



Cathryn Stephens, Board Chair
Steve Nagy, Board Vice Chair
Sarah Lucas, Bill Graupp, Jim Knight, Jeffrey Pricher, Brian Prange
Kenji Sugahara, Director of Aviation

MEETING MINUTES APPROVED BY BOARD ON October 3, 2024
Motion: Steve Nagy
Second: Bill Graupp

STATE AVIATION BOARD MEETING (DRAFT MINUTES)

DATE	August 1, 2024
TIME	10:00 AM – 3:00 PM
LOCATION	Klamath Falls Regional Airport [LMT] 3000 Airport Way Airport Terminal Building Klamath Falls, OR 97603
VIDEO RECORDING	View Video Recording: https://youtu.be/ZnjK0dhDBf4?si=OOQsCBQMP0SRMqaT
PRESENTING AGENDA	Cathryn Stephens, Board Chair, and Kenji Sugahara, Director of Aviation

#	TYPE	TIME	ITEM	LEAD(S)
1	Information	10:00 am Recording began by Board Administrator	<i>Announcement by Board Administrator: Good morning my name is Holly Herrera and I am the Board Administrator for today's Board Meeting August 1, 2024. This meeting is being recorded.</i>	Board Administrator Herrera/ Chair Stephens
		10:01 am Chair Stephens Announcement	Call to order	
			Roll Call	
			<i>Present: Cathryn Stephens, Sarah Lucas, Jim Knight, Brian Prange, Bill Graupp Excused Absence for the record: Jeff Pricher Late Arrival: Steve Nagy (arrived at 10:05 am) At Quorum? Yes</i>	
		10:02 am	<i>Staff introductions In person: Andria Abrahamson Planning, Policy, Tony Beach State Airport Manager, Kristen Forest, Finance Manager, Ermie Bunca, Planning Online: Holly Herrera, Board Administration, Kevin Olsen, Leasing, Michelle Bradley Tillamook Airport, Alex Thomas Planning Manager, Brandon Pike, Planning, Kenji Sugahara, Director of ODAV</i>	Board Administrator/ Herrera
			<i>Public comment- use raise function or send a message in the chat for online public comment.</i>	

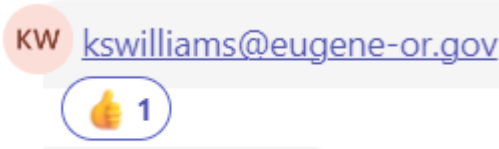
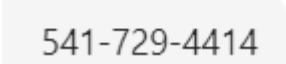
2	Action	10:04 am	<p>Approve Consent Agenda</p> <ul style="list-style-type: none"> ▪ prior Board Meeting Minutes ▪ Approval of June 6, 2024 Board Meeting Minutes ▪ Approval of July 11, 2024 Board Meeting Connect Oregon Modal Review Committee ▪ Read ahead Materials: <ul style="list-style-type: none"> • Report on HB4109 (2024) to the Legislative Assembly 07.2024 • Read Ahead for LC Board Vote <p>Motion for the Board to approve the prior Board meeting minutes for</p> <ul style="list-style-type: none"> • June 6, 2024, Board Meeting • July 11, 2024, Board Meeting Connect Oregon Modal Review Committee <p>As presented (or as amended). Moved: Bill Graupp 10:05 am Second: Steve Nagy 10:05 am Vote: no discussion Aye: all Nay: none Consent agenda is approved 10:05 am</p>	Chair Stephens
3	Information	10:05am-10:11am	<p>Public Comments Limited to 2 minutes per speaker Written comments will be acknowledged for the record. Each speaker please state your name, city of residence and/or affiliation for the record. Written comments will be acknowledged for the record.</p> <p>The purpose of this portion of the meeting is for us to listen to community feedback. The Board and Staff will not be making direct comments or answering questions during this time. Your concerns will be taken into consideration as we deliberate on matters. If you have specific inquiries, we encourage you to reach out to us directly via email at mail.odav.oregon.gov. Contact information can be found on our website, and we will do our best to provide a response.</p> <p>Public Testimony: Elected officials: none In person sign ins: none Online Comments: George Buley FAA, Ted Millar-Aurora, would like ODAV have a board meeting at Aurora State Airport. . Written comments: Jared Hillock of Enterprise, Oregon(emailled his testimony on 7/31/2024) read by board administrator Herrera</p> <p>Public comment is closed. Sign in sheet attached</p>	Board Administrator/ Herrera
4	Information	10:38 am - 10:47am	Welcome to Klamath Falls Regional Airport [LMT]	Airport Business Manager/ Linda Tepper
5	Information	10:11am 10:38 am	Director's Update PowerPoint presentation attached	Sugahara
6	Action	10:38 am 10:51	<p>COAR Update/ASAP report to the Legislature</p> <p>Motion to approve the 2024 ASAP Report to the Legislature as presented</p>	Abrahamson / Buncal

