

**SAN JOSÉ AIRPORT COMMISSION
Workplan for FY 17/18**

Attachment A

Workplan Proposed by Staff

Items for Briefing and Possible Action in FY 2017-18	Actions	Timeframe
Briefing on Airport capital projects update	Receive update briefing on the status of current Airport projects	August 2017
Review Terminal Optimization Plan	Provide briefing and seek Commission comment on the Terminal Optimization Plan	August 2017
Security Briefing	Briefing on non-sensitive security issues	As needed
Briefing on electrician augmentation plan	Briefing on the need to address shortage of personnel with electrician skills	August 2017
Review runway incursion mitigation study (formerly the airfield geometric correction study)	Provide briefing and seek Commission comment on the status of the runway mitigation study.	November 2017
Briefing on Southeast Area Study	Briefing on plans for upgrading the southeast area of the Airport	February 2018
Update on the airline lease agreement	Briefing on the status of airline lease agreement discussions	February 2018

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Review Airport marketing plan	Briefing and seek Comment on the Airport's marketing plan	February 2018
Update on new concessions agreement	Briefing on the status of a new concessions agreement	February 2018
Presentation of FY 18/19 Airport budget and airline rates and charges	Presentation of proposed FY18/19 Airport budget and airline rates and charges.	May 2018
Adopt annual Commission work plan for FY 18/19 and annual report for FY 17/18	Adopt Commission annual work plan of objectives for FY 2018/19 and the annual report of Commission actions on objectives for FY 16/17.	May 2018
Election of officers	Election of Chair and Vice Chair of the Commission for FY 17/18 and FY 18/19.	August 2017 (for FY 17-18) May 2018 (for FY 18-19)
Review noise reports and community noise concerns	<ol style="list-style-type: none"> 1. Review quarterly and annual noise reports. 2. Hear and discuss community noise concerns 	Noise Report – Quarterly Community Noise Concerns – As Required
Receive air service development update	Receive updates on air services recruitment efforts	As needed

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Receive legislative updates	Receive updates on significant legislative developments	As needed
Receive Ad Hoc Noise Committee update	Provide update on the status of Ad Hoc Noise Committee deliberations or recommendations	As needed
Receive Transportation Security Administration and Customs and Border Protection updates	Receive status reports on TSA and CBP resources, activities, etc.	As needed
Review of staff reports for City Council	Presentation of selected staff reports to Council not on the Commission work plan to provide the opportunity for Commission comment	As needed
Review of regulatory violations and lease agreement disputes	Review and resolve regulatory violations related to: 1. taxi operations 2. curfew violations 3. lease agreement disputes	As needed
Update on status of Guadalupe Gardens Soccer Complex	Provide briefing and seek Commission comment on the status of the Guadalupe Gardens Soccer Complex	As needed

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One Engine Inoperative (OEI)	Provide briefing on OEI issue and its potential impact on the Airport	To be determined
Tour of Airport facilities	Provide pre-meeting tour of Airport facilities	To be determined

Item Added by the Commission

Items for Briefing and Possible Action in FY 2017-18	Action	Timeframe
Receive closed session briefings	Provide closed session briefings on security items/issues	To be determined

Proposed FY 17-18 meeting dates:

- August 14, 2017
- November 13, 2017
- February 12, 2018
- May 14, 2018

Estimated FY 17/18 Budget:

- Personal: \$15,000