



**COLUMBIA GORGE  
REGIONAL AIRPORT**

PO Box 285 □ Dallesport □ Washington □ 98617-0285  
□ Airport Management □ 509-767-2272  
manager@flycgra.com

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# **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 February 20, 2026 @ 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**

### **Approval of Minutes**

A. Regular Board Meeting January 16, 2025

## **III. Public Comments (Items not on the Agenda)**

Public Comment

## **IV. Board Member Reports**

### **Airport Sponsors/ Partner Reports**

## **V. FBO Report**

## **VI. Action Items**

Airport Utility Policy

Approval of Airport Management Contract Extension

## **VII. Discussion Items**

- A. Budget Report / Check Register (Jeff R, Randy A)
- B. Meeting Time
- C. Property Tax (Jim Wilcox)
- D. KC / EDA/ CGCC
- E. COAR Grant for SRE Building.

## **VIII. Management Report**

(See attached report)

XI. Adjournment: \_\_\_\_\_AM

**Next meeting: March 20, 2026 7:30 AM (Friday)**

# **Columbia Gorge Regional Airport**

At Airport Terminal and Via Zoom  
Meeting ID: 824 0933 1104    Passcode: 424214

<https://us06web.zoom.us/j/82409331104?pwd=aG9pT21pRjhwT00xTEYyY2ZqMhYwUT09#success>

# MINUTES

## COLUMBIA GORGE REGIONAL AIRPORT MEETING

January 16, 2025

**PRESIDING:** Chair Jim Wilcox

**BOARD PRESENT:** Jim Wilcox, James Smith, Tim Urness, Randy Anderson, Lori Zoller  
Terry Trapp, Tim McGlothlin

**STAFF PRESENT:** Airport Manager Jeff Renard, Matthew Klebes

**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**

As an addition to the agenda, Randy Anderson moved to approve the Airport Board as unchanged, and Tim McGlothlin seconded the motion. The addition was approved by unanimous consent.

### **APPROVAL OF MINUTES**

The minutes were approved as corrected with the attendance of Terry Trapp being in person and not on Zoom.

### **PUBLIC COMMENTS**

None.

### **BOARD MEMBER REPORTS**

### **SPONSOR/PARTNERS REPORT**

Lori Zoller gave an update on the grant requests for the capital projects.

Jacob Anderson presented a detailed update regarding the hangar project, including the received bids and three proposed alternatives. The County selected the first alternative, which incorporates a 60-foot door. Jacob Anderson and Jeff Renard are currently collaborating with legal counsel on the lease agreement and will submit the draft to the Klickitat County Prosecuting Attorney for review. Mr. Anderson also provided an update on the KCPeda and the waterline project.

### **FBO REPORT**

Fuel usage in December was 300 gallons below the average, a reduction attributed to weather conditions. January fuel usage is near average. An increase in jet traffic over the next one to two weeks is anticipated. Darren Lacock noted that 2025 was the second-best year in terms of volume since he has been employed at the airport.

A discussion followed Jim Wilcox's inquiry concerning atmospheric water vapor and its impact on the airport and the local community.

### **ACTION ITEMS**

(None.)

### **DISCUSSION ITEMS**

Budget Report/Check Register: Randy Anderson and Matthew Klebes will be scheduled to meet soon to discuss the budget. Matthew reported that the audit is currently in progress.

### **MANAGEMENT REPORT**

(See attached report.)

### **ADDITIONAL COMMENTS**

Tim McGlothlin mentioned an article in the Ruralite about Jeff Renard and his impact at the airport.

Jacob mentioned that ½ the property taxes on the airport will need to be paid and the cost will increase as buildings are constructed. Discussion ensued regarding the co-ownership of the airport and the need for a legislative change.

Jeff noted that Dirt Huggers was interested in purchasing clean dirt from the airport.

The rotating beacon may need to be upgraded to an LED.

David Griffith inquired about the opportunity for funding using the fuel tax.

### **NEXT MEETING**

The next meeting will be February 20, 2025 at 7:30 am.

## **ADJOURNMENTS**

Having no further business, the meeting was adjourned at 8:42 am.

SIGNED:

Jim Wilcox, Chair

Jeff Renard, Airport Manager

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## **AGENDA STAFF REPORT**

**MEETING DATE:** February 20, 2026

**TO:** AIRPORT BOARD

**FROM:** JACOB ANDERSON

**ISSUE:** Recommendation to approve the First Amendment to the 2023 Airport Management Agreement extending the term through April 30, 2027, and recommend that the City Manager and County Commission approve and execute the amendment.

### **I. Summary**

This report recommends that the Airport Board recommend approval of the First Amendment to the 2023 Airport Management Agreement with Aviation Management Services for airport management and operations. The First Amendment provides a one time extension of the current agreement term to maintain continuity of airport management services while the Owners consider longer term options and potential updates to the Joint Operating Agreement.

### **II. Background**

The current 2023 Airport Management Agreement is scheduled to expire on April 30, 2026. The First Amendment extends the agreement term to April 30, 2027 to ensure continuity of airport operations and management while the Owners evaluate governance and operational options, including potential revisions to the Joint Operating Agreement.

### **III. Discussion**

Airport management services support day to day operations, regulatory compliance, and continuity of institutional knowledge. The First Amendment is limited to extending the Completion Date from April 30, 2026 to April 30, 2027. All other terms and conditions of the agreement remain in effect.

### **IV. Fiscal Impact**

The First Amendment extends the term only and does not modify compensation or other contract terms. The current agreement amount is \$154,000.00, with the scheduled 2.6 percent adjustment at the beginning of the fiscal year on July 1, 2026, as provided in the existing agreement.

## **V. Alternatives**

1. Staff Recommendation: Move to recommend to the City Manager and County Commission to approve the First Amendment to the 2023 Airport Management Agreement which extends the current Airport Management Agreement term to April 30, 2027.
2. Reject the First Amendment: This would allow the current agreement to expire on April 30, 2026 and would require the Owners to implement an alternative management approach on a short timeline.

### **Attachment: First Amendment To Airport Management Agreement**

## **FIRST AMENDMENT TO AIRPORT MANAGEMENT AGREEMENT**

This FIRST AMENDMENT TO 2023 AIRPORT MANAGEMENT AGREEMENT (**First Amendment**) is entered by the City of The Dalles, an Oregon municipal corporation (**City**) and Klickitat County, a Washington municipal corporation (**County**) (collectively, **Owners**), on one hand, and Aviation Management Services, an Oregon assumed business name for Jeff A. Renard (**Contractor**), on the other, for Contractor's provision of management services to the Owners for the Columbia Gorge Regional Airport (**Airport**) located in Dallesport, Washington.

