

**Airport Advisory Commission  
Meeting Minutes  
Tuesday, January 17, 2023  
3:30 PM**

**San Antonio International Airport, Terminal A Conference Room**

**Members Present**

Ron Bright  
Frank Cruz  
Roger Dillard  
Jeff Fair  
John Grisell  
Marsha Hendler, Secretary  
Earl Jackson, Jr., Vice Chairman  
Mayra Levy  
  
Rami Motawea  
Diane Rath  
Amy Shaw

**Members Absent**

Marco Barros  
Charnelle Chin  
Mark Fessler, Chairman  
Pat Garrison  
Deborah Omowale Jarmon  
Ed Onwe  
Aurelina Prado

**Staff Present**

Jesus Saenz, Director  
Tom Bartlett, Deputy Director  
Ryan Rocha, Chief of Operations  
Brian Pratte, Chief Air Service Officer  
Nicole Fowles, Board Liaison  
Katinka Howell, Assistant City Attorney  
Karen Ellis, Chief Customer Experience Officer  
Rich Stinson, Government and Military  
Manager  
Ryan Hall, Airport Principal Planner

**Visitors**

Nathan Polsgrove, Senior Aviation Planner

**Call to Order / Roll Call**

The meeting was called to order by Earl Jackson, Jr, Vice Chairman at 3:46 p.m. The roll call was taken by the Board Liaison. A quorum of at least 10 members was present.

**1. Approval of Meeting Minutes**

*Motion:* Commissioner Amy Shaw moved to approve the meeting minutes from the meeting held on November 8, 2022. Commissioner Ron Bright seconded the motion. Motion passed unanimously by those present.

**Items for Briefing and Possible Action:**

**2. Briefing and Possible Action on the Airport Layout Plan Update for the Stinson Municipal Airport**

*Public Comments:*

There were no public comments on this item.

*Discussion and Motion:* Aviation Deputy Director Tom Bartlett introduced Nathan Polsgrove, Senior Aviation Planner for Garver, the firm that was selected by the Texas Department of Transportation to lead the development of the Airport Layout Plan for Stinson Municipal Airport. Stinson is a general aviation airport and reliever airport for San Antonio International Airport. It does not require a Master Planning process that a commercial airport such as San Antonio International Airport requires. Mr. Polsgrove briefed the Commission on the process and how

the team initiated the update process. Mr. Polsgrove discussed how the facilities requirements were developed and reviewed the alternatives that will be previewed at an Open House on January 18<sup>th</sup> at Stinson Municipal Airport. In response to a question from Commissioner Jeff Fair, Mr. Saenz noted that through the New Taxiway Echo project which was recently completed will provide land to be developed for new hangars. IN response to a question from Commissioner Ron Bright, Mr. Polsgrove shared that forecast studies shows a 30% to 40% increase in operations inclusive of military operations. In response to questions about how the alternatives were selected, Mr. Polsgrove and Mr. Saenz shared that cost and engineering were two considerations, but the preferred alteration would also could be modified if, as the project is developed and designed, the forecasted demand is not met [so the project could be modified as required]. In response to a question about future hangar development, Mr. Saenz noted that there are current tenants who are willing to invest capital funds to expand and improve their operations which Aviation staff is meeting with. In response to questions about drones, Mr. Saenz noted that the Federal Aviation Department has not set the regulations for drone use at airports; although there are some airports that are participating in pilot programs. He noted that some airlines have made large financial investments in , but airports have to wait until Congress sets the regulations.

*Vote:* No motions were made by the Commission that required a vote.

### **3. Briefing and Possible Action on Air Service at the San Antonio International Airport**

*Public Comments:*

There were no public comments on this item.

*Discussion and Motion:* Chief Air Service Officer Brian Pratte presented the Commission members on with the annual Air Service Update at the San Antonio International Airport. Mr. Pratte reviewed the new air service routes to either start or be initiated since 2021 and highlighted the economic impact the new routes have on the San Antonio region. He noted that with the introduction of low-cost carriers such as jetBlue and Spirit, the average fare has decreased in those markets. He noted the importance of tracking scheduled seats rather than number of flights as airlines are increasing their aircraft size to hold more passengers rather than initiating additional service. In response to Commissioner John Grisell’s question about airlines interest in seat capacity, Mr. Pratte noted that airlines look at the revenue yields that can be generated from initiating new service. Mr. Pratte also noted that initiating new service is the result of several years of work by the airport and partners to create a data-driven business case for each airline for specific unserved markets.

*Vote:* No motions were made by the Commission that required a vote.

### **4. Director’s Report**

*Public Comments:*

There were no public comments on this item.

*Discussion and Motion:* Director Jesus Saenz introduced Chief of Operations Ryan Rocha who provided an update on the holiday parking program requested by the Commission at the last meeting. Mr. Rocha noted that the parking garages filled in later this year than in previous years, but the operation went smoothly. In the November briefing, he had mentioned the airport system was going to provide the valet firm access to all parking spaces on Level 0. However, the reservations, while strong, identified the need for 316 spaces and the remaining parking

spaces were returned to Short Term Parking Garage customers. Mr. Saenz noted that through this process, the airport system found a previously-unmet customer service (and new revenue stream) – passengers who wanted valet service for pick-ups and drop-offs. Commissioner Frank Cruz asked about revenue impacts of the holiday program. Mr. Rocha noted that the airport system will receive at least \$200,000 (its Minimum Annual Guarantee of \$200,000) from the concessionaire and received 10% of the percentage fees from value added services from car washing, oil change and other such services. Mr. Cruz asked what was learned from this program. Mr. Rocha mentioned identifying the right number of parking spaces to offer and Mr. Saenz mentioned the new service of targeting pick-ups and drop-offs for valet service. Mr. Saenz noted that the passenger persona was consistently changing—pre-COVID, a strong majority of visitors to the airport were using rideshare services but more visitors are parking; a fluidity that results in airports having to be proactive and reactive to current passenger needs. Commissioners asked about targeting potential customers in cities along the border and the potential for surge pricing.

Mr. Saenz introduced Government Affairs Manager for the Aviation Department Rich Stinson, who gave an update on the state legislative program on aviation items. Mr. Stinson noted that the City Council approved the state legislative program on November 3, 2023 which did not include specific aviation items. He did share that Aviation Department, with other members of the Texas Commercial Airports Association were monitoring legislation on peer-to-peer vehicle services which currently does not fall under rideshare legislation and is when a personal vehicle is rented out either directly or through a third-party.

Mr. Saenz reminded Commission members on the opening of the new concessionaire at Stinson Municipal Airport on January 25<sup>th</sup> and the B Session on the Terminal Development Program on February 15, 2023. He introduced Chief Customer Experience Officer Karen Ellis who reminded the Commission members of the Airports Minority Advisory Council taking place in San Antonio on June 10 through June 14 at the JW Marriott.

## **5. Commission Member Announcements/Upcoming Topics for Next Meeting**

No announcements were made. Commissioner Grisell asked about reciprocal agreements with neighboring cities for limousine service. Staff said they would follow-up with Mr. Grisell separately. Commissioner Jeff Fair would like to discuss how the Commission could help with changing the marketing/narrative of the airport system. Commissioner Ron Bright requested discussion on the concession plan for the San Antonio International Airport. Mr. Bright added he would also like to create a subcommittee for the AAC to support the Airport Minority Advisory Council conference. Mr. Bright asked if the Customer Experience team could provide its customer experience update at a future meeting. Commissioner Diane Rath suggested an orientation for new Board members.

### **Adjournment**

This meeting was adjourned on 5:19 p.m.