PUBLIC MEETING AGENDA

Tempe Aviation Commission
April 16, 2025
5:30 p.m. – Call to Order

HYBRID

Tempe City Hall, Garden Level East, Community Development Lobby Conference Room
31 East 5th Street, Tempe, AZ 85281

VIRTUAL

Microsoft Teams meeting, Click here to join the meeting
Or call in (audio only)
+1 480-498-8745,,308202249# United States, Phoenix
Phone Conference ID: 308 202 249#

AGENDA

1. **Call to Order & Introductions**

2. **Public Appearances**: the Tempe Aviation Commission welcomes public comments at this time. The Commission may not respond to public comments unless the topic has been placed on the agenda. There is a *three-minute time limit* per citizen.

3. **Consideration of Meeting Minutes, March 12, 2025**; for discussion and approval.

4. **Update on Sky Harbor operations**; speaker Jordan Feld, Deputy Aviation Director at Phoenix Sky Harbor.

5. **Update and Discussion of TAVCO's stand at the Neighborhood Celebration Event**; Discussion of the event and other thoughts or comments.

6. **Scheduling a tour of FAA operations at Phoenix Sky Harbor Tower and TRACON;** for discussion and action.

7. **Commissioners' Business**; suggestions for future agenda items.

8. **Staff updates and announcements**; quarterly report.

9. **Schedule Next TAVCO Meeting;**

10. **Adjournment**.

According to the Arizona Open Meeting Law, the Commission may only discuss matters listed on the Commission agenda. The City of Tempe endeavors to make all public meetings accessible to persons with disabilities. With 48 hours advance notice, special assistance is available at public meetings for sight and/or hearing-impaired persons. Please call 350-2905 (voice) or 350-8400 (TDD) to request an accommodation to participate in a public meeting. Parking information is available at http://www.millavenue.com/go/tempe-community-council. For public transportation route and schedule information, please visit www.valleymetro.org or call 602-253-5000.

DRAFT MEETING MINUTES
TAVCO
March 12, 2025

Tempe Aviation Commission meeting held via virtual Microsoft Teams meeting with call in +1 480-498-8745,,730410859# United States, Phoenix (Toll) Conference ID: 730 410 859# at the Tempe Public Library Second Floor on March 12, 2025, 6:30 p.m.

(MEMBERS) Present:
Alana Billingsley*
Jim Camargo
Lane Carraway
Lance Labun*
Joel Hunter
Stuart Mitnik
Desiree Walker*

(Members) Absent
Aaron McBride (Excused)
Peter H. Schelstraete

City Staff Present:
Kris Baxter, Communication & Marketing Director
Jacob Payne, Principal Planner
Oddvar Tveit, Temporary Aviation Coordinator

* Participants attending remotely

Agenda Item 1 – Call to Order & Introductions
Mr. Carraway calls the meeting to order at 6:31 p.m.

Agenda Item 2 – Public Appearances
Mr. Carraway confirms there is nobody present in person or online to address the commission. He asks for one minute of silence to commemorate victims of the American Airlines AA5342, the Philadelphia and the Scottsdale Airport accidents.

Agenda Item 3 – Consideration of Meeting Minutes, February 12, 2025
Mr. Carraway asks if the members have any suggestions for changes or modifications to the drafted February meeting minutes. Receiving no suggestions, Mr. Carraway asks for a motion to approve the minutes as presented.

> **Action:** Mr. Camargo makes the motion to approve the drafted February 12, 2025, meeting minutes. The motion is seconded by Mr. Hunter. The draft is approved by a unanimous vote. Ms. Billingsley was offline, and her vote could not be verified.

Agenda Item 4 – A TAVCO stand at the Neighborhood Celebration Event
Mr. Payne informs the attendees about assistance received from Elizabeth Thomas in Neighborhood Service with the tablecloth, a table, two chairs and an easel and Kris Baxter with a poster and a flyer handout for the commission's stand at the April 5th, 2025, event. He will provide the city map with the latest available PHX noise exposure contours on it. Ms. Baxter explains that the poster is 11x17 inches and is put on a hardboard. The members agree the best way to go would be to have the poster on the table and the map on an easel. Mr. Mitnik asks about giving residents information about the boards and commissions application process and announcements about the event. Ms. Baxter replies that residents can apply at any time, online, and vacancies are listed on the city web. It is also mentioned in the flyer. Neighborhood Services' promotion of the event is quite extensive including social media, information in the water bill and outreach to neighborhood leaders, for them to submit the information to their

HOAs NAs members. Mr. Carraway mentions access to parking, food and drinks and solicit volunteers to help at the stand.

