

**AIRPORT / COMMUNITY ROUNDTABLE
MEETING NO. 261 OVERVIEW
Wednesday, December 3, 2008**

1. Call to Order, Roll Call

Mark Church, County of San Mateo Supervisor and Roundtable Chairperson, called the Regular Meeting of the Airport/Community Roundtable to order, at approximately 7:12 p.m. on December 3, 2008 in the David Chetcuti Community Room, at the Millbrae City Hall in Millbrae, California. David Carbone, Roundtable Coordinator, called the roll. A quorum (at least 12 Regular Members) was present, as follows:

Regular Members Present

John Martin, City and County of San Francisco Airport Commission
Mark Church, County of San Mateo Board of Supervisors / Roundtable Chairperson
Julian Chang, City and County of San Francisco Mayor's Office Representative
Sepi Richardson, City of Brisbane
Carol Klatt, City of Daly City
Naomi Patridge, City of Half Moon Bay
Christine Krolik, Town of Hillsborough
Marge Colapietro, City of Millbrae
Sue Digre, City of Pacifica
Jim Hartnett, City of Redwood City
Ken Ibarra, City of San Bruno
Omar Ahmad, City of San Carlos
John Lee, City of San Mateo
Mark Addiego, City of South San Francisco

Regular Members Absent

City and County of San Francisco Board of Supervisors (Vacant)
C/CAG* Airport Land Use Committee (ALUC)
Town of Atherton
City of Belmont
City of Burlingame
City of Foster City
City of Menlo Park
Town of Portola Valley
Town of Woodside

Advisory Members Present

Elisha Novak, FAA Airports District Office, Burlingame

Roundtable Staff / Consultants

David F. Carbone, Roundtable Coordinator
Connie Shields, Roundtable Administrative Assistant
Walter Gillfillan, Roundtable Project Manager / Consultant
Carla DeLuca, Roundtable Media Program Consultant

San Francisco International Airport Staff

Mike McCarron, Director, Bureau of Community Affairs
David Ong, Noise Abatement Systems Manager
Richard Flaa, Noise Abatement Specialist
Dia Wynn, Senior Noise Abatement Specialist

2. Public Comment of Items Not on the Agenda

Comments / Concerns / Questions:

- The Roundtable Members thanked Connie and Steve Shields for providing the holiday refreshments
- San Bruno resident Rose Urbach commented she has a good view from her porch of the aircraft taking off from SFO

3. Consent Agenda Items

- Review of Airport Director's Report for September 2008**
- Review of Airport Director's Report for October 2008**
- Review of Roundtable Meeting Overview for October 2008**
- Review of Correspondence / Informational Items for December 2008**

Comments / Concerns / Questions: NONE

ACTION: Jim Hartnett **MOVED** approval of Consent Agenda items 3.a. – 3.d. The motion was **SECONDED** by John Lee and **CARRIED, UNANIMOUSLY**.

REGULAR AGENDA

4. Monthly Airport Director's Report

Comments / Concerns / Questions:

- SFO experienced a 15% drop in international passenger traffic in November
- The numbers for domestic passenger traffic in November are not in yet but a decline of approximately 4-5% is anticipated
- A 5.5% reduction in flights for the fiscal year ending June 30, 2009 is expected
- Step one, a communications waiver, was granted by the FAA in a two step process to certify SOIA PRM to be used when the cloud cover at SFO is at 1600 feet
- Once certified at the lower cloud cover level, aircraft will be able to use SOIA PRM to simultaneously land on both runways instead of only using one runway at a time
- SFO, American Airlines, and the FAA are working on NextGen technology and are looking at starting a pilot program at SFO
- It is hoped that the NextGen technology will help reduce delays resulting from low cloud cover and, at the same time, offer a noise benefit by utilizing a gradual descent arrival procedure
- Airline fares are starting to come down and the fuel hedging that Southwest Airlines was experiencing is coming to an end
- Southwest Airlines has announced that it will be cutting back flights in December 2008 and January 2009

5. Approval / Presentation of Roundtable Resolutions

a. Roundtable Resolution No. 08-09: A Resolution Congratulating the Federal Aviation Administration (FAA) on its 50th Anniversary

Comments / Concerns / Questions:

- The FAA has been an invaluable resource for the Roundtable over the years and the assistance FAA staff has provided the Roundtable has been greatly appreciated

ACTION: Christine Krolik **MOVED** approval of Agenda item 5.a. The motion was **SECONDED** by Sepi Richardson and **CARRIED, UNANIMOUSLY**.

