



Meeting Announcement

Work Plan Subcommittee

Tuesday, June 27, 2023
12:00 p.m. – 1:30 p.m.
VIA HYBRID ACCESS

Foster City Council Chambers Conference Room
620 Foster City Blvd. – Foster City, CA 94404
*see attached map & parking directions

Please click the link below to join the webinar:

<https://smcgov.zoom.us/j/91739244673>

Or Dial-in:

US: +1(669)900-6833 Webinar ID: 917 3924 4673

This meeting of the San Francisco Airport Community Roundtable Work Plan Subcommittee will be in person at the above mentioned address. Members of the public will be able to participate in the meeting remotely via the Zoom platform or in person at 620 Foster City Blvd., Foster City, A 94404. For information regarding how to participate in the meeting, either in person or remotely, please refer to instructions at the end of the agenda.

HYBRID PUBLIC PARTICIPATION:

List of attendees (using zoom sign-in credentials) will be displayed periodically throughout the meeting.

Public Comment

*Written public comments can be emailed to amontescardenas@smcgov.org, and should include specific agenda item to which you are commenting.

*Spoken public comments will also be accepted during the meeting in-person or via Zoom on Items NOT on the Agenda and for each Regular Agenda Item and at the end of Presentations, at the option of the speaker.

**Please see instructions for written and spoken comments at the end of this agenda.

ADA Requests

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda packet or other writings that may be distributed at the meeting, should contact Angela Montes, as early as possible but no later than 10:00am the day before the meeting at amontescardenas@smcgov.org. Notification in advance of the meeting will enable Staff to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

AGENDA

Call to Order / Roll Call / Declaration of a Quorum Present

Sam Hindi, Roundtable Chairperson

Public Comment on Items NOT on the Agenda

Speakers are limited to two minutes. Roundtable members cannot discuss or take action on any matter raised under this item

CONSENT AGENDA

1. Action to Set Agenda and Approve Consent Agenda

AGENDA ITEMS

2. Work Plan & Budget Discussion

pg. 4

3. Adjourn

****Instructions for Public Comment during Videoconference Meeting**

During the Work Plan Subcommittee hybrid meeting, members of the public may address the Membership as follows:

Written Comments:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to amontescardenas@smcgov.org
2. Your email should include the specific agenda item on which you are commenting.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received by 5:00 pm on the day before the meeting, it will be provided to the Roundtable and made publicly available on the agenda website under the specific item to which comment pertains. The Roundtable will make every effort to read emails received after that time but cannot guarantee such emails will be read during the meeting, although such emails will still be included in the administrative record.

Spoken Comments:

In-person Participation:

1. If you wish to speak to the Membership, please fill out a speaker's slip located at the entrance. If you have anything you wish distributed to the Membership and included in the official record, please hand it to the Clerk who will distribute the information to the Membership and Staff.

Via Teleconference (Zoom):

1. The Work Plan Subcommittee meeting may be accessed through Zoom online at <https://smcgov.zoom.us/j/91739244673>. The webinar ID: 917 3924 4673. The meeting may also be accessed via telephone by dialing in +1-669-900-6833, entering webinar ID then press #. Members of the public can also attend this meeting physically in the Foster City Council Chambers Conference Room at 620 Foster City Blvd, Foster City, CA 94404.

Work Plan Subcommittee Meeting

June 27, 2023

Page 3 of 2

2. You may download the Zoom client or connect to the meeting using the internet browser. If you are using your browser, make sure you are using current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the Chairperson calls for the item on which you wish you speak click on “raise-hand” icon. You will then be called on and unmuted to speak.

***Additional Information:**

For any questions or concerns regarding Zoom, including troubleshooting, privacy, or security settings, please contact Zoom directly.

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7. When the Roundtable Chairperson calls for the item on which you wish you speak click on “raise-hand” icon. You will then be called on and unmuted to speak.
8. When called, please limit your remarks to the time limit allotted.



June 22, 2023

San Francisco International
Airport/Community Roundtable

455 County Center, 2nd Floor
Redwood City, CA 94063
T (650) 363-4220
F (650) 363-4849
www.sforoundtable.org

TO: Members of the SFO Roundtable Work Program Subcommittee

FROM: Kathleen Wentworth, SFO Roundtable Coordinator

RE: 2023-2024 SFO Roundtable Work Plan and Budget

WORK PLAN: The Roundtable has established a Work Program Subcommittee and appointed five Roundtable members to carry out the Work Program planning process and to bring a recommended Work Plan to the full Roundtable at the August 2, 2023 meeting for its consideration and adoption. The 2023-2024 Work Plan Subcommittee is comprised of Sam Hindi, Kaia Eakin, Terry O’Connell, Al Royse, Cecilia Taylor and Ann Schneider.

