

SANTA CLARA/SANTA CRUZ COUNTIES
AIRPORT COMMUNITY ROUNDTABLE

Recap of the Regular Meeting of February 27, 2019

Santa Clara County Board of Supervisors' Chambers
Santa Clara County Government Center
70 West Hedding Street, 1st Floor
San Jose, CA 95110

Roundtable Members Present

Mary-Lynne Bernald, City of Saratoga
Ed Bottorff, City of Capitola
Liang Chao, City of Cupertino
Anita Enander, City of Los Altos
Glenn Hendricks, City of Sunnyvale
Lydia Kou, City of Palo Alto
Cynthia Mathews, City of Santa Cruz
Lisa Matichak, City of Mountain View
Rowena Turner, City of Monte Sereno
Mike Wasserman, Santa Clara County
Kathy Watanabe, City of Santa Clara
Michelle Wu, Los Altos Hills

Presenters

Steven Alverson, ESA

Association and Consultant Staff

Andi Jordan, Cities Association of Santa Clara County
Steven Alverson, ESA
Chris Jones, ESA
Chris Sequeira, ESA

A quorum of the members was present.

1. Welcome/Review of the Meeting Format/Self-Introductions

Roundtable Facilitator Steve Alverson welcomed the members and public and indicated that his role was to ensure all participants stay on topic so that the meeting stays on schedule. Mr. Alverson also emphasized that all Roundtable members and members of the public are to be respectful of each other's viewpoints, as the Roundtable is intended to be a collaborative environment. He added that an important purpose of the first Roundtable meeting was to elect a Chairperson and Vice Chairperson. He noted those positions may be interim, as any change in the bylaws occurring later in the meeting may require the election of a new Chairperson and/or Vice Chairperson. Mr. Alverson indicated that the meeting agenda had an

error in the length of the “Introduction of the Federal Aviation Administration” agenda item; the length was intended to be five minutes instead of 15 minutes, as the FAA was not expected to discuss any issues at this Roundtable meeting. Mr. Alverson also briefly outlined the process for public comment, adding that due to requirements of the Ralph M. Brown Act (“Brown Act”), the Roundtable would be unable to take any action on public comments provided during the meeting.

Mr. Alverson described the process of electing a Chairperson and Vice chairperson, adding that there was a quorum of members present. He then requested that the Roundtable members introduce themselves. Member Wasserman introduced himself and then made motion to amend Article III, Item 3 of the Bylaws to read, “The city representatives shall be elected officials; the county representatives may be elected officials or the county administrator or designee.” He added that he would like to appoint Steve Preminger from the Santa Clara County Executive’s Office to be a Roundtable member. Mr. Alverson responded that a vote could not be taken because the Roundtable did not yet have a Chairperson. Member Wasserman replied that he would have to depart the Roundtable meeting early and requested that Ms. Jordan raise his topic later in the meeting. Ms. Jordan responded that she would.

Self-introductions continued with the remaining Roundtable members. Carlos Palacios also introduced himself as the County Administrative Officer for Santa Cruz County. Mr. Alverson then introduced Karen Chapman from Congresswoman Anna Eshoo’s Office, Kathleen Lee from Congressman Jimmy Panetta’s Office, and Tom Pike from Congressman Ro Khanna’s Office. Mr. Alverson also introduced Raquel Girvin and Faviola Garcia from the Federal Aviation Administration (FAA), as well as Bert Ganoung from San Francisco International Airport (SFO).

2. Election of the Interim Chairperson

Mr. Alverson invited the Roundtable to offer nominations for Chairperson for the Roundtable. Member Kou nominated Member Matichak for Chairperson. Member Watanabe nominated Member Bernald for Chairperson. Member Hendricks indicated that he would be willing to be the Chairperson. Member Bottorff made motion to have each candidate explain his or her background and interest in the Chairperson role. Member Turner seconded the motion. The motion was passed unanimously by the Roundtable.