*Comments from the Board:
Chair Stephens mentioned that ODAV has-stream lined the COAR process with ODAV.*

Moved: 2024 asap as presented- Sarah Lucas
Second: Steve Nagy
Aye: all
Nay: none
Approved: motion carried

PowerPoint presentation attached

Burns Airport Amendment Request for COAR-2024-BNO-00095

7	Action	10:51 10:52 am	Motion to approve increase to grant COAR-2024-BNO-00095 award as presented <i>Requested by the City of Burns to have this agenda item removed from the agenda. The topic will no longer be discussed at this time per email correspondence on 7/31/2024</i>	Abrahamson /Walker
8	Information	10:52 am to 11:05 am questions- 11:13am	State Airports Manager Update <i>PowerPoint presentation attached</i>	Beach
		11:15am- 11:25 am	10 minute break	
			Finance Manager Update <ul style="list-style-type: none">• Review 25-27 Agency Request Budget• Vote-LC Remove Airport & Aircraft Fees from ORS	
9	Action	11:25am- 11:27am Questions 11:27am-	Motion to approve LC Removal of Airport and Aircraft Fees from ORS Moved: Jim Knight Second: Steve Nagy Aye: all Nay: none Approved: 11:37am	Forest
			<i>PowerPoint Presentation attached</i>	
10	Information	12:54 pm 1:42pm Questions/ comments 1:43-1:57pm	DFR – Drones as a Fire Responder LEDA- law enforcement drone association began in Oregon. Sergeant Kyle Williams is the Vice President of this organization Drone responders- LEDA Adding a 3 rd party drone connection through network on DJI drones for privacy. Contact information sent in TEAMS chat:  	Sergeant Kyle Williams

	11:45-12:45	Lunch Board Member Sarah Lucas left the meeting and is in another meeting.	
	12:48 pm	Board Updates This time is provided for the Board members to share news, events, or related information	Board
		-Nagy August 14 new Portland airport terminal	
	11:38 am	Other Business This time is provided for the Board or Staff to bring up topics not on the agenda <i>Cathryn- Oakridge- discussion on legislative concept for funding directly from the legislation for grant funding through connect Oregon or another way. By the next session. Kristen said we turned in our proposal and we can go about another way to push this request. Kenji talking to legislatures about general funds. Need to be careful on how we approach this. Cathryn wants a plan in motion. Loop back around this topic.</i> <i>Jim Knight mentioned he will represent our board and grant requests in place of Jeff Pricher for emergency for fire emergency, August 7th is this meeting. Jeff Pricher is currently fighting a fire. An on call or another backup would be appreciated from the board to speak.</i>	Board Staff
		Agenda input	
	12:49 pm	Summary of Board direction to staff Topics for future board meetings Next meeting date is: September 5, 2024 Work Session via TEAMS 12:50 pm <i>Final decisions for connect Oregon- Jim Knight needs to know timing. Celebrating the amount of work going into the applications</i>	Board Staff
	1:57pm	Adjourn	Chair Stephens
	1:58pm	<i>This meeting recording has ended.</i>	Board Administrator / Herrera
Tour	2:00 pm	Touring Information The State Aviation Board will be touring the Klamath Falls Regional Airport	Airport Business Manager/ Linda Tepper

Presentations are attached below

Persons with disabilities who require special accommodations please call (503)378-2238 at least 48 hours before the meeting.

The board will provide time in the meeting as listed on the agenda for members of the public to address the board. Individuals who would like to provide Public Comment must respond to the call by the Chair for Public Comment under Agenda Item 3. To be recognized by the Chair for Public Comment, please sign in (if in person), use the "raise hand" function, or ask in the Chat to be recognized. Speakers must wait to be recognized by the Chair and then state their name, city of residence, and/or affiliation (if any) before starting to present comments. Email requests to be included in Public Comment or to submit Written Comment to be sent to the Board prior to the meeting must be received by 5pm the day before the Board meeting at mail.aviation@ODAV.oregon.gov. Written comment received after that time will be forwarded to the Board after the meeting. The board may discontinue the public comment after a reasonable time if there is a large number of speakers.

