

Joint Community Relations Committee for the Reid-Hillview Airport

BY-LAWS

I. Name

The name of this organization shall be the Reid-Hillview Airport Joint Community Relations Committee (RHV - JCRC).

II. Purpose and Objectives

The purpose of the RHV - JCRC is to enhance the compatibility of RHV with the surrounding community by facilitating communication among airport users, community members and County staff and by providing policy advice to the County Board of Supervisors.

III. Functions and Duties

The RHV-JCRC:

- A. Shall seek to enhance the compatibility of Reid-Hillview Airport with the surrounding community.
- B. Shall cooperate with local, state and federal authorities for the safe and orderly operation of the airport.
- C. Shall meet periodically to develop recommendations on airport/community compatibility issues.
- D. May hear comments on airport or aviation matters from the public, other public agencies, or interest groups for consideration and possible recommendation(s) to the County.
- E. May perform such other functions and duties as may be, from time to time, appropriate.

IV. Membership and Terms

- A. The RHV-JCRC shall have eleven members appointed as follows:
1. Four members residing within County Supervisorial District 2, to be appointed by the District 2 Supervisor.
 2. One member residing within County Supervisorial District 3, to be appointed by the District 3 Supervisor.
 3. One member residing within County Supervisorial District 1, to be appointed by the District 1 Supervisor.
 4. One member representing the Reid-Hillview Airport Association (RHVAA), to be appointed by the RHVAA.
 5. One member representing the Santa Clara County Airmans Association (SCCAA), to be appointed by the SCCAA.
 6. One member representing the flight training industry at Reid-Hillview Airport, to be appointed by a majority of the Fixed Base Operators (FBOs) from an FBO operating a flight school. If agreement among a majority of the FBO owners cannot be reached, the Director, Roads & Airports Department shall make the appointment.
 7. One member representing the business community, who may be nominated by the San Jose/Silicon Valley Chamber of Commerce or by a FBO tenant. The Airports Commission shall consider all nominations and recommend to the Board of Supervisors, via the Housing, Land Use, Environment and Transportation (HLUET) Committee, an individual to be appointed.
 8. One member representing an aviation advocacy group. The Airports Commission shall consider all nominations and recommend to the Board of Supervisors, via the Housing, Land Use, Environment and Transportation (HLUET) Committee, an individual to be appointed.
- B. A committee member shall serve a term of four (4) years, with the term expiring on July 1st of the fourth year, except that the terms of the first committee members shall be staggered. The first committee members shall draw lots at their first meeting to determine their terms. After the lots have been drawn, four (4) committee members shall have terms of four (4) years, four (4) committee members shall have terms of three (3) years, and three (3) committee members shall have terms of two (2) years. Interim vacancies shall be appointed by the appointing authority specified in section IV(A) to serve out the unexpired term of that member. Members shall serve without compensation. Terms of members

shall begin immediately upon appointment and continue until the member is removed, resigns, or their successor is appointed, within the term limitations imposed in the Rules of the Board of Supervisors.

V. Scheduled Meetings and Attendance Requirements

- A. Meetings shall be held monthly on the day of the month and at the time of day determined by the Committee.
- B. The Director of County Airports (or designee) shall attend meetings of the Committee to serve as a technical resource and shall maintain a file of the records of the Committee, which shall be made available to the public for inspection.
- C. The County Airports Commission may appoint one of its members to serve as a liaison to the Committee.
- D. The Committee may request that a representative from the RHV Air Traffic Control Tower (ATCT) attend its meetings to serve as a technical resource.
- E. Attendance is required. The Committee shall notify the appointing authority of a member's unexcused failure to attend three scheduled consecutive meetings or a significant pattern of absences. The Chairperson may excuse a member's absence from a meeting for good cause. The appointing authority may remove a member for failure to maintain an appropriate attendance record.
- F. All meetings of the JCRC shall, as provided by law, be open and public and shall be conducted in compliance with the Ralph M. Brown Act of the State of California. Meetings shall be conducted pursuant to Robert's Rules of Order.
- G. Replacement of a member is only by action of the appointing authority specified in section IV(A).

VI. Officers

As soon as possible after July 1st of each year, the Committee shall elect a chairperson, vice-chairperson, and secretary, each of whom shall hold office for one year. There shall be no limit to the number of terms served by the chairperson, vice-chairperson, and secretary within the term limits specified in section IV(B).

VII. Quorum

A majority of the members of the JCRC shall constitute a quorum for the transaction of business, and any act or decision of the JCRC must be passed by a majority of the entire membership of the JCRC.

VIII. Reports

- A. The Committee shall afford the County Airports Commission an opportunity to comment on its recommendations prior to forwarding its recommendations to the Housing, Land Use, Environment and Transportation (HLUET) Committee and the Board of Supervisors.
- B. The Committee shall prepare an annual report of its activities to be submitted to the Board of Supervisors (via the Housing, Land Use, Environment and Transportation Committee) on the same date specified for such reports to be submitted by the Airports Commission. A copy of the annual report shall be provided to the Airports Commission.

IX. Amendments to the By-Laws

Proposed amendments to these By-Laws shall be placed on the agenda of a regularly scheduled Committee meeting and may be recommended to the Board of Supervisors by a quorum of the Committee.