

# MINETA SAN JOSE INTERNATIONAL AIRPORT

## Minutes of the Airport Commission Meeting

**MONDAY**

**SAN JOSE, CALIFORNIA**

**August 13, 2018**

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### CALL TO ORDER

The Airport Commission of the Mineta San José International Airport (SJC) met for a regular session on Monday, August 13, 2018, at 6:00 p.m. in the Boeing/McDonnell Douglas Conference Room at 1701 Airport Boulevard, Suite B1130, San Jose, CA 95110.

### **ATTENDEES**

#### COMMISSIONERS

Dan Connolly, Chair	- Present
Joe Head, Vice-Chair	- Present
Julie Matsushima	- Present
Thomas Cruz	- Present
Raymond Greenlee	- Absent (excused)
Ron Blake	- Present
Catherine Hendrix	- Present via phone
William Highlander	- Absent
Ken Pyle	- Present
Mark Schmidt	- Present at 6:02pm
Allison Stember	- Present

#### AIRPORT STAFF PRESENT

John Aitken  
Judy Ross  
Bob Lockhart  
Michael Winans  
Cary Greene  
Bonnie Cromartie  
Janelle Adams  
Ryan Sheelen  
Michael Glazer  
Aaron Ushiro

#### COMMISSION SECRETARY/ MANAGER OF STRATEGY & POLICY

Matthew Kazmierczak - Present

#### COUNCIL LIAISON

Raul Peralez - Present at 6:26 pm

**1. CALL TO ORDER & ORDERS OF THE DAY**

The meeting was called to order at 6:00 p.m. with eight Commissioners in attendance and three absent.

*Absent Commissioners: Highlander, Schmidt (arrived at 6:02pm), Greenlee*

**2. PUBLIC RECORD**

None.

**3. CONSENT CALENDAR**

**a. Approve the Minutes for May 14, 2018 Regular Meeting**

*Absent Commissioners: Highlander, Greenlee*

**Action:** A motion was made to add “study” to Item 3a and change item 8a to “Commissioner Head was reelected to Vice Chair.” Upon motion by Commissioner Pyle, seconded by Commissioner Cruz, the regular minutes were approved and the motion passed.

Document Filed: May 14, 2018 Airport Commission Meeting Minutes

**4. REPORTS AND INFORMATION ONLY**

**a. Chair- Chair’s Oral Report/Comments**

Chair Connolly shared his experience at CPB’s Biometrics event from August 6, 2018.

**b. Director- Director’s Oral Report/Comments**

John Aitken provided an update on the latest nonstop destinations at SJC and the annual passenger growth. He informed the Commission on the possible changes to the incentive program.

**c. Council Liaison- Raul Peralez, Councilmember, District 3**

None

**d. Staff- Staff Oral Reports/Announcements**

Matthew Kazmierczak discussed the outcome of the T&E Committee Meeting in which the 2018-2019 Workplan was accepted.

**e. Commissioner Comments**

Commissioner Matsushima briefed the Commission and staff on the current One Engine Inoperative meetings. Commissioner Pyle inquired about a cyber security report.

**5. PUBLIC COMMENT**

None

**6. NOISE REPORT/COMMUNITY NOISE CONCERNS**

**a. Update on Ad Hoc Advisory Committee on South Flow Arrivals**

Mr. Kazmierczak provided an update on the findings on the Ad Hoc Noise Advisory Committee meetings and that the final report from the Committee was transmitted to Council and the FAA. The Commission discussed the Committee's recommendation to join the Cities Association.

**Action:** A motion was made for the Commission to formally endorse the City's memorandum from the Mayor, Vice Mayor, and three other Councilmembers to defer consideration of joining the Santa Clara / Santa Cruz Airport Roundtable. Upon motion by Commissioner Blake, seconded by Commissioner Schmidt, the motion passed unanimously.  
*Absent Commissioners: Greenlee, Highlander*

Document Filed: Cities Association Noise Roundtable Recommendation Memo

**b. Noise Reports: Monthly Noise Summary**

Michael Winans presented the monthly noise report for April- June 2018.

Document Filed: Monthly Noise Report

**c. Other Community Noise Concerns**

None

**7. OLD BUSINESS**

None

## **8. NEW BUSINESS**

### **a. Capital Projects Update**

Staff provided an update on the Airport's current capital projects, including the ARFF Facility, Terminal B Ramp, Interim Facility and Electrical Rehabilitation.

### **b. Concessions Update and Outreach**

Irv Tosk presented on the Food & Beverage Request for Proposal (RFP) and proposed concepts for each terminal.

### **c. Legislative Update**

Mr. Kazmierczak notified the Commission of changes to the Department of Homeland Security Spending Bill and FAA Reauthorization Bill.

Document Filed: Legislative Update

### **d. Proposed Minor Amendment to the Airport Master Plan for Aviation Support Facility Development at Southwest Side of Airport**

Cary Greene presented on the proposed minor amendment to the Airport Master Plan including the ARFF Facility.

Document Filed: Proposed Minor Amendment to Airport Master Plan

## **9. REVIEW OF STAFF REPORTS TO CITY COUNCIL**

### **a. Items before Council**

- 1) Airfield Electrical Rehabilitation**
- 2) Parking Systems Update**
- 3) Environmental Services Agreement Amendment**

Staff provided an update on the upcoming items presented to City Council in 2018.

## **10. MEETING SCHEDULE AND AGENDA ITEMS**

The next meeting will be held on Monday, November 5, 2018. Commissioners discussed the process for tentative topics for the upcoming meeting and the United 50<sup>th</sup> Anniversary event on August 20, 2018.

**11. ADJOURNMENT**

Meeting was adjourned 7:57 pm.



**Dan Connolly**  
Chairperson

ATTEST:



**Matthew Kazmierczak**  
Commission Secretary

