

SAN JOSÉ AIRPORT COMMISSION
Annual Report FY 2017-18

Attachment B

Items for Briefing and Possible Action in FY 2017-18	Timeframe	Outcome
Briefing on Airport capital projects	August 2017	8/14/17 – Item presented on south ramp replacement. No action required.
Review Terminal Optimization Plan	August 2017	8/14/17 – Item presented and discussed. No action required.
Security Briefing	As needed	8/14/17 – Commission was updated on recent security concerns. No action required.
Review runway incursion mitigation study	November 2017	11/13/17 – Presented on three options in the RIM study. No action required.
Update on airline lease agreement	November 2017	11/13/17 – Item presented and discussed. Commission voted to have a special working meeting to discuss Lease Agreement Principles. 1/22/18 – Special Meeting held. Airline lease principles were presented and discussed. No action required.
Review Airport marketing plan	November 2017	2/12/18 – Marketing plan, including social media marketing plan, was presented and discussed. No action required.

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Update on new concession agreement	February 2018	2/12/18 – Item presented and discussed on retail mobile units, money exchange kiosks, and lounge. No action required.
Briefing on Southeast Area Study	February 2018	2/12/18 – Item presented and discussed. No action required.
Presentation of the FY18/19 budget and airline rates and charges	May 2018	5/14/18 – <i>Item is scheduled for discussion. No action required.</i>
Adoption of Annual Commission Work Plan for FY 18/19 and annual report for FY 17/18	May 2018	8/14/17 – Commission was briefed about the outcome of the T&E approval of the work plan. 5/14/18 – <i>Item is scheduled for discussion. Action required.</i>
Election Commission Chair and Vice-Chair for FY 18/19	May 2018	8/14/17 – Item was deferred to the August meeting from the previous May 2017 meeting to allow all the new Commissioners to be appointed and to participate in the selection process. New Chair and Vice Chair elected. 5/14/18 – <i>Item is scheduled for discussion. Action required.</i>

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Updates on significant legislative issues	As needed	Updates presented at August, November, February, and May meetings. No action required.
Update on air service recruitment efforts	As needed	8/14/17 – New flight activity discussed. No action required. 11/13/17 – Item presented and discussed. No action required 2/12/18 – New flight routes and activity discussed. No action required. 5/14/18 – <i>Item scheduled for discussion. No action required.</i>
Presentation of quarterly noise summary	Quarterly – As required.	Updates presented at August, November, February, and May meetings. No action required.
Hear and discuss community noise concerns	As required	8/14/17 – Listened to concerns from residents about south flow noise. No action required. 11/13/17 – Provided the Commission with an update on the Organizational meeting of the Ad Hoc Advisory Committee on South Flow Arrivals. No action required 2/12/18 – Update on Ad Hoc Advisory Committee on South Flow Arrivals. No action required. The Committee on South Flow Arrivals met on November 11, 2017 to organize their Committee and held the following regular meetings in 2018: January 26, February 23, March 9, March 23, April 13, and April 27. Their last meeting is scheduled for May 18.

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Review of regulatory violations and lease agreement disputes	As Required	8/14/2017 – Hearing scheduled on a decision to revoke a taxi Access Permit. Meeting was canceled as the complaint was withdrawn on the day of the meeting.
Review of staff reports for City Council	As needed.	8/14/17 – Presentation on the grant funding status for zero emission vehicles (buses) 2/12/18 – Updated Commission on Annual Airport Ground Transportation Report to go to T&E in May 2018 5/14/18 – <i>Scheduled to discuss a Network Agreement and Architectural & Engineering Consultant Services Agreement</i>
Tour of Airport Facilities	As needed	8/10/17 – provided a tour for new Commissioners

□ FY 17-18 meeting dates:

- August 14, 2017 – Special Meeting
- August 14, 2017 – Regular Meeting
- November 13, 2017 – Regular Meeting
- January 22, 2018 – Special Meeting
- February 12, 2018 – Regular Meeting
- May 14, 2018 – Regular Meeting