

Oregon State Aviation Board

Meeting Minutes

May 9, 2013

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 May 9, 2013, at Portland International Airport (PDX) at the Port of Portland Headquarters' building in the Chinook conference room.

Board Members in attendance included: Acting Chair, Jack Loacker; Board Members Larry Dalrymple, Nan Garnick, Paul Hudgens and Joe Smith.

Board Members Present by Phone: Mark Gardiner

Oregon Department of Aviation members in attendance included: Director, Mitch Swecker; State Airports Manager, Matthew Maass; Planning Manager, Heather Peck; Fiscal Rep., Melody Taber; Acting Board Secretary, Kristen Forest.

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

CALL TO ORDER – INTRODUCTIONS

The meeting started at 10:04am

Self-introductions were made.

ACTION ITEM – Approval of meeting minutes from February Aviation Board meeting.

Motion to approve by: Joe Smith

Motion 2nd by: Nan Garnick

Motion passed unanimously

Public Comments:

Ted Millar: President of Southend Airpark at Aurora airport, Ted Millar thanked the board for their support of aviation and for the help with the master plan for the tower at Aurora. He updated the board on changes at Aurora Airport including: a recent article in National Aviation Magazine about Wilson Construction, Life Flight ordered seventeen new helicopters and six

tenants have upgraded to larger airplanes. They are seeing strong support from Wilsonville and Clackamas County and are getting ready to start two new hangars and trying to attract national tenants. Mr. Millar emphasized that the national tenants that they are trying to attract will not land at an airport without a control tower and that is why it is so important to have the control tower at Aurora.

2013 PMP Plan Approval (Handout):

Heather Peck: ODA's Planning & Projects Manager, Heather Peck, briefed the Aviation Board on PMP plan approval. Information covered included:

- The PMP program requires Aviation Board approval.
- The 2013 Cost-estimate has been completed.
- Total estimated cost is \$609,410 to the PMP Program.
- Airports involved in the project include Albany, Aurora, Corvallis, Hillsboro, Independence, McMinnville, Mulino, Newport, Salem, Scappoose, Toledo, Siletz Bay and Troutdale.
- Factors that reduced the program costs –
 - Astoria has complete runway reconstruction scheduled on the CIP next year.
 - Troutdale is on schedule with the FAA for runway and taxiway rehabilitation.
- Approval requested to put the RFP (Request-For-Proposal) together and then to put bids together.
- Contracts will be split in sections of about \$200,000 each.
- General items as seen on the handout –
 - Necessary items that the FAA will not pay for and therefore they will be paid for with the program.
 - Examples include radios and safety equipment.
- Toledo Airport –
 - Fog/Slurry seal is being done at Toledo.
 - Micropaver takes data from the PCI reports and calculates the most important needs, and it listed Toledo.
 - ODA, the sponsor can provide the 5% match.

- Aviation Board members Mark Gardiner and Joe Smith questioned whether it made sense to do pavement maintenance on Toledo with the possibility of it closing.
- Ideas conversed in favor of having pavement maintenance work done by ODA staff (Mitch Swecker, Matt Maass, Heather Peck) were:
 - The possibility of the future transfer of Toledo Airport.
 - Toledo falls into the parameters of the PMP program and that is why the PMP program is in place.
 - It may not qualify in three years for the \$2,000 “other-funds” match and the airport is receiving \$47,000 for the match.
 - If the fog/slurry is not done now then total reconstruction may be necessary in the future.
 - \$47,000 will fall onto the operating budget if it does not qualify under the PMP program the next time. This would put a burden on operation’s funds instead of PMP money.
 - It is favorable for airports to participate in the PMP program for the amount of benefit they receive.

ACTION ITEM – Approval of the 2013 PMP Plan

Motion to approve by: Larry Dalrymple

Motion 2nd by: Paul Hudgens

Motion passed unanimously

PMP Program Policy Update:

Heather Peck: ODA’s Planning & Projects Manager, Heather Peck, presented to the Aviation Board the PMP Program Policy Update. Subjects discussed included:

- The recent FAA meeting about the PMP program, in which Heather Peck had to re-educate the FAA about the program.
- The PMP policy that ODA has is outdated, general, has not been updated since 2000 and contains misinformation.
- There was a need to update an internal document so we know the pay structure at every level.
- An additional need for an updated document is to be able to refer sponsors to it when they are asking for things that are outside of the scope of the program.

- All the documentation and notes that ODA had were used to re-write the policy.
- Policy now reflects the current workings of the PMP program.
- The PMP Program Policy handout is a draft for the board members to review and there will be no voting on approval at this board meeting.
- Board members will have a chance to look over the draft and offer suggestions before the final program policy document is submitted.
- There will be a vote at a later board meeting to approve the updated policy.

