

OREGON STATE AVIATION BOARD  
APPROVED MEETING MINUTES

August 13, 2004

Hillsboro, 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 Board, a meeting of the Oregon State Aviation Board was held at the Hillsboro Airport Operations & Maintenance Facility, Hillsboro, Oregon.

Board members in attendance included: Bill Wilkins, Chair; Mike Burrill, Vice-Chair; Jack Loacker and Steve Schreiber. Carrie Novick attended via telephone. Department of Aviation staff in attendance included: Ron Rende, Interim Director; Charles Riordan; Carolyn Bolton and Teddie Baker. Others in attendance included: Lynn Rosik, Assistant Attorney General, Department of Justice; Representative Joe Smith; Don McKeon; Daren Griffin; Roger Kelsey; Bill Olsen; Scott Powell and John Cox.

A forum of Board members present, Chair Wilkins called the meeting to order at 9:00 a.m.

June 14, 2004 agenda was adopted as presented.

May 19, 2004 minutes approved as presented.

June 14, 2004 teleconference meeting minutes approved as presented.

**INFORMATION ITEMS:**

**(a) Daren Griffin, GA Airports Manager, Port of Portland**

Mr. Griffin provided the board with a presentation on the Hillsboro Airport, the largest of three owned by the Port of Portland. Specifically, the Troutdale Airport consists of 300 acres with 70,000 FBOs annually; Mulino Airport with 300 acres and 20,000 FBOs annually; and Hillsboro Airport with 900 acres and 227,000 FBOs annually. Items of interest relayed include:

- Aircraft Services available include four (4) full service FBOs; three (3) certified repair stations; and medical support which transport medical supplies worldwide.
- Special Event functions at the airport consist of the Air Show featuring the Blue Angels.
- Helicopter noise. Construction of a 3<sup>rd</sup> Helipad to move helicopter traffic away from residential areas is being constructed to assist in combating this current problem.
- A Master Plan and Compatibility Update started July 2003. Major issues noted are safety, noise, development pressures, growth, terminal options, state aviation plan and land use laws.
- Forecast approved by FAA shows a steady growth in the number of based aircraft and increase in the FBO level.
- The Project Advisory Committee is a 16 member committee consisting of local government officials, interested community members and airport tenants.
- Compatibility Study and Master Plan are scheduled for conclusion in May 2005.
- Financial self-sufficiency is goal established by airport. Achievement to be attained through leasing land and facilities, creation of new business deals with airport owned land and fuel flowage fees.
- Total funds constitute \$7.6 million. Budget is utilized for annual airport improvements and development.
- Increased usage of airport by 100,000 Intel employees has emphasized the need for airport expansion.

**(b) Don McCoun, Owner and Manager of KUKY Radio Station and FBO**

Mr. McCoun addressed the Board on his involvement with the Hillsboro Airport and participation in fund raising for the Oregon International Air Show. Mr. McCoun relayed that both the Rose Festival and Hillsboro Airport were unable to fund the Air Show. Funding was subsequently obtained by filing a 501C3 form.

- The need for additional sponsorship was relayed as the cost of last year's Air Show was \$443,000 and it is anticipated that this year's costs will exceed \$500,000.

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**(c) Ms. Roberts, Governor's Office**

Ms. Roberts addressed the Board relative to the Governor's Economic Revitalization Team (GERT) and Oregon Solutions Projects. Specifically,

- GERT consists of five (5) representatives from each of the following regions: Northwest & Tillamook County; Salem Area; Southern Oregon; Bend/Highway 97 corridor; and Milton-Freewater Area.
- Three (3) clusters of work are encompassed: Natural Resources; Social Services; and Environment/Economic Development.
- Participation of Directors in Eight (8) agencies meet monthly to discuss policy decisions and ways to leverage state resources to ensure project completions utilizing county, city and business leaders. Agencies represented include: Oregon Department of Transportation; Land Conservation and Development; Economic Development and Community Development; Environmental Quality; Department of Agriculture; Department of State Lands; Oregon Housing and Community Services; & Department of Consumer and Business Services.
- Oregon Solutions members meet monthly to discuss current projects. Ms. Robert cited the State's purchase of Clatsop County land turning it into a historical park honoring Lewis & Clarks Expedition as a successful project.
- In the past five (5) years, GERT has developed substantial policy and administrative rule changes and has increased communication between state and local community leaders.

**(d) Agency Update - Ron Rende, Interim Director Oregon Department of Aviation**

- Charlie Riordan, new State Airports Manager;
- ODA job rotation positions implemented;
- Light Aircraft Registration Program is an attempt to require only a valid driver's license to get licensed to fly a plane weighing 1320 lbs or less (no complete physical needed);
- Recruitment for Director of Aviation Position is still on-going;
- Board Member Confirmation Hearing set for September 15, 2004.

**Issue for next Board Meeting**

- The Federal Department of Transportation provided money in support of community air service. The two programs specifically benefited are the Youth Aviation Careers Initiative and the Oregon Air Service Initiative.

**(e) Report from Chairman - Bill Wilkins**

- Bill Wilkins and Mike Burrill met with State Audits Division for the routine change in Directorship audit. The focus of the meeting surrounded specific agency expenditures over the past four (4) years and the Board involvement and knowledge of those expenditures. The Chief Auditor will issue written findings upon the audit completion.
- Bill Wilkins recommended Mike Burrill as acting Board Chair. The Board and staff thanked Bill Wilkins for his time, energy and leadership during his tenure on the State Aviation Board.
- Three reappointments and one new appointment to the Board are recommended. Those include current members Steve Beckman, Mike Burrill, Carrie Novick and new appointment Amy Prutzman. The ending dates of the reappointments will be staggered.
- Recommendations from the Secretary of State's office might include revisions to current department and board procedures.

**DISCUSSION/DECISION ITEMS:**

**Oregon Department of Aviation FAM Grant Presentation - Teddie Baker**

Teddie Baker presented the Board with the following information relative to the FAM Grant program:

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Applicant requests totaled \$753,130 with \$395,000 to award to requestors. Following are the methods utilized to assist in determining funding and project selections:

- Due to deficiencies noted in the Oregon Aviation Plan, Brookings and Ashland received funding;
- Airports that had AIP match and were in jeopardy of loosing their funding received funding;
- Funding was reduced for any municipality receiving more than one grant. Portland Downtown Heliport's funding was reduced; however, Vale and Monument were funded completely.
- Due to vandalism, Portland Downtown Heliport requested funding for secured video equipment.
- The majority of fund dollars were secured by smaller airports.

**MOTION: Jack Loacker moved to approve the FAM Grant dispersal of funds. Mike Burrill seconded the motion. The motion passed unanimously.**

**GENERAL PUBLIC COMMENTS:**

Jackson County bought out the lease of the Foreign Trade Zone at the Rogue Valley International Airport in Medford. Previous restrictions on the lease are no longer in effect. The Board was informed that changes at the airport would be transpiring.

**Set Agenda:** The November 17th, 2004 Board Meeting will be held in Madras.

There being no further business the meeting was adjourned at 11:45 a.m.

Respectfully Submitted,  
John Wilson, Office Manager  
Oregon Department of Aviation