

**SAN JOSÉ AIRPORT COMMISSION
Work Plan for FY 2024/2025**

Attachment A

Items for Briefing and Possible Action in FY 2024-2025	Actions	Timeframe
Briefing on Airport capital projects update	Receive update briefing on the status of current Airport projects	August 2024 and As Needed
Billboard RFP	Receive a briefing on a proposed billboard RFP going to Council	August 2024
Marketing Update	Receive a briefing on current and future marketing efforts	November 2024 and As Needed
Air Services Update	Receive a briefing on current and future air services	February 2025 and As Needed
Presentation of FY 2025/26 Airport budget and airline rates and charges	Presentation of proposed FY 2025/26 Airport budget and airline rates and charges.	May 2025 and As Needed
Adopt annual Commission work plan for FY 2025/26 and annual report for FY 2024/25	Adopt Commission annual work plan of objectives for FY 2025/26 and the annual report of Commission actions on objectives for FY 2024/25	May 2025

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Elect officers for FY 2024/25	Election of Chair and Vice Chair of the Commission for FY 2024/25	May 2025
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
Sustainability Update	Receive a briefing on the Airport’s activity and planning for environmental sustainability	August 2024
Safety Update	Receive a safety briefing	As needed
Concessions Update	Briefing on the status of concessions changes	As needed
Airport land use possibilities	Briefing on plans for the leasing and use of Airport owned-land, including an overview of Guadalupe River Park and Gardens	As needed

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Financial Update	Updates on finances and audits for the airport, including items related to lease agreements and other activities	As needed
Receive legislative updates	Receive updates on significant legislative developments	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
Receive reports from Commissioners on airport/aviation related meetings	Commissioners to report back to the Commission on airport/aviation related items of interest and relevance to Commission activity	As needed.

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Update of County’s Plans for Reid Hillview	Commission to discuss the potential impact to the Airport of the County Action on Reid-Hillview Airport	As needed.
Review of regulatory violations	Review and resolve regulatory violations related to: 1. Ground transportation operations 2. Curfew violations	As needed
Orientation/Tour of Airport Operations and facilities	Provide pre-meeting tour of Airport facilities for new Commissioners	As needed

Proposed FY 2024-2025 meeting dates:

- August 12, 2024
- November 18, 2024
- February 10, 2025
- May 12, 2025