



**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 December 19, 2025 @ 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 November 21, 2025

IV. Public Comments (Items not on the Agenda)

Public Comment

V. Board Member Reports

Airport Sponsors/ Partner Reports

VI. FBO Report

VII. Action Items (None)

VIII. Discussion Items

A. Budget Report / Check Register

IX. Management Report

(See attached report)

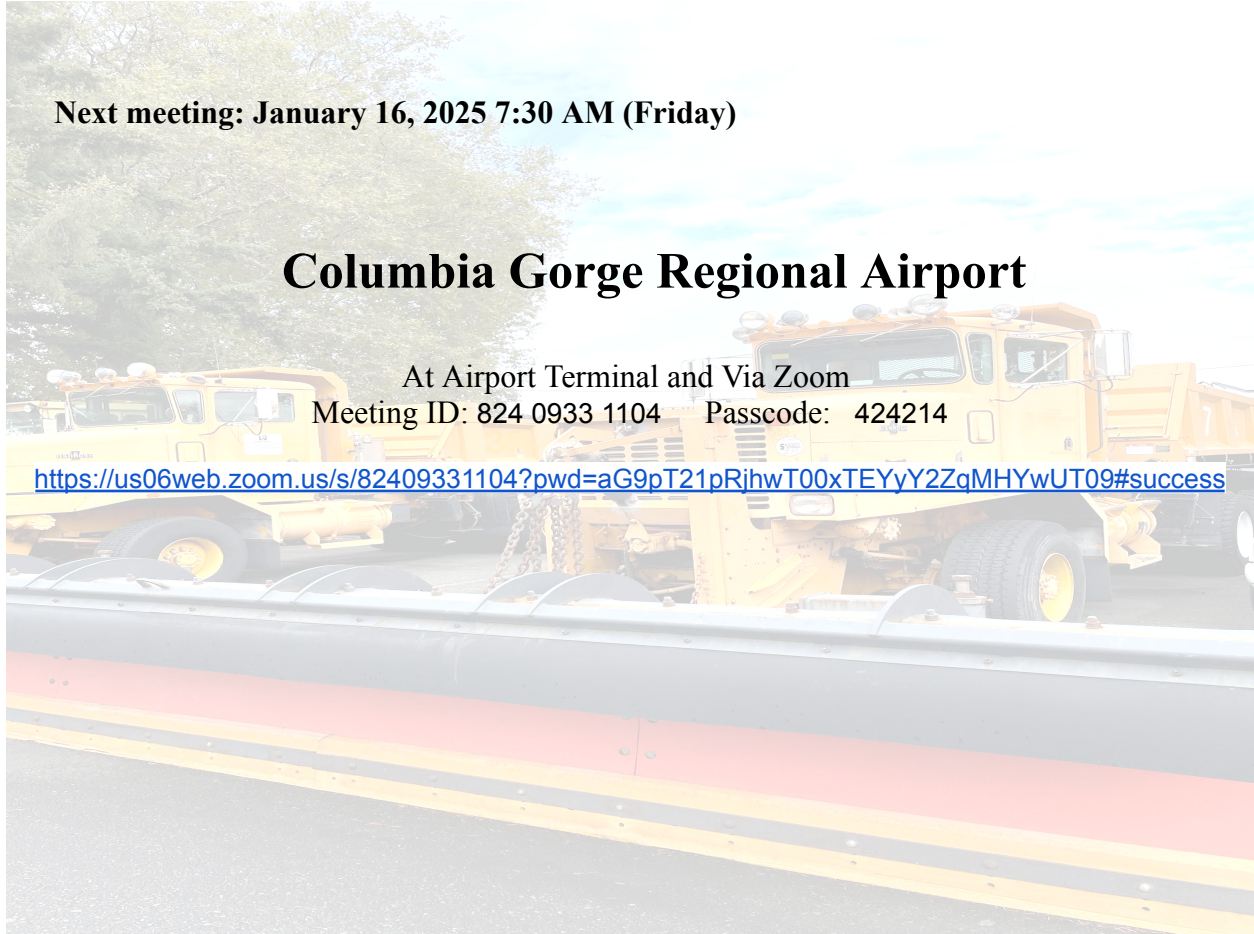
XI. Adjournment: _____AM

Next meeting: January 16, 2025 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 21, 2025

PRESIDING: Chair Jim Wilcox

BOARD PRESENT: Jim Wilcox, James Smith, Tim Urness, Randy Anderson, Rob Van Cleave (sitting in for Lori Zoller), Tim McGlothlin, Terry Trapp (Zoom)

STAFF PRESENT: Airport Manager Jeff Renard

PUBLIC PRESENT: See attached Sign-In sheet.