Member Matichak presented her background and interest in the Chairperson role, followed by Member Bernald. There was no discussion. Member Bottorff made motion to elect Member Bernald as the Roundtable Chairperson. Member Turner seconded the motion. The motion passed, with 6 ayes and 1 abstention (Member Wu) out of the 11 Roundtable Members present. Mr. Alverson later clarified that Member Bernald is now the Roundtable Chairperson, rather than the Interim Chairperson (see agenda item 12).

3. Election of the Interim Vice Chairperson

Chairperson Bernald called for nominations of a Vice Chairperson. Member Bottorff nominated Member Matichak for Vice Chairperson. There were no further nominations. Member Enander’s motion to elect Member Matichak as Vice Chairperson was seconded by Member Bottorff. The motion passed unanimously. Mr. Alverson later clarified that Member Matichak is now the Roundtable Vice Chairperson, rather than the Interim Vice Chairperson (see agenda item 12).

4. Call to Order, Pledge of Allegiance, and Identification of the Members Present

Chairperson Bernald called the meeting to order and led all in attendance in the Pledge of Allegiance. Members had previously identified themselves at the beginning of the Roundtable meeting during Agenda Item 1.

5. Discussion and Adoption of the Roundtable Bylaws

Chairperson Bernald recalled that Member Wasserman would like to revise Article III of the Bylaws regarding the appointment of a staff member in place of an elected official for a County and then requested any other suggested changes to the bylaws. Member Hendricks suggested that a list of requested bylaws changes be sent to Chairperson Bernald to be brought to a vote at the next Roundtable meeting. Members Bernald and Enander responded that they would like Member Wasserman's bylaws revision request to be discussed at the current meeting, as there was advance notice given of this revision. Member Bottorff requested to hold separate discussions on the topic of residents as Roundtable members, and on the topic of municipality staff other than elected officials as Roundtable members.

Member Bottorff made motion to amend the Article III, Item 3 bylaw language stating, "City and County representatives shall be elected officials from cities and counties," so that it reads, "The County representatives may be elected officials of the County Administrator or designee." Member Mathews seconded the motion. Member Hendricks made a motion to amend Member Bottorff's motion so that administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials can serve as primary Roundtable members. Member Bottorff replied that he was not willing to amend his motion, to which Member Hendricks responded that he would make his motion a substitute motion. The substitute motion was seconded by Member Kou.

Chairperson Bernald opened the floor for public comment on the substitute motion currently on the floor. A member of the public stated that Article IX, Item 4 of the bylaws contains a drafting error, and that the words "followed by" should be rewritten as "following." The member of the public also stated that Article X of the bylaws, Item 3, should be revised to read, "Notwithstanding the previous item, any changes to the votes required for a measure to pass must be adopted by a majority of voting members present or not, and in addition, the change must be endorsed by the current voting requirement or the proposed voting requirement, whichever is more strict."

Concerning the substitute motion on the floor, Member Hendricks expressed his belief that Roundtable members should be elected officials, though a member of staff could be an alternate Roundtable member. Member Wu asked Member Hendricks if an elected official could serve as an alternate Roundtable member while a resident serves as a primary Roundtable member, as many residents are highly knowledgeable about noise issues and could have more longevity than elected officials. Mr. Alverson and Chairperson Bernald responded that this topic of discussion would be separate from what is currently being discussed by the Roundtable. Member Chao asked if the substitute motion currently on the floor as well as the original motion are specific to county officials only or if the motions include county and city officials. Member Bottorff responded that the motions include county and city officials. Member Hendricks clarified that the substitute motion is to amend the bylaws so that Santa Cruz and/or Santa Clara County administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials of those Counties can serve as primary Roundtable members. Member Mathews stated her belief that

the Santa Cruz County Board of Supervisors specifically preferred that the County Administrative Officer be a primary member of the Roundtable; a member of the Board of Supervisors could be an alternate Roundtable member.

Mr. Palacios explained that Santa Cruz County wishes to have its County Administrative Officer (CAO) serve as a Roundtable member to represent all Santa Cruz County Board members, because not all Santa Cruz County Board members agree on topics related to the Roundtable. He added that the CAO's assistant would be the alternate Roundtable member. Member Chao asked if the CAO would have to take a topic back to the Santa Cruz County Board before being able to vote at a Roundtable meeting. Mr. Palacios replied no, adding that the Board of Supervisors is having difficulty choosing one Board member to be a member of the Roundtable due to the differing viewpoints among Board members who live in different areas of the County.