The Work Program is part of the Roundtable’s overall approach to planning efforts; the **Strategic Plan** has a multi-year planning horizon and the **Work Plan** has a one-year planning horizon. The Work Plan items are distilled from the overall Strategic Plan goals and are associated with individual Strategic Plan goals. The current 2020-2024 Strategic Plan will be updated next year. This year, the Work Program Subcommittee reviews and makes changes, as desired, to the *Work Plan Items*, but is not charged with making any changes to the *Strategic Goals* or *Strategic Action Items*. Please note that Work Plan Items are not listed in any priority order.

Attached are four documents, three relating to the Work Plan and one for Preliminary Budget review:

1. *Current 2022-2023 Roundtable Work Plan with proposed staff edits for 2023-2024 in markup format*
2. For reference: 2022-2023 Roundtable Work Plan – the Roundtable current Work Plan
3. For reference: current 2022-2023 Roundtable Work Plan with proposed 2023-2024 staff edits integrated into the document
4. FY2022-2023 Expense Report and Proposed FY2023-2024 Budget

The 2022-2023 Roundtable adopted Work Plan with proposed staff markups makes changes from the current Work Plan by using striketroughs for deleted text and **red font** for added text. To recap changes:

- no current Work Plan items were deleted
- added clarifying text to many existing Work Plan Items
- two Work Plan Items (GBAS) were moved intact from Goal #3 (Address Airport Operation Noise) to Goal #2 (Aircraft Procedures)
- expanded verbiage in Goal #2, Item #1 (NIITE/HUSSH)
- expanded verbiage in Goal #5, Item #1 (Fly Quiet Program)
- added Work Plan Item (Non-Safety Vectoring) to Goal #2, Item #2 (Flight Procedures)
- added Work Plan Item (Alternate development of three RT GBAS Suggestions) to Goal #2, Item #7 (Flight Procedures)

BUDGET: The proposed 2023-2024 Roundtable budget, along with 2022-2023 year-end actuals, will be reviewed by the Work Program Subcommittee in conjunction with the Work Plan review. This preliminary budget will thereafter be updated with final year-end expenditures before submission to the Roundtable at



the August 2, 2023 meeting. Many 2022-2023 actual expenditures are not yet reflected in this preliminary report, primarily charges from San Mateo County for June. There are some proposed changes for the upcoming fiscal year budget with increased expenditures expected for COLA for staff salaries, increased costs for in-person meetings, and general cost of living increases in various categories. Staff will provide more information on the FY2023-2024 budget at the August Roundtable meeting.

Attachments:

- a. **2022-2023 Roundtable Work Plan modified with proposed staff edits in markup format**
- b. Reference: 2022-2023 Roundtable Work Plan – the current Work Plan as adopted in 2022
- c. Reference: 2022-2023 Roundtable Work Plan with proposed staff edits integrated into the document.
- d. FY2022-2023 Expense Report and Proposed FY2023-2034 Budget



ROUNDTABLE ANNUAL WORK PLAN

July 1, 2023 through June 30, 2024

Adopted by the Membership on _____, 2023

2022-2023 Current Roundtable Work Plan with Markups

Organization of the Work Plan

The Work Plan is organized by

- 1) 2020-2024 Strategic Plan goals and actions, and
- 2) Work Plan Items to be addressed this fiscal year 2023-2024.

Introduction

The Work Program is part of the Roundtable's overall approach to planning efforts; it is guided by the Roundtable's Strategic Plan. The Strategic Plan has multi-year planning horizon and the Work Program has a one-year planning horizon. The Work Plan items are distilled from the overall Strategic Plan goals and are associated with a Strategic Plan goal.

Since the Work Plan is a one-year document, many items will be rolled over through multiple planning cycles. This is due to the longer-term nature of some items, including standing updates and future technologies. These longer-term items remain on the Work Plan for the Roundtable to maintain their understanding of the issue. The Roundtable has established a Work Program Subcommittee and appointed five Roundtable members to carry out the Work Program planning process and to bring a recommended Work Plan to the full Roundtable for its consideration and adoption. The 2023-2024 Work Plan Subcommittee is comprised of Sam Hindi, Kaia Eakin, Terry O'Connell, Al Royse, Cecilia Taylor and Ann Schneider.

The current 2020-2024 **Strategic Plan** will be updated next year. This year, the Work Program Subcommittee reviews and makes changes, as desired, to the **Work Plan Items**, but is not charged with making any changes to the *Strategic Goals* or *Strategic Actions Items*.

The following are the approved **Strategic Plan (2020-2024) Goals**, and Action Items and the 2022-2023 Work Plan tasks. This below document also includes proposed staff edits shown by strikeouts and new text in red.

Goals and Work Plan Items are **NOT** listed in any priority order.

