

Oregon State Aviation Board Meeting Minutes

April 17, 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 April 14, 2014, at Portland International Airport's (PDX) Conference Center in the Tillamook conference room.

Board Members Present: Chair, Mark Gardner; Board Members Nan Garnick, Jack Loacker, Larry Dalrymple, Joe Smith and Paul Hudgens.

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

Presenters and guests in attendance included: ODA Director and ODA Projects & Planning Manager. Mary Rosenblum, President AOPA.

CALL TO ORDER – INTRODUCTIONS

The meeting started at 10:10 am

Self introductions were made.

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

Motion to approve by: Joe Smith

Motion 2nd by: Paul Hudgens

Motion passed unanimously

Public Comments:

Mary Rosenblum: Ms. Rosenblum, President of Oregon Pilots Association (OPA) updated the Aviation Board on the proposed cooling towers at the Troutdale energy plant near the Troutdale airport. OPA and Aircraft Owners and Pilots Association (AOPA) are contesting the siting of the towers with the Dept. of Energy. Ms. Rosenblum stated that the FAA has given final approval for the Miter Risk Assessment Model for thermal plumes and that the model is

expected to be released in September 2014 along with new land use guidelines. The FAA will also be releasing a white paper in May addressing these guidelines.

Ted Millar: Mr. Millar, proprietor of Southend Corporate Airpark at Aurora Airport, spoke regarding the planned control tower at Aurora airport. Mr. Millar stated that the anticipated ground breaking is proceeding as planned and that everything looked good so far.

Civil Air Patrol:

An agreement has been written that would enable staff from the Oregon Department of Aviation (ODA) to fly in Civil Air Patrol (CAP) aircraft as crew members, not administrative passengers, in times of emergency or emergency preparation. The agreement would function within the specific purpose of the Civil Air Patrol Mission. This would benefit the Oregon Department of Aviation in that ODA could fly into different area airports to evaluate their potential for emergency management during a critical event.

ACTION ITEM – Approval of Agreement Between Oregon Department of Aviation and Civil Air Patrol Allowing ODA Staff to Fly in CAP Aircraft as Crew Members During Times of Emergency or Emergency Preparation.

Motion to approve by: Joe Smith

Motion 2nd by: Paul Hudgens

Motion passed unanimously

Legislative Concepts (handouts):

Mitch Swecker: ODA's Director, Mitch Swecker, reviewed for the Aviation Board the two legislative concepts being submitted by Dept. of Aviation to the legislature.

1. Aviation Fuel Tax Increase -

- Increase in jet fuel tax would enable ODA to augment rural communities federal grant match by a small state grant of 2.5% - 5%. This will assist rural communities in meeting their grant match increase from 5% to 10%. Results will be a decreased financial burden on rural communities while improving aviation infrastructure and increasing jobs in related construction and aviation industry.
- Commercial air service in Oregon would be strategically aided by attracting and sustaining air service providers with subsidized support to strategic rural communities. Commercial air service induces corporate and business enterprise development and the jobs that go with them.
- If approved, ODA would discontinue pilot registration and provide a fixed amount to Oregon Emergency Management (OEM). Reduced administrative burden would

allow the agency to redirect the resources to providing better service to the aviation community.

- Increase in fuel tax will enable ODA to provide additional expertise to local and rural communities and adequately maintain and operate the 28 state owned airports.

2. Fee Increases –

ODA is supported solely by Other and Federal Funds with the jet fuel and aviation fuel tax representing over 50% of the Other Fund revenue. Funding for the agency has steadily declined over the years due to no revenue increases and inflation. In addition, the transportation model has changed considerably. Planes operate on much more efficient engines, routes are more streamlined and they are able to carry more passengers. These adjustments result in the aircraft using less jet and aviation fuel. Increases for the following fees are being considered:

- Pilot registration fees would be increased from \$12 (initial registration) and \$24 (bi-annual renewal) to \$24 (initial registration) and \$48 (bi-annual renewal).
- Aircraft registration fees, which range from \$30 - \$350, would be increased to \$55 - \$700.
- Public airport registration is currently set at \$30 for all airports. Increases would be based on what category the public airport falls into. Category V airports will remain at \$30 while Category IV will be increased to \$50, Category III will be \$75, Category II will be \$100 and Category I will be increased to \$150.

ACTION ITEM – Approval of Legislative Concepts Requesting Increases in the Jet/Aviation Fuel Tax of no Less Than \$0.03 a Gallon and Increases in Pilot, Aircraft and Public Airports Registration Fees.

