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# 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 January 19, 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 November 17, 2023 ( No December meeting)

## **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

## **X. Management Report**

(See attached report)

XI. Adjournment: \_\_\_\_\_AM

**Next meeting: February 16, 2024 7:30 AM (Friday)**

**Columbia Gorge Regional Airport**

At Airport Terminal and Via Zoom  
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**MINUTES**  
**COLUMBIA GORGE REGIONAL AIRPORT MEETING**  
November 17, 2023

**PRESIDING:** Chair Jim Wilcox

**BOARD PRESENT:** Jim Wilcox, Tim McGlothlin, Tim Urness, Terry Trapp, James Smith

**BOARD ABSENT:** Randy Anderson, Lori Zoller

**STAFF PRESENT:** Airport Manager Jeff Renard, FBO Manager Darren Lacock, City EDO Dan Spatz, City Attorney Jonathon Kara (Zoom)

**STAFF ABSENT:** City Manager Mathew Klebes

**CALL TO ORDER**

The meeting was called to order by Chair Jim Wilcox at 7:34 am.

**ROLL CALL**

Roll call was conducted by Jim Wilcox.

**APPROVAL OF AGENDA**

The agenda was amended by moving the placement of “VI. Airport Sponsors/Partner Reports” to immediately follow “III. Approval of Minutes”. Tim Urness moved and James Smith seconded. The agenda was unanimously approved as amended.

**APPROVAL OF MINUTES**

The minutes were corrected by changing the word “city” to “county” under the heading of “VI. Airport Sponsors/Partner Reports”. Tim Urness moved and Terry Trapp seconded. The minutes were approved unanimously as corrected.

**AIRPORT SPONSORS/PARTNER REPORTS**

Tim McGlothlin will be attending a workshop today to set goals for the city.

Dan Spatz reported that from the Klickitat County perspective, the status of the grants is that Richard Foster is making progress on a state appropriation of \$1.4M that is matched for the EDA hangar to complete the package. They are making progress. Richard was acknowledged for his continued work on this grant.

Jonathon Kara updated the status of the water rights and is currently waiting on a reply from the ADO.

## **PUBLIC COMMENTS**

Chuck Covert mentioned the Connect Oregon Grant will return in 2024 with \$50M.

Dan Spatz also brought to attention that Business Oregon is another potential resource, giving an onsite tour around January 22, 2024.

## **BOARD MEMBER REPORTS**

Jim Wilcox signed leases.

## **FBO REPORT**

Darren Lacock reported the FBO broke over 216K gallons for the year making it the 4th best year. Fuel sales are slowing down just due to the season of the year. The mechanic shop is staying busy.

## **ACTION ITEMS**

Jim suggested that the board appoints a Budget Committee possibly to include Tim Urness, Randy Anderson and Lori Zoller to go over the budget and the Capital Improvement Plan.

## **DISCUSSION ITEMS**

None.

## **MANAGEMENT REPORT**

See attached Manager's Report.

## **NEXT MEETING**

Unless there is an action item, the next meeting set for December 15th, at 7:30 am will be canceled. Jim requested that Jeff Renard would submit the Management Report to the Board by December 15th.

## **ADJOURNMENTS**

Having no further business, the meeting was adjourned at 8:23 am.

SIGNED:

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Jim Wilcox, Chair

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Jeff Renard, Airport Manager

# Columbia Gorge Regional Airport

## For the year ended June 30, 2023

### Combined Operating Income and Expense-all funds

	YTD Actual	Budget	Variance	Percent
<b>Revenue</b>				
Intergovernmental revenue	\$ 130,000	\$ 130,000	\$ -	100.0%
Aviation fuel sales	18,166	17,000	(1,166)	106.9
Interest income	18,377	8,575	(5,644)	214.3
Property rentals	395,302	385,220	(19,712)	102.6
Other misc. revenue	<u>17,820</u>	<u>20,000</u>	<u>2,180</u>	89.1
<b>Total revenue</b>	<u>579,665</u>	<u>560,795</u>	<u>(24,342)</u>	
<b>Expenditures</b>				
Management services	158,051	180,000	21,949	73.6
Audit services	8,410	6,430	(1,980)	130.8
Engineering services		1,000	1,000	-
Utilities	18,775	21,300	2,525	88.1
Property taxes & insurance	40,573	39,600	(973)	102.5
Buildings & grounds	50,465	50,000	(465)	100.9
Vehicle expense	6,937	48,500	41,563	14.3
Office expense	3,783	3,125	(658)	121.1
Permits, legal, advertising	1,543	11,250	9,707	13.7
Travel, training, dues	4,457	5,250	793	84.9
Miscellaneous expense	1,750	1,500	(250)	116.7
Bond & loan principal	135,000	135,000	-	100.0
Bond & loan interest	<u>71,584</u>	<u>73,975</u>	<u>2,391</u>	96.8
<b>Total expenditures</b>	<u>501,328</u>	<u>576,930</u>	<u>75,602</u>	
<b>Operating cash gain/loss</b>	<u>78,337</u>	<u>(16,135)</u>	<u>(99,944)</u>	
<b>Outstanding debt June 30, 2023</b>				
FFCO loan (final pymt 2035)	1,395,000			
Scheduled 2023-24 payment		Principal	90,000	
		Interest	<u>62,775</u>	
			<u>152,775</u>	
CERB loan (final pymt 2035)	300,000			
Scheduled 2023-24 payment		Principal	25,000	
		Interest	<u>4,500</u>	
			<u>29,500</u>	