Strategic Plan Goal 1: Familiarize New Congressperson: With Representative Speier leaving office in 2022, it is a priority to make sure the new congressperson is aware of the Roundtable and its focus.

Action item: The Roundtable will advocate with the new congressperson and assembly person's staff on all items in the work plan.

Work Plan Item(s):

1. The Roundtable will brief the ~~new congressperson~~ **three Members of Congress who currently represent the Roundtable geographic area and their staffs as well as other elected officials and assembly person's staff on aviation issues, especially the various factors that affect aircraft noise to residents as well as on the actions of the Roundtable and the all items in the Roundtable Work Plan.**
 - a. ~~Representative Speier's staff will brief staff as well.~~

Strategic Plan Goal 2: Review and Comment on Aircraft Procedures: Focus on all aircraft procedures including arrival, departure, and ground-based procedures.

Action item: The Roundtable will focus, advocate, and respond on procedural changes that limit the noise impacts on our communities.

Work Plan Item(s):

1. The Roundtable Technical Working Group will monitor and evaluate the implementation of the FAA NIITE and HUSSH Departures/ Southbound Transitions ~~modified proposal for~~ nighttime noise abatement procedures for operational compliance including location, altitudes, level of flight paths, and use during specified nighttime hours. ~~and environmental review process.~~ The Roundtable will continue to advocate for increasing the number of nighttime hours that the NIITE/HUSSH can be used. The Roundtable Technical Working Group will recommend next steps to the full Roundtable, as appropriate.
2. The Technical Working Group, working with the technical consultant, should discuss with the FAA and other stakeholders, the use of air traffic control non-safety vectoring (like aircraft “short-cuts”) over residential areas at any time – but especially at night. The Roundtable should also discuss with the FAA, any changes to actual flight paths through vectors or otherwise, that are changed due to internal FAA processes, rather than through publicly published procedures.
3. The Roundtable Technical Working Group, working with the technical consultant, will advocate to the FAA, SFO and the airlines that – at night-- when aircraft are landing to the west in SFO on 28L or 28R, to use **only** Runway 28R for arrivals and for landing. ~~at night.~~
4. The Roundtable Technical Working Group, working with the technical consultant, will evaluate all nighttime operations and make recommendations and advocate to the FAA, SFO and the airlines to seek ways to lessen the aircraft noise at night for all residents.
5. The Roundtable Technical Working Group will monitor the SFO ~~an~~ Ground Based Augmentation System to provide feedback on the GLS (global navigation satellite landing) approach, the associated noise evaluation, and the Community Flight Procedure Package (CFPP) and plan for community evaluation of innovative GLS approaches. *(moved intact from Goal #3)*
6. The Roundtable Technical Working Group will work with SFO to draft the procedure to disable GBAS approaches if they are deemed to negatively impact the community. *(moved intact from Goal #3)*
7. The Roundtable will pursue developing two of the three Roundtable GBAS suggestions that were initially deemed not appropriate for GBAS.
 - a. Roundtable GBAS **Suggestion #4**: makes changes to the STINS/STLER arrival for SFO Runways 19. Changes to this procedure are dependent on the status of the FAA’s Multiple Airport Route Separation (MARS) program. This should be monitored by the Technical Working Group and when the time is appropriate, the Roundtable should advocate to the FAA and other stakeholders to review this suggestion for possible development.
 - b. The Roundtable will now actively explore with the FAA and other stakeholders, the possibility of implementing Roundtable GBAS **Suggestion #5** - a shared southeast arrival stream (OAK/SFO) to use as a nighttime alternative to the SERFR arrival.
 - c. Roundtable GBAS **Suggestion #6** is dependent on FAA longer term action regarding Opposite Direction Operations (ODO). The Roundtable determined not to pursue this GBAS Suggestion at this time but would reconsider advocating for its development after the FAA has completed their ODO study.

8. All subcommittees' work, **as appropriate**, will include departure noise, day and night, for the close-in communities around SFO, **and all Roundtable communities** not just arrival noise.
 - a. Working with the technical consultant, the Ground Based Noise subcommittee ~~with~~ will evaluate operational changes that will help with ground based noise for close-in communities at nighttime.
 - b. Working with the technical consultant, the Roundtable will evaluate options for nighttime offset arrivals ~~on~~ **to** Runways 28R and 28L.
 - c. Working with the technical consultant, the Roundtable will evaluate the options for horizontal ~~verse~~ vertical separation of aircraft for reduced impact to the communities around the SFO.
 - d. The Roundtable will monitor options for Redirect Southern Arrivals (SERFR, BDEGA) and PIRAT STAR Airspace arrival procedures.

Strategic Plan Goal 3: Address Airport Operation Noise: Abate noise impacts to surrounding communities from airport and airline operations.

