



**AIRPORT ADVISORY COMMISSION (AAC)  
REGULAR MEETING MINUTES  
December 11, 2024, 3:00 PM**

The Airport Advisory Commission convened in a regular meeting on December 11, 2024 at 6310 Wilhelmina Delco Dr., Room 1405 Austin, Texas 78752

*Secretary Patrick Rose called the regular meeting to order at 3:02 p.m.*

**Commissioners in Attendance:**

Patrick Rose, Secretary  
Raymond Young  
Scott Madole  
Jeff Eller

**Commissioners in Attendance Remotely:**

Wendy Price Todd, Chair  
Jeremy Henricks  
Jonathan Coon

**Commissioners Absent:**

Bakari Brock, Vice-Chair  
Chad Ennis  
Doyle Valdez  
Fang Fang

**PUBLIC COMMUNICATION: GENERAL**

NONE

**APPROVAL OF MINUTES**

1. Approve the minutes of the AAC regular meeting on November 13, 2024.

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

## **STAFF BRIEFINGS**

2. Briefing on October 2024 Financial Results presented by Rajeev Thomas, Chief Financial Officer

*Rajeev Thomas gave briefing.*

3. Briefing on Air Service Update provided by Jamy Kazanoff, AUS Air Service Development

*Jason Alexander, Deputy Chief of Airport Affairs, provided briefing in Jamy Kazanoff's absence.*

4. Briefing on Journey with AUS (AUS AEDP/Capital Improvement Program) Active Projects provided by Lyn Estabrook, Deputy Chief Development Officer

*Lyn Estabrook gave briefing.*

5. Briefing on BATX Pipeline Project presented by Andy Saenz and Jake Reint on behalf of Flint Hills Resources

*Andy Saenz and Jake Reint provided briefing.*

## **DISCUSSION/ACTION ITEMS**

NONE

## **DISCUSSION ITEMS**

6. Review City Council action at the November 21, 2024 meeting – [Item 36] Authorize negotiation and execution of a contract for onsite baggage handling system maintenance and repair support services for the Department of Aviation with Siemens Logistics LLC, for an initial term of three years with two one-year extensions, for a total contract amount not to exceed \$32,500,000. Funding: \$4,875,000 is available in the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation. Funding for the remaining contract term is contingent upon available funding in future budgets. *Approved on consent.*

*Staff noted for the record that this item was approved on consent by City Council on November 21, 2024.*

7. Review of City Council action at the November 21, 2024 meeting – [Item 37] Authorize negotiation and execution of a contract for an emergency notification system for the Austin-Bergstrom International Airport for the Department of Aviation with Everbridge, Inc., for an initial term of one year with two one-year extension options, for a total contract amount not to exceed \$272,090. Funding: \$68,023 is available in the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation. Funding for the remaining contract term is contingent upon available funding in future budgets. *Withdrawn.*

*Staff noted for the record that this item was withdrawn from the November 21, 2024 City Council meeting and will return in 2025.*

8. Review City Council action at the November 21, 2024 meeting – [Item 54] Authorize negotiation and execution of a contract for software licenses and subscriptions, software support, professional services, consulting, and training to support the Department of Aviation’s project management information software system with EC America Inc., for a term of five years in an amount not to exceed \$3,670,000. Funding: \$540,714 is available in the Capital Budget of the Department of Aviation. Funding for the remaining contract term is contingent upon available funding in future budgets. *Approved on consent.*

*Staff noted for the record that this item was approved on consent by City Council on November 21, 2024.*

### **FUTURE AGENDA ITEMS**

*Commissioners Todd and Hendricks asked whether there is a correlation between the number of flight operations and tower staffing.*

### **NEXT REGULAR MEETING**

The next regular meeting of the AAC is scheduled for Wednesday, January 8, 2025.

### **ADJOURNMENT**

***Secretary Patrick Rose adjourned the meeting at 3:50 p.m. without objection.***

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For more information on the Airport Advisory Commission, please contact Jason Alexander at [jason.alexander@flyaustin.com](mailto:jason.alexander@flyaustin.com).

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