

Oregon State Aviation Board
FINAL Meeting Minutes

April 13, 2007

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 April 13, 2007 at Portland International Airport.

Board Members in attendance: Board Chair Mike Burrill; Board members Joe Smith, Carrie Novick, Jack Loacker, and Steve Beckham

Employees in attendance: Interim Director, Dan Clem; State Airports Manager, Larry Weber; Administration Manager, Jennifer Kellar; State Aviation Program Manager, Bob Altemus; Executive Assistant to the Director and Board Secretary, Jody Brewer. Department of Justice Attorney, Lynn Rosik.

Presenters and Guests in attendance: Klamath Falls Airport Manager, Ann Crook; Eugene Airport Manager, Bob Noble; OFF & OAA Director, Andy Anderton

Teleconference: None

1. Call to Order - Introduction

Chair Burrill called the meeting to order at 12 p.m.

Board Members and ODA employees introduced themselves. Directly following all audience members introduced themselves.

2. Information Item – Public Comments

3. Action Item – Agenda Adjustments

Added: (4 a.) Andy Anderton will be delivering a presentation on HB 3153 and SB 807. Interim Director Dan Clem will deliver a briefing on the following: NWASI, ADS-B, Airports Report, Real estate, OECDD, ODOT Fuels Tax, and ConnectOregon II

4. Information Item: Legislative Update

❖ 4, 4a, and 4b handouts

SB139: Dan Clem met with Representatives Witt, Holvey, and Girod to discuss the time requirement before closure of an airport. A work session is scheduled the first week of May with the anticipation that Rep Witt's amendment will return the notification period requirement to 180-day period, as was originally written into this measure.

HB2653: Chair Burrill stated, the SAB is not promoting this bill. The statement regarding aviation fuel may be removed from this bill, by amendment from Senator Johnson's office.

SB807: Senator Johnson is waiting for an additional amendment. There is a concern on the part of special districts and Oregon counties. There will be some additional lobbying on this bill to keep it moving.

HB3153: See Andy Anderton's report below.

SB5004: This bill covered in the ODA Budget Presentation below.

HB2644: Board Member Novick reported this bill is in the hands of her lobbyist.

HB2278: This HB is on the floor today. Chair Burrill's idea is to review these applications while keeping the Mead & Hunt Study in mind, and to use this study as a Guideline for SAB priorities in ConnectOregon II, if signed into law.

HB2243: Two amendments are currently being drafted. Amendment 8 - to change the qualifications needed for the Director's position. Amendment 9 - regarding aircraft fees and a category breakdown.

Discussion by the Board regarding the Directors qualifications

4a. Added Agenda Items

Andy Anderton's presentation

- ❖ HB 3153 & SB 807 Meeting minutes from April 12, 2007
- ❖ Report to Oregon Aviation Board on Airport Protection Boundaries

Andy Anderton reviewed his handout with Board Members. A discussion developed regarding SB 807:

- How will 807 protect the land owner and affect measure 37?
- Would private owner airports be allowed to be part of this?
- Will the SB include the right to farm?

Concerns: If the airport is privately owned, the owner would be benefiting and therefore the state of Oregon should not pay for the planning.

This SB will be presented at a hearing on Wednesday, April 18, at 5 p.m. It was decided at this time the Board would monitor the outcome of Wednesday's meeting and may later hold a telephone meeting regarding the Board's position on the bill.

- **Action:** Board to hold telephone meeting, if needed, to take a position on SB 807. Waiting for outcome of April 18 meeting regarding 807.

Side note: Bob Noble introduced his father who came to spend a couple of Bob's final days serving as an Airport Manager. Bob Noble expressed his appreciation to the Board for all of the volunteer time they dedicate to aviation issues.

Chair Burrill thanked Bob Noble for his dedicated service as an airports manager to the aviation community.

Agenda adjustment items:

NWASI: Dan Clem reviewed the procedure set up to implement the Northwest Air Service Initiative plan. He thanked Ann Crook for her work developing this process. Dan explained they are currently in the third phase of this process. The grants must be finished within a specific timeframe, and this must be considered and worked into the ODA budget for the continuation of this project. Board Member Novick gave special recognition to Ann Crook for all of the hard work she put into this development and idea.

ADS-B:

- ❖ Frequently Asked Questions
- ❖ 3a. Schedule

FAQ's handout: Dan Clem explained the National Contract was not out yet. At this time it appears the ODA would own the new equipment. Board Member Novick explained the FAA is looking to get out of the navaid business. She strongly suggested the ODA and other municipal sponsors, stay away from the ownership aspect of Navaid hardware, due primarily to Liability issues.

- **Action: Include in next SAB Agenda - Owner of ADS-B equipment**

Dan Clem then reviewed the schedule Sensis will be adhering to for the upcoming site surveys.