Motion to approve by: Joe Smith

Motion 2nd by: Larry Dalrymple

Motion passed unanimously

Director's Update (handouts):

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

- Calendar of Events:

April: Aurora Tower Ground Breaking, April 21, 2014
ORAVI Meeting, Aurora AP, April 23, 2014
PAAM Meeting, April 24, 2014

E-Board Requests Due to CFO by Noon, April 28, 2014
ORAVI Meeting, Synergy Air Eugene, April 29, 2014

May: Aviation Board Meeting, PDX, May 22, 2014
Memorial Day, May 26, 2014
Legislative Days (Capitol), May 28-30, 2014

June: *ConnectOregon V* Final Review Committee, Portland, June 11-12, 2014
Oregon Freight Advisory Committee, Portland, June 18, 2014
Aviation Board Meeting, (TBD), June 19, 2014
Contract Tower Workshop (Mitch), Washington D.C., June 23-25, 2014
PAAM Meeting, Aurora AP, June 26, 2014

Fiscal Statement (handout):

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

- Revenues / Expenditures
- AV/Jet Fuel Revenue
- Annual Jet Fuel and AV Gas in Gallons
- Limitation and Cash Balances
- Operations Thru March 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 March 2014
- 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:

Crescent Lake State Airport: Airport is closed due to the poor conditions of the pavement. There is a 6 inch crown in the centerline of the runway. ODA does not currently have the funds to completely repair the runway for fixed-winged aircraft. Rotary aircraft are still allowed to land.

Prospect State Airport: Unfortunately, Prospect airport fell out of the Pavement Maintenance Program (PMP) this year because of PCI data out of Prospect. It is another non-NPIAS airport that is slowly deteriorating. It's similar to Crescent Lake State Airport in that it does not have a sub-base foundation beneath the runway pavement. Now that the airport will not be getting PMP funds, maintaining the runway might not be feasible and the department may have to consider closing the airport sometime next year.

Options for keeping the airports open are limited. However, in the case of Crescent Lake it might be possible to have a local contractor go in and chew-up the old pavement and replace the surface with gravel.

Aurora State Airport: Aurora is currently being considered for a runway overlay/extension. Overlay/extension is necessary to help accommodate larger aircraft operations. Some of the aircraft that take-off from Aurora can't take-off with either a full load of fuel or cargo due to the limited length of the runway. The extension is in the Master Plan; however, Mr. Maass cautioned that the process to do so is lengthy and would include the purchase of the property, an environmental assessment which could take 18 months to 3 years, and then the actual construction of the extension which could take some time to complete.

The north Run-up area, which is in the 5 year Capital Improvement Plan (CIP), has been identified as a safety area and ODA has been talking with the FAA on dealing with that. Also, maintenance continues to work on tree removal. They have done a good job of clearing the approaches but they will only be clear for a couple of years. ODA is looking at removing ALL of the trees currently in Aurora's approaches.

Cottage Grove: ODA is looking at doing a possible annexation with the city of Cottage Grove. Sewer and water currently stop at the annexation line; this annexation would allow for sewer and water to be run to the airport. Additionally, Cottage Grove is looking to establish an IGA with the Department of Aviation where the city could dispose of its reclaimed water on the airport fields and in exchange would mow the airport during the year. This would benefit ODA in airport maintenance cost savings and the city of Cottage Grove with a vastly improved airport.

Para-glider/Oregon Parks and Recreation Meeting: Mr. Maass recently had a meeting with Oregon Parks & Recreation regarding use of para-gliders on Oregon's beaches. ODA is currently working with Parks & Recs. to come to an agreement regarding the activity. One para-gliding operation has requested the Oregon State Aviation Board change the Oregon Revised Statute (ORS) definition of "aircraft" to exclude para-gliders so that the group can operate on the

state's beaches. Oregon Parks & Rec. have already indicated their opposition to the activity based on their interpretation of statute and the definition of "aircraft". The para-glider qualifies as an "aircraft" and is therefore subject to statute. Mr. Maass remarked that the meeting ended with an agreement to draft a letter, to be sent to the para-gliding operation, of concerns that need to be addressed before further action can be taken. The letter will be signed by the Directors of both Dept. of Aviation and Dept. of Parks & Recreation.

Projects & Planning (handouts):

Heather Peck: ODA's Projects & Planning Manager, Heather Peck, began her presentation by asking for approval from the Oregon State Aviation Board for the PMP 2014 Preliminary Program.

