



**AIRPORT ADVISORY COMMISSION
REGULAR MEETING
MINUTES
JULY 12, 2022**

The Airport Advisory Commission convened in a regular meeting on July 12, 2022 at 2716 Spirit of Texas Drive in Austin, Texas.

Chair E. Sepulveda called the regular meeting to order at 3:00 p.m.

Commissioners in Attendance:

Eugene Sepulveda, Chair	Scott Madole
Wendy Price Todd, Vice Chair	Billy Owens
Chad Ennis	Raymond Young

Commissioners in Attendance Remotely:

Bakari Brock	Jeremy Hendricks
Jonathan Coon	

Commissioners Absent:

Ernest Saulmon	Vicky Sepulveda
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PUBLIC COMMUNICATION: GENERAL

None.

INTRODUCTION OF RICK BELLIOTTI, DEPUTY CHIEF OFFICER IT

APPROVAL OF MINUTES

1. Approve the minutes of the Airport Advisory Commission Regular Meeting on June 14, 2022. Vice Chair Todd recommended an edit to the minutes that was incorporated without objection.

The minutes from the meeting of June 14, 2022 were approved on Commissioner Ennis' motion, Commissioner Young second on a 9-0-0-2 vote. Commissioners Saulmon and V. Sepulveda were absent.

STAFF BRIEFINGS

2. May 2022 Financial Results presented by Rajeev Thomas, Deputy Chief Officer Finance, Department of Aviation.
3. Air Service Update presented by Jamy Kazanoff, Air Service Development, Department of Aviation.
4. Airport Expansion and Development Program (AEDP) Update – Environmental Assessment, Program Management Support Consultants, and HNTB Tasks presented by Tracy Thompson, Interim Chief Officer Planning and Development, Department of Aviation.

CONSENT AGENDA

Items 6 and 8 were pulled for discussion by Chair E. Sepulveda. Item 5 was pulled for discussion by Vice Chair Todd.

5. Authorize negotiation and execution of a contract with SKIDATA, Inc. to provide remote and onsite maintenance, support, and repair services of the parking revenue and control system for a term of 10 years in an amount not to exceed \$4,008,200.

A motion to approve was made by Vice Chair Todd; Commissioner Madole seconded. Motion passed on a 9-0-0-2 vote. Commissioners Saulmon and V. Sepulveda were absent.

6. Approve a resolution approving amendments to the Amended and Restated Hotel Management Agreement between Austin-Bergstrom Landhost Enterprises, Inc. and Boykin Prospera, LLC.

A motion to approve was made by Commissioner Young; Commissioner Madole seconded. Motion passed on a 6-1-1-3 vote. Commissioner Ennis voted no. Vice Chair Todd abstained. Commissioners Hendricks, Saulmon, and V. Sepulveda were absent.

7. Authorize contingency in an amount of \$1,000,000 to the job order assignment for Barbara Jordan Terminal Optimization Vertical Circulation Project with Alpha Building Corporation for a total assignment amount not to exceed \$4,000,000.

A motion to approve the consent agenda was made by Commissioner Brock; Vice Chair Todd seconded. Motion passed on a 9-0-0-2 vote. Commissioners Saulmon and V. Sepulveda were absent.

8. Authorize negotiation and execution of a professional services agreement with WSP USA Inc. (staff recommendation) or one of the other qualified respondent(s) for Request for Qualifications Solicitation No. CLMP334 to provide Program Management and Staff Augmentation Services for the Airport Program Management Support Consultant Services contract in an amount not to exceed \$40,000,000.

A motion to approve was made by Commissioner Young; Commissioner Owens seconded. Motion passed on an 8-0-0-3 vote. Commissioners Hendricks, Saulmon, and V. Sepulveda were absent.

ACTION ITEMS

9. Discussion, amendments, and approval of the AAC Annual Review 2021-2022.

Chair E. Sepulveda and Vice Chair Todd agreed to present a separate, more specific list of goals, objectives, and topics to follow during the next year to the full Commission for discussion and approval at a near future AAC meeting.

A motion to approve the AAC Annual Review 2021-2022 was made by Commissioner Brock; Commissioner Coon seconded. Motion passed on a 6-0-2-3 vote. Vice Chair Todd and Commissioner Madole abstained. Commissioners Hendricks, Saulmon, and V. Sepulveda were absent.

REVIEW OF CITY COUNCIL ACTIONS

Actions taken by the City Council on AAC items were reviewed.

DISCUSSION ITEMS

10. Discussion to task the Business Working Group to identify Key Performance Indicators (KPIs) and performance metrics to be reviewed on a regular basis and report back to the AAC at a later time. Commissioner Ennis volunteered to join the Business Working Group.
11. Review of topics to discuss with appointing City Council Member. Commissioners were reminded to routinely speak to their appointing City Council Member.
- a. May 2022 passenger activity was the highest in AUS history.
 - b. AUS is the fastest growing airport in the United States.
 - c. Phase 1 of the AEDP projected for completion in 2027/2028 with a new concourse and new gates. The AAC expects updated cost estimates by October 2022.
 - d. Over the next year, the AAC will prioritize reviewing customer service metrics.

FUTURE AGENDA ITEMS

The AAC requests an update on the SMBR aspects of the AEDP at a future meeting.

NEXT REGULAR MEETING

The next regular meeting of the AAC is scheduled for August 9, 2022 at 3:00 p.m.

Chair E. Sepulveda adjourned the meeting at 4:52 p.m. without objection.

The minutes were approved at the August 9, 2022 meeting on Commissioner Brock's motion and Commissioner Coon's second on a 10-0-0-1 vote. Secretary Hendricks was absent.