

# Oregon State Aviation Board

## Meeting Minutes

August 25, 2011 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 August 25, 2011, at Aurora State Airport in the Civil Air Patrol (CAP) conference room.

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

**Board Members in attendance by phone:** Joe Smith.

**Department of Aviation employees in attendance included:** ODA Director, Mitch Swecker, ODA Planning Manager, Heather Peck; ODA Airport Operations Specialist, John Wilson; ODA Administrative Assistant, Roger Sponseller.

**Presenters and guests in attendance included:** ODA Director, ODA Planning Manager.

### CALL TO ORDER – INTRODUCTIONS

- The meeting started at 11:00 a.m.

*ACTION ITEM – Approval of minutes from May 17<sup>th</sup> teleconference.*

**Motion** to approve by Joe Smith

**Motion** 2<sup>nd</sup> by Jack Loacker

**Motion** passed unanimously

*ACTION ITEM – Approval of minutes from June 23<sup>rd</sup> board meeting.*

**Motion** to approve by Jack Loacker

**Motion** 2<sup>nd</sup> by Nan Garnick

**Motion** passed unanimously

(Note: The June 23<sup>rd</sup> minutes were approved with the provision that the statement/concerns from Joe Smith regarding the naming of the Aurora Airport building alternatives by the consultant be included.)

**Public Comments:**

**Tony Helbling:** Mr. Helbling, President of P.A.A.M. (Positive Aurora Airport Management), remarked to the board that on the day of the board meeting at Aurora the airport was hosting an open house and tour. The tour went well. Everyone from local neighbors to individuals looking for business opportunities were there to see what was going on. It was a great success.

**Ted Millar:** Mr. Millar briefed the board on the TeenFlight youth program. The kids (ages 13 to 17) were able to build their own aircraft and fly it to Oshkosh. Many of the kids had never flown in a light aircraft and had a great time flying to Wisconsin for the biggest airshow in the country. Mr. Millar stated that the program is starting a new project around September 17th and that new members, boys and girls, are welcome to join the program.

### **Director's Update:**

**Mitch Swecker:** Updated the board on agency business. Topics covered by Mitch Swecker included:

- Calendar Events:
  - Oregon Pilot's Association (OPA) annual meeting is being held on September 10<sup>th</sup> at the Sunriver Resort in Bend (Mitch will not be attending since the date conflicts with WAAAM's Hood River Fly-In where ODA will have a booth).
  - NASAO Meeting and Tradeshow in Wichita, Kansas during the week of September 12<sup>th</sup>. (Mitch will attend the event's State Director's meeting by teleconference)
  - NWAAAE Annual Conference in Cheyenne, Wyoming during the week of September 25<sup>th</sup>. Mitch will be attending this event in person.
  - OAMA Fall Conference in Eugene, Oregon from October 17<sup>th</sup> to 18<sup>th</sup>.
  - On November 31<sup>st</sup>, Mitch and Heather will be going up to Renton, Washington to meet with FAA officials regarding the statewide Capital Improvement Program.
- Outreach Schedule:
  - Madras – Airshow of the Cascades (August 26-27, 2011)
  - Hood River – WAAAM Hood River Fly-In (September 10-11, 2011)
- Administrative Change Update (DAS to ODOT) (handout)
- FAA Shutdown Impact
- OTC CORA (handout)
- Contract Tower Conference (handout)
- Airport Manager Recruitment

- Grande Ronde Hospital Heliport Application (handout)

### **Budget Review (handout):**

Although the Fiscal Manager, Cindy Pease, was not present at the board meeting, the board did review the current budget numbers. Issues covered included:

- Revenue Sources
- Revenue of AV/Jet Fuel Tax
- Actual Revenues
- Operations Cost Drivers
- Actual Operating Expenditures
- Search and Rescue
- Aircraft Registration
- Pavement Maintenance Program
- Cash and Limitation Balances
- State Airports Profitability Statement
- Upcoming Timeline – Budget Process and Focuses

The board discussed.

### **Construction Projects Update:**

Heather Peck updated the board regarding construction projects being undertaken by ODA. Projects covered included:

- Aurora Master Plan
- Aurora Tower
- Joseph Runway Rehab
- Chiloquin Runway Rehab
- Cottage Grove Obstruction Removal
- Bandon Obstruction Removal
- Siletz Bay

The board discussed.

### **Board Discussion:**

The Oregon Aviation Board held a general discussion centering around three topics.

- Future Priorities
- Strategic Planning
- Board Organization

The Oregon Aviation Board went into Executive Session at 12:10 p.m.

The Oregon Aviation Board resumed regular session at 12:40 p.m.

**Motion** to adjourn by Chris Corich

**Motion** 2<sup>nd</sup> by Larry Dalrymple

**Motion** passed unanimously

Meeting ended at 12:40 p.m.