**Columbia Gorge Regional Airport**  
**For the six months ended December 31, 2023**

Airport fund 061

YTD				
Actual	Budget	Variance	Percent	

**Revenue**

Intergovernmental revenue	\$ 32,500	\$ 84,230	\$ 51,730	38.6%
Federal grants FAA	72,462	3,488,240	3,415,778	2.1
Federal grants MISC		2,913,419	2,913,419	-
State grants		662,860	662,860	
Misc. sales and services		22,000	22,000	-
Aviation fuel sales	14,204	20,000	5,796	71.0
Interest income	20,838	6,336	(14,502)	328.9
Lease, property rentals	40,983	104,924	63,941	39.1
Property rentals	93,215	76,699	(16,516)	121.5
Other misc. revenue	9,368	20,000	10,632	46.8
Operating transfers in	<u>184,961</u>	<u>369,923</u>	<u>184,962</u>	50.0
<b>Total revenue</b>	<u>468,531</u>	<u>7,768,631</u>	<u>7,300,100</u>	

**Expenditures**

Contractual services	77,420	180,000	102,580	43.0
Audit services	23,200	9,000	(14,200)	257.8
Engineering services	7,650	30,000	22,350	25.5
Utilities	14,769	25,750	10,981	57.4
Property taxes & insurance	31,602	39,600	7,998	79.8
Buildings & grounds	12,738	50,000	37,262	25.5
Vehicle expense	1,143	30,500	29,357	3.7
Office expense	2,407	3,950	1,543	60.9
Permits, legal, advertising	874	5,250	4,376	16.6
Travel, training, dues	1,870	10,000	8,130	18.7
Miscellaneous expense	-	2,000	2,000	-
Buildings	-	45,000	45,000	-
Imprvmts other than buildings	102,885	7,307,759	7,204,874	1.4
Machinery	<u>-</u>	<u>25,000</u>	<u>25,000</u>	-
<b>Total expenditures</b>	<u>276,558</u>	<u>7,763,809</u>	<u>7,487,251</u>	

**Other**

To Airport debt service	-	-	-	
Contingency	-	532,489	532,489	
Unapprop. Ending fund balance	<u>-</u>	<u>262,461</u>	<u>262,461</u>	
<b>Total other</b>	<u>-</u>	<u>794,950</u>	<u>794,950</u>	

**Summary**

Beginning fund balance	813,930	790,128	23,802	
Add, revenues	468,531	7,768,631	(7,300,100)	
Less, expenditures	(276,558)	(7,763,809)	7,487,251	
other	<u>-</u>	<u>(794,950)</u>	<u>794,950</u>	
Ending fund balance	<u>\$ 1,005,903</u>	<u>\$ -</u>	<u>\$ 1,005,903</u>	

**Columbia Gorge Regional Airport**  
**For the six months ended December 31, 2023**

**Debt service fund 062**

	YTD Actual	Budget	Variance	Percent
<b>Revenue</b>				
Interest income	\$ 2,602	\$ 639	\$ 1,963	407.2%
Lease revenue	14,267	23,878	(9,611)	
Property rentals	82,706	154,792	(72,086)	53.4
Transfer from airport fund	-	-	-	-
	<u>99,575</u>	<u>179,309</u>	<u>(79,734)</u>	
<b>Total revenue</b>				
<b>Expenditures</b>				
Bond principal	-	90,000	90,000	-
Bond interest	31,388	62,775	31,387	50.0
Loan principal payments	-	-	-	-
Prin pymt -K Co Cerb Ln	25,000	-	(25,000)	-
Loan interest payments	-	25,000	25,000	-
Int pymt - K Co Cerb Ln	4,500	4,500	-	100.0
Reserve for future debt svc.	-	25,359	25,359	-
	<u>60,888</u>	<u>207,634</u>	<u>146,746</u>	
<b>Total expenditures</b>				
<b>Summary</b>				
Beginning fund balance	51,637	28,325	23,312	
Add, revenues	99,575	179,309	(79,734)	
Less, expenditures	<u>(60,888)</u>	<u>(207,634)</u>	<u>146,746</u>	
Ending fund balance	<u>\$ 90,324</u>	<u>\$ -</u>	<u>\$ 90,324</u>	

