

Oregon State Aviation Board

Meeting Minutes

February 5, 2014

Teleconference

Pursuant to notice made by press release to newspapers of general and local circulation throughout the state and mailed to persons on the mailing list of the Committee, a teleconference of the Oregon State Aviation Board was held on February 5, 2014.

Hosted by Mitch Swecker – Director of Oregon Department of Aviation

Attendees: Joe Smith, OAB Member; Matthew Maass, ODA Airports Manager; Jeff Caines, ODA Planner; Kristen Forest, ODA Fiscal Analyst; Roger Sponseller, ODA Administrative Assistant.

Board members via phone: Mark Gardiner, Board Chair; Chris Corich, Vice-Chair; Board members: Nan Garnick, Paul Hudgens and Larry Dalrymple.

Presenters included: ODA Director; ODA Airports Manager; ODA Planner. Oregon Pilots Association (OPA) President, Mary Rosenblum.

CALL TO ORDER – INTRODUCTIONS

The meeting started at 10:05 am

Self introductions were made.

ACTION ITEM – Approval of minutes from November, 2013 meeting.

Motion to approve by: Joe Smith

Motion 2nd by: Larry Dalrymple

Motion passed unanimously

Public Comments:

Mary Rosenblum: Ms. Rosenblum, President of Oregon Pilots Association (OPA) updated the Aviation Board on the proposed cooling towers at the Troutdale energy plant near the Troutdale airport. OPA and Aircraft Owners and Pilots Association (AOPA) are contesting the siting of the towers with the Dept. of Energy. The original letter submitted by ODA, opposing the siting of the towers, was not included as part of the record during the first hearings on the matter. The second letter, however, was included. Ms. Rosenblum stated that it might be necessary for

ODA's Director, Mitch Swecker, to testify at future proceedings to help clarify and reinforce ODA's position.

ODA Annual Report (handout):

Mitch Swecker: Director Swecker presented to the Aviation Board ODA's Annual Report for approval. Aviation Board Vice-Chair, Chris Corich, remarked that when he read the report he felt that it offered too rosy of a picture as far as ODA's financials were concerned. Mr. Corich was concerned that the report did not accurately reflect ODA's precarious financial position. Board member Joe Smith stated that he would support approving the report if Director Swecker would add a paragraph or so clarifying ODA's actual fiscal standing. Aviation Board Chair, Mark Gardiner, asked Director Swecker to add to the report a statement describing the department's financials in more practical terms. Once that is done, Director Swecker will bring the report back to the Aviation Board for approval.

Director's Update (handouts):

Mitch Swecker: ODA's Director, Mitch Swecker, briefed the board on agency business.

- ODA Calendar of Events:

Feb.	Feb. 15 th – Oregon Pilots Association (OPA) quarterly meeting. Feb. 24 th – Oregon Airport Managers Assoc. (OAMA) Conference. Feb. 27 th – Positive Aurora Airport Management (PAAM) meeting.
March	March 6 th – Aviation Board meeting (PDX) March 27 th – PAAM meeting
April	April 17 th – Aviation Board meeting
May	May 22 nd – Aviation Board meeting May 28 th – Legislative Days
June	June 12 th – Aviation Board meeting June 23 rd – Contract Tower Workshop (Mitch) (Wash. DC)

- There is currently no legislation in the pipeline that will affect ODA in the near future.
- Director Swecker met with the Director of the Marine Board to discuss the language in the Administrative Rules which lays-out the relationship between ODA and the Marine Board in regards to "Agreement" on certain issues. Director Swecker said he would coordinate with the Marine Board and the Governor's office to revise the wording of the

Rule and will come back to the Aviation Board in the future for their approval of the updated text.

- Director Swecker spoke with Annette Price from the Port of Portland regarding getting some help with a 2015-2017 Legislative Concept that would be acceptable to the Port and the airlines at PDX regarding an increase in the fuel tax. As a back-up plan, Director Swecker has asked Matthew Maass, State Airports Manager, to look into a package of fee increases (Pilot/Aircraft registration?) in the event that the fuel tax increase does not pass.
- A Navy E-6B Intruder (military jet aircraft) was doing low passes over Aurora State airport again (2nd time in a month). Director Swecker sent a letter to the Wing Commander, Pacific Northwest (Whidbey Island), asking that the unit reconsider jets coming down to Aurora and overflying an airport that has such a disproportionate difference in aircraft types (GA) and speeds and is bordered by a very noise sensitive residential neighborhood. Director Swecker has not yet received a reply from the Wing Commander.
- Director Swecker is a non-voting member of the Oregon Freight Advisory Committee (OFAC); Larry Dalrymple is a voting member and is aviation's representative but has not been able to attend the committee meetings. Director Swecker asked that the Aviation Board make a recommendation for a voting member who could represent the aviation community at OFAC.
- Monthly Fiscal Report:
 - Sources and Use of Funds
 - AV and Jet Fuel Revenue
 - Limitation and Cash Balances
 - Operations (Biennium)
 - Operations (Monthly)
 - Operations (Forecast vs Actual)
 - Operations (Cumulative Totals)
 - State Owned Airports Profit/Loss Summary
 - Search and Rescue
 - Search and Rescue (Cumulative Totals)
 - Aircraft Registration
 - Aircraft Registration (Cumulative Totals)

