

**AIRPORT / COMMUNITY ROUNDTABLE  
REGULAR MEETING OVERVIEW**

Meeting No. 233  
Wednesday, July 7, 2004

**1. Call to Order, Roll Call**

Marland Townsend, City of Foster City representative and Roundtable Chairperson, called the Regular Meeting of the Airport/Community Roundtable to order, at approximately 7:00p.m.in the Assembly Room, at the Millbrae Community Center in Millbrae, California. Dave Carbone, Roundtable Coordinator, called the roll. A quorum (at least 12 Regular Members) was present, as follows:

Regular Members Present

**John Martin**, Airport Director

**Mark Church**, Roundtable Vice-Chairperson and County of San Mateo Board of Supervisors Representative

**Richard Newman**, Chairperson, C/CAG Airport Land Use Committee (ALUC)

**William Conwell**, Town of Atherton

**Lee Panza**, City of Brisbane

**Terry Nagel**, City of Burlingame

**Marland Townsend**, Roundtable Chairperson and City of Foster City

**Catherine Mullooly**, Town of Hillsborough

**Lee Duboc**, City of Menlo Park

**Linda Larson**, City of Millbrae

**Steve Toben**, Town of Portola Valley

**Ian Bain**, City of Redwood City

**Christo Pallas**, City of San Bruno

**Matt Grocott**, City of San Carlos

**John Lee**, City of San Mateo

**Ray Green**, City of South San Francisco

Regular Members Absent

City and County of San Francisco Board of Supervisors – Vacant

City and County of San Francisco Mayor's Office

City of Belmont

City of Daly City

City of Half Moon Bay

Town of Portola Valley

Town of Woodside

Advisory/Members Present

Airlines/Flight Operations: None

FAA Airports District Office: None

FAA SFO Air Traffic Control Tower: Greg Kingery

Roundtable Staff/Consultants

David F. Carbone, Senior Planner, County of San Mateo/Roundtable Coordinator

Heather R. Hoshii, Roundtable Assistant Coordinator

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.

**2. Public Comment of Items not on the Agenda**

NONE

**3. Recognition of Don Shoecraft for his service to the Roundtable**

See Letter of Recognition for Implementation of the Roundtable Media Program, June 30, 2004

*Noted Comments/Questions/Concerns:*

- Remarks were made by Don Shoecraft acknowledging the hard work and dedication of the Roundtable members and staff.

**CONSENT AGENDA**

**4. Consent Agenda Items**

- a. Approval of the Roundtable Meeting Summary for May 5, 2004
- b. Approval of the Roundtable Meeting Summary for June 2, 2004
- c. Review of Correspondence/Information Items for July 2004

**ACTION:** Rich Newman **MOVED** to approve Consent Agenda Items 4.a., 4.b., and 4.c.  
The motion was **SECONDED** by Bill Conwell and **CARRIED, UNANIMOUSLY**

**REGULAR AGENDA**

**5. Monthly Airport Director's Report**

- a. Comments from John Martin, Airport Director
  - Traffic did rebound during May 2004, 28% increase over the same time last year
  - Flights were up 11%
  - Passengers per year figures are still low at 31 – 31.5 million passengers, compared to SFO's peak of 40 million passengers per year
  - Good progress is being made on the Noise System upgrade
- b. Review of Noise Data for March 2004
  - Complaints down from previous month at 411
  - 57 callers, with the most coming out of San Francisco
  - Runups were down

**6. Highlights of FAA orders for environmental review procedures – (FAA Order 1050.1E & 5050.4B)**

Presentation: Joe Rodriguez

Mr. Rodriguez was noted as being absent from the meeting. His presentation has been rescheduled for the next Roundtable Meeting, September 1, 2004.

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7. **FAA Reauthorization Study for Aviation Noise and Emissions Reduction – request for Roundtable participation in the First Combined Stakeholder Meeting**

*Noted Comments/Questions/Concerns:*

- MIT will be running this study
- The study will be broad scale including both noise and environmental issues
- Stakeholders involved – FAA, NASA, EPA, DOD, DOC, DOT, US Congress, Industry groups, Non-governmental organizations
- Conference call was held July 7, 2004 and participants were asked What would you expect success of this project to look like?
- Stakeholders will be meeting August 2-3, 2004
- Both Dave Carbone and Marland Townsend will be attending the stakeholders meeting

8. **Consideration/Adoption of recommendations from the Roundtable Operations and Efficiency Subcommittee**

- a. Roundtable Bylaws
- b. Roundtable Operations

Report: Mark Church

Mr. Church, on behalf of the Roundtable Operations and Efficiency Subcommittee presented the following recommendations to the Roundtable:

1. Number of monthly meetings (10) per year
2. Explore new time and meeting location possibilities – 4:00pm was suggested
3. Consent agenda – include Director's Report
4. Meeting Summary – format change

*Noted Comments/Questions/Concerns:*

- Concern was expressed in regards to public attendance if the meeting time is to change
- Full-time employed members might have difficulty attending if the meeting time is changed
- A quarterly Director's report was suggested
- Alternate Roundtable members rely on the meeting summary as it is to keep them up to speed on the Roundtables doings
- Traffic may also become an issue if the meeting time is changed
- Straw Poll taken: 4pm meeting start – 2 members, 7pm meeting start – 8 members, meet any time – 6 members
- Meeting summary preparation is very time consuming for staff

**ACTION:** Rich Newman **MOVED** to approve the following recommendations set forth by the Operations and Efficiency Subcommittee: maintain the current monthly meeting schedule of ten (10) meetings per year, continue to hold the meetings at 7pm, move only the Director's Report, not the Director's monthly comments to the consent agenda, and allow for a quarterly Noise Abatement Office report. The motion was **SECONDED** by Mark Church and **CARRIED, UNANIMOUSLY**

**ACTION:** Rich Newman **MOVED** to approve the recommendation set forth by the Operations and Efficiency Subcommittee to amend the monthly meeting summary

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format at staff's discretion. The motion was **SECONDED** by Linda Larson and **CARRIED, UNANIMOUSLY**

**9. Consideration/Adoption of the Roundtable Budget for Fiscal Year 2004/2005**

**10. Member communications/announcements**

**11. Adjourn**

The meeting was adjourned at approximately 8:15 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) 692-6597. The Roundtable fax number is (650) 692-6152. 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 Heather Hoshii, Assistant Roundtable Coordinator at, (650) 821-3573.