CITY OF THE DALLES  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10	20.00	5,925.00	1,500.00	( 4,425.00)	395.0
061-6100-000.31-90	25,000.00	77,420.50	180,000.00	102,579.50	43.0
061-6100-000.32-10	3,400.00	23,200.00	9,000.00	( 14,200.00)	257.8
061-6100-000.34-10	.00	7,650.00	30,000.00	22,350.00	25.5
061-6100-000.41-10	505.46	3,929.80	12,000.00	8,070.20	32.8
061-6100-000.41-20	.00	63.95	250.00	186.05	25.6
061-6100-000.41-40	832.08	4,850.04	12,000.00	7,149.96	40.4
061-6100-000.43-10	373.00	12,738.16	50,000.00	37,261.84	25.5
061-6100-000.43-45	.00	.00	5,000.00	5,000.00	.0
061-6100-000.43-50	534.76	721.95	22,000.00	21,278.05	3.3
061-6100-000.43-51	.00	420.89	3,500.00	3,079.11	12.0
061-6100-000.46-10	.00	8,724.16	15,000.00	6,275.84	58.2
061-6100-000.52-10	.00	7,048.52	9,800.00	2,751.48	71.9
061-6100-000.52-30	.00	15,829.45	14,800.00	( 1,029.45)	107.0
061-6100-000.53-20	.00	114.03	250.00	135.97	45.6
061-6100-000.53-30	272.85	1,637.53	2,500.00	862.47	65.5
061-6100-000.53-40	.00	.00	250.00	250.00	.0
061-6100-000.54-00	.00	873.78	5,000.00	4,126.22	17.5
061-6100-000.57-00	.00	.00	.00	.00	.0
061-6100-000.58-10	.00	205.67	3,000.00	2,794.33	6.9
061-6100-000.58-50	.00	600.48	2,000.00	1,399.52	30.0
061-6100-000.58-70	100.00	1,064.00	5,000.00	3,936.00	21.3
061-6100-000.60-10	.00	104.77	1,200.00	1,095.23	8.7
061-6100-000.69-50	.00	.00	2,000.00	2,000.00	.0
061-6100-000.69-80	.00	549.99	.00	( 549.99)	.0
061-6100-000.72-20	.00	.00	45,000.00	45,000.00	.0
061-6100-000.72-30	.00	.00	.00	.00	.0
061-6100-000.73-30	89,349.10	102,885.21	7,307,759.00	7,204,873.79	1.4
061-6100-000.74-10	.00	.00	25,000.00	25,000.00	.0
061-6100-000.78-50	.00	.00	.00	.00	.0
<b>TOTAL AIRPORT</b>	<b>120,387.25</b>	<b>276,557.88</b>	<b>7,763,809.00</b>	<b>7,487,251.12</b>	<b>3.6</b>
<u>AIRPORT</u>					
061-9500-000.81-62	.00	.00	.00	.00	.0
061-9500-000.88-00	.00	.00	532,489.00	532,489.00	.0
061-9500-000.89-00	.00	.00	262,461.00	262,461.00	.0
<b>TOTAL AIRPORT</b>	<b>.00</b>	<b>.00</b>	<b>794,950.00</b>	<b>794,950.00</b>	<b>.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>120,387.25</b>	<b>276,557.88</b>	<b>8,558,759.00</b>	<b>8,282,201.12</b>	<b>3.2</b>



CITY OF THE DALLES  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
062-6100-000.69-50 MISCELLANEOUS EXPENSE	.00	.00	.00	.00	.0
062-6100-000.79-15 BOND PRINCIPAL	.00	.00	90,000.00	90,000.00	.0
062-6100-000.79-25 BOND INTEREST	.00	31,387.50	62,775.00	31,387.50	50.0
062-6100-000.79-50 LOAN PRINCIPAL PAYMENTS	.00	.00	.00	.00	.0
062-6100-000.79-55 PRIN PMTS - K CO CERB LN	.00	25,000.00	.00	( 25,000.00)	.0
062-6100-000.79-60 LOAN INTEREST PAYMENTS	.00	.00	25,000.00	25,000.00	.0
062-6100-000.79-65 INT PMTS - K CO CERB LN	.00	4,500.00	4,500.00	.00	100.0
062-6100-000.79-66 INT PMTS - K CO FY13/14	.00	.00	.00	.00	.0
062-6100-000.79-80 RESERVE FOR FUTURE DEBT	.00	.00	25,359.00	25,359.00	.0
TOTAL DEBT SERVICE	.00	60,887.50	207,634.00	146,746.50	29.3
TOTAL FUND EXPENDITURES	.00	60,887.50	207,634.00	146,746.50	29.3

