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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 May 17, 2024 @ 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

III. Approval of Minutes

A. Regular Board Meeting Minutes of April 19, 2024

IV. Public Comments (Items not on the Agenda)

V. Board Member Reports

VI. Airport Sponsors/ Partner Reports

VII. FBO Report

VIII. Action Items

IX. Discussion Items

- A. Budget Report / Check Register
- B. FAA / Contractor Payment Process
- C. KDLS Aircraft Storage LLC Land Lease
- D. Water Distribution Line plan

X. Management Report

(See attached report)

XI. Adjournment: _____AM

Next meeting: June 21, 2024 7:30 AM (Friday)

Columbia Gorge Regional Airport

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MINUTES
COLUMBIA GORGE REGIONAL AIRPORT MEETING
April 19, 2024

PRESIDING: Chair Jim Wilcox

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

BOARD ABSENT: James Smith

STAFF PRESENT: Airport Manager Jeff Renard, City Manager Mathew Klebes, City EDO Dan Spatz

PUBLIC PRESENT: See attached Sign-In sheet.

CALL TO ORDER

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

ROLL CALL

Roll call was conducted by Chair Jim Wilcox.

APPROVAL OF AGENDA

The agenda was amended with the correction of the date and the removal of the executive session. The agenda was unanimously approved as amended.

APPROVAL OF MINUTES

The minutes were amended with the correction of the date. The minutes were unanimously approved as amended.

PUBLIC COMMENTS

Josh Coombs expressed concern regarding the language of his land lease which stated a CPI max increase of 10%. Instead, he wanted to propose a 0% minimum with a 3% maximum increase. Jeff Renard agreed to research and bring back a recommendation to change the lease.

BOARD MEMBER REPORTS

The SDC Committee agreed to set a date to meet and to present their findings at the May Airport Board meeting. Josh requested details regarding the SDC and possibly splitting the cost of the transformers.

SPONSOR/PARTNERS REPORT

FBO Report: Darren Lacock reported that March was above average in fuel sales. April sales have been strong with 2 flights of 10 Apaches for the next couple of days with 4 Black Hawks. By the end of the month, April should be above average.

ACTION ITEMS

NONE

DISCUSSION ITEMS

Budget/Check Report- none

Dan Spatz reported a conversation he had with Kenji Sudahara after the airport visit discussing the idea of having a joint economic zone for the airport that would require a greater level of cooperation among both state agencies.

Mathew Klebe discussed System Development Charges for the city.

Date for SDC meeting set for May 15th at Noon at Zim's.

MANAGEMENT REPORT

See Jeff Renard's Management Report.

NEXT MEETING

The next meeting will be May 17, 2024 at 7:30 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 8:43 am.

SIGNED:

Jim Wilcox, Chair

Jeff Renard, Airport Manager

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Include All Comments
- Include Funds: 061-062
- Page and Total by Fund
- Include Balance Sheets: None
- Include Revenues: None
- All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CONTRACTUAL SERVICES			03/31/2024 (03/24) Balance	061-6100-000.31-10			7,811.55
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	7,811.55
YTD Encumbrance	.00	YTD Actual	7,811.55 Total	7,811.55 YTD Budget	1,500.00 Unexpended	(6,311.55)	
CONTRACTUAL SERV-OTHER			03/31/2024 (03/24) Balance	061-6100-000.31-90			106,616.23
03/28/2024	AP	235	AVIATION MANAGEMENT SERVICES **VendorNo: 10704 **Inv. No: 33124 **Desc: MARCH 24 AIRPORT MGNT CONTRACT **Inv. Date: 3/28/2024 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		12,500.00		
			04/30/2024 (04/24) Period Totals and Balance		12,500.00 *	.00 *	119,116.23
YTD Encumbrance	.00	YTD Actual	119,116.23 Total	119,116.23 YTD Budget	180,000.00 Unexpended	60,883.77	
AUDITING SERVICES			03/31/2024 (03/24) Balance	061-6100-000.32-10			25,400.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	25,400.00
YTD Encumbrance	.00	YTD Actual	25,400.00 Total	25,400.00 YTD Budget	9,000.00 Unexpended	(16,400.00)	
ENGINEERING SERVICES			03/31/2024 (03/24) Balance	061-6100-000.34-10			8,500.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	8,500.00
YTD Encumbrance	.00	YTD Actual	8,500.00 Total	8,500.00 YTD Budget	30,000.00 Unexpended	21,500.00	
WATER & SEWER			03/31/2024 (03/24) Balance	061-6100-000.41-10			6,631.78
04/03/2024	AP	292	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100173 04-24 **Desc: AIRPORT WATER **Inv. Date: 4/3/2024 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: Irowland		997.76		
04/03/2024	AP	293	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100489 04-24 **Desc: AIRPORT WATER **Inv. Date: 4/3/2024 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: Irowland		92.51		
			04/30/2024 (04/24) Period Totals and Balance		1,090.27 *	.00 *	7,722.05

