

**Minutes of the Airport Commission Meeting**

**MONDAY**

**SAN JOSE, CALIFORNIA**

**NOVEMBER 13, 2023**

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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, November 13, 2023 at 6:00PM in the Boeing/ McDonnell Douglas Conference Rooms at 1701 Airport Boulevard, Suite B1130, San Jose, CA 95110 with a Zoom option.

**ATTENDEES**

**COMMISSIONERS**

Joe Head, Chair	- Present
Surjit Bains	- Present
Mike Campbell	- Present
Robert Hencken	- Present
Catherine Hendrix	- Present
John Leipelt	- Present
Nick Patel	- Absent (unexcused)
Greg Richardson	- Present
Jasvinder Sohal	- Present

**AIRPORT STAFF PRESENT**

Kim Hawk  
Roselyn Bond  
Denise Miller  
John Tran  
Ryan Sheelen  
Ian Hogg  
Adam Belfield

**COMMISSION SECRETARY/  
DIVISION MANAGER, DIRECTOR'S**

Matthew Kazmierczak – Present

**COUNCIL LIAISON**

David Cohen - Present  
Marlee Smith - Present

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

The meeting was called to order at 6:00PM by Chair Head with eight Commissioners in attendance and one absent.

**a. Commission accepted the agenda and orders of the day**

**2. PUBLIC RECORD**

Received two public comments, they are posted on the [website](#)

**3. CONSENT CALENDAR**

**a. Approve the Minutes for August 14, 2023 Regular Meeting**

**Action:** Upon motion by Chair Head the regular minutes were approved and the motion passed unanimously.

Document Filed: [August 14, 2023 Airport Commission meeting minutes](#)

**4. REPORTS AND INFORMATION ONLY**

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

Chair Head welcomed our new Commissioners, Surjit Bains (former Commissioner) and Jasvinder Sohal.

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

Kim Hawk, Deputy Director of Finance, provided an update on: British Airways, passenger traffic, \$3.3 million received from FAA to purchase electric buses, parking reservation system extended to Terminal A, new car washing service, update on two new concessions – Dunkin' Donuts now open in Terminal B baggage claim and Terminal A near gate 6.

**c. Council Liaison**

Marlee Smith, Council Policy and Legislative Director from Councilmember Cohen's office provided commentary on her experience with Clear.

**d. Staff Oral Report**

Matthew Kazmierczak provided an update on the November DEI meeting at SJC. Matthew also provided administrative updates.

**e. Commissioner Reports**

New Commissioner Jasvinder Sohal introduced himself.

## 5. **PUBLIC COMMENT**

None

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

John Tran, Noise and General Aviation Supervisor, presented the quarterly noise report.

Document Filed: [Noise Report](#)

## 7. **NEW BUSINESS**

### a. **Ground Transportation**

Ian Hogg, Landside Manager | Airport Operations, provided an update on Ground Transportation.

### b. **Guadalupe Gardens Update – Coleman Rezoning**

Ryan Sheelen, Planner IV | Planning & Development, provided an update on Guadalupe Gardens.

### c. **Legislative Update**

Matthew Kazmierczak, Division Manager | Director's Office, provided Federal and State Legislative update.

Document Filed: [Legislative Update](#)

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

The next meeting will be held on Monday, February 12, 2024 at 6:00 p.m.

Topic items (tentatively) include:

- Marketing Update
- Air Services Update
- Legislative Update
- Quarterly Noise Report
- Community Noise Concerns

## 9. **ADJOURNMENT**

The meeting concluded at 7:45PM

ATTEST:

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**Joe Head**  
Chairperson

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**Matthew Kazmierczak**  
Commission Secretary

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