



**COLUMBIA GORGE  
REGIONAL AIRPORT**

PO Box 285 □ Dallesport □ Washington □ 98617-0285  
□ Airport Management □ 509-767-2272  
manager@flycgra.com

# **Agenda for the MEETING OF THE AIRPORT BOARD OF THE COLUMBIA GORGE REGIONAL AIRPORT**

(Established cooperatively between the City of The Dalles, Oregon and Klickitat County, Washington)

Friday August 16, 2024 @ 7:30 am

At Airport Terminal and Via Zoom

Meeting ID: 824 0933 1104 Passcode: 424214

<https://us06web.zoom.us/j/82409331104?pwd=aG9pT21pRjhwT00xTEYyY2ZqMHYwUT09#success>

## **I. Roll Call**

## **II. Approval of Agenda**

## **III. Approval of Minutes**

### **A. Regular Board Meeting Minutes of July 16, 2024**

## **IV. Public Comments (Items not on the Agenda)**

## **V. Board Member Reports**

## **VI. Airport Sponsors/ Partner Reports**

## **VII. FBO Report**

## **VIII. Action Items**

## **IX. Discussion Items**

### **A. Budget Report / Check Register**

### **B. Power Infrastructure to new taxiways**

## **X. Management Report**

(See attached report)

## **XI. EXECUTIVE SESSION**

**In accordance with ORS 192.660(2)(e), the Board will meet in executive session to deliberations with persons designated by the governing body to negotiate real property transactions.**

**A. Recess Open Session**

**B. Reconvene Open Session**

**C. Decision, if any**

**XI. Adjournment: \_\_\_\_\_ AM**

**Next meeting: September 20, 2024 7:30 AM (Friday)**

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# MINUTES

## COLUMBIA GORGE REGIONAL AIRPORT MEETING

July 19, 2024

**PRESIDING:** Chair Jim Wilcox

**BOARD PRESENT:** Tim McGlothlin, Terry Trapp, Tim Urness, Randy Anderson, Lori Zoller

**BOARD ABSENT:** James Smith

**STAFF PRESENT:** Airport Manager Jeff Renard, City Manager Matthew Klebes, City EDO Dan Spatz, City Attorney Jonathan Kara (Zoom)

**PUBLIC PRESENT:** See attached Sign-In sheet.

### **CALL TO ORDER**

The meeting was called to order by Chair Jim Wilcox at 7:32 a.m.

### **ROLL CALL**

Roll call was conducted by Chair Jim Wilcox.

### **APPROVAL OF AGENDA**

The agenda was approved as presented by unanimous consent.

### **APPROVAL OF MINUTES**

The minutes were approved as presented by unanimous consent.

### **PUBLIC COMMENTS**

(None)

### **BOARD MEMBER REPORTS**

Jim Wilcox reported on his recent trip to Japan.

### **SPONSOR/PARTNERS REPORT**

Lori Zoller reported that she and Matthew Klebes met to build on the continued rapport between Klickitat County and the City of The Dalles.



Matthew Klebes gave highlights regarding a meeting he had with Jeff Renard and staff from Klickitat County to discuss the EDA Plan he received for the CGCC Hangar.

Dan Spatz and Jeff Renard shared details surrounding the possibility of an emergency drone corridor being proposed.. He and Jeff also shared the possibility of a Smart Grant (Oregon Precision Air Lifeline), which would set transponders up and down the Gorge to support this concept should they receive funding. .

FBO: Jeff gave the update for Darren Lacock as he is currently out of service after taking a stumble. Juan Mangana and Marissa have stepped in to take Darren's place.

Tim McGlothlin reported that the SDC Committee met and discovered that the SDC is complex, varying and changing. He and Jeff discussed the details surrounding the complexity of the project and the recommendations to move forward for development.

### **ACTION ITEMS**

(None)

### **DISCUSSION ITEMS –**

Budget/Check Report- As the year-end is near, and as the city finalizes the receivables and payables, Randy Anderson requested a final report for the June 30th year-end.

### **MANAGEMENT REPORT –**

(See attached report.)

### **NEXT MEETING**

The next meeting will be August 16, 2024 at 7:30 a.m.

### **ADJOURNMENTS**

Having no further business, the meeting was adjourned at 8:30 a.m.

SIGNED:

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Jim Wilcox, Chair or Terry Trapp, Vice Chair

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Jeff Renard, Airport Manager



**Columbia Gorge Regional Airport**  
**For the one month ended July 31, 2024**

**Airport fund 061**

YTD				
Actual	Budget	Variance	Percent	

**Revenue**

Intergovernmental revenue	\$ 32,500	\$ 646,335	\$ 613,835	5.0%
Federal grants FAA	-	738,240	738,240	-
Federal grants MISC	-	5,514,000	5,514,000	-
State grants	-	2,462,860	2,462,860	-
Misc. sales and services	-	100,000	100,000	-
Aviation fuel sales	3	25,000	24,997	0.0
Interest income	1,536	25,000	23,464	6.1
Lease, property rentals	-	142,755	142,755	-
Property rentals	18,967	109,148	90,181	17.4
Other misc. revenue	750	25,000	24,250	3.0
Operating transfers in	6,500	955,000	948,500	0.7
Sale of fixed assets	-	-	-	-
Loan proceeds	-	1,200,000	1,200,000	-
<b>Total revenue</b>	<b>60,256</b>	<b>11,943,338</b>	<b>11,883,082</b>	