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	7,722.05 Total	7,722.05 YTD Budget	12,000.00 Unexpended	4,277.95	
GARBAGE SERVICES			03/31/2024 (03/24) Balance	061-6100-000.41-20			63.95
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	63.95
YTD Encumbrance		.00 YTD Actual	63.95 Total	63.95 YTD Budget	250.00 Unexpended	186.05	
ELECTRICITY			03/31/2024 (03/24) Balance	061-6100-000.41-40			9,006.74
04/04/2024	AP	516	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 04-24 **Desc: AIRPORT ELECTRICITY **Inv. Date: 4/4/2024 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		686.27		
04/04/2024	AP	517	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69546080 04-04 **Desc: AIRPORT ELECTRICITY **Inv. Date: 4/4/2024 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		88.21		
04/04/2024	AP	518	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69547775 04-24 **Desc: AIRPORT ELECTRICITY **Inv. Date: 4/4/2024 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		103.64		
			04/30/2024 (04/24) Period Totals and Balance		878.12 *	.00 *	9,884.86
YTD Encumbrance		.00 YTD Actual	9,884.86 Total	9,884.86 YTD Budget	12,000.00 Unexpended	2,115.14	
BUILDINGS AND GROUNDS			03/31/2024 (03/24) Balance	061-6100-000.43-10			19,766.15
04/03/2024	AP	465	CENTRAL SERVICE INC **VendorNo: 11027 **Inv. No: 13601 **Desc: FIXED LEAK IN PIPING TO TURBINE **Inv. Date: 4/3/2024 **PO No: **Remit Name: CENTRAL SERVICE INC **Merchant Vendor No: 11027 **Merchant Vendor Name: CENTRAL SERVICE INC **Invoice Created By: Irowland		1,800.00		
			04/30/2024 (04/24) Period Totals and Balance		1,800.00 *	.00 *	21,566.15
YTD Encumbrance		.00 YTD Actual	21,566.15 Total	21,566.15 YTD Budget	50,000.00 Unexpended	28,433.85	
JOINT USE OF LABOR/EQUIP			03/31/2024 (03/24) Balance	061-6100-000.43-45			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	5,000.00 Unexpended	5,000.00	
VEHICLES			03/31/2024 (03/24) Balance	061-6100-000.43-50			4,889.84
04/10/2024	AP	466	B & B OPERATIONS **VendorNo: 11050 **Inv. No: APRIL 2024 **Desc: PTO MOUNT 30FT TANK SPRAYER FOR AIRPORT **Inv. Date: 4/10/2024 **PO No: **Remit Name: B & B OPERATIONS **Merchant Vendor No: 11050 **Merchant Vendor Name: B & B OPERATIONS **Invoice Created By: Irowland		2,500.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
03/31/2024	AP	1079	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: UNV FIT FLAT FREE LAWNMOWER TIRE ASSY J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		48.28		
03/31/2024	AP	1084	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: REAR SIDE ASSY FOR FORD EXPEDITION J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		275.00		
03/31/2024	AP	1085	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: ICOM A120 AVIATION VHF MOBILE J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		1,335.92		
03/31/2024	AP	1087	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: FRONT SEAT COVERS FOR FORD RANGER J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		109.99		
04/30/2024 (04/24) Period Totals and Balance					4,269.19 *	.00 *	9,159.03
YTD Encumbrance	.00	YTD Actual	9,159.03 Total	9,159.03 YTD Budget	22,000.00 Unexpended	12,840.97	
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GAS/OIL/DIESEL/LUBRICANTS		03/31/2024 (03/24) Balance		061-6100-000.43-51			1,615.91
03/31/2024	AP	1077	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: FUEL J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		22.05		
03/31/2024	AP	1083	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: FUEL J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		61.62		
04/30/2024 (04/24) Period Totals and Balance					83.67 *	.00 *	1,699.58
YTD Encumbrance	.00	YTD Actual	1,699.58 Total	1,699.58 YTD Budget	3,500.00 Unexpended	1,800.42	
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PROPERTY TAXES		03/31/2024 (03/24) Balance		061-6100-000.46-10			17,122.84
04/30/2024 (04/24) Period Totals and Balance					.00 *	.00 *	17,122.84
YTD Encumbrance	.00	YTD Actual	17,122.84 Total	17,122.84 YTD Budget	15,000.00 Unexpended	(2,122.84)	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
