

**Airport Advisory Commission
Meeting Minutes
Tuesday, June 20, 2023
3:30 PM
Room 217, 9601 McAllister Fwy #1008**

Members Present

Marco Barros
Frank Cruz
Jeff Fair

Pat Garrison

John Grisell
Marsha Hendler, Secretary
Earl Jackson, Jr., Vice Chairman
Deborah Omowale Jarmon
Mayra Levy
Rami Motawea
Diane Rath
Amy Shaw

Members Absent

Ron Bright
Charnelle Chin
Roger Dillard

Mark Fessler, Chairman

Ed Onwe
Aurelina Prado

Staff Present

Tim O’Krongley, Deputy Director
Nicole Fowles, Board Liaison
Katinka Howell, Assistant City
Attorney
Shane Harbinson, Chief
Development Officer
Melissa Rivers, Grants Manager

Visitors Present

None

Call to Order / Roll Call

The meeting was called to order by Vice Chairman Earl Jackson, Jr. at 3:30 p.m. The roll call was taken by the Board Liaison. A quorum of at least 10 members was present at roll call.

1. Approval of Meeting Minutes

Motion: Commissioner Marsha Hendler moved to approve the meeting minutes from the meeting held on April 18, 2023. Commissioner Diane Rath seconded the motion. Motion passed unanimously by those present.

Public Comments:

The Board Liaison read an email that was received on June 8, 2023 from Mr. Justin Davis:

I’m writing in concern with the latest policy change for commuter parking in San Antonio. Me and many other San Antonio commuters depended on this in order for us to get to work since SAT doesn’t offer a base for any of the major airlines. I was wondering what is the process to get added to the next meetings agenda to discuss this issue and how we compare to other major airports offering commuter parking.

Discussion and Motion: No discussion was held during this meeting as this item was not posted on the agenda. During the *Commission Members Report and Topics for a Future Meeting* portion of the meeting, Commissioner Rath requested this topic be added to the next meeting as part of a Parking Overview Update.

Items for Briefing and Possible Action:

2. Grants Program Overview

Public Comments:

There were no public comments on this item.

Discussion and Motion: Vice Chairman Jackson introduced Deputy Director Tim O’Krongley, who introduced Melissa Rivers, Grants Manager for the Aviation Department. Mr. O’Krongley said Ms. Rivers had added an important element to each grant application by providing a story that is tailored to each grant. On June 15, 2023, City Council approved several federal grant applications and acceptance of grant awards (if awarded) for the annual Federal Aviation Administration’s annual Airport Improvement Program and the Bipartisan Infrastructure Law’s (BIL) Airport Infrastructure Grant program. Additionally, City Council also authorized the acceptance of additional federal grant dollars for two projects, the Terminal A Ground Loading Facility and the Terminal A Roof Recover, if the grant offer was made. Ms. Rivers’ presentations included these actions as well as other awarded grant funds for projects at Stinson Municipal Airport. Ms. Rivers also discussed other grant opportunities the city is pursuing to leverage funding in support of the Capital Improvement Program for the San Antonio Airport System. Mr. Earl Jackson, Jr. asked about one of the projects, the Pavement Management and Maintenance Program (PMMP) and its scope. With this program, a pavement condition rating study is performed which is used to determine eligibility for future federal grant funds for rehabilitation and reconstruction projects pending the condition of the pavement. Commissioner Marco Barros asked if the Aviation Department staff had spoken to CPS Energy about its eligibility for LED grant funding. Mr. O’Krongley said staff regularly speaks with CPS and will ask about the program. Commissioner Marsha Hendler asked about the size of the Grants Division, which Ms. Rivers noted that the two positions were created this fiscal year. Commissioner Jeff Fair asked about the City’s match for the projects. Mr. O’Krongley noted that the City has to have a match (the percentage pending the grant program) and the City has yet to turn down a grant due to lack of funding, even when a grant was unexpected. Commissioner Frank Cruz asked how success is gauged for the grant program. Mr. O’Krongley said the feedback from the agencies on the grant applications was a key factor in success.

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

3. Terminal A Ground Loading Facility

Public Comments:

There were no public comments on this item.

Discussion and Motion: Mr. O’Krongley introduced Chief Development Officer Shane Harbinson who presented the Commission with an overview of the Terminal A Ground Load Facility project, which was awarded a \$20 million-dollar federal grant from the competitive Airport Terminal Program under the BIL. Mr. Harbinson explained how this new facility will address not only current capacity issues at San Antonio International Airport, but assist with capacity during the construction of the new Terminal. He also spoke of the popularity of this type of facility in attracting domestic and international low cost and ultra low cost carriers. Commissioner Rami Motawea asked for the location of the facility, which Mr. Harbinson noted was on the south end of Terminal A and the project would include a connection to the Federal Inspections Station (also known as Customs Area). The project was anticipated to be complete before the Final Four takes place in San Antonio in 2025. He explained the amenities including the concession space and being constructed solar-ready so if a grant opportunity arises, the

City can apply for grant dollars to add the solar equipment. Commissioner John Grisell asked how this project kept the San Antonio International Airport market competitive. Mr. Harbinson explained that expanding the types of airlines – from legacy air carriers to ultra low cost carriers – was beneficial to any airport. Mr. Cruz asked if there was a risk with a ground load facility operation. Mr. Harbinson explained airlines were very familiar with this operation. He also added the use of a ground load facility kept costs low for air carriers which means they can provide more flights and earn more revenue than a traditional gate.

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: Deputy Director Thomas Bartlett shared the anticipation of the potential of the busiest summer yet at San Antonio International Airport. He noted that the airport had already seen one of its busiest days, April 16th) which had over 18,000 passengers. He added that the airport system would implement a Holiday Operations Plan for the Memorial Day Weekend which included providing additional parking spaces to the valet service.

Mr. Bartlett reminded the Commission members of the upcoming Industry Day to provide networking opportunities for local and national firms interested in bidding on upcoming capital projects, including the new terminal facility.

Mr. Bartlett also advised the Commission members on upcoming City Council items, including:

- The next B Session for the Terminal Development Program on May 11, whose topic has not been finalized but did include the post-solicitation briefing to award the contract for the Terminal A Ground Loading Facility and the pre-solicitation briefing for our Construction Manager At Risk contract for the new terminal facility, when the details of the solicitation will be released.
- He also shared the plan to take to council in May:
- A 2-year Funding Agreement with the Airline Consortium group for a Lower-Level Controls project for the Baggage Handling System in the amount of \$21M. This project will replace and update aging equipment for the Baggage handling System. The consortium manages the system, which serves both Terminals.
- A Terminal A Roof Recover project for about \$1.5M to address leaks in the flat areas of the Terminal A Roof.
- Revision to our Air Service Incentive Program to provide greater incentives for targeted international flights.

Lastly, he shared of that the Golden Knights were at Stinson Municipal Airport through Thursday, April 20

5. Commission Member Announcements/Upcoming Topics for Next Meeting

Commissioner Deborah Omowale-Jarmon shared the Bronze Eagles will be at Stinson Municipal Airport on May 6, 2023. Commissioner Jeff Fair mentioned that ST Engineering had internship and apprentice opportunities with information to be provided on the May 9, 2023 meeting. Commissioner Frank Cruz shared his appreciation of serving on evaluation committees and encourage other commission members to take the opportunity to serve. Commissioner Marco Barros shared that Aviation Director would participate in the State of Aviation on Friday,

April 21, 2023. Commissioner Ron Bright asked that Chief Customer Experience Officer Karen Ellis provide an update on the AMAC conference at the next meeting.

Adjournment

This meeting was adjourned on 4:52 p.m.