



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** John Aitken

**SUBJECT:** SEE BELOW

**DATE:** April 25, 2023

Approved

Date

04/26/23

## INFORMATION

**SUBJECT: REPORT ON ACTIVITIES UNDERTAKEN BY THE DIRECTOR OF AVIATION UNDER THE DELEGATION OF AUTHORITY ORDINANCE FOR THE PERIOD OF JANUARY 1 – MARCH 31, 2023**

## 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 third quarter of FY 2022-2023 (January 1 - March 31). During this reporting period, the Director of Aviation approved actions to execute: (2) airport premise lease agreements, (4) right of entry agreements, (1) retail concession amendment, and (21) ground transportation permits.

This activity is summarized in the 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  
THIRD QUARTER OF FY 2022-2023 (JANUARY 1 - MARCH 31)**

<b>#</b>	<b>Date</b>	<b>Description of Contract</b>	<b>Muni Code Citation</b>	<b>Annual Value</b>	<b>Term</b>
1	1/4/2023	Elevate Gourmet Brands-SFO Group Lease of Airport Premises Agreement 10731-LE-22	Res. 80289	\$26,157	1/4/2023 – 6/30/2035
2	2/14/2023	Avis Budget Car Rental, LLC Right of Entry Agreement 10738-RE-22	Section 25.08.1340 of the S.J.M.C.	\$0	2/14/2023 – 12/31/2026
3	2/18/2023	Sixt Rent A Car, LLC Right of Entry Agreement 10742-RE-22	Section 25.08.1340 of the S.J.M.C.	\$0	2/18/2023 – 12/31/2026
4	3/3/2023	AMS SJC JV 13 <sup>th</sup> Amendment to Retail Concession Agreement 10329-CA-08-13	Section 7.4.3.3 of the Agreement	\$2,371,645	8/1/2022 – 6/30/2026
5	3/16/2023	Fox Rent A Car, Inc Right of Entry Agreement 10741-RE-22	Section 25.08.1340 of the S.J.M.C.	\$0	3/16/2023 – 12/31/2026
6	1/27/2023	Fenix Logistix Inc. Lease of Airport Premises Agreement 10725-LE-22	Section 25.08.1340 of the S.J.M.C.	\$74,193	1/27/2023 – 1/27/2026
7	3/29/2023	The Hertz Corporation Right of Entry Agreement 10739-RE-22	Section 25.08.1340 of the S.J.M.C.	\$0	3/29/2023 – 12/31/2026
8-28	1/11/2023 – 3/21/2023	Execution of (21) Permits for Ground Transportation Providers	Section 28.08.700 of the S.J.M.C.	\$200 per Permit	1/11/2023 – 6/30/2023