**WHEREAS**, the Parties are parties to that certain *2023 Airport Management Agreement (Agreement)*, which was adopted in connection with the Parties' March 2, 2023, *Third Amendment to the January 9, 2018 Airport Management Agreement*, and which Agreement has a Completion Date of April 30, 2026;

**WHEREAS**, Section C(2)(a) of the Agreement provides that the Agreement's term expires on the Completion Date (April 30, 2026), unless sooner terminated or modified;

**WHEREAS**, Section C(2)(d) of the Agreement provides the Parties may modify the Agreement only by a written instrument duly executed by the Parties; and

**WHEREAS**, this First Amendment is intended as a one-time temporary extension of the Agreement for a single period of one year or less to allow continuity of Airport management services while the Owners consider longer-term options, and—as to the City—is authorized by the City's Local Contract Review Board Rules under its temporary extension and renewal authority;

**WHEREAS**, the Parties now desire to extend the term of the Agreement as provided herein.

**NOW, THEREFORE**, in consideration of the terms and provisions set forth in this First Amendment, the Parties agree:

1. Effective Date. This First Amendment becomes effective upon approval by the City Council and the Board of County Commissioners, regardless of when it is signed.
2. Term Extended. Section C(2)(a) and the Agreement's *Completion Date* are amended by replacing "April 30, 2026" with "April 30, 2027" wherever that date appears.

***Continues on next.***



3. No Other Modifications. Except as modified by this First Amendment, the terms and conditions of the Agreement shall remain in full force and effect.

**CITY OF THE DALLES,**  
an Oregon municipal corporation

**BOARD OF COUNTY COMMISSIONERS**  
**Klickitat County,** a Washington municipal  
corporation

\_\_\_\_\_  
Matthew B. Klebes, City Manager

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

*ATTEST:*

*ATTEST:*

\_\_\_\_\_  
Amie Ell, City Clerk

\_\_\_\_\_  
LeeAnn Burgin, Clerk of the Board

*Approved as to form:*

*Approved as to form:*

\_\_\_\_\_  
Jonathan M. Kara, City Attorney

\_\_\_\_\_  
Rebecca Cranston, Prosecuting Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AVIATION MANAGEMENT SERVICES**

\_\_\_\_\_  
Jeff Renard

\_\_\_\_\_  
Date



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[manager@flycgra.com](mailto:manager@flycgra.com)

**To:** Columbia Gorge Regional Airport Board of Directors  
**From:** Jonathan Kara, City Attorney  
**Date:** February 20, 2026  
**Subject:** Utility Connection and Reimbursement Policy

**BACKGROUND:**

The Airport is advancing utility backbone and extension work to support planned Airport development and capital projects. From time to time, tenants and third parties request to connect to, or coordinate with, utility infrastructure on Airport property. If handled ad hoc, these requests can create inconsistent outcomes, cost shifting or unintended subsidy, project delays, and disputes over connection rights and responsibilities.

The proposed Policy establishes a uniform Airport-wide process that requires written requests, allows staff to conduct a preliminary operational and compliance review without making premature commitments, and requires a Sponsor-approved Utility Connection and Reimbursement Agreement before the Airport finalizes tie-in points, incorporates requester-specific work into a Sponsor utility extension project, or authorizes physical connection work. The Policy is also intended to remain consistent with Airport planning documents and utility provider tariffs and permitting requirements.

***Policy Overview***

The proposed Policy applies Airport-wide and is designed to be uniform and prospective. In general, the Policy:

1. requires written requests for any third-party connection to Airport-controlled or Sponsor-funded utility infrastructure on Airport property;
2. allows Airport management to conduct preliminary operational and compliance review and to issue conditional determinations that do not commit tie-in points or construction sequencing;
3. requires execution of a *Utility Connection and Reimbursement Agreement* approved by the Sponsors (i.e., City Council and Board of County Commissioners, or their respective delegated authorities like the City Manager and County Administrator) before the Airport finalizes tie-in points, incorporates Requester-specific scope into a Sponsor utility extension project, or authorizes any physical connection work;
4. requires that any connection remain subject to utility provider tariffs, metering requirements, permits, and inspections, and that the Airport does not guarantee service level, timing, or utility provider approval; and
5. clarifies that the Policy does not amend existing leases and does not authorize any nonconforming use of Airport property.

### ***Legal Authority and Governance Considerations***

Board authority to adopt the Policy. The Board's authority to adopt Airport rules and regulations that do not require judicial enforcement is expressly recognized in JOA Section 11.5, and the Board's management powers are described in JOA Section 10. The proposed Policy is drafted as an administrative management rule. It is intended to be enforced through permitting and access control on Airport property rather than through judicial proceedings.

1. **Board Authority to Adopt the Policy.** The Board's authority to adopt reasonable Airport rules and regulations for control and management of the Airport that do not require judicial enforcement is recognized in JOA Section 11.5, and the Board's management powers are described in JOA Section 10. The proposed Policy is drafted as an administrative management rule and is intended to be implemented through permitting, access control, and construction coordination on Airport property rather than through judicial proceedings.
2. **Sponsor Approval for Agreements.** The Policy requires that the operative reimbursement and connection terms be documented in a *Utility Connection and Reimbursement Agreement* approved by the Sponsors. This structure aligns with JOA limitations, including:
  - a. *JOA Section 11.2* (Sponsor approval required for agreements of two years or more proposed by the Board);
  - b. *JOA Section 17.1* (limits on Board-incurred liabilities without prior written Sponsor approval);
  - c. *JOA Section 11.6* (public works and procurement must satisfy City and County legal and procedural requirements);
  - d. *JOA Section 11.8* (capital improvements must be consistent with the jointly adopted Airport Master Plan and FAA approval where required); and
  - e. *JOA Section 23* (Sponsor approvals process).
3. **Washington Law Framework.** Washington law authorizes airport operators to establish charges and rentals for use of airport property and services, and to adopt regulations necessary for airport use and operation, subject to applicable limitations. RCW 14.08.120(1)(f) and RCW 14.08.122.
4. **Federal and FAA Compliance Framework.** To the extent the Airport is subject to federal grant obligations, the Airport should structure rates, fees, and cost recovery in a manner that is fair, reasonable, and not unjustly discriminatory, and should manage airport revenue consistent with federal requirements. 49 U.S.C. § 47107(a)(1), 49 U.S.C. § 47107(a)(13), and 49 U.S.C. § 47107(b). This Policy is intended to support those principles by using a uniform process and requiring a documented Agreement approved by the Sponsors before authorizing connections that could otherwise create subsidy or cost shifting.
5. **Airport Planning and Utility Provider Requirements.** The Policy avoids approving connections that would require capital improvements or changes inconsistent with the Airport Master Plan or FAA-approved planning documents where applicable. All connections remain subject to utility provider tariffs, metering requirements, and

permitting, and the Policy is drafted to avoid committing the Airport to a metering configuration or service arrangement that a provider may not approve.

6. **Utility Permits and Provider Regulations.** Utility service, metering, and provider approvals are governed by the applicable utility provider's tariffs and permitting regime. The Policy is drafted to avoid committing the Airport to any metering configuration or service arrangement that a provider may not approve.