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Include All Comments
- Include Funds: 061-062
- Page and Total by Fund
- Include Balance Sheets: None
- Include Revenues: None
- All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CONTRACTUAL SERVICES			11/30/2023 (11/23) Balance	061-6100-000.31-10			5,905.00
12/01/2023	AP	176	WAVE **VendorNo: 10091 **Inv. No: 103341201-0010518 **Desc: ACT 2701-1033412-01 CITY ISP PROVIDER **Inv. Date: 12/1/2023 **PO No: **Remit Name: WAVE **Merchant Vendor No: 10091 **Merchant Vendor Name: WAVE **Invoice Created By: Irowland		20.00		
			12/31/2023 (12/23) Period Totals and Balance		20.00 *	.00 *	5,925.00
YTD Encumbrance	.00	YTD Actual	5,925.00 Total	5,925.00 YTD Budget	1,500.00 Unexpended	(4,425.00)	
CONTRACTUAL SERV-OTHER			11/30/2023 (11/23) Balance	061-6100-000.31-90			52,420.50
11/30/2023	AP	238	AVIATION MANAGEMENT SERVICES **VendorNo: 10704 **Inv. No: 11-2023 **Desc: NOVEMBER 23 AIRPORT MGNT CONTRACT **Inv. Date: 11/30/2023 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		12,500.00		
12/29/2023	AP	958	AVIATION MANAGEMENT SERVICES **VendorNo: 10704 **Inv. No: 12-2023 **Desc: DECEMBER 23 AIRPORT MGNT CONTRACT **Inv. Date: 12/29/2023 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		12,500.00		
			12/31/2023 (12/23) Period Totals and Balance		25,000.00 *	.00 *	77,420.50
YTD Encumbrance	.00	YTD Actual	77,420.50 Total	77,420.50 YTD Budget	180,000.00 Unexpended	102,579.50	
AUDITING SERVICES			11/30/2023 (11/23) Balance	061-6100-000.32-10			19,800.00
11/30/2023	AP	266	KDP CERTIFIED PUBLIC ACCOUNTANTS LLP **VendorNo: 10939 **Inv. No: 1069303 **Desc: AIRPORT PROGRESS BILL FY22-23 AUDIT **Inv. Date: 11/30/2023 **PO No: **Remit Name: KDP CERTIFIED PUBLIC ACCOUNTANTS LLP **Merchant Vendor No: 10939 **Merchant Vendor Name: KDP CERTIFIED PUBLIC ACCOUNTANTS LLP **Invoice Created By: Irowland		3,400.00		
			12/31/2023 (12/23) Period Totals and Balance		3,400.00 *	.00 *	23,200.00
YTD Encumbrance	.00	YTD Actual	23,200.00 Total	23,200.00 YTD Budget	9,000.00 Unexpended	(14,200.00)	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
ENGINEERING SERVICES			11/30/2023 (11/23) Balance	061-6100-000.34-10			7,650.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	7,650.00
YTD Encumbrance	.00	YTD Actual	7,650.00 Total	7,650.00 YTD Budget	30,000.00 Unexpended	22,350.00	
WATER & SEWER			11/30/2023 (11/23) Balance	061-6100-000.41-10			3,424.34
12/04/2023	AP	518	DALLESFORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100173 12-23 **Desc: AIRPORT WATER **Inv. Date: 12/4/2023 **PO No: **Remit Name: DALLESFORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESFORT WATER ASSOCIATION **Invoice Created By: Irowland		401.68		
12/04/2023	AP	519	DALLESFORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100489 12-23 **Desc: AIRPORT WATER **Inv. Date: 12/4/2023 **PO No: **Remit Name: DALLESFORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESFORT WATER ASSOCIATION **Invoice Created By: Irowland		103.78		
			12/31/2023 (12/23) Period Totals and Balance		505.46 *	.00 *	3,929.80
YTD Encumbrance	.00	YTD Actual	3,929.80 Total	3,929.80 YTD Budget	12,000.00 Unexpended	8,070.20	
GARBAGE SERVICES			11/30/2023 (11/23) Balance	061-6100-000.41-20			63.95
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	63.95
YTD Encumbrance	.00	YTD Actual	63.95 Total	63.95 YTD Budget	250.00 Unexpended	186.05	
ELECTRICITY			11/30/2023 (11/23) Balance	061-6100-000.41-40			4,017.96
12/07/2023	AP	529	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 12-23 **Desc: AIRPORT ELECTRICITY **Inv. Date: 12/7/2023 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		517.86		
12/07/2023	AP	530	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69456080 12-23 **Desc: AIRPORT ELECTRICITY **Inv. Date: 12/7/2023 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		209.17		
12/07/2023	AP	531	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69547775 12-23 **Desc: AIRPORT ELECTRICITY **Inv. Date: 12/7/2023 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		105.05		
			12/31/2023 (12/23) Period Totals and Balance		832.08 *	.00 *	4,850.04
YTD Encumbrance	.00	YTD Actual	4,850.04 Total	4,850.04 YTD Budget	12,000.00 Unexpended	7,149.96	
BUILDINGS AND GROUNDS			11/30/2023 (11/23) Balance	061-6100-000.43-10			12,365.16

