

Oregon State Aviation Board Meeting Minutes

August 21, 2014

Aurora, 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 21, 2014, at Aurora State Airport in the Civil Air Patrol building.

Board Members Present: Jack Loacker, Nan Garnick, Larry Dalrymple, Paul Hudgens, Mary Rosenblum and Vince Granato.

Oregon Department of Aviation (ODA) Members Present: Director, Mitch Swecker; Business Manager, Joy Howard; Planning Manager, Heather Peck; Administrative Assistant, Roger Sponseller.

Presenters and guests in attendance included: ODA Director, ODA Business Manager and ODA Projects & Planning Manager.

CALL TO ORDER – INTRODUCTIONS

The meeting started at 10:05am

Self introductions were made.

ACTION ITEM – Approval of minutes from July, 2014 meeting.

Motion to approve by: Jack Loacker

Motion 2nd by: Vince Granato

Motion passed unanimously

Public Comments:

Ted Millar, proprietor of Southend Airpark at Aurora, spoke to the board about the construction progress at the airport. Mr. Millar also wished to thank the board for all of their efforts to improve the facilities at the airport.

Affirmative Action Plan (handout):

Joy Howard: ODA's Business Manager, Joy Howard, presented to the Aviation Board the draft for the 2015-17 ODA Affirmative Action Plan. The board had scheduled a vote to approve the draft but decided not to do so at this time; the reason being that many of the board members had not had a chance to examine the document.

Director's Update (handouts):

Mitch Swecker: ODA's Director, Mitch Swecker, briefed the board on agency business.

➤ Calendar of Events:

- Aug. Aug. 21st – AV Board Meeting
- Aug. 25th – Transportation Review Board Staff Visit
- Aug. 28th – PAAM

- Sept. Sept. 4th – ORAVI
- Sept. 8th – Connect *Oregon V* Oversight Committee
- Sept. 11th – OFAC Subcommittee Meeting
- Sept. 15th – Legislative Days
- Sept. 16th – Alaska UAS Conference
- Sept. 23rd – All Agency Director's Meeting
- Sept. 24th – FAA Visit
- Sept. 28th – AAAE National Airports Conference

- Oct. Oct. 1st – AUVSI Conference
- Oct. 6th – NWAAAE Conference
- Oct. 9th – ORAVI 3rd Annual Summit
- Oct. 20th – Notice of Intent
- Oct. 23rd – AV Board Meeting
- Oct. 26th – OAMA Conference
- Oct. 27th – E-board Request Due

- Nov. Nov. 5th – State Aviation Director's Tele-conference
- Nov. 13th – AV Board Meeting
- Nov. 16th – AAAE UAS Conference (Reno)

➤ Recent Key Meetings Update:

- July July 23rd – UAS meeting with Regional Solutions / Business Oregon
- July 24th – Bandon Master Plan meeting
- July 31st – Independence Homeowners
- Aug. 12th – FAA's Kathy Vernon
- Aug. 19th – Karmen Fore / Tamara Brickman

➤ Strategic Vision of Oregon Aviation: The Aviation Board discussed the strategic vision of aviation in the state of Oregon in the next 20 years. Topics included:

- Core Missions
- Commercial Air Service
- Value of aviation in the state (Quantify economic benefit)
- Data on student failure rates at Oregon flight schools (why?).
- Data on airport managers
- Role of rural airports
- Diversity / MW / ESB
- Funding resources
- “Talking Points” for airport support arguments

Fiscal Statement (handout):

Mitch Swecker: ODA’s Director, Mitch Swecker, presented to the board the current fiscal status of the agency. Topics covered included:

- Sources and Use of Funds
- Expenditures by Program
- AV/Jet Fuel Revenue
- Annual Jet Fuel and AV Gas in Gallons
- Jet Fuel & AV Gas Net Revenue to ODA
- Limitation and Cash Balances
- Operations Thru July 2014
- Operations by Month – Forecast vs. Actual
- Operations Cumulative Totals
- State Owned Airport Profit / Loss Summary
- Search & Rescue Program
- Search & Rescue Cumulative Totals
- Aircraft Registration Program
- Aircraft Registration Cumulative Totals
- Pavement Maintenance Program Thru July 2014
- Pavement Maintenance Program Cumulative Totals

Airports Update (handout):

Mitch Swecker: Filling-in for ODA's Airports Manager, Matthew Maass, Director Swecker updated the board members on current airport issues. These issues included:

- Firefighting in Oregon at State Airports (handout) -

<u>Airport</u>	<u>2014 Closure Date</u>
Joseph	July 14th
McKenzie Bridge	August 11 th
Crescent Lake	August 12 th
Oakridge	August 4 th
Pinehurst	August 5 th
Prospect	August 1 st
Toketee	August 14 th

- Parachute Operations at Mulino – Parachuting is an aeronautical use of an airport so the lease will be approved.
- Independence – Residential Through The Fence (RTTF) certification deadline is October 2014.
- Coastal Caucus –
 1. Tsunami issues
 2. Economic Development
- McKenzie Bridge Lease Agreement – Forest Service and OPA agreement to help maintain the airport.

Projects & Planning (handouts):

Heather Peck: ODA's Projects & Planning Manager, Heather Peck, briefed the board on current projects.

Status of Projects:

- Aurora – Tower project is proceeding on track.
- PMP – 2014 PMP program is 97% complete. Planning for 2015 is 50% complete.
- Cottage Grove – Runway rehab is going well and is on schedule.
- Wasco – New beacon tower is on schedule. Should be finished sometime in October.
- Joseph – Project for obstruction removal at the north end, safety-infield debris removal and fencing at the airport is on schedule.

- Aurora Apron – Will be open for re-bid.
- Bandon – Bandon Master Plan is under way.

Administration Updates:

Joy Howard: ODA’s Business Manager, Joy Howard, briefed the board on ODA administration updates. Issues covered included:

- ODA’s Affirmative Action Plan – Due by August 29, 2014
- Annual Performance Progress Report is due on September 1, 2014.

Executive Session:

At 12:00pm the Aviation Board went into Executive Session.

At 12:25pm regular session was reconvened.

ACTION ITEM – Motion to Adjourn the August Oregon Aviation Board Meeting

Motion to Adjourn by: Mary Rosenblum

Motion 2nd by: Nan Garnick

Motion passed unanimously

Meeting ended at 12:25pm