### ***Unintended Consequences and Risk Controls***

Staff evaluated and designed the Policy to avoid common pitfalls:

1. **It is not a lease amendment.** The Policy preserves existing lease baselines and makes any Sponsor-funded extension connection an elective process that requires a separate written agreement.
2. **It does not create a right to connect.** This reduces the risk that a Requester claims vested rights based on informal discussions or partial coordination.
3. **It does not circumvent procurement rules.** All work on Sponsor utility extensions or Airport-controlled infrastructure must comply with City and County contracting requirements and any applicable public works rules.
4. **It applies equally to all utility requesters.** It avoids discriminatory treatment by applying uniformly to similarly situated Requesters across the Airport.
5. **It avoids conflict with utility provider requirements.** Connections remain subject to the utility provider's tariff, metering requirements, and permitting, and the Policy does not guarantee or promise any specific metering configuration or service outcome

### **BUDGET IMPLICATIONS:**

Adoption of the Policy has no direct budget impact. Implementation will require staff time and coordination with Sponsors, engineers, and utility providers. The Policy allows the Sponsors to recover appropriate costs through Agreements and to avoid unintended subsidy. Any engineering review reimbursement, deposits, escrow, or other payments would be documented in the Agreement and accounted for consistent with applicable Sponsor and Enterprise Fund requirements under the JOA.

Where a Requester connects to or benefits from Sponsor-funded or Airport-controlled utility infrastructure beyond what the Requester is otherwise obligated to provide at its sole cost, the Sponsors should seek appropriate reimbursement consistent with the Policy, the Agreement, and applicable utility provider requirements.

### **BOARD ALTERNATIVES:**

1. ***Staff Recommendation: Move to adopt the Airport's Utility Connection and Reimbursement Policy, as presented.***
2. Make modifications to then move to adopt the Airport's *Utility Connection and Reimbursement Policy*, as amended.
3. Decline formal action and direct staff accordingly.



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## **COLUMBIA GORGE REGIONAL AIRPORT UTILITY CONNECTION AND REIMBURSEMENT POLICY**

### **1. Purpose.**

- 1.1 **Policy.** This Policy establishes a uniform process for reviewing, approving, and documenting third-party connections to utility infrastructure located on Airport property and funded, installed, or coordinated by the Airport, the City of The Dalles, Oregon, and Klickitat County, Washington (collectively, **Sponsors**), including utility backbone and extension projects implemented to serve Airport development.
- 1.2 **Intent.** This Policy is intended to protect Airport safety, operations, and regulatory compliance, avoid unlawful subsidy of private development, ensure equitable cost recovery, and preserve Sponsor and Board flexibility in capital planning, construction sequencing, and Airport development. This Policy is also intended to be consistent with applicable state and federal law governing airport operations, airport rates and charges, grant obligations, and utility provider tariffs and permitting requirements.

### **2. Authority.**

- 2.1 **Airport Board.** This Policy is adopted by the Columbia Gorge Regional Airport Board of Directors (**Board**) as a rule for the control and management of the Airport not requiring judicial enforcement, consistent with the Columbia Gorge Regional Airport Joint Operating Agreement (**JOA**) Section 10 and Section 11.5.
- 2.2 **Joint Operating Agreement.** This Policy is administered subject to the limitations in the JOA, including without limitation JOA Section 11.2 (agreements of two years or more require Sponsor approval), JOA Section 11.6 (public works and procurement must satisfy City and County requirements), JOA Section 11.8 (capital improvements must be consistent with the jointly adopted Airport Master Plan and FAA approval where required), JOA Section 12.9 (lease Policy authority), JOA Section 17.1 (Board limits on liabilities), and JOA Section 23 (Sponsor approvals process).

### **3. Applicability and Scope.**

- 3.1 **Applicability.** This Policy applies to any person or entity (**Requester**) seeking to:
  - (a) connect to, tap into, cross, attach to, or otherwise use utility infrastructure located on Airport property that is owned, funded, installed, maintained, or controlled by the Airport or Sponsors, including any backbone or extension constructed to serve Airport development; or

(b) coordinate a connection during construction of a Sponsor or Airport utility extension project where coordination would affect design assumptions, capacity, tie-in locations, construction sequencing, or project cost.

3.2 **Scope.** This Policy applies to Requesters regardless of whether they are Airport tenants. This Policy does not limit any separate existing contractual obligation of a tenant to provide its own utilities or connect utilities at its sole cost. This Policy does not grant any tenant or third party a right to connect to Sponsor or Airport utility extensions absent the approvals and agreements described below.

3.3 **Exclusion.** This Policy does not apply to routine utility services provided directly by a utility district or provider to a customer under that provider's tariff where no Sponsor utility extension or Airport-controlled utility infrastructure is implicated and the connection does not require an Airport-issued right-of-entry, permit, or other written authorization for work on Airport property. If there is any conflict between this Policy and a utility provider's tariff or service requirements, the utility provider's requirements control.

#### 4. **Definitions.**

4.1 **Airport** means the Columbia Gorge Regional Airport and Airport property and facilities subject to the JOA.

4.2 **Requester** means any person or entity requesting a connection, including any tenant, subtenant, licensee, developer, contractor, or utility customer.

4.3 **Sponsors** means the City of The Dalles, Oregon and Klickitat County, Washington.

4.4 **Sponsor utility extension** means any utility backbone, extension, or corridor project funded, installed, or coordinated by the Airport or Sponsors to serve Airport development, regardless of whether the resulting utility infrastructure is later conveyed, dedicated, or transferred to a utility district or provider.

4.5 **Utility Connection and Reimbursement Agreement (Agreement)** means a written agreement between the Requester and the Sponsors (and the Airport if required by governance structure) that documents (a) connection terms and conditions, (b) cost allocation and reimbursement terms, (c) required permits and approvals, and (d) operational and compliance conditions.

4.6 **Utility infrastructure** means any water, sewer, electrical, communications, stormwater, or other utility facilities, including mains, conduits, vaults, manholes, laterals, stubs, valves, meters, and appurtenances located on Airport property.

#### 5. **General Policy and Limitations.**

5.1 **No Right to Connect.** No Requester has a right to connect to or use Sponsor utility extensions or Airport-controlled utility infrastructure absent written approval under this Policy and execution of an Agreement approved by the Sponsors.

5.2 **Sponsor-Controlled Approvals.** Any communication or approval related to Sponsor utility extensions, tie-in points, capacity assumptions, sequencing, or reimbursement must be controlled by the Airport and Sponsors to the extent within their authority. Requesters shall not represent that a connection is approved unless and until written authorization is issued and an Agreement is fully executed.

- 5.3 **No Modification of Leases or Grant Obligations by Policy.** This Policy does not amend any lease or other contract and does not modify any Sponsor or Airport obligations under grants, FAA requirements, or the Airport Master Plan. Any lease amendment or grant scope modification, if ever considered, must follow the separate approval and documentation processes required by law, the JOA, and applicable grant conditions.
- 5.4 **Compliance with Authorized Use and Airport Rules.** Any connection approved under this Policy may be conditioned on compliance with Airport rules and any applicable lease use restrictions. Approval of a connection does not authorize any nonconforming use of Airport property or facilities.
- 5.5 **Utility Provider Control.** All connections remain subject to utility provider approvals, tariffs, metering requirements, and permitting requirements. The Airport and Sponsors do not guarantee that any specific metering configuration, service level, or schedule will be accepted by any utility provider.
- 5.6 **Procurement and Construction Compliance.** Any work performed on Sponsor utility extensions or Airport-controlled utility infrastructure must be performed under Sponsor-approved procurement and contracting processes and in compliance with all applicable permitting, safety, and construction requirements. Requesters may not self-perform or direct work on Sponsor utility extensions unless expressly approved in writing by the Airport and Sponsors and consistent with applicable procurement requirements.