ORAVI Update, Oregon Aviation Cluster:

Joe Smith: Aviation Board member, Joe Smith, updated the board members on the Oregon Aviation Cluster. Issues discussed included:

- The recent meeting of Oregon Aviation Industries (ORAVI).
- ORAVI Board is almost complete. Members include Mark Gardiner and Joe Smith.
- Bylaws subcommittee met last week and will be submitting a mission statement and bylaws next week.
- The board of the original organization has voted to change its name.
- There will be an ORAVI summit on September 19th.
- The Aviation Board should write the Governor to urge that he:
 1. Personally attend and address the summit
 2. Declare an “Aviation Month.”
 - At the summit they could have attendees raise awareness of aviation to the public during aviation month.
 - Letter has been drafted and changes or suggestions are welcomed.
 - It is agreed that Aviation staff can work with the Chair to finalize letter.
- Mary Rosenblum, of Oregon Pilots Association, mentioned that OPA would like to participate in the summit in any way they can.
- Ted Millar, of Southend Airpark, feels it is extremely important to get the governor’s office to support the importance of aviation in Oregon.
- Discussion of including the number of jobs that the aviation industry brings to Oregon to the letter:

- ODA is working on updating the jobs data in OAP but it is not complete yet.
- Wait to include the paragraph about aviation jobs until the numbers are finalized.

Further comments in regards to the letter –

- The Aviation Board will move forward with the letter.
- Letter should be sent to OAMA and OPA.
- It is agreed that ODA staff will work with the Chair to finalize the letter.
- Mitch Swecker would like to include the aviation proclamation letter that he was waiting to get updated jobs numbers for.

ACTION ITEM – Aviation Board member, Joe Smith, moved that the Chair write the governor asking him to accept an invitation to attend the summit and name a month “Aviation Month.” October of this year would be Joe’s suggestion.

Motion to approve by: Joe Smith

Motion 2nd by: Nan Garnick

Motion passed unanimously

Director’s Update (Handout):

Mitch Swecker: ODA’s Director, Mitch Swecker, briefed the board on agency business. Topics covered included:

- Aviation opportunities in the future received from Mitch Gee from Business Oregon
 - The 2014 Singapore and Paris airshows.
 - May 14th meeting from 2:00pm-4:30pm at the Portland World Trade Center business office to meet with representatives from China and Saudi Arabia about doing business in those countries.
 - May 17th meeting with a trade representative from Tokyo.
- Planning Subcommittee for the Aviation Cluster meeting –
 - The subcommittee is working on advertising, itinerary, agenda and invitee list.
 - Topics to be addressed include access to capital and a sustainable workforce.
- Calendar of Events –

May: ORAVI Meeting on 5/17
 PAAM Meeting on 5/23

Mandatory Furlough Day on 5/24

- June: Quarterly OPA Board Meeting – 6/8 at 10:00am in Klamath Falls
Contract Tower Association Meeting – 6/11-12
Aviation Board Meeting – 6/20 at 10:30am PDX
PAAM Meeting – 6/27
Sine Die Target – 6/28
- July: AAAE General Aviation Conference – 7/9-11
PAAM Meeting – 7/25
Aviation Board Meeting – 7/18 at 10:30am PDX
- August: PAAM Meeting – 8/22
Oregon Pilots Association Meeting – 8/24
- September: ORAVI Summit – 9/19

Contract Tower Discussion:

- Contract Tower Association meeting
 - Best way for board members to help would be to contact congressional delegations and voice support to keep the contract tower program going.
 - Letter sent to the FAA that bullet points the advantages of keeping the contract towers will be sent to board.
 - Mary Rosenblum, OPA, requested that the information be sent to her so she can have OPA members send letters to legislatures.
- Aviation Board Member, Joe Smith, discussed the conference call during the Salem meeting
 - FAA demonstrated that the decision to close the towers was not thought through.
 - Conference call involving all key staff for the seven members of the delegation went well.
 - Everyone signed on to the bill that passed.
 - Suggests sending Thank you letters to the legislators saying thanks for allowing your staff to participate in the call and your support.
 - Mitch Swecker suggests the letter come from the board and offered to help draft the letter.

- Joe Smith summarized what he learned from the Director of General Aviation for the Port.
 - The director thinks the \$25 million will be used for contract towers but commitments have not yet been made.
 - The decision will be postponed until October.
 - FAA needs an orderly way look at the contract towers and which ones cannot be justified; Troutdale is not one of them.

Legislative Update (Handout):

- Senate Bill 071- Drone Legislation.
 - This bill has been killed most of it has been transferred to HB 2710.
- SB 5505- To Make Jeff Caines, Aviation Planner, a Permanent Employee of ODA.
 - It has moved through the committee.
- Senate Bill 178- Civil Penalties Authority.
 - Through the senate and to be scheduled for vote in the House Transportation Committee
- Senate Bill 179- ODA/OMB Cooperation.
 - This bill has been killed.
- Senate Bill 602-Bans Use of Motors on Waldo Lake.
 - Through the senate and voted out 5-4 in the House Environmental committee.
- House Bill 2710- Law Enforcement UAS-
 - Through the house and to be scheduled for senate judiciary committee.
 - Stuffed with SB 71 as an amendment-2.
 - Mitch Swecker will be in the working group for HB 2710.
 - There is concern for privacy.
 - More aggressive with civil and criminal penalties
 - Thirty nine other states have similar bills, killed in some states and not in others.

