

COLUMBIA GORGE REGIONAL AIRPORT MEETING MINUTES

March 29, 2024

PRESIDING: Chair Jim Wilcox

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

BOARD ABSENT: Lori Zoller

STAFF PRESENT: Airport Manager Jeff Renard, FBO Manager Darren Lacock, City EDO Dan Spatz

CALL TO ORDER

The meeting was called to order by Chair Jim Wilcox at 7:32am.

ROLL CALL

Roll call was conducted by Jim Wilcox.

APPROVAL OF AGENDA

IX. Discussion Item B was moved to VIII. Action Items E. Additionally, VIII. Action Item F was added as, Landfill Gas Infrastructure Grant Application. The agenda was approved as amended by unanimous consent.

APPROVAL OF MINUTES

The minutes were approved as presented by unanimous consent.

PUBLIC COMMENTS

(None)

BOARD MEMBER REPORTS

Jim Wilcox reported his attendance at a couple of different meetings with government agencies, and mentioned that the airport can advertise through Business Oregon.

FBO Report: As noted by Darren Lacock, fuel sales in February were below average at just under 4,000 gallons. March was well above average with just over 12,000 gallons.

ACTION ITEMS

- A. Approval of design standard revisions (Terry Trapp explained): *Terry Trapp moved to make changes to the design standards plan for hangars, amending it with structural requirements to meet all applicable State, County and City and local building codes, and shall be approved by airport board. James Smith seconded the motion. **The motion passed unanimously.***
- B. Steve Jordan hangar design approval: *Randy Anderson moved to approve the hangar design for Steve Jordan. James seconded the motion. **The motion passed unanimously.***
- C. Adopt the Airport Vision Results: *Terry Trapp moved to adopt the Airport Vision Results as a priority list. James Smith seconded the motion. **The motion passed unanimously.***
- D. Recommend the proposed Airport budget for City and County approval: *Randy moved to approve the proposal of the Airport budget to the City and County for adoption. Terry Trapp seconded the motion. **The motion passed unanimously.***
- E. Box Hangar Project to be proposed Josh Coombs and Rob Gilchrist: *Tim Urness moved to approve the Box Hangar Project. James Smith seconded the motion. **The motion passed unanimously.***
- F. Landfill Gas Infrastructure Improvement Grant Application: *Randy moved to support Jeff in continuing to pursue the landfill grant application. Tim Urness seconded the motion. **The motion passed unanimously.***

DISCUSSION ITEMS –

Budget/Check Report- Randy requested the fuel sales report be sent to Lisa.

Jim Wilcox appointed a SDC committee which includes Tim McGlothlin as Chairman, Tim Urness, Chuck Covert, Gary England, and James Smith. Jim suggested that the committee finalize the SDC report by the May meeting.

MANAGEMENT REPORT –

See attached Management Report.

NEXT MEETING

The next meeting will be April 19, 2024 at 7:30 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 9:14 am.

SIGNED:



Jim Wilcox, Chair



Jeff Renard, Airport Manager