Action item: The Roundtable will identify noise impacts and provide recommendations to SFO Airport Noise Abatement Office for outreach to airlines and FAA as well as to the Airport Director to address in the Airport Development and Noise Action Plans.

Work Plan Item(s):

1. Review and provide feedback on the SFO Strategic Plan, Development Plan, and Noise Action Plan. Include Environmental Justice in the feedback.

~~The Roundtable Technical Working Group will monitor the SFO on Ground Based Augmentation System to provide feedback on the GLS (global navigation satellite landing) approach, the associated noise evaluation, and the Community Flight Procedure Package (CFPP) and plan for community evaluation of innovative GLS approaches. (moved intact to Goal #2)~~

2. The Roundtable Ground Based Noise Subcommittee will complete Recommendations on Airport Rules and Regulations (Noise), Airport Directors Reports metrics to include C-weighted noise in the Director's Report; Airlines using gates that only face away from close-in communities; see where ANEEM and C-weighted fits within these goals.

~~3. The Roundtable Technical Working Group will work with SFO to draft the procedure to disable GBAS approaches if they are deemed to negatively impact the community. (moved intact to Goal #2)~~

Strategic Plan Goal 4: Lobby for Aircraft Noise Reduction. Lobby for aircraft noise reduction by sponsoring legislation and research.

Action item: Actively monitor, review, and oppose or support legislation, research, and/or aircraft noise reduction programs to achieve measurable noise reduction in our communities.

Work Plan Items: Receive regular reports from N.O.I.S.E., the National Organization to Insure a Sound-controlled Environment, regarding federal legislation and action.

1. Actively monitor activities from **and advocate to** the Congressional Quiet Skies Caucus.

2. Lobby/advocate at the state and federal level as needed.
3. Work with Congressional and **other elected officials** ~~Assembly delegation~~ on the state and federal level to help develop and pass noise-related legislation.

Strategic Goal 5: Airline Award Program: The Roundtable will partner with SFO to modify the *Fly Quiet Program* to obtain compliance and measurable improvement year over year.

Action item: The Roundtable will report to its community's *Fly Quiet Program* compliance and measurable improvement in compliance year over year.

Work Plan Items Task(s):

- ~~1. Receive Noise Office presentation on new plan, provide feedback, and recommend needed revisions.~~
 - ~~a. Noise office to provide awards for the past two years of the program as well as moving forward.~~
1. In light of the noise annoyance results from the FAA Neighborhood Environmental Study and the FAA's review of their civil aviation noise policy, the Roundtable, in collaboration with their technical consultant, will work with the San Francisco International Airport to evaluate the current components of the SFO Fly Quiet Program and propose modifications or deletions, as appropriate, to the current components as well as proposing new Fly Quiet Program components, as appropriate, that could reduce aircraft noise – especially nighttime noise -- including use of GBAS approaches.
2. The Fly Quiet Program Airline Awards, suspended because of lower air traffic during Covid, should be resumed.

Strategic Goal 6: Address Community Concerns: Focusing on San Mateo, and San Francisco Counties continue to actively respond to community concerns regarding aircraft and airport noise issues.

Action item: Provide the forum for communities to voice their concerns and give their input. Educate community members about FAA, SFO International Airport, Airlines, and SFORT roles and responsibilities and authority.

Work Plan Items:

1. Revamp the Roundtable website to include accessible meeting information, useful documents, and archived history so that it can be used as an education tool for the community. The website can also be used to communicate Roundtable **actions and activities**. ~~successes.~~
2. ~~Conduct an Annual Report of Accomplishments.~~ **Periodically report to the Roundtable and the public on Roundtable actions and updates.**
3. Analyze noise monitor methodology **and collaborate with the SFO Aircraft Noise Office to suggest changes to the SFO noise reporting publications.** **As appropriate, make recommendations to the local, state and federal levels.**

Strategic Goal 7: Improve Roundtable Effectiveness: Increase Roundtable effectiveness with inward focused Member education, support and mentorship.

Action item: The Roundtable will make an ongoing effort at strengthening our membership,

by developing a mentorship program, creating a new member packet, and translating technical jargon.

Work Plan Items:

1. ~~Conduct Noise 101 training.~~ Upload the completed 2023 Noise 101 training and other educational resources to the SFO Roundtable website to be available for Roundtable members and the public.
2. ~~Maintain a~~ Continue to update the new member packet for onboarding and supporting new members including mentorship. Keep this information up to date on the Roundtable website.



ROUNDTABLE ANNUAL WORK PLAN

July 1, 2022 through June 30, 2023

Adopted by the Membership on June 1, 2022

Organization of the Work Program

The Work Program is organized as follows: Strategic Plan goal and action, and work plan task to be accomplished this fiscal year 2022-2023.