CALL TO ORDER

The meeting was called to order by Chair Jim Wilcox at 7:30 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 that he and Jeff Renard met over the past week to discuss topics that were and were not on the agenda and signed leases.

SPONSOR/PARTNERS REPORT

Rob Van Cleave, filling in for Lori Zoller, announced that he is now serving as the new Klickitat County Administrator. It was also noted that during his tenure as mayor of The Dalles, Rob cast the deciding vote that kept the airport from being closed.

Jake Anderson provided an update on the T-hangar project, reporting that the loan from the City is in progress and that the final design for the college hangar has been completed.

FBO REPORT

Darren Lacock reported that the FBO exceeded 230,000 gallons of fuel dispensed, surpassing the monthly average and making 2025 the second-best year on record.

ACTION ITEMS

(None.)

DISCUSSION ITEMS

Budget/Check Report- Randy Anderson noted recent personnel changes within the City and is working to schedule a meeting with Matthew Klebes and the new finance director.

Wayne Jacobson, the president of the Flightline Condo Association, brought a request for the board to consider extending the land lease beyond the 2034 expiration date. No decisions were made. Jacob Anderson volunteered to do the cost analysis to weigh the pros and cons of the possible extension. Jeff Renard recused himself from this topic due to a conflict of interest caused by his % ownership in the building.

A Masterplan Public Advisory Committee (PAC) survey has been added to the airport website homepage. Community members are encouraged to participate, provide detailed feedback, and “dream big.”

Board members and members of the public also expressed concern regarding the number of airport closure days attributed to “Google steam.” Staff was asked to document steam cloud activity over the airport.

MANAGEMENT REPORT (See attached report.)

NEXT MEETING

The next meeting will be December 19, 2025 at 7:30 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 9:04 am.

SIGNED:

Jim Wilcox, Chair

Jeff Renard, Airport Manager

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			10/31/2025 (10/25) Balance	061-6100-000.31-10			.00
10/31/2025	AP	657	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: AIRPORT NETWORK SERVICE **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		20.00		
			11/30/2025 (11/25) Period Totals and Balance		20.00 *	.00 *	20.00
YTD Encumbrance	.00	YTD Actual	20.00 Total	20.00 YTD Budget	105,760.00 Unexpended	105,740.00	
CONTRACTUAL SERV-OTHER			10/31/2025 (10/25) Balance	061-6100-000.31-90			43,675.00
11/01/2025	AP	109	AVIATION MANAGEMENT SERVICES **VendorNo: 10704 **Inv. No: 2518 **Desc: OCT 25 AIRPORT MGMT CONTRACT **Inv. Date: 11/1/2025 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: MMessmer		12,825.00		
10/31/2025	AP	131	VALENCIA LAWN CARE LLC **VendorNo: 11074 **Inv. No: 6750 **Desc: OCT 25 LAWN SERVICE **Inv. Date: 10/31/2025 **PO No: **Remit Name: VALENCIA LAWN CARE LLC **Merchant Vendor No: 11074 **Merchant Vendor Name: VALENCIA LAWN CARE LLC **Invoice Created By: MMessmer		1,300.00		
			11/30/2025 (11/25) Period Totals and Balance		14,125.00 *	.00 *	57,800.00
YTD Encumbrance	.00	YTD Actual	57,800.00 Total	57,800.00 YTD Budget	180,500.00 Unexpended	122,700.00	
AUDITING SERVICES			10/31/2025 (10/25) Balance	061-6100-000.32-10			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	27,675.00 Unexpended	27,675.00	
ENGINEERING SERVICES			10/31/2025 (10/25) Balance	061-6100-000.34-10			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	15,000.00 Unexpended	15,000.00	
WATER & SEWER			10/31/2025 (10/25) Balance	061-6100-000.41-10			4,147.18

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
11/03/2025	AP	450	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: 100173 OCT 25. **Desc: AIRPORT WATER **Inv. Date: 11/3/2025 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: MMessmer		1,026.48		
11/03/2025	AP	451	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: 100489 OCT 25. **Desc: LOW FLOW METER **Inv. Date: 11/3/2025 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: MMessmer		966.32		
11/07/2025	AP	455	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 OCT 25. **Desc: 75 AIRPORT WAY **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		129.15		
11/07/2025	AP	456	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 OCT 25. **Desc: 85 AIRPORT WAY **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		122.19		
11/07/2025	AP	457	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 OCT 25. **Desc: AIRPORT WAY CELL T **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		68.26		
11/07/2025	AP	459	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69547775 OCT 25. **Desc: 89 AIRPORT WAY **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		140.19		
11/03/2025	AP	1000	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: 100173 OCT 25. **Desc: AIRPORT WATER **Inv. Date: 11/3/2025 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: MMessmer			1,026.48-	
11/03/2025	AP	1001	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: 100489 OCT 25. **Desc: LOW FLOW METER **Inv. Date: 11/3/2025 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: MMessmer			966.32-	
11/30/2025 (11/25) Period Totals and Balance					2,452.59 *	1,992.80- *	4,606.97

