



**COLUMBIA GORGE
REGIONAL AIRPORT**

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

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 July 11, 2025 @ 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 May 16, 2025

IV. Public Comments (Items not on the Agenda)

Public Comment

V. Board Member Reports

Airport Sponsors/ Partner Reports

VI. FBO Report

VII. Action Items

- 1. Recommendation to authorize the City Manager and County Commission to approve the signing of the Federal and State grants associated with the masterplan consultant contract as well as the consultants contract (pending legal sufficiency) see attached ASR**

VIII. Discussion Items

- A. Budget Report / Check Register
- B. Masterplan Grant Application submitted.
- C. Oregon DOJ response
- D. KCPUD Waste Water connections and bill

IX. Management Report

(See attached report)

XI. Adjournment: _____ AM

Next meeting: August 15, 2025 7:30 AM (Friday)

Columbia Gorge Regional Airport

824 0933 1104

424214

<https://us06web.zoom.us/j/82409331104?pwd=aG9pT21pRjhwT00xTEYyY2ZqMHYwUT09#success>



MINUTES

COLUMBIA GORGE REGIONAL AIRPORT MEETING

May 16, 2025

PRESIDING: Chair Jim Wilcox

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

BOARD ABSENT:

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

PUBLIC PRESENT: See 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

The agenda was approved as presented by unanimous consent.

APPROVAL OF MINUTES

The minutes were approved as presented by unanimous consent.

PUBLIC COMMENTS

Jim Wilcox introduced and welcomed the newly appointed Economic Developer for the city of The Dalles, Jake Anderson.

BOARD MEMBER REPORTS

Jim expressed his gratitude to Terry Trapp, James Smith, Chuck Henschel, and Chuck Covert for their time, effort, and valuable input in helping develop a recommendation for the Master Plan contract.

SPONSOR/PARTNERS REPORT

Lori Zoller met with Jeff Renard this week for an update with the airport.

FBO Report: April closed out with record-breaking fuel sales, and May has seen a surge of military traffic, with fuel sales continuing to perform exceptionally well.

Matthew Klebes reported that the city budget has been approved. The city has hired new staff and is continuing the search for a new finance director. The budget is scheduled to go before the council for adoption on June 9th. Matthew also emphasized the need to stay aware of the Google steam and its potential impact on the airport.

ACTION ITEMS

(None)

DISCUSSION ITEMS

Randy Anderson reported the budget remains on schedule with no issues to report at this time.

Jim inquired to Lori about the airport paying property taxes.

Jeff Renard announced the Master Plan selection was awarded to Mead & Hunt.

Jim said he will be absent for June's meeting. Because of a conflict in schedule, the Airport Board meeting will be held on the 13th. July's meeting was also moved to the 11th.

MANAGEMENT REPORT

See attached report.

NEXT MEETING

The next meeting will be June 13, 2025 at 7:30 a.m.

ADJOURNMENTS

The meeting was adjourned at 8:29 a.m.

SIGNED:

Jim Wilcox, Chair or Terry Trapp, Vice Chair

Jeff Renard, Airport Manager



AGENDA STAFF REPORT

MEETING DATE: July 11, 2025

TO: AIRPORT BOARD

FROM: AIRPORT MANAGER

ISSUE: Recommendation to Approve Masterplan Contract and Authorize City Manager and County Commission to Sign Federal and State Grants (pending legal review)

I. Summary

This report recommends the approval of the masterplan contract and authorization for the City Manager and County Commission to execute federal and state grants associated with the masterplan process. These actions will facilitate the development of a comprehensive masterplan to guide the city's and county's long-term growth and development of the airport, ensuring alignment with community goals and funding opportunities.

II. Background

The masterplan process is a critical step in shaping the future of our community, addressing land use, infrastructure, economic development, and environmental sustainability. The proposed masterplan contract engages Mead & Hunt, a qualified firm with expertise in airport planning and development, to lead the process. Additionally, federal and state grants are available to support the masterplan's development, requiring timely authorization to secure funding.

III. Discussion

The masterplan contract with Mead & Hunt outlines a scope of work that includes community engagement, data analysis, and the development of a strategic framework for sustainable growth. The firm's experience ensures a thorough and inclusive process that aligns with local priorities and complies with regulatory requirements.

Federal and state grants, including the FAA AIP grant and the Oregon State COAR grant, provide critical funding to offset costs. These grants require signatures from the City Manager and County Commission to formalize agreements and ensure compliance with

grant terms.

Approval of the contract and grant agreements will enable the project to proceed on schedule, leveraging external funding to reduce the financial burden on local resources. Delays in authorization could jeopardize grant eligibility or project timelines.

IV. Alternatives

1. **Approve the Contract and Grant Authorizations:** This option moves the masterplan process forward, securing funding and maintaining project momentum.
2. **Defer Approval:** Delaying approval risks missing grant deadlines and could increase costs if funding is lost.
3. **Reject the Contract and Grants:** This would halt the masterplan process, potentially delaying critical planning efforts and community development goals.

V. Fiscal Impact

The masterplan contract is valued at 500,000+/- . Federal and state grants are expected to cover 99% of the total cost, with the remaining funds allocated from budgeted funds for grant match. Securing grant funding will minimize local financial impact while ensuring project completion.

VI. Recommendation

Staff recommends that Airport Board recommend that the City Manager and County Commission:

1. Approve the masterplan contract with Mead & Hunt.
2. Authorize the City Manager and County Commission to sign federal and state grant agreements associated with the masterplan process.

These actions will ensure the timely development of a comprehensive masterplan, supported by external funding.

MEAD AND HUNT, INC.
PROFESSIONAL SERVICES TERMS AND CONDITIONS OF AGREEMENT

These Terms and Conditions of Agreement form the Agreement under which services are to be performed by Mead and Hunt, Inc. (hereinafter "Consultant") upon acceptance of the attached Proposal by the Client. The Scope of Work, Project Cost and Project Schedule sections of the attached Proposal are incorporated by reference into these Terms and Conditions of Agreement and are part of the Agreement.

Article 1. Scope of Work

It is understood that the Scope of Work and the Project Schedule defined in the Proposal are based, in part, on the information provided by the Client. If this information is incomplete or inaccurate, or if site conditions are encountered which materially vary from those indicated by the Client, or if the Client directs Consultant to change the original Scope of Work established by the Proposal, a written amendment to this Agreement equitably adjusting the costs and/or performance time thereunder, shall be executed by the Client and Consultant as soon as practicable in accordance with Article 30 below. In the event that the Client and Consultant cannot agree upon the terms and conditions of such amendment, either party may terminate this Agreement immediately upon written notice to the other in accordance with Article 10, Termination.

Consultant shall perform only the services specified in the Scope of Work portion of the Proposal or an amendment thereto as referenced above. Services provided by Consultant shall be subject to the provisions of this Agreement, including these Terms and Conditions of Agreement, any supplemental conditions incorporated herein, and any written amendments as referenced above. Consultant shall invoice its costs, and Client shall provide payment for all services provided in accordance with Article 2 below.

Article 2. Fees, Billing and Payment

Unless otherwise limited in the Proposal, purchase order, or work order, Consultant's fee estimate is effective for thirty (30) days from the date of the Proposal. Thereafter, Consultant shall have the right to modify its fee estimate.

The fees stated in a Proposal, purchase order, or work order constitute an estimate of the tasks and fees required to perform the Scope of Work. The Scope of Work often cannot be fully defined during the initial planning stages of a project. As the Project progresses, facts uncovered may reveal a change in direction, which may alter the Scope of Work. If Client requests modifications or changes in the Scope of Work related to the Project, or if the during Project development the Scope of Work changes resulting in changes to the estimated tasks and fees required to perform the Scope of Work, then the time of performance of the services by Consultant and the fees associated therewith shall be revised and accepted in accordance with Article 30 before Consultant undertakes any additional work beyond the originally defined Scope of Work.

The Client recognizes that Consultant's fee estimate does not include potentially applicable sales and use taxes. Tax-exempt certificates are to be provided by the Client in connection with the acceptance of the Proposal or the applicable purchase order or work order. Taxes will be added to all invoices as applicable,

unless/until a properly completed and valid tax-exemption form is received.

The Client recognizes that time is of the essence with respect to payment of Consultant's invoices, and that timely payment is a material part of the consideration of this Agreement.

Invoices will be submitted by Consultant monthly, and shall be due and payable within thirty (30) calendar days of the invoice date. If the Client objects to all or any portion of an invoice, the Client shall so notify Consultant within fourteen (14) calendar days of the invoice date, identify the cause of disagreement, and pay when due that portion of the invoice, if any, not in dispute. In the event that Consultant and the Client cannot resolve the dispute regarding invoiced amounts within thirty (30) days after receipt by Consultant of the aforementioned notice, the dispute shall be submitted to dispute resolution pursuant to Article 12, below.

Payment shall be made via electronic means (EFT/ACH) directly to Consultant. A remittance advice or payment notification to accountsreceivable@meadhunt.com is required. Where electronic means are not available or not feasible, payment shall be mailed to:

Mead and Hunt, Inc.
Attn: Accounts Receivable, Mead & Hunt
2440 Deming Way
Middleton, WI 53562

The Client shall pay an additional charge of one-and-one-half (1.5) percent (or the maximum percentage allowed by law, whichever is lower) of the invoiced amount per month for any payment received by Consultant more than thirty (30) calendar days from the date of the invoice, excepting any portion of the invoiced amount in dispute or resolved in favor of Client. Payment of invoices is in no case subject to unilateral discounting or setoffs by the Client.

