

Oregon State Aviation Board Meeting Minutes

October 16, 2014

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 October 16, 2014, at Portland International Airport's (PDX) Conference Center in the Multnomah conference room.

Board Members Present: Chair, Mark Gardner; Board Members Jack Loacker, Larry Dalrymple, Paul Hudgens, Mary Rosenblum and Vince Granato.

ODA Members Present: Director, Mitch Swecker; Business Manager, Joy Howard; Planning Manager, Heather Peck; Airports Manager, Matt Maass; Administrative Assistant, Roger Sponseller.

Presenters and guests in attendance included: ODA Director, ODA Business Manager, ODA State Airports Manager and ODA Projects & Planning Manager; Larry Wood, Evergreen Museum; Benny Benson, Sisters Airport and Joe Smith, former Oregon Aviation Board member.

CALL TO ORDER – INTRODUCTIONS

The meeting started at 10:05 am

Self introductions were made.

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

Motion to approve by: Mary Rosenblum

Motion 2nd by: Jack Loacker

Motion passed unanimously

Public Comments:

Benny Benson: Mr. Benny Benson, of Sisters Airport, spoke to the board regarding ConnectOregon V resources for Sisters Airport. Mr. Benson also expressed his interest in joining the Oregon State Aviation Board.

Larry Wood: Mr. Larry Wood, Curator of Evergreen Aviation Museum, was attending his first Aviation Board meeting and wanted to introduce himself to the board. Mr. Wood reminded everyone that Evergreen Museum was still open and that this year's Aviation Hall of Fame induction ceremony was next week. Mr. Wood also remarked that it was his understanding that the Aviation Board had held board meetings at Evergreen Museum in the past and that he wanted to extend an invitation to the board to return sometime in the near future.

Director's Update (handouts):

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

➤ Calendar of Events:

- Oct. Oct. 18th – OPA Meeting in Eugene
Oct. 20th – Notice of Intent for December E-Board to CFO/LFO
Oct. 23rd – OTC Workshop on Transportation
Oct. 26th – OAMA Conference (Eugene)
Oct. 27th – E-Board Request Due for December E-Board
Oct. 31st – Halloween
- Nov. Nov. 5th – State Aviation Director's Meeting
Nov. 11th – Veteran's Day
Nov. 16th – AAAE UAS Conference (Reno)
Nov. 27th – Thanksgiving
- Dec. Dec. 8th – ConnectOregon V Oversight Committee Quarterly Meeting
Dec. 8th – Legislative Days (Capitol)
Dec. 10th – OFAC Subcommittee and Quarterly Meetings
Dec. 25th – Christmas
- Jan. Jan. 13th – Aviation Board Meeting

➤ Recent Key Meetings Update:

- AVUSI Conference
- Alaska UAS Conference
- FAA Visit
- ORAVI Conference
- Aviation Industry Proclamation

- Unmanned Aerial Systems Report to the Legislature: Director Swecker will be reporting back to the legislature by November regarding the progress of UAS rule-making; research is almost complete. Specifically, the Director will be reporting on the status of proposed federal guidelines regarding UAS's and whether or not it will be feasible for ODA to be registering the systems.

- Strategic Vision of Oregon Aviation:
 - Strategic Vision – What does ODA look like in 20 years?
 - Core Missions
 - Commercial Air Service
 - Value of Aviation in the State
 - Quantify Economic Benefit
 - Data on Failure at Flight Schools (why?)
 - Data on Airport Managers
 - Role of Rural Airports
 - Diversity / MW / ESB
 - Funding Resources

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 and AV Gas
- Limitation and Cash Balances
- Operations
- 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
- Pavement Maintenance Program Cumulative Totals

Airports Update (handout):

Matthew Maass: ODA’s Airports Manager, Matthew Maass, updated the board members on current airport issues. These issues included:

- Airport Firefighting Update – Firefighting is finishing-up for the year.
- Mulino Update – Mulino is becoming a busy airport. There has been a definite uptick in interest for developing the airport for more hangar space. Skydiving outfit is moving in.
- Cottage Grove Annexation – ODA has an opportunity to annex the airport into the city limits of Cottage Grove. Options are being explored.

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 underway and should be finished on schedule.
- PEP Update – Finalizing now.
- Cottage Grove – Runway improvement, lighting, and signage work to be completed by the end of this summer. Kick-off meeting is next Monday.
- Wasco – New beacon tower is on schedule; construction will start next month.

- Joseph – Project for obstruction removal at the north end and some safety-infield debris. Also, some additional fencing is being added to prevent wildlife from entering onto the airport property.
- Aurora Apron / Taxilane Project – On schedule
- Bandon Master Plan – Currently underway, about half-way through.
- Mulino Master Plan – Will begin in the next couple of months.
- System Planning 2015 Update – Currently underway.

Executive Session:

At 11:35am the Oregon State Aviation Board went into Executive Session. Regular board business was resumed at 11:45am.

Administration Updates (handouts):

Joy Howard: ODA’s Business Manager, Joy Howard, briefed the board on ODA Administrative issues. Topics covered included:

- Adoption of Affirmative Action Plan – As per the Governor’s direction, ODA will be increasing its efforts regarding minority community outreach and ODA’s visibility in those communities.
- Update on pending Oregon Administrative Rules – Currently working to revise the agency’s OAR’s; including civil penalties. Ms. Howard should have a draft ready by the January AV Board meeting.
- Update on Legislative Concepts – ODA, in conjunction with DOJ, is working on updating several statutes including the wording of ORS 837.020 concerning the registration of out-of-state pilots.
- Agency Revenue Collection Update – ODA staff is continuing to work on its collections efforts in regards to aircraft and pilots. 30, 60 and 90 day letters are once again being sent out. One of the other items being focused on is the use of the “Exemption” clause by aircraft owners to not register A/C.
- Ethics / Board Training – Ms. Howard provided training material to the AV Board (for current and *new* members) regarding statutes, procedures and ethics.

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

Motion to approve by: Larry Dalrymple

Motion 2nd by: Mary Rosenblum

Motion passed unanimously

Meeting ended at 12:30pm