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	4,606.97 Total	4,606.97 YTD Budget	20,000.00 Unexpended	15,393.03	
GARBAGE SERVICES							
			10/31/2025 (10/25) Balance	061-6100-000.41-20			40.74
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	40.74
YTD Encumbrance		.00 YTD Actual	40.74 Total	40.74 YTD Budget	500.00 Unexpended	459.26	
ELECTRICITY							
			10/31/2025 (10/25) Balance	061-6100-000.41-40			6,451.76
11/07/2025	AP	453	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 OCT 25. **Desc: 30 AIRPORT WAY **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		521.59		
11/07/2025	AP	454	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 OCT 25. **Desc: 101 DOCK RD **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		38.35		
11/07/2025	AP	458	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69456080 OCT 25 **Desc: HANGER **Inv. Date: 11/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: MMessmer		36.20		
			11/30/2025 (11/25) Period Totals and Balance		596.14 *	.00 *	7,047.90
YTD Encumbrance		.00 YTD Actual	7,047.90 Total	7,047.90 YTD Budget	12,000.00 Unexpended	4,952.10	
BUILDINGS AND GROUNDS							
			10/31/2025 (10/25) Balance	061-6100-000.43-10			39,455.05
11/18/2025	AP	546	COLUMBIA RIVER ELECTRIC **VendorNo: 11192 **Inv. No: 58086 **Desc: INSTALLED REMOTE SWITCH & GFCI IN HANGAR **Inv. Date: 11/18/2025 **PO No: **Remit Name: COLUMBIA RIVER ELECTRIC **Merchant Vendor No: 11192 **Merchant Vendor Name: COLUMBIA RIVER ELECTRIC **Invoice Created By: MMessmer		769.11		
10/31/2025	AP	837	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: MISC HARDWARE **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		5.50		
10/31/2025	AP	841	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: WIPER BLADES, KEYS **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		73.90		
			11/30/2025 (11/25) Period Totals and Balance		848.51 *	.00 *	40,303.56
YTD Encumbrance	10,100.00 YTD Actual	40,303.56 Total	50,403.56 YTD Budget	60,000.00 Unexpended	9,596.44		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
JOINT USE OF LABOR/EQUIP			10/31/2025 (10/25) Balance	061-6100-000.43-45			.00
			11/30/2025 (11/25) 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			10/31/2025 (10/25) Balance	061-6100-000.43-50			3,461.99
09/30/2025	AP	137	JIMMY WATTERSON TRUCKING LLC **VendorNo: 11295 **Inv. No: 1471 **Desc: TRANSPORT SNOW PLOW TO AIRPORT **Inv. Date: 9/30/2025 **PO No: **Remit Name: JIMMY WATTERSON TRUCKING LLC **Merchant Vendor No: 11295 **Merchant Vendor Name: JIMMY WATTERSON TRUCKING LLC **Invoice Created By: MMessmer		1,830.00		
10/31/2025	AP	838	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: SEAL KIT, LABOR R & R CYLINDER **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		404.35		
10/31/2025	AP	839	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: HYDRAULIC OIL 5 GAL **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		149.98		
			11/30/2025 (11/25) Period Totals and Balance		2,384.33 *	.00 *	5,846.32
YTD Encumbrance		.00 YTD Actual	5,846.32 Total	5,846.32 YTD Budget	10,000.00 Unexpended	4,153.68	
GAS/OIL/DIESEL/LUBRICANTS			10/31/2025 (10/25) Balance	061-6100-000.43-51			217.89
10/31/2025	AP	840	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: PROPANE FILL **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		70.02		
			11/30/2025 (11/25) Period Totals and Balance		70.02 *	.00 *	287.91
YTD Encumbrance		.00 YTD Actual	287.91 Total	287.91 YTD Budget	4,500.00 Unexpended	4,212.09	
PROPERTY TAXES			10/31/2025 (10/25) Balance	061-6100-000.46-10			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	18,000.00 Unexpended	18,000.00	
LIABILITY			10/31/2025 (10/25) Balance	061-6100-000.52-10			13,633.67
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	13,633.67
YTD Encumbrance		.00 YTD Actual	13,633.67 Total	13,633.67 YTD Budget	5,500.00 Unexpended	(8,133.67)	
PROPERTY			10/31/2025 (10/25) Balance	061-6100-000.52-30			22,662.17
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	22,662.17
YTD Encumbrance		.00 YTD Actual	22,662.17 Total	22,662.17 YTD Budget	23,644.00 Unexpended	981.83	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
POSTAGE			10/31/2025 (10/25) Balance	061-6100-000.53-20			122.22
11/04/2025	AP	9	PITNEY BOWES BANK INC PURCHASE POW **VendorNo: 2842 **Inv. No: 110425 **Desc: POSTAGE REIMB 9/18/25 - 11/04/25 **Inv. Date: 11/4/2025 **PO No: **Remit Name: PITNEY BOWES BANK INC PURCHASE POWER **Merchant Vendor No: 2842 **Merchant Vendor Name: PITNEY BOWES BANK INC PURCHASE POWER **Invoice Created By: MMessmer		41.22		
			11/30/2025 (11/25) Period Totals and Balance		41.22 *	.00 *	163.44
YTD Encumbrance		.00 YTD Actual	163.44 Total	163.44 YTD Budget	590.00 Unexpended	426.56	
TELEPHONE			10/31/2025 (10/25) Balance	061-6100-000.53-30			1,299.90
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	1,299.90
YTD Encumbrance		.00 YTD Actual	1,299.90 Total	1,299.90 YTD Budget	3,500.00 Unexpended	2,200.10	
LEGAL NOTICES			10/31/2025 (10/25) Balance	061-6100-000.53-40			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
