



Boards & Commissions Report

Airport Advisory Commission

October 15, 2025



[Resolution 20241212-133](#) directed the City Manager, in coordination with the City Clerk's Office, to establish a sunset review process for governance bodies, enabling regular and staggered evaluations of their scope and duties. An initial framework update was presented to the Audit and Finance Committee on February 19, 2025, after which the Committee instructed staff to finalize a consistent and transparent review model. A proposed framework was formally introduced on July 16, 2025, and the Committee approved a pilot implementation, requesting preliminary findings by October 15, 2025.

This report summarizes the pilot's results, including an overview of the body under review, legal considerations, self-evaluations by members and staff liaisons, community feedback, and an initial staff recommendation.



Executive Summary

Objective

To conduct an evaluation of the scope and duties of the Airport Advisory Commission using a predetermined multi-step framework.

What We Found

In its capacity to review and make recommendations to the City Council on aviation projects, grants, contracts, budget, and services for the Austin-Bergstrom International Airport, the Commission met consistently in 2025. It did not make any recommendations directly to the City Council, but backed Aviation Department staff in 28 recommendations including Requests for Council Action.

The Commission held a public hearing September 10, 2025, to solicit feedback from the public and community stakeholders regarding the usefulness and relevance of the Airport Advisory Commission's stated purposes and duties and its success in fulfilling those purposes and duties. No members of the public took up the invitations.

The Commission is connected to no laws that necessitate the continuation of the board or commission. The Commission has membership expectations: a pilot; a resident of the Austin-Bergstrom International Airport controlled compatible land use area for at least six months as of appointment; a civil engineer or architect licensed in Texas; an experienced attorney in good standing with the State Bar of Texas; a real estate appraiser; and a person from the business, banking, or financial community.

What We Recommend

The Airport Advisory Commission routinely meets, maintains membership, and acts in accordance with their Council directives and bylaws. We recommend the Commission continue as directed. We also recommend the Commission review their current membership requirements and propose recommendations to City Council on any potential amendments to those current membership requirements as detailed in § 2-1-105 (A).



Airport Advisory Commission Mandate

City Code § 2-1-105 (B) - The Commission shall: (1) review and make recommendations to the Council on aviation projects that the Department of Aviation proposes for the capital improvements program; (2) review and make recommendations to the Council on proposed aviation grants, including airport trust funds administered by the Federal Aviation Administration; (3) review and make recommendations to the Council on aviation contracts that are presented by the Department of Aviation to the Council for action; (4) review and make recommendations to the Council on the annual operating budget proposed by the Department of Aviation; and (5) review and make policy recommendations to the Council on the quality of services at Austin-Bergstrom International Airport to citizens of Austin and customers of the airport and long term planning of Austin-Bergstrom International Airport.

Membership Roster

Member Name	Appointed by	Term Expires
Jeff Eller	Natasha Harper-Madison	02/28/2027
Fang Fang	José Velásquez	02/28/2027
Doyle Valdez	Zohaib Qadri	02/28/2027
Scott Madole	Paige Ellis	02/28/2027
Jonathan Coon	Ryan Alter	02/28/2027
Lyn Nance-Hendricks	Mike Siegel	02/28/2029
Mike Trimble	Vanessa Fuentes	02/28/2029
Susan Turrieta	Marc Duchon	02/28/2029
Patrick Rose	Kirk Watson	02/28/2029
James Wilson	Krista Laine	02/28/2029
Bakari Brock	José Vela	02/28/2029

2025 Meeting Dates

- January 8, 2025
- February 12, 2025
- March 12, 2025
- April 9, 2025
- May 14, 2025
- June 11, 2025
- July 9, 2025
- August 13, 2025
- September 10, 2025
- October 8, 2025
- November 12, 2025 - Scheduled
- December 10, 2025 - Scheduled

Legal and Regulatory Consideration

Legal Review

The Airport Advisory Commission does not have any legal mandates or statutory obligations that must be addressed prior to its continuation, modification, or sunseting. Other than potential amendments to City code §2-1-105 should changes be made, there are no laws that necessitate the continuation of the board or commission.

Modifying or sunseting the Airport Advisory Commission would not violate any local, federal, or state law.

Self-evaluation from Commission

The Airport Advisory Commission was asked to evaluate how the Commission's yearly actions aligned with its directives; reference Appendix A for questions and responses.

Commission's Self-evaluation

"...between January 2025 to present, the Commission reviewed and took action on 28 department-initiated items, including Requests for Council Action....

While the community has actively engaged airport staff on a range of issues, public participation at Commission meetings - outside of the occasional public speaker - has been less frequent during this review period...."

Compliance:

The Commission's actions throughout the year complied with City Council directives and bylaws.

Recommendations:

The Commission did not approve any self-initiated recommendations between July 1, 2024 and August 10, 2025. However, between January 2025 to present, the Commission reviewed and supported 28 department-initiated items, including Requests for Council Action.

Recommendations closely aligned to the body's mission:

Each of the 28 department-initiated items were critical to Austin Aviation and required Commission review prior to City Council approval.

Context for recommendations:

In addition to its review of department action items, the Commission also received numerous staff briefings and updates throughout the calendar year on important department business, including regular updates on department financials, air service, and active airport expansion projects. Specific presentations were also given as precursors to critical department action items, including on the proposed BATX Pipeline project, the new Hilton Austin Airport hotel management agreement, and short-term financing updates related to the airport expansion.