Introduction

The Work Program is part of the Roundtable's overall approach to planning efforts; it is guided by the Roundtable's Strategic Plan. The Strategic Plan has a three-year planning horizon and the Work Program has a one-year planning horizon. The Work Program items are distilled from the overall Strategic Plan goals; each of the Work Program items are associated with a Strategic Plan goal.

While the Work Program is a one-year document, many items will be rolled over through multiple planning cycles. This is due to the longer-term nature of some items, including standing updates and future technologies. These longer-term items remain on the Work Program in order for the Roundtable to maintain their understanding of the issue. The Roundtable appointed a Work Program Subcommittee to carry out the work program planning process and to bring a recommended Work Program back to the full Roundtable for its consideration and adoption.

The following are the approved Strategic Plan (2020-2024) Goals, and Action Items, along with the Work Plan tasks to be accomplished during the fiscal year 2022-2023:

Goal 1: Familiarize New Congressperson: With Representative Speier leaving office in 2022, it is a priority to make sure the new congressperson is aware of the Roundtable and its focus.

Action item: The Roundtable will advocate with the new congressperson and assembly person's staff on all items in the work plan.

Work Plan Item(s):

1. The Roundtable will brief the new congressperson and assembly person's staff on all items in the work plan.
 - a. Representative Speier's staff will brief staff as well.

Goal 2: Review and Comment on Aircraft Procedures: Focus on all aircraft procedures including arrival, departure, and ground-based procedures.

Action item: The Roundtable will focus, advocate, and respond on procedural changes that limit the noise impacts on our communities.

Work Plan Item(s):

1. The Roundtable Technical Working Group will evaluate the FAA NIITE and HUSSH Departures modified proposal for nighttime noise abatement regarding location, level of flight paths, nighttime hours, and environmental review process. The Roundtable Technical Working Group will recommend next steps to the full Roundtable, as appropriate.
2. The Roundtable Technical Working Group, working with the technical consultant, will pursue **only** Runway 28R arrivals at night.
3. The Roundtable Technical Working Group, working with the technical consultant, will evaluate all nighttime operations to lessen the noise at night for all residents.
4. All subcommittee work will include departure noise, day and night, for the close-in

communities around SFO, not just arrival noise.

5. Working with the technical consultant, the Ground Based Noise subcommittee will evaluate operational changes that will help with ground based noise for close-in communities at nighttime.
6. Working with the technical consultant, the Roundtable will evaluate options for nighttime offset arrivals on Runways 28R and 28L.
7. Working with the technical consultant, the Roundtable will evaluate the options for horizontal versus vertical separation of aircraft for reduced impact to the communities around the SFO.
8. The Roundtable will monitor options for Redirect Southern Arrivals (SERFR, BDEGA) and PIRAT STAR Airspace arrival procedures.

Goal 3: Address Airport Operation Noise: Abate noise impacts to surrounding communities from airport and airline operations.

Action item: The Roundtable will identify noise impacts and provide recommendations to SFO Airport Noise Abatement Office for outreach to airlines and FAA as well as to the Airport Director to address in the Airport Development and Noise Action Plans.

Work Plan Item(s):

1. Review and provide feedback on the SFO Strategic Plan, Development Plan, and Noise Action Plan. Include Environmental Justice in the feedback.
2. The Roundtable Technical Working Group will monitor the SFO on Ground Based Augmentation System to provide feedback on the GLS (global navigation satellite landing) approach, the associated noise evaluation, and the Community Flight Procedure Package (CFPP) and plan for community evaluation of innovative GLS approaches.
3. The Roundtable Ground Based Noise Subcommittee will complete Recommendations on Airport Rules and Regulations (Noise), Airport Directors Reports metrics to include C-weighted noise in the Director's Report; Airlines using gates that only face away from close-in communities; see where ANEEM and C-weighted fits within these goals.
4. The Roundtable Technical Working Group will work with SFO to draft the procedure to disable GBAS approaches if they are deemed to negatively impact the community.

Plan Goal 4: Lobby for Aircraft Noise Reduction. Lobby for aircraft noise reduction by sponsoring legislation and research.

Action item: Actively monitor, review, and oppose or support legislation, research, and/or aircraft noise reduction programs to achieve measurable noise reduction in our communities.

Work Plan Task(s):

1. Receive regular reports from N.O.I.S.E., a national organization, to insure a sound-controlled environment, regarding federal legislation and action.
2. Actively monitor activities from the congressional Quiet Skies Caucus.
3. Lobby/advocate at the state and federal level as needed.
4. Work with Congressional/Assembly delegation on the state and federal level to help develop and pass noise-related legislation.

Goal 5: Airline Award Program: The Roundtable will partner with SFO to modify the *Fly Quiet Program* to obtain compliance and measurable improvement year over year.

Action item: The Roundtable will report to its community's *Fly Quiet Program* compliance and measurable improvement in compliance year over year.

