

Oregon State Aviation Board
Approved Meeting Minutes

October 16, 2002

Baker City, 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 Best Western Sunridge Inn in Baker City, Oregon, on October 16, 2002.

Board members present included Bill Wilkins (Chair), Mike Nelson (Vice Chair), Mike Burrill and Joe Smith. Carrie Novick attended by teleconference. Also present were Oregon Department of Aviation staff members Ann Crook, Carolyn Bolton and Carma Gale. Lynn Rosik, Assistant Attorney General, attended by invitation. The attendance list signed by members of the public present at the meeting is on file at the offices of Oregon Department of Aviation in Salem.

Chair Wilkins called the meeting to order at 9:01 a.m. He acknowledged Representative Tom Butler. Representative Butler welcomed the Board to House District 60 and thanked the Board for its support of small rural airports, its recognition of the importance of aviation in the economic development of rural areas and its proactive work in economic development. Gordon Zimmerman, Baker City Manager and Airport Manager, and Dale Evans, President of Oregon Pilots Association, were also welcomed. General introductions followed.

Other members of the public introduced to the Board during the meeting included:

- Fred Warner, Jr., candidate for County Chair and descendant of an Oregon pioneer family
- Peggy Timm, a long-time community advocate currently engaged in Red Cross fundraising
- Ron Brinton, publisher and owner of the *Record Courier*, the local weekly newspaper
- Jon Croghan, Baker City Airport Commission member

Agenda Adjustments

- A discussion of awards led by Crook was added to updates at 10 a.m.
- A report by Smith on City of Troutdale's consideration of a 300-foot wind turbine adjacent to the Troutdale Airport was added to the working lunch.

Consent Calendar (Minutes of the September 18, 2002 meeting)

- "601" was revised to read "six hundred and one" (August 16, 2002 meeting minutes)
- "receive" was replaced by "receiving" on page 2, fifth bullet, line 5.
- "parody" was replaced by "parity" on page 2, fifth bullet, line 7.
- "had" was replaced by "has" on page 2, fourth paragraph.
- "could not filed" was changed to read "could not be filed" on page 4, first paragraph, line 3.

The minutes were approved as amended.

Consider Approval of Administrative Rules: OAR 738-010 Rates and Charges

The Board reviewed the following language in OAR 738-010 Rates and Charges for State-Owned Airports:

- 738-010-0020, the use of the word "memorialize" was questioned. Rosik clarified the meaning of "memorialize" in the legal context is "to put in writing."
- 738-010-0030(1) was changed to read: "The Department shall review and may adjust rates and charges for fuel flowage, access, tiedown, mobile service and special use fees at least every two (2) years."

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- 738-010-0035(1) was changed to read: “Adjustments shall be made at intervals of not less than two (2) years.”
- 738-010-0035(2), the Board debated the draft language and clarified that their intent is to follow the Consumer Price Index-Urban of the State of Oregon, and whether the CPI goes up or down, the adjustment shall not exceed 3%. As a result, the language was amended as follows: “Adjustments shall be based on the Consumer Price Index-Urban of the State of Oregon, providing that no adjustment shall exceed three percent (3%) of the rent for the previous year.”
- 738-010-0035(3), the Board debated the language. Novick noted that the FAA has requirements requiring an airport sponsor to charge fair market rent for all property. Language was suggested to read: “At intervals of not less than five (5) years...” Rosik advised that on those airports with grant assurances, senior tenants could not be permitted to pay substantially lower rents than new tenants, as this would constitute a violation of “exclusive rights.” She explained all leases must have rate adjustments to ensure that new tenants pay comparable rent. Wilkins, Novick and Smith expressed support of the language, with minor revisions. Wilkins polled the entire Board. Nelson and Burrill dissented from a professional real estate perspective, citing a difference in private sector appraisal philosophy, but indicated they would support the new language in this instance.
- 738-010-0025(1), second line. Language was changed to read “hangars on the State-owned portion of a State-owned airport shall...”
- 738-010-0025(6), the extra words “to fee” were deleted from the second line.
- 738-010-0050(1),(2), the phrase “not less than” was deleted from “...not less than ten percent (10%)...”
- 738-010-0045(3), the word “however” was deleted. The sentence was changed to read “Survey date compiled by recognized aviation organizations may be used as ancillary support for rental rates and fees used in the process. All survey data...”

