

Oregon State Aviation Board

Meeting Minutes

November 8, 2012

Teleconference

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 teleconference of the Oregon State Aviation Board was held on November 8, 2012.

Oregon Department of Aviation (ODA) Attendees (office): Mitch Swecker, Director; Matthew Maass, Airports Manager; Heather Peck, Planning Manager; Roger Sponseller, Administrative Assistant.

Board members via phone: Mark Gardiner, Chair; Chris Corich, Vice-Chair; Board Members: Paul Hudgens, Larry Dalrymple, Nan Garnick and Joe Smith.

CALL TO ORDER – INTRODUCTIONS

- The teleconference started at 10:00 a.m.
- Self-introductions were made.

ACTION ITEM – Approval of minutes from October 2012 Aviation Board meeting.

Motion to approve by Joe Smith

Motion 2nd by Larry Dalrymple

Motion passed unanimously

Public Comments:

There were no public comments.

Director's Update (handout):

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

- Calendar of Events:

November: Meeting with Pacific City Advisory Committee on Nov. 19th.

December: No December E-Board session
Dec. 3rd is the Oregon Leadership Council
No Aviation Board meeting to be scheduled for December
Meeting with Pacific City stakeholders & related officials Dec 19th.

- KPM's: Customer satisfaction survey was just sent out. Most of the other Key Performance Measures (KPM's) are in except for the "Best Practices" questionnaire which we're still waiting to get back from each of board members.
- Legislative Update: No regular session E-Board in December. ODA will be asking for a limitation increase. The agency also needs to reduce or minimize expenditures to make budget for the remainder of the biennium.

Fiscal Statement (handout):

Mitch Swecker: ODA Director, Mitch Swecker, briefed the board on the current fiscal status of the agency. Topics covered included:

- Operating Revenue
- Revenue of AV/Jet Fuel Tax
- Revenue to date
- Cost Drivers
- Actual Operating Expenditures
- Search & Rescue
- Aircraft Registration
- Pavement Maintenance Program
- Cash and Limitation Balances
- All Other State Owned Airport Profit and Loss Statement

Aviation Board member Paul Hudgens inquired if it was possible to ask the state to issue a bond to help fund some of the maintenance cost for the state airports. The board discussed. Board Chair, Mark Gardiner, asked that the issue be added to the agenda for future discussion.

Airport's Update:

Matthew Maass: State Airports Manager, Matthew Maass, updated the board regarding the Discover Paragliding operation on the coast. Mr. Maass spoke to Oregon Parks & Recreation about their proposed rule change to allow limited beach use by some aircraft on a permit basis. The current rule allows aircraft to land on Oregon beaches in event of an emergency or by special use permit only. The proposed rule change would allow paragliding activity to continue but it would be controlled through the special use permit process (which will be developed jointly by ODA and Parks & Rec.). This process will allow ODA to address the aviation side of the activity and Parks & Rec. would be responsible for addressing actual beach operations.

Agency Request Budget (ARB) / Policy Option Packages (POP's) (handouts):

Mitch Swecker: ODA's Director, Mitch Swecker, briefed the Aviation Board on the Agency Request Budget (ARB) and Policy Option Packages (POP's). Director Swecker asked the Aviation Board to approve the Agency Request Budget (ARB).

ACTION ITEM – Approval of ODA's Agency Req. Budget (ARB)

Motion to approve by Larry Dalrymple

Motion 2nd by Nan Garnick

Motion passed unanimously

Policy Option Package #101 – Increased Service with Fuel Tax Increase: The purpose of this Policy Option Package is for an increase in service to the aviation community via a fuel tax increase of 2 cents per gallon jet fuel and 2 cents per gallon AVGAS fuel.

Policy Option Package #102 – Statewide Capital Improvement Program (SCIP): The purpose of this POP is to convert an existing Limited Duration position responsible for a federally funded long-term program and mandated deliverables to a Permanent position. The Statewide Capital Improvement Program (SCIP) Coordinator assists in the continuing development and implementation of the FAA's General Aviation Airport Improvement program.

Policy Option Package #103 – Cottage Grove Runway Rehabilitation: The Oregon Department of Aviation (ODA), as owner/operator of Cottage Grove State Airport, request expenditure limitation to reconstruct the runway at this rural airport. The current conditions of the runway are well below the threshold of manageable maintenance activities as indicated by ODA's most recent Pavement Condition Index survey. In order to meet safe operating conditions and Federal Aviation Administration (FAA) grant assurance standards, ODA is seeking to rehabilitate the entire runway. ODA is seeking the expenditure limitation authority to conduct design engineering necessary to ascertain the full scope and costs of the runway rehabilitation project.

Policy Option Package #104 – General Aviation Entitlement Capital Improvement Projects: General Aviation Entitlement projects are airport projects that address safety, operational and developmental projects at airports in Oregon. Projects are determined based upon a combination of factors including but not limited to pavement conditions studies, safety and compliance inspections, design standards and short and long range planning goals. A five year capital improvement plan is approved annually by the Oregon Aviation Board and the FAA. Airports slated for General Aviation Entitlement Projects funds for the 2013-2015 biennium include Bandon, Chiloquin, Condon, Cottage Grove, Joseph, Mulino, Siletz Bay, Wasco, Lebanon and McDermitt.

Projects Update:

Heather Peck: ODA's Planning and Projects Manager, Heather Peck, spoke to the board regarding ODA's planning and construction projects. Topics covered included:

- Cottage Grove and Chiloquin: Cottage Grove, Chiloquin and other PMP projects came in under budget and ahead of schedule.
- Siletz Bay: Ramp design is almost complete and construction will begin next year.
- 5-Year CIP Update: 2013 projects will be covered in January.
- Oregon Aviation Plan: Current Oregon Aviation Plan update is 50% complete. Chapters will include information on economic liabilities, the current plans for all the airports and will be updated with the 2010-2011 economic package; should be complete by February. ODA is working with the FAA and all the NPIAS general aviation airports to collect their capital improvement plans and putting them into a statewide list so that ODA can be sure to catch all of the FAA funding and entitlement dollars that may expire.

Meeting ended at 11:00am.