- i. **Presentation of Resolution No. 08-09 to the FAA San Francisco Airport District Office (ADO) – Burlingame; Elisha Novak accepted the resolution**
- ii. **Presentation of Resolution No. 08-09 to the FAA San Francisco International Airport Air Traffic Control Tower (ATCT); Patty Daniel will deliver the resolution to the Tower staff**
- iii. **Presentation of Resolution No. 08-09 to the FAA Northern California Terminal Radar Approach Control (TRACON); Patty Daniel accepted the resolution**

b. Roundtable Resolution No. 08-10: A Resolution Congratulating the Oakland International Airport-Community Noise Management Forum on its 10th Anniversary

Comments / Concerns / Questions:

- The Oakland International Airport-Community Noise Management Forum has enjoyed a close working relationship with the SFO Roundtable staff as well as the staff of the SFO Noise Abatement Office
- It is hoped that those working relationships will continue and perhaps both groups can work together on future initiatives of mutual interest that will help continue the good work that we all do

ACTION: Sepi Richardson **MOVED** approval of Agenda item 5.b. The motion was **SECONDED** by John Lee and **CARRIED, UNANIMOUSLY**.

- i. **Presentation of Resolution No. 08-10 to the Oakland International Airport-Community Noise Management Forum; Michael McClintock, Forum Facilitator, accepted the resolution**

6. Review / Approval of a Revised Roundtable Logo and a New Roundtable Tag Line

Comments / Concerns / Questions:

- Luca LLC, based in San Francisco, has been retained by the County of San Mateo to assist the Roundtable in reactivating the Roundtable Media Program

- The scope of work for the Roundtable Media Program includes developing a new logo and tag line
- The new logo and tag line will be a visual representation of who the Roundtable is and what the Roundtable does
- Once approved, the logo will be used on Roundtable stationary, in the Roundtable electronic newsletter, and on the Roundtable website
- The proposed color for the new Roundtable logo is blue
- Blue was chosen for the following reasons 1) blue has been a primary color used by the Roundtable over the last 25 years, 2) the Roundtable currently utilizes various colors of blue on the website, 3) this particular color blue is very universal and can be printed very inexpensively
- Having the airplane or the home inside the “O” in SFO makes the “SFO” predominate in the logo
- Combining the two tag lines to create “Working together for quieter skies and quieter living” was suggested
- If the purpose of the logo is convey who we are and what we do then we might want to make a connection between the airport and the community
- A concern that the home within the “O” in SFO looks too much like an arrow was made and perhaps updating the home graphic would make the logo not so flat

ACTION: Jim Hartnett **MOVED** approval of Logo Option Two and Tag Line Option One. The motion was **SECONDED** by Omar Ahmad and **CARRIED, UNANIMOUSLY**.

Comments / Concerns / Questions:

- Several Roundtable Members expressed concern that logo was approved as presented and without the discussed changes
- A misunderstanding of the motion was discussed

ACTION: Ken Ibarra **MOVED** to rescind the previous action and to approve Logo Option Two with a change to the house graphic within the “O” in “SFO” and Tag Line Option One as is. The motion was **SECONDED** by Sepi Richardson and **CARRIED, UNANIMOUSLY**.

Comments / Concerns / Questions:

- Staff was directed to alter the home graphic within the “O” on logo option two and forward the change on to Ken Ibarra for his approval

7. Roundtable Coordinator (Consultant Contract) Selection Process

a. Roundtable Coordinator (Consultant Contract) Selection Process: Approve Distribution of a Request for Qualifications (RFQ) to an RFQ mailing List

Comments / Concerns / Questions:

- The Roundtable Coordinator consultant will be responsible for the day to day activities of the Roundtable; the scope of work for the consultant will consist of a combination of the scopes of work for the two consultants that are currently assisting the Roundtable (Assistant Roundtable Coordinator and Roundtable Project Manager)

- The level of effort and level of activity of the Roundtable has been reduced over the years
- The Roundtable currently operates on a bi-monthly meeting schedule
- David Carbone has been reclassified to a management level position as a Transportation Systems Coordinator for the County of San Mateo and as a result, his responsibilities will be shifting to focus more time on C/CAG related airport environs planning projects
- This change will result in Dave having less time to devote to the day to day support of Roundtable activities and therefore, the County will need to put out an a Request for Qualifications (RFQ) to hire a consultant to take his place
- David Carbone will remain in an oversight role with the Roundtable but will not function as the Roundtable Coordinator
- Once the RFQ is sent out interested parties, they will have about a month to submit a response to the RFQ. The RFQ responses will be evaluated and interviews will be scheduled.
- It is estimated that a recommendation to the full Roundtable would be made at the February 2008 meeting
- It was recommended that the proposed funding amount of \$50,000 be increased to a not to exceed amount of \$60,000
- The contract amounts for the two current Roundtable consultants combined are not to exceed \$10,000 and \$40,000
- The Roundtable Coordinator consultant could estimate working approximately 20 hours a week
- It is estimated that the County staff oversight time need for the Roundtable will be about 20% rather than the current 50%