Burrill moved that 738-010 Rates and Charges be adopted as amended. Nelson seconded. Wilkins polled the members of the Board:

Burrill	Aye
Nelson	Aye
Novick	Aye
Smith	Aye
Wilkins	Aye

The motion carried unanimously.

Administrative Rules

OAR 738-005 General Definitions

Crook reported that the Definitions Subcommittee, consisting of Crook, Smith and Loacker, met some weeks ago to review proposed amendments to newly adopted OAR 738-005 General Definitions. Board discussion ensued regarding suggested edits proposed by the Subcommittee:

- “Aircraft Dealer” (Definition #10). Smith raised concern that the word “entity” is not currently a defined term in the Department’s definitions or rule language; rather, the definition for “person” includes entity within its definition language. Smith expressed moral disagreement with the legal trend to include entities – and thereby corporations - in the definition of “person.” He requested that the Board create two separate terms, one for human beings and the other for business entities. A discussion ensued regarding the historical and legal

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context for corporations and other entities to be legally recognized to have the same rights as a “person.” The Board ultimately instructed the Definitions Subcommittee to confer with Rosik to create separate definitions for “person” and “entity.” Rosik pointed out to the Board that this change in terms will require broader rule amendment, since the term “person” has currently been used to include *both* human beings and corporations.

- “Airport” (Definition #19). Smith expressed confusion over edits to this definition reflected in the current draft and requested it revert to the original definition for “Airport.” Crook indicated that she inadvertently made edits to “Airport” (Definition #19) that *should* have appeared instead as the Subcommittee’s new proposed definition for “Airpark” (Definition #18). The correction was noted by the Board.
- “Approach Surface” (Definition #30). Wilkins questioned the phrase “...outward and upward from a point...” Crook agreed to refine the definition language resulting from Committee edits in an effort to further increase clarity. Bolton pointed out that this definition is targeted for significant rewrite during the Department’s Periodic Rule Review in late 2003, since much of the current definition language actually contains rule language instead.
- “Self-fueling or self service” (Definition #119). Smith expressed his ongoing discomfort with ODA’s choice of terminology and related definitions. He proposed the Board consider adopting the Port of Portland’s definition of “self-fueling”: “Non retail fueling of aircraft by the aircraft owner/operator. Operators are only authorized to sell fuel...” Smith questioned the Department’s decision to include “self-fueling” and “self service” as parallel terms in the same definition, regardless verbatim adoption from the FAA. He suggested that “Commercial Self-Service Fueling” (Definition #43) should remain as currently defined in OAR 738-005 and that “Self-fueling or self service” (Definition #119) be amended as he suggests. Burrill echoed the recommendation to break this definition into two separate terms. Wilkins called on the subcommittee to rework the definition, urging them to bear in mind maintaining consistency with the FAA.
- “Through-the-Fence Commercial Operation” (Definition #129). After a brief discussion, it was decided to remove the word “commercial” from the definition.
- Burrill requested that a definition be added for “not for profit.”

Crook encouraged Board members to contact her if they have any changes or have suggestions of definitions they would like to see added. Wilkins noted that the Definitions Subcommittee’s work on 738-005 General Definitions is not yet complete. Nelson commented that he was impressed with the work to date.

OAR 738-035 Minimum Standards for Aeronautical Activities at State-Owned Airports

Bolton reviewed policy questions presented to her in advance of the meeting regarding OAR 738-035. Wilkins repeated his recommendation that Board members forward suggested edits of draft rules to Bolton. The Board concurred that they would concentrate only on policy questions during meetings and leave simple grammar or non-policy terminology issues to one-on-one contact with Bolton. The Board then discussed the following:

- 738-035-0005(1)(a). The question was raised whether this language raised a minimum standards issue or actually belonged in rates and charges. Rosik explained that it was a cross-reference that provided a slightly broader context. The Board agreed that it should remain.
- 738-035-0010(2). The suggested addition of the word “unwilling” in the most recent draft was questioned. The Board agreed to drop it.
- Burrill pointed out that there was inconsistency between use of the “operational” and “operating” throughout the document in reference to minimum standards. The Board recommended use of “operating” throughout.

