

Oregon Aviation Board Teleconference
March 15, 2010 1:30 p.m. – 3:30 p.m.

Hosted by Doug Hedlund – Director for the Dept. of Aviation

Attendees: Chris Cummings, ODA Planning & Projects Manager; Mitch Swecker, ODA State Airports Manager; Cindy Pease, ODA Fiscal Manager; Gregg Dal Ponte, ODOT (previous Interim Director of ODA).

Board members via phone: Mark Gardiner, Board Chair; Chris Corich, Vice-Chair; members: Jack Loacker, Nan Garnick, Steve Beckham, Larry Dalrymple.

Audience: Bob Noble, OAMA; Steve Ponce, DAS; Marilyn, Mary.

Agenda Item #1 OAR Revision Advisory Committee

Doug or Gregg: Provided an overview to the board of the findings from the Management Review Team. It is their recommendation to form an Administrative Role Advisory Committee to identify the rules that possibly need to be revised. He provided the group with names of persons who he envisioned on the committee. Board members agreed this was a good idea and the potential members will be contacted.

Agenda Item #2 FAA Update

Mitch: The items he has on the agenda are Through-the-Fence (TTF), and the Aurora Tower. He also wants to distribute the Resolution that was provided to the board at the February 25 meeting.

Mark: He will sign this electronically and return.

Mitch: An invite has been sent to Katherine Vernon to provide her with a tour of the Aurora Airport. He would also like to brief the county commissioners with this information.

Gregg: He believes it would be beneficial to ODA to contact and discuss the value and importance of the Aurora Tower and to solicit support from the local county commissioners of Marion, Polk, and Yamhill.

Mitch: ODA met with the FAA last week to postpone the site survey for the Aurora Tower; it has been rescheduled for February 2011. This helps to line it with the master plan, and the process for the Connect Oregon III (COIII) will be complete and then the agency will know if there is funding for it or not.

Agenda Item #3 Status of Mulino Project

Mitch gave an update to the board on the eviction process of the old wooden hangars. Some months ago letters were sent out and several tenants have moved out, with the exception of a few. Another letter will be sent to them reminding them of the April 1st

eviction date by certified mail. John Wilson of ODA also went and spoke with the tenants of the hangars and received a good response.

Gregg: spoke of the status for the RFP. He attended a meeting and discussed the expectations that were expected in order to move forward with the RFP. The current need is to have the old wooden hangars demolished. One of the possible options is to have someone come in and demolish the hangars and erect new ones onsite with the possibility of entering in to a purchase agreement with the state. One bid has been received for approximately \$18,000 to demolish, haul away the debris and prepare the site for new construction. ODA will be requesting two additional bids for this project, then have the project completed. He explained the larger of the two RFP's is visionary; he read to the board a paragraph describing the intended scope of the work. There was discussion among the board members regarding the future of new hangars at Mulino.

Approved amendment to the agenda to include COIII items.

Agenda Item #4 Budget

Cindy: She explained the current budget and ending cash balance at ODA. Currently the 2011-13 budget is being built.

Doug: Another staff reduction has taken place last week and the position will end on March 31. With that reduction it appears from Cindy's handouts that the operations budget is at approximately \$51,000 a big improvement from the negative numbers that once were at the bottom of this spreadsheet. Advised to continue to take into account ODA will still need to end the year with a positive ending fund cash balance of between \$450,000-500,000.

Agenda Item #5 Outsourcing Mowing to ODOT

Doug: Explained the status of using the ODOT statewide maintenance crews to provide the mowing at the 28 state owned airports. ODOT has agreed to provide these duties and an intergovernmental agreement is being worked up. Brief discussion regarding cost effectiveness of ODA staff versus ODOT staff providing these duties statewide.

Agenda Item #6 Status of Utilizing Citation Authority (ORS 837.100 – DOJ)

Doug: This provides the Director of Aviation the authority to cite – issues citations for various reasons. This agency has never exercised this authority previously. The Dept. of Justice (DOJ) has agreed to assist in developing a process and training for the staff within the Department of Aviation.

ACTION ITEM

Agenda Item #7 Board Approval for a Legislative Concept to Secure Authority

Gregg: Explained the meaning of this and the ability it authorizes to ODA staff for the use of citation and the use of civil penalty.

Approve to Adopt a Legislative Concept to Secure Authority:

**No one actually read the motion or stated it.

Motion: To obtain board approval for legislative concept: authority for ODA to file civil complaints and conduct contested case hearings, drafted by Department of Justice.

Motion to approve by Jack Loacker

Motion 2nd by Nan Garnick

Motion passed unanimously

Steve Beckham joined the teleconference.

Agenda Item #8 Management Review team Finds:

Doug: Provided the board with an overview of the findings;

- strengthen relationships with regulatory agencies
- develop administrative tools and resources
- improve management controls

Discussion among group on the management review findings.

Next OAB meeting **April 22, 2010 from 10 a.m. to 2 p.m.** at the Portland International Airport, Multnomah Conference Room, 7000 NE Airport Way, Portland, Oregon.

Meeting adjourned at 3:30 p.m.

attachments 6

#4 Bi sum cash B

#4 Aviation limitation balances FY10

#4 Fuels tax spreadsheet

#4 Jet fuel ODOT forecast compare

#7 Legislative concept

#8 Management review findings

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