- House Bill 2016- Recreational Aviation
 - Public hearing held and no work session.
 - This bill has been killed.
- House Bill 2766 Fuel Tax Increase
 - This bill has been killed.
- UAV Test Site Application.
 - Tri-state application submitted with Hawaii, Oregon and Alaska to be a test site.

Budget Review (Handout):

Melody Taber: ODA Fiscal representative, Melody Tabor, briefed the board on the current fiscal status of the agency. Topics covered included:

- Leading Operating Revenue Sources
 - Jet fuel makes-up most of ODA's revenue. Land leases only account for 10%.
- Revenue of AV/Jet Fuel Tax.
 - The dip in revenue in March is due to an international carrier tax refund of about \$70,000.
- Actual Revenues
- Cost Drivers
- Actual Operating Expenditures
- Search & Rescue
 - Projecting \$18,000 cash balance at the end of the biennium.
 - The remaining transfer to the military has just been completed; the total \$51,571 has been transferred this biennium.
 - There have been about 10 searches this biennium that counties have requested reimbursement for and we have reimbursed their fuel costs.
- Aircraft Registration
 - Projected to have a cash balance of about \$585,000.

- This helps fund grant matches for GA entitlement and capital construction projects.
- Project costs have increased due to environmental and construction costs going up.
- Pavement Maintenance Program
 - Projected to have \$1.2 million cash balance at the end of the biennium.
- Cash & Limitation Balances
 - \$180,000 limitation increase for operations approved.
 - Operations is projected to a \$912,000 cash balance at the end of the biennium.
 - It is important to have a big cushion for absorbing unexpected costs such as the fuel tax refund.
- All Other State Owned Airport Profit and Loss Statement
 - McDermitt will be close to breaking even once they receive BLM money for firefighting.

Airports Update (Handout):

Matthew Maass: ODA's airport Manager, Matthew Maass, updated the board on airports. Subject matter that was covered included:

- Private airport/heliport applications received in 2013
 - Madison Ranches Inc.
 - Kaizer Hospital Sunnyside
 - Swanson Group Aviation
 - Fee Field
 - Berlin Haus
 - Parkdale State
- Aurora master Plan Update
 - At Marion County Commissioner meeting the master plan was acknowledged and accepted by way of resolution.
 - The resolution passed unanimously.

- ODA, the airport sponsor still needs to go through planning and the environmental process.
- The master plan includes an extension of the runway.
- The Cascade Range airports that closed for the winter are re-opened.
 - Santiam Junction State Airport
 - Toketee State Airport
 - Crescent Lake State Airport
 - McKenzie Bridge State Airport
- Crescent Lake Airport
 - Fared well this year and is safe to operate.
 - There is some cracking that will be clear patched.
 - Last year \$15,000 went to repair cracked pavement at Crescent Lake. This is being watched closely.
- The other three airports fared well and the turf strips look to be in great condition.
- Pacific City Airport.
 - Pump station was moved that straddled the airport property.
 - In the final stages to move it off of airport property.
 - Fence was erected within 14 feet of the pavement turnaround.
 - Negotiated with the project manager to move it back five more feet and put reflective material on it that will provide adequate protection.
 - Heather Peck commented that Matt Maas did a good job mitigating the fence situation because it was off of airport property.
 - Mitch Swecker commented that even though it was mitigated well the fence is still an encroachment on our airport and we need to educate the county that it infringes on safety.
- Early start on mowing, spraying and maintenance at the airports, should be able to get more done this summer.
- Discover Paragliding
 - Wants to change the definition of aircraft to be able to operate paragliders on Seaside beach and tow them.

- Proposals:
 1. Change the statute through legislation (would not be until next February or March)
 2. Have the state board designate an airport on a public beach, including restrictions (public hearing process would take about one year).
- Will propose those routes to Discover Paraglide and see what direction he wants to take and communicate findings to the board.
- Mary Rosenblum from The OPA added that she has told pilots to watch for this in the summer by the beaches.
- Federal regulations prevent pilots from flying over Open Air Assemblies.
- Beaches are owned by all the state of Oregon, and it would take considerable hearings to make changes to anything for a public beach.
- Do not want to work against another state agency on this matter. There are many stakeholders involved and we want to be fully prepared and have a well-considered proposal before we bring it to the board.
- Senator Betsy Johnson is aware of this situation as well and has stated that everything that can be done is being done.
- Discover Paragliding been operating without permits for fifteen years.
- Still researching this matter and keeping in contact with Discover Paragliding.

Further Discussion included:

- Mitch Swecker asks the board to re-consider the strategic vision, the roles and missions and the airports.
 - Strategic goals need to be updated.
 - It is agreed to meet on June 7th 2-4 at Aurora Jet Center, courtesy of Ted Millar, for Strategic Mission Work Group.
 - Mary Rosenblum, OPA is going to see if Paul heart can come to see how OPA can contribute to the maintenance.
- Memorial Day Event on May 27th at 11:00 at Independence Airport.
 - The event is to honor pilots who have flown in the military and local pilots who are non-military as well.
 - Matthew Maas will represent ODA, Paul Hudgens will do pilot tribute speech and State Senator Jackie Winters will provide the welcome speech.

Meeting ended at 12:17pm.