ADVERTISING			10/31/2025 (10/25) Balance	061-6100-000.54-00			680.40-
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	680.40-
YTD Encumbrance		.00 YTD Actual	-680.40 Total	-680.40 YTD Budget	5,000.00 Unexpended	5,680.40	
PERMITS			10/31/2025 (10/25) Balance	061-6100-000.57-00			52.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	52.00
YTD Encumbrance		.00 YTD Actual	52.00 Total	52.00 YTD Budget	3,000.00 Unexpended	2,948.00	
TRAVEL, FOOD & LODGING			10/31/2025 (10/25) Balance	061-6100-000.58-10			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	3,000.00 Unexpended	3,000.00	
TRAINING AND CONFERENCES			10/31/2025 (10/25) Balance	061-6100-000.58-50			.00
10/31/2025	AP	842	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: CANCELLED FALL 2025 CONFERENCE REGISTRATION **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer			150.00-	
10/31/2025	AP	844	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: FALL 2025 CONFERENCE REGISTRATION **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		150.00		
			11/30/2025 (11/25) Period Totals and Balance		150.00 *	150.00- *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	2,000.00 Unexpended	2,000.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MEMBERSHIPS/DUES/SUBSCRIP							
			10/31/2025 (10/25) Balance	061-6100-000.58-70			1,101.04
10/31/2025	AP	836	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: OPERATIONAL REPORTS **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		100.00		
10/31/2025	AP	843	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: GOOGLE WORKSPACE **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		18.06		
			11/30/2025 (11/25) Period Totals and Balance		118.06 *	.00 *	1,219.10
YTD Encumbrance		.00	YTD Actual	1,219.10 Total	1,219.10 YTD Budget	5,000.00 Unexpended	3,780.90
OFFICE SUPPLIES							
			10/31/2025 (10/25) Balance	061-6100-000.60-10			82.97
10/31/2025	AP	834	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: POP UP STICKY NOTES, NOTE PAD, TONER **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		227.65		
10/31/2025	AP	835	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 OCT 2025 **Desc: POST IT NOTE DISPENSER **Inv. Date: 10/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer		9.34		
			11/30/2025 (11/25) Period Totals and Balance		236.99 *	.00 *	319.96
YTD Encumbrance		.00	YTD Actual	319.96 Total	319.96 YTD Budget	500.00 Unexpended	180.04
MISCELLANEOUS EXPENSES							
			10/31/2025 (10/25) Balance	061-6100-000.69-50			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	2,500.00 Unexpended	2,500.00
ASSETS < \$5000							
			10/31/2025 (10/25) Balance	061-6100-000.69-80			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
BUILDINGS							
			10/31/2025 (10/25) Balance	061-6100-000.72-20			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00	YTD Actual	.00 Total	.00 YTD Budget	10,000.00 Unexpended	10,000.00
BUILDINGS - HANGER							
			10/31/2025 (10/25) Balance	061-6100-000.72-30			.00
			11/30/2025 (11/25) 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
IMPRVMTS OTHER THAN BLDGS			10/31/2025 (10/25) Balance	061-6100-000.73-30			35,680.51
09/12/2025	AP	381	DJC **VendorNo: 3124 **Inv. No: 745811699 **Desc: NEW AVIATION T-HANGARS & SITE IMPROVEMENTS - C09-006 CON OR GRANT **Inv. Date: 9/12/2025 **PO No: **Remit Name: DJC **Merchant Vendor No: 3124 **Merchant Vendor Name: DJC **Invoice Created By: MMessmer		343.62		
09/30/2025	AP	496	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 7005 **Desc: NEW T-HANGARS - DESIGN & BIDDING SERVICES **Inv. Date: 9/30/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: MMessmer		19,777.23		
11/30/2025 (11/25) Period Totals and Balance					20,120.85 *	.00 *	55,801.36
YTD Encumbrance	55,433.00	YTD Actual	55,801.36	Total	111,234.36	YTD Budget	3,992,585.00 Unexpended 3,881,350.64
MACHINERY			10/31/2025 (10/25) Balance	061-6100-000.74-10			8,276.25
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	8,276.25
YTD Encumbrance	.00	YTD Actual	8,276.25	Total	8,276.25	YTD Budget	50,000.00 Unexpended 41,723.75
FIXED ASSET RECLASS ACCT			10/31/2025 (10/25) Balance	061-6100-000.78-50			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00 Unexpended .00
TO GENERAL FUND			10/31/2025 (10/25) Balance	061-9500-000.81-01			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	.00 Unexpended .00
TO AIRPORT DEBT SERVICE			10/31/2025 (10/25) Balance	061-9500-000.81-62			24,601.50
11/30/2025	TF	50	ENTER MONTHLY BUDGET TRANSFERS		8,200.50		
			11/30/2025 (11/25) Period Totals and Balance		8,200.50 *	.00 *	32,802.00
YTD Encumbrance	.00	YTD Actual	32,802.00	Total	32,802.00	YTD Budget	82,005.00 Unexpended 49,203.00
CONTINGENCY			10/31/2025 (10/25) Balance	061-9500-000.88-00			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	243,376.00 Unexpended 243,376.00
UNAPPROPRIATED ENDING FUND BAL			10/31/2025 (10/25) Balance	061-9500-000.89-00			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00	Total	.00	YTD Budget	100,000.00 Unexpended 100,000.00
Number of Transactions: 31 Number of Accounts: 34					Debit	Credit	Proof
Total AIRPORT FUND:					49,364.21	2,142.80-	47,221.41