Application of the percentage rate indicated above as a consequence of the Client's late payments does not constitute any willingness on Consultant's part to finance the Client's operation and no such willingness should be inferred.

If the Client fails to pay undisputed invoiced amounts within thirty (30) calendar days of the date of the invoice, Consultant may at any time, without waiving any other claim against the Client or the right to pursue any other remedy against the Client and without thereby incurring any liability to the Client, suspend this Agreement, as provided for in Article 9, Suspension, or terminate this Agreement, as provided for in Article 10, Termination.

Article 3. Confidentiality

Consultant and Client shall hold confidential all business or technical information marked as confidential or proprietary obtained from the other or its affiliates under this Agreement for a period of five (5) years after obtaining such information, and during that period shall not disclose such information without the other's consent except to the extent required for (1) performance of services under this Agreement; (2) compliance

with professional standards of conduct for preservation of the public safety, health and welfare; (3) compliance with any law, regulation, ordinance, subpoena, court order or governmental request; or (4) protection of the disclosing party against claims or liabilities arising from performance of services under this Agreement. In the event disclosure may be required for any of the foregoing reasons, the disclosing party will, except where immediate notification is required by law or regulation or is, in the judgement of the receiving party's counsel required to limit that party's liability, notify the other party in advance of disclosure. The confidential information does not include any data or information which the receiving party can prove (a) was in the receiving party's lawful possession prior to its disclosure by the disclosing party; (b) is later lawfully obtained by the receiving party from a third party without notice to the receiving party of any obligation of confidentiality or other restrictions with respect to use thereof; (c) is independently developed by the receiving party; (d) is, or later becomes, available to the public through no breach of an obligation of confidentiality by the receiving party; or (e) is approved for disclosure in writing by the disclosing party. Notwithstanding anything to the contrary herein, one archive copy of confidential information or documents containing confidential information may be retained by legal counsel of receiving party for the sole purpose of identifying its obligations under this Agreement and any copy may be retained pursuant to any statute, regulation, administrative opinion or any similar legal requirement or to evidence compliance with a professional duty.

Article 4. Independent Contractor Relationship

The relationship between the Client and Consultant created under this Agreement is that of principal and independent contractor. Consultant shall serve as an independent contractor to the Client and shall be responsible for selecting the means and methods that services will be provided under this Agreement. It is specifically understood that, irrespective of any assignability provisions, Consultant may retain subcontractors to perform services usually and customarily performed by subcontractors. Should Consultant determine it appropriate or necessary to rely on a subcontractor where it is not customary to do so, Consultant shall obtain prior written approval or subsequent written confirmation from the Client.

Article 5. Standard of Care

Consultant will perform the Services in accordance with the standards of care and diligence normally practiced by consulting firms performing services of a similar nature in the same locale.

Article 6. Opinions on Cost

Consultant may be asked to provide opinions of probable Project or construction costs as part of the professional services under this Agreement. Consultant's opinions of cost are based on Consultant's experience and judgment. Provided, however, Consultant cannot and does not guarantee that construction proposals, bids or actual construction Project costs will not exceed estimates provided by Consultant. Consultant is not responsible for variations between actual construction bids or costs and Consultant's opinions regarding probable construction costs.

Article 7. Timeliness of Performance

Consultant acknowledges that timely performance of its services is an important element of this Agreement. Consultant will put forth reasonable efforts to complete the work according to the schedule attached in the Proposal.

If Consultant discerns that the schedule shall not be met for any reason, it shall so notify the Client as soon as practically possible so that a mutually agreed on revised schedule can be established.

Article 8. Force Majeure

Consultant shall not be considered in default because of any delays in the completion of the work due to causes beyond the control and without the fault or negligence of Consultant or its subcontractors, including but not restricted to, an act of God or of a public enemy, civil unrest, fire, flood, area-wide strike, freight embargo, unusually severe weather, governmental action, pandemic, epidemic or supplier delay. In the event Consultant has knowledge of any actual or potential delay, Consultant shall notify Client in writing of such cases of delay and their probable extent and, upon such notification, Consultant's performance obligations hereunder shall be suspended.

Article 9. Suspension

Upon fourteen (14) calendar days written notice to Consultant, the Client may suspend Consultant's work.

If payment of Consultant's invoices is not maintained on a thirty (30) calendar-day current basis by the Client, Consultant may, by fourteen (14) calendar days' written notice to the Client, suspend further work until payment is restored to a current basis.

Suspension for any reason exceeding forty-five (45) calendar days shall, at Consultant's option, make this Agreement subject to renegotiation or termination, as provided for elsewhere in this Agreement. Any suspension shall extend the time schedule for performance in a manner that is satisfactory to both the Client and Consultant, and Consultant shall be compensated for services performed and charges incurred prior to the suspension date, regardless of the reason for the suspension.

Article 10. Termination

The Client or Consultant may terminate this Agreement with or without cause, and such termination shall be effective upon fourteen (14) days' written notice to the other party.

Either party may also terminate this Agreement upon written notice to the other party in the event that the other party becomes insolvent files a petition in bankruptcy is adjudicated bankrupt has an assignee, referee, receiver or trustee appointed in any creditor action has a petition in bankruptcy filed against it which is not vacated within thirty (30) days or suffers any action analogous thereto.

In the event such termination becomes necessary, the party effecting termination shall so notify the other party, and termination will become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which party shall effect termination or the cause therefor, the Client shall within thirty (30) calendar days of termination remunerate Consultant for services rendered and costs reasonably incurred, in accordance with Consultant's fee schedule. Costs shall include those incurred up to the time of termination.

Article 11. Notice to Parties

All notices required or permitted under this Agreement shall be in writing and shall be made to the parties' below:

Consultant's Project Manager:

Kevin Nuechterlein, MPA, CM

318 First Avenue S, Suite 205

Seattle, WA 98104

kevin.nuechterlein@meadhunt.com

Client Project Manager:

Jeff Renard, Airport Manager

45 Airport Way, PO Box 285

Dallesport WA 98617

manager@flycgra.com

For Notices made pursuant to Article 12:

Legal Department: Mead and Hunt, Inc.

6737 W Washington Street, Suite 3500

West Allis, WI 53214

notices@meadhunt.com

For Notices made pursuant to Article 12:

Client Legal Department (optional)

Address

Address

Email

Article 12. Dispute Resolution

Client and Consultant shall provide written notice of a dispute within a reasonable time after the event giving rise to the dispute. Client and Consultant agree to negotiate any dispute between them in good faith for a period of thirty (30) days following such notice. Client and Consultant may agree to submit any dispute to mediation, but such mediation shall not be required as a prerequisite to initiating a lawsuit to enforce this Agreement. Either party shall have the right to litigate the claim, dispute or other matter in question in any state or federal court in the State in which the Project is located. In connection therewith, each party agrees to submit to the jurisdiction of such court.

In the event that legal action is brought by either party against the other in the Courts (including action to enforce or interpret any aspect of this agreement), each party shall be responsible for its own legal costs. Client and Consultant agree to seek recourse only against each other as incorporated (or similar business entities) and not each other's officers, employees, directors or shareholders.

Article 13. Choice of Law

This Agreement shall be governed and construed in accordance with the laws of the State in which the

Project is located, without reference to conflicts of law principles. Each party hereto consents to the exclusive jurisdiction of the state and federal courts in the State in which the Project is located for any actions, suits or proceedings arising out of or relating to this Agreement.

Article 14. Indemnification

Subject to the limitations provided in Article 15, Consultant agrees to indemnify and hold harmless Client, its directors, officers, stockholders, employees, agents, successors and assigns from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions or willful misconduct of Consultant or Consultant's employees, agents or subcontractors in the performance of services under this Agreement; provided, however, Consultant will not be obligated to indemnify Client with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Client or Client's subcontractors, agents or employees.

Subject to the limitations provided in Article 15, Client agrees to indemnify and hold harmless Consultant, its directors, officers, stockholders, employees, agents, successors and assigns from and against any and all claims, demands, causes of action, liability and costs which arise out of or result from any negligent act, omissions or willful misconduct of Client or Client's subcontractors, employees or agents; provided, however, Client will not be obligated to indemnify Consultant with respect to costs or damages to the extent such costs or damages are caused by or incurred as a result of negligence or intentional misconduct of Consultant or Consultant's agents, employees or subcontractors.

Article 15. Limitation of Liability

NEITHER PARTY WILL BE LIABLE FOR OR REQUIRED TO INDEMNIFY THE OTHER FOR SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING BUT NOT LIMITED TO, LOSS OF PROFITS, DELAY OR LIQUIDATED DAMAGES, LOSS OF INVESTMENT OR BUSINESS INTERRUPTION, REGARDLESS OF HOW CHARACTERIZED AND EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHICH ARISE FROM THE PERFORMANCE OF THIS AGREEMENT OR IN CONNECTION WITH THIS AGREEMENT, AND REGARDLESS OF THE FORM OF ACTION (WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE).

CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE RISKS SO, TO THE FULLEST EXTENT PERMITTED BY LAW, CONSULTANT'S LIABILITY, AND THAT OF ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS AND SUBCONTRACTORS, ARISING OUT OF BREACH OF CONTRACT, BREACH OF WARRANTY, NEGLIGENCE OR ANY OTHER CAUSE OF ACTION, SHALL BE LIMITED TO \$100,000 OR CONSULTANT'S FEE, WHICHEVER IS GREATER.

