



**AIRPORT ADVISORY COMMISSION (AAC)
REGULAR MEETING
MINUTES
March 13, 2024**

The Airport Advisory Commission convened in a regular meeting on March 13, 2024 at 6310 Wilhelmina Delco Dr. Room 1405 Austin, Texas.

Chair Wendy Todd called the regular meeting to order at 3:00 p.m.

Commissioners in Attendance:

Wendy Price Todd, Chair	Scott Madole
Jeff Eller	Jeremy Hendricks
Raymond Young	Doyle Valdez

Commissioners in Attendance Remotely:

Bakari Brock
Jonathan Coon

Commissioners Absent:

Patrick Rose
Chad Ennis
Fang Fang

APPROVAL OF MINUTES

1. Approve the minutes of the regular AAC meeting on February 14, 2024.

A motion to approve was made by Commissioner Young; Commissioner Madole seconded. Motion passed on a 7-0-0-4 vote. Commissioners, Ennis, and Fang were absent at this vote.

STAFF BRIEFINGS

2. January 2024 Financial Results presented by Rajeev Thomas, Chief Financial Officer
3. Air Service Update provided by Jamy Kazanoff, AUS Air Service Development
4. Journey with AUS (AUS AEDP/Capital Improvement Program) Active Projects Update provided by Lyn Estabrook, Deputy Chief Development Officer
5. Fiscal Year 2024 Grant Plan Update presented by Rajeev Thomas, Chief Financial Officer
6. AUS Wayfinding Update presented by Jennifer Williams, Planning and Design Management Officer
7. Update on Fixed Based Operations at AUS presented by John Gallo, Commercial Management Division Manager

DISCUSSION/ACTION ITEMS

8. Authorize negotiation and execution of a contract for AirportIQ airport management platform software support, maintenance, and related services with GCR, Inc. d/b/a Tadera, for a term of five years in an amount not to exceed \$1,600,000. [Note: Sole source contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and WomenOwned Business Enterprise Procurement Program); therefore, no subcontracting goals were established].

A motion to approve was made by Commissioner Hendricks; Commissioner Valdez seconded, Commissioner Madole abstained. Motion passed on a 7-0-1-3 vote. Commissioners Rose, Ennis, and Fang were absent at this vote.

9. Authorize negotiation and execution of a contract for landing fee management software with Passur Aerospace, Inc., for a term of five years in an amount not to exceed \$650,000. [Note: Sole source contracts are exempt from the City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program); therefore, no subcontracting goals were established].

A motion to approve was made by Commissioner Eller; Commissioner Hendricks seconded. Motion passed on an 8-0-0-3 vote. Commissioners Rose, Ennis, and Fang were absent at this vote.

DISCUSSION ITEMS

10. Discussion on the Airport Advisory Commission officer election process
11. Review City Council action at the February 29, 2024 meeting – [Item 29] Authorize negotiation and execution of a contract for radio frequency engineering support with Booz Allen Hamilton, Inc., for a term of five years in an amount not to exceed \$1,625,000. [Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].
Approved on consent.
12. Review City Council action at the February 29, 2024 meeting – [Item 99] Authorize negotiation and execution of a contract for pre-construction and construction services for the Barbara Jordan Terminal Optimization - Phase 2 project with The Whiting-Turner Contracting Company, in an amount not to exceed \$150,000,000. [Note: This contract will be awarded in compliance with the requirements of 49 CFR Part 26 (Disadvantaged Business Enterprise Program) and City Code Chapter 2-9A (Minority-Owned and Women-Owned Business Enterprise Procurement Program) by meeting the goals with 10.41% DBE participation.] *Approved on consent.*

FUTURE AGENDA ITEMS

- Commissioner Young requested an update on security in the garages.

NEXT REGULAR MEETING

The next regular meeting of the AAC is scheduled for Wednesday, April 10, 2024.

ADJOURNMENT

Chair Wendy Price Todd adjourned the meeting at 3:49 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.

The minutes were approved at the 3/13/2024 meeting on Commissioner Hendricks motion Commissioner Valdez seconded on an 8-0-0-3 vote with Commissioners Rose, Ennis, and Fang were absent.