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- 738-035-0005(4). Smith suggested the term "service providers" replace "FBO operators." Staff agreed.
- 738-035-0010(1). Bolton clarified that the implementation of the rule date will be the first of the month following adoption of the rule. This is now projected to be February 1, 2003, as the Board will likely be slated for decision on this rule at their January 29th meeting.
- 738-005-0010(5). Wilkins requested that "...memorialized in the written agreement..." be replaced with "...memorialized in a written agreement..."
- 738-035-0015(2)(a)(A)(B). The difference between "permit" in (A) and "agreement" in (B) was questioned. Crook responded that it was the Department's intent to issue permits in some cases and enter into agreements in others. Wilkins noted that these were two routes to the same end. It was decided to let the wording remain unchanged, unless further research by staff provides clarification.
- 738-035-0015(3). "FBO" will be replaced with "operator."
- 738-005-0015(3)(g). Rosik stated the intent of the rule was to refer to non-profit corporations and could be clarified in a definition. Smith asked if one of the factors in deciding whether or not to let someone use an airport was if they were profit or non-profit. Wilkins replied that was correct.
- 738-035-0025. Bolton recommended that this section be removed, indicating it was unnecessary since the law requires that all administrative rules undergo formal periodic review every three (3) years. Crook noted this specific language represented a compromise with constituents from Aurora State Airport, and that the Department was committed to review the minimum standards every two (2) years. The Board agreed that 738-035-0025 should remain.
- 738-035-0030(1). The Board discussed the language regarding inspections. Crook clarified that in earlier discussions, staff provided constituents of Aurora State Airport specific assurances that minimum standards inspections would not take place during the course of their existing leases, but only at such time as the Department was negotiating a new or renewed agreement. Smith urged the Department not to give up the right of inspection during the course of a lease. Rosik recommended that the language be included in the text of all through-the-fence agreements rather than in the administrative rule. The Board agreed to remove 738-035-0030.
- 738-035-0040(1). The question was raised whether the State would be prevented from owning card lock facilities. Wilkins suggested that the intent would be clarified if "commercial operator" replaced the term "entity." He added that in paragraph (3) the word "solely" should be replaced by "only."
- 738-035-0040(6)(a). Crook recommended that "The FBO shall lease or construct on the property..." be replaced with "The FBO shall provide on the property..."
- 738-035-0040(10)(c). Revised to incorporate the on-call language from section (A).
- 738-035-0045(2)(a). The Board reached agreement that they believed the requirement to be a combination of tanks totaling 8,000 gallons.
- 738-035-0045(3)(e)(F). The Board confirmed that it was not a requirement for FBOs at Category III and IV airports to provide snacks.
- 738-035-0045(3)(a). Wilkins asked staff to research the requirement that FBOs provide both Jet A and 100LL.
- 738-035-0045(4). Staff will work with Rosik to revise the rule language in order to accommodate the "on call" language added earlier.
- 738-035-0045(4)(a). The Board agreed that a minimum capacity of 500 gallon fuel tanks was adequate.
- 738-035-0045(4)(e). The language was changed to read: "In that event, the FBO may provide services and concessions similar to (3)(e) above."

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- 738-035-0050(2). The language was revised to read: “An FBO providing airframe and power plant maintenance services may provide either or both of the following: ...”
- 738-035-0050(1)(c). Language edited to read: “...ensure that all student pilots are currently registered...”
- 738-035-0050(2)(e). Burrill noted that a FAR Part 135 Certificate is not required for FBOs providing airframe and power plant services.
- 738-035-0050(1)(a). This paragraph was changed to read “...Oregon pilot registration laws and qualified to conduct the flight activity offered...”
- 738-035-0050(6)(e)(A). Crook stated that intent was to permit owner-assisted annuals.
- 738-035-0050(4)(a)(A). Wilkins questioned whether FBOs on Category II airports should operate 6 or 7 days a week. Staff will check the original policy language.
- 738-035-0050(4)(a)(B). The term “office hours” was changed to “business hours.”
- 738-035-0050(6)(e)(D). The Board amended the paragraph to read: “The piling and storage of crates, boxes, barrels, containers, refuse, and surplus property shall not be permitted inside *or outside* the hangar ...”
- 738-035-0055(3). Category III airports were added to the reference to Category IV.
- 738-035-0055(14). Crook and Burrill agreed to work on rephrasing this paragraph.
- 738-035-0055(14)(d). Wilkins pointed out that the business is required to keep up-to-date copies of MSDS but is not required to submit them to the Department.
- 738-035-0070(3)(a). The Board asked Bolton and Rosik to rework the revocation language.
- The word “currently” was inserted before “registered” where applicable throughout the document.