**Expenditures**

Contractual services	-	180,000	180,000	-
Audit services	-	15,000	15,000	-
Engineering services	-	30,000	30,000	-
Utilities	1,793	34,000	32,207	5.3
Property taxes & insurance	18,504	39,479	20,975	46.9
Buildings & grounds	3,185	75,000	71,815	4.2
Vehicle expense	-	70,000	70,000	-
Office expense	260	4,450	4,190	5.8
Permits, legal, advertising	-	8,500	8,500	-
Travel, training, dues	-	9,500	9,500	-
Miscellaneous expense	-	2,500	2,500	-
Buildings	-	12,000	12,000	-
Imprvmts other than buildings	49,731	11,331,286	11,281,555	0.4
Machinery	-	25,000	25,000	-
<b>Total expenditures</b>	<b>73,473</b>	<b>11,836,715</b>	<b>11,763,242</b>	

**Other**

To General Fund	-	95,565	95,565	
Contingency	-	325,290	325,290	
Unapprop. Ending fund balance	-	805,402	805,402	
<b>Total other</b>	<b>-</b>	<b>1,226,257</b>	<b>1,226,257</b>	

**Summary**

Beginning fund balance	813,930	1,119,634	(305,704)	
Add, revenues	60,256	11,943,338	(11,883,082)	
Less, expenditures	(73,473)	(11,836,715)	11,763,242	
other	-	(1,226,257)	1,226,257	
<b>Ending fund balance</b>	<b>\$ 800,713</b>	<b>\$ -</b>	<b>\$ 800,713</b>	



# Columbia Gorge Regional Airport

## For the one month ended July 31, 2024

### Debt service fund 062

	YTD Actual	Budget	Variance	Percent
<b>Revenue</b>				
Interest income	\$ 728	\$ 5,220	\$ (4,492)	13.9%
Lease revenue	-	52,008	(52,008)	
Property rentals	17,478	97,390	(79,912)	17.9
Transfer from airport fund	-	-	-	-
<b>Total revenue</b>	<u>18,206</u>	<u>154,618</u>	<u>(136,412)</u>	
<b>Expenditures</b>				
Miscellaneous expense	-	-	-	
Bond principal	-	95,000	95,000	-
Bond interest	-	58,725	58,725	-
Loan principal payments	-	-	-	-
Prin pymt -K Co Cerb Ln	25,000	25,000	-	-
Loan interest payments	-	-	-	-
Int pymt - K Co Cerb Ln	4,125	4,125	-	100.0
Reserve for future debt svc.	-	25,000	25,000	-
<b>Total expenditures</b>	<u>29,125</u>	<u>207,850</u>	<u>178,725</u>	
<b>Summary</b>				
Beginning fund balance	51,637	53,232	(1,595)	
Add, revenues	18,206	154,618	(136,412)	
Less, expenditures	<u>(29,125)</u>	<u>(207,850)</u>	<u>178,725</u>	
Ending fund balance	<u>\$ 40,718</u>	<u>\$ -</u>	<u>\$ 40,718</u>	



## Aviation Management Services Monthly Report

### August 16, 2024

- June Flight Numbers closed out with 2685 operations, up from last months 2094
- The South Apron and Fuel Apron Change Orders will have a payrequest processed in the coming weeks.
- The Pavement Maintenance Program repairs have been completed in the areas found to be within the criteria
- The 2024 COAR grant for the additional funds for the fuel apron has been executed.
- The UST fuel system has been scheduled for the annual testing.
- Possible new funding sources for the decommission of the Fuel Farm as the new system comes on line.
- Mowing as planned by Valencia Landscape for the season. Additional work to be done as we come out of the RED FLAG warning
- 2024 Fire Contracts are in place and billing out land use and flowage fees.
- Staff put a NOTAM up over our area for firefighting operations. (trying to continue the public awareness and danger associated with the amount of aircraft)
- Staff is working with the FAA and Precision Approach Engineering on the CIP's

As well as the planning dept of the FAA to get the (163) release of non aviation ground.

- Staff attended the following meetings:

City Council.

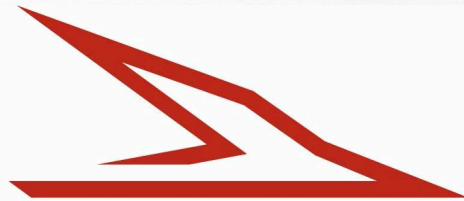
Klickitat County BOCC (virtual)

City Leadership Meetings

- The next Board Meeting will be 9/20/2024







# AVIATION MANAGEMENT SERVICES

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