

**SAN JOSÉ AIRPORT COMMISSION
Annual Report for FY 2021/2022**

Attachment B

Items for Briefing and Possible Action in FY 2021-22	Timeframe	Outcome
Staff Reports for City Council – Electronic Billboards	As Needed	<p>8/9/2021 – Item was presented to the Commission. Action: Commission requested that the item return to them before going to Council.</p> <p>11/8/2021 – Item was presented to the Commission. Action: Commission voted to not accept the report.</p> <p>1/26/2022 – Commission held a Study Session to explore the item 1/26/2022 – Commission held a Special Session to provide their recommendations to the City Council. Action: Commission provided their recommendations.</p> <p>3/18/2022 – Airport shared the 3/15/2022 Council Information Memo on Digital Billboards.</p>
Staff Reports for City Council – Paging System	As Needed	2/14/2022 – Commission was briefed on the proposed update to the Airport Passenger Paging system. No action taken.
Report on Crane or other Potential Airspace Actions	As Needed	8/9/2021 – An update on this item was presented to the Commission. No action taken.

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Capital Projects Update	November 2021	8/9/2021 – Commission received a briefing on the new economy lot parking garage 11/8/21 – Commission received a general capital projects update.
Legislative Update	As Needed	8/9/2021 – Commission received a briefing on industry efforts to promote sustainable aviation fuel General state and federal updates were provided at the August, November, February, and May meetings. No action taken.
Airport land use possibilities	As Needed	11/8/2021 – Commission received a briefing on Guadalupe Gardens and the homeless encampments. No action taken. 2/14/2022 – Commission received a briefing on the City’s plans for an Airport Connector. No action taken.
Air Services Update	February 2022	2/14/2022 – Commission received a briefing on the passenger traffic, with highlights of the impact COVID-19. No action taken.
Marketing Update	February 2022	2/14/2022 – Commission received an update on the Airport marketing plan. No action taken.

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Airport Rates and Charges	May 2022	5/9/2022 – Item presented to the Commission. No Action Taken.
DBE Goals for Federal Fiscal Year 2023-2025	May 2022	5/9/2022 – The Commission received a briefing on the upcoming 3-year DBE goal for the Airport. The Commission voted to approve the goal.
Election of Officers for FY 2022/2023	May 2022	5/9/2022 – The Commission elected a Chair and Vice Chair.
Adopt annual Commission work plan for FY 2022/23 and annual report for FY 2021/22	May 2022	5/9/2022 – The Commission voted to approve its work plan for FY 2022/2023 5/9/2022 – The Commission voted to approve its annual report.
Review noise reports and community noise concerns	Noise Report – Quarterly Community Noise Concerns – As Required	Reviewed noise reports at August, November, February, and May meetings. The annual noise report was shared in April 2022. No action taken.

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Concessions Update	As needed	11/8/2021 – During the Director’s report the Airport Commission was updated on staffing shortages at select food and beverage establishments and update on the opening of the Zoom Zone.
Security Briefing	As needed	No briefing needed/provided
Financial Update	As needed	No updated provided outside of the rates and charges covered in the 5/9/2022 meeting.
Receive Transportation Security Administration and Customs and Border Protection updates	As needed	No briefing needed/provided
Receive reports from Commissioners on airport/aviation related meetings	As needed.	11/8/2021 – Commissioners reported on the new fire station construction and shared pictures of Guadalupe Gardens. 5/9/2022 – Commissioners reported on the opening of the new fire station and shared pictures.
Update of County’s Plans for Reid Hillview	As needed.	No briefing needed/provided

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Review of regulatory violations	As needed	No hearings held.
Orientation/Tour of Airport facilities	As needed	No Commissioner tours conducted due to COVID-19 restrictions.

☐ FY 2021-2022 meeting dates:

- August 9, 2021
- November 8, 2021
- February 14, 2022
- May 9, 2022