## **6. Connection Request and Review Process.**

- 6.1 **Written Request Required.** A Requester must submit a written request to Airport management that includes:
- (a) the utility type(s) requested (water, sewer, power, etc.);
  - (b) the requested connection location(s) and a site plan sufficient to evaluate feasibility;
  - (c) any technical information reasonably required for review (load, demand, capacity needs, phasing);
  - (d) the intended use served by the connection to confirm consistency with applicable leases and Airport rules; and
  - (e) the desired schedule, acknowledging that the Airport and Sponsors do not guarantee timing.
- 6.2 **Airport Preliminary Review.** Airport management will conduct a preliminary review for operational feasibility and compliance, and may consult Sponsors, engineers, and utility providers. The Airport may require the Requester to reimburse the Airport for reasonable third-party engineering review costs as a condition of continuing review, to the extent permitted by applicable law and governance limits.
- 6.3 **Conditional Determination.** If the request is potentially feasible, Airport management may issue a written conditional determination stating that:
- (a) no connection is approved unless and until an Agreement is executed and all permits and approvals are obtained;

- (b) the Airport and Sponsors may impose conditions to protect safety, operations, and compliance; and
- (c) the Sponsor utility extension design and construction schedule remains subject to change.

6.4 **Agreement Required Before Tie-In Commitment.** The Airport will not finalize tie-in points, incorporate Requester-specific features, request or represent that a utility district or provider will reserve service capacity for a Requester, or authorize any physical connection work for a Requester to a Sponsor utility extension unless and until the Agreement is fully executed and any required payment security is provided.

## **7. Cost Allocation and Reimbursement Principles.**

7.1 **General Principle.** If a Requester connects to or benefits from Sponsor utility extensions or Airport-controlled utility infrastructure beyond what the Requester is otherwise obligated to provide at its sole cost, the Sponsors will require reimbursement to avoid subsidy and to allocate costs equitably among benefited users.

7.2 **Reasonable and Consistent Methodology.** The Airport and Sponsors will apply a cost allocation methodology that is reasonable, tied to documented project costs, and applied consistently to similarly situated connections. The methodology may be based on one or more objective factors such as proportional capacity, proportional demand, frontage or length of extension, number of served units, or other engineering-based proxies.

7.3 **Eligible Reimbursable Costs.** Reimbursable costs do not include charges assessed directly by utility districts or providers under their tariffs. Reimbursable costs may include, as applicable:

- (a) design and engineering costs allocable to the Requester's connection or incremental capacity;
- (b) construction costs allocable to the extension and connection work;
- (c) permitting and inspection costs;
- (d) legal and administrative costs reasonably incurred to document and implement the connection; and
- (e) reasonable contingency and closeout costs tied to the documented scope.

7.4 **Payment Timing and Security.** The Agreement will require prepayment, escrow, deposit, or other payment security, as determined by the Sponsors, before any physical tie-in or Requester-specific work is authorized. The Agreement may include true-up provisions based on final costs.

7.5 **No Waiver of Baseline Obligations.** For Airport tenants, reimbursement under this Policy is not intended to relieve the tenant of any baseline utility obligations under its lease. If a tenant elects to connect under this Policy to a Sponsor utility extension, the Agreement should expressly preserve the tenant's baseline lease obligations unless explicitly modified by a separately approved lease amendment.



**8. Minimum Required terms of the Utility Connection and Reimbursement Agreement.**

8.1 **Sponsor Approval Required.** Any Agreement must be approved by the City Council of the City of The Dalles and the Klickitat County Board of County Commissioners, unless both Sponsors have expressly delegated approval and signature authority in writing consistent with the JOA. This Policy does not itself authorize any Agreement.

8.2 **Minimum Terms.** Each Agreement shall include, at minimum:

- (a) **Scope.** A clear description of the connection scope, tie-in location, and any Requester-specific work.
- (b) **Conditions Precedent.** Required permits and approvals, including utility provider approvals, and any Airport operational conditions (access control, safety plans, construction windows).
- (c) **Cost Allocation and Reimbursement.** The allocation method, reimbursable costs, payment timing, and true-up process.
- (d) **No Guarantee of Service or Timing.** A disclaimer that the Airport and Sponsors do not guarantee utility service levels, provider approvals, or construction timelines.
- (e) **Construction and Access Controls.** Requirements for contractor selection through Sponsor-approved processes, safety, security, and restoration of disturbed areas.
- (f) **Indemnity and Risk.** Requester indemnity for claims arising from Requester work or connection, and responsibility for damage to Airport property.
- (g) **Insurance.** Insurance requirements appropriate to the scope, including naming the Sponsors and Airport as additional insureds where appropriate.
- (h) **Operation and Maintenance Responsibility.** Clear delineation of who owns and maintains the connection and appurtenances after completion.
- (i) **Compliance with Leases and Airport Rules.** Confirmation that the connection does not authorize any nonconforming use and does not amend any lease absent a separate written amendment.
- (j) **Records and As-Builts.** Requirement to provide as-built drawings and closeout documentation.
- (k) **Term and Termination.** If the Agreement is month-to-month or short-term, it must include termination provisions; if two years or more, it must comply with JOA Section 11.2 and obtain Sponsor approval accordingly.

**9. Administration, Records, and Coordination with Airport Planning.**

9.1 **Master Plan and ALP Consistency.** No connection will be approved if it would require capital improvements or changes inconsistent with the jointly adopted Airport Master Plan or FAA-approved Airport planning documents where applicable. Any connection that would require a plan amendment must follow the separate planning and approval process.

9.2 **Construction Coordination.** The Airport may limit connection approvals during active construction to protect contractor performance, safety, and grant compliance. Coordination during a Sponsor utility extension project is discretionary and may be denied if connection would increase project risk or cost.

9.3 **Enterprise Fund Accounting.** All reimbursements received under an Agreement shall be deposited and accounted for consistent with the JOA's Enterprise Fund and finance provisions and applicable Sponsor accounting rules or otherwise as consistent with applicable law.

#### **10. Effective Date and Updates.**

10.1 **Effective Date.** This Policy is effective upon adoption by the Board and remains in effect until revised or repealed.

10.2 **Updates.** The Board may update this Policy from time to time as an administrative rule, provided that any updates that would impose new Sponsor obligations or require judicial enforcement must be handled through the appropriate Sponsor approval and ordinance processes required by the JOA and applicable law.

Adopted by the Columbia Gorge Regional Airport Board of Directors on: [DATE]

1.

