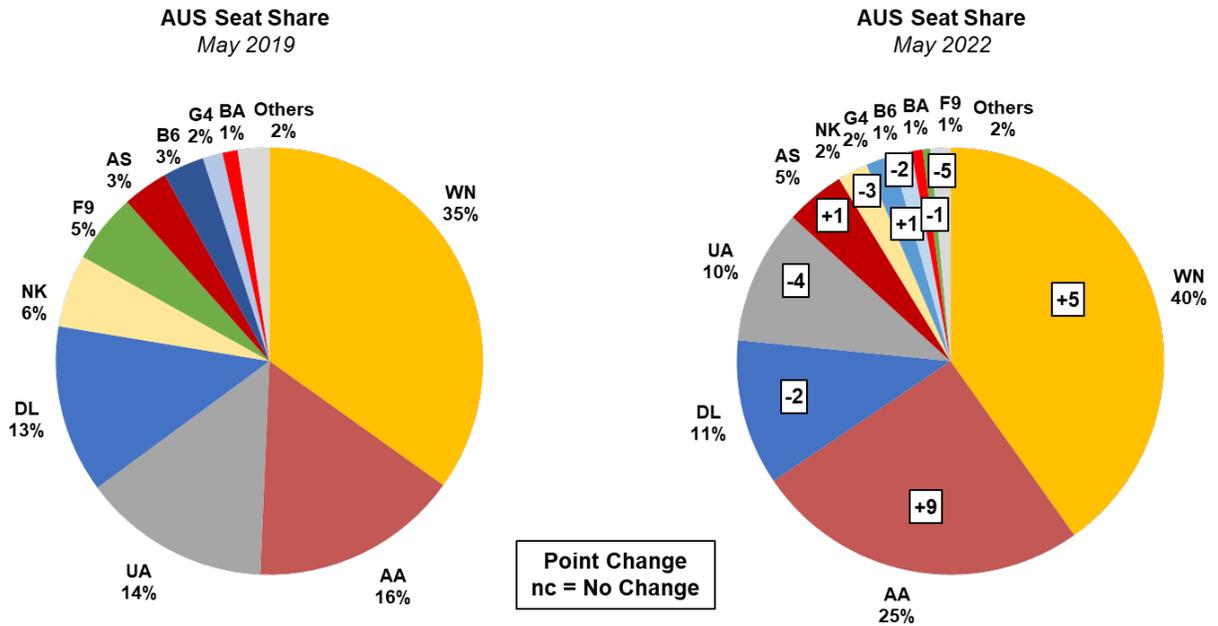


The route map on the next page provides a snapshot of current air service at AUS. Highlights of recent air service announcements/developments include:

- Spirit** will start **new daily service to MTY** on October 5 *instead of June 22*; LAX suspended between June 3 – August 10 as part of systemwide capacity reduction
- Virgin Atlantic** will start **new nonstop service to London (Heathrow) on May 25** with four weekly flights operated with the 258-seat B787-9
- Air Canada** will increase to two daily flights on June 1; **new nonstop service to YVR starts 4/week on June 1**
- American** will start **AVL, BZN, CZM, MBI and SNA in June**, but discontinue IAD
- Allegiant** opened its new base in November with 89 employees and three A320s; **added IAD, SAN & SRQ in April**
- British Airways** increased to daily A350-1000 service on April 22
- KLM** started AMS service on March 28, 2022 with 3/week on the 292-seat A330-300
- Lufthansa** reinstated FRA service on April 8, 2022 with three weekly flights
- Southwest** added new daily service to TUL on April 3; **new Saturday only service to CZM starts June 11**
- Taos Air** will serve TSM from June 30 through September 25 with two weekly flights (Sunday/Thursday)
- Sun Country** will serve CUN twice weekly May 26 – August 14 (but will not serve MSP in 2022)
- WestJet** has suspended its return until Summer 2023



Southwest is the largest carrier at AUS by capacity, but American is now much closer in size having gained 9 points of capacity share since 2019. United and Delta have lost capacity share as United has not reinstated pre-COVID capacity, and Delta has grown since 2019 but less than other carriers. Also notable is that Alaska's share is up since 2019 as they have nearly doubled frequencies and grown capacity by 72%, not to mention entered three new markets (BOI, LAX & PSP). Allegiant's share is also up as the base opened, and they have added 13 new destinations and increased capacity by 77%.