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
12/13/2023	AP	678	DEVCO MECHANICAL, INC. **VendorNo: 402 **Inv. No: 16725-1 **Desc: DIAGNOSE HEATING SYSTEM ISSUE- TRIPPING BREAKER **Inv. Date: 12/13/2023 **PO No: **Remit Name: DEVCO MECHANICAL, INC. **Merchant Vendor No: 402 **Merchant Vendor Name: DEVCO MECHANICAL, INC. **Invoice Created By: Irowland		189.00		
11/30/2023	AP	810	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-23 **Desc: RUNWAY & TAXIWAY LENS J RENARD **Inv. Date: 11/30/2023 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		184.00		
12/31/2023 (12/23) Period Totals and Balance					373.00 *	.00 *	12,738.16
YTD Encumbrance	.00	YTD Actual	12,738.16 Total	12,738.16 YTD Budget	50,000.00 Unexpended	37,261.84	
JOINT USE OF LABOR/EQUIP			11/30/2023 (11/23) Balance	061-6100-000.43-45			.00
12/31/2023 (12/23) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	5,000.00 Unexpended	5,000.00	
VEHICLES			11/30/2023 (11/23) Balance	061-6100-000.43-50			187.19
11/27/2023	AP	10	CM & WO SHEPPARD INC **VendorNo: 264 **Inv. No: 25876R **Desc: LABOR CHANGE OIL & FILTER FOR TRACTOR **Inv. Date: 11/27/2023 **PO No: **Remit Name: CM & WO SHEPPARD INC **Merchant Vendor No: 264 **Merchant Vendor Name: CM & WO SHEPPARD INC **Invoice Created By: Irowland		410.79		
11/27/2023	AP	11	CM & WO SHEPPARD INC **VendorNo: 264 **Inv. No: 30239 **Desc: CREDIT **Inv. Date: 11/27/2023 **PO No: **Remit Name: CM & WO SHEPPARD INC **Merchant Vendor No: 264 **Merchant Vendor Name: CM & WO SHEPPARD INC **Invoice Created By: Irowland			9.91-	
11/03/2023	AP	12	CM & WO SHEPPARD INC **VendorNo: 264 **Inv. No: 37474 **Desc: BRACKET, BOLTS, WASHERS, PIN **Inv. Date: 11/3/2023 **PO No: **Remit Name: CM & WO SHEPPARD INC **Merchant Vendor No: 264 **Merchant Vendor Name: CM & WO SHEPPARD INC **Invoice Created By: Irowland		125.92		
11/30/2023	AP	811	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-23 **Desc: ANTIFREEZE J RENARD **Inv. Date: 11/30/2023 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		7.96		
12/31/2023 (12/23) Period Totals and Balance					544.67 *	9.91- *	721.95
YTD Encumbrance	.00	YTD Actual	721.95 Total	721.95 YTD Budget	22,000.00 Unexpended	21,278.05	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
<b>GAS/OIL/DIESEL/LUBRICANTS</b>							
			11/30/2023 (11/23) Balance	061-6100-000.43-51			420.89
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	420.89
YTD Encumbrance	.00	YTD Actual	420.89 Total	420.89 YTD Budget	3,500.00 Unexpended	3,079.11	
<b>PROPERTY TAXES</b>							
			11/30/2023 (11/23) Balance	061-6100-000.46-10			8,724.16
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	8,724.16
YTD Encumbrance	.00	YTD Actual	8,724.16 Total	8,724.16 YTD Budget	15,000.00 Unexpended	6,275.84	
<b>LIABILITY</b>							
			11/30/2023 (11/23) Balance	061-6100-000.52-10			7,048.52
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	7,048.52
YTD Encumbrance	.00	YTD Actual	7,048.52 Total	7,048.52 YTD Budget	9,800.00 Unexpended	2,751.48	
<b>PROPERTY</b>							
			11/30/2023 (11/23) Balance	061-6100-000.52-30			15,829.45
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	15,829.45
YTD Encumbrance	.00	YTD Actual	15,829.45 Total	15,829.45 YTD Budget	14,800.00 Unexpended	(1,029.45)	
<b>POSTAGE</b>							
			11/30/2023 (11/23) Balance	061-6100-000.53-20			114.03
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	114.03
YTD Encumbrance	.00	YTD Actual	114.03 Total	114.03 YTD Budget	250.00 Unexpended	135.97	
<b>TELEPHONE</b>							
			11/30/2023 (11/23) Balance	061-6100-000.53-30			1,364.68
11/26/2023	AP	155	CHARTER COMMUNICATIONS **VendorNo: 4316 **Inv. No: 0002893112623 **Desc: WEB HOSTING AIRPORT **Inv. Date: 11/26/2023 **PO No: **Remit Name: CHARTER COMMUNICATIONS **Merchant Vendor No: 4316 **Merchant Vendor Name: CHARTER COMMUNICATIONS **Invoice Created By: Irowland		259.95		
11/30/2023	AP	809	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-23 **Desc: GOOGLE SUITES J RENARD **Inv. Date: 11/30/2023 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		12.90		
			12/31/2023 (12/23) Period Totals and Balance		272.85 *	.00 *	1,637.53
YTD Encumbrance	.00	YTD Actual	1,637.53 Total	1,637.53 YTD Budget	2,500.00 Unexpended	862.47	
<b>LEGAL NOTICES</b>							
			11/30/2023 (11/23) Balance	061-6100-000.53-40			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
<b>ADVERTISING</b>							
			11/30/2023 (11/23) Balance	061-6100-000.54-00			873.78
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	873.78
YTD Encumbrance	.00	YTD Actual	873.78 Total	873.78 YTD Budget	5,000.00 Unexpended	4,126.22	
<b>PERMITS</b>							
			11/30/2023 (11/23) Balance	061-6100-000.57-00			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
<b>TRAVEL, FOOD &amp; LODGING</b>							
			11/30/2023 (11/23) Balance	061-6100-000.58-10			205.67
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	205.67
YTD Encumbrance	.00	YTD Actual	205.67 Total	205.67 YTD Budget	3,000.00 Unexpended	2,794.33	
<b>TRAINING AND CONFERENCES</b>							
			11/30/2023 (11/23) Balance	061-6100-000.58-50			600.48
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	600.48
YTD Encumbrance	.00	YTD Actual	600.48 Total	600.48 YTD Budget	2,000.00 Unexpended	1,399.52	
<b>MEMBERSHIPS/DUES/SUBSCRIP</b>							
			11/30/2023 (11/23) Balance	061-6100-000.58-70			964.00
11/30/2023	AP	812	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-23 **Desc: MARITIME INFORMATION SYSTEMS J RENARD **Inv. Date: 11/30/2023 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		100.00		
			12/31/2023 (12/23) Period Totals and Balance		100.00 *	.00 *	1,064.00
YTD Encumbrance	.00	YTD Actual	1,064.00 Total	1,064.00 YTD Budget	5,000.00 Unexpended	3,936.00	
<b>OFFICE SUPPLIES</b>							
			11/30/2023 (11/23) Balance	061-6100-000.60-10			104.77
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	104.77
YTD Encumbrance	.00	YTD Actual	104.77 Total	104.77 YTD Budget	1,200.00 Unexpended	1,095.23	
<b>MISCELLANEOUS EXPENSES</b>							
			11/30/2023 (11/23) Balance	061-6100-000.69-50			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	2,000.00 Unexpended	2,000.00	
<b>ASSETS &lt; \$5000</b>							
			11/30/2023 (11/23) Balance	061-6100-000.69-80			549.99
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	549.99
YTD Encumbrance	.00	YTD Actual	549.99 Total	549.99 YTD Budget	.00 Unexpended	(549.99)	
<b>BUILDINGS</b>							
			11/30/2023 (11/23) Balance	061-6100-000.72-20			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	45,000.00 Unexpended	45,000.00	
<b>BUILDINGS - HANGER</b>							
			11/30/2023 (11/23) Balance	061-6100-000.72-30			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
<b>IMPRVMTS OTHER THAN BLDGS</b>							
			11/30/2023 (11/23) Balance	061-6100-000.73-30			13,536.11
04/30/2023	AP	129	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 5998 **Desc: SOUTH APRON & TAXILANES- DESIGN **Inv. Date: 4/30/2023 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		15,124.96		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
08/31/2023	AP	130	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6117 **Desc: NEW FUEL APRON PHASE 1 **Inv. Date: 8/31/2023 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		38,750.00		
10/31/2023	AP	131	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6163 **Desc: SOUTH APRON RECONSTRUCTION & NEW TAXILINES PH 2 **Inv. Date: 10/31/2023 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		35,474.14		
12/31/2023 (12/23) Period Totals and Balance					89,349.10 *	.00 *	102,885.21
YTD Encumbrance	.00	YTD Actual	102,885.21 Total	102,885.21 YTD Budget	7,307,759.00 Unexpended	7,204,873.79	
MACHINERY			11/30/2023 (11/23) Balance	061-6100-000.74-10			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00	
FIXED ASSET RECLASS ACCT			11/30/2023 (11/23) Balance	061-6100-000.78-50			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
TO AIRPORT DEBT SERVICE			11/30/2023 (11/23) Balance	061-9500-000.81-62			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
CONTINGENCY			11/30/2023 (11/23) Balance	061-9500-000.88-00			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	532,489.00 Unexpended	532,489.00	
UNAPPROPRIATED ENDING FUND BAL			11/30/2023 (11/23) Balance	061-9500-000.89-00			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	262,461.00 Unexpended	262,461.00	
Number of Transactions: 21 Number of Accounts: 33					Debit	Credit	Proof
Total AIRPORT FUND:					120,397.16	9.91-	120,387.25