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

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	212,500.00	203,665.00	425,000.00	221,335.00	47.9
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	212,500.00	203,665.00	425,000.00	221,335.00	47.9
	<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	70,281.65	298,201.22	2,371,000.00	2,072,798.78	12.6
	TOTAL STATE GRANTS	70,281.65	298,201.22	2,371,000.00	2,072,798.78	12.6
	<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0	MISC SALES AND SERVICES	.00	40,079.60	50,000.00	9,920.40	80.2
	TOTAL GENERAL GOVERNMENT	.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	604.10	15,390.20	25,000.00	9,609.80	61.6
	TOTAL AVIATION FUEL SALES	604.10	15,390.20	25,000.00	9,609.80	61.6
	<u>INTEREST REVENUES</u>					
061-0000-361.00-0	INTEREST REVENUES	736.63	3,550.52	25,000.00	21,449.48	14.2
	TOTAL INTEREST REVENUES	736.63	3,550.52	25,000.00	21,449.48	14.2

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

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	17,555.73	144,330.23	210,145.00	65,814.77	68.7
	TOTAL RENTAL REVENUES	17,555.73	144,330.23	210,145.00	65,814.77	68.7
	<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0	OTHER MISC REVENUES	.00	9,715.48	10,000.00	284.52	97.2
	TOTAL OTHER MISC REVENUES	.00	9,715.48	10,000.00	284.52	97.2
	<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0	GENERAL FUND	6,500.00	45,500.00	65,000.00	19,500.00	70.0
061-0000-391.22-0	FROM SPECIAL ENTERPRISE ZONE	.00	.00	.00	.00	.0
	TOTAL OPERATING TRANSFERS IN	6,500.00	45,500.00	65,000.00	19,500.00	70.0
	<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	308,178.11	763,938.49	4,992,135.00	4,228,196.51	15.3

CITY OF THE DALLES  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

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	637.29	6,650.29	6,500.00	( 150.29)	102.3
	TOTAL INTEREST REVENUES	637.29	6,650.29	6,500.00	( 150.29)	102.3
	<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	18,195.25	134,165.88	96,072.00	( 38,093.88)	139.7
	TOTAL RENTAL REVENUES	18,195.25	134,165.88	96,072.00	( 38,093.88)	139.7
	<u>SOURCE 391</u>					
062-0000-391.61-0	TRANSFER FROM AIRPORT FUND	8,200.50	49,203.00	82,005.00	32,802.00	60.0
	TOTAL SOURCE 391	8,200.50	49,203.00	82,005.00	32,802.00	60.0
	TOTAL FUND REVENUE	27,033.04	190,019.17	290,205.00	100,185.83	65.5

CITY OF THE DALLES  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10 CONTRACTUAL SERVICES	.00	40.00	105,760.00	105,720.00	.0
061-6100-000.31-90 CONTRACTUAL SERV-OTHER	12,825.00	83,450.00	180,500.00	97,050.00	46.2
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	1,215.43	8,343.67	20,000.00	11,656.33	41.7
061-6100-000.41-20 GARBAGE SERVICES	.00	40.74	500.00	459.26	8.2
061-6100-000.41-40 ELECTRICITY	.00	8,015.90	12,000.00	3,984.10	66.8
061-6100-000.43-10 BUILDINGS AND GROUNDS	1,950.59	44,227.15	60,000.00	15,772.85	73.7
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	287.34	6,236.21	10,000.00	3,763.79	62.4
061-6100-000.43-51 GAS/OIL/DIESEL/LUBRICANTS	86.27	374.18	4,500.00	4,125.82	8.3
061-6100-000.46-10 PROPERTY TAXES	6,979.82	6,979.82	18,000.00	11,020.18	38.8
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	111.00	332.16	590.00	257.84	56.3
061-6100-000.53-30 TELEPHONE	259.98	1,819.86	3,500.00	1,680.14	52.0
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	1,089.64	3,000.00	1,910.36	36.3
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	277.96	1,615.12	5,000.00	3,384.88	32.3
061-6100-000.60-10 OFFICE SUPPLIES	49.00	378.86	500.00	121.14	75.8
061-6100-000.69-50 MISCELLANEOUS EXPENSES	.00	138.96	2,500.00	2,361.04	5.6
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	4,386.65	161,638.26	3,992,585.00	3,830,946.74	4.1
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	28,429.04	368,664.22	4,566,754.00	4,198,089.78	8.1
<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	49,203.00	82,005.00	32,802.00	60.0
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	49,203.00	425,381.00	376,178.00	11.6
TOTAL FUND EXPENDITURES	36,629.54	417,867.22	4,992,135.00	4,574,267.78	8.4

CITY OF THE DALLES  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 7 MONTHS ENDING JANUARY 31, 2026

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	.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	.00	27,225.00	290,205.00	262,980.00	9.4
	TOTAL FUND EXPENDITURES	.00	27,225.00	290,205.00	262,980.00	9.4

## Report Criteria:

Actual amounts

Accounts with balances or activity

Account.Account number = "06161000003110"-"06161000007410"-"06261000007915"-"06261000007980"

[Report].Fund = "061"-"062"

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>061-6100-000.31-10 CONTRACTUAL SERVICES</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	40.00
		01/31/2026 (01/26) Period Totals and Balance	.00 *	.00 *	40.00
YTD Encumbrance	.00	YTD Actual	40.00	Total	40.00
YTD Budget	105,760.00	Unexpended	105,720.00		
<b>061-6100-000.31-90 CONTRACTUAL SERV-OTHER</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	70,625.00
AP	146	AVIATION MANAGEMENT SERVICES	12,825.00		
		**VendorNo: 10704 **Inv. No: 2521 **Desc: DEC 25 AIRPORT MGMT CONTRACT **Inv. Date: 1/1/2026 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: MMessmer			
		01/31/2026 (01/26) Period Totals and Balance	12,825.00 *	.00 *	83,450.00
YTD Encumbrance	.00	YTD Actual	83,450.00	Total	83,450.00
YTD Budget	180,500.00	Unexpended	97,050.00		
<b>061-6100-000.41-10 WATER &amp; SEWER</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	7,128.24
AP	202	DALLESFORT WATER ASSOCIATION	1,048.66		
		**VendorNo: 366 **Inv. No: 100173 DEC 25 **Desc: AIRPORT WATER **Inv. Date: 1/3/2025 **PO No: **Remit Name: DALLESFORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESFORT WATER ASSOCIATION **Invoice Created By: MMessmer			
AP	203	DALLESFORT WATER ASSOCIATION	166.77		
		**VendorNo: 366 **Inv. No: 100489 DEC 25 **Desc: LOW FLOW METER **Inv. Date: 1/3/2026 **PO No: **Remit Name: DALLESFORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESFORT WATER ASSOCIATION **Invoice Created By: MMessmer			
		01/31/2026 (01/26) Period Totals and Balance	1,215.43 *	.00 *	8,343.67
YTD Encumbrance	.00	YTD Actual	8,343.67	Total	8,343.67
YTD Budget	20,000.00	Unexpended	11,656.33		
<b>061-6100-000.41-20 GARBAGE SERVICES</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	40.74
		01/31/2026 (01/26) 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		
<b>061-6100-000.41-40 ELECTRICITY</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	8,015.90
		01/31/2026 (01/26) Period Totals and Balance	.00 *	.00 *	8,015.90
YTD Encumbrance	.00	YTD Actual	8,015.90	Total	8,015.90
YTD Budget	12,000.00	Unexpended	3,984.10		



