



## AVIATION BOARD MEETING – MINUTES

<b>DATE</b>	February 3, 2022
<b>TIME</b>	10:00 AM – 2:00 PM
<b>LOCATION</b>	Oregon Department of Aviation 3040 25 <sup>th</sup> St. SE Salem, OR 97302
<b>VIDEO LINK</b>	<a href="https://us02web.zoom.us/rec/share/IW7sEFvo_cJ92Y81x0fZ-FdXd0jZE3uF9OwcQBCAI8TvFt6olEfX4jdI-9lB6ya0.L6YkcpfstgsdXUwA">https://us02web.zoom.us/rec/share/IW7sEFvo_cJ92Y81x0fZ-FdXd0jZE3uF9OwcQBCAI8TvFt6olEfX4jdI-9lB6ya0.L6YkcpfstgsdXUwA</a>
<b>PRESENTING AGENDA</b>	Martha Meeker, Board Chair, and Betty Stansbury, Director of Aviation

## BOARD INFORMATION & ACTION ITEMS

#	TYPE	Estimated TIME	ITEM	LEAD(S)
1	Information	10:00 AM	Call to Order, Roll Call of Board Present: Martha Meeker, Vince Granato, Tom Krueger, Mike Oliver, Hilda Pereyo (10:10 am) Two positions vacant <i>Resignation effective February 26, 2022 and thanks for service of Board Member Doug Ferguson</i>	Meeker
<b>Consent Agenda</b>				
2	Action	10:05 AM	<b><u>Motion to approve meeting minutes for December 2, 2021 as presented</u></b> <i>Moved by Granato, seconded by Krueger; Vote: Aye – Meeker, Granato, Krueger, Oliver. Nay – none. Absent: Pereyo</i>	Meeker
3	Information	10:10 AM	Public Comment <i>None</i>	Staff
4	Information	10:12 AM	Director’s Update	Stansbury
5	Information	10:15 AM	Finance Manager Update Discussion of KPM updates, Policy Option Packages for next budget cycle. Meeker asked to schedule board discussion of KPMs and possible changes. Meeker asked to discuss Legislative Concepts at April Board meeting. Stansbury to include putting fees into administrative rule, obtaining permanent general fund, and bonds for capital projects such as Cape Blanco Prospect, Oakridge, resiliency	Forest

---

6 Information 10:27 AM  
10:48 AM

Planning and Programs Manager Update  
Granato: cost increases in projects – impact on ODAV?  
Difficult to estimate with increases from 15% - 70%.  
Fencing projects have had issues and had to adapt project.  
Granato: COAR projects need contingencies? The COAR grant is a maximum, as per statute. ODAV staff is working closely with grantees on cost and scope issues.

Peck  
Lucas

Joseph Master Plan presentation – Sarah Lucas update; adoption scheduled for April board meeting.

---

### **Approval of COAR Grants and Grant Funding Authorization**

Presentation by grant coordinator Andria Abrahamson and Aviation Review Committee Co-chairs Jim Knight and Shelley Humble.  
Tie-breaking process. Meeker questions on Crook County / Prineville project response from Kelly Coffelt, consultant, about the historical wagon trail and work with State Historical Preservation Organization (SHPO).

**Approve applications submitted in accordance with OAR-738-124-0035(8)(a)(A), "Priority 1": as recommended and ranked by the Aviation Review Committee for Priority 1.**

**Approve applications submitted in accordance with OAR-738-124-0035(8)(a)(B), "Priority 2": as recommended and ranked by the Aviation Review Committee for Priority 2.**

7 Action 11:01 AM

**Approve applications submitted in accordance with OAR-738-124-0035(8)(a)(C), "Priority 3": as recommended and ranked by the Aviation Review Committee in Priority 3.**

Peck  
Abrahamson  
ARC Co-  
Chairs Knight  
and Humble

**Approve additional funding requested in accordance with OAR-738-124-0035(8)(a)(A), by City of Creswell, Hobby Field, for Grant COAR-2022-77S-00024 in the amount of \$78,300.00.**

**Approve total funding authorization for 2021/2022 COAR Grants in an amount not to exceed \$3,764,300.00.**

***Motion to approve en bloc: Moved by Granato, seconded by Krueger. Vote: Aye – Meeker, Granato, Krueger, Oliver, Pereyo. Nay – none.***