Airports Update:

Matthew Maass: State Airports Manager, Matthew Maass, briefed the board on current airport topics. These topics included:

- Update of Aurora 20:1 – Airport was VASI flight checked and surveyed. All the info has been passed-on to the FAA but they are back-logged with other requests. There are currently no further restrictions concerning approaches at Aurora; operations are back to “Normal.”
- Unauthorized Mobile Service Providers – Letters went out to all of ODA’s tenants reminding them that they cannot bring in outside mechanics who are not authorized to be doing repairs on ODA airports.
- Airport Licenses / Part 139 Airports – Oregon Administrative Statute (OAS) requires public use airports in Oregon to register with the state; Part 139 airports are included in the OAS. ODA has received several phone calls from various municipalities inquiring as to why they were getting a registration invoice where they had not gotten one before.
- Independence AP Through-The-Fence (TTF) – Mr. Maass has been working with the Independence Homeowner’s Association to help clarify TTF procedures. A letter is being drafted that will summarize for the Independence airport residents what having a TTF agreement will mean and what is and is not allowed under the agreement.
- Lebanon Airport – ODA received notice that a mini-storage unit is being proposed inside the RPZ at Lebanon airport. Owners have contacted ODA to let us know what is going on. Although, technically, the property owner can build on that location the FAA is not happy about any commercial development within the RPZ. Owner is open to selling the property.

Capital Planning/Projects Update (handout):

Jeff Caines: ODA Aviation Planner (AICP), Jeff Caines, informed the board on current Capital Projects and Statewide Programs. Topics covered included:

- State Agency Coordination / SAC Agreement – Required agreement for agencies to be in compliance with Oregon land use goals. Jeff has been in contact with his counterpart at Oregon’s Land Conservation and Development Commission (LCDC) (with legal guidance from DOJ) to update current agreements.
- Oregon Aviation Plan (OAP) Economic & Chapter Update – Recently completed an update of Ch. 8 of the OAP. ODA has placed on its website the individual reports from various individual airports. Comments from sponsors will be accepted till Friday. The Executive Summary is still waiting for additional material before it will be posted on ODA’s website.

- Statewide Capital Improvement Program (SCIP) – At the beginning of January, Director Swecker, Planning Manager Heather Peck, and Planner Jeff Caines met with a FAA representative in Renton to go over the scheduling of this year’s program. Jeff is currently collecting the CIP’s for all of the NPIAS airports throughout the state and reviewing them against the letters sent out by the FAA last year; double-checking the entitlement dollars that each airport has received for projects. Jeff has asked that 2/3 of the NPIAS airports in the state be turned in by Friday and most have already complied. The due date for all of the other airports is on Feb. 14th and Jeff will have them sent to the FAA for individual review in the beginning of March. The goal of this program is to have all of the CIP’s ready to go at the end of spring.

ODA Projects:

- Cottage Grove – Runway Rehabilitation Project/Design is currently at 50% completion. We are projecting this project will be ready to bid in May and contract for construction in June 2014 with final completion anticipated for September.
- Wasco State Airport – Beacon Tower Replacement Project/Design is 20% complete and on schedule. Final CD and Construction is scheduled for June 2014.
- Aurora State Airport – Apron/Taxiway Project/Design is approximately 30% complete and on schedule. Construction is anticipated for June of 2014.
- Bandon State Airport – Master Plan/The Master Planning process has started. Official meetings are anticipated to start in March of 2014. ODA anticipates a 9 to 14 month process to completion.
- Aurora State Airport – Air Traffic Control Tower project.

ConnectOregon V:

- Packets are being finalized for Aviation Board review and tiering. Electronic Packets will be sent to all Board members this Friday 2/7/14 and will contain a copy of each application, a copy of the spreadsheet containing the Statutory and final economic and technical review scoring, an overall list of the projects containing a brief project description and a copy of reviewers directions and spreadsheet for each member’s individual tiering.
- Board members will be asked to return their individual tiering back to Heather Peck by February 28, 2014.
- The Modal Committee Review meeting has been scheduled for Thursday, March 6, 2014 and will be held at PDX in the same fashion as the last *ConnectOregon* Modal Review meeting. ODA will again be allowing applicants to make a brief 2 minute presentation.

All comments and questions will be handled in the same manner and Heather Peck will facilitate the meeting and logistics.

Pavement Maintenance Program (PMP) 2014:

- The 2014 PMP Program is already in preliminary design and ODA is hoping for an early start this construction season. This year we will be working in Region 2, which is Southern Coastal and Southern Willamette Valley all the way through Southern Oregon. Program construction costs are being calculated now but early projections are appearing around \$800k.
- Airports that will be included are as follows: Ashland Municipal, Bandon State, Brookings, Cape Blanco State, Christmas Valley, Creswell-Hobby Field, Florence Municipal, Gold Beach Municipal, Grants Pass, Illinois Valley, Lake County, Myrtle Creek Municipal, Oakridge State, Pinehurst State, Prospect State and Roseburg Regional.
- Final draft program for Aviation Board approval is anticipated to be scheduled for the April OAB meeting.

ACTION ITEM – Motion to end the February Aviation Board Meeting

Motion to end by: Larry Dalrymple

Motion 2nd by: Nan Garnick

Motion passed unanimously

Aviation Board Meeting ended at 12:30pm.