



**AGENDA**  
**AIRPORT ADVISORY BOARD MEETING**  
**Location: McAllen International Airport – Board Room**  
**May 09, 2024 – 12:10 P.M.**

At any time during the course of this meeting, the Airport Advisory Board may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Airport Advisory Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the Airport Advisory Board may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes; Advisory Board Meeting: April 11, 2024
4. Director of Aviation’s Report
5. Executive Session, Chapter 551, Texas Government Code, Section 551.071 (Consultation with Attorney) and Section 551.087 (Economic Development).
  - a) Consideration of Economic Development Matters. (Section 551.087, T.G.C.)
6. Future Agenda Items
7. Adjournment

IF ANY ACCOMMODATION FOR A DISABILITY IS REQUIRED (OR INTERPRETERS FOR THE DEAF), NOTIFY THE DEPARTMENT OF AVIATION AT 681-1500 FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING DATE.

I, the Undersigned Authority, do hereby certify that the attached agenda of the meeting of the Airport Advisory Board is a true and correct copy and that I posted a true and correct copy of said notice on the bulletin board in the Municipal Building, a place convenient and readily accessible to the general public at all times, and said Notice was posted on May 03, 2024 at 3:00 PM and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Ruth Rodriguez – Administrative Supervisor



**AIRPORT ADVISORY BOARD MEETING MINUTES**  
**April 11, 2024**

Present:

Anita Moon	Chair
Armando Salinas	Vice-Chair
Mike Stanton	Member
Joe Brown	Member
Lucy Regalado	Member
Margaret Rose Guerra	Member
Saul Sanchez	Member
Norma Guevara	Member
Daniel Cardenas	Member
Kevin D. Pagan	Member
Brandon C. Wallace	Member
Cesar Rodriguez	Member
Jeffrey Schmatz	Member

Absent:

Barry Patel	Member
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Also, Present:

Joe Vera	Assistant City Manager
Carina Jimenez	Deputy Director of Programs
Aida Moreno	Corporate Relations Manager

Staff:

Jeremy A. Santoscoy, P.E., CFM	Director of Aviation
Evaristo Garcia	Legal Department
Ruth Rodriguez	Administrative Supervisor
Estela Velázquez	Properties & Compliance Manager
Norma Flores-Ruiz	Business Development Manager
Kevin Johnson	Intern

1. **Call to Order**

Chair called the meeting to order at 12:09 p.m.

2. **Pledge of Allegiance**

Mr. Armando Salinas III led the group in the Pledge of Allegiance.

3. **Introduction of New Board Members**

1. Brandon C. Wallace

4. **Approve Minutes**

Minutes for the meeting of March 14, 2024 were presented for approval. Mr. Kevin Pagan motioned to approve. Mr. Joe Brown seconded the motion. Motion carried.

5. **Director of Aviation's Report**

The Parks and Recreation Department provided a presentation of the McAllen Holiday Parade and Christmas in the Park to the Advisory Board Members.

The Director of Aviation, Jeremy Santoscoy P.E., reported MFE's activity, including passenger load factors and empty seats, total passengers, and MFE's airline market share. In his report, he pointed out regional activity and national activity.

In Addition, Ms. Estela Velasquez, Properties & Compliance Manager gave a presentation on Food and Beverage Concession Program, VIP Lounge and the future Improvements at McAllen International Airport.

Lastly, Mr. Santoscoy announced the upcoming events that include: Austin Launch and Press Conference, MXLAN, Terminal Capacity meeting, St. Petersburg Launch and Press Conference and Cancun Launch and Press Conference.

6. **Executive Committee Session**

There were no reports presented.

7. **Future Agenda Items**

There were no future agendas.

8. **Adjournment**

The meeting adjourned at 1:09 p.m. Motion to adjourn made by Cesar Rodriguez, Mr. Jeffrey Schmatz seconded the motion. Motioned carried.

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Anita Moon, Chair

Prepared and submitted by:

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Ruth Rodriguez, Administrative Supervisor

**Airport Advisory Board Attendance Record  
January - June 2024**

Name	January	February	March	April	May	June
Anita Moon	P	A	P	P		
Daniel Cardenas	A	A	P	P		
Saul Sanchez	A	P	P	P		
Barry Patel	A	P	A	A		
Cesar Rodriguez	P	P	A	P		
Kevin D. Pagan			P	P		
Lucy Regalado	P	P	P	P		
Brandon C. Wallace			A	P		
Jeffrey Schmatz	P	P	A	P		
Norma Guevara	A	P	P	P		
Margaret Rose Guerra	A	P	P	P		
Armando Salinas	P	P	P	P		
Mike Stanton	P	P	P	P		
Joe Brown	P	P	P	P		
Indicates no quorum						

# New had not been appt

PL - Late for Quorum

A - Absent

P - Present

\*=no board meeting (July & December)

\*Mr. Barry Patel has missed 3 meetings since the beginning of the year.\*