Journal	Reference Number	Payee or Description				Debit Amount	Credit Amount		Balance
061-6100-000.43-10 BUILDINGS AND GROUNDS									
		12/31/2025 (12/25) Balance				.00 *	.00 *	42,276.56	
AP	595	HAGE ELECTRIC & CONSTRUCTION SERV				298.29			
		**VendorNo: 3513 **Inv. No: 18341 **Desc: TROUBLESHOOT PUSH BUTTON, REPLACED CONTACT BLOCK **Inv. Date: 11/6/2025 **PO No: **Remit Name: HAGE ELECTRIC & CONSTRUCTION SERV **Merchant Vendor No: 3513 **Merchant Vendor Name: HAGE ELECTRIC & CONSTRUCTION SERV **Invoice Created By: MMessmer							
AP	918	MASTERCARD				23.96			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: KEY BLANKS & KEY KRAFTER **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	921	MASTERCARD				210.39			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: LED LAMP **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	922	MASTERCARD				168.73			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: SCH 40 PIPE, PVC CAP SLIP, COUPLING **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	924	MASTERCARD				13.33			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: WHEELBARROWS INNER TUBE **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	925	MASTERCARD				333.20			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: SLEEVE ANCHOR, 96"" 2X4, 3"" SCREWS **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	927	MASTERCARD				169.66-			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: (12) GE LIGHT BULB **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	928	MASTERCARD				902.69			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: TAXIWAY EDGE ID BULB **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
AP	929	MASTERCARD				169.66			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: (12) GE LIGHT BULB **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
		01/31/2026 (01/26) Period Totals and Balance				2,120.25 *	169.66- *	44,227.15	
YTD Encumbrance	10,100.00	YTD Actual	44,227.15	Total	54,327.15	YTD Budget	60,000.00	Unexpended	5,672.85
061-6100-000.43-50 VEHICLES									
		12/31/2025 (12/25) Balance				.00 *	.00 *	5,948.87	
JE	8	ENTRY TO RECORD AIPORT AND PD USE OF				287.34			
		01/31/2026 (01/26) Period Totals and Balance				287.34 *	.00 *	6,236.21	
YTD Encumbrance	.00	YTD Actual	6,236.21	Total	6,236.21	YTD Budget	10,000.00	Unexpended	3,763.79
061-6100-000.43-51 GAS/OIL/DIESEL/LUBRICANTS									
		12/31/2025 (12/25) Balance				.00 *	.00 *	287.91	
AP	923	MASTERCARD				86.27			
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: FUEL **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer							
		01/31/2026 (01/26) Period Totals and Balance				86.27 *	.00 *	374.18	

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>061-6100-000.43-51 GAS/OIL/DIESEL/LUBRICANTS (continued)</b>					
YTD Encumbrance	.00	YTD Actual	374.18	Total	374.18
YTD Budget	4,500.00	Unexpended	4,125.82		
<b>061-6100-000.46-10 PROPERTY TAXES</b>					
	12/31/2025 (12/25)	Balance	.00 *	.00 *	.00
AP	362	Klickitat County Treasurer	213.39		
	**VendorNo: 692 **Inv. No: 02132600001400 OCT 25 **Desc: PROPERTY TAX 02-13-2600-0014/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	363	Klickitat County Treasurer	344.61		
	**VendorNo: 692 **Inv. No: 02132700000600 OCT 25 **Desc: PROPERTY TAX 02-13-2700-0006/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	364	Klickitat County Treasurer	155.88		
	**VendorNo: 692 **Inv. No: 02132700000700 OCT 25 **Desc: PROPERTY TAX 02-13-2700-0007/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	365	Klickitat County Treasurer	256.73		
	**VendorNo: 692 **Inv. No: 02133400001000 / 10/25 **Desc: PROPERTY TAX 02-13-3400-0010/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	366	Klickitat County Treasurer	4,824.62		
	**VendorNo: 692 **Inv. No: 02133400001200 OCT 25 **Desc: PROPERTY TAX 02-13-3400-0012/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	367	Klickitat County Treasurer	386.65		
	**VendorNo: 692 **Inv. No: 02133500000900 OCT 25 **Desc: PROPERTY TAX 02-13-3500-0009/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
AP	368	Klickitat County Treasurer	797.94		
	**VendorNo: 692 **Inv. No: 55000000889100 OCT 25 **Desc: PROPERTY TAX 55-00-0000-8891/00 **Inv. Date: 1/2/2026 **PO No: **Remit Name: Klickitat County Treasurer **Merchant Vendor No: 692 **Merchant Vendor Name: Klickitat County Treasurer **Invoice Created By: MMessmer				
	01/31/2026 (01/26)	Period Totals and Balance	6,979.82 *	.00 *	6,979.82
YTD Encumbrance	.00	YTD Actual	6,979.82	Total	6,979.82
YTD Budget	18,000.00	Unexpended	11,020.18		
<b>061-6100-000.52-10 LIABILITY</b>					
	12/31/2025 (12/25)	Balance	.00 *	.00 *	13,633.67
	01/31/2026 (01/26)	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-		
<b>061-6100-000.52-30 PROPERTY</b>					
	12/31/2025 (12/25)	Balance	.00 *	.00 *	22,662.17
	01/31/2026 (01/26)	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		
<b>061-6100-000.53-20 POSTAGE</b>					
	12/31/2025 (12/25)	Balance	.00 *	.00 *	221.16

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>061-6100-000.53-20 POSTAGE (continued)</b>					
AP	580	PITNEY BOWES BANK INC PURCHASE POWE	111.00		
		**VendorNo: 2842 **Inv. No: 012926 **Desc: 01/27/26 POSTAGE REIMB **Inv. Date: 1/29/2026 **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			
		01/31/2026 (01/26) Period Totals and Balance	111.00 *	.00 *	332.16
YTD Encumbrance	.00	YTD Actual	332.16	Total	332.16
		YTD Budget	590.00	Unexpended	257.84
<b>061-6100-000.53-30 TELEPHONE</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	1,559.88
AP	102	CHARTER COMMUNICATIONS	259.98		
		**VendorNo: 4316 **Inv. No: 138455901122125 **Desc: WEB HOSTING AIRPORT **Inv. Date: 12/21/2025 **PO No: **Remit Name: CHARTER COMMUNICATIONS **Merchant Vendor No: 4316 **Merchant Vendor Name: CHARTER COMMUNICATIONS **Invoice Created By: MMessmer			
		01/31/2026 (01/26) Period Totals and Balance	259.98 *	.00 *	1,819.86
YTD Encumbrance	.00	YTD Actual	1,819.86	Total	1,819.86
		YTD Budget	3,500.00	Unexpended	1,680.14
<b>061-6100-000.54-00 ADVERTISING</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	680.40-
		01/31/2026 (01/26) 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
<b>061-6100-000.57-00 PERMITS</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	52.00
		01/31/2026 (01/26) 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
<b>061-6100-000.58-10 TRAVEL, FOOD &amp; LODGING</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	1,089.64
		01/31/2026 (01/26) Period Totals and Balance	.00 *	.00 *	1,089.64
YTD Encumbrance	.00	YTD Actual	1,089.64	Total	1,089.64
		YTD Budget	3,000.00	Unexpended	1,910.36
<b>061-6100-000.58-70 MEMBERSHIPS/DUES/SUBSCRIP</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	1,337.16

