MINUTES

COLUMBIA GORGE REGIONAL AIRPORT MEETING

October 16, 2026

PRESIDING:	Jim Wilcox
BOARD PRESENT:	Jim Wilcox, Terry Trapp, Tim Urness (via Zoom), James Smith, Lori Zoller, Randy Anderson (via Zoom)
BOARD ABSENT:	Tim McGLothlin
STAFF PRESENT:	Airport Manager Jeff Renard (Zoom), EDO Jacob Anderson, City Manager Matthew Klebes
PUBLIC PRESENT:	See attached Sign-In sheet.

CALL TO ORDER

The meeting was called to order by Jim Wilcox at 7:31 a.m.

ROLL CALL

Roll call was conducted by Jim Wilcox.

APPROVAL OF AGENDA

Chair Jim Wilcox requested that the Airport Hangar Committee discussion be moved from Discussion Items to Action Items. With no objections or additional changes, the agenda was approved as amended by unanimous consent.

APPROVAL OF MINUTES

The minutes were approved as presented by unanimous consent.

PUBLIC COMMENTS

No public comments were presented during the designated public comment period.

BOARD MEMBER REPORTS

(None.)

SPONSOR/PARTNERS REPORT

EDO Jake Anderson provided an update on Phase II of the Airport Business Park and a proposed marketing initiative with the students at CGCC.

Discussion included the airport's binding site plan and the need to maintain flexibility for future development. The Board expressed general agreement that the binding site plan should include Lot 26, retain the existing development area, and exclude undeveloped future phases until additional planning is completed. Lot 17 was discussed with the Board agreeing that it should remain available for potential future expansion of the college hangar rather than being marketed separately at this time.

The City has begun working with the University of Oregon's student consulting program to develop a marketing strategy for the business park. The goal is to attract new businesses, identify potential anchor tenants, and promote available development opportunities. The Board also expressed interest in participating in the business park marketing process through occasional meetings and discussions with the university students. The public would also be welcome to attend.

Staff will coordinate with City and Klickitat County representatives to finalize the legal description and lease boundaries for the CGCC hangar.

City Manager Matthew Klebes reported that the annual audit process is underway and is expected to return to its normal schedule, with completion anticipated in January 2027. The previous year's audit was delayed due to staffing transitions in the Finance Department. Audit costs and the challenges of securing qualified municipal auditors were discussed. The City intends to continue with its current auditing firm while monitoring associated costs.

FBO REPORT

Darren Lacock reported that September fuel sales were approximately 2,300 gallons below the monthly average. However, October activity has increased substantially with additional business and private jet traffic. Year-to-date fuel sales were approaching 239,000 gallons at the time of the report, with projections indicating the airport could exceed 260,000 gallons for the year, potentially establishing a new annual fuel sales record. There is also continued interest from larger business aircraft operators seeking hangar space. Limited hangar availability remains a challenge.

ACTION ITEMS

Airport Hangar Committee: The Board discussed the pending condominium hangar lease request and potential lease extensions. Jake Anderson reported that additional information was being sought from the insurance provider, Chubb, regarding the request. A final written response had not yet been received. No formal action was taken and the matter remains under review.

DISCUSSION ITEMS

Budget/Check Report: Randy Anderson noted that the revised reporting format was easier to understand and provided better visibility into airport operations. The Board expressed appreciation for the ability to separately identify rental revenue, property income, and other sources of revenue.

KC/DLS Coordination: (No discussion needed.)

Masterplan Update: A public meeting is scheduled for October 29th, 2026, from 4:00 to 6:00 pm in the airport hangar adjacent to the meeting location. Board members and members of the public were encouraged to attend and provide input.

MANAGEMENT REPORT

(Exciting things are happening, see attached report.)

ADDITIONAL COMMENTS

(None.)

NEXT MEETING

The next meeting will be November 20, 2026 at 7:30 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 8:51 am.

SIGNED:

Jim Wilcox, Chair

Jeff Renard, Airport Manager