Article 16. Insurance

Consultant shall maintain the following insurance coverage during the time it is performing services hereunder. Consultant disclaims any duty to defend Client. Client agrees that it shall not tender the defense of any claim arising out of or related to this Agreement to Consultant.

- A. Worker's Compensation:
 - of a form and in an amount as required by state law
- B. Employer's Liability:
 - \$1,000,000 each accident
 - \$1,000,000 disease, each employee
 - \$1,000,000 disease, policy limit
- C. Automobile Liability (including all owned, hired and non-owned vehicles):
 - \$1,000,000 each accident
- D. Commercial General Liability (bodily injury and property damage — combined single limit):
 - \$1,000,000 each incident
 - \$2,000,000 annual aggregate
- E. Errors and Omissions:
 - \$5,000,000 each incident
 - \$10,000,000 annual aggregate

Article 17. Review of Contractors Work

In the course of performing services under this Agreement, Consultant may be asked to review drawings, specifications, or pay applications from contractors engaged to perform work in connection with the project for which the Proposal is submitted or to observe such contractor's construction as it progresses. Any such review shall be limited to a review of the general conformance with the design concept of the project and the general compliance with information given in the contractor's documents and as may otherwise be noted by Consultant on such drawings and specifications. Such review shall in no way limit the liability of the contractor or be deemed an indication that Consultant has accepted or approved the drawings, specifications or work in any manner.

Article 18. Construction Means and Methods, Safety, and Conduct

Unless otherwise expressly stated in Consultant's Proposal, this Agreement shall not be construed as imposing upon or providing to Consultant the responsibility or authority to direct or supervise construction means, methods, techniques, sequence or procedures of construction selected by the parties or subcontractors or the safety precautions and programs incident to the work of the parties or subcontractors.

Consultant shall be responsible for providing personal protective equipment and safety training for its own employees.

Client and Consultant understand their respective obligations to provide a respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age or other protected class status) will not be tolerated and will be addressed in a timely manner and in compliance with anti-harassment laws.

Article 19. Ownership and Use of Documents and Concepts

Client acknowledges that Consultant reports, drawings, boring logs, field data, field notes, laboratory test data, calculations, estimates and other similar documents ("Records") are instruments of professional services, not products.

Consultant will retain these Records for a period of three (3) years following completion of this Project. During this time, Consultant will reasonably make available these records to the Client.

Electronic files may contain viruses which can be inadvertently transmitted. It is the sole responsibility of Client to check for viruses before loading the files, and Client is solely responsible for intercepting and disabling any viruses which could be inadvertently transmitted with the electronic files. Client hereby agrees to indemnify and hold Consultant harmless against all claims of any nature resulting from viruses transmitted with the electronic files.

Consultant shall not be responsible for any deviations, alterations, modifications or additions in the electronic data in comparison to the documents originally released by the Consultant to the Client. Consultant shall not be responsible for any reuse of the electronic data by Client or any other party for this Project, or any other Project without the prior express written consent of Consultant. Client shall defend, indemnify and hold completely harmless Consultant against any claims, damages or losses arising out of any deviations, alterations, modifications or additions in the electronic data in comparison to the documents originally released by the Consultant to the Client or any reuse of the electronic data without prior express written consent of Consultant.

All documents, including the electronic files that are transferred by Consultant to Client, are Instruments of Service of Consultant created for this Project only, and are not intended to be deemed a sale of the files and data, and NO REPRESENTATION OR WARRANTY IS MADE, EITHER EXPRESS OR IMPLIED, CONCERNING THE MERCHANTABILITY OF THE FILES AND DATA OR THEIR FITNESS FOR A PARTICULAR PURPOSE.

Copies of documents that may be relied upon by Client are limited to the originally released documents that contain signatures and seals of the professional employee(s) of Consultant. Any damages resulting from deviations from such originally released and signed or sealed electronic files will be at the Client's sole risk.

Consultant is not responsible for damages arising out of the use by the Client or the Client's agents of any Consultant data or report for any purpose other than its original purpose as defined in the Proposal.

While Client agrees that any patentable or copyrightable concepts developed by Consultant as a result of this Agreement shall remain the sole and exclusive property of Consultant, Client shall retain a right, without the right to grant sublicenses under any patents or copyrights of Consultant, to use any information or recommendations generated by Consultant during the performance of this Agreement. Client shall have the right to assign such right to any party who buys from client the assets of Client relating to the information or recommendations generated by Consultant under this Agreement. Nothing in this Article 19 shall restrict Consultant from using any methods, techniques or concepts developed by it under this Agreement for its benefit or the benefit of any third party.

Article 20. Subsurface Exploration

In those situations where Consultant performs subsurface exploration, the Client, to the extent of its knowledge, will furnish to Consultant information identifying the type and location of utilities and other human-made objects beneath the surface of the Project site. Consultant will take reasonable precautions to avoid damaging these utilities or objects. Prior to penetrating the site's surface, Consultant will furnish Client a plan indicating the locations intended for penetration. Consultant will not be responsible for damages arising out of contact with unidentified subsurface utilities or objects.

Article 21. Extent of Study

Client recognizes that actual environmental or geological conditions may vary from conditions encountered at locations where Consultant makes visual observations, obtains samples or performs other explorations as part of its services under this Agreement. Consultant's failure to discover potential environmental contamination, geological conditions or other conditions through appropriate techniques does not guarantee the absence of environmental contamination, geological conditions or other conditions at a site.

Article 22. Hazardous Substances

In the event that services performed under this Agreement involve hazardous substances, as defined in 40 CFR Part 302, including hazardous waste, whether or not such involvement was known or contemplated at the time this Agreement was made or when services performed by Consultant commenced under this Agreement, the following additional terms and conditions shall apply to this Agreement.

Any and all samples collected or received by Consultant or its subcontractors on behalf of Client which contain hazardous substances including hazardous waste will be, after completion of testing and at Client's expense, either returned to Client, or using a manifest signed by Client as a generator, be transported to a location selected by Client for final disposal. Client shall pay all costs associated with the storage, transport and disposal of all such samples. Client agrees and recognizes that Consultant is acting as a bailee and at no time assumes title to any such samples or substances.

Consultant warrants that when making hazardous waste determinations on behalf of Client, Consultant will use the standard of care and diligence normally practiced by consulting firms performing similar services in the same locale. Consultant, if requested by Client, will gather bids from various hazardous waste transporters and/or treatment, storage or disposal facilities (TSDFs) that are appropriately licensed or permitted by state, federal and/or local authorities to accept the waste generated by the Client. Client acknowledges that although Consultant may gather bids from various hazardous waste transporters or TSDFs, that Client has ultimately selected such transporter or TSDF. Client understands that Consultant has not conducted regulatory compliance audits on such transporters or TSDFs nor does Consultant make any other warranties or representations other than expressly written in this paragraph related to such transporters or TDSFs. Client acknowledges that Consultant at no time assumes title to waste generated from Client's facility or site.

Client acknowledges that Consultant has no responsibility as an operator, arranger, generator, treater, storer, transporter, disposer, emitter, discharger or releaser of hazardous substances, air or water pollutants or other contaminants found or identified in conjunction with work performed hereunder.

Article 23. Third Party Rights

Except as specifically stated in this Agreement, this Agreement does not create any rights or benefits to parties other than Client and Consultant. The services provided by Consultant hereunder are for the Client only.

Article 24. Assignment

Neither party to this Agreement shall assign its duties and obligations hereunder without the prior consent of the other party except as provided in Article 4.

Article 25. Lien Notice

Consultant hereby notifies Client that persons or companies performing, furnishing or procuring labor, services, materials, plans or specifications for construction on Client's land may have lien rights on Client's land and buildings if not paid.

Article 26. Waiver

No waiver by either party of any term or condition set forth herein or the breach by the other party of any such term or condition, whether by conduct or otherwise, in any one or more instances, shall be deemed or construed as a further or continuing waiver of any such term, condition or breach or a waiver of any other term, condition or breach.

Article 27. Headings

The subject headings in this Agreement are for convenience only and are not determinative of the substance of the subject clause.

Article 28. Entire Agreement

The parties agree that this Agreement, together with proposals and attachments as referenced or incorporated herein, represents the entire and integrated agreement between the Client and Consultant and supersedes all prior communications, negotiations, representations, quotations, offers or agreements, either written or oral between the parties hereto, with respect to the subject matter hereof, and no agreement or understanding varying or extending this Agreement shall be binding upon either Party, other than by a written agreement signed by both the Client and Consultant. If additional documents represent the agreement of the parties, such documents must be itemized in Consultant's proposal. The parties agree that the provisions of these terms and conditions of this Agreement shall control over and govern as to any subsequent form or document signed by the Parties, such as Client's purchase orders, work orders, task orders, etc. and that such documents may be issued by Client to Consultant as a matter of convenience to the parties without altering any of the terms or provisions hereof.

Article 29. Severability

If any provision or part of a provision of this Agreement is declared to be invalid by any tribunal of competent jurisdiction, such part shall be deemed automatically adjusted, if possible, to conform to the requirements for validity, but if such adjustment is not possible, it shall be deemed deleted from this Agreement as though it had never been included herein. In either case, the balance of any such provision and of this Agreement shall remain in full force and effect.

Article 30. Contract Amendments

Any amendments to the Proposal or these Terms and Conditions of Agreement shall be executed by means of a written contract amendment, signed by the Client and Consultant. Changes to the Agreement will not become effective until the contract amendment has been signed by both parties. The contract amendment will document the specific changes to the Agreement along with any resulting adjustment in cost and/or schedule.