LIABILITY							
			03/31/2024 (03/24) Balance	061-6100-000.52-10			7,048.52
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	7,048.52
YTD Encumbrance	.00	YTD Actual	7,048.52 Total	7,048.52 YTD Budget	9,800.00 Unexpended	2,751.48	
PROPERTY							
			03/31/2024 (03/24) Balance	061-6100-000.52-30			15,829.45
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	15,829.45
YTD Encumbrance	.00	YTD Actual	15,829.45 Total	15,829.45 YTD Budget	14,800.00 Unexpended	(1,029.45)	
POSTAGE							
04/23/2024	AP	765	PITNEY BOWES BANK INC PURCHASE POW **VendorNo: 2842 **Inv. No: 8000-9000-0260-2351 04-24 **Desc: POSTAGE REIMB 01-11-24 TO 04-18-24 **Inv. Date: 4/23/2024 **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: Irowland	061-6100-000.53-20	184.00		252.33
			04/30/2024 (04/24) Period Totals and Balance		184.00 *	.00 *	436.33
YTD Encumbrance	.00	YTD Actual	436.33 Total	436.33 YTD Budget	250.00 Unexpended	(186.33)	
TELEPHONE							
03/26/2024	AP	169	CHARTER COMMUNICATIONS **VendorNo: 4316 **Inv. No: 0002893032624 **Desc: WEB HOSTING AIRPORT **Inv. Date: 3/26/2024 **PO No: **Remit Name: CHARTER COMMUNICATIONS **Merchant Vendor No: 4316 **Merchant Vendor Name: CHARTER COMMUNICATIONS **Invoice Created By: Irowland	061-6100-000.53-30	259.95		2,430.28
			04/30/2024 (04/24) Period Totals and Balance		259.95 *	.00 *	2,690.23
YTD Encumbrance	.00	YTD Actual	2,690.23 Total	2,690.23 YTD Budget	2,500.00 Unexpended	(190.23)	
LEGAL NOTICES							
			03/31/2024 (03/24) Balance	061-6100-000.53-40			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
ADVERTISING							
			03/31/2024 (03/24) Balance	061-6100-000.54-00			1,412.78
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	1,412.78
YTD Encumbrance	.00	YTD Actual	1,412.78 Total	1,412.78 YTD Budget	5,000.00 Unexpended	3,587.22	
PERMITS							
			03/31/2024 (03/24) Balance	061-6100-000.57-00			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
TRAVEL, FOOD & LODGING							
			03/31/2024 (03/24) Balance	061-6100-000.58-10			205.67
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	205.67
YTD Encumbrance	.00	YTD Actual	205.67 Total	205.67 YTD Budget	3,000.00 Unexpended	2,794.33	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TRAINING AND CONFERENCES			03/31/2024 (03/24) Balance	061-6100-000.58-50			600.48
03/31/2024	AP	1080	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: 2024 AIRPORTS CONFERENCE J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		700.00		
03/31/2024	AP	1081	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: NWAAAE CONFERENCE J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		95.00		
04/30/2024 (04/24) Period Totals and Balance					795.00 *	.00 *	1,395.48
YTD Encumbrance	.00	YTD Actual	1,395.48 Total	1,395.48 YTD Budget	2,000.00 Unexpended	604.52	
MEMBERSHIPS/DUES/SUBSCRIP			03/31/2024 (03/24) Balance	061-6100-000.58-70			1,734.70
03/31/2024	AP	1078	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: MARITIME INFOR SYSTEMS J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		100.00		
04/30/2024 (04/24) Period Totals and Balance					100.00 *	.00 *	1,834.70
YTD Encumbrance	.00	YTD Actual	1,834.70 Total	1,834.70 YTD Budget	5,000.00 Unexpended	3,165.30	
OFFICE SUPPLIES			03/31/2024 (03/24) Balance	061-6100-000.60-10			104.77
03/31/2024	AP	1082	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: OFFICE SUPPLIES J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		74.34		
03/31/2024	AP	1088	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: GOOGLE SUITES J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		12.90		
04/30/2024 (04/24) Period Totals and Balance					87.24 *	.00 *	192.01
YTD Encumbrance	.00	YTD Actual	192.01 Total	192.01 YTD Budget	1,200.00 Unexpended	1,007.99	
MISCELLANEOUS EXPENSES			03/31/2024 (03/24) Balance	061-6100-000.69-50			.00
03/31/2024	AP	1086	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-24 **Desc: FIRST AID KIT J RENARD **Inv. Date: 3/31/2024 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		99.99		
04/30/2024 (04/24) Period Totals and Balance					99.99 *	.00 *	99.99