# **AIRPORT ADVISORY COMMISSION**

## **ITEM 5a – ACTION ITEMS**

Redlined changes to AAC bylaws

**BYLAWS OF THE  
AIRPORT ADVISORY COMMISSION**

**ARTICLE 1: NAME**

The name of the Commission is the Austin Airport Advisory Commission (AAC).

**ARTICLE 2: PURPOSE AND DUTIES**

- A) The Austin Airport Advisory Commission (AAC) reviews, assesses, and makes recommendations to the Austin City Council concerning the Austin-Bergstrom International Airport (AUS):
- Capital improvement projects,
  - Proposed aviation grants,
  - Proposed aviation contracts,
  - Annual operating budgets, and
  - Quality of services and customer experience.
- B) In its recommendations, the AAC ensures consistency with good business practices, integrity, and the values of the City of Austin and AUS, including:
- Safety,
  - Public service and engagement,
  - Responsibility and accountability,
  - Innovation and sustainability,
  - Diversity and inclusion, and
  - Ethics and integrity.
- C) The AAC advises and offers help to solve problems and advance the mission and initiatives of AUS.
- D) The AAC brings public input to the airport leadership and engages community stakeholders as needed to promote public awareness and good decision making.
- E) The AAC facilitates and promotes communication between AUS staff and the Austin City Council.
- F) In all their work, members of the AAC advocate the interests of the airport's customers, City of Austin public, and the Austin City Council.

**ARTICLE 3: MEMBERSHIP**

- A) The AAC is composed of eleven members appointed by the Austin City Council.
- B) A member serves at the pleasure of the Austin City Council.
- C) Commission members serve for a term of four years beginning May 1<sup>st</sup> on the year of appointment.

- D) An individual Commission member may not act in an official capacity except through the action of the AAC.
- E) A commission member who is absent for three consecutive regular meetings or one-third of all regular meetings in a rolling twelve month timeframe automatically vacates the member's position subject to the holdover provisions in Section 2-1-27 of the City Code. This does not apply to an absence due to illness or injury of the Commission member, an illness or injury of a Commission member's immediate family, active military service, or the birth or adoption of the Commission member's child for 90 days after the event. The Commission member must notify the Staff Liaison of the reason for the absence not later than the date of the next regular meeting of the Commission. Failure to notify the liaison before the next regular meeting of the AAC will result in an unexcused absence.
- F) At each meeting, each Commission member shall sign an attendance sheet which indicates that the member does not have a conflict of interest with any item on that agenda, or identifies each agenda item on which the member has a conflict of interest. Failure to sign the sheet results in the member being counted as absent and his/her votes are not counted.
- G) A Commission member who seeks to resign from the Commission shall submit a written resignation to the Chair of the AAC, the Staff Liaison, and the City Clerk's office. If possible, the resignation should allow for a thirty day notice so the City Council can appoint a replacement.

#### **ARTICLE 4: OFFICERS**

- A) The officers of the AAC shall consist of a Chair, ~~and~~ a Vice Chair, ~~and~~ a Secretary.
- B) Officers shall be elected annually by a majority vote of the AAC at the first regular meeting after April 1<sup>st</sup>. In the event a current officer becomes ineligible to serve as an officer, the AAC may hold an emergency election as needed.
- C) The term of office shall be one year, beginning May 1<sup>st</sup> and ending April 30<sup>th</sup>. An officer may continue to serve until a successor is elected. A person may not service as an officer in a designated position of a Commission for more than four consecutive one-year terms. A person who has served as an officer in a designated position of a Commission for four consecutive terms is not eligible for reelection to that designated office until the expiration of two years after the last date of the person's service in that office. The Commission may override the term limit provision for an officer by an affirmative vote of two-thirds of the authorized Commission members.
- D) A member may not hold more than one office at a time.

#### **ARTICLE 5: DUTIES OF OFFICERS**

- A) The Chair shall preside at Commission meetings, appoint all committees, represent the AAC at ceremonial functions, and approve each final meeting agenda.

- B) In the absence of the Chair, the Vice-Chair shall perform all duties of the Chair. In the absence of the Chair and Vice Chair, the Secretary shall perform all duties of the Chair.