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
<b>MISCELLANEOUS EXPENSE</b>							
			11/30/2023 (11/23) Balance	062-6100-000.69-50			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
<b>BOND PRINCIPAL</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-15			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	90,000.00 Unexpended	90,000.00	
<b>BOND INTEREST</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-25			31,387.50
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	31,387.50
YTD Encumbrance	.00	YTD Actual	31,387.50 Total	31,387.50 YTD Budget	62,775.00 Unexpended	31,387.50	
<b>LOAN PRINCIPAL PAYMENTS</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-50			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
<b>PRIN PMTS - K CO CERB LN</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-55			25,000.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	25,000.00
YTD Encumbrance	.00	YTD Actual	25,000.00 Total	25,000.00 YTD Budget	.00 Unexpended	(25,000.00)	
<b>LOAN INTEREST PAYMENTS</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-60			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00	
<b>INT PMTS - K CO CERB LN</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-65			4,500.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	4,500.00
YTD Encumbrance	.00	YTD Actual	4,500.00 Total	4,500.00 YTD Budget	4,500.00 Unexpended	.00	
<b>INT PMTS - K CO FY13/14</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-66			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
<b>RESERVE FOR FUTURE DEBT</b>							
			11/30/2023 (11/23) Balance	062-6100-000.79-80			.00
			12/31/2023 (12/23) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,359.00 Unexpended	25,359.00	
Number of Transactions: 0 Number of Accounts: 9					Debit	Credit	Proof
Total AIRPORT DEBT SERVICE FUND:					.00	.00	.00
Number of Transactions: 21 Number of Accounts: 42					Debit	Credit	Proof
Grand Totals:					120,397.16	9.91-	120,387.25



