AIRPORT ADVISORY COMMISSION (AAC)
REGULAR MEETING MINUTES
May 14, 2025, 3:00 PM

The Airport Advisory Commission convened in a regular meeting on May 14, 2025 at 6310 Wilhelmina Delco Dr., Room 1405 Austin, Texas 78752

Chair Patrick Rose called the regular meeting to order at 3:01 p.m.

Commissioners in Attendance:
Patrick Rose
Doyle Valdez
Jeff Eller
Mike Trimble
Lyn Hendricks
Scott Madole
Susan Turrieta

Commissioners in Attendance Remotely:
Bakari Brock
Jonathan Coon

Commissioners Absent:
Fang Fang
Cole Wilson

PUBLIC COMMUNICATION: GENERAL
NONE

APPROVAL OF MINUTES

1. Approve the minutes of the AAC regular meeting on April 9, 2025.

   A motion to approve was made by Commissioner Valdez; Commissioner Hendricks seconded. The motion passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

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STAFF BRIEFINGS

2. Briefing on March 2025 Financial Results presented by Rajeev Thomas, Chief Financial Officer

Rajeev Thomas provided the briefing.

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

Jamy Kazanoff provided the briefing.

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

Lyn Estabrook provided the 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 the briefing.

DISCUSSION/ACTION ITEMS

6. Authorize a contract for grease, grit, and sediment traps maintenance and repair services for the Department of Aviation with Southwaste Disposal LLC, for a term of five years in an amount not to exceed $1,100,000. Funding: $ 91,667 is available in the 2024-2025 Operating Budget of the Department of Aviation. [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 insufficient subcontracting opportunities; therefore, no subcontracting goals were established.]

A motion to approve was made by Commissioner Eller; Commissioner Trimble seconded. The motion passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

7. Authorize negotiation and execution of a license agreement with BATX Pipeline, LLC, to govern such entity's use of approximately 2.5 miles of airport property for a 10-inch diameter underground jet fuel pipeline and appurtenant surface facilities at Austin-Bergstrom International Airport, for a term of up to 40 years. Funding: If construction commences during this Fiscal Year, this item is projected to result in approximately $76,583 in additional revenue for the Fiscal Year 2024-2025 Aviation Department's Operating Budget.

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A motion to approve was made by Commissioner Valdez; Commissioner Hendricks seconded. The motion passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

8. Authorize negotiation and execution of an amendment to the Amended and Restated Lease Agreement for the Airline Fuel Facility at Austin-Bergstrom International Airport with AUS Fuel Company, LLC, to modify the leased premises and add provisions related to the respective rights and obligations of the parties regarding the underground jet fuel pipeline to be designed, constructed, operated, and maintained by BATX Pipeline, LLC, and any appurtenant surface facilities to deliver jet fuel to the Airline Fuel Facility. Funding: If the pipeline project commences during Fiscal Year 2024-2025, this item is projected to result in unrealized revenue in the estimated amount of $539.30 in the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation.

A motion to approve was made by Commissioner Eller; Commissioner Valdez seconded. The motion passed on a 9-0-0-2 vote. Commissioners Fang Fang, and Wilson were absent at this vote.

9. Ratify an amendment to the Austin-Bergstrom International Airport General Aviation Facility Management Agreement with Signature Flight Support, LLC to add one additional year to the term, effective March 1, 2025, and the obligation for Signature Flight Support, LLC to provide completed quarterly inspection reports. Funding: $144,579 is available in the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation.

A motion to approve was made by Commissioner Trimble; Commissioner Hendricks seconded. The motion passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

10. Authorize negotiation and execution of a lease with Menzies Aviation for certain premises consisting of approximately 2,500 square feet of building space and related improvements for its ground handling operations at Austin-Bergstrom International Airport, for a term of five years, with a renewal option for an additional one-year term. Funding: This item is projected to result in approximately $10,938 in additional revenue for the Fiscal Year 2024-2025 Aviation Department's Operating Budget.

A motion to approve was made by Commissioner Valdez; Commissioner Eller seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

11. Authorize negotiation and execution of a lease with Amazon.com Services LLC for certain premises consisting of approximately 50,919 square feet of building space, 37,051 square feet of cargo handling space, 134,629 square feet of aircraft parking area, and related improvements for its air freight and mail handling operations at Austin-Bergstrom International Airport, for a term of five years, commencing after the date of beneficial occupancy, and with an opportunity for an extension term. Funding: This item is

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projected to result in $16,634.00 of additional revenue for the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation.

A motion to approve was made by Commissioner Madole; Commissioner Trimble seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

12. Authorize a contract for safety inspections, emergency repair services, and replacement parts for passenger boarding bridges and related systems for the Department of Aviation with Oshkosh Aerotech, LLC d/b/a Oshkosh Aerotech, for an initial term of three years with two one-year extension options, in an amount not to exceed $7,500,000. Funding: $500,000 is available in the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation. [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 Valdez; Commissioner Hendricks seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

13. Authorize two contracts for brownfields remediation and impacted soil and water treatment for the Department of Aviation with Clean Harbors Environmental Services, Inc. and Tasman, Inc., each for initial terms of two years with up to three one-year extension options in amounts not to exceed $30,000,000, divided equally between the contractors or the department may choose any contractor that can provide the required services. Funding: $15,000,000 is available in the Capital Budget of the Department of Aviation. [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 insufficient or no subcontracting opportunities; therefore, no subcontracting goals were established.]