ACTION: Jim Hartnett **MOVED** approval of the RFQ with an adjusted contract amount not to exceed \$60,000 and the distribution mailing list. The motion was **SECONDED** by Sepi Richardson and **CARRIED, UNANIMOUSLY**.

b. Appoint a Roundtable Coordinator Selection Subcommittee to Evaluate Qualified Candidates and Make a Recommendation to the Full Roundtable

Comments / Concerns / Questions:

- The following individuals were nominated to serve on the Roundtable Coordinator Selection Subcommittee: 1) Richard Newman, 2) John Lee, 3) Mark Church, 4) Mike McCarron, 5) Elisha Novak, 6) Terry Barrie, 7) Omar Ahmad and 8) Sue Digre (alternate)
- Elisha Novak represents the FAA Airports District Office (ADO) in Burlingame
- Terry Barrie represents the CalTrans Division of Aeronautics

ACTION: Sepi Richardson **MOVED** approval of the Roundtable Coordinator Selection Subcommittee. The motion was **SECONDED** by Ken Ibarra and **CARRIED, UNANIMOUSLY**.

8. 2008 – 2009 Roundtable Work Program Items:

a. Update on the Activities of the Regional Airport Planning Committee (RAPC) Task Force, RE: Preparation of an Update of the Regional Airport System Plan Analysis (RASP) Document

Comments / Concerns / Questions:

- Last year the Roundtable appointed Roundtable Staff (David F. Carbone) to serve on a task force to assist the Regional Airport Planning Committee (RAPC) to update the Regional Airport System Plan Analysis (RASPA) document
- The Task Force met in May and October in 2008
- The RASPA update effort will address specific environmental issues
- Of most interest to the Roundtable will be an analysis of aircraft noise impacts related to various aviation demand scenarios for commercial service airports in the Bay Area
- Part of the RASPA effort will include holding four public workshops in various Bay Area locations to present system scenarios
- The Roundtable may want to consider sponsoring one of the public workshops
- The next Task Force meeting will be held on January 9, 2009
- It is estimated that the RASPA document update will be completed by April 2010
- The Roundtable directed Staff to inform the Task Force that the Roundtable would be interested in sponsoring one of the public workshops

**b. Results from the Airport Cooperative Research Program (ACRP) Report:
Project No. 02-05, RE: *Guidebook on Community Response to Aircraft Noise***

Comments / Concerns / Questions:

- The Vision 100- Century of Aviation Reauthorization Act provided new opportunities for aircraft noise impact reduction through funded research
- The research effort is managed through a subsidiary, the Airport Cooperative Research Program (ACRP)
- An oversight committee comprised of industry representatives functions as the governing board for the research program
- ACRP Project No. 02-05, Guidebook on Community Response to Aircraft Noise, was one of the initial research projects to be implemented
- ACRP Project No. 02-05 was initiated to produce a comprehensive guidebook and a set of tools to enable airport decision makers to better manage community expectations related to aircraft noise issues
- The project was scheduled to be completed in October 2008, but most likely the final product will not be released until early 2009

c. Review of Fly Quiet Program Quarterly Report – 3rd Quarter 2008

Comments / Concerns / Questions:

- The Fly Quiet Program Quarterly Report presentation format has been updated by the SFO Noise Abatement Office
- The new presentation format will show Fly Quiet Score trends over time and allow for easier comparison of performance from quarter to quarter
- The overall average Fly Quiet Summary score was down this quarter from 6.38 to 6.10
- Delta and Virgin America have moved into the top five in the Overall Scoring for 3rd Quarter 2008
- Cathay Pacific and China Airlines have moved into the bottom five in the Overall Scoring for 3rd Quarter 2008
- The Fleet Noise Quality average score held steady over last quarter at 4.90

- Northwest improved its Fleet Noise Quality Rating this quarter and was in the top 5 in this category
- The average Noise Exceedance score of 8.92 is an improvement 0.5 points over last quarter
- The average Nighttime Preferential Runway Use score declined over last quarter
- The average Shoreline Departure Rating score was down 0.5 points over last quarter at 8.90
- FedEx, Frontier, and Korean Air all improved their Shoreline Departure Rating score over their scores from the previous quarter
- The average Gap Departure Climb Rating was down 1.3 points over last quarter at 4.46
- The average Foster City Arrival Rating score remained level when compared to last quarter at 6.70

d. Update on the Roundtable Fly Quiet Program Video Project

NOTE: This item continued to a future meeting

e. Update on Aircraft Noise Mitigation Research Effort

NOTE: This item continued to a future meeting

9. Member Communications / Announcements

Comments / Concerns / Questions:

- The UC Davis Aviation Noise and Air Quality Symposium will take place in March 2009
- A tentative Roundtable Meeting Schedule for 2009 has been provided to all Roundtable Members

9. ADJOURN

The meeting was adjourned at approximately 8:45 pm.