

MINETA SAN JOSE INTERNATIONAL AIRPORT

Minutes of the Airport Commission Meeting

MONDAY

SAN JOSE, CALIFORNIA

November 14, 2016

CALL TO ORDER

The Airport Commission of the Mineta San Jose International Airport met for a regular session on Monday, November 14, 2016, at 6:05 p.m. at Norman Y. Mineta San José International Airport in the Boeing/McDonnell Douglas Conference Room at 1701 Airport Boulevard, Suite B1130, San Jose, CA 95110.

ATTENDEES

COMMISSIONERS

Julie Matsushima, Chair	- Present
Ron Blake, Vice-Chair	- Present
Abhay (AJ) Borade	- Present
Dan Connolly	- Present
Tom Cruz	- Present
Raymond Greenlee	- Present
Catherine Hendrix	- Present
William Highlander	- Present
Stephen McMinn	- Present
Mark Schmidt	- Present
Richard Terrill	- Present

AIRPORT STAFF PRESENT

John Aitken
Kim Becker
Rosalyn Bond
Curt Eikerman
Kim Hawk
Mark Kiehl
Matthew Kazmierczak
Bob Lockhart
Scott Riddle
Kevin Spinks
John Wilson
Darleen Yamaki

ASST. TO THE DIRECTOR FOR GOVERNMENT & LEGISLATIVE AFFAIRS

James Webb - Present

COUNCIL LIAISON

Raul Peralez - Present

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:05 pm with eleven Commissioners in attendance.

2. ORDERS OF THE DAY

2.1 Ceremonial Items

None

Jim Webb, Assistant to the Director of Aviation for Government & Legislative Affairs and Commission Secretary, opened the meeting by reminding the Commission that the 5-4 votes taken at the June 6 Commission meeting to appoint Chair Ron Blake and Vice Chair Julie Matsushima did not meet the voting requirement that a majority of the total number of Commission seats (6 votes) is necessary for the Commission to take any action. Accordingly, the June elections of the Chair and Vice Chair were not valid and a second election vote would be required. Because there had not been sufficient time to post the second election to the August 8 meeting agenda, the election will take place during this meeting.

Action: A motion was made to move Item 5.1: Election of Officers for FY 16/17 to the first item.

Approved (M.S.C. Schmidt/Borade, 11-0)

3. CONSENT CALENDAR

3.1 Minutes for Approval

August 8, 2016, Draft Commissioner Meeting Action Minutes

Action: A motion was made to approve the consent calendar

Approved (M.S.C. Hendrix/Schmidt, 11-0)

4. OLD BUSINESS

None

5. NEW BUSINESS

5.1 Election of New Officers for FY 16/17

Action: Commissioner Julie Matsushima was elected Chair.

Approved (M.S.C. Blake/Cruz, 8-3)

Action: Commissioner Ron Blake was elected Vice Chair.

Approved (M.S.C. Connolly/Schmidt, 8-3)

5.2 Briefing on Updated Council Policy 0-4 and Municipal Code Updates for Boards and Commissions

City Clerk Toni Taber reviewed Council Policy 0-4, "Consolidated Policy Governing Boards and Commissions," updating and combining Council Policy 0-4 (Consolidated Board and Commission Policies) and Council Policy 0-36 (City Council/Commission Code of Conduct).

No action taken

5.3 Briefing on Airport Strategic Plan

Director of Aviation Kim Becker gave a PowerPoint presentation on the Airport's Strategic Plan, including the new Mission and Vision Statements. The Design Team leads presented each of their team's strategic goals, objectives and performance measures.

No action taken

5.4 Briefing on Airport Improvement Program Grant Applications

Kim Hawk, Deputy Director of Finance presented information on potential \$80 million in FAA grant projects Council approved for application on November 1.

The presentation was followed by a Q&A session with the Commissioners.

No action taken

5.5 Briefing and Actions Related to Sole Source Requirements for Projects within the Airport Capital Improvement Program

Judy Ross, Deputy Director of Planning and Development gave a presentation on the Airport's intent to propose sole sourcing for several Airport capital improvement projects. Deputy Director Ross requested Commission support for staff's position on the sole sourcing of the projects.

Action: A motion was made to support staff's position.

Approved (M.S.C. Greenlee/Connolly, 11-0)

5.6 Briefing on Transportation Security Administration (TSA) and Customs and Border Protection (CBP) Updates

Deputy Director of Operations Bob Lockhart gave an update on current TSA wait times and staffing plans for the holiday season. Deputy Director Lockhart also provided an update on progress on implementing the Airport's participation in CBP's reimbursable services program (paying overtime for CBP staffing/services).

The update was followed by a Q&A session with the Commissioners.

No action taken

5.7 Air Service Development Update

Air Service Development Manager Mark Kiehl gave a PowerPoint presentation updating SJC airline service developments.

The presentation was followed by a Q&A session with the Commissioners.

No action taken

6. NOISE REPORT/COMMUNITY CONCERNS

6.1 Noise Reports: Monthly Noise Summary

John Wilson, Operations Supervisor and Curt Eikerman, Operations Manager reviewed the monthly noise summary report.

The presentation was followed by a Q&A session with the Commissioners.

No action taken

6.2 Community Noise Concerns

6.2.1 Discussion and Possible Action: South Flow Operations

Curt Eikerman gave a PowerPoint presentation on south flow operations and the noise impact on Sunnyvale residents.

A number of Sunnyvale residents spoke for 90 seconds each on their concerns about the noise impacts of the south flow operations on their community.

The update was followed by a Q&A session with the Commissioners.

Commissioners Schmidt and Terrill asked if staff could compile historical information on data plates. Mr. Eikerman responded that due to the small number of staff, it would take a while to compile the data.

Action: A motion was made for the Airport to write a letter to the FAA on behalf of the Sunnyvale residents with a copy to Sunnyvale Mayor Hendrix.

Approved (M.S.C. Connolly/Borade, 11-0)

Commissioner Hendrix requested that we purchase a speakers' clock. Mr. Webb stated that he would take this suggestion to Airport Sr. Staff.

Commissioner Connolly requested a microphone to be made available for meetings with a large number of attendees. Mr. Webb stated staff would look into Commissioner Connolly's request.

6.2.2 Other Concerns

None

7. REPORTS AND INFORMATION ONLY

7.1 Commission Liaison Report

Councilmember Raul Peralez stated that he agreed the Airport should purchase a speakers' clock.

7.2 Announcements

Commissioner Borade stated that the Drone Expo will be held at the San Jose Convention Center November 15 & 16.

8. PUBLIC RECORD

- 8.1 Email from Stephanie R. regarding an aviation accident at Reid-Hillview Airport and Ocala Street. SJC has no jurisdiction over Reid-Hillview.

Action: A motion was made to note and file.

Approved (11-0)

9. PUBLIC COMMENT

Representatives from concession workers from Unite Here Local 19 spoke about working without a contract for two years and expressed that the employees' patience had its limits. In response to a question, John Aitken, Assistant Airport Director noted that the Airport was not a party to the negotiations.

10. ADJOURNMENT

Action: A motion was made to adjourn the meeting at 8:36 pm.

Approved (M.S.C. Borade/Schmidt, 11-0)

ATTEST:

Julie Matsushima
Chairperson

James Webb, Jr.
Commission Secretary