Work Plan Task(s):

1. Receive Noise Office presentation on new plan, provide feedback, and recommend needed revisions.
 - a. Noise office to provide awards for the past two years of the program as well as moving forward.

Goal 6: Address Community Concerns: Focusing on San Mateo, and San Francisco Counties continue to actively respond to community concerns regarding aircraft and airport noise issues.

Action item: Provide the forum for communities to voice their concerns and give their input. Educate community members about FAA, SFO International Airport, Airlines, and SFORT roles and responsibilities and authority.

Work Plan Task(s):

1. Revamp the Roundtable website to include accessible meeting information, useful documents, and archived history so that it can be used as an education tool for the community. The website can also be used to communicate Roundtable successes.
2. Conduct an Annual Report of Accomplishments.
3. Analyze noise monitor methodology and make recommendations to the local, state and federal levels.

Goal 7: Improve Roundtable Effectiveness: Increase Roundtable effectiveness with inward focused Member education, support and mentorship.

Action item: The Roundtable will make an ongoing effort at strengthening our membership, by developing a mentorship program, creating a new member packet, and translating technical jargon.

Work Plan Task(s):

1. Conduct Noise 101 training.
2. Maintain a member packet for onboarding and supporting new members including mentorship. Keep this information up to date on the Roundtable website.



ROUNDTABLE ANNUAL WORK PLAN

**2023-2024 DRAFT Roundtable Annual Work Plan
with June 2023 proposed staff edits integrated into 2022-2023 Work Plan**

July 1, 2023 through June 30, 2024

Adopted by the Membership on _____, 2023

Strategic Plan Goal 1: Familiarize New Congressperson: With Representative Speier leaving office in 2022, it is a priority to make sure the new congressperson is aware of the Roundtable and its focus.

Action item: The Roundtable will advocate with the new congressperson and assembly person's staff on all items in the work plan.

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Strategic Plan Goal 2: Review and Comment on Aircraft Procedures: Focus on all aircraft procedures including arrival, departure, and ground-based procedures.

Action item: The Roundtable will focus, advocate, and respond on procedural changes that limit the noise impacts on our communities.

Work Plan Item(s):

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4. The Roundtable Technical Working Group, working with the technical consultant, will evaluate all nighttime operations and make recommendations and advocate to the FAA, SFO and the airlines to seek ways to lessen aircraft noise at night for all residents.
5. The Roundtable Technical Working Group will monitor the SFO Ground Based Augmentation System to provide feedback on the GLS (global navigation satellite landing) approach, the associated noise evaluation, and the Community Flight Procedure Package (CFPP) and plan for community evaluation of innovative GLS approaches. *(moved intact from Goal #3)*
6. The Roundtable Technical Working Group will work with SFO to draft the procedure to disable GBAS approaches if they are deemed to negatively impact the community. *(moved intact from Goal #3)*
7. The Roundtable will pursue developing two of the three Roundtable GBAS suggestions that were initially deemed not appropriate for GBAS.

- a. Roundtable GBAS **Suggestion #4**: makes changes to the STINS/STLER arrival for SFO Runways 19. Changes to this procedure are dependent on the status of the FAA's Multiple Airport Route Separation (MARS) program. This should be monitored by the Technical Working Group and when the time is appropriate, the Roundtable should advocate to the FAA and other stakeholders to review this suggestion for possible development.
 - b. The Roundtable will now actively explore with the FAA and other stakeholders, the possibility of implementing Roundtable GBAS **Suggestion #5** - a shared southeast arrival stream (OAK/SFO) to use as a nighttime alternative to the SERFR arrival.
 - c. Roundtable GBAS **Suggestion #6** is dependent on FAA longer term action regarding Opposite Direction Operations (ODO). The Roundtable determined not to pursue this GBAS Suggestion at this time but would reconsider advocating for its development after the FAA has completed their ODO study.
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Strategic Plan Goal 3: Address Airport Operation Noise: Abate noise impacts to surrounding communities from airport and airline operations.

Action item: The Roundtable will identify noise impacts and provide recommendations to SFO Airport Noise Abatement Office for outreach to airlines and FAA as well as to the Airport

Work Plan Item(s):

1. Review and provide feedback on the SFO Strategic Plan, Development Plan, and Noise Action Plan. Include Environmental Justice in the feedback.
2. The Roundtable Ground Based Noise Subcommittee will complete Recommendations on Airport Rules and Regulations (Noise), Airport Directors Reports metrics to include C-weighted noise in the Director's Report; Airlines using gates that only face away from close-in communities; see where ANEEM and C-weighted fits within these goals.

Strategic Plan Goal 4: Lobby for Aircraft Noise Reduction. Lobby for aircraft noise reduction by sponsoring legislation and research.

