

Oregon State Aviation Board

Meeting Minutes

September 23, 2010

Portland, 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 Committee, a meeting of the Oregon State Aviation Board was held on September 23, 2010, at Portland International Airport (PDX) in the Port of Portland's Headquarters Building, in the Chinook room.

Board Members in attendance included: Chair Mark Gardiner, Vice-Chair Chris Corich, Board Members: Nan Garnick, Jack Loacker, Joe Smith, Steve Beckham and Larry Dalrymple.

Department of Aviation employees in attendance included: ODA Director, Doug Hedlund; ODA State Airports Manager, Mitch Swecker; ODA Projects & Planning Manager, Chris Cummings; ODA Fiscal Manager, Jenny Wilfong; ODA State Airports Manager's Assistant, Roger Sponseller.

Presenters and guests in attendance included: ODA Director, ODA Projects & Planning Manager, ODA Fiscal Manager, Gary Van Horn (IAHA) and Bob Altimus.

CALL TO ORDER – INTRODUCTIONS

- The meeting started at 11:00 a.m. Self introductions were made.

ACTION ITEM – Approval of minutes from August Aviation Board teleconference.

Motion to approve by Joe Smith

Motion 2nd by Chris Corich

Motion passed unanimously

Public Comments:

Gary Van Horn: Commented on how much he and the Independence Airpark Homeowners Association (IAHA) appreciated the effort made by the Aviation Board and ODA on their behalf regarding the Federal Aviation Administration's (FAA) current Through-The-Fence (TTF) policies. Mr. Van Horn articulated the frustration felt by the homeowners at Independence with the FAA and its continued opposition to TTF operations. Mr. Van Horn felt that the FAA is not being as forthright or truthful as they might be and that they appear to be making assumptions without any substantiation for their position. Mr. Van Horn also stated that, in his opinion, the testimony presented by State Airports Manager Mitch Swecker and others before the U.S. House of Representatives' Transportation Committee were being minimized and dismissed by the FAA. Mr. Van Horn felt that the FAA's policies can only be changed through the legislative process and encouraged the Oregon Aviation Board to enlist the help of Oregon's entire congressional delegation (House and Senate) in the effort to preserve TTF operations in Oregon.

Mitch Swecker (Hand-out): Summarized his TTF testimony before Congress in Washington D.C. two days before. Mr. Swecker stated, in response to Mr. Van Horn's suggestion about getting Oregon's congressional delegations involved, that many of Oregon's congressional representatives are already involved. Representative Schrader, who is not part of the transportation committee, was at the hearing to testify and express his support for TTF. Representative DeFazio, who does sit on the committee and who is also an advocate for TTF, has been engaged with Senator Wyden's and Senator Merkley's offices. Both senators are very supportive of Oregon's TTF policies. Mr. Swecker then went on to discuss the current plan by the FAA to deal with the TTF issue. In essence, the FAA is considering a revision of the Internal Agency Order (IAO) 5190.6B section of residential TTF policy to prohibit new TTF development but allow existing TTF with conditions. The rationale behind this decision by the FAA is to preserve safety and efficiency of airports, continue public access as part of NPIAS, maintain airport self-sufficiency and sustainability, and minimize encroachment of non-compatible land uses.

Budget Report:

ACTION ITEM – Review the Fiscal Manager’s recommendations for the current and next biennium.

Motion to approve by Steve Beckham

Motion 2nd by Larry Dalrymple

Motion passed unanimously

Comments: Jenny Wilfong briefed the board on ODA’s current financial position (See handout). Subjects covered include 2009-11 Leading Operating Revenue Sources, Actual Revenues Biennium to Date, Cost Drivers for 2009-11 Biennium, Actual Operating Expenditures Biennium to Date, 2009-11 Projected Cash Flow Summary, and Cash and Limitation Balances for 2009-11. Ms. Wilfong also briefed the board on changes ODA has made to reduce expenditures. These changes include:

- Enacted Intergovernmental agreement with ODOT for mowing of airports. Projected to save ODA over \$100,000 this biennium and possibly more next biennium.
- Contracted with DAS Facilities to manage all leasing functions for ODA. DAS Shared Client Services is conducting all lease billing for ODA. Expertise in the leasing field was necessary to update and properly amend insufficient leases.
- We (ODA) have looked at the way business has been done in the past regarding inherited or created leases and other deals made to determine if the best interest of the State and the use of its assets are being maximized.
- ODA did not extend a Limited Duration position in Maintenance. We have a total of 5 vacant positions that will not be filled this biennium and possibly next. This has created a cost savings of approximately \$391,848 in personnel services this biennium.
- ODA is carefully crafting the 2011-13 biennial budget in order not to over project revenues to create an unbalanced budget resulting in crisis.
- ODA has refined its collections process in pilot and aircraft registration in order to maximize its revenue in these areas not only for ODA but to benefit OMD’s Search and Rescue program.
- ODA is not planning to transfer any additional PMP money to be used in Operations this biennium nor are any budget options suggesting that we do so in 2011-13.

