



Annual Internal Review

This report covers the time period of 7/1/2021 to 6/30/2022

Airport Advisory Commission

The Board/Commission mission statement is:

- A) The Airport Advisory Commission (AAC) reviews, assesses, and makes recommendations to 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, AAC ensures consistency with good business practices, integrity, and the values of the City of Austin and AUS including:
- Safety,
 - Public service & engagement,
 - Responsibility & accountability,
 - Innovation & sustainability,
 - Diversity & inclusion, and
 - Ethics & integrity.
- C) The AAC advises and offers help to solve problems and advance the mission and initiatives of AUS.
- D) The AAC brings citizen 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 citizens, and the Austin City Council.

1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.

The Airport Advisory Commission (AAC) held 2 virtual meetings, 4 in-person meetings, and 5 hybrid meetings during the period covering this report. One regularly scheduled meeting was cancelled in November 2021.

During the course of its business, the AAC made recommendations on 25 action items – 11 items regarding negotiation and execution of goods and services agreements, 2 related to airport revenue, bonds, and financing, 2 items regarding administration, and 10 related to construction projects.

Additionally, the AAC received regular reports and presentations from the Department of Aviation regarding executive updates, financial results, passenger traffic, air service development, and planning and development.

Aviation staff held briefings to the AAC officers on pertinent matters as the need arose throughout the year.

The AAC also received special reports and presentations including topics regarding, COVID-19's ongoing impact on air travel, the Airport Expansion and Development Program (AEDP) and its associated environmental assessment, cargo development, airline lounges, the Hilton Hotel operation and financing, TSA and CBP staffing, the new fuel facility and feedback from the community, Arts in Public Places, city demographics, the 2022 bond issuance, Project Connect, and the South Terminal.

In furtherance of its duties, the AAC held working group meetings, revised its bylaws, and elected officers. The AAC took a special interest in the AEDP, customer experience issues, and other matters as requested by AUS executive staff.

2. Determine if the board's actions throughout the year comply with the mission statement.

The actions of the AAC were within scope of the mission statement.

3. List the board's goals and objectives for the new calendar year.

Per its bylaws, the AAC in the coming year shall:

- A) review, assess, and make recommendations to the Austin City Council concerning the Austin-Bergstrom International Airport,

- B) ensure consistency with good business practices, integrity, and the values of the City of Austin and AUS,
- C) advise and offer help to solve problems and advance the mission and initiatives of AUS,
- D) bring citizen input to the airport leadership and engage community stakeholders as needed to promote public awareness and good decision making,
- E) facilitate and promote communication between the AUS staff and the Austin City Council, and,
- F) advocate the interested of the airport's customers, City of Austin citizens, and the Austin City Council.

Additionally, the AAC will seek to help and support the Department of Aviation in its major development programs and ad hoc issues as they arise.

APPROVED