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>061-6100-000.58-70 MEMBERSHIPS/DUES/SUBSCRIP (continued)</b>					
AP	919	MASTERCARD	100.00		
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: OPERATIONS REPORTS 12/26/25 - 01/26/26 **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer			
AP	926	MASTERCARD	159.90		
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: ZOOM WORKPLACE PRO ANNUAL 12/8/25 - 12/7/26 **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer			
AP	930	MASTERCARD	18.06		
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: GOOGLE WORKSPACE BUSINESS **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer			
		01/31/2026 (01/26) Period Totals and Balance	277.96 *	.00 *	1,615.12
YTD Encumbrance	.00	YTD Actual	1,615.12	Total	1,615.12
		YTD Budget	5,000.00	Unexpended	3,384.88
<b>061-6100-000.60-10 OFFICE SUPPLIES</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	329.86
AP	920	MASTERCARD	49.00		
		**VendorNo: 10541 **Inv. No: 8386 DEC 25 **Desc: AC ADAPTER **Inv. Date: 12/31/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: MMessmer			
		01/31/2026 (01/26) Period Totals and Balance	49.00 *	.00 *	378.86
YTD Encumbrance	.00	YTD Actual	378.86	Total	378.86
		YTD Budget	500.00	Unexpended	121.14
<b>061-6100-000.69-50 MISCELLANEOUS EXPENSES</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	138.96
		01/31/2026 (01/26) Period Totals and Balance	.00 *	.00 *	138.96
YTD Encumbrance	.00	YTD Actual	138.96	Total	138.96
		YTD Budget	2,500.00	Unexpended	2,361.04
<b>061-6100-000.73-30 IMPRVMTS OTHER THAN BLDGS</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	157,251.61
AP	55	PRECISION APPROACH ENGINEERING	4,266.65		
		**VendorNo: 3780 **Inv. No: 7004 **Desc: NEW T-HANGARS - DESIGN & BIDDING SERVICES **Inv. Date: 10/31/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: MMessmer			
AP	56	PRECISION APPROACH ENGINEERING		1,295.00-	
		**VendorNo: 3780 **Inv. No: 7097 **Desc: NEW AVIATION T-HANGARS DESIGN & BIDDING SER. C09-006 **Inv. Date: 11/30/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: MMessmer			
AP	57	PRECISION APPROACH ENGINEERING	1,295.00		
		**VendorNo: 3780 **Inv. No: 7097. **Desc: DAL010D - NEW T-HANGARS - DESIGN & BIDDING SERVICES - C09-006 **Inv. Date: 11/30/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: MMessmer			
AP	166	HB HANSEN CONSTRUCTION INC	80,718.75		
		**VendorNo: 11315 **Inv. No: #1 **Desc: C09-006 NEW T-HANGARS & SITE IMPROVEMENTS **Inv. Date: 12/11/2025 **PO No: **Remit Name: HB HANSEN CONSTRUCTION INC **Merchant Vendor No: 11315 **Merchant Vendor Name: HB HANSEN CONSTRUCTION INC **Invoice Created By: MMessmer			
AP	58	PRECISION APPROACH ENGINEERING		80,718.75-	

Journal	Reference Number	Payee or Description			Debit Amount		Credit Amount		Balance
061-6100-000.73-30 IMPRVMTS OTHER THAN BLDGS (continued)									
**VendorNo: 3780 **Inv. No: PAY EST #1 **Desc: NEW AVIATION T-HANGARS & SITE IMP. C09-006 **Inv. Date: 12/17/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: MMessmer									
AP	634	SCHOCK WELDING LLC			120.00				
**VendorNo: 10140 **Inv. No: 1569 **Desc: 4) ANCHOR 3/4" BOLTS BENT AT 90 DEGREES COAR FUEL SYST GRANT **Inv. Date: 1/26/2026 **PO No: **Remit Name: SCHOCK WELDING LLC **Merchant Vendor No: 10140 **Merchant Vendor Name: SCHOCK WELDING LLC **Invoice Created By: MMessmer									
01/31/2026 (01/26) Period Totals and Balance					86,400.40 *		82,013.75- *		161,638.26
YTD Encumbrance	55,433.00	YTD Actual	161,638.26	Total	217,071.26	YTD Budget	3,992,585.00	Unexpended	3,775,513.74
061-6100-000.74-10 MACHINERY									
12/31/2025 (12/25) Balance					.00 *		.00 *		8,276.25
01/31/2026 (01/26) 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
Number of transactions: 33		Number of accounts: 21			Debit		Credit		Proof
Total AIRPORT FUND:					110,612.45		82,183.41-		28,429.04

Journal	Reference Number	Payee or Description	Debit Amount	Credit Amount	Balance
<b>062-6100-000.79-25 BOND INTEREST</b>					
		12/31/2025 (12/25) Balance	.00 *	.00 *	27,225.00
		01/31/2026 (01/26) Period Totals and Balance	.00 *	.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
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Number of transactions: 0	Number of accounts: 1	Debit	Credit	Proof
Total AIRPORT DEBT SERVICE FUND:		.00	.00	.00
Number of transactions: 33	Number of accounts: 22	Debit	Credit	Proof
Grand Totals:		110,612.45	82,183.41-	28,429.04

## Report Criteria:

Actual amounts

Accounts with balances or activity

Account.Account number = "06161000003110"- "06161000007410", "06261000007915"- "06261000007980"

[Report].Fund = "061"- "062"



February 20, 2026

# Columbia Gorge Regional Airport



The Masterplan PAC meeting was a great starting place.