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Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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Report Criteria:

- Actual Amounts
  - All Accounts
  - Summarize Payroll Detail
  - Print Period Totals
  - Print Grand Totals
  - Include All Comments
  - Include Funds: 061-062
  - Page and Total by Fund
  - Include Balance Sheets: None
  - Include Revenues: None
  - All Segments Tested for Total Breaks
-

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
061-0000-300.00-0 BEGINNING BALANCE	.00	813,930.00	790,128.00	( 23,802.00)	103.0
TOTAL BEGINNING BALANCE	.00	813,930.00	790,128.00	( 23,802.00)	103.0
<u>INTERGOVERNMENTAL REVENUE</u>					
061-0000-330.00-0 INTERGOVERNMENTAL REVENUE	.00	32,500.00	84,230.00	51,730.00	38.6
061-0000-330.10-0 OTHER WA	.00	.00	.00	.00	.0
061-0000-330.15-0 OTHER OR	.00	.00	.00	.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	32,500.00	84,230.00	51,730.00	38.6
<u>FEDERAL REVENUES</u>					
061-0000-331.20-0 FEDERAL GRANTS-FAA	.00	72,461.76	3,488,240.00	3,415,778.24	2.1
061-0000-331.90-0 FEDERAL GRANTS-MISC	.00	.00	2,913,419.00	2,913,419.00	.0
TOTAL FEDERAL REVENUES	.00	72,461.76	6,401,659.00	6,329,197.24	1.1
<u>STATE GRANTS</u>					
061-0000-334.80-0 WASHINGTON STATE GRANTS	.00	.00	.00	.00	.0
061-0000-334.90-0 STATE GRANTS, OTHER	.00	.00	662,860.00	662,860.00	.0
TOTAL STATE GRANTS	.00	.00	662,860.00	662,860.00	.0
<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0 MISC SALES AND SERVICES	.00	.00	22,000.00	22,000.00	.0
TOTAL GENERAL GOVERNMENT	.00	.00	22,000.00	22,000.00	.0
<u>AVIATION FUEL SALES</u>					
061-0000-347.00-0 AVIATION FUEL SALES	814.10	14,203.50	20,000.00	5,796.50	71.0
TOTAL AVIATION FUEL SALES	814.10	14,203.50	20,000.00	5,796.50	71.0
<u>INTEREST REVENUES</u>					
061-0000-361.00-0 INTEREST REVENUES	4,248.68	20,837.77	6,336.00	( 14,501.77)	328.9
TOTAL INTEREST REVENUES	4,248.68	20,837.77	6,336.00	( 14,501.77)	328.9

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 362</u>					
061-0000-362.00-0 LEASE REVENUE	16,682.00	40,983.00	104,924.00	63,941.00	39.1
TOTAL SOURCE 362	16,682.00	40,983.00	104,924.00	63,941.00	39.1
<u>RENTAL REVENUES</u>					
061-0000-363.50-0 PROPERTY RENTALS	2,314.19	93,214.59	76,699.00	( 16,515.59)	121.5
TOTAL RENTAL REVENUES	2,314.19	93,214.59	76,699.00	( 16,515.59)	121.5
<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0 OTHER MISC REVENUES	3,918.36	9,368.36	20,000.00	10,631.64	46.8
TOTAL OTHER MISC REVENUES	3,918.36	9,368.36	20,000.00	10,631.64	46.8
<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0 GENERAL FUND	30,826.92	184,961.52	369,923.00	184,961.48	50.0
TOTAL OPERATING TRANSFERS IN	30,826.92	184,961.52	369,923.00	184,961.48	50.0
<u>SALE OF FIXED ASSETS</u>					
061-0000-392.00-0 SALE OF FIXED ASSETS	.00	.00	.00	.00	.0
TOTAL SALE OF FIXED ASSETS	.00	.00	.00	.00	.0
<u>PROCEEDS- LT LIABILITIES</u>					
061-0000-393.10-0 LOAN/BOND PROCEEDS	.00	.00	.00	.00	.0
TOTAL PROCEEDS- LT LIABILITIES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	58,804.25	1,282,460.50	8,558,759.00	7,276,298.50	15.0