Action: The following members agreed to have thirty-minute shifts at the table:

1. Mr. Carraway will be back and forth from early morning between the tables of the Aviation Commission and the Neighborhood Advisory Commission.
2. Mr. Camargo, to help with setting things up between 8:30 and 9:00 a.m. and then from 9:00 to 9:30 a.m. at the table or longer if needed.
3. Mr. Hunter, to fill in gaps in staffing at the table from 9:00 a.m. to 11:00 a.m.
4. Mr. Mitnik, to help with setting things up from 8:30 a.m. and assist with answering aviation questions from 9:00 a.m. to 11:00 a.m.
5. Mr. Labun, to serve at the table from10:00 – 10:30 a.m.

Volunteering members will assist as needed with the removal of the table and chairs after 11:00 a.m. Mr. Payne will take care of the map with the aircraft noise area stickers, the stand and the table poster.

Mr. Mitnik presents assembled articles, mostly Chat GBT, on issues he thought volunteers should be prepared to receive questions about at the event because of the extensive news coverage; a) Homebuilt aircraft, b) FAA ATC personnel status, c) The future of the FAA's Verizon contract supporting the modernization of telecommunications and digital services.

Mr. Tveit states it is up to each volunteer to determine if they are useful since they are primarily there to inform about the commission. He also mentions that members who do not have Commissioner badges will get them in the mail.

Mr. Hunter proposes having a guest book at the table for residents to give their contact information if issues brought up need to be dealt with after the event. Mr. Carraway asks if staff could provide Excel sheets and pens.

Agenda Item 5 - Meeting location and meeting schedule

With refence to the memorandum in the meeting packet about alternative schedules, times and locations for future meetings because of the staff support change, Mr. Carraway invited members to state their preferences.

a) Meeting date: The third Wednesday of the month was preferred by Mr. Carraway, Mr. Hunter and Mr. Camargo, Mr. Labun, Mr. Mitnik and Ms. Walker could adjust to any of the proposed alternative dates. b) Location: The Conference Lobby meeting room at the City Hall, garden level was preferred by M. Camargo, Mr. Carraway, Mr. Desiree, Mr. Labun, and Mr. Mitnik c) Time: The 5:30 p.m. option was preferred by Mr. Hunter, Mr. Camargo, Ms. Walker, and Mr. Carraway. Mr. Labun had no preference, and Mr. Mitnik preferred the 6:00 p.m. option.

Action: Mr. Mitnik makes a motion to change the future meetings to the third Wednesday of the month at 5:30 p.m. in the Conference Lobby meeting room at the City Hall. The motion was seconded by Ms. Walker. The motion passed by a unanimous vote. Ms. Billingsley was not heard because of being offline.

Mr. Camargo proposes to revisit the issue if the absent members and the not head member have strong reservations about the preferred option.

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Agenda Item 6 – Commissioners' Business

Mr. Carraway suggests:

1. Review of the neighborhood celebration event experience.

Ms. Walker suggests:

2. Addressing the issue of aircraft operations accident preparedness on the local level at a future meeting.
   Staff will follow up the item with Tempe Fire.

Mr. Camargo suggests:

3. Getting another TRACON/Tower tour on the commission's calendar.
   Staff will follow up with the agency at PHX.

Agenda Item 7– Schedule Next TAVCO Meeting

Next meeting will take place April 16, 2025, at 5:30 p.m. at the Conference Lobby meeting room at the City Hall.

Agenda Item 8 – Adjournment.

Mr. Labun makes a motion to adjourn the meeting. Ms. Walker seconds the motion. The motion is approved by a unanimous vote. Ms. Billingsley was not heard because of being offline.

The meeting is adjourned at 7:20 p.m.

Prepared by: Oddvar Tveit

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