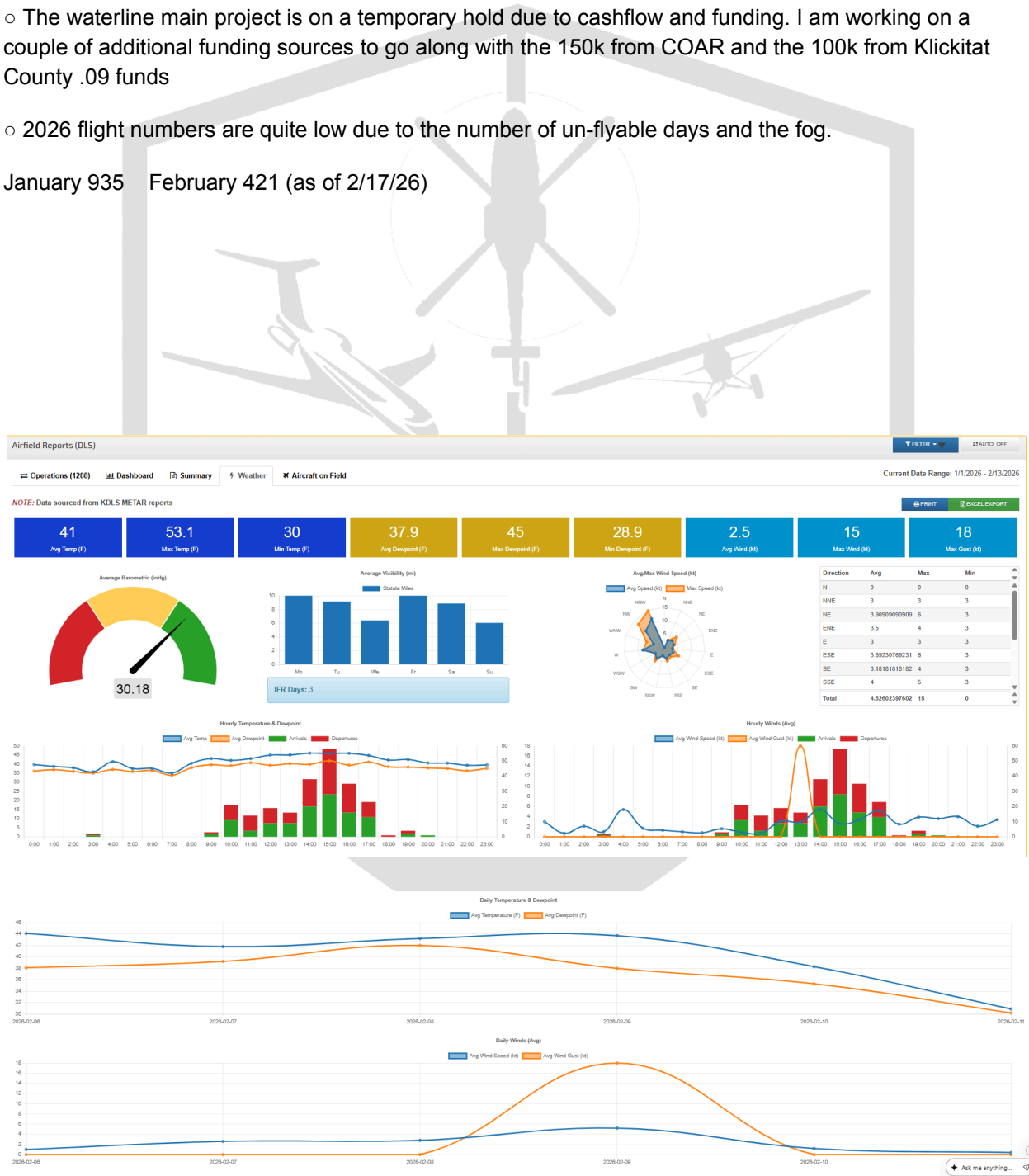
I have been asked to give a presentation at the AAE National Convention in LA this May. Apparently having as many hangars being built as we have been able to help facilitate has gotten a bit of attention across the Nation.

- The T hangar Project is in the final days before construction begins, the power and sewer line portion of the project will be the first excavation. The PUD came out and did a walkthrough with me and we discussed how to work on future projects with a smoother cadence.

- The waterline main project is on a temporary hold due to cashflow and funding. I am working on a couple of additional funding sources to go along with the 150k from COAR and the 100k from Klickitat County .09 funds

- 2026 flight numbers are quite low due to the number of un-flyable days and the fog.

January 935    February 421 (as of 2/17/26)





- The annual fuel sales closed out with 236,935 gallons sold

KDLS							Flowage Fee
Month	100LL Island	100LL Truck	Jet-Island	Jet Truck 1	Trk 1 Contract	Totals	\$0.10
January	1479	291	203	1852	4510	8335	\$833.50
February	545	135	20	0	1046	1746	\$174.60
March	0	0	0	0	0	0	\$0.00
April	0	0	0	0	0	0	\$0.00
May	0	0	0	0	0	0	\$0.00
June	0	0	0	0	0	0	\$0.00
July	0	0	0	0	0	0	\$0.00
August	0	0	0	0	0	0	\$0.00
September	0	0	0	0	0	0	\$0.00
October	0	0	0	0	0	0	\$0.00
November	0	0	0	0	0	0	\$0.00
December	0	0	0	0	0	0	\$0.00
	2024	426	223	1852	5556	10081	\$1,008.10
	\$0.10	\$0.10	\$0.10	\$0.10	\$0.15		
	\$302.40	\$42.60	\$22.30	\$185.20	\$833.40		

The power has been installed to the new fuel system and we are awaiting a fuel delivery and start up with Mascott (the equipment supplier) then we will have a fuel test done (soak test) and with the clear results from that we will be able to put the system on line and start working towards the decommissioning of the existing equipment. The light pole base has been poured.

FAA & COAR milestones and drawdowns done. (this is a monthly task) We were awarded a \$124,000 COAR grant for a pole building to protect our grounds keeping equipment.

I am receiving multiple calls from police agencies looking for access to the closed runway for their EVOC training. We are finding some solutions for part of their needs. Gresham PD will be here on the 16th for a walk through.

The wait list continues to receive inquiries.

The need for more robust waterfowl deterrents is becoming a much bigger priority. We have been tracking and logging the issues. We did have an aircraft needing to make evasive maneuvers to avoid a flock of geese at the end of 31. I did receive a "degradation permit" to remove a limited number of birds to try to eliminate the birdstrike threat. This process will commence soon.

We have had the lights replaced on the cell tower (green & white)

Multiple projects are moving forward around the airport. (fencing around the FBO) Design work for the possible RV sites.

The planning for having the airport aerial sprayed again is in the planning stages now. (as soon as the temps are consistently above 40 degrees)

The broom is operational, yet neither it or the plow will likely get any snow removal experience this year.

The budget and planning have been a bit more challenging this year, it is going to be tight with the new debt loads the airport is taking on.

Met with both Christine Drazen and Chris Dudley (Gubernatorial candidates), both who desire to come see the airport and what we have going on.

○ **Staff attended the following meetings:**

- T Hangar Pre Construction updates
- Airport Masterplan Consultant updates
- ODAV ARC review
- Washington State AVUSI meeting (Olympia)

**Jeff Renard**

**Airport Manager**

**Columbia Gorge Regional Airport**

**Aviation Management Services (AMS)**

[jrenard@aviationmanagementservice.com](mailto:jrenard@aviationmanagementservice.com)

Cell: 541-288-6766



A large, light gray watermark logo is centered on the page. It features a shield shape containing silhouettes of a helicopter, a jet, and a propeller plane. Below the shield, the letters "AMS" are written in a large, white, serif font.