



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** {{item.number}}

**Agenda Date:** March 15, 2022

**In Control:** Airport Advisory Commission Meeting

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**DEPARTMENT:** Aviation Department

**DEPARTMENT HEAD:** Jesus H. Saenz Jr.

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Leasing Policy for the San Antonio International Airport

**SUMMARY:**

Aviation Department Assistant Director Jennifer Pysher will brief the Airport Advisory Commission on a new Leasing Policy for the San Antonio International Airport. This document will provide guidance to staff, current and potential Airport users and tenants, and other parties on what terms and conditions apply to the aeronautical and non-aeronautical leasing of City-owned Airport property and to ensure that the leasing is consistent with federal, state, and local requirements governing the Airport. The policy reflects the obligations of the City under the federal grant assurances currently in-place and to all agreements entered into after the effective date.

**BACKGROUND INFORMATION:**

With this document, the Aviation Department is providing the guidelines to City and Aviation Department staff, current and potential airport users and tenants, and other interested parties, with respect to what terms and conditions apply to the aeronautical and nonaeronautical lease of City-owned Airport property to ensure the leasing is consistent with federal, state and local requirements governing the Airport.

The City must ensure that its leasing policies reflect the obligations of the City under the Federal Aviation Administration (FAA) Grant Assurances and protect current and future interests and generate sufficient revenue to operate the airport.

**ISSUE:**

This presentation will provide an opportunity for Airport Advisory Commission to provide their input on the proposed policy.

**FISCAL IMPACT:**

This item is for briefing purposes only.

**ALTERNATIVES:**

This item is for briefing purposes only.

**RECOMMENDATION:**

This item is for briefing purposes only.