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MISCELLANEOUS EXPENSE			10/31/2025 (10/25) Balance	062-6100-000.69-50			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
BOND PRINCIPAL			10/31/2025 (10/25) Balance	062-6100-000.79-15			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	100,000.00 Unexpended	100,000.00	
BOND INTEREST			10/31/2025 (10/25) Balance	062-6100-000.79-25			.00
11/25/2025	CD6	24	RCD REVERSAL OF ACH PYMT DONE WRON RECORD REVERSAL OF THE ACH PYMT FOR LOCAP 15B LOAN THAT WAS DONE AS A DEBIT IN FIB INSTEAD OF A CREDIT.		27,225.00		
11/28/2025	CD6	25	RCD ACH PYMT FOR LOCAP 15B LOAN TO N		27,225.00		
11/24/2025	CRJE	3	RCD ACH PYMT DONE WRONG WAY FOR LO RECORD ACH PYMT FOR LOCAP 15B LOAN DONE AS A DEBIT IN FIB INSTEAD OF A CREDIT.			27,225.00-	
			11/30/2025 (11/25) Period Totals and Balance		54,450.00 *	27,225.00- *	27,225.00
YTD Encumbrance	.00	YTD Actual	27,225.00 Total	27,225.00 YTD Budget	54,450.00 Unexpended	27,225.00	
LOAN PRINCIPAL PAYMENTS			10/31/2025 (10/25) Balance	062-6100-000.79-50			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
PRIN PMTS - K CO CERB LN			10/31/2025 (10/25) Balance	062-6100-000.79-55			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00	
LOAN INTEREST PAYMENTS			10/31/2025 (10/25) Balance	062-6100-000.79-60			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
INT PMTS - K CO CERB LN			10/31/2025 (10/25) Balance	062-6100-000.79-65			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	3,750.00 Unexpended	3,750.00	
INT PMTS - K CO FY13/14			10/31/2025 (10/25) Balance	062-6100-000.79-66			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
PRIN PMTS - CITY			10/31/2025 (10/25) Balance	062-6100-000.79-70			.00
			11/30/2025 (11/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	65,805.00 Unexpended	65,805.00	
INT PMTS - CITY			10/31/2025 (10/25) Balance	062-6100-000.79-75			.00