IN WITNESS WHEREOF, the parties have executed this Agreement. This Agreement may be executed in counterparts, each of which shall constitute an original, but both of which when taken together shall constitute one and the same agreement. The parties agree that a counterpart of this Agreement may be executed by a party and then delivered to the other party by facsimile or other electronic means, and such facsimile or other electronic copy will constitute an original counterpart. The signatories below represent that they are duly authorized by the business entities they represent to sign this Agreement. The effective date of this Agreement is the later of the signature dates below.

Client: CITY OF THE DALLES, OREGON

_____	_____	_____
Name:	Title	Date

Mead and Hunt, Inc.:


	Vice President	July 7, 2025
Name: Kevin Mulcaster	Title	Date

Exhibit A – Scope of Services

Attachment A

Scope of Services

Focused Airport Master Plan Columbia Gorge Regional Airport (DLS)

Dallesport, Washington

Project Overview

This scope of services describes the tasks that will be undertaken to develop a focused Airport Master Plan (Plan) for Columbia Gorge Regional Airport (DLS or Airport), which is owned and operated jointly by the City of The Dalles, Oregon and Klickitat County, Washington. The scope of services is organized into two major sections: Project Understanding and Scope of Services. The Project Understanding section documents DLS's goals for this process, the circumstances surrounding the need for the Plan, and the required areas of emphasis. The scope of services details the specific tasks to be completed by Mead & Hunt (Consultant) and its subconsultants in pursuit of the goals outlined in Project Understanding.

Project Understanding

The goal of the Plan is to evaluate DLS's needs over a 20-year planning period for airfield, airspace, building area, and landside facilities. The focus of this Plan is to determine the current and future critical aircraft and the infrastructure required to meet the demands associated with that future critical aircraft. The Plan will also inform the eligibility of the crosswind Runway 7/25 and document the orderly development of airport facilities essential to meeting DLS's needs for the future, in accordance with Federal Aviation Administration (FAA) standards and complementary to stakeholder interests. The Plan will result in a development strategy, reflective of the Airport's desires to maximize aeronautical development, and ensure the highest and best use of the Airport's assets. The approved Plan will also allow the Airport to satisfy FAA grant assurances and to seek project eligible funding under the respective federal and state airport aid programs.

The primary outcome of the Plan is to obtain an approved Airport Layout Plan (ALP) that emphasizes and incorporates feasible airport improvements. The Plan will be developed through partnership, collaboration, and transparent communication between DLS, FAA, the Consultant team, airport stakeholders, and the public.

Project References

The Plan will comply with the applicable FAA Advisory Circulars (AC) and other requirements referenced below:

- AC 150/5070-6B, Airport Master Plans
- AC 150/5300-13B, Change 1, Airport Design
- AC 150/5000-17, Critical Aircraft and Regular Use Determination
- AC 150/5190-4B, Airport Land Use Compatibility
- Federal Aviation Regulations (FAR) Part 77, Safe, Efficient Use, and Preservation of the Navigable Airspace
- Standard Operating Procedure (SOP) 2.00 for FAA Review and Approval of Airport Layout Plans (ALPs)
- Standard Operating Procedure (SOP) 3.00 for FAA Review of Exhibit 'A' Airport Property Inventory Maps

- Forecast Review and Approval Instructions Memorandum (dated August 12, 2024)
- Reauthorization Program Guidance Letter (R-PGL) 25-01: Runway Project Section 702(2)(G), Legacy Runways

Project Scope Elements

After receipt of authorization to proceed, the Consultant shall perform the following work elements as part of the Plan. The Consultant's scope of services will be divided into eleven (11) tasks.

- Task 1: Study Design
- Task 2: Project Management
- Task 3: Grant Administration
- Task 4: Stakeholder and Public Involvement Program
- Task 5: Airport Geographic Information Survey (AGIS)
- Task 6: Inventory of Existing Conditions
- Task 7: Facility Requirements
- Task 8: Alternatives Development and Evaluation
- Task 9: Facilities Implementation and Financial Planning
- Task 10: Airport Layout Plan Drawing Set
- Task 11: Documentation

Project Team

Below are designated points of contact for this project. The scope assumes that the Airport Sponsor point of contact will provide DLS comments on any deliverables.

Airport Sponsor

Columbia Gorge Regional Airport
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Regulatory and Approval Agencies

Federal Aviation Administration (FAA)
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In-person Meetings and Trip Summary

This scope accounts for the following meetings and trips, as referenced in the applicable scope element. **Table 1** summarizes meeting type, associated task, Consultant team attendees, format, and expected duration.

Table 1: Consultant Trips

Months from NTP	Trip/Meeting	Description	Attendees	Duration (Days)
0	<u>Meeting #1</u> : Kick Off/Existing Conditions	1. Site Visit/Inventory 2. Airport (Board) Meeting	3	2
2	<u>Meeting #2</u> : Technical Advisory Committee (TAC) Kick Off	1. TAC #1	3	2
12	<u>Meeting #3</u> : Alternatives Preliminary Development	1. TAC Meeting #2 2. Board Meeting	3	2
15	<u>Meeting #4</u> : Alternatives Final Development	1. TAC Meeting #3 2. Board Meeting 3. Public Open House	3	2

Task 1: Study Design

Description: The study design effort involves defining the scope, project fee, and project schedule. It culminates in developing client and team contractual agreements. This effort will occur prior to the Airport's notice to proceed (NTP). Study design develops contractual documents for the Airport Sponsor's execution and FAA grant processing purposes.

Methodology: The Consultant will coordinate with the Airport to identify Plan interests and expectations amongst the Airport and its stakeholders. These expectations will be included in the contract between the Airport Sponsor and the Consultant.

Deliverables: The Consultant will deliver draft scope documents to DLS (PDF via email) for review. The Consultant will provide the final scope document and a blank fee spreadsheet to the Airport for fee negotiation. The final deliverable for this task includes the final scope, agreed-upon project fee, schedule, and executed contract agreement for the proposed planning work.

1.1 Scoping Meetings

The Consultant will work with DLS staff to identify airport priorities, organize the project planning team, and scope project tasks. Scoping meetings will include:

- Two conference calls (one hour each, two Consultant staff) with DLS (as needed) to discuss project elements and refine the scope to meet DLS's goals
- Two conference calls (one hour each, two Consultant staff) with DLS to discuss the project fee and schedule (after the scope is agreed upon)

1.2 Draft Scope of Services

The Consultant will prepare and submit one draft scope of services to DLS and FAA staff for review and comment. This task includes revisions to the draft scope, based on DLS and FAA comments. The agreed upon draft scope will be used to develop the project fee and schedule.

1.3 Final Scope, Fee, Schedule, and Contracting

The Consultant will prepare a lump sum fee estimate and project schedule from the scope developed in Task 1.2. This task includes revisions to the draft fee, based on DLS and FAA comments.

The project fee will categorize work effort and costs according to individual project scope elements and identify costs for individual tasks by role-specific billing rates, task-specific labor hours, required person-trips, and reimbursable expenses. Any reduction in fee during negotiation will result in reduction in scope elements or task effort.

The Consultant will complete the internal project set-up and contract documents provided by DLS for planning services and finalize the contract based on any comments received from DLS or FAA staff.

Task 2: Project Management

Description: This task includes communications among the project team to track the progress of the various study elements. Project management duties include developing and documenting the project plan, organizing the project team, launching and monitoring project activities, managing/mitigating risks, overseeing quality control efforts, and closing out the project once completed.

Methodology: The Consultant will develop internal controls and operating procedures to monitor project status and performance and assist the Airport with necessary documentation and paperwork to comply with FAA grant requirements.

Deliverables: The Consultant will invoice DLS monthly throughout the project. Invoices will include a breakdown of the previous month's efforts by task and indicate a percentage complete. Other project management documentation will not be presented as part of the Plan. The outcome of this task is an understanding by DLS, FAA, and Consultant on how the Plan will be organized, led, and expectations managed.

2.1 Project Administration

Project administration is an ongoing internal process to track project milestones, schedule, and budget. The Consultant will invoice DLS monthly throughout the project. Invoices will include efforts by task and indicate a percentage of completion. The Consultant will communicate by email and phone with DLS management and the Consultant team for data requests, status updates, and meeting coordination. This task also includes twice-monthly coordination meetings with the internal Consultant project team of thirty minutes each, held virtually.

2.2 Airport Coordination

This task includes twice monthly status meetings held virtually between the Airport Manager and the Consultant team. These coordination meetings will extend for the duration of the project, which is expected to be 18 months from NTP. These airport coordination meetings present general progress and answer questions as needed to advance the Plan beyond major milestone reviews. This task includes one in-person kick-off meeting with the Airport to identify the key goals for the project, communication protocols, and the initial schedule.

2.3 FAA Coordination

The successful completion of the Plan will require coordination with the FAA Seattle ADO throughout the project process and especially at key milestones. The FAA Community Planner will be invited to the virtual Airport Coordination meetings as appropriate. In addition, the Consultant will schedule a virtual meeting with the FAA Community Planner at the key FAA-approved deliverable of the ALP. Meetings will be scheduled after the Community Planner has had time to review documents (e.g. draft ALP). The Consultant deliverables and discussion will focus on steps to achieving FAA approval of the ALP. The Consultant will submit an annual report via Form 5100-140 within 30 days of the end of the federal fiscal year.

