



## Minutes Tempe Aviation Commission August 14, 2018

Minutes of the Tempe Aviation Commission meeting held on August 14, 2018, 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  
W. David Doiron  
Shannon Dutton  
Gordon Gauss  
John Q. Nunes (Vice Chair) (on phone)  
Valeriy Khaldarov

**(Members) Absent:**

Ron Losefsky (Excused)  
Robert Miller

**City Staff Present:**

Don Bessler, *Public Works Director*  
Holly Rosenthal, *Deputy Public Works Director, Water Utilities*  
Oddvar Tveit, *Environmental Quality Specialist*

**Agenda Item 1 – Call to Order**

Chair Lane Carraway called the meeting to order at 6:38 p.m.

**Agenda Item 2 – Public Appearances**

There were no public appearances.

**Agenda Item 3 – Consideration of Meeting Minutes (July 10, 2018)**

Chair Lane Carraway asked for comments to the drafted July 2018 meeting minutes, and a motion to approve.

**Motion:** Mr. Gordon Gauss moved to approve minutes as drafted. Ms. Shannon Dutton seconded the motion.

**Action:** The drafted July minutes were approved by a unanimous vote. Ayes: Mr. Lane Carraway, Mr. Robert Dixon, W. David Doiron, Ms. Shannon Dutton, Mr. Gordon Gauss, John Q. Nunes and Valeriy Khaldarov. Nays: None. Absent: Ron Losefsky and Robert Miller.

**Agenda Item 4 – Update on Status on NAO Recommendation**

Mr. Don Bessler informed the members about the meetings he had with the Chair of the Commission about the ways that Boards and Commission communicates with the City Council:

1. All city boards and commissions are required to give an annual report, this year by December 7<sup>th</sup> about what they have accomplished, did not accomplish or what they would like to see accomplished in the future. The Commission should add items that they want to have a record of being conveyed to the City Council.
2. Information can be included in the packet that goes to the City Council every week, but it can be a thousand pages to read through.
3. The Commission can pass a motion to have the Chair write a letter to address a specific topic on behalf of a board or commission.
4. Commission members can address the Council as residents.
5. Although not typically used by city boards and commissions there are budget requests. He explained the process of supplemental budget requests. For the 2019-20 FY that starts in October, all requests are evaluated according to performance and, how they align with the City's strategic objectives. A draft budget

is presented in March 2019 and that is where budget requests are vetted and scored by staff. The City Council decides what ends up in the final budget.

The citizen satisfaction survey helps the city to measure accomplishments and in which areas improvements are needed.

The Commission could go the supplemental budget route, and have it presented and evaluated by the City as other requests that further the City's strategic objectives. This way the NAO recommendation could be measured every year on how it performed and ties to the listed priorities. For example, the NAO could be measured by how it contributes to a reduction in noise complaints and improves the quality of life and helps communities be prosperous. The Commission could also consider suggesting a question be added to the City's satisfaction survey about how airport operations affect the quality of life in Tempe<sup>1</sup>. He gave a thorough explanation of how the scoring of budget requests are done.

Discussion points:

- If only a smaller percentage of all supplemental budget request end up being funded by the City Council, does a budget request really increase the chances of getting a positive answer on the NAO recommendation? The Commission has already put down in a lot of work on the recommendation. Adding work to come up with a budget request for the staffing of the NAO without knowing in advance what the Council thinks about creating the NAO seems premature and might end up being futile, considering the chances of securing funding is quite uncertain.
- The Council has put a system in place to be able to do more comprehensive evaluations requesting all budget requests at the table before deciding instead of looking at any single request separately.
- If the Commission chooses to make use of the supplemental budget request form, it means that the Commission's recommendation follows a system the city has in place and will likely add legitimacy to it. Staff will help completing the form before it is reviewed and acted on by the Commission.
- This is a genuine effort by staff to assist and it is not staff role to undermine what the Commission is trying to accomplish.
- What will a NAO staff person do that is not currently done by Mr. Oddvar Tveit? If the purpose of the NAO is to get someone with authority and position to represent the City in communications with airlines and the FAA similar to what Tempe's neighboring cities have, the Commission should consider that the aviation staff resource might not be located at the appropriate level in the City's administration. For example, the City's Sustainability Manger was deliberately assigned to the City Manager's office to be able to work across departments. Reallocation of staff is an easier thing to get done than adding staff resources through a budget request.
- Staff's current job description should be compared to what NAO staff would do if established and air quality should be part of the job description.

**Motion:** Mr. Robert Dixon moved to authorize the Chair to work with staff to complete a supplemental budget request form, with the stipulation that the form will be presented to the Commission for review and a vote on whether to be submitted or be returned to staff for any modifications the Commission determines to be necessary. The motion was seconded by Ms. Shannon Dutton.

**Action:** The motion passed by a unanimous vote. Mr. Lane Carraway, Mr. Robert Dixon, W. David Doiron, Ms. Shannon Dutton, Mr. Gordon Gauss, John Q. Nunes and Valeriy Khaldarov. Nays: None. Absent: Ron Losefsky and Robert Miller.

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<sup>1</sup> This was discussed by the Aviation Commission in 2011 for the 2012 satisfaction survey, but the Commission opted for doing a separate web based [aviation noise perception survey](#) instead.

**Discussion:** The members discussed but decided not to ask staff to alter the “Noise Abatement Office (NAO)” nomenclature on the request form to encompass a wider scope of work for the proposed office.

**Agenda Item 5 – Activities under the FAA’s Drone Integration Pilot Program**

Mr. John Q. Nunes gave an update on local activities related to the Presidential initiative to test and validate advanced operations for drones in partnership with state and local governments. In October 2017 before the October 25, 2017 announcement of the initiative, Arizona professional drone users sat down with the Arizona Association for Economic Development to start a formal application process. Among the parties involved were ASU, Tempe and the Yuma farming community. Many hours were spent up until April this year to produce a comprehensive plan. In January, the Arizona Commerce Authority (ACA) got involved in the work and decided to rewrite the process. When the FAA selected the test sites in May 2018, the application from Arizona was rejected. The FAA appreciated the large diversity within the State of Arizona and the Arizona plan, but the application came up short as far as the description. This was the part that was taken out of the original plan by the ACA. One of the six sites selected by the FAA was Nevada, and a potential partnering with the Nevada test range is currently being explored. Mr. Nunes offered to provide further updates to the Commission when more information is available about who is involved in partnering negotiations with the Nevada site.

**Agenda Item 6 – Commissioners’ business**

- Another update from Mr. John Q. Nunes regarding Arizona’s involvement in drone integration testing activities.
- Presentation of supplemental budget request from staff regarding the NAO for review and potential action.
- At a future meeting, complaint smart phone apps and the laborious process of registering complaints with both cities, as in the City of Tempe [311 App](#) and PHX [outsourced App](#).
- Another public work shop in the spring of 2019.

**Agenda Item 7 – Schedule next TAVCO meeting**

The next meeting was scheduled for October 9, 2018.

**Agenda Item 8 – Adjournment**

**Motion:** Mr. Robert Dixon moved to adjourn the meeting. Mr. W. David Doiron seconded the motion.

**Action:** The meeting was adjourned at 7:49 p.m. by a unanimous vote. Mr. Lane Carraway, Mr. Robert Dixon, W.

David Doiron, Ms. Shannon Dutton, Mr. Gordon Gauss, John Q. Nunes and Valeriy Khaldarov. Nays: None. Absent: Ron Losefsky and Robert Miller.

Prepared by: Oddvar Tveit

Reviewed by: Justin Bern