Date	Journal	Reference Number	Payee or Description		Account Number	Debit Amount	Credit Amount	Balance
11/30/2025 (11/25) Period Totals and Balance						.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	16,200.00 Unexpended	16,200.00		
RESERVE FOR FUTURE DEBT			10/31/2025 (10/25) Balance		062-6100-000.79-80			.00
11/30/2025 (11/25) Period Totals and Balance						.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00		
Number of Transactions: 3 Number of Accounts: 11						Debit	Credit	Proof
Total AIRPORT DEBT SERVICE FUND:						54,450.00	27,225.00-	27,225.00
Number of Transactions: 34 Number of Accounts: 45						Debit	Credit	Proof
Grand Totals:						103,814.21	29,367.80-	74,446.41

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
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10 CONTRACTUAL SERVICES	20.00	20.00	105,760.00	105,740.00	.0
061-6100-000.31-90 CONTRACTUAL SERV-OTHER	14,125.00	57,800.00	180,500.00	122,700.00	32.0
061-6100-000.32-10 AUDITING SERVICES	.00	.00	27,675.00	27,675.00	.0
061-6100-000.34-10 ENGINEERING SERVICES	.00	.00	15,000.00	15,000.00	.0
061-6100-000.41-10 WATER & SEWER	459.79	4,606.97	20,000.00	15,393.03	23.0
061-6100-000.41-20 GARBAGE SERVICES	.00	40.74	500.00	459.26	8.2
061-6100-000.41-40 ELECTRICITY	596.14	7,047.90	12,000.00	4,952.10	58.7
061-6100-000.43-10 BUILDINGS AND GROUNDS	848.51	40,303.56	60,000.00	19,696.44	67.2
061-6100-000.43-45 JOINT USE OF LABOR/EQUIP	.00	.00	5,000.00	5,000.00	.0
061-6100-000.43-50 VEHICLES	2,384.33	5,846.32	10,000.00	4,153.68	58.5
061-6100-000.43-51 GAS/OIL/DIESEL/LUBRICANTS	70.02	287.91	4,500.00	4,212.09	6.4
061-6100-000.46-10 PROPERTY TAXES	.00	.00	18,000.00	18,000.00	.0
061-6100-000.52-10 LIABILITY	.00	13,633.67	5,500.00	(8,133.67)	247.9
061-6100-000.52-30 PROPERTY	.00	22,662.17	23,644.00	981.83	95.9
061-6100-000.53-20 POSTAGE	41.22	163.44	590.00	426.56	27.7
061-6100-000.53-30 TELEPHONE	.00	1,299.90	3,500.00	2,200.10	37.1
061-6100-000.53-40 LEGAL NOTICES	.00	.00	1,000.00	1,000.00	.0
061-6100-000.54-00 ADVERTISING	.00	(680.40)	5,000.00	5,680.40	(13.6)
061-6100-000.57-00 PERMITS	.00	52.00	3,000.00	2,948.00	1.7
061-6100-000.58-10 TRAVEL, FOOD & LODGING	.00	.00	3,000.00	3,000.00	.0
061-6100-000.58-50 TRAINING AND CONFERENCES	.00	.00	2,000.00	2,000.00	.0
061-6100-000.58-70 MEMBERSHIPS/DUES/SUBSCRIP	118.06	1,219.10	5,000.00	3,780.90	24.4
061-6100-000.60-10 OFFICE SUPPLIES	236.99	319.96	500.00	180.04	64.0
061-6100-000.69-50 MISCELLANEOUS EXPENSES	.00	.00	2,500.00	2,500.00	.0
061-6100-000.69-80 ASSETS < \$5000	.00	.00	.00	.00	.0
061-6100-000.72-20 BUILDINGS	.00	.00	10,000.00	10,000.00	.0
061-6100-000.72-30 BUILDINGS - HANGER	.00	.00	.00	.00	.0
061-6100-000.73-30 IMPRVMTS OTHER THAN BLDGS	20,120.85	55,801.36	3,992,585.00	3,936,783.64	1.4
061-6100-000.74-10 MACHINERY	.00	8,276.25	50,000.00	41,723.75	16.6
061-6100-000.78-50 FIXED ASSET RECLASS ACCT	.00	.00	.00	.00	.0
TOTAL AIRPORT	39,020.91	218,700.85	4,566,754.00	4,348,053.15	4.8
<u>AIRPORT</u>					
061-9500-000.81-01 TO GENERAL FUND	.00	.00	.00	.00	.0
061-9500-000.81-62 TO AIRPORT DEBT SERVICE	8,200.50	32,802.00	82,005.00	49,203.00	40.0
061-9500-000.88-00 CONTINGENCY	.00	.00	243,376.00	243,376.00	.0
061-9500-000.89-00 UNAPPROPRIATED ENDING FUND BAL	.00	.00	100,000.00	100,000.00	.0
TOTAL AIRPORT	8,200.50	32,802.00	425,381.00	392,579.00	7.7
TOTAL FUND EXPENDITURES	47,221.41	251,502.85	4,992,135.00	4,740,632.15	5.0