2.4 Quality Assurance/Quality Control

The Consultant team will utilize a formal Quality Assurance (QA) and Quality Control (QC) Process on all content delivered to DLS and the FAA. All key decisions and work produced will be reviewed by technically qualified staff. They will be checked for technical compliance and to make sure the intent of the decision is clearly illustrated and consistent with DLS's expectations. This ingrained process includes documentation through internal processes (project management plan, roles and responsibilities) and external processes (official submittal reviews). These procedures help the Consultant deliver projects that achieve client goals.

Task 3: Grant Administration

Description: The Plan will require federal funding assistance through the FAA Airport Improvement Program (AIP) which provides grants to public agencies for the development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS). The FAA has defined procedures to secure AIP funding, track expenditures, request reimbursements, and close out an AIP grant. This task outlines the effort required by the Consultant team to administer grant assistance to DLS.

Methodology: The Consultant will prepare the grant application at the start of the project and the grant closeout report at the completion of the project in coordination with DLS using the latest grant application and closeout report forms provided by the FAA. DLS will be responsible for submitting both documents to the FAA.

Deliverables: Draft and final grant application, monthly and quarterly FAA reports required for reimbursements, and a draft and final grant closeout report.

3.1 Grant Application

The Consultant will provide and prepare the FAA AIP grant application and submit it electronically to DLS for signature. The Consultant will prepare one draft and one final application as edits are required. One grant and grant application are expected for this project. The Consultant will prepare FAA grant administration forms required for reimbursement monthly. The forms will be included with the invoices. The Consultant will also prepare quarterly status reports if requested by the FAA, annual project DBE reporting and annual grant reporting.

3.2 Grant Closeout Report

The Consultant will prepare a grant closeout report in accordance with the Northwest Mountain Region (SEA ADO) 620-05 Standard Handout for Final Report. DLS will provide documents and forms as required for the Consultant to compile the report. The report will be delivered electronically via email; one round of comments from the FAA and DLS are expected.

Task 4: Stakeholder and Public Involvement Program

Description: This task covers efforts to involve key interested parties and the general public in the Plan development process.

Methodology: The goal of the engagement portion of the focused Master Plan project is to educate various audiences and stakeholders about the process and solicit meaningful feedback that informs the Plan. DLS seeks to be a transparent and collaborative institution in its community, and the Plan is an opportunity to further develop that reputation.

Deliverables: Throughout the project, the Consultant team will deliver:

- Presentations at in-person board meetings (up to 3)
- Stakeholder engagement materials
- Facilitate TAC meetings (up to 3)
- One in-person open house
- Summaries of meetings and feedback received

4.1 Airport Board Coordination

The Consultant will attend up to three in-person Airport Board meetings to provide updates on the Master Plan process. The Consultant will also provide ongoing support to DLS staff in responding to Board questions about project progress.

4.2 Technical Advisory Committee

The Airport will identify and invite up to 10 individuals to join the Technical Advisory Committee (TAC), which will provide technical review and recommendations throughout the Master Plan development process. The Consultant will plan and facilitate three in-person TAC meetings over the course of the project. The Consultant will work closely with the Airport Manager to determine membership of the TAC and will likely include the City of the Dalles Public Works Director and Community Planning Director, Klickitat County Economic Development Director, Planning Department Director and Public Works Director, up to two members of the Airport Board and up to three tenants. Participants will be informed of their responsibility to disseminate the information from the TAC meetings to the groups they represent to solicit further feedback.

The TAC is anticipated to meet at the following project milestones:

1. Meeting #1 – Kickoff meeting
2. Meeting #2 – Preliminary alternatives development
3. Meeting #3 – Final alternatives development

The Consultant will prepare presentation materials, take notes, and send meeting summaries after each TAC meeting.

4.3 Open House

The Consultant will plan one open house to present and inform attendees about the Master Plan process and progress to date and solicit community input during the final alternative development process. The open house will be an in-person event held at a location of the Airport's choosing. Prior to the open house, the Consultant will work with DLS to develop a project fact sheet and project frequently asked questions (FAQ) sheet that will be published on the airport's website. Draft chapters may also be published on the airport's website after DLS and TAC review, at the Airport Manager's discretion.

The in-person open house will include:

- Up to 5 mounted display boards
- One project fact sheet
- One project FAQ sheet
- Both DLS and Consultant team staff in attendance to answer questions

4.4 Outreach Report

At the conclusion of the outreach phase, a final outreach report detailing the engagement effort will be provided as an appendix to the focused Master Plan.

Task 5: Airport Geographic Information Survey (AGIS)

Description: This task will complete the services required for the development of planimetric and topographical data in support of an ALP and an aeronautical obstruction survey to FAA Airport GIS requirements. The project will be done in compliance with Airports GIS Program policies. The Advisory Circulars identified below detail the data collection requirements and accuracies for the project and the verification process by the FAA and the National Geodetic Survey (NGS).

- AC 150/5300-16B "General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey"
- AC 150/5300-17C, Change 1 "Standards for Using Remote Sensing Technologies in Airport Surveys"
- AC 150/5300-18B, Change 1 "Survey and Data Standards for Submission of Aeronautical Data Using Airports GIS"

The Airports-GIS objective for this project includes the collection/survey of both Safety-Critical and Non-Safety-Critical Data. The Safety-Critical element of the project includes Runway Ends/Thresholds & Profiles Survey, NAVAID Survey, and Airport Airspace Analysis/Obstruction Survey. The Non-Safety-Critical element of this project includes the generation of a planimetric & topographic GIS basemap of the Airport environment and the generation of ortho-rectified aerial imagery of the project area.

The Consultant will fulfill the data collection, formatting, and delivery requirements of the FAA Airports-GIS program. In general, the Consultant's approach to fulfilling the GIS requirements will be accomplishing those required tasks as outlined in Table 2-1 (Survey Requirements Matrix) of 18B, Column "Airport Layout Plan."

The Consultant will make maximum use of existing data within the ADIP Portal for DLS, including Obstacle Data with FAA-assigned Identifiers.

Data Specifications

State	WASHINGTON
County	Klickitat
Project Type	AVIATION (AIRPORTS-GIS INCLUDED)
Coordinate System	WASHINGTON STATE PLANE – SOUTH ZONE
Horizontal Datum	NAD83
Vertical Datum	NAVD88 (GEOID18)
Field-Survey Provided By	MARTINEZ GEOSPATIAL, INC.
Mapping Scale	1"=100' & 2' CONTOURS
Mapping Formats Required	STANDARD CAD w/ DTM and AIRPORTS-GIS
Ortho Res & Photo Format	0.5' GSD, TIF & SID FORMAT

Area Definition

The total project area consists of three major components:

AREA A	Planimetric and Topographic Mapping Limit - This area defines the limit for the compilation of planimetric and topographic base-mapping.
AREA B	Part 77/OCS Airspace Analysis Limits - Horizontal Limits of the applicable Obstruction Identification Surfaces (OIS) as defined by FAR Part 77 and AC-150/5300-13B.
AREA C	Airports-GIS Airspace Analysis Limits - Horizontal Limits of the applicable Obstruction Identification Surfaces (OIS) as defined in AC-150/5300-18B.

FAA Airports-GIS Coordination/Field-Survey Consultation

The Consultant will develop, submit, and gain approval of the following plans required by the FAA-AGIS Program:

- Imagery/Remote Sensing Plan
- Survey Quality Control Plan
- Aerial Photography Acquisition Report/3D Stereo Imagery

Aerial Imagery Acquisition

New color aerial imagery will be captured for all areas defined in the Project Area Definition section of this proposal utilizing a high quality digital photogrammetric camera. The aerial imagery acquisition flight mission will be executed in accordance with all guidelines and specifications within FAA AC 150/5300-17C.

The aerial imagery acquisition flight mission will consist of a single “block” of imagery, collected to the following specifications:

Imagery Resolution	Purpose/Use
10cm	<ul style="list-style-type: none"> - Obstacle Data Collection - AGIS Airport Airspace Analysis - Generation of 0.50' GSD orthophotos - Planimetric/Topographic Mapping

Upon completion of the flight mission, the imagery will be reviewed through in-house Quality Assurance procedures for photogrammetric acceptability and compliance with FAA AC 150/5300-17C requirements.

Establish Geodetic Control/Temporary Control

There are no PACS/SACS monuments published for this airport. Temporary Geodetic Control methodology will be utilized for this project. As required by FAA, at least two Temporary Control Marks will be established on the airfield through NGS OPUS. Two independent 4-hour sessions are required per survey mark. Once established, the Temporary Control Marks will serve as the basis of the geodetic control network for the survey project.

Survey Imagery Photo Control

Photo-identifiable control points and/or artificial targets will be selected or set/surveyed for use as imagery ground control. Imagery Control will be set, surveyed (properly tied to NSRS), and documented in accordance with FAA AC-150/5300-17C and FAA Airports-GIS requirements. Ground Control data and documentation will be submitted to FAA Airports-GIS along with the AP Acquisition Report. It is anticipated that approximately 24 imagery control points will be required, along with 6 independent OPUS Checkpoints.

Aero Triangulation

The digital aerial imagery will be imported onto a digital photogrammetric workstation where it will be oriented with field-surveyed ground control. This procedure will establish both horizontal and vertical control for orienting individual photogrammetric models. This orientation will be accomplished using Soft Copy Aerial Triangulation methods.