			<b>Approve initiation of Rulemaking for Aeronautical Study Fees</b>	
8	Action	11:50 AM	<p><b><u>Motion to direct the Oregon Department of Aviation to initiate a permanent rulemaking process that will allow ODA to establish a fee for aeronautical studies.</u></b>  <b>Moved Granato, second Oliver</b>  <b>Aye: Meeker, Granato, Krueger, Oliver, Pereyo</b>  <b>Nay: none</b></p>	Thompson
		12:00 PM	Lunch break	
9	Action	12:30 PM	<p><b>Approve initiation of Rulemaking for HB2434 (ASAP)</b>  Question from Randall Henderson, Seaside Airport Advisory – deferred to Agenda item #11  <b><u>Motion to authorize the Oregon Department of Aviation to initiate permanent rulemaking process for OAR 738-124 Aviation System Action Program</u></b>  <b>Moved by Granato, second by Pereyo</b>  <b>Aye: Meeker, Granato, Krueger, Oliver, Pereyo</b>  <b>Nay: none</b></p>	Abrahamson
10	Information	12:40 PM	<p>Operations – State Airports Manager Update  Meeker – any operations impacts for Independence airport fence project? No.</p>	Beach
11	Action	12:47 PM	<p><b>Approve initiation of Rulemaking for terms for Leases</b>  Granato: have we discussed with FAA? Port of Portland has not had an easy process with FAA for this. Anything over 50 years considered “lifelong lease”. No objections submitted for leases up to 50 years. Seaside Airport Advisory question – these rules pertain only to commercial leases. Non-commercial remain at 30 year maximum. Follow up from Meeker as to why – commercial generally is a larger project with larger costs to finance.  <b><u>Motion to authorize the Oregon Department of Aviation to initiate permanent rulemaking process for OAR 738-015-0020 (3) and (4), terms of Leases.</u></b>  <b>Moved by Granato, second by Pereyo. Vote: Aye – Meeker, Granato, Krueger, Oliver, Pereyo. Nay – none.</b></p>	Beach
12	Discussion	12:50 PM	<p>Board Member Updates:  <i>No updates from Board members</i></p>	Board
13	Information		<p>Board Administration Update  <i>Documents for Connect Oregon will be shared in Workday</i>  <i>Required training on hold while Executive Appointments Office determines which Board and Commissions will be required to do them</i>  <i>Applications for new (two positions) and renewing (Krueger, Pereyo) Board positions due March 4, 2022.</i></p>	Staff

		<p><i>Discussion on recruiting a General Aviation rep to succeed Ferguson. OPA to share announcement with members. Discussed supporting a Port of Portland representative apply to succeed Granato. Board members interested in being considered for Vice Chair asked to contact Chair Meeker.</i></p>	
14	Discussion	<p>Other Business:  <i>Recap of Board direction to staff:  Agenda Input: Joseph Master Plan adoption, legislative concepts, SOAR grant approval, obstacle removal project updates, KPM review.  Next meeting is March 10, 2022 as Connect Oregon Aviation Modal Committee via Zoom  Next Board meeting is April 7, 2022 via Zoom  Tom Krueger gave notice he will be absent for Executive Session 2/3 and for 4/7 Board meeting.</i></p>	Board, Staff
	1:07 PM	<b>Adjourn</b>	<b>Meeker</b>

**Persons with disabilities who require special accommodations please call (503)378-2217 at least 48 hours before the meeting.**

The board will provide time in the meeting as listed on the agenda for members of the public to address the board. Individuals who would like to provide Public Comment must respond to the call by the Chair for Public Comment under Agenda Item 3. To be recognized by the Chair for Public Comment, please use of the Zoom "raise hand" function, ask in the Chat to be recognized, or unmute and ask to be recognized. Speakers must wait to be recognized by the Chair and then state their name, city of residence, and/or affiliation (if any) before starting to present comments. Email requests to be included in Public Comment or to submit Written Comment must be received by 5pm the day before the Board meeting at [mail.aviation@ODAV.oregon.gov](mailto:mail.aviation@ODAV.oregon.gov). Written comment received after that time will be forwarded to the Board after the meeting. The board may discontinue the public comment after a reasonable time if there is a large number of speakers.

**NOTE:** Due to the uncertain length of time for each agenda item, the board may hear any item at any time during the meeting. If a specific time is indicated for an agenda item, an effort will be made to consider that item as close to the time as possible. Scheduled times may be modified if participants agree. Those wishing to hear discussion on an item should arrive/log in at the beginning of the meeting to avoid missing that item.