

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: John Aitken

SUBJECT: SEE BELOW

DATE: November 22, 2022

Approved



Date

11/22/22

INFORMATION

SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF JULY 1 – SEPTEMBER 30, 2022

EXECUTIVE SUMMARY

The San José Municipal Code authorizes the Director of Aviation to negotiate and execute Agreements, Permits, Licenses and Leases on behalf of the City. In accordance with the Municipal Code's reporting guidelines, this memorandum details actions taken under the delegation of authority to the Director of Aviation for the first quarter of FY 2022-2023 (July 1 - September 30). During this reporting period, the Director of Aviation approved actions to execute: (1) display amendment, (1) sublease amendment, (1) commercial operating permit amendment, (1) right of entry agreement, (1) ground handling services operation permit, (1) small concession amendment, and (22) ground transportation permits.

This activity is summarized in Attachment.

COORDINATION

Preparation of this report has been coordinated with the Office of the City Attorney.

/s/
JOHN AITKEN, A.A.E.
Director of Aviation

For questions, please contact John Aitken, Director of Aviation at (408) 392-3610.

Attachment

ATTACHMENT

**ACTIONS TAKEN BY THE DIRECTOR OF AVIATION
FIRST QUARTER OF FY 2022-2023 (JULY 1 - SEPTEMBER 30)**

#	Date	Description of Contract	Muni Code Citation	Annual Value	Term
1	8/25/2022	The Tech Interactive 6 th Amendment to Agreement for Display Agreement 1203-CA-91-6	Section 25.08.1340 of the S.J.M.C.	\$0	7/25/2022 – 8/31/2027
2	8/25/2022	American Airlines Inc. 1 st Amendment to a Sublease Agreement with Southwest Airlines Agreement 10440-LE-11	Res. 78954	\$0	7/21/2021 – 6/30/2023
3	8/30/2022	UNIFI Aviation LLC 1 st Amendment to Airport Commercial Operating Permit Agreement 10596-PT-16-1	Section 25.08.350 of the S.J.M.C.	\$260,000	1/2/2017 – Month-to-Month
4	8/10/2022	Mojio, Inc. USA Right of Entry Agreement 10729-RE-22	Provision 25.08.1340 of the S.J.M.C.	\$0	8/10/2022 – 8/11/2022
5	9/14/2022	Pacific Aviation, LLC Ground Handling Services Operation Permit 10732-PT-22	Section 25.08.350 of the S.J.M.C.	\$96,000	9/14/2022 – Month-to-Month
6	9/15/2022	Yo-Kai Express Inc 1st Amendment to Small Concessions Agreement 10646-CA-19	Section 25.08.1340 of the S.J.M.C.	\$12,000	9/15/2022 – 11/30/2025
7-28	7/18/2022 – 9/29/2022	Execution of (22) Permits for Ground Transportation Providers	Section 28.08.700 of the S.J.M.C.	\$200 per Permit	7/18/2022 – 6/30/2023