Action item: Actively monitor, review, and oppose or support legislation, research, and/or aircraft noise reduction programs to achieve measurable noise reduction in our communities.

Work Plan Items: Receive regular reports from N.O.I.S.E., the National Organization to

Insure a Sound-controlled Environment, regarding federal legislation and action.

1. Actively monitor activities from and advocate to the Congressional Quiet Skies Caucus.
2. Lobby/advocate at the state and federal level as needed.
3. Work with Congressional and other elected officials on the state and federal level to help develop and pass noise-related legislation.

Strategic Goal 5: Airline Award Program: The Roundtable will partner with SFO to modify the *Fly Quiet Program* to obtain compliance and measurable improvement year over year.

Action item: The Roundtable will report to its community's *Fly Quiet Program* compliance and measurable improvement in compliance year over year.

Work Plan Items:

1. In light of the noise annoyance results from the FAA Neighborhood Environmental Study and the FAA's review of their civil aviation noise policy, the Roundtable, in collaboration with their technical consultant, will work with the San Francisco International Airport to evaluate the current components of the SFO Fly Quiet Program and propose modifications or deletions, as appropriate, of the current components as well as proposing new Fly Quiet Program components that could reduce aircraft noise – especially nighttime noise -- including use of GBAS approaches.
2. The Fly Quiet Program Airline Awards, suspended because of lower air traffic during Covid, should be resumed.

Strategic Goal 6: Address Community Concerns: Focusing on San Mateo, and San Francisco Counties continue to actively respond to community concerns regarding aircraft and airport noise issues.

Action item: Provide the forum for communities to voice their concerns and give their input. Educate community members about FAA, SFO International Airport, Airlines, and SFORT roles and responsibilities and authority.

Work Plan Items:

1. Revamp the Roundtable website to include accessible meeting information, useful documents, and archived history so that it can be used as an education tool for the community. The website can also be used to communicate Roundtable actions and activities.
2. Periodically report to the Roundtable and the public on Roundtable actions and updates.
3. Analyze noise monitor methodology and collaborate with the SFO Aircraft Noise Office to suggest changes to the SFO noise reporting publications. As appropriate, make recommendations to the local, state and federal levels.

Strategic Goal 7: Improve Roundtable Effectiveness: Increase Roundtable effectiveness with inward focused Member education, support and mentorship.

Action item: The Roundtable will make an ongoing effort at strengthening our membership, by developing a mentorship program, creating a new member packet, and translating

technical jargon.

Work Plan Items:

1. Upload the completed 2023 Noise 101 training and other educational resources to the SFO Roundtable website to be available for Roundtable members and the public.
2. Continue to update the new member packet for onboarding and supporting new members including mentorship. Keep this information up to date on the Roundtable website.

SFORT Expense Report FY22-23 and Proposed Budget FY23-24

A	SOURCES	2022-2023		2023-24
		BUDGET	ACTUAL	PROPOSED
	Revenue			
	San Francisco Airport Commission	\$220,000	\$ 220,000	\$ 220,000
	Roundtable Membership	\$42,000	\$ 43,500	\$ 43,500
	<i>In Kind Contributions from Millbrae</i>			
		\$262,000	\$ 263,500	\$ 263,500
	Other Sources			
	Fund Balance	\$292,887	\$ 422,218	\$ 497,876

SOURCES TOTAL		\$554,887	\$ 685,718	\$ 761,376
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B	EXPENSES	2022-2023		2023-24
		BUDGET	ACTUAL	PROPOSED
	Staffing & Coordination			
	County of San Mateo Coordination Services	\$148,031	\$ 128,874	\$ 165,000
	Roundtable Aviation Technical Consultant	\$90,000	\$ 52,807	\$ 90,000
		\$238,031	\$ 181,681	\$ 255,000