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	99.99 Total 99.99 YTD Budget	2,000.00 Unexpended	1,900.01		
ASSETS < \$5000			03/31/2024 (03/24) Balance	061-6100-000.69-80			549.99
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	549.99
YTD Encumbrance		.00 YTD Actual	549.99 Total 549.99 YTD Budget	.00 Unexpended	(549.99)		
BUILDINGS			03/31/2024 (03/24) Balance	061-6100-000.72-20			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	45,000.00 Unexpended	45,000.00		
BUILDINGS - HANGER			03/31/2024 (03/24) Balance	061-6100-000.72-30			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
IMPRVMTS OTHER THAN BLDGS			03/31/2024 (03/24) Balance	061-6100-000.73-30			1,199,265.31
02/29/2024	AP	140	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6309 **Desc: SOUTH APRON RECONSTRUCTION & NEW TAXILINES PH 2 **Inv. Date: 2/29/2024 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		24,095.46		
04/04/2024	AP	290	COLUMBIA GORGE COMM COLLEGE **VendorNo: 278 **Inv. No: FTI-001096 **Desc: CONDUIT CONCRETE STAMPER FOR S APRON TAXILINE PH 2 **Inv. Date: 4/4/2024 **PO No: **Remit Name: COLUMBIA GORGE COMM COLLEGE **Merchant Vendor No: 278 **Merchant Vendor Name: COLUMBIA GORGE COMM COLLEGE **Invoice Created By: Irowland		24.15		
03/29/2024	AP	936	JAMES DEAN CONSTRUCTION INC **VendorNo: 3837 **Inv. No: PAY REQUEST #2 **Desc: SOUTH APRON RECONSTRUCTION, NEW TAXILINES & NEW FUEL APRON **Inv. Date: 3/29/2024 **PO No: **Remit Name: JAMES DEAN CONSTRUCTION INC **Merchant Vendor No: 3837 **Merchant Vendor Name: JAMES DEAN CONSTRUCTION INC **Invoice Created By: Irowland		623,838.89		
			04/30/2024 (04/24) Period Totals and Balance		647,958.50 *	.00 *	1,847,223.81
YTD Encumbrance		.00 YTD Actual	1,847,223.81 Total 1,847,223.81 YTD Budget	7,646,759.00 Unexpended	5,799,535.19		
MACHINERY			03/31/2024 (03/24) Balance	061-6100-000.74-10			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	25,000.00 Unexpended	25,000.00		
FIXED ASSET RECLASS ACCT			03/31/2024 (03/24) Balance	061-6100-000.78-50			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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TO GENERAL FUND			03/31/2024 (03/24) Balance	061-9500-000.81-01			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
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TO AIRPORT DEBT SERVICE			03/31/2024 (03/24) Balance	061-9500-000.81-62			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
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CONTINGENCY			03/31/2024 (03/24) Balance	061-9500-000.88-00			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	193,489.00 Unexpended	193,489.00	
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UNAPPROPRIATED ENDING FUND BAL			03/31/2024 (03/24) Balance	061-9500-000.89-00			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	262,461.00 Unexpended	262,461.00	
<hr/>							
Number of Transactions: 25 Number of Accounts: 34					Debit	Credit	Proof
Total AIRPORT FUND:					670,105.93	.00	670,105.93