Flight Across America

Matt Verdeik gave a presentation on “Flight Across America” - a grassroots effort organized by Molly Peebles of Everett, Washington, to honor the victims and heroes of September 11, 2001, and to show aviation in a positive light. Representatives from all 50 states flew official state flags to New York City on September 7-8, 2002, to take part in memorial services. Verdeik was Oregon’s flag bearer. The flags were presented to New York officials in a ceremony aboard the USS Intrepid. They will be incorporated into the permanent September 11th memorial at Ground Zero. A documentary is being made showcasing the “Flight Across America” effort.

In addition to formal flag bearer flights, all GA pilots in America were encouraged to register their flight activities between August 11th and September 11th with Flight Across America, to show the breadth of general aviation in the United States. More than 2,700 flights were registered.

Verdeik publicly thanked Crook for the Department’s support of his involvement in this event. Oregon Department of Aviation provided Verdeik with an official Oregon state flag that had formerly flown at the State Capitol. ODA also provided monetary support to help defray costs of Verdeik’s flight. He presented Crook with a framed photomontage of the event.

Subcommittee Reports and Other Updates

PDX Airspace Task Force. Crook stated there was nothing to report.

Airport Inventory Subcommittee. Crook presented the Board a proposed draft resolution creating a task force to recommend policies regarding State ownership of airports. The subcommittee, chaired by Jack Loacker, worked with Rosik to create the resolution. Crook reported that although Loacker was unable to attend the October Board meeting, he

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encouraged the Board to review and discuss the document. He did request that the Board take no formal action until their November meeting, when he could be in attendance. Smith suggested the phrase “do not” should replace “cannot” on page 1, last paragraph, third line.

Wilkins opened the floor for discussion. He opened by commenting he is not convinced that divesting airports from state ownership was a wise move or a decision that was necessarily good for airports. He expressed concern that the quality of the airports could deteriorate, once divested. Novick stated her opinion that the opportunity to divest airports should exist, but that the State should take steps to reserve specific rights in the event divested airports were not maintained. Nelson called for more discussion on the implications of the resolution. Smith observed that the resolution addressed two very separate issues:

- What the State should own in its inventory of airports
- What the State should do to ensure funds are equitably distributed across Oregon’s airport system, regardless of airport ownership

Smith expressed his hope that this resolution forming a task force would not necessarily suggest that the Board was promoting the State’s divestiture of any airports. Instead, he stressed his belief that the task force should focus on fact-finding that would result in a formal report that would enable the Board to consider whether and when the State might choose to sell or purchase airports, or whether or when to merely retain existing airports in the State’s inventory.

Nelson expressed concern that many communities experiencing diminished tax revenues might be anxious to turn their airports over to the State to relieve themselves of that fiscal responsibility. Crook clarified that the Department must develop ways of equitably disbursing airport funds. If that was done, communities will likely receive more funding than their current level and that would likely preclude communities from seeking to turn airports over to the State when faced with unexpected fiscal shortfalls.

Burrill stated the Board’s role should be to set policies that present clear parameters regarding the acquisition or divestiture of airports from the State inventory.

Novick voiced concern that a community might choose not to maintain their airport if the likelihood existed that the State would acquire and manage their airport if they let it deteriorate. She urged the Board to go forward with the task force and focus on establishing specific acquisition and divestiture criteria.

Wilkins noted there would be further discussion on the draft resolution in November. Crook added that this might be a topic for thorough discussion at the Board Intensive Work Session in January.

Aerospace Economic Development Program. Burrill reported that a meeting had been scheduled on Tuesday, October 22nd in Eugene to establish target areas for aerospace economic development. Wilkins and Crook will also participate in that meeting.