A member of the public commented that Roundtable members should be elected officials because elected officials are held accountable by their constituents. Member Mathews stated that the Santa Cruz County Board unanimously voted to have the CAO serve as the County's Roundtable member. Vice Chairperson Matchak expressed her view that primary Roundtable member should be elected officials, adding that city elected officials also have the challenge of representing different points of view among their constituents. A member of the public commented that the Santa Cruz County Board of Supervisors vote was not unanimous, and the people who attended the meeting to represent the County strongly requested that a supervisor be a representative, not a staff member.

Chairperson Bernald closed the public comment period on this item, and called for a vote on the substitute motion to amend the bylaws so that administrative staff of elected officials or their designees can serve as alternate Roundtable members, while only elected officials can serve as primary Roundtable members. There were 8 ayes. The substitute motion passed. Mr. Palacios expressed his intent to step down from the current Roundtable meeting, indicating that he was named by the Board as the Roundtable member, with his assistant being the alternate.

Member Hendricks elaborated that the intent of his motion was to have elected members be representatives on the Roundtable, not to have Mr. Palacios step down. Member Watanabe suggested that Mr. Palacios could serve on the Roundtable as an alternate member rather than a primary member. Mr. Palacios responded that the Santa Cruz Board of Supervisors selected Mr. Palacios to be a Roundtable member to avoid having to select one Board member to be the Roundtable member. Member Mathews made motion to have Mr. Palacios participate at the current Roundtable meeting as a designee, stating that Mr. Palacios has the confidence and support of the Santa Cruz Board of Supervisors as a Roundtable member. Member Hendricks seconded the motion. Ms. Jordan reminded the Roundtable members that the Roundtable budget would fall below the needed operational requirement if Counties do not participate in the Roundtable. Member Bottorff clarified that Mr. Palacios could not vote, as the current bylaws only permit members of the Roundtable to vote. Member Chao suggested that Santa Clara County could send the chairperson of its Board to be the Roundtable member. Mr. Palacios emphasized that he could participate in the meeting, but cannot vote because the current bylaws indicate that only elected officials can be members. The motion made by Member Mathews to have Mr. Palacios participate at the current Roundtable meeting as a designee was passed unanimously by the Roundtable.

Member Bottorff made motion to amend the bylaws so that residents are not permitted to represent cities or counties. Chairperson Bernald opened the floor for discussion. Member Wu commented that the Town of Los Altos Hills Council is specifically interested in amending

the bylaws so that residents can serve as members of the Roundtable because having residents as Roundtable members may aid in continuity of knowledge at the Roundtable. These residents would be appointed by the Town of Los Altos Hills Council body.

Chairperson Bernald opened the floor for public comment. A member of the public commented that the primary Roundtable member should be an elected official, and that residents could not be unbiased. The member of the public added that a staff member could possibly serve as an alternate Roundtable member but that her preference was for an elected official as well. Another member of the public commented that some residents could be technical assets. Chairperson Bernald closed the public comment period on this item. Member Enander commented that every city would have knowledgeable residents, but the Roundtable has instead hired a technical expert. Member Chao indicated that Article III, Item 4 of the bylaws permits advisory members. She stated that the third bullet point in the Item should include representatives of nonprofits, adding that she believes voting should still be limited to elected officials.

Chairperson Bernald called for a vote on the motion to amend the bylaws so that elected officials and staff are permitted to be members of the Roundtable while residents are not permitted to be members of the Roundtable. There was one abstention (Member Wu) and one nay (Member Watanabe) with all other members voting aye. The motion passed.

