

Oregon State Aviation Board
Approved Meeting Minutes

December 12, 2001

Salem, Oregon

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 Board, a meeting of the Oregon State Aviation Board was held via teleconference in Salem, Oregon, on December 12, 2001.

Board members present included Bill Wilkins (Chair), Mike Nelson, Mike Burrill and Carrie Novick. Also present were Oregon Department of Aviation (ODA) staff members Ann Crook, Daren Griffin, and Carma Gale.

Chair Wilkins opened the meeting at 1:32 p.m. on December 12, 2001. No adjustments were made to the agenda. Corrections were made to the Meeting Dates and Locations.

Chair Wilkins moved to the Consent Calendar. The November 14, 2001 meeting minutes were approved as published.

Griffin gave an update on the agricultural language regarding spill pads and containment standards in the state-owned airport minimum standards as directed by the Board at the November meeting. He stated that after investigating the language and reviewing materials offered by the Department of Environmental Quality, he felt the language in the Category II minimum standards was sufficient. He recommended using the same language in the Category IV and V documents.

A discussion followed regarding the spill pads and the department's responsibilities as a land owner. Griffin noted that there is language in the department's leases and in the draft insurance document covering adherence to regulations of the Department of Environmental Quality and the Department of Agriculture. The Board directed Griffin to further look into the matter.

Wilkins referred to a letter regarding Category IV minimum standards from Dale Evans, President of the Oregon Pilots Association, and asked that the letter be distributed to the Board members. Wilkins noted that he had invited Evans to the January Board meeting in Astoria.

Wilkins moved to the next agenda item, a Board roundtable and subcommittee updates.

Burrill reported that he had attended the Oregon Airport Land Use Compatibility Guidebook Update Review Committee meeting held on November 7, 2001. He stated that some regulations should be changed to increase compatibility with airports. Crook noted that was beyond the scope of the current project. The purpose of the update is to reflect new legislation since the last update in 1994 and create a document that is user friendly and updatable. The document will be presented to the Board to approve as policy. However, she agreed that the department would like to look at the regulations and welcomed direction from the Board. Burrill suggested that the process be completed, then brought back to the Board to review areas they might want to look at in the future. The Board concurred.

Wilkins called upon Nelson to give an update on airport/noise language in real estate disclosure forms. Nelson reported that he had contacted Scott Taylor, Oregon Real Estate Commissioner and that Taylor was willing to come to the next meeting. The Board concurred that Taylor should be invited to the January meeting.

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Crook reported on the status of the Statewide Air Service Development Action Plan, which was put on hold after September 11th. The consulting firm, Sixel, Boggs and Associates, did an economic impact on aviation study instead. That study will be presented to the Board in January. Sixel and Boggs have since dissolved their partnership. A new RFP for the action plan will be released soon. She hopes to begin work on the project in winter and expects results of the study to give some legislative proposals to take to the '03 legislature. She plans to present the action plan at the air service conference in June in Redmond.

Wilkins reported that he had worked with staff on a letter to Oregon's congressional delegation regarding post-September 11th aviation-related impacts and the Department of Aviation's activities. The letter was mailed on December 10, 2001.

Wilkins also reported that he had been in contact with Doris Penwell of Economic and Community Development. She had invited him to make a presentation during a hearing by Senate Economic and Job Stimulus Committee as part of the open public comment. Crook reported that she and Burrill had followed up and decided it would not give aviation valuable exposure. Burrill stated that the committee would be meeting in Grants Pass in January and he would be attending.

Crook gave a report on the department's 03-05 budget development. She noted that even with the projected decrease in fuel tax revenue the department is projecting that as it goes into the 03-05 budget cycle it will have a beginning balance of at least \$2m. She would like to make some changes in the department's current service level because areas of responsibility and the industry have changed significantly. Items she would like the Board to consider include:

- Statewide weather station and GPS system
- Budget requirements to actively participate in E-government
- Aviation weather cams
- Expand the FAM grant program
- Increase financial support of the Oregon Air Fair and decrease staff support
- Increase funding for government services representative under contract in Washington D. C.
- Expand employee development program
- Airport construction projects and build hangars at state-owned airports

Crook invited the Board to add to the list. Items discussed and suggested by the Board include:

- Begin an intern program.
- Request funds from the legislature to expand airport service
- Increase funds to support airports in keeping up with changing security requirements and add a quarterly airport security conference

Novick reported the computer-aided fingerprinting system and security consultants were on the FAA's wish list for each FAR Part 139 airport.

Wilkins moved to setting the agenda for the January meeting in Astoria. The Board decided to hold a reception the evening before the meeting and suggested inviting media. The following items were placed on the agenda:

- Consider approval of the Category IV minimum standards
- Review and public comment on the Smart Contracting insurance document
- Review and discuss Category V minimum standards
- Presentation on Astoria Airport

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→ Begin rule-making process

Crook announced that Marilyn Lorange, the department's Outreach/Legislative Coordinator and liaison for the Board, had resigned and would be taking a new position with the another agency. The Board voiced thanks to Marilyn and urged Crook to fill the position as soon as possible.

Wilkins asked if there was any news on appointment of new Board members. Crook reported that the Governor has made his selection but had not notified them as yet.

There being no further business, the meeting was adjourned at 2:39 p.m.

Respectfully submitted,
Carma Gale, Office Manager