Ribbon Cutting: Garmin is waiting for the nation wide contract. At this time there is no program to lower the cost for a demo program.

Airports Report:

Cape Blanco: Dan Clem is talking with the Curry county commissioners regarding a possible purchase of the airport by a private party.

Aurora: Will be discussed later in the meeting

Mulino: Recently sent a letter to terminate a tenant's leases. RFP for fuel tank will be out by the end of the month. Hopefully will have a FBO request for proposal by August

5. Information Item: ODA Budget

- ❖ 5, 5a, 5b, 5c, 5d, handouts.

Dan Clem recognized ODA employee Lori Warren for her work with DAS on the ODA budget.

Dan Clem reviewed the design of the spreadsheets and discussed the figures.

Items of interest:

- Reconciling 4 ½ years of federal grants may be a challenge.
- Should be authorized as a 2 year budget, one year at a time.

As indicated by the spreadsheets, the ODA will have a positive balance at the end of the fiscal year, although it is decreasing each month. Dan suggests we look at changes to rates to change this.

❖ Referring to handout 5d.

Rates and charges, spreadsheet. See the proposed rate increase. The department should utilize the rule written referring to rates and charges. The rule indicates using a fair market appraisal every two years.

Board Member's agreed, the Department should implement the rule for rates and charges.

Referring to the rates and charges rule, DOJ attorney, Lynn Rosik stated, some ODA leases have been negotiated. She suggests the ODA take a look at the contracts. There is a section in each contract that should state the process for amendment and the appropriate notice required.

Board Member Beckham suggested future budget information be in the form of pie charts or a graph to allow for easier reading.

Aircraft Fees:

❖ 4a handout

Dan Clem recognized ODA employees Jennifer Kellar and Rita Rogerson for their hard work on this process. The department, specifically Robin Ricard was working hard to follow up on receiving fees from all aircraft owners. The goal is to come in around 85%. The increase in fees will fund FAM grants.

Discussion developed regarding other ways to bring in additional fees:

- Board Member Loacker suggested to consider adding another category; Single Engine Turbo Prop.
- Board Member Smith suggested an article be added to the next Prop Wash.
- Board Member Novick suggests we work with Aircraft Manufacturers in the State of Oregon to receive "N" numbers as finished aircraft roll out of the manufacturing facility. The new aircraft could then be assessed a registration fee within the State of Oregon.
- **Action:** Dan will e-mail Board Members regarding their support for adjusting the registration fees.

Discussion ensued regarding Airports and the goal of the ODA to develop them to be self sustaining. There is a difference of opinion among Board members regarding this issue.

- **Action:** Airport and self sustaining idea to be discussed at a later date.

KEY PERFORMANCE MEASURES: Dan is working to align KPM's with the budget. Board Member Beckham noted that there was not a line item for public outreach. This item was being deleted. Discussion regarding adding this line item back to the spreadsheet due to an education of city council needed.

NASAO Convention: ODA employee Jody Brewer recapped the activities that have been secured as well as the ideas for additional activities. Board Member Beckham suggest we

advertise in media. Board member Smith thought it would be a good idea to add the Chair of our State Aviation Board as a speaker.

- **Meeting Closed for Executive Session –**

Board Members in attendance: Board Chair Mike Burrill; Board members Joe Smith, Carrie Novick, Jack Loacker, and Steve Beckham

Employees in attendance: Interim Director, Dan Clem; State Airports Manager, Larry Weber; Administration Manager, Jennifer Kellar; State Aviation Program Manager, Bob Altemus; Executive Assistant to the Director and Board Secretary, Jody Brewer. Department of Justice Attorney, Lynn Rosik.

- **Executive Session held pursuant to ORS 192.660 (2) (e)**
- **Re-open of Board Meeting -**

- 1. Call to Order**

- 2. Real estate/vote**

- **Motions:**
- Board Member Smith moved and Board Member Loacker seconded to adopt the Resolution for Acquisition of Certain Parcels of Real Property at Aurora State Airport, dated 4-13-07 and described in attached exhibit “A”. The motion passed unanimously.
- Board Member Loacker moved and Board Member Smith seconded to authorize the Director of the Department of Aviation to enter into condemnation proceedings related to the Resolution for Acquisition to Certain Parcels of Real Property dated 4-13-07. The motion passed unanimously.

- 3. Information Item – Public Comment**

Dan Clem has an appointment set up to discuss disclosure laws with both OECDD and the Real Estate Director

Chair Burrill attended the IMAX opening at Evergreen Aviation.

Board Member Novick asked about a group known as “Exit 282”, located near the Aurora State Airport. Discussion arose whether this was the group that was interested in building a casino.

- 4. Adjournment**

Chair Burrill adjourned the meeting at 3:00 p.m.

❖ Indicates handout or presentation