Chairperson Bernald moved agenda item 6 (Comments from the Public) to follow agenda item 10 (Roundtable Member Discussion). Vice Chairperson Matichak suggested that the existing set of requested changes to the bylaws be consolidated and that other requested changes be discussed at a future Roundtable meeting. Member Chao requested to ask further questions about changes to the bylaws. She added that Member Scharf has an ongoing schedule conflict with the current Roundtable meeting schedule. Chairperson Bernald suggested that Member Chao become the primary Roundtable representative for the City of Cupertino, and another representative become an alternate. Member Hendricks commented that individual cities and counties are responsible to resolve schedule conflicts. Member Chao stated that the City of Cupertino prefers for Member Scharf to be the primary member at the Roundtable. Member Mathews suggested that other bylaws changes be submitted to the Chairperson for circulation in advance of the next Roundtable meeting.

Member Enander's motion to adopt the bylaws as amended was seconded by Vice Chairperson Matichak. The vote was called. Member Chao voted nay. All other members voted aye. The motion passed and the bylaws as amended were adopted. Member Chao later clarified that she voted nay because the Roundtable did not have time to review all of the bylaws (see agenda item 12).

6. Introduction of the ESA Team

Mr. Alverson introduced ESA with a brief presentation. There were no questions from the Roundtable. Chairperson Bernald expressed her appreciation for the presence of ESA as Roundtable facilitator.

Mr. Alverson's presentation is available for viewing on the Roundtable website.

7. Introduction of the Federal Aviation Administration

Ms. Girvin introduced the members of the FAA who were present at the Roundtable meeting. Chairperson Bernald asked if the FAA region containing Santa Cruz and Santa Clara Counties would have an ombudsman. Ms. Girvin responded that yes, the Western Pacific

region would have a staff person known as a Community Engagement Officer. Chairperson Bernald then thanked Santa Clara County for providing the facility for the current Roundtable meeting.

8. Identification/Selection of Future Meeting Schedule and Location(s)

Mr. Alverson stated that the Santa Clara County Board of Supervisors' Chambers has been secured as a meeting location for the March 27, 2019 Roundtable meeting, occurring between 1:00 pm and 3:00 pm Pacific Daylight Time. He added that the Chambers includes a number of technologies that support audiovisual recording and broadcasting, as well as adequate seating. Member Mathews commented that there have been some discussions about the possibility to call into Roundtable meetings by phone. Member Hendricks suggested that the March 27, 2019 Roundtable meeting be held in the Santa Clara County Board of Supervisors' Chambers, while adding that the City of Sunnyvale would be willing to offer meeting space. He added that he would prefer not to have the possibility of Roundtable meeting attendance by phone. Vice Chairperson Matichak requested that other Roundtable meeting times be investigated in order to increase participation. Member Kou asked that ease of car parking be considered. Member Hendricks commented that not every meeting has to occur on the same part of the month. He added that Santa Clara Valley Transportation Authority (VTA) Headquarters should be considered as a meeting location. Member Chao commented that Member Scharf would not have a schedule conflict if the Roundtable meetings were moved to 2:00 pm Pacific Time.

9. Roundtable Member Discussion

Mr. Alverson commented that the Roundtable may wish to undertake a work program development process. He added that the Roundtable should also develop meeting agendas, and that Roundtable members may request agenda items for the Chairperson to consider for future meetings. Member Hendricks requested that a discussion be held about the Roundtable's definition of "success" as well as topic areas to work on and topic areas to avoid. Members made the following additional suggestions for topic areas to work on:

- Amendments to the Memorandum of Understanding (Vice Chairperson Matichak)
- Questions and comments on the Roundtable bylaws, using an ad hoc committee (Member Chao)
- Noise complaint process problems (Member Chao)
- Training on noise issues (Chairperson Bernald)
- Use of this Roundtable as the body for addressing the FAA's "Interim Response to SJC Ad Hoc Advisory Committee on South Flow Arrivals" (Interim Report) and engaging the FAA in further discussion (Member Hendricks)
- Mechanisms for public engagement (Member Enander)
- Attendance at San Francisco International Airport (SFO) "Noise 101" (Member Kou)
- FAA Terminal Radar Approach Control (TRACON) or Airport Traffic Control Tower (ATCT) tours (Member Kou)
- Advisory members and advisory groups (Member Chao)

- Information on new noise complaint management tools (Member Turner)
- Noise complaint management tool discussion with staff of San Jose International Airport (SJC) (Member Watanabe)
- A broad discussion on how noise complaints are handled (Member Hendricks)
- Updates on federal legislation (Chairperson Bernald)

Chairperson Bernald commented that it was essential for the Roundtable to receive the Interim Report and related information. Member Enander commented that the Roundtable is viewed as the successor to the Ad Hoc Advisory Committee and Select Committee.

