

**AIRPORT/COMMUNITY ROUNDTABLE  
SPECIAL MEETING SUMMARY**

Meeting No. 231  
Wednesday, March 31, 2004

**1. Call to Order, Roll Call No Quorum Present)**

Marland Townsend, Roundtable Chairperson, called the Regular Meeting of the Airport/Community Roundtable to order, at approximately 7:09 p.m., in the Assembly Room, at the Millbrae Community Center in Millbrae, California. Dave Carbone, Roundtable Coordinator, called the roll.

Regular Members Present

John Martin, Airport Director  
Richard Newman, C/CAG Airport Land Use Committee (ALUC) Representative  
and ALUC Chairperson  
Clara Johnson, City of Brisbane (Arrived late)  
Marland Townsend, City of Foster City and Roundtable Chairperson  
Lee Duboc, City of Menlo Park  
Ian Bain, City of Redwood City  
Matt Grocott, City of San Carlos  
John Lee, City of San Mateo  
Ray Green, City of South San Francisco (Arrived late)

Regular Members Absent

City and County of San Francisco Board of Supervisors  
City and County of San Francisco Mayor's Office  
County of San Mateo Board of Supervisors  
Town of Atherton  
City of Belmont  
City of Burlingame  
City of Daly City  
City of Half Moon Bay  
Town of Hillsborough  
City of Millbrae  
City of Pacifica  
Town of Portola Valley  
City of San Bruno  
Town of Woodside

Advisory Members

Airlines/Flight Operations: David Ray, United Airlines  
FAA Airports District Office: Joe Rodriguez  
FAA SFO Air Traffic Control Tower: Greg Kingery

Roundtable Staff/Consultants

David F. Carbone, Senior Planner, County of San Mateo  
Airport/Community Roundtable Coordinator  
Connie Shields, Roundtable Administrative Assistant  
Don Shoecraft, Roundtable Media Consultant  
Walter Gillfillan, Roundtable Project Manager/Consultant

San Francisco International Airport Staff

Bert Ganoung, Noise Abatement Manager  
David Ong, Noise Abatement Specialist

Others Present

See attached Audience Attendance List

**Note:** Upon counting the Regular Members present, at approximately 7:10 p.m., Mr. Carbone declared the roll call was three members short of a quorum (only 9 members present; at least 12 members must be present for an official meeting to be conducted).

**2. Agenda Items 3-9**

Due to the lack of a quorum, Chairperson Townsend proceeded with the Information items on the Agenda. Since a quorum was not present, he noted the Roundtable could not take action on the Action items listed on the Agenda. He also noted that due to the lack of a quorum, this was not an official Roundtable meeting.

The Roundtable heard an informational report on Agenda Item 3.b from Bert Ganoung, SFO Noise Abatement Manager, on a recent meeting with a visiting French delegation. He noted that the agenda to that meeting was detailed in Item 3.b-#7. Immediately following that item were the two handouts that were distributed at the meeting with the French delegation.

Dave Carbone polled the members on Item No. 6: "Noise 101" Orientation Timeframe. Chairperson Townsend directed the Roundtable staff to have the "Noise 101" session during the second or third week of April — which ever week was most convenient for those that would be attending sessions.

Chairperson Townsend requested that Mr. Gillfillan briefly report on Item 7: New FAA Center of Excellence for Aircraft Noise and Aviation Emissions Mitigation. Based on the brief summation, Mr. Townsend asked that staff prepare a draft letter for review at the next Roundtable meeting regarding the Roundtable's request for certain noise topics to be studied by the FAA. Walt Gillfillan, Project Manager/Consultant, summarized his memo on the subject.

In closing, Chairperson Townsend asked the members if there were any other things that the membership would like to state. Matt Grocott, San Carlos Council member, addressed the Roundtable regarding five areas of noise disturbance: (1) approach issues, (2) que of airplanes on the taxiways for departure, (3) take-offs, (4) engine run ups, especially at night time and (5) fly

overs. He asked the Roundtable to address these concerns as part of the next Roundtable work program.

Chairperson Townsend asked the Noise Abatement Office Staff about how SFO handles noise complaints. Mr. Ganoung replied that most complaints are logged into the computers by transcribers. If more information is needed after the log in, the staff takes other measures. Chairperson Townsend requested that Mr. Ganoung give greater detail to the problems and actions in at a future meeting. Clara Johnson stated that the Fly Quiet Program addressed some of these problems. Chairperson Townsend noted that this subject is merited and should be a topic to be addressed in the work program.

There was no other business conducted at this unofficial Roundtable meeting. The next regular Roundtable meeting is scheduled for Wednesday, May 5, 2004. Chairperson Townsend adjourned the informational session at approximately 7:36 p.m.

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If you have any questions about the Roundtable Agenda or Roundtable activities, please contact the Roundtable office at (650) 821-3570. The Roundtable fax number is (650) 821-3575. The Roundtable web site address on the Internet is [www.smcroundtable.com](http://www.smcroundtable.com).

All Roundtable meetings are recorded. You can request a copy of the meeting tape, during normal business hours (M-F, 8:00 – 5:00pm) by calling the Roundtable Office and leaving a message.