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MISCELLANEOUS EXPENSE							
			03/31/2024 (03/24) Balance	062-6100-000.69-50			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
BOND PRINCIPAL							
			03/31/2024 (03/24) Balance	062-6100-000.79-15			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	90,000.00 Unexpended	90,000.00	
BOND INTEREST							
			03/31/2024 (03/24) Balance	062-6100-000.79-25			31,387.50
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	31,387.50
YTD Encumbrance	.00	YTD Actual	31,387.50 Total	31,387.50 YTD Budget	62,775.00 Unexpended	31,387.50	
LOAN PRINCIPAL PAYMENTS							
			03/31/2024 (03/24) Balance	062-6100-000.79-50			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
PRIN PMTS - K CO CERB LN							
			03/31/2024 (03/24) Balance	062-6100-000.79-55			25,000.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	25,000.00
YTD Encumbrance	.00	YTD Actual	25,000.00 Total	25,000.00 YTD Budget	.00 Unexpended	(25,000.00)	
LOAN INTEREST PAYMENTS							
			03/31/2024 (03/24) Balance	062-6100-000.79-60			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00	
INT PMTS - K CO CERB LN							
			03/31/2024 (03/24) Balance	062-6100-000.79-65			4,500.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	4,500.00
YTD Encumbrance	.00	YTD Actual	4,500.00 Total	4,500.00 YTD Budget	4,500.00 Unexpended	.00	
INT PMTS - K CO FY13/14							
			03/31/2024 (03/24) Balance	062-6100-000.79-66			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
RESERVE FOR FUTURE DEBT							
			03/31/2024 (03/24) Balance	062-6100-000.79-80			.00
			04/30/2024 (04/24) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	25,359.00 Unexpended	25,359.00	
Number of Transactions: 0 Number of Accounts: 9					Debit	Credit	Proof
Total AIRPORT DEBT SERVICE FUND:					.00	.00	.00
Number of Transactions: 25 Number of Accounts: 43					Debit	Credit	Proof
Grand Totals:					670,105.93	.00	670,105.93