Create Digital Ortho Imagery

Digital orthophotos will be produced to meet the requirements of the Consultant and the Airport as well as to comply with the requirements of the FAA Airports-GIS Program and FAA AC 150/5300-17C. One set of ortho imagery will be produced, covering the following defined areas and meeting the following specifications:

Resolution	Coverage Limit
0.50' GSD	Airport Property

Runway Survey

Field Surveyors will accomplish survey of Runways 7/25 and 13/31; survey tasks will include survey of runway-end-points/thresholds and runway-profiles. For each runway-end-point/threshold a monument will be set (if one is not already present), surveyed, and documented in accordance with FAAAC-150/5300-18B. Runway centerline profiles will be surveyed utilizing mobile-RTK methodology; final profile data will be extracted at 50-foot stations for FAA Airports-GIS submission. Runway survey data will be utilized for the Obstruction Surveys/Airport Airspace Analysis task. Furthermore, the Consultant will identify Airport Reference Point, Airport Elevation, High and Low Elevations of each Runway, and Touchdown Zone Elevations for each runway utilizing the newly surveyed Runway Data. Runway survey data will be properly formatted by the Consultant and reported in the FAA Airports-GIS deliverable.

NAVAID Survey

Surveyors will accomplish field-survey of NAVAIDs serving the DLS airport. Each NAVAID will be surveyed and documented in accordance with FAA AC-150/5300-18B. NAVAID survey data will be properly formatted by the Consultant and reported in the FAA Airports-GIS deliverable. The NAVAID Survey will include the following:

Airport Rotating Beacon	25 DME
25 Localizer	25 Glideslope
31 REILs	LTJ VOR/DME
ASOS	Windsocks

Airport Airspace Analysis/Obstruction Surveys

18B/AGIS

An Airport Airspace Analysis will be performed in accordance with FAA AC 150/5300-18B. This task will be performed in order to comply with the requirements of the FAA Airports-GIS Program for projects involving Airport Layout Plans. All available existing obstacle data for DLS will be obtained and downloaded from ADIP; existing obstacle data (relevant to the AGIS Airspace Analysis) will be validated or updated as necessary and incorporated into this project. Existing obstacle data will be reported back to FAA through ADIP, identifiable by assigned FAA-Obstacle-ID.

The Airport Airspace Analysis will meet the following specifications:

Runway	Analysis Type
7/25	Runways-With-Vertical-Guidance
13/31	Runways-With-Vertical-Guidance

Part 77/Obstacle Clearance Surface (OCS)

A FAR Part 77 and an OCS Obstruction Survey will be performed for all runway ends. Utilizing the digital 3D stereo imagery, the prescribed Part 77 & OCS Obstruction-Identification-Surfaces will be examined and analyzed to identify natural and manmade objects penetrating the surfaces. OCS Surfaces will be based on the requirements of FAA AC-150/5300-13B (Tables 3-2, 3-3, 3-4, and 3-5)

The Part 77 Obstruction Survey will meet the following specifications:

Runway	Part 77 Analysis Type
7/25	Visual-Other-Than-Utility (BV)
13/31	Visual-Other-Than-Utility (BV)
25	Non-Precision-Instrument-C (NPIC)

The OCS Obstruction Survey will meet the following specifications (OCS Numbers are taken from AC-13B, Tables 3-2, 3-3, 3-4, and 3-5).

Runway	OCS Analysis Type
7, 13, 31	OCS 4 (<i>IFR Circling, $\geq 3/4$sm Visibility Minimums</i>)
7, 13, 31	OCS 7 (<i>Departure Surface</i>)
25	OCS 5 (<i>Vertical Guidance, $\geq 3/4$sm Visibility Minimums</i>)
25	OCS 6 (<i>Vertical Guidance</i>)
25	OCS 7 (<i>Departure Surface</i>)

Part 77/OCS Collection Criteria

The obstruction-identification-surfaces, defined in the previous section, will be digitally referenced with the 3D Stereo Imagery. Utilizing the 3D imagery, trained technicians will visually examine all surfaces and collect X-Y-Z point data for objects meeting collection criteria. Collected data will then be mathematically analyzed against the surfaces using custom processes to produce a final dataset. Multiple Quality-Assurance processes are performed for obstruction data through the project life cycle to ensure accuracy and completeness. Data will be collected to fulfill the following criteria:

- 1) A single X-Y-Z point will be collected/analyzed for any manmade or natural object penetrating a surface. The point will be placed on the highest point of the object. The X-Y location will correspond to the horizontal position of the highest portion of the object, not necessarily the geometric center or middle of the object.

- 2) Occasionally with Obstruction Surveys, large groups of trees or terrain (obstruction area) are found to penetrate a surface and it is not feasible or possible to collect each individual penetration. In these cases, the obstruction area will be outlined with a bounding polygon in order to represent the horizontal extents of the area. A grid will then be overlaid on the obstructing area. Within each grid sector, the highest object will be collected. Within the primary surface, the transitional surface, and within the first 5,000 feet of the approach surface, 100-foot grid spacing will be used. Within 10,000 feet of the approach surface, but outside 5,000 feet, 200-foot grid spacing will be used. 200-foot grid spacing will also be used within the horizontal surface. Within the conical surface, 500-foot grid spacing will be used.

Supplemental Obstacle Collection

For all existing runway ends, the Consultant will collect significant manmade and natural objects with no exemptions based on negative penetration value. The horizontal extents of the FAA AC-13B Departure Surface (OCS 7) will be used as the boundary for the collection of this raw data. Supplemental obstacle collection will be completed in the first 5,000 feet of the departure surface.

For manmade objects, all buildings, utility poles, antennas, towers, and prominent objects will be collected (small objects, such as mailboxes, posts, and utility boxes will be ignored). For roadways (including highways) and railroads, the proper Part 77 offset will be applied according to the type of vehicular traverse way (official Vehicle Service Roads will be included and NAVAID Service Roads will be excluded). For vegetation, significant singular trees will be collected to the extent possible/feasible. In large areas of dense vegetation, a bounding polygon will be drawn to show the extents of the area. A 100-foot grid will be applied and the highest vegetation point within each grid-sector will be collected.

Deliverable Format for Part 77, AC-13B OCS, and Supplemental Obstacle Data

Deliverable	Description
Shapefile and CAD File	These files will contain the following pieces of data: <ol style="list-style-type: none"> 1) Obstruction Surface Linework 2) Obstruction X-Y-Z Points 3) Obstruction Area Polygon (if applicable) 4) Obstruction Area Grid (if applicable)
Attributes will be included in the Shapefile as Object Data. For the CAD version, attributes will be provided in Spreadsheet Format and can be cross-referenced with the CAD file by Object Number.	Shapefiles will contain the following pieces of object data: <ul style="list-style-type: none"> • Object type • Northing/Easting/Elevation (MSL) • Latitude/Longitude • AGL Height (as able, for penetrating objects only) • Height-Above-Runway-End • Height-Above-Touchdown-Zone • Height-Above-Airport-Elevation • Distance-to-Runway-End • Distance-From-Runway-Centerline (and direction) • Penetration Value (if applicable) • Surface Affected and Slope (if applicable)

Planimetric and Topographic Mapping Compilation

Utilizing the aero triangulated digital imagery, photographic stereo pairs will be oriented and compiled on digital photogrammetric workstations within **AREA A**. Mapping data will be compiled meeting the following specifications:

Planimetric Data Scale	1"=100' SCALE (CLASS II STANDARDS)
Topographic Data Scale	2' CONTOUR INTERVAL (CLASS II STANDARDS)

Mapping Deliverable	Format
PLANIMETRIC FILE	AUTOCAD (Other formats available upon request)
CONTOUR FILE	AUTOCAD (Other formats available upon request)
DIGITAL-TERRAIN-MODEL FILE	AUTOCAD (Other formats available upon request)

The CAD products defined above will be delivered to the Airport and will include, but is not limited to, the following features:

Building Outlines	Taxiway Edges	Runway Edges	Apron Edges
Fences	Gates	Bridges	Poles
Towers	Above Ground Utilities	Manholes	Road Edges
Airfield Lights	Airfield Signs	Airfield Paint Markings	NAVAIDs
Misc Airfield Equipment	Vegetation Outlines		

Mapping Edit and GIS Formatting

In addition to generating mapping data in CAD formats, all collected data will be edited and formatted in the appropriate AGIS format. In terms of GIS-attributes, the Consultant will be responsible for populating all geospatial-related and/or critical attributes required for upload. In general terms, the final AGIS file created by the Consultant will include both Safety-Critical and Non-Safety-Critical Data. This includes the following:

1) SAFETY-CRITICAL

a. Airspace

AC-18B Feature	AC-18B Section
Obstacle	5.5.2
Obstruction Area (if applicable)	5.5.3
Obstruction ID Surface	5.5.4

b. Runway

AC-18B Feature	AC-18B Section
Runway End	5.4.26
Runway Profile Points	5.8.6
Centerline Perpendicular Points	5.8.3
Touchdown Zone Elevation	5.8.7
Airport Elevation	5.8.2

c. NAVAIDs

AC-18B Feature	AC-18B Section
Navigational Aids	All Applicable - Group 5.10

2) NON-SAFETY-CRITICAL

a. Planimetric

AC-18B Feature	AC-18B Section
Airfield	All Applicable - Group 5.4
Manmade Structures	All Applicable - Group 5.10
Surface Transportation	All Applicable - Group 5.13
Utilities	All Applicable – Group 5.14

b. Topographic

AC-18B Feature	AC-18B Section
Elevation Contour	5.8.10

Final GIS data will meet the following specifications:

GIS DATA-MODEL UTILIZED	FAA Airports-GIS (AC 150/5300-18B)
GIS DELIVERY FORMAT	ArcGIS Shapefile

Airports-GIS Data Submission and Final Reporting

All data will be formatted into compliant Airports-GIS format and prepared for submission. Prior to submission, the survey-files will be tested using the FAA's survey-file-test tool in order to ensure acceptability. A "Final Report" will be generated in accordance with FAA AC 150/5300-18B and submitted with the final project file.