Ms. Jordan stated that in the next month, a dedicated website will be established for the Roundtable. Member Kou thanked Ms. Jordan and ESA for the knowledge survey that was provided to Roundtable members in advance of the current Roundtable meeting. Mr. Ganoung commented that the SFO "Noise 101" event would occur in March. Member Turner commented that the Roundtable website should contain complains. Member Matichak and Member Chao commented that representatives from jurisdictions surrounding SJC should be involved with the Roundtable. Chairperson Bernald commented that the Roundtable should be in contact with the SFO Roundtable and the Oakland International Airport/Community Noise Management Forum (OAK Noise Forum).

Member Hendricks asked about the relationship between this Roundtable and the SFO Airport/Community Roundtable (SFO Roundtable) and the associated governance structure. He also added that a broader discussion should be held about how noise complaints are handled. Member Kou stated that she is the Palo Alto liaison to the SFO Roundtable. She suggested that this Roundtable determine whether it will have a liaison to the SFO Roundtable and the OAK Noise Forum, as some jurisdictions present at this Roundtable are also affected by Oakland International Airport operations. Ms. Jordan commented that she has been in communication with SJC, SFO, and the OAK Noise Forum and could ask for further engagement with this Roundtable. Member Enander commented that Mr. Alverson could provide clarity on working with other airports and Roundtables.

10. Comments from the Public

Chairperson Bernald opened the floor for public comment. A member of the public referred to an FAA statement that its responses to the Select Committee's recommendations will not be re-opened, and asked what the statement means. She added that no conditions were put upon the FAA's participation in the SFO Roundtable. Tom Pike introduced himself as the District Director of Congressman Khanna's Office. A member of the public commented that they live under the intersection of multiple flight paths. A member of the public commented that increased traffic is not the cause of noise problems, and that noise shifting is not a zero sum game.

A member of the public commented that the FAA's BIG SUR arrival Full Working Group (FWG) will be convened in 2019. A member of the public suggested a name change for the Roundtable. A member of the public commented that SFO arrivals between 4:00 am Pacific Time and 5:00 am Pacific Time should be rerouted over the San Francisco Bay.

A member of the public commented that aircraft altitudes are low over mountainous areas. A member of the public commented that the noise over his property is continuous, and asked that the FAA follow the Select Committee recommendations. A member of the public

commented that the Roundtable should use a systems approach to solving problems, using a technically sound, fully transparent, and robust process. The member added that the Roundtable should focus on legislation.

A member of the public commented that they live near an air traffic waypoint, and asked that the FAA be engaged to resolve noise issues. A member of the public commented that the Select Committee should challenge FAA on certain practices that work in other countries, such as noise metrics and thresholds used for noise analysis as well as steeper glideslopes for aircraft approaches. Member Bernald closed the public comment period.

12. Review of Roundtable Action Items

Mr. Alverson reviewed the formal actions taken this meeting, which are noted earlier in this meeting recap. Mr. Alverson stated that the Roundtable elected a Chairperson and a Vice Chairperson rather than an Interim Chairperson and Interim Vice Chairperson, despite what the agenda indicates. Member Mathews asked about a phone call-in number for future Roundtable attendance. Chairperson Bernald responded that this option could be discussed in the future.

Member Chao commented that she voted nay on the motion to adopt the bylaws because the Roundtable did not have time to review each bylaw. Mr. Alverson suggested that requests for changes in bylaws be sent to the Chairperson two weeks before the next Roundtable meeting.

13. Adjournment

Chairperson Bernald adjourned the meeting at 3:10 pm PST.