



# City of Corpus Christi

1201 Leopard Street  
Corpus Christi, TX 78401  
cctexas.com

## Meeting Minutes - Final

### Airport Board

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Wednesday, October 30, 2024

3:30 PM

Airport Board Room  
1000 International Blvd. C.C., TX. 78406

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#### A. Call To Order

The meeting was called to order by First Vice-Chairman LaRue at 3:33 p.m.

#### B. Roll Call

**Present:** 7 - Rosie Collin, Jeremy Taylor, Rey Saenz, Travis Patterson, Mike Culbertson, Board Member John LaRue, and Kristen Martinez

**Absent:** 5 - Kusumakar Sooda, Brett Oetting, Randall Hicks, Ricardo Talavera, and Kimberly Barrientos

#### C. Public Comment

There was no public comment.

#### D. Approval of Minutes and Action on Absences

1. [24-1624](#) Approval of the Absences for the October 2nd, 2024 Regular Airport Board Meeting

**Attachments:** [2024 AIRPORT BOARD ATTENDANCE](#)

Board Member Patterson moved to excuse Board Member Collin and Board Member Barrientos for their absence at the October 2nd Airport Board meeting. Board Member Saenz seconded and the motion carried.

2. [24-1625](#) Approval of the Minutes for the October 2nd, 2024 Regular Airport Board Meeting

**Attachments:** [10022024 - October Regular Airport Board Meeting Minutes - Unpublished](#)

Board Member Taylor moved to approve the minutes for the October 2nd, 2024 Airport Board meeting as written. Board Member Saenz seconded and the motion carried.

**E. New Business for Discussion and Possible Action**

3. [24-1631](#) Presentation, Discussion and Possible Action to recommend to City Council to approve the Signatory Airline Use and Lease Agreements with American Airlines, United Airlines and Southwest Airlines

Attachments: [10302024 - Airlines Operating Agreement](#)

Assistant Director Miller reviewed the terms of the Signatory Airline Use and Lease Agreements with the Airport Board Members. The term of this agreement is for a period of three (3) years with a mutual agreement option to renew for a period of two (2) two-year periods. The leased premises include ticket counter and queuing, back-office operations, gate lounge area, and storage room. Common area leased space includes security area and baggage claim. Assistant Director Miller advised that the agreement also includes a revised rate structure focused on lower operating costs to the airlines. Following no further discussion, Board Member Collin moved to recommend to the City Council to approve the Signatory Airline Use and Lease Agreements with American Airlines, Southwest Airlines, and United Airlines. Board Member Patterson seconded and the motion carried.

4. [24-1746](#) Presentation, Discussion and Possible Action to recommend to City Council to approve the On-Airport Rental Car Concession & Lease Agreements

Attachments: [10302024 - On-Airport Rental Car Agreement](#)

Assistant Director Miller reviewed the terms of the On-Airport Rental Car Concession and Lease Agreements with the Airport Board. The term of this agreement is for a period of five (5) years with a mutual agreement option to extend for two (2) one-year periods. The agreement is for the right to operate an on-airport rental car service and lease of space at the airport, and the leased premises includes terminal counter space, back-office operations, ready return parking and facility space and amenities at the Quick Turnaround Facility. Following no further discussion, Board Member Patterson moved to recommend to the City Council to approve the On-Airport Rental Car Concession Agreements. Board Member Saenz seconded and the motion carried.

**F. Staff Reports**

5. [24-1747](#) Master Plan Process Update

Attachments: [10302024 - Master Plan Process Update](#)

Director Smith advised that an all day Technical Workshop for the Master Plan would be held on November 20, 2024. He also advised that a Public Input Session would be held that same day at 5:30 p.m., and stated that Board Members were invited to attend both events. Discussion was heard on this item.

6. [24-1748](#) Airport Conferences Update

**Attachments:**     [10302024 - Airport Conferences Update](#)

Marketing and Air Service Development Manager Guzman reported that she and Airport Director Smith attended the TakeOff North America Conference in Green Bay, WI on October 22nd - 24th, 2024. She advised that more information regarding the conference would be provided at the next Airport Board Meeting in December.

7.     [24-1749](#)     Monthly Air Service Report

**Attachments:**     [10302024 - Monthly Air Service Report](#)

Director Smith reported on the monthly air service activity for September 2024. Discussion was heard on this item.

8.     [24-1750](#)     Financial Report

**Attachments:**     [10302024 - Financial Report](#)

Assistant Director Miller reported to the Board Members on the finances for the month of September 2024. Discussion was heard on this item.

9.     [24-1751](#)     Capital Planning Report

**Attachments:**     [10302024 - Capital Planning Report](#)

Director Smith reported to the Board Members on the Airport's on-going projects. Discussion was heard on this item.

10.    [24-1752](#)     Marketing Report

**Attachments:**     [10302024 - Marketing Report](#)

Marketing and Air Service Development Manager Guzman reported on the Airport's social media activity, website analytics, and discussed various national articles regarding the Nueces Brewing Bar and Outdoor Patio. Discussion was heard on this item.

**G.     Future Agenda Items**

No items were presented for the future agenda.

**H.     Adjournment**

As there was no further business, First Vice-Chairman LaRue adjourned the meeting at 4:14 p.m.