

MINUTES

COLUMBIA GORGE REGIONAL AIRPORT MEETING

August 21, 2026

PRESIDING: Jim Wilcox

BOARD PRESENT: Jim Wilcox, Randy Anderson, Terry Trapp, Tim Urness, Tim McGlothlin, James Smith (Zoom)

BOARD ABSENT: Lori Zoller

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 7:30 a.m.

ROLL CALL

Roll call was conducted by 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

BOARD MEMBER REPORTS

SPONSOR/PARTNERS REPORT

Jake Anderson and Matthew Klebes discussed the JOA and the structure of that agreement in regards to the FAA and the timeline of the needed RFP for the airport management position. The primary negotiators for that agreement are currently working on it.

As last month's newly appointed committee administrator and convenor for the issues regarding Plane Cave and Hangar A, Jake Anderson stated that he sent a memo to the subcommittee but was unable to meet prior to this month's meeting. He was hoping to meet with them early next week and the subcommittee would bring forward recommendations. Jim Wilcox requested that the recommendations be made in the form of motions.

FBO REPORT

Darren Lacock reported an exceptionally strong performance for July, noting that sales exceeded the previous record for the month by 25,000 gallons. Year-to-date fuel sales are currently 30,000 gallons ahead of projections, with 115,000 gallons sold over a four-and-a-half-week period. Jim credited decisions made three and a half years ago to invest in fuel tanks.

ACTION ITEMS

None.

DISCUSSION ITEMS

Budget Report/Check Register: Randy Anderson noted that lease revenue is reflected in the financial statements. He requested that Jeff contact the city to generate last year's Period 13 report, which will capture remaining payables and receivables once last year's financials are processed. Matthew Klebes noted that the liability insurance number was off and they were looking into it.

MANAGEMENT REPORT

(See attached report.)

ADDITIONAL COMMENTS

In response to an inquiry from Jim regarding the progress of the Master Plan, Mark Jubitz provided a brief update.

Jim also inquired about the marketing intern with the city. Jake Anderson gave a thorough update about that intern who didn't continue with the city. Jake stated he is presently working with Klickitat County EDO to continue the marketing plan.

Regarding financial reporting, Chuck Covert brought up concerns about missing data. Following a conversation with the finance director, Jake offered several examples to explain the timeline for bill processing. Chuck also inquired about the total number of airport hangars currently under lease.

NEXT MEETING

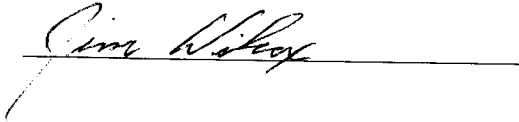
The next meeting will be September 18, 2026 at 7:30 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 8:12 am.

SIGNED:

Jim Wilcox, Chair

A handwritten signature in cursive script, appearing to read "Jim Wilcox", written over a horizontal line.

Jeff Renard, Airport Manager

A handwritten signature in cursive script, appearing to read "Jeff Renard", written over a horizontal line.