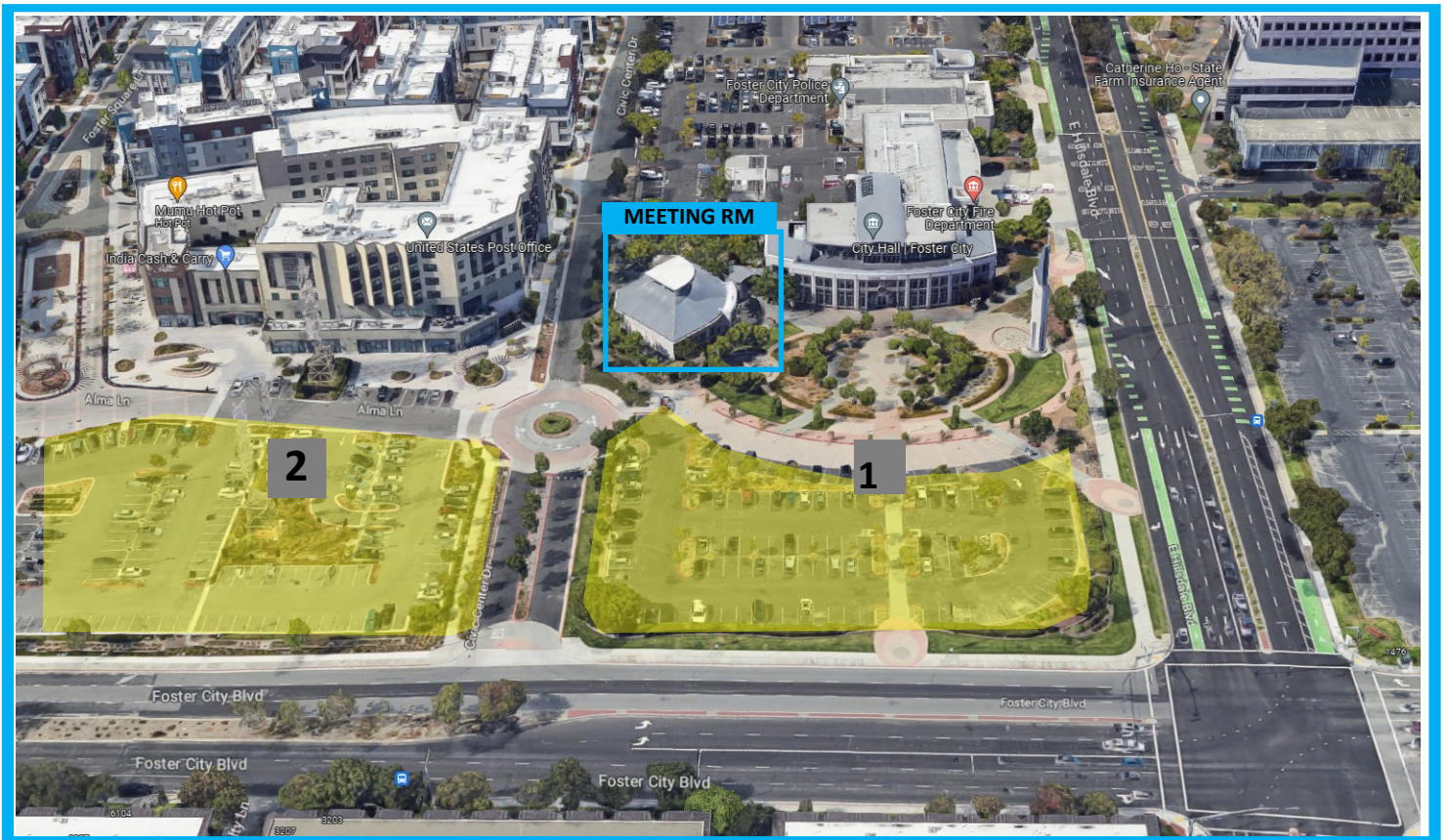
ADMINISTRATION / OPERATIONS	BUDGET	ACTUAL	PROPOSED
Meeting Room * In-Kind Millbrae			
Postage / Printing	\$300		\$ 300
Website	\$1,800	\$ 107	\$ 1,800
Data Storage & Conference Services	\$900		\$ 900
Miscellaneous Office Expenses/Equipment	\$1,500		\$ 2,500
Video Services	\$7,000	\$ 2,115	\$ 7,000
	\$11,500	\$ 2,222	\$ 12,500

PROJECTS, PROGRAMS, & OTHER	BUDGET	ACTUAL	PROPOSED
Noise Conferences Attendance, Coordinator	\$1,500	\$ 150	\$ 1,500
Noise Conferences Attendance, Members	\$3,000	\$ 1,290	\$ 3,000
TRACON Field Trip(s)	\$750		\$ 950
Airport Noise Report subscription	\$850	\$ 2,500	\$ 2,500
N.O.I.S.E. Membership	\$4,300		\$ 4,300
Fly Quiet Awards	\$300		\$ 450
Special Study			
	\$10,700	\$ 3,940	\$ 12,700

CONTINGENCY FUND	BUDGET	ACTUAL	PROPOSED
Reserve	\$40,000		\$ 40,000
	\$40,000	\$ -	\$ 40,000

EXPENSES SUBTOTAL		\$300,231	\$ 187,843	\$ 320,200
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UNCOMMITTED FUNDS / YEAR END BALANCE	PROJECTED	ACTUAL	PROPOSED
	\$254,656	\$ 497,876	\$ 441,176



SFO Roundtable Meetings

Foster City Council Chambers Conference Room

620 Foster City Blvd, Foster City

PARKING: 1. Parking in front of City Hall
2. Parking in adjacent parking lot

ENTRANCE: Main entrance will be locked. Follow signs to a secondary entrance **to the right of the main entrance.**