

# MINETA SAN JOSE INTERNATIONAL AIRPORT

## Minutes of the Airport Commission Meeting

**MONDAY**

**SAN JOSE, CALIFORNIA**

**February 12, 2018**

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### **CALL TO ORDER**

The Airport Commission of the Mineta San Jose International Airport (SJC) met for a regular session on Monday, February 12, 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	- Present
Ron Blake	- Present
Catherine Hendrix	- Present
William Highlander	- Absent
Ken Pyle	- Present via telephone
Mark Schmidt	- Present
Allison Stember	- Present

#### **AIRPORT STAFF PRESENT**

John Aitken  
Judy Ross  
Rebecca Baer  
Ryan Sheelen  
Bob Lockhart  
Bob Swensen  
Drake Beaton  
Magdalena Nodal  
Curt Eikerman  
Michael Winans  
Vicki Day  
Jonathan Vaden  
Cary Green  
Kevin Spinks  
Irv Tosk

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

Matthew Kazmierczak - Present

#### **COUNCIL LIAISON**

Raul Peralez - Present from 6:01pm  
to 7:01pm

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

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

**Action:** Upon motion by Chair Connolly, seconded by Commissioner Matsushima, for an agenda order change to move Agenda Item 6c to immediately after the Consent Calendar.

**2. PUBLIC RECORD**

None.

**3. PUBLIC COMMENT**

Commission Chair Connolly requested Commissioners to allow him to identify each person speaking for the record.

**4. CONSENT CALENDAR**

- a. **Approve the Minutes for November 13, 2017 Regular Meeting**
- b. **Approve the Minutes for the January 22, 2018 Special Meeting**

***Absent Commissioners: Highlander***

**Action:** Upon motion by Commissioner Cruz, seconded by Commissioner Matsushima, to approve the special meeting minutes, the motion passed. In addition, upon motion by Commissioner Greenlee, seconded by Commissioner Matsushima, the regular minutes were approved and the motion passed.

Document Filed: (1) November 12, 2017 Airport Commission Meeting Minutes, (2) January 12, 2018 Special Airport Commission Meeting Minutes

**5. NOISE REPORT/COMMUNITY NOISE CONCERNS**

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

Councilmember Peralez delivered an overview on the Ad Hoc Noise Committee and current solutions.

Document Filed: January 26, 2018 Ad Hoc Noise Advisory Committee Minutes

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

Michael Winans, Airport Operations Supervisor provided a monthly summary on noise.

Document Filed: (1) SJC Monthly Noise Summary

**c. Other Community Noise Concerns**

None.

**6. REPORTS AND INFORMATION ONLY**

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

Chair Connolly thanked the staff for attending and answering questions from the Commission.

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

The Director of Aviation introduced the SJC staff members.

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

Councilmember Peralez provided further information on the closed session and the upcoming Ad Hoc Committee meeting as well as comments on the new ARFF vehicles.

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

Kevin Spinks addressed the Commission's concerns regarding backup generators and power due to Atlanta International Airport's recent outage.

Matthew Kazmierczak spoke about the process for filing the Form 700. Commissioners will receive an email from the Clerk's Office with new instructions as they are switching vendors. Up to 5 Commissioners were also invited to observe the Triennial Full Scale Emergency Exercise on March 21 (needed to email Matthew).

**e. Commissioner Comments**

Commissioners asked questions in regards to adding "Silicon Valley" to the Airport's name. Commissioner notified the group about the San Martin Airport meeting federal

grants on February 13, 2018. It was requested that the Commissioners would be mentioned in the CAFR.

## **7. OLD BUSINESS**

None

## **8. NEW BUSINESS**

### **a. Southeast Area Briefing**

Ryan Sheelen and Cary Greene from Planning and Development presented the options for the ARFF facility alternatives and belly cargo facility.

### **b. Air Service Update**

Judy Ross gave an update on SJC's newest nonstop flights and passenger growth.

### **c. Airport Marketing Plan**

Rebecca Baer and Vicki Day reviewed the passenger growth at SJC over the past few years and the current social media marketing plan.

### **d. T&E Committee: Annual Airport Ground Transportation Report**

Bob Lockhart updated the Commission on the Annual Airport Ground Transportation Report which will be presented to T&E in May 2018.

### **e. Concessions Update**

Irv Tosk and Drake Beaton presented a PowerPoint on upcoming retail mobile units, money exchange kiosks and additional lounge.

### **f. Legislative Update**

Matthew Kazmierczak summarized the latest highlights on budget proposals and facility charge cap

Document Filed: Legislative Update

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

None

**10. MEETING SCHEDULE AND AGENDA ITEMS**

The next meeting will be held on Monday, May 14, 2018. Commissioners discussed the process for tentative topics for the upcoming meeting.

**11. ADJOURNMENT**

Meeting was adjourned at 8:38 pm.



ATTEST:

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**Dan Connolly**  
Chairperson

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**Matthew Kazmierczak**  
Commission Secretary