

Oregon State Aviation Board

Meeting Minutes

November 28, 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 Aviation Board was held on November 28, 2011 at Portland International Airport (PDX) in the Port of Portland's Headquarters Building, in the Multnomah conference room.

Board Members in attendance included: Chair Mark Gardiner, Vice-Chair Chris Corich and Board Members Larry Dalrymple, Jack Loacker and Joe Smith. Also present by teleconference was Board Member Nan Garnick.

Department of Aviation employees in attendance included: ODA Director, Mitch Swecker; State Airports Manager, Matthew Maass; ODA Fiscal Manager, Cindy Pease; ODA Planning Manager, Heather Peck; ODA Administrative Assistant, Roger Sponseller.

Presenters and guests in attendance included: ODA Director; ODA Fiscal Manager; ODA Planning Manager; Lynn Peterson, Governor's Office and Dennis Smith, President of Oregon Pilots Association (OPA).

CALL TO ORDER - INTRODUCTIONS

- The meeting started at 10:00 a.m.

ACTION ITEM – Approval of minutes from October 27th Aviation Board meeting.

Motion to approve by Larry Dalrymple

Motion 2nd by Chris Corich

Motion passed unanimously

Public Comments:

There were no public comments.

Director's Update (handouts):

Mitch Swecker: ODA's Director, Mitch Swecker, briefed the board on the agency's current operational issues. Topics covered included:

- Calendar Events (Note: The next Aviation Board meeting is tentatively set for January 27, 2012)
- Legislative Updates
- Administrative Changes
- Impact of Aviation on Economy

Budget Review (handouts):

Cindy Pease: ODA's Fiscal Manager, Cindy Pease, briefed the board on the agency's current financial standings. Issues covered by Ms. Pease 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
- All Other State Owned Airport Profit and Loss Statement

Construction Projects Update (handout):

Heather Peck: ODAs Projects and Planning Manager, Heather Peck, briefed the board on the status of several construction projects (AIP – Airport Improvement Projects and Capital Programs Statewide). Topics covered included:

AIP (ODA Airports)

- Joseph – Runway Rehab
(Construction work is substantially complete. All pavement work is 100% complete, signage and electrical work is 60% and marking and striping is 25%. The striping and marking is to be completed in spring of 2012 when the final engineering report is being assembled. Warranty inspection is scheduled for summer of 2012.)
- Aurora – Air Traffic Control Tower
(Contract with Mead & Hunt executed. Mead & Hunt is completing construction estimate which will be due 12/30/12.)
- Lebanon – Lighting and Taxiway Repair
(Project is complete. Close-out in process.)
- Siletz Bay – Obstruction Removal
(Project is 95% complete. Site work is expected to be complete 11/30/11.)
- Cottage Grove – Obstruction Removal
(Environmental assessment is underway. Work is scheduled to begin in spring of 2012.)
- Chiloquin – Obstruction Removal
(IFE is complete. Environmental assessment is underway as well as pre-design and engineering services. Construction work is scheduled to begin in spring of 2012.)

Capital Statewide Programs

- Statewide Pavement Maintenance Program (PMP 2011)
(Multiple airports are complete. Bandon, Cape Blanco, Gold Beach, Brookings and Illinois Valley are done. Roseburg is 95% finished and Pinehurst and Oakridge are about 60%-70% complete. Approximately \$239K of work has been completed to date. The amount comes out around 32% of the overall project completed.
- Statewide Capital Improvement Program (FAA)
The SCIP program has officially kicked-off a new phase in which all states are continuing efforts to collect CIP's from all airports statewide and setting-up meetings with all airport sponsors to help educate them to the FAA's intent towards this program. Oregon, Washington and Idaho are sending joint

correspondences and collaborating on the most efficient ways to ensure program success.

Pinnacle Ranch AP Closure by Bureau of Land Management:

Dennis Smith: Dennis Smith, President of OPA, addressed the board concerning the airport at Pinnacle Ranch. Mr. Smith expressed his and other pilots concerns to the board over the closing of the strip by BLM.

ODA Core Functions and Structure: (handout):

Transportation Advisor to the Governor, Lynn Peterson, spoke to the board about the direction of the Governor's transportation plan and how it related to aviation.

Other topics covered included:

- Product Completion Timeline
- Strategic Planning
- Outcome Areas / Buying Teams
- Core Missions
- Airports
- Metrics Development

Executive Session:

The Aviation Board went into Executive Session at 12:45 p.m.

Meeting was adjourned at 1:00 p.m.