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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Report Criteria:

- Actual Amounts
 - All Accounts
 - Summarize Payroll Detail
 - Print Period Totals
 - Print Grand Totals
 - Include All Comments
 - Include Funds: 061-062
 - Page and Total by Fund
 - Include Balance Sheets: None
 - Include Revenues: None
 - All Segments Tested for Total Breaks
-

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10	.00	7,811.55	1,500.00	(6,311.55)	520.8
061-6100-000.31-90	12,500.00	119,116.23	180,000.00	60,883.77	66.2
061-6100-000.32-10	.00	25,400.00	9,000.00	(16,400.00)	282.2
061-6100-000.34-10	.00	8,500.00	30,000.00	21,500.00	28.3
061-6100-000.41-10	1,090.27	7,722.05	12,000.00	4,277.95	64.4
061-6100-000.41-20	.00	63.95	250.00	186.05	25.6
061-6100-000.41-40	878.12	9,884.86	12,000.00	2,115.14	82.4
061-6100-000.43-10	1,800.00	21,566.15	50,000.00	28,433.85	43.1
061-6100-000.43-45	.00	.00	5,000.00	5,000.00	.0
061-6100-000.43-50	4,269.19	9,159.03	22,000.00	12,840.97	41.6
061-6100-000.43-51	83.67	1,699.58	3,500.00	1,800.42	48.6
061-6100-000.46-10	.00	17,122.84	15,000.00	(2,122.84)	114.2
061-6100-000.52-10	.00	7,048.52	9,800.00	2,751.48	71.9
061-6100-000.52-30	.00	15,829.45	14,800.00	(1,029.45)	107.0
061-6100-000.53-20	184.00	436.33	250.00	(186.33)	174.5
061-6100-000.53-30	259.95	2,690.23	2,500.00	(190.23)	107.6
061-6100-000.53-40	.00	.00	250.00	250.00	.0
061-6100-000.54-00	.00	1,412.78	5,000.00	3,587.22	28.3
061-6100-000.57-00	.00	.00	.00	.00	.0
061-6100-000.58-10	.00	205.67	3,000.00	2,794.33	6.9
061-6100-000.58-50	795.00	1,395.48	2,000.00	604.52	69.8
061-6100-000.58-70	100.00	1,834.70	5,000.00	3,165.30	36.7
061-6100-000.60-10	87.24	192.01	1,200.00	1,007.99	16.0
061-6100-000.69-50	99.99	99.99	2,000.00	1,900.01	5.0
061-6100-000.69-80	.00	549.99	.00	(549.99)	.0
061-6100-000.72-20	.00	.00	45,000.00	45,000.00	.0
061-6100-000.72-30	.00	.00	.00	.00	.0
061-6100-000.73-30	647,958.50	1,847,223.81	7,646,759.00	5,799,535.19	24.2
061-6100-000.74-10	.00	.00	25,000.00	25,000.00	.0
061-6100-000.78-50	.00	.00	.00	.00	.0
TOTAL AIRPORT	670,105.93	2,106,965.20	8,102,809.00	5,995,843.80	26.0
<u>AIRPORT</u>					
061-9500-000.81-01	.00	.00	.00	.00	.0
061-9500-000.81-62	.00	.00	.00	.00	.0
061-9500-000.88-00	.00	.00	193,489.00	193,489.00	.0
061-9500-000.89-00	.00	.00	262,461.00	262,461.00	.0
TOTAL AIRPORT	.00	.00	455,950.00	455,950.00	.0
TOTAL FUND EXPENDITURES	670,105.93	2,106,965.20	8,558,759.00	6,451,793.80	24.6

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

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	90,000.00	90,000.00	.0
062-6100-000.79-25 BOND INTEREST	.00	31,387.50	62,775.00	31,387.50	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	25,000.00	.00	(25,000.00)	.0
062-6100-000.79-60 LOAN INTEREST PAYMENTS	.00	.00	25,000.00	25,000.00	.0
062-6100-000.79-65 INT PMTS - K CO CERB LN	.00	4,500.00	4,500.00	.00	100.0
062-6100-000.79-66 INT PMTS - K CO FY13/14	.00	.00	.00	.00	.0
062-6100-000.79-80 RESERVE FOR FUTURE DEBT	.00	.00	25,359.00	25,359.00	.0
TOTAL DEBT SERVICE	.00	60,887.50	207,634.00	146,746.50	29.3
TOTAL FUND EXPENDITURES	.00	60,887.50	207,634.00	146,746.50	29.3

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
061-0000-300.00-0 BEGINNING BALANCE	.00	813,930.00	790,128.00	(23,802.00)	103.0
TOTAL BEGINNING BALANCE	.00	813,930.00	790,128.00	(23,802.00)	103.0
<u>INTERGOVERNMENTAL REVENUE</u>					
061-0000-330.00-0 INTERGOVERNMENTAL REVENUE	.00	65,000.00	84,230.00	19,230.00	77.2
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	.00	65,000.00	84,230.00	19,230.00	77.2
<u>FEDERAL REVENUES</u>					
061-0000-331.20-0 FEDERAL GRANTS-FAA	.00	1,074,398.09	3,488,240.00	2,413,841.91	30.8
061-0000-331.90-0 FEDERAL GRANTS-MISC	.00	.00	2,913,419.00	2,913,419.00	.0
TOTAL FEDERAL REVENUES	.00	1,074,398.09	6,401,659.00	5,327,260.91	16.8
<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	.00	.00	662,860.00	662,860.00	.0
TOTAL STATE GRANTS	.00	.00	662,860.00	662,860.00	.0
<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0 MISC SALES AND SERVICES	.00	.00	22,000.00	22,000.00	.0
TOTAL GENERAL GOVERNMENT	.00	.00	22,000.00	22,000.00	.0
<u>AVIATION FUEL SALES</u>					
061-0000-347.00-0 AVIATION FUEL SALES	1,346.50	17,059.40	20,000.00	2,940.60	85.3
TOTAL AVIATION FUEL SALES	1,346.50	17,059.40	20,000.00	2,940.60	85.3
<u>INTEREST REVENUES</u>					
061-0000-361.00-0 INTEREST REVENUES	1,121.00	31,703.63	6,336.00	(25,367.63)	500.4
TOTAL INTEREST REVENUES	1,121.00	31,703.63	6,336.00	(25,367.63)	500.4

