



**AIRPORT ADVISORY COMMISSION (AAC)  
SPECIAL CALLED MEETING  
MINUTES  
DECEMBER 12, 2022**

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

Vice Chair Wendy Price Todd called the special called meeting to order at 3:15 p.m.

**Commissioners in Attendance:**

Wendy Price Todd, Vice Chair  
Jeremy Hendricks, Secretary  
Scott Madole

**Commissioners in Attendance Remotely:**

Eugene Sepulveda, Chair  
Jonathan Coon  
Bakari Brock

**Commissioners Absent:**

Ernest Saulmon  
Billy Owens  
Vicky Sepulveda  
Chad Ennis  
Raymond Young

**PUBLIC COMMUNICATION: GENERAL**

None

**APPROVAL OF MINUTES**

1. Approve the minutes of the AAC regular meeting on November 8, 2022.

The minutes from the meeting of November 8, 2022 were approved on Commissioner Madole's motion and Commissioner E. Sepulveda seconds on a 6-0-0-5 vote with Commissioners Saulmon, Owens, V. Sepulveda, Ennis, and Young absent. The November minutes had the following corrections.

The minutes from the meeting of ~~November 8, 2022~~ **October 11, 2022** were approved on Commissioner Todd's motion and Commissioner Young seconds on a 9-0-1-1 vote. Commissioner Madole abstained, and Commissioner Hendricks was absent.

## **STAFF BRIEFINGS**

2. October 2022 Financial Results presented by Rajeev Thomas, Deputy Chief Finance Officer.
3. Air Service Update presented by Jamy Kazanoff, Air Service Development.
4. Briefing related to status of the Special Report from the Office of the City Auditor regarding Airport Leases and Community Benefits presented by Tracy Thompson, Chief Officer-Administrative & External Affairs.
  - The November 2022 Office of the Auditor Special Draft Report titled, "Airport Leases and Community Benefits," can be accessed through the following website:  
<https://services.austintexas.gov/edims/document.cfm?id=397493>
  - The November 21, 2022 Audit and Finance Committee Regular Meeting full agenda, video, and transcript can be accessed through the following website:  
<https://austintx.new.swagit.com/videos/190011>

## **DISCUSSION AND ACTION ITEMS**

5. Review actions of City Council at the December 1, 2022 and December 8, 2022 meetings.
  - Authorize negotiation and execution of an amendment to the legal services agreement with Winstead PC for representation related to the City of Austin v. LoneStar Airport Holdings, LLC and Texas Capital Bank in the condemnation proceeding in Probate Court No. 1 and the LoneStar Airport 28. Holdings, LLC v. the City of Austin, Texas federal lawsuit in the Western District of Texas, Austin Division, in the amount of \$1,500,000, for a total contract amount not to exceed \$3,097,000. *[Approved on Consent]*
6. Discussion regarding Connecting Passenger Impacts to AUS Operations and Revenues presented Mookie Patel, Chief Business and Finance Officer.
7. Discussion and possible action to approve the date, time, location, and topic(s) of the next Business Working Group Meeting for Chairman, Jonathan Coon and members Eugene Sepulveda, Wendy Todd, Chad Ennis, with the addition of Bakari Brock. Potential topics include customer experience key metrics and business partner's roles and responsibilities.
8. Review of Commission recommendations and actions to discuss with appointing City Council Member.

- 1) October 21 passenger rate continues at an unprecedented rate of growth.
- 2) Record landing rates.
- 3) Unclear on economic impact on concessions from connecting passengers, work is underway to provide more concession options for passengers.
- 4) The business working group is being established to review customer service performance metrics.

### **FUTURE AGENDA ITEMS**

- 1) Six month look ahead of contracts for AUS.
- 2) Ongoing progress reports for Capital Program.

### **NEXT REGULAR MEETING**

The next regular meeting of the AAC is scheduled for January 11, 2022 at 3:00 PM.

### **ADJOURNMENT**

**Vice Chair Wendy Price Todd adjourned the meeting at 4:02 p.m. without objection.**

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For more information on the Airport Advisory Commission, please contact Tracy Thompson at [tracy.thompson@flyaustin.com](mailto:tracy.thompson@flyaustin.com).