Regional Air Cargo System Plan Subcommittee. Burrill reported that the subcommittee met on October 15th, with Smith, Schreiber, Crook and staff from the Port of Portland in attendance. The Regional Aviation Summit is tentatively scheduled for April 22-23, 2003. The subcommittee is currently searching for a keynote speaker. Senator Wyden has expressed interest, and Burrill is also in contact with Senator Smith. He has briefed Spokane Airport’s manager on the event in

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preparation for a meeting that individual has scheduled with representatives from SeaTac. Crook reported that the FAA wants assurance that SeaTac is on board before it will commit support to the effort. Burrill explained that the summit will first look to such highly congested airports as SeaTac, PDX and SFO; it will then look to other hub airports that could offer solutions, such as Boise, Vancouver (WA), Redmond and Medford. Vancouver, British Columbia will not be included in the summit due to complications represented by international cargo constraints since the advent of 9-11.

Recognition. Crook announced that Carrie Novick was presented with the Oregon Airport Management Association's President's Award, in recognition of her work at not only at Redmond Airport, but as a member of the State Aviation Board and on behalf of all Oregon airports. The President's Award is OAMA's highest honor.

Crook announced that she had been elected treasurer of the National Association of State Airport Officials (NASAO). This puts her in the queue to become Secretary, Vice President and ultimately President.

State Aviation Board Achievement Awards. Nelson proposed that the State Aviation Board present achievement awards to non-aviation professionals who contribute to the aviation industry. Wilkins suggested the Board move expeditiously and present several awards at their next meeting. He asked each Board member to submit names to him, and requested that Bolton prepare attractive certificates suitable for framing. Bolton asked that those Board members nominating members of the public provide brief comments indicating why the Board is recognizing each specific award recipient. Burrill and Novick suggested that an Oregon Aviation Hall of Fame or Roll of Honor be established, and that recipients be publicly posted in the Board Room in the Department's new building.

Crook noted that the Department is planning a black tie dinner on December 17, 2003, to commemorate the Centennial of Powered Flight and suggested that might be a good time to kick off an Oregon Aviation Hall of Fame.

Evaluation of the Director

The evaluation of the Director was postponed until the November meeting.

Information Items

Board Notebooks. Bolton distributed Day of the Board Meeting Notebooks, into which the monthly Board packets can be inserted each month upon receipt by individual board members. In the future, this will be the only notebook Board members need bring to meetings (except those months that Budget Notebooks are required). The remaining Board reference notebooks will be distributed to Board members at their November meeting. These can stay in member offices for reference between meetings. Staff will provide a complete set of reference notebooks at Board meetings to relieve individual members needing to carry quantities of materials to meetings.

2003 Board Meeting Schedule. Discussion and approval was postponed until the November Board meeting.

"Inspiration to Fly" Gift Book. Bolton briefly discussed her prototype of a gift book of quotations on flying that will be made available by the Department during 2003 in commemoration of the

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Centennial. She invited members of the Board to contribute any favorite quotations for the gift book.

ODA Web Page Redesign. Bolton invited Board member comment on the Department's website, as well as recommendations of well-developed web sites to view as examples. She will collect staff, Board and public ideas and totally redesign ODA's web site at the conclusion of the 2003 Legislative Session. It is currently anticipated that the new web page will be posted by calendar year-end 2003.

ODA Activities for the Centennial of Powered Flight. Bolton briefed the Board on the following:

- She has designed Centennial of Flight letterhead for Department use in correspondence or announcements for Centennial activities, to spotlight the significance of this event.
- She has planned value-added components to a variety of existing Department activities and publications that will bring a Centennial of Flight focus during this window of time.
- She has already written a series of four focus articles on the Wright Brothers and early aviation, to run in sequence each quarter in the Department's *FLIGHTlines* newsletter.
- The 2003 International Aviation Art Contest will focus on the Centennial, adding another public education opportunity. NASAO is several months behind in distributing information for the contest, but the deadline for submissions by youth will be January 10, 2003. Bolton encouraged Board members to sponsor participation of a young person in the event.
- Signing of a State Legislative Resolution commemorating 100 Years of Powered Flight is tentatively targeted to occur at the State Capitol in late-January 2003 during the Board's Intensive Work Session.
- Bolton plans to post a resolution template to the agency's web page, for use by city and county governments that wish to pass their own resolution on the Centennial of Powered Flight.
- Special public showings of the History Channel video entitled *Wilbur and Orville Wright: Dreams of Flying* will be calendared to occur on the evening following Board meetings during 2003, tentatively at the local community college in the community where the Board meeting is held.
- She has been successful in scheduling the Department's use of a traveling exhibit from the U.S. Centennial of Flight Committee in Washington, D.C. This will be the centerpiece for an aviation art exhibit at the Oregon State Capitol during the month of August 2003. The overall exhibit will involve collaboration with Oregon Historical Society and a variety of aviation museums in the state.
- Bolton is planning a rally and news conference at the Capitol Building on December 17, 2003. This day will also be Aviation Day at the State Capitol, with tables set up for such groups as OAMA, OPA, the Oregon Aviation Alliance, the Oregon Aviation Education Task Force, ODA, etc.
- Bolton is working on plans for a Black Tie Gala event in Portland on the evening of December 17, 2003. Current activities include seeking an emcee of some notoriety, a guest speaker who is a well-known American who is a private pilot, and gathering financial support from a variety of partners.

