

## Minutes Tempe Aviation Commission August 9, 2016

Minutes of the Tempe Aviation Commission special meeting held on August 9, 2016, 6:30 p.m., at the Public Works Conference Room, Garden Level, City Hall Complex, 31 E. Fifth Street, Tempe, Arizona.

**(MEMBERS) Present:**

Lane Carraway (Chair)  
Robert Dixon  
Shannon Dutton  
John Q. Nunes  
Mike Sonenberg

**(MEMBERS) Absent:**

Jason Forcier  
Mark Garrigan (Excused)  
Gordon Gauss (Vice Chair) (Excused)  
David Naugle (Excused)

**Citizens Present**

Paul Dunham

**Guests Present:**

Jordan Feld, *Deputy Aviation Director - Planning & Environmental, City of Phoenix*  
Anne Kurtenbach, *Airspace & Noise Program Manager, City of Phoenix*

**City Staff Present:**

Cassandra Mac, *Management Assistant I*  
Oddvar Tveit, *Environmental Quality Specialist*

**Meeting convened at 6:32 p.m.**

Chair Lane Carraway called the meeting to order.

**Agenda Item 1 – Update from staff on public aviation meeting preparations**

Included in the meeting handouts were two legal briefs recently filed by the City of Phoenix and City of Phoenix Historic Neighborhoods with the U.S. Court of Appeals, District of Columbia Circuit, and a staff memo on a public aviation meeting in Tempe. Oddvar Tveit told members that the briefs were from the City Attorney's office for the Commission's information only.

Cassandra Mac explained about the planned preparations for the public meeting:

- Draft reservation form for the Tempe History Museum meeting room, including time allotted for set up and take down, room set up, and expected number of attendees.
- Consultations with city neighborhood programs about outreach and times announced to the public.
- City of Phoenix Aviation Department availability and invitation to tonight's meeting to support the Commission's discussions.
- Draft meeting public meeting agenda.

**Agenda Item 2 – Public Meeting Arrangements and Meeting Content**

1. Expected number of attendees: Estimated from the number of residents having submitted complaints to the city and attendance from the previous public aviation meeting, a total of up to 80-100 attendees should be expected.
2. Outreach: Staff suggested boosted Facebook posts to target geographic areas of Tempe. The members discussed the possibility of making the public meeting an event on Facebook and including the agenda and approximate times for each topic. Chair Lane Carraway suggested including associations in north Tempe

and neighborhoods in south Scottsdale. The members made suggestions for edits to the drafted meeting invitation developed from the article in Tempe Today. Announcements should make clear that this is a meeting conducted by Tempe and for Tempe residents.

3. Agenda: Tempe introduction; PHX presentation on NextGen and flight changes; Tempe presentation on how this impacts Tempe and how to file noise complaints; open question and answer forum; open house. Agenda should say that this is a Tempe event, and that presentations will be given before the meeting proceeds into an open house setting.
4. Map: Opportunity for attendees to mark off where they live relative to the flight paths. Attendees should also be able to provide contact information on the meeting sign-in sheet.
5. Refreshments: Water and cookies.
6. ADS-B flight tracking projected live provided by John Q Nunes.
7. Time schedule: 6:00 p.m. Doors Open, 6:15 p.m. Welcome from Deputy Director, Water Utilities, 6:20 p.m. Phoenix Aviation Department about NextGen. 6:35 p.m. Tempe Presentation about the impacts on Tempe; 6:50 p.m. Open Q and A Session. Approximately 7:10 p.m. (time will be adjusted to the number of questions asked by the attendants), open house.
8. Meeting Room Requirements: Cassandra explained the estimates on the need for chairs, tables, materials, and easels. The members agreed on the following for staffed tables:
  - a. Table 1: City of Phoenix, about NextGen, area navigation flight procedures, answer questions from attendees.
  - b. Table 2: Tempe Aviation Commission, information about the commission, and how to raise awareness and get residents involved.
  - c. Table 3: Complaints, guidance on how to submit complaints via the airport's phone app/PublicVue and Tempe 311.
  - d. Table 4: Noise abatement and noise monitoring; to inform about the TAVCO subcommittee and abatement measures in place at PHX, and examples of what is in place at airports elsewhere. The table will also have information about the airport's fixed noise monitoring system.
9. Handouts: Phoenix; what is NextGen. Written instruction on how to access and use the complaint app/ web.

#### Follow-up:

- Cassandra will file the completed meeting room reservation form.
- Cassandra will attempt to find City staff to assist at the complaint table.
- Determine which commissioners will staff the TAVCO table.
- Tempe and Phoenix to prepare presentation outlines to share at the September 13, 2016 commission meeting.
- Phoenix will provide a map to be printed out for the public meeting by Tempe staff.
- Display of noise monitoring equipment or pictures of the airport's noise monitoring equipment.
- Noise Abatement Subcommittee will start preparations for the noise abatement and monitoring table for the public meeting.

#### Agenda Item 3 – Adjournment

**Motion:** Mr. Mike Sonenberg moved to adjourn the meeting. Mr. John Q Nunes seconded the motion.

**Action:** The meeting was adjourned at 7:50 p.m. by unanimous vote.

Prepared by: Oddvar Tveit and Cassandra Mac

Reviewed by: David McNeil

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Authorized Signature  
Environmental Services Manager