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2023

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
062-0000-300.00-0	.00	51,637.00	28,325.00	( 23,312.00)	182.3
	.00	51,637.00	28,325.00	( 23,312.00)	182.3
<u>INTEREST REVENUES</u>					
062-0000-361.00-0	635.54	2,602.02	639.00	( 1,963.02)	407.2
	635.54	2,602.02	639.00	( 1,963.02)	407.2
<u>SOURCE 362</u>					
062-0000-362.00-0	5,377.00	14,267.00	23,878.00	9,611.00	59.8
	5,377.00	14,267.00	23,878.00	9,611.00	59.8
<u>RENTAL REVENUES</u>					
062-0000-363.50-0	3,780.81	82,705.86	154,792.00	72,086.14	53.4
	3,780.81	82,705.86	154,792.00	72,086.14	53.4
<u>SOURCE 391</u>					
062-0000-391.61-0	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	9,793.35	151,211.88	207,634.00	56,422.12	72.8



# Federal Aviation Administration

## Memorandum

Date: 1/11/2024

To: Columbia Gorge Regional/ The Dalles Municipal Airport

From: Tim House

Subject: 2025-2029 CIP

The development of a solid Capital Improvement Plan (CIP) is important to identify the highest priority work within the anticipated funds that would most effectively improve the statewide airport system from a safety and preservation perspective. The table below represents the projects that we intend to move forward with at this time; however as in any given year, projects are dependent on the availability of funding. Any changes to the agreed upon project list needs to be coordinated on your next SCIP and may affect funding and year.

### Columbia Gorge Regional/ The Dalles Municipal Airport 5-YEAR PROJECTS & PLANNED FUNDING

Year#	Project Name	NPE	ST	DI	BIL	FAA Total
2025	Airport Master Plan Update	\$300,000	\$0	\$0	\$0	\$300,000**
2026	Constr. Hangers (Design & Constr.)	\$0	\$0	\$0	\$296,333	\$296,333
2027	Constr. Fence (Ph1 Pre-Design)	\$148,500	\$0	\$0	\$0	\$148,500
2028	Constr. Fence (Ph2 Design/Constr.)	\$300,000	\$0	\$0	\$0	\$300,000**
2029	Carryover	\$0	\$0	\$0	\$0	\$0

# Projects originally planned for FY2024 that have been postponed are not addressed in this memo. If you plan to move a FY2024 project into FY2025 for a grant, please talk to your project manager.

\*Non-primary entitlement funds are specifically for general aviation airports that show needed airfield development listed in the latest published National Plan of Integrated Airport Systems (NPIAS). Non-primary entitlement funds are calculated as follows; the lesser of \$150,000 or 1/5 of an airport's 5-year development cost.

\*\*Note that your submitted CIP shows AIP funding needs greater that what is anticipated to be available. Please continue to work with your Project Manager on a funding plan for this work.

For reference non primary entitlements and BIL balance prior to any FY2024 funding actions are listed below.

	<b><u>NPE</u></b>	<b><u>BIL</u></b>
<b>FY2021</b>	<b>\$0</b>	
<b>FY2022</b>	<b>\$0</b>	<b>\$0</b>
<b>FY2023</b>	<b>\$0</b>	<b>\$0</b>
<b>FY2024</b>	<b>\$150,000</b>	<b>\$144,000</b>
<b>TOTAL</b>	<b>\$150,000</b>	<b>\$144,000</b>

If you have any questions, comments, or concerns related to the CIP memo, please contact Tim House, (206) 231-4248, [Timothy.A.House@faa.gov](mailto:Timothy.A.House@faa.gov).



# Aviation Management Services Monthly Report

## January 19, 2024

- We had a great end of year 2023.
- The AIP grant project has been “winterized” and will resume in April.
- Letter to the FAA in regards to the water/ Jonathan Kara to give an update .
- Our request for the FEMA funding for the decommission of the underground fuel farm has been denied so far. (not eligible) Our Oregon OEM rep does not agree with the decision and is fighting on our behalf. TBD
- COAR grants to be executed as we move further in to the FAA-AIP grant
- I will be working with ODAV in the first part of Jan. to get the grants initiated for the fuel tank and the generators needing to be ordered.
- All of the lights on the runways and taxiways are working except 2. And one that someone ran over.
- Airport Audit completed
- The budget committee met and discussed the needs for the upcoming budget session. I will be putting the items brought forth into the budget.
- All projects are moving forward as planned at this stage
- All snow removal equipment is ready for any snow events we may have.
- We ended the year with 20,123 logged flight operations.

- We received and submitted the first pay request for the construction project, Just over 1 million dollars.
- We will be having a public meeting to establish our 2024-26 DBE Goal Development. The link is on our website should you want to join the meeting.
- We did have some vandalism of the holiday season, someone drove through part of our new construction. We have a suspect and the police are working on it.
- I am on the Aviation Review Committee (ARC) ODAV had 66 requests for funding for this grant cycle. (7+ million in requests) with only 4 million ish available. This process is very educational and informative as to what the needs are at other airports. I enjoy getting to be part of the review and recommendation of the distribution of the funds available.
- The next Board Meeting will be 2/16/2024