FLIGHTlines Articles. Bolton invited Board members to think about writing an article for the Department's newsletter. A full page of the publication each quarter is dedicated to the State Aviation Board, and Chair Wilkins has expressed an interest in sharing authorship of that space.

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Public Comment

Joe Croghan, Baker City Airport Commission member, suggested the Department use email to broadcast vital aviation information to Oregon pilots. He also requested help from the Department in finding support to extend Baker City Airport's runway 500 feet on each end.

Crook noted that the Department is working with Gordon Zimmerman to help the airport implement its master plan. She added that due to focused work of the State Aviation Board and the Oregon Legislature, the Department currently has more funds to disburse to aid airports.

Set Agenda for November 20, 2002 Board Meeting

Items included:

- Public Hearing on OAR 738-035 Operational Minimum Standards
- Discussion of proposed amendments to OAR 738-005 General Definitions
- Decision on Proposed Name Change Amendments to OAR Chapter 738
- Project approvals
- Evaluation of Director

Troutdale Airport

Smith brought his concerns to the Board that a private operator has proposed erecting a 300-foot wind turbine adjacent to the Portland-Troutdale Airport, directly in the approach path of the airport. The FAA, Port of Portland and the Department of Aviation are opposed to the project. ODA staff have issued a formal written recommendation on the matter. The City of Troutdale will soon make the final decision.

Smith stressed that the proposed wind turbine will pose an impediment to the airport's goal of acquiring an instrument approach. He asked for the Board's support in opposing the project. Wilkins noted that the Board does not comment on proposed obstructions on a regular basis; however, a precedent does exist for the Board to comment on matters of particular interest. Smith offered to draft a letter from the Board to the City of Troutdale. Burrill suggested the letter include a comment that Troutdale is one of the potential solutions to the air traffic congestion at PDX.

The Board agreed to move forward with issuing its opinion and directed Smith to draft a letter for Wilkins' signature.

Novick asked to be excused from the rest of the meeting.

Baker City Municipal Airport

Gordon Zimmerman gave a presentation on the Baker City Municipal Airport. He reviewed the significant milestones that have taken place during 2002.

- The Baker Pilots Association was reorganized in February 2002.
- In March 2002, Baker City was awarded a grant of \$50,000 to fund a SkyTaxi franchise. In August 2002, the City was awarded a \$300,000 grant from USDOT to cover the first two years cost of operating a SkyTaxi franchise.
- In April 2002, the City purchased the FBO Office/Shop and hangar with a loan from Oregon Economic & Community Development Department. The City of Baker City contracted with Dennis Christensen to be the new FBO at Baker City Airport in July 2002.
- A county-wide levy to fund the 10% FAA match to overlay the main runway was passed in May 2002. The construction project began in October 2002. A fiberglass grid mat – a design component that the City has used successfully on city streets – is being installed on the

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runway to help deal with freeze and thaw issues. This is the first time for this design feature to be used on the full width of a runway in Oregon.

→ A very successful fly-in was held at Baker City Airport in August 2002.

Baker City is carefully watching the SkyTaxi franchises in LaGrande and Bend. Depending on that charter service's performance in those communities, the Baker City Airport Commission will make a recommendation to the City Council in March 2003 on whether or not to enter into an arrangement with SkyTaxi.

Zimmerman noted that they are continuing to look for ways to find private funding for a plane for SkyTaxi.

The Board thanked him for his presentation.

There being no further business, the meeting was adjourned at 2:55 p.m.

Respectfully submitted,
Carma Gale, Office Manager

Copies of meeting materials and written public comments are on file at the Department of Aviation in Salem, Oregon.