#### **ARTICLE 6: AGENDAS**

- A) Two or more Commission members may place an item on the agenda by oral or written request to the staff liaison at least five days before the meeting. After first consulting with and receiving input from the Staff Liaison, the Chair shall approve each final meeting agenda.
- B) The Staff Liaison shall submit the meeting agenda through the online agenda posting system for each meeting not less than 72 hours before the meeting.
- C) Posting of the agenda must comply with the Texas Government Code Chapter 551 (Texas Open Meetings Act).

#### **ARTICLE 7: MEETINGS**

- A) The AAC meetings shall comply with Texas Government Code Chapter 551 (Texas Open Meetings Act).
- B) Commission meetings shall be governed by Robert's Rules of Order.
- C) The AAC may not conduct a closed meeting without the approval of the City Attorney.
- D) The AAC shall meet monthly. In November of each year, the AAC shall adopt a schedule of the meetings for the upcoming calendar year, including makeup meeting dates for holidays and cancelled meetings.
- E) The Chair may call a special meeting. The Chair shall call a special meeting if requested by three or more members. The AAC may not call a meeting in addition to its regular scheduled meetings as identified in its adopted meeting schedule more often than once a quarter, unless the meeting is required to comply with a statutory deadline or a deadline established by City Council.
- F) Six members constitute a quorum.
- G) If a quorum for a meeting does not convene within one half hour of the posted time for the meeting, then the meeting may not be held.
- H) To be effective, an AAC action must be adopted by an affirmative vote of the number of members necessary to provide a quorum.
- I) The Chair has the same voting privilege as any other member.
- J) The AAC shall allow members of the public to address the AAC on agenda items and during a period of time set aside for public communications. The Chair may limit a speaker to three minutes.
- K) The Staff Liaison shall prepare the Commission minutes. The minutes of each AAC meeting must include the vote of each member on each item before the AAC and indicate whether a member is absent or failed to vote on an item.
- L) The City Clerk shall retain agendas, approved minutes, internal review reports, and bylaws. The Aviation Department shall retain all other Commission documents. The

documents are public records under the Texas Local Government Code Chapter 552 (Texas Public Information Act).

- M) The Chair shall adjourn a meeting not later than 10PM, unless the AAC votes to continue the meeting.
- N) Each person and Commission member attending an AAC meeting should observe decorum pursuant to Section 2-1-48 of the City Code.
- O) A member of the public may not address the AAC at a meeting on an item posted as a briefing.

## **ARTICLE 8: COMMITTEES/WORKING GROUPS**

### Committees

- A) The AAC will have no committees.
- B) Each committee must be established by an affirmative vote of the Commission. A committee cannot meet until its creation is approved by the City Council Audit and Finance Committee. Each committee shall consist of at least three Commission members appointed by the Chair. A staff member shall be assigned to each committee by the Director of the Department of Aviation.
- C) The AAC Chair shall appoint a Commission member as the committee chair with the member's consent.
- D) A majority of the total number of appointed committee members constitutes a quorum.
- E) Each committee shall meet on a regularly scheduled basis at least quarterly.
- F) Each committee shall make an annual report to the AAC at the January Commission meeting.
- G) Committee meetings must be posted in accordance with the Texas Open Meetings Act.
- H) At each committee meeting, a committee member shall sign in on a sheet provided and shall indicate that the member has no conflict of interest with any item on the committee meeting agenda or identify each agenda item on which the member has a conflict of interest.

### Working Groups

- A) The AAC can determine the size of a working group, but the number of Commission members serving on the working group must be less than a quorum of the AAC.
- B) A working group may designate a Chair with the member's consent, but is not required to do so.
- C) Quorum requirements do not apply to working groups.
- D) Staff support will not be provided for working groups.
- E) Working groups are not required to post their meetings in accordance with the Texas Open Meetings Act.

**ARTICLE 9: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert’s Rules of Order shall govern the AAC in all cases to which they are applicable, except when inconsistent with these bylaws or with special rules of procedure which the AAC or City Council may adopt.

**ARTICLE 10: AMENDMENT OF BYLAWS**

A bylaw amendment is not effective unless approved by the Council Audit and Finance Committee.

The bylaws were approved by the Austin Airport Advisory Commission at their meeting held on November 10, 2020. The bylaws were revised in accordance with City Council Resolution 20220217-033 on March 8, 2022.



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Ammie Calderon, Staff Liaison  
Department of Aviation



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Tracy Thompson, Esq.  
Airport Chief Officer  
Administrative and External Affairs  
Department of Aviation