

**MINUTES**  
**COLUMBIA GORGE REGIONAL AIRPORT MEETING**  
January 17, 2023

**PRESIDING:** Chair Jim Wilcox

**BOARD PRESENT:** Jim Wilcox, Tim McGlothlin, David Griffith, Terry Trapp, Norm Deo, Tim Urness

**BOARD ABSENT:** Lori Zoller

**STAFF PRESENT:** Airport Manager Jeff Renard, Matthew Klebes City Manager, FBO Manager Darren Lacock, Jonathan Kara City Attorney (Zoom)

**PUBLIC:** See attached Sign In Sheet.

**CALL TO ORDER**

The meeting was called to order by Chair Jim Wilcox at 8:01 am.

**ROLL CALL**

Roll call was conducted by Chair Jim Wilcox.

**APPROVAL OF AGENDA**

The agenda was approved as presented. (with the 2nd amended agenda, handed out.)

**APPROVAL OF MINUTES**

The minutes were approved as presented.

**PUBLIC COMMENTS**

Mayor Rich Mays honored David Griffith with a Certificate of Appreciation and a framed certificate bringing attention to his involvement in the community. David is stepping down from his role on the Airport Board. He has been an active member since 2007. Jim Wilcox also gave David Griffith a plaque of recognition in the form of a wooden airplane.

**BOARD MEMBER REPORTS**

Terry Trapp nominates Jim Wilcox for Chair of the Airport Board. Unanimous approval.  
Tim McGlothlin nominates Tim Urness for Vice Chair. Unanimous approval.

Jim Wilcox reported that he, Jonathan Kara, Matthew Klebes and Jeff Renard attended a meeting at a work session with Klickitat County commissioners last Thursday with Dallesport water

district. Jim and Jeff met yesterday with Lori Zoller, who is replacing Jake Anderson as the representative from the county commission to the airport commission. It will be ratified today. The 3 hour meeting was productive and informative.

FBO Report: Darren Lacock reported that in 2022 they sold 220,000 gallons of fuel. That is the 2nd best year in sales since TacAero has been managing the FBO. They averaged over 66,000 gallons above the previous FBO management. Due to weather conditions, traffic for January has been slow. Military use of the airport has increased in the last year. TacAero maintenance is currently making a shift to include Madras and Prineville. Flight school has taken on a 3rd instructor. TacAero is rebranding their name to Hood Aero.

### ACTION ITEMS

**Terry Trapp moved to authorize Jeff to pursue engineering for a separate fire flow water main. Tim Urness seconded the motion. *The vote was passed unanimously by board members present.***

**Terry Trapp moved to recommend to Klickitat County and The City of The Dalles approval of the 2nd amendment to the Airport Management Agreement with Aviation Management Services, LLC. Tim Urness seconded the motion. *The vote passed unanimously by board members present.***

### DISCUSSION ITEMS

Budget/Check Register: Revenue shows 27% of what the airport should have, discussions are needed with the city finance director for clarification.

### MANAGEMENT REPORT

Grant updates given for Haz. Mit., South Apron, EDA and Fuel Island.

Steel and components are onsite for Otis hangar door repair.

Lease rate schedule and hangar inspection notices are being sent out with lease renewals.

Fuel Farm blast wall question... Jeff reports that per the NFPA and the County guidance a blast wall is not needed.

Ambulance building details.... fire suppression is not present or required in that building.

Jim Wilcox acknowledges Jake Anderson's contribution to the Airport Board and expresses his sincere appreciation for the work he did.

### PUBLIC COMMENTS



Chuck Covert questioned the lease rate schedules and Jeff clarified how the leases are tracked, the changes to come and the process in place.

A question was asked regarding the length of leases and why there aren't leases issued that are long term. Jim responded with details regarding the rules tied to leases and the FAA guidance imposed.

Jim gave an update on the status of the well. The issues are in the hands of the attorneys and the FAA.

A question was raised about the time set for the Airport Board meetings. Because of the bridge closure, it was moved to Tuesday mornings. When the bridge reopens on weekends, the meetings will resume on Fridays.

As Terry Trapp's term on the Airport Board expired, Tim Urness made a motion to reappoint Terry to serve another 3 year term. Tim McGlothlin seconded the motion. The motion had unanimous approval.

### **NEXT MEETING**

The next meeting will be February 21, 2023 at 8:00 am.

### **ADJOURNMENTS**

Having no further business, the meeting was adjourned at 9:25 am.

SIGNED:

  
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Jim Wilcox, Chair

  
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Jeff Renard, Airport Manager