Task 6: Inventory of Existing Conditions

Description: The Inventory of Existing Conditions task for this focused Master Plan is primarily a data gathering task to support and inform subsequent Plan chapters and planning efforts. The brief narrative will document and describe the Airport's existing facilities and their condition

Methodology: This inventory will be documented with a brief written narrative. The Consultant will review existing data and design files available online, from airport management, and a project site visit. Information not readily available may be requested of the Airport and included as needed.

Deliverables: The Consultant will deliver a short narrative that describes and illustrates the existing airport facilities.

6.1 Identification of Available Information

The Consultant will identify, review, and document data for the existing airport facilities:

- Airport background and history
- Airport Layout Plans
- Airport facilities and utilities (airside and landside)
- Historical weather and wind data
- Regional setting and land use, including on-airport regional utility corridors
- Access to the Airport, traffic counts as available, and circulation
- Previous environmental studies
- Documentation for Airport improvement projects

This task may include coordination with the City of The Dalles and Klickitat County to obtain existing GIS database information.

6.2 Existing Facilities Review

The Consultant will conduct an on-site visual inspection, interview available staff and key tenants, and review secondary source to assess DLS-owned facilities, and non-standard and/or modifications to standard conditions. The on-site inspection will be a one-day visit involving three Consultant team members: two planners and one engineer. Components of the facility inventory to be observed and documented will include the following:

- Runway and taxiways
- Apron and ramp areas
- Corporate aviation and fixed-based operator facilities
- Hangars and on-airport buildings
- Navigational aids (NAVAIDs) and instrumentation
- Airspace type and existing instrument approaches
- Airport access roads, circulation, and auto parking

In addition to the on-site facilities review, the Consultant will also collect the following facilities data, supplemented by DLS input when needed:

- Based aircraft by model type (to be updated by the Airport on *basedaircraft.com*, as appropriate, prior to development of the forecasts)
- Airport users and role
- Runway/taxiway/apron pavement conditions and design strength determined by previous studies
- Runway/taxiway/apron lighting and marking conditions
- Fuel storage and records of use
- Hangar uses and conditions
- Number of airport equipment, such as mowing and snow removal equipment (SRE), and storage areas
- Current and proposed uses of Airport property, along with delineation of aeronautical, non-aeronautical, and vacant land

6.3 Environmental Considerations and Constraints

The Consultant will do a desktop review of available environmental reports, maps, and databases to document any environmental factors and constraints that have changed since the last Master Plan. The environmental considerations and constraints inventory will be summarized in the Existing Conditions Inventory chapter.

6.4 Chapter Deliverable

The draft chapter will be submitted to DLS for up to one review. It is expected that DLS will target to review this deliverable and return comments in writing within 30 days of receiving the deliverable. If DLS is unable to return comments within 30 days, it is expected they will provide a status update on when the comments will be delivered.

This task includes one 1-hour virtual meeting with DLS to assist with review. Following receipt of consolidated comments in writing from DLS, the chapter will be revised and resubmitted to DLS for final approval. The final chapter will be formatted and included in the Plan as the Existing Conditions Inventory chapter.

Task 7: Facility Requirements

Description: Required facility improvements will be identified for each Planning Activity Level (PAL) through comparison of the existing facility inventory to the aviation forecasts for operations, current and future critical aircraft, based aircraft, and fleet mix. Initiation of subtasks 7.3 to 7.7 is dependent on FAA critical aircraft determination or authorization from DLS to proceed with the portions of the facility requirements which are dependent on the critical aircraft determination.

Methodology: An existing facilities assessment of airside and landside facilities will be conducted according to the relevant FAA ACs and design standards to accommodate forecast activity and determine improvements required within the planning period. On-airport land use requirements and development areas will be categorized as aeronautical, non-aeronautical, and/or vacant. Opportunities and constraints associated with undeveloped DLS land will be identified, including airfield and highway access, utility infrastructure, and proximity to other land uses.

Deliverables: The facility requirements will be documented using written narrative, tables, and graphics as a chapter in the Plan describing recommendations for airside and landside facilities and used to inform and develop alternatives.

7.1 Critical Aircraft

Based on the FAA AC 150-5000-17 Critical Aircraft, the Consultant will determine the current and future critical aircraft for Runway 13/31 and Runway 7/25 using at least the last 12 months of operational activity and consult the current FAA-approved aviation forecast if provided by the Airport Sponsor. However, because the base year for the current FAA-approved aviation forecast had a base year of 2009 and only forecasts through 2030, the Consultant will also discuss current tenant trends, review operations data, and use the Traffic Flow Management System Counts (TFMSC) to help determine the current and future critical aircraft at DLS. The current and future critical aircraft will be provided to the ADO for review and approval. Since no formal forecast will be developed for this scope, the critical aircraft determination will be documented in the ALP approval letter.

7.2 Wind Coverage

The Consultant will determine wind coverage on existing runways (Runway 13/31 and Runway 7/25) for the 20-year planning horizon, develop wind rose tables, and determine whether the crosswind runway (Runway 7/25) is eligible using the FAA's wind rose generation tool, guidance from the 8/2024 PGL on legacy crosswind runways and ADSB data from DLS. As necessary, the Consultant will support DLS with providing additional documentation support based on further FAA guidance.

7.3 Airfield Facility Requirements

The Consultant will conduct an existing facilities assessment of the airfield to determine its capacity, limitations, and required geometry. The following items will be considered:

- **Airfield Capacity:** Calculate the Annual Service Volume (ASV) based on FAAAC 150/5060-5 Airport Capacity and Delay.
- **Runway Design Standards:** Assess current design code and standards on existing runway for compliance and highlight any non-standard surfaces or geometry.
 - Recommend immediate correction of any non-standard design elements capable of being attained through maintenance, independent of any runway alteration.
 - Determine required runway length based on future critical aircraft and current fleet mix.

- Determine required runway weight-bearing capacity based on future critical aircraft and current fleet mix.
- **Runway Obstacle Clearance Surfaces (OCS):** Evaluate OCS surfaces for obstructions based on AGIS object data (acquired in Task 5).
 - This task will evaluate the Runway Safety Area Inventory (RSAI), and Runway Safety Area Determination (RSAD) based on the existing RDC.
- **Runway Protection Zones (RPZ):** An RPZ analysis will be conducted to help mitigate any incompatible land uses. The RPZ analysis will identify land outside Airport control.
- **Runway and Taxiway Design Standards:** Assess geometry and taxiway design group standards for compliance and depict any non-standard surfaces or geometry.
- **Airfield Pavement:** Determine need for airfield pavement rehabilitation.

7.4 On-Airport Land Use Analysis

After airside facilities, safety and clear areas, and setbacks for safe and efficient aeronautical activity are determined, the Consultant will complete an on-airport land use analysis to determine acceptable areas for aeronautical and non-aeronautical use.

7.5 General Aviation (GA) Facility Requirements

The Consultant will evaluate the GA areas (hangars and aprons) according to their ability to meet existing and future demand by reviewing current layouts, access, aircraft parking and circulation, and potential development opportunities. The Consultant will analyze the real versus perceived demand for hangars.

- **Hangar Areas:** Determine development areas and capacities of any recommended hangars. Recommendation will also be made of future airport-owned hangar type and location.
- **Apron Areas:** Determine need for reconfiguration or expansion of aircraft parking, loading, and maneuvering areas.
- **Aviation Fuel Storage:** Determine the size and type of fuel storage to meet regulations, permits, and future demand.

7.6 Landside Facility Requirements

Landside areas to be analyzed in detail include a future terminal facility and support facilities as described in the following subtasks.

- **Terminal Facility:** The Consultant will evaluate the location of a future terminal facility throughout the 20-year planning horizon including parking, access, and circulation.
- **Owned Property:** This task will analyze existing land owned by the Airport, to evaluate how some of the land can be opened for land lease and development. This task will help evaluate the airport's capacity for aeronautical and non-aeronautical revenue generation on existing airport assets.
- **Support Facilities:** This task will include a desktop facility conditions assessment to evaluate the need for expanded facilities supporting the Airport's operational needs, including airport maintenance and equipment storage, ARFF facility, and SRE storage.

7.7 Chapter Deliverable

The draft chapter will be submitted to DLS for up to one review. It is expected that DLS will target to review this deliverable and return comments in writing within 30 days of receiving the deliverable. If DLS is unable to return comments within 30 days, it is expected they will provide a status update on when the comments will be delivered.

This task includes one 1-hour virtual meeting with DLS to assist with review. Following receipt of consolidated comments in writing from DLS, the chapter will be revised and re-submitted to DLS for final approval. The chapter will be formatted and included in the Plan as the Facility Requirements chapter.

Task 8: Alternatives Development and Evaluation

Description: Alternatives will be identified and graphically depicted. The preferred alternative will identify the recommended course of action for the Airport over the 20-year planning period.

Methodology: Alternatives will be developed with DLS, stakeholder, and FAA input according to relevant design standards and evaluated based on the critical aircraft, facility requirements, facility impacts, environmental impacts, economic/revenue potential.

Deliverables: Up to two Alternatives, plus the no-build alternative will be presented as part of the Plan with graphic illustrations, supplemented with written narrative, and tables and charts, as necessary. The preferred alternative will be identified and the Airport's ALP and Capital Improvement Program (CIP) will be updated based on the preferred alternative in future tasks. The preferred alternative will be conceptual and subject to further refinement during subsequent project elements beyond this scope.