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

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	100,000.00	100,000.00	.0
062-6100-000.79-25	BOND INTEREST	27,225.00	27,225.00	54,450.00	27,225.00	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	.00	25,000.00	25,000.00	.0
062-6100-000.79-60	LOAN INTEREST PAYMENTS	.00	.00	.00	.00	.0
062-6100-000.79-65	INT PMTS - K CO CERB LN	.00	.00	3,750.00	3,750.00	.0
062-6100-000.79-66	INT PMTS - K CO FY13/14	.00	.00	.00	.00	.0
062-6100-000.79-70	PRIN PMTS - CITY	.00	.00	65,805.00	65,805.00	.0
062-6100-000.79-75	INT PMTS - CITY	.00	.00	16,200.00	16,200.00	.0
062-6100-000.79-80	RESERVE FOR FUTURE DEBT	.00	.00	25,000.00	25,000.00	.0
	TOTAL DEBT SERVICE	27,225.00	27,225.00	290,205.00	262,980.00	9.4
	TOTAL FUND EXPENDITURES	27,225.00	27,225.00	290,205.00	262,980.00	9.4

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

AIRPORT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>BEGINNING BALANCE</u>					
061-0000-300.00-0	BEGINNING BALANCE	.00	.00	625,155.00	625,155.00	.0
	TOTAL BEGINNING BALANCE	.00	.00	625,155.00	625,155.00	.0
	<u>INTERGOVERNMENTAL REVENUE</u>					
061-0000-330.00-0	INTERGOVERNMENTAL REVENUE	.00	(8,835.00)	425,000.00	433,835.00	(2.1)
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	(8,835.00)	425,000.00	433,835.00	(2.1)
	<u>FEDERAL REVENUES</u>					
061-0000-331.20-0	FEDERAL GRANTS-FAA	.00	3,506.24	159,000.00	155,493.76	2.2
061-0000-331.90-0	FEDERAL GRANTS-MISC	.00	.00	441,685.00	441,685.00	.0
	TOTAL FEDERAL REVENUES	.00	3,506.24	600,685.00	597,178.76	.6
	<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	176,397.76	2,371,000.00	2,194,602.24	7.4
	TOTAL STATE GRANTS	.00	176,397.76	2,371,000.00	2,194,602.24	7.4
	<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0	MISC SALES AND SERVICES	1,200.00	40,079.60	50,000.00	9,920.40	80.2
	TOTAL GENERAL GOVERNMENT	1,200.00	40,079.60	50,000.00	9,920.40	80.2
	<u>AVIATION FUEL SALES</u>					
061-0000-347.00-0	AVIATION FUEL SALES	1,768.40	13,541.60	25,000.00	11,458.40	54.2
	TOTAL AVIATION FUEL SALES	1,768.40	13,541.60	25,000.00	11,458.40	54.2
	<u>INTEREST REVENUES</u>					
061-0000-361.00-0	INTEREST REVENUES	491.57	2,475.33	25,000.00	22,524.67	9.9
	TOTAL INTEREST REVENUES	491.57	2,475.33	25,000.00	22,524.67	9.9