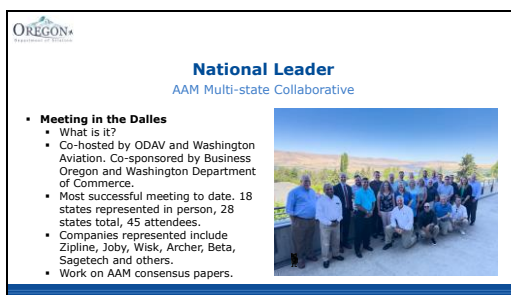
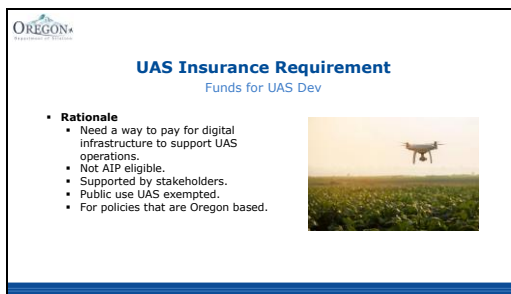
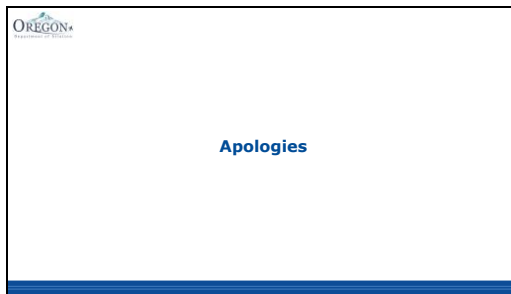
NOTE: Due to the uncertain length of time for each agenda item, the board may hear any item at any time during the meeting.

If a specific time is indicated for an agenda item, an effort will be made to consider that item as close to the time as possible. Scheduled times may be modified if participants agree. Those wishing to hear discussion on an item should arrive at the beginning of the meeting to avoid missing that item.

Attached Presentations:

- 5. Director's Update**
- 6. COAR/ASAP Program Update**
- 8. State Airports Manager Update**
- 9. Finance Manager Update**
- 10. DFR Guest Speaker Presentation**
- 11. Sign-in sheet**
- 12. Written Public Comment**

5. Director's Update




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Conferences

Influencing Policy

- **Speaking engagements**
 - PNW Economic Region Summit in Canada- one day trip.
 - Topic of discussion- AAM
 - Audience included Oregon legislators.
 - FAA Symposium
 - Community Engagement
 - Connected with FAA and had discussions about some potential exciting opportunities in Oregon with the idea of bringing along the region.




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Updates

All the rest

- **Oakridge Funding**
 - EDA in process.
 - Connect Oregon in process.
- **Strategic Plan**
 - Planning on kicking off in September.



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THANK YOU!
QUESTIONS?

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6. COAR/ASAP Program Update

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Slide 2

08.01.2024

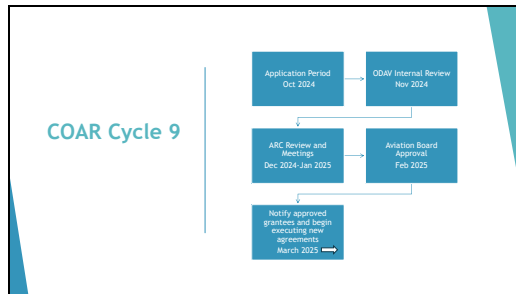
- COAR Program Updates
- Annual ASAP Legislative Report

Slide 3

COAR Program Updates

- Oregon Administrative Rule Chp 738-124 effective 7.1.2024
- Airport visits/COAR project inspections 2024
 - 7 complete
 - 7 scheduled
 - More to be scheduled for early fall
- COAR Cycle 9
 - Application period open October 7-25, 2024
 - Estimated funding \$3.5M

Slide 4



Slide 5

ASAP Report to the Legislature

- Request to approve report to legislature per ORS 319.023 (7)
- Summary of ASAP projects from inception of the programs
- To be submitted to the Joint Committee on Transportation by 9/15/2024

Draft Motion:
Motion to approve the 2024 ASAP report to the legislature as presented

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8. State Airports Manager Update