Redundancy:

The Commission reports that its work does not overlap with that of another body.

Need to update bylaws:

The Commission reports that it does not need to update its bylaws.

Commission member engagement:

8 on a scale of 1-10

Community engagement:

4 on a scale of 1-10

Self-evaluation from Commission

Commission's Self-evaluation (continued)

Context for ratings:

The Commission has engaged staff on important issues affecting the airport and the community it serves. The Commission has done this through active discussion on items going to City Council and on important briefings that staff have brought forward. While the community has actively engaged Austin Aviation staff on a range of issues, public participation at Commission meetings - outside of the occasional public speaker - has been less frequent during this review period; that is likely because the Commission has taken up fewer of its own policy recommendations in this period. As the Commission brings forward more recommendations and continues to take on relevant policy issues, it is anticipated that public participation could grow.

Gaps:

The Commission does not perceive any gaps in important policies that are not currently covered by a board or commission.

Evaluation from Staff Liaison

The Airport Advisory Commission's liaison was asked to evaluate how the Commission's yearly actions aligned with its directives; reference Appendix B for questions and responses.

Staff Liaison's Evaluation

Submitted by Austin Aviation

Compliance:	The Commission's actions and recommendations throughout the year complied with City Council directives and bylaws.
Redundancy:	The liaison reports that no entity's role and work overlaps with that of the Airport Advisory Commission.
City resources:	City resources are being used efficiently to support the Airport Advisory Commission.
New or emerging issues:	There are no new or emerging needs that the Commission needs to address to align with current City goals.

Public and Stakeholder Input

The Airport Advisory Commission was asked to hold a public hearing to gather feedback on the relevance of its stated duties and how effectively it fulfills them.

Public Input

The Airport Advisory Commission consistently invites five members of the public to address the Commission at the beginning of its meetings for items not posted on the agenda, and welcomes public comment on any agenda item.

Through its meeting agendas, the Airport Advisory Commission consistently invites members of the public to address the Commission at the beginning of each of its meetings. As many as five speakers are allowed up to three minutes to address concerns not posted on the agenda, and must register to speak no later than noon the day before the meeting.

Additionally, as required by the Texas Open Meetings Act, the Commission allows any member of the public to address items on the agenda.

The Commission held a public hearing September 10, 2025, to solicit feedback from the public and community stakeholders regarding the usefulness and relevance of the Airport Advisory Commission's stated purposes and duties and its success in fulfilling those purposes and duties. No members of the public took up the invitation.

Appendix A: Data - Self-evaluation from Commission

1. Name of Board or Commission *

☒ Airport Advisory Commission

2. Have the board or commission's actions throughout the year complied with City Council directives and bylaws? This should address all elements of the board's mission statement as provided in the relevant sections of the City Code. *

☒ Yes

☐ No

3. How many recommendations did your board or commission approve? *

The commission brought no self-initiated recommendations forward in this calendar year. However, between January 2025 to present, the commission reviewed and took action on 28 department-initiated items, including Requests for Council Action.

4. Please list the recommendation numbers. *

N/A

5. Which recommendations are *closely aligned* to the organization's core mission and why? *

For example, 20250729-001: Organizing and financially supporting an annual block party highlighting black businesses, artists, and musicians in Austin will enhance the quality of life of the City's African American community.

Each of the 28 department-initiated items were critical to Austin Aviation and required commission review prior to city council approval.

6. Which recommendations are *adjacent* to the organization's core mission and why?

For example, 20250729-004: Setting aside funds to purchase books by black authors to donate to the library will benefit all Austin Public Library card holders including African Americans.

N/A

7. Please share any further context that could support or explain your recommendations.

In addition to its review of department action items, the commission also received numerous staff briefings and updates throughout the calendar year on important department business, including regular updates on department financials, air service, and active airport expansion projects. Specific presentations were also given as precursors to critical department action items, including on the proposed BATX Pipeline project, the new Hilton Austin Airport hotel management agreement, and short-term financing updates related to the airport expansion.

8. Is there another body that overlaps with the role and work of the board or commission you serve? *

☐ Yes

☒ No

9. Do the bylaws need to be updated? *

☐ Yes

☒ No

10. On a scale of 1-10, how engaged are the board or commission members? *



11. On a scale of 1-10, how engaged is the community? *



12. Please provide any relevant details or examples that influenced these ratings.

The commission has engaged staff on important issues affecting the airport and the community it serves. The commission has done this through active discussion on items going to city council and on important briefings that staff have brought forward. While the community has actively engaged airport staff on a range of issues, public participation at commission meetings - outside of the occasional public speaker - has been less frequent during this review period; that is likely because the commission has taken up fewer of its own policy recommendations in this period. As the commission brings forward more recommendations and continues to take on relevant policy issues, it is anticipated that public participation could grow.

13. Do you see any gaps in important policies that are not currently covered by a board or commission? *

☐ Yes

☒ No

Appendix B: Data - Commission Liaison's Evaluation

1. Which board or commission are you completing this survey for? *

☒ Airport Advisory Commission

2. Do you feel the actions taken, including recommendations, throughout the year align with City Council directives and bylaws? *

☒ Yes

☐ Mostly

☐ No

3. Is there another body that overlaps with the role and work of the board or commission you serve? *

☐ Yes

☒ No

4. Are City resources being used efficiently to support this body? *

☒ Yes

☐ No

5. Are there any new or emerging needs that the board or commission should address to align with current city goals? *

☐ Yes

☒ No



Reporting Team

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