

## **Aviation Committee Summary September 23, 2002**

The Aviation Committee was called to order at 12:18 pm with all Committee members present. The following items were covered:

1. **Maintenance Program** - Staff presented the enhanced maintenance program for custodial and repair maintenance within the terminal buildings. The program includes increased attention to detail, quality control supervision and renewed dedication by all employees to ensure the success of the program. Increased training will be provided and clear guidelines for what has to be accomplished. The Committee reviewed the list of repairs which will soon become part of a computerized system that will allow staff to prioritize repairs and communicate the status of repairs to all stakeholders including the tenants. Staff will develop a plan to quickly reach a baseline of cleanliness and repairs and then seek to maintain that baseline. Any life safety items will be addressed immediately. There was extensive discussion by the Committee and a meeting will be set up to allow Committee members the opportunity to meet with staff responsible implementing this program and an organization chart listing the individuals and their shifts will be prepared for the Committee. Routine reports will be provided to the Committee as well as a review of other units within the Aviation Division. The Committee identified Airport Shuttle Buses as another area to be focused upon. Inspections will be conducted of all buses and a review conducted of driver operating instructions.
  
2. **Review of October Aviation Board Calendar Items** - Staff reviewed all items scheduled for the two Board meetings in October. The Committee requested that the item involving printing of the Airport's Travel Planner be held until the October 22 meeting pending additional information. Additional information will also be provided on the rationale for the financial structure of ATM agreements at the Airport. The Committee discussed the hiring of a consultant to assist the Port in working with BART on the Connector project and staff reported that all costs of this contract are covered by a CalTrans grant which expires June 30, 2003. Federal DBE guidelines are being used rather than the Port's LBU policy due to the fact that CalTrans received this money from the federal government. Additional information on the results of the selection process will be provided prior to the October 22 meeting. Engineering staff will meet with Commissioner Tagami to further review the relationships between consultants that work for the Port. The Committee approved all other items for the October meetings.

All closed session items were deferred and at 1:13 pm the Committee met with the Noise Compatibility Group as required by the Phase 1 Settlement Agreement. Following introductions, the Committee Chair reviewed a meeting held at the FAA TRACON this past July. The NCC Chair reported that there were no major areas of concern and that the NCC was working well with staff in accomplishing those items required by the Settlement Agreement. All parties agreed that both the Port and NCC were in compliance with that settlement agreement. The NCC reported that the results of a noise study indicated that a Crosswind Runway would increase noise in certain parts of Alameda, Oakland and San Leandro and thus the group was dropping its request that the Port consider constructing this runway. The next meeting will be held on December 2.

The Aviation Committee was adjourned in memory of former Mayor of Alameda Ralph Appezato at 1:30 pm.