Ms. Wilfong then continued to brief the board on the 2011-13 Biennium Agency Request Budget (See handout). Included in the briefing were 3 budget options submitted for consideration by the Aviation Board. Also covered was the Detail Revenues & Expenditures – Requested Budget 2011-13 Biennium and the different policy packages for the budget narrative. Board discussed.

CIP Approval:

Chris Cummings: Presented to the Aviation Board a brief overview of the Capital Improvement Program projects from 2011 through 2016 (See handout). Projects include the runway rehabilitation and apron reconstruction at Chiloquin, the runway reconstruction at Joseph and obstruction removal at Cottage Grove, Siletz Bay and Mulino.

Board discussed.

Key Performance Measures:

Mitch Swecker: Discussed with the board the Annual Performance Progress Report (APPR) for Fiscal Year 2009-2010 which includes the agency's Key Performance Measures (KPM's) (See handout). The KPM's discussed are:

1. Runway pavements in good or better condition (Actual 91% - Target 100%).
2. Runways meeting or exceeding approach surface standards (Actual 60% - Target 84%).
3. State airports with current inspections (Actual 133 – Target 142).
4. Percentage of total federal funds obligated or spent (Actual 100% - Target 100%).
5. Percent of customers rating their satisfaction with agency's customer service as "good" or "excellent"; overall customer service, timeliness, accuracy, helpfulness, expertise and availability of information (Last survey was done in 2008).
6. Enroll all eligible Oregon based aircraft into ODA database (Actual 91% - Target 100%).
7. Percent of pilots registered (Actual 89% - Target 80%).
8. Excellent customer satisfaction (Survey in progress).

The board discussed the current KPM standings and decided it needed time to study the results of the analysis.

Aurora State Airport:

ACTION ITEM – Consistent with the 2000 Master Plan, the 2007 Oregon Aviation Plan (both endorsed and approved by the FAA), and consistent with the direction in the current Master Planning effort, the Oregon Aviation Board re-affirms that the mission of the Aurora State Airport is, and will remain as, a general aviation airport serving business and personal aviation.

Motion to approve by Chris Corich

Motion 2nd by Larry Dalrymple

Motion passed unanimously

ACTION ITEM – The Oregon Aviation Board re-affirms that an air traffic control tower at Aurora State Airport is a critical aviation safety facility, as determined by the 2007 Tower study and by FAA approvals of the tower and that therefore the Aurora tower remains the Oregon Aviation Board's highest priority capital project. The Board further affirms that all federal, state and local regulatory processes will be followed in planning and developing the tower.

Motion to approve by Joe Smith

Motion 2nd by Nan Garnick

Motion passed unanimously

Comments: Aviation Board Chair Mark Gardiner discussed the different problems with Aurora State Airport that have developed over the years. Although nothing untoward happened at Aurora, faulty analysis by Oregon D.O.J. and sloppy procedures by both ODA and the Oregon Aviation Board have contributed to some of the ongoing issues at the airport. An effort needs to be made to make things clearer for the FAA and other interested parties as far as how ODA and the Aviation Board operate. The Tower study determined that Aurora met the standards (FAA approved) for a control tower at the airport. Some neighbors in Wilsonville and Clackamas County do not want the airport at all. At a minimum, they don't want it grow any larger than it is now. As a result, a lot of misinformation is being circulated; most of it centering on the control tower as a focal point. Mr. Gardiner remarked that the Aviation Board should craft a resolution stating the intentions of ODA and the board towards Aurora.

Board discussed.

Agenda/Schedule for Next Board Meeting:

A consensus was reached by the board to hold the next Aviation Board meeting on October 28, 2010 at PDX with the possibility of a teleconference sometime earlier in October to take care of any time-critical issues.

End of Meeting:

Motion to adjourn by Jack Loacker

Motion 2nd by Larry Dalrymple

Motion passed unanimously

Meeting Adjourned at 2:30 p.m.