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MINUTES COLUMBIA GORGE REGIONAL AIRPORT MEETING

July 06, 2021

Meeting at Airport Terminal & via Zoom

PRESIDING: Chair Jim Wilcox

BOARD PRESENT: Jacob Anderson, Tim Urness, Dave Griffith, Tim McGlothlin,

BOARD ABSENT: Norm Deo, Terry Trapp

STAFF PRESENT: Airport Managers Aryn Rasmussen, City Attorney Jonathan Kara

CALL TO ORDER

The meeting was called to order by Jim Wilcox at 7:13 am.

ROLL CALL

Roll call was conducted by Airport Manager Aryn Rasmussen, Norm Deo and Terry Trapp absent.

APPROVAL OF AGENDA

The agenda was approved with corrections, added concrete pad as a discussion item, by unanimous consent.

APPROVAL OF MINUTES

The regular meeting minutes of June 11, 2021 were approved as presented by unanimous consent.

BOARD MEMBER REPORTS – City Attorney Kara reported that the FAA sent the City and the County the Grant Application for the South Apron Rehabilitation Design Project. He is still finalizing the water district response letter to the FAA.

FBO REPORT – FBO Manager Darrin Lacock and Jeff Renard reported that the FBO has been extremely busy with traffic and fuel sales. They reported a new record in June 2021 of best monthly fuel sales ever, over 44,000 gallons of JetA. They said they are still struggling to keep sufficient fuel on the field, and converting the additional tank would be very helpful during times of high volume. The fuel provider commented that fire operations and other traffic has caused

multiple airports across California, Oregon and Washington to run out of fuel already this year. Wilcox asked Renard and Rasmussen to put together a press release on how aviation assets have supported recent fires in the local area this month alone.

ACTION ITEMS

Manager Transfer – Wilcox briefed the staff report. Dave G. asked if there was any money involved with the transfer. Aryn Rasmussen answered that the transfer does not affect the airport's budget in any way. Wilcox stated his concern with the perception of Jeff Renard leaving TacAero to take over AMS. Wilcox said he felt the best practice is to be transparent and ensure all business with TacAero is kept very public. Wilcox fully supports Jeff Renard as the next airport manager. He has always been impressed with Jeff's willingness to work hard and aggressive approach to getting business done. Wilcox asked Jeff Renard to continue sending weekly reports on airport business to the commission, City, and County representatives. Tim U. commented that more communication is always better. Jake A. moved to approve transfer of AMS from Aryn and Dave Rasmussen to Jeff Renard effective 8/1/2021. Dave G. seconded. The motion passed unanimously, Norm D. and Terry T. absent.

Fuel Tank Conversion – Aryn R. briefed the staff report. Jeff R. commented that we don't have a construction timeline yet. The entire system will be down for the conversion, so it is critical to schedule with minimal impact to operations. Jeff R. commented that CGRA has been declared as a "surge base" with the U.S. Forest Service. This fire season the airport is scheduled to have 1 Sky Crane, 1 WA DNR Helicopter, 4 Fire bosses, and 2 CL415. Jake A. asked if all assets are flying, will there be enough fuel. Darren Lacock said if all aircraft were up it would still stress our capacity even if all 3 tanks were online. Jake A moved to recommend approval of converting the additional 12,000-gallon tank to Jet A. Dave G. seconded. Motion passed unanimously, Norm D. and Terry T. absent.

DISCUSSION ITEMS

Generator Pad – Jeff Renard briefed the need to construct a concrete pad for the emergency generator and storage space for the FBO's ground support equipment. TacAero was planning to incorporate this as part of the training hangar updates. Jim Wilcox asked if the cost of the pad could be divided based on square footage used. Jeff R. said he saw no reason that wouldn't work. Jake A. commented that any infrastructure related to the generator should be covered by the airport. Jeff will get more information and develop a proposal.

MANAGEMENT REPORT

Aryn Rasmussen reported that Washington Dept. of Natural Resources (WA DNR) is coordinating to stage 2 CL415 fire assets starting at the end of July. She also commented on the FAA grant proposal for the South Apron Rehabilitation Design Project, and thanked Jonathan Kara for his help in reviewing and getting signatures. Aryn Rasmussen reported that the Kubota is in the shop getting repaired. A budget resolution will need to be submitted since the repair exceeds the equipment maintenance line budget. Jeff briefed that there was an issue with the Mexican Rodeo group using the closed runway over the weekend and the safety and security of the Sky Crane. He worked with both parties to resolve the issue, and will continue to ensure that fire assets are prioritized as users of the space.

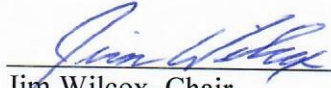
NEXT MEETING

The next meeting will be August 20, 2021 at 7:00 am.

ADJOURNMENT

Having no further business, the meeting was adjourned at 8:32 am.

SIGNED:



Jim Wilcox, Chair



Jeff Renard, Airport Manager