The 2014 ODA Pavement Maintenance Program includes work (design/construction and inspection services) at the following 13 airports totaling approximately \$800,000:

- Ashland Municipal Airport
- Bandon State Airport
- Brookings Airport
- Cape Blanco State Airport
- Christmas Valley Airport
- Creswell Hobby Field
- Florence Municipal Airport
- Grants Pass Airport
- Illinois Valley Airport
- Lake County Airport
- Myrtle Creek Municipal Airport
- Pinehurst State Airport
- Roseburg Regional Airport

ACTION ITEM – Approval of PMP 2014 Preliminary Program.

Motion to approve by: Larry Dalrymple

Motion 2nd by: Nan Garnick

Motion passed unanimously

Other topics covered by Ms. Peck included:

Status of Projects:

- Cottage Grove – Runway improvement, lighting, and signage work to be completed by the end of this summer.
- Aurora – Ramp and taxi-lane construction. Project is in final design and getting ready to bid in the next two to three weeks. Tower project is proceeding on track.
- Joseph – Project for obstruction removal at the north end and also some safety-infield debris. Also, some additional fencing is being added to prevent wildlife from entering onto the airport property.
- Wasco – New beacon tower is on schedule.

Streaked Horned Lark – Federal Policy Update: Streaked Horned Lark were officially listed as a “Threatened Species” in October of 2013. At the time, ODA did not know if airports would be listed as habitats; as it turned out, they were not. However, United States Fish and Wildlife (USFW) noticed that the birds really like airports because they resemble the bird’s natural habitat so closely. As a result, any airport that receives federal funding and has a project in the works or is considering construction projects in the future must coordinate with USFW in establishing a wildlife management plan to mitigate impact on the birds.

SCIP Program Update: ODA Planer, Jeff Caines, is working with the FAA in capturing all of Oregon’s public use airports individual 5-year Capital Improvement Programs into a database at ODA that will be launching in July. The database will allow sponsors and the FAA to more easily submit and view the airport’s CIP plans. ODA will be meeting with the FAA in Renton, WA in May to hash-out the statewide CIP plans for next year.

ConnectOregon V Update: ConnectOregon V program is moving forward. Regional committees are meeting to prioritize request and should be completed by the first week of May. Ms. Peck remarked that she would have more information before the next Aviation Board meeting.

Key Performance Measures (KPM’s) (handout):

Joy Howard: ODA’s Business Manager, Joy Howard, updated the board on the progress of the ODA’s 2013-2014 Key Performance Measures (KPM’s). These KPM’s include:

- Runway pavements in good or better condition (%)
- Runways meeting or exceeding Approach Surface Standards (%)
- State airports with current inspections (#)

- Federal funds obligation rate (%)
- Customer Service – “Good” and/or “Better” ratings (%)
- Aircraft registered (% against FAA database)
- Pilots registered (% against FAA database)
- Best practices used by State Aviation Board (%)

At this point in the meeting, Director Swecker asked if the board could go back to an **Action Item** under the Legislative Concepts issue. For Cottage Grove and Aurora airports respectively, Director Swecker sought the Aviation Board’s approval of ODA’s request for a grant increase and a request for a limitation increase. The grant increase is for Cottage Grove’s runway reconstruction, lighting, signage and beacon tower improvements. The limitation increase is being requested in regards to the new Aurora tower.

ACTION ITEM – Approval of the Oregon State Aviation Board for Oregon Dept. of Aviation to Submit the Two Requests, One for the Cottage Grove Airport Grant Increase of and One for the Aurora Airport Tower Limitation Increase, to the State E-Board.

Motion to approve by: Larry Dalrymple
Motion 2nd by: Joe Smith
Motion passed unanimously

Unmanned Aerial Systems (UAS) Update (slide presentation):

As per House Bill 2710 (HB2710), ODA must submit to the Oregon Legislature, no later than November 1st of this year, a report on the status of federal legislation regarding UAS’s and whether or not ODA should register private unmanned aerial drones. Director Swecker stated that he is going to coordinate with other state agencies such as the Dept. of Agriculture, Dept. of Fish & Wildlife and Dept. of Forestry to help craft a decision regarding this issue. Director Swecker then showed the Aviation Board a slide presentation, which he will be presenting to the other state agencies, covering the different types of Unmanned Aerial Systems, their uses and public/private responsibilities.

Executive Session:

At 1:30pm the Oregon State Aviation Board called an Executive Session.

At 2:00pm the Oregon State Aviation Board was reconvened for the purpose of adjournment.

At 2:05pm the meeting was adjourned.