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>SOURCE 362</u>					
061-0000-362.00-0 LEASE REVENUE	13,653.00	80,916.00	104,924.00	24,008.00	77.1
TOTAL SOURCE 362	13,653.00	80,916.00	104,924.00	24,008.00	77.1
<u>RENTAL REVENUES</u>					
061-0000-363.50-0 PROPERTY RENTALS	308.08	124,615.11	76,699.00	(47,916.11)	162.5
TOTAL RENTAL REVENUES	308.08	124,615.11	76,699.00	(47,916.11)	162.5
<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0 OTHER MISC REVENUES	50.00	19,353.06	20,000.00	646.94	96.8
TOTAL OTHER MISC REVENUES	50.00	19,353.06	20,000.00	646.94	96.8
<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0 GENERAL FUND	.00	65,000.00	369,923.00	304,923.00	17.6
061-0000-391.22-0 FROM SPECIAL ENTERPRISE ZONE	.00	.00	.00	.00	.0
TOTAL OPERATING TRANSFERS IN	.00	65,000.00	369,923.00	304,923.00	17.6
<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	.00	.00	.0
TOTAL PROCEEDS- LT LIABILITIES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	16,478.58	2,291,975.29	8,558,759.00	6,266,783.71	26.8

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2024

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
062-0000-300.00-0	.00	51,637.00	28,325.00	(23,312.00)	182.3
	.00	51,637.00	28,325.00	(23,312.00)	182.3
<u>INTEREST REVENUES</u>					
062-0000-361.00-0	2,121.64	6,920.95	639.00	(6,281.95)	1083.1
	2,121.64	6,920.95	639.00	(6,281.95)	1083.1
<u>SOURCE 362</u>					
062-0000-362.00-0	466.00	16,131.00	23,878.00	7,747.00	67.6
	466.00	16,131.00	23,878.00	7,747.00	67.6
<u>RENTAL REVENUES</u>					
062-0000-363.50-0	20,318.81	148,277.10	154,792.00	6,514.90	95.8
	20,318.81	148,277.10	154,792.00	6,514.90	95.8
<u>SOURCE 391</u>					
062-0000-391.61-0	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	22,906.45	222,966.05	207,634.00	(15,332.05)	107.4



Aviation Management Services Monthly Report

May 17, 2024

- April Flight Numbers closed out with 1460 operations.
- The South Apron and Fuel Apron portions of the FAA projects are effectively completed. 2nd coat of paint and a couple other small details to be done.
- Our request for the FEMA funding for the decommission of the underground fuel system will not be approved in this cycle. I have been asked to resubmit in the next cycle which is now open.
- The Generator connection is slated to be approved in the first / original FEMA request.
- The COAR grant for the matching funds for the South Apron and Fuel Apron will be drawn down this month.
- The budget will be presented to the City Council on May 13-14th.
- All projects are moving forward as planned at this stage
- Mowing and spraying has started for the season.
- 3 bids returned for the request to do ground maintenance for the summer season.
- We have an ever increasing number of calls requesting development information for the airport.
- Staff attended the following meetings

Precision Approach / James Dean Construction Final walk through.

City Leadership Meetings

Hood River to finish gathering barricades for fuel system

- The next Board Meeting will be 6/21/2024