A motion to approve was made by Commissioner Trimble; Commissioner Eller seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

14. Authorize negotiation and execution of an amendment to the amended and restated fixed base operator lease and development agreement with Austin FBO, LLC, for approximately 38 acres of land at Austin-Bergstrom International Airport, to provide for the reimbursement by Austin FBO, LLC, to City of an amount not to exceed $3,118,000 for the construction and renovation costs associated with the AUS AEDP MFT-Economy Lot 3 Project, as part of the Midfield Taxiway Project, and their proportionate share of the design costs. Funding: Due to the anticipated construction timeframe, this item is not projected to result in additional revenue for the Fiscal Year 2024-2025 Operating Budget of the Department of Aviation.

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A motion to approve was made by Commissioner Valdez; Commissioner Madole seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

15. Approve a resolution expressing the City's consent, as required by Internal Revenue Code Section 147(f), to the Public Finance Authority's issuance of the Series 2024B Tax-Exempt Bonds, in exchange for the Series 2024B Taxable Bonds previously issued for the purpose of making a loan to Austin FBO, LLC, in an amount not to exceed $53,410,000 to provide financing of the cost of the acquisition, construction, and/or equipping of certain facilities at Austin-Bergstrom International Airport and fund related costs. Funding: No fiscal impact.

A motion to approve was made by Commissioner Trimble; Commissioner Madole seconded. The motion was passed on a 9-0-0-2 vote. Commissioners Fang Fang and Wilson were absent at this vote.

16. Authorize negotiation and execution of an agreement with the U.S. Customs and Border Protection for the reimbursement of CBP costs related to providing communications and information technology (IT) equipment and services required at Austin-Bergstrom International Airport in an amount not to exceed $89,769.00. Funding: $89,769.00 is available in the Fiscal Year 2024-2025 Capital Budget of the Department of Aviation.

A motion to approve was made by Commissioner Madole; Commissioner Valdez seconded. The motion was passed on a 8-0-1-2 vote. Commissioner Brock abstained. Commissioners Fang Fang and Wilson were absent at this vote.

DISCUSSION ITEMS

17. Review City Council action at the April 10, 2025, meeting – [Item 06] Authorize negotiation and execution of a contract for preventative maintenance and repair services for variable frequency drives for the Department of Aviation with Lelam Holdings d/b/a Climate Solutions, for an initial term of four years with up to one 1-year extension option in an amount not to exceed $878,400. Funding: $87,840 is available in the Operating Budget of the Department of Aviation. Funding for the remaining contract term is contingent upon available funding in future budgets. *Approved on consent*.

Tracy Thompson, Chief of Business and External Affairs, noted for the record that this item was approved on consent by City Council.

18. Review City Council action at the April 24, 2025, meeting – [Item 02] Approve a resolution appointing Gregory S. Milligan and Rustin Roussel to the Austin-Bergstrom Landhost Enterprises, Inc. board of directors, each with terms expiring January 27, 2027. Funding: This item has no fiscal impact. *Approved on consent*.

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Tracy Thompson, Chief of Business and External Affairs, noted for the record that this item was approved on consent by City Council.

19. Review City Council action at the May 8, 2025, meeting – [Item 11] Authorize seven contracts for capital improvement program management services for the Department of Aviation with Abadjis Systems Ltd.; AECOM Technical Services, Inc.; Geometrics Engineering, P.S., Inc.; Hill International, Inc.; Parson's Transportation Group Inc.; STV Construction, Inc.; and Sunland Group, Inc., each for an initial term of five years with up to two one-year extension options in amounts not to exceed $35,000,000, divided equally among the contractors or the department may choose any contractor that can provide the required services. Funding: $2,083,333 is available in the Department of Aviation 2024-2025 Capital Budget. *Approved on consent*.

Tracy Thompson, Chief of Business and External Affairs, noted for the record that this item was approved on consent by City Council.

FUTURE AGENDA ITEMS

- The Chair identified the following items of interest for future meetings: future AAC Orientation, AAC Annual Internal Review Report, and confirmed that the City Demographer would be present at the July AAC meeting to present on local and regional growth trends, following a previous request by Commissioner Fang Fang.

NEXT REGULAR MEETING

The next regular meeting of the AAC is scheduled for Wednesday, May 14, 2025.

ADJOURNMENT

Patrick Rose adjourned the meeting at 4:16 p.m. without objection.

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. Please call Ammie Calderon, Aviation Department, at (512) 530-6605 for additional information; TTY users route through Relay Texas at 711.

For more information on the Airport Advisory Commission, please contact Jason Alexander at jason.alexander@flyaustin.com.

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