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

AIRPORT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SOURCE 362</u>					
061-0000-362.00-0	LEASE REVENUE	.00	.00	225,150.00	225,150.00	.0
	TOTAL SOURCE 362	.00	.00	225,150.00	225,150.00	.0
	<u>RENTAL REVENUES</u>					
061-0000-363.50-0	PROPERTY RENTALS	17,971.61	109,040.56	210,145.00	101,104.44	51.9
	TOTAL RENTAL REVENUES	17,971.61	109,040.56	210,145.00	101,104.44	51.9
	<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0	OTHER MISC REVENUES	100.00	9,642.50	10,000.00	357.50	96.4
	TOTAL OTHER MISC REVENUES	100.00	9,642.50	10,000.00	357.50	96.4
	<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0	GENERAL FUND	6,500.00	32,500.00	65,000.00	32,500.00	50.0
061-0000-391.22-0	FROM SPECIAL ENTERPRISE ZONE	.00	.00	.00	.00	.0
	TOTAL OPERATING TRANSFERS IN	6,500.00	32,500.00	65,000.00	32,500.00	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	360,000.00	360,000.00	.0
	TOTAL PROCEEDS- LT LIABILITIES	.00	.00	360,000.00	360,000.00	.0
	TOTAL FUND REVENUE	28,031.58	378,348.59	4,992,135.00	4,613,786.41	7.6

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2025

AIRPORT DEBT SERVICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>BEGINNING BALANCE</u>					
062-0000-300.00-0	BEGINNING BALANCE	.00	.00	48,784.00	48,784.00	.0
	TOTAL BEGINNING BALANCE	.00	.00	48,784.00	48,784.00	.0
	<u>INTEREST REVENUES</u>					
062-0000-361.00-0	INTEREST REVENUES	912.19	4,953.96	6,500.00	1,546.04	76.2
	TOTAL INTEREST REVENUES	912.19	4,953.96	6,500.00	1,546.04	76.2
	<u>SOURCE 362</u>					
062-0000-362.00-0	LEASE REVENUE	.00	.00	56,844.00	56,844.00	.0
	TOTAL SOURCE 362	.00	.00	56,844.00	56,844.00	.0
	<u>RENTAL REVENUES</u>					
062-0000-363.50-0	PROPERTY RENTALS	20,145.25	97,275.38	96,072.00	(1,203.38)	101.3
	TOTAL RENTAL REVENUES	20,145.25	97,275.38	96,072.00	(1,203.38)	101.3
	<u>SOURCE 391</u>					
062-0000-391.61-0	TRANSFER FROM AIRPORT FUND	8,200.50	32,802.00	82,005.00	49,203.00	40.0
	TOTAL SOURCE 391	8,200.50	32,802.00	82,005.00	49,203.00	40.0
	TOTAL FUND REVENUE	29,257.94	135,031.34	290,205.00	155,173.66	46.5



Aviation Management Services Monthly Report

December 19, 2025

- A Masterplan tenant survey has been sent out. We are still only 15ish responses.
- The T hangar project is moving forward as planned, we met with the contractor online for an initial pre-construction meeting. The tentative schedule is to mobilize on site in the first week of March for the building foundations, possibly sooner for the sewer and power portion of the project.
- Management received a purchase proposal from the plane cave group for review.
- I executed an amendment to the COAR grant for the fuel tank, extending out the completion date to 4/30/2026 due to scheduling issues with Hage Electric to complete the electrical and Mascott for the start up on the system.
- The waterline main project bid package ready to be submitted to the legal dept's for review prior to putting out to bid.
- 2025 numbers will close out with slightly less than 20,000 recorded flight operations
- June 2978, July 3912 July. August 1851 September 1666, October 1367 November 1070
- 2025 fuel sales are at 235,000 with 23,000 in fuel flowage fee paid to the airport.
- Sage Tech has added a display to our lobby to broadcast the radar information they are gathering. This detail will enhance our reporting due to the number of aircraft that do not have ADS-B reporting on their planes.
- FAA & COAR milestones and drawdowns done. (this is a monthly task)

- Staff has been working with WCSO and KCSO for needed driver training for their deputies.
- The waiting list continues to grow and adjust, we have had some movement of aircraft on the field and brought a couple of new aircraft to town. We have every available space on the airport rented. Half of the Coombs / Gilchrist building is available should the need arrive for a larger aircraft.
- I will be giving an end of year update the KC BOCC on 12/23/25
- I gave a tour of the airport to the City Finance Director and the City Safety Officer.
- The business park road has proven to be a bit of an attraction to a few individuals looking for a place to park overnight. My morning airport perimeter checks cause them to drive off. The County Sheriff and WSP have been notified and asked to help keep a presence. .
- We have a lot of issues transpiring with our AWOS and the communications to the ILS, so we have had a lot of tech support on the field. This problem has been elevated with the appropriate agencies, all of our equipment on the field is operating as designed. The problem seems to be with the phone line that the FAA owns that transmits the METAR details to the FAA.
- **Staff attended the following meetings:**
 - Airport Masterplan Onsite Inventory with Consultants
 - T Hangar Pre Construction
 - City of The Dalles Planning Session
 - Government Affairs
 - The next Board Meeting will be 12/19/2025