



City of San Antonio

Agenda Memorandum

File Number: 14-3388

Agenda Item Number: 7.

Agenda Date: 1/29/2015

In Control: City Council A Session

DEPARTMENT: Aviation

DEPARTMENT HEAD: Frank Miller

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Lease Agreement with Aviation Port Services, LLC at the San Antonio International Airport

SUMMARY:

This Ordinance authorizes a lease agreement with Aviation Port Services, LLC (Aviation Port Services) for 123 square feet of office space and 63 square feet of common use area in Terminal A and 1,462.8 square feet of parking space at the San Antonio International Airport. The lease agreement is expected to generate \$17,028.98 in annual revenue. The agreement will expire December 1, 2019.

BACKGROUND INFORMATION:

Aviation Port Services provides ground handling services and passenger service for the airlines and charters serving the San Antonio International Airport. The firm requires office space, common use space and parking space for their operations.

ISSUE:

City Council is required to authorize lease agreements.

ALTERNATIVES:

City Council could elect to not authorize the lease agreement with Aviation Port Services; however, the space is needed for their operations.

FISCAL IMPACT:

The annual rental rate is \$83.06 per square foot for the 123 square feet of office space and 63 square feet of common use space. The annual rental rate is \$1.08 for the 1,462.8 square feet of parking space for ground support equipment. The lease agreement will generate \$17,028.98 annually, which will be deposited into the Airport Operating and Maintenance Fund.

| | Square Feet | Rental Rate per Square Foot | Annual Rental |
|------------------|--------------------|------------------------------------|----------------------|
| Office Space | 123 | \$83.06 | \$10,216.38 |
| Common Use Space | 63 | \$83.06 | \$5,232.78 |
| Parking Space | 1,462.8 | \$1.08 | \$1,579.82 |
| | | | \$17,028.98 |

RECOMMENDATION:

Staff recommends authorizing a lease agreement with Aviation Port Services.