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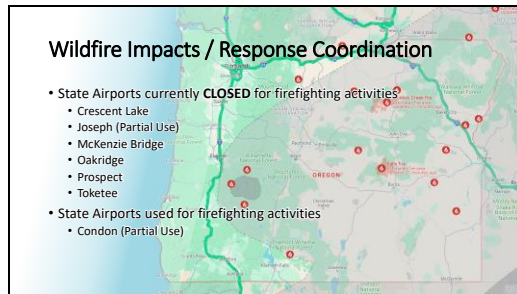
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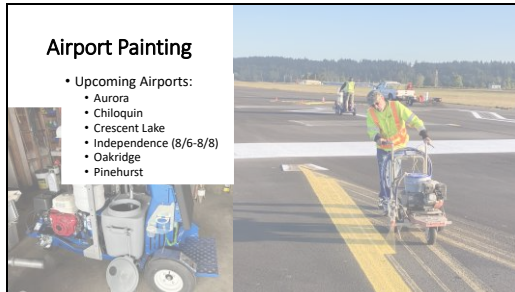
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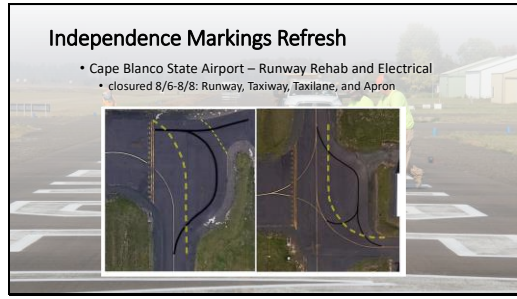
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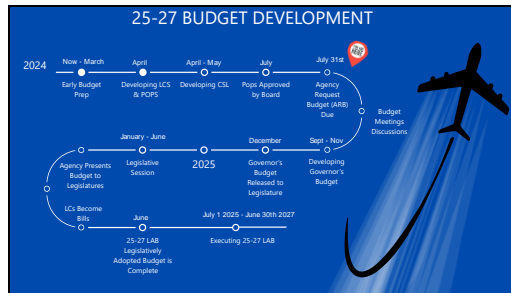
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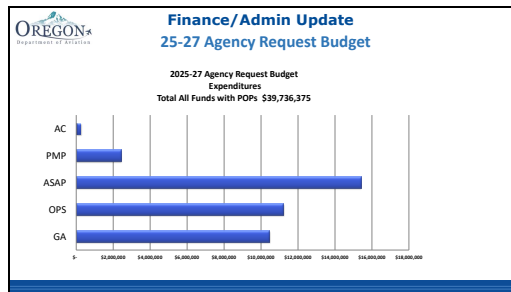
**Finance/Admin Update
August 1, 2024**

- 2025-27 Budget Overview
- 2025-Agency Request Budget Review
- Board Vote LC- Removal of Airport and Aircraft Fees from ORS

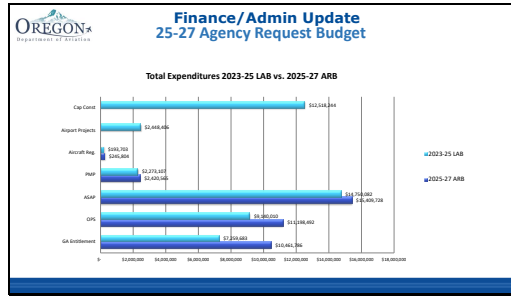
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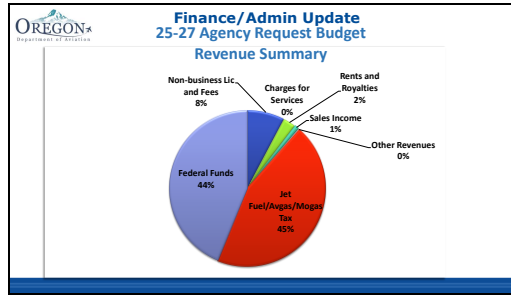
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Slide 6

Finance/Admin Update Board Vote

Legislative Concept (LC) Removal of Airport and Aircraft Fees from ORS

Currently the following fees are in statute:

- A fee of \$375 per site is stated in ORS 836 for the approval of airport sites.
- Fees for the licensing of airports are stated in ORS 836 ranging from \$30 to \$150.
- Aircraft Registration Fees ranging from \$55-\$700, Aircraft Dealer fees of \$250 and Aircraft Transfer fees of \$15 are all specified in ORS 837.

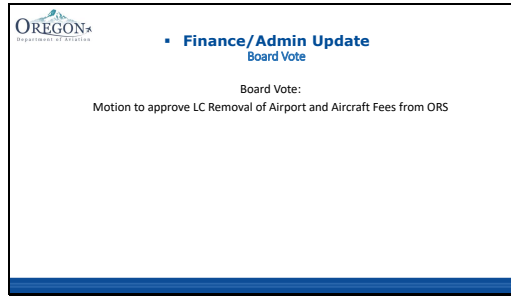
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Finance/Admin Update Board Vote

Legislative Concept (LC) Removal of Airport and Aircraft Fees from ORS

- This LC proposes to remove the fees from both ORS 836 and ORS 837 and instead add those through Oregon Administrative Rules. There is language proposed in the LC that will allow the department to update the fees based on the CPI.

Slide 8



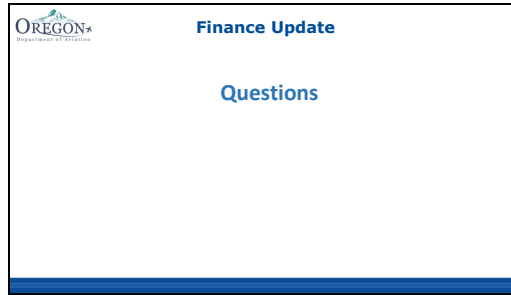
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- **Finance/Admin Update**
Board Vote

Board Vote:
Motion to approve LC Removal of Airport and Aircraft Fees from ORS

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Slide 9



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Finance Update

Questions

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