8.1 Airfield and Airspace

The Consultant will evaluate the runway and taxiway system and develop alternatives for improvement, maintenance and safety corrections based on the future critical aircraft.

No changes to instrument approach procedures, airfield lighting systems, and navigational aids are expected. No runway protection zone memorandum detailing compliance with FAA land use compatibility guidelines will be prepared as part of this Plan. If a runway protection zone memorandum is required, it will be completed separately to this project..

8.2 General Aviation Development Alternatives

The goal of the following tasks is to identify the most cost-effective solutions for meeting long-term general aviation (GA) and tenant needs. Key subtasks identified for development alternatives are described below. Up to three alternatives for each area will be identified and evaluated. The preferred alternative may be a combination of the alternatives.

- **Hangar Area Alternatives:** Produce a phased hangar development plan, depicting options for hangar configurations of various sizes (T-hangars, box hangars, and corporate hangars) on different airport sites, as well as establish a realistic roadmap for incentivizing hangar construction based on true and perceived hangar demand.
- **Aviation Fuel Storage Alternatives:** Determine fuel storage size and location to best meet the future demand for aviation fuels at the Airport.

8.3 Terminal and Landside Facility Alternatives

Landside areas to be analyzed in detail include airport access, security, and support facilities as described in the following subtasks. Up to three alternatives will be identified for landside alternatives and evaluated. The preferred alternative may be a combination of the alternatives.

- **Passenger Terminal Facility:** The Consultant will develop the preferred location for a passenger terminal facility throughout the 20-year planning horizon including parking, access, and circulation. This will be a space planning effort to determine the overall size and location of a future terminal facility. This task will not include renderings, internal design, or detailed access, circulation or parking.
- **Owned Property:** This task will develop a phased development plan to support the future development or replacement of DLS landside properties over time based on the market demand and land use type.
- **Support Facilities:** This task will identify the most effective location for facilities supporting the Airport's operational needs as noted in Task 7.

8.4 Chapter Deliverable

The draft chapter will be submitted to DLS for up to one review. It is expected that DLS will target to review this deliverable and return comments in writing within 30 days of receiving the deliverable. If DLS is unable to return comments within 30 days, it is expected they will provide a status update on when the comments will be delivered.

This task includes one 1-hour virtual meeting with DLS to assist with review. Following receipt of consolidated comments in writing from DLS, the chapter will be revised and resubmitted to DLS for final approval. The chapter will be formatted and included in the Plan as the Alternatives Development chapter.

Task 9: Facilities Implementation Plan and Financial Planning

Description: The CIP Facilities Implementation and Phasing Plan will provide planning-level cost estimates, phasing, and identification of potential funding sources for the preferred alternatives.

Methodology: Potential federal, state, and local funding sources will be identified while planning-level cost estimates will be developed using industry standards and best available data on material costs and inflation at the time of projections.

Deliverables: Implementation and phasing will include updating the CIP for ultimate submittal to the FAA to reflect the cost estimates and phasing for the preferred alternative facilities.

9.1 Cost Estimates

The Consultant team will develop planning-level cost estimates for the recommended improvements to be undertaken within the Airport's 5-year CIP. The financial feasibility of the development program will be analyzed, and a financial plan will be created based on those improvements to be undertaken within the Airport's 5-year CIP. Order of magnitude costs will be developed for mid-term and long-term projects.

9.2 CIP Development

The Consultant will update the CIP to match the project phasing with anticipated financial resources such as grant funding for projects identified in the implementation phasing plan. Projects will be separated into phases, if needed, to address planning, environmental, design, construction stages. Planning-level cost estimates for the preferred development plans will also be adjusted for inflation, as sourced from the U.S. Bureau of Labor Statistics.

This task will consider whether the proposed projects compete well for discretionary funding. Funding sources will be identified based on project eligibility and timing of availability of use of funds to determine the best funding source for each project. DLS management will be consulted to develop appropriate projection assumptions. A draft CIP will be developed for review and approval by DLS. It is expected DLS will target to review and return written comments within 30 days of receiving the draft CIP. If DLS is unable to return comments within 30 days, it is expected they will provide a status update on when comments will be delivered.

9.3 Airport Capital Improvement Program

The Consultant will prepare the DLS Airport Capital improvement Program (ACIP) in 2026. The task will include preparing data sheets for each project and preparing the overall Excel file for DLS to submit to FAA. This task will be performed in July 2026 and will use best available data. A new FAA form will be sent to all Airport Sponsors in early June for the 2026 ACIP.

9.4 Implementation Phasing Plan

This task will develop an implementation phasing plan for projects within the preferred alternative. This effort will prioritize those projects based on the condition of existing facilities, availability of funding sources, and future activity projections. The presentation of the phasing plan will organize the timing of the recommended improvements based on short-term (5-year), mid-term (10-year), and long-term (20-year) demands. The implementation plan will also include planning and environmental process triggers for each capital project, to ensure proper sequencing of improvements. The first five years of the CIP are more critical and will be more detailed than the mid- and long-term CIP. The Consultant will develop up to two iterations of the implementation phasing plan.

9.5 Chapter Deliverable

A draft chapter will be created for inclusion in the Plan that will contain a summary narrative with tables and graphics describing the phasing plan and the overall 20-year CIP. The draft chapter will include the following components:

- Preferred Alternative project phasing plan
- General summary of project descriptions
- Estimated project development planning-level order of magnitude cost estimates
- Estimated implementation schedule and timing of key projects
- Identification of interrelated projects or special considerations for implementation

The draft chapter will be submitted to DLS for up to one review. It is expected that DLS will target to review this deliverable and return comments in writing within 30 days of receiving the deliverable. If DLS is unable to return comments within 30 days, it is expected they will provide a status update on when the comments will be delivered.

This task includes one 1-hour virtual meeting with DLS to assist with review. Following receipt of consolidated comments in writing from DLS, the chapter will be revised and resubmitted to DLS for final approval. The chapter will be formatted, and final draft will be included in the Plan as the CIP, Facilities Implementation, and Phasing chapter.

Task 10: Airport Layout Plan Drawing Set

Description: Consultant will update its electronic ALP files of the Airport to include as-built information for any projects completed since the last ALP approval. Existing proposed airfield facilities will be evaluated based upon guidelines in FAA AC 150/5300-13B, Change 1, Airport Design. Data tables will be updated and expanded to reflect current FAA design nomenclature. ALP drawings will be formatted to be consistent with the SOP 2.00 checklists.

Methodology: The Consultant will update the ALP to reflect the current AGIS survey data, airfield conditions and data, runway and taxiway design surfaces, and future projects analyzed as part of the focused Master Plan Update. Data to be integrated into the ALP including:

- Runway end coordinates
- Runway elevations
- Building elevations
- Topographical contours
- Airspace Plan (objects analysis)

Deliverables: The Consultant will produce a draft and final ALP as part of the appendix that meets SOP 2.00 requirements and is signed and approved by the Airport and the FAA. The ALP will include the core ALP sheets, building area plans, runway profiles, full airspace plan with AGIS object integration, land use plan, and Exhibit 'A' property map.

The draft ALP will be submitted to DLS and FAA for up to one review by DLS and one review by the FAA. It is expected DLS and FAA will target to review and provide their consolidated written comments in a marked-up PDF within 120 business days of receiving the draft ALP. If DLS and FAA are unable to return comments within 120 business days, it is expected they will provide a status update on when comments will be delivered.

This task includes one 1-hour virtual meeting with the DLS and the FAA if necessary. Following receipt of consolidated comments in writing from DLS and FAA, the ALP will be revised, and the final ALP will be produced. The Consultant will facilitate with DLS staff to acquire signatures and submit to DLS and FAA for final approval and stamps.

10.1 Airport Layout Plan Drawing Sheets

The ALP contains a set of drawing sheets produced in accordance with FAA AC 13B, Airport Design, and guidance in 2013 ALP Review Checklist (ARP Standard Operations Procedures (SOP) No. 2.00) and Exhibit 'A' Review Checklist (ARP SOP NO. 3.00). The ALP is not intended to provide engineering accuracy.

Core ALP	Sheet 1	Index
	Sheet 2	Airport Layout Plan
	Sheet 3	Ultimate Airport Layout Plan
	Sheet 4	Airport Data Sheet
Airspace Plan	Sheet 5	Part 77 Airspace Plan
	Sheet 6	Runway 13/31 Outer Approach
	Sheet 7	Runway 7/25 Outer Approach
	Sheet 8	Part 77 Airspace Profiles
	Sheet 9	Runway 13/31 Inner Approach Plan and Profiles
	Sheet 10	Runway 7/25 Inner Approach Plan and Profiles
	Sheet 11	Departure Surfaces
Building Area Plans	Sheet 12	Terminal Area Plan - East
	Sheet 13	Terminal Area Plan - West
Runway Profile	Sheet 14	Runway Centerline Profiles
Land Use	Sheet 15	Airport Land Use Drawing
Property Map	Sheet 16	Airport Exhibit "A" Property Map

** The Consultant team will not perform boundary surveys as part of this ALP and Master Plan effort. If individual airport parcels are lacking FAA required information, the Airport will be responsible for obtaining that information and reporting it to the Consultant team for inclusion in the Exhibit 'A.'*

Core ALP

The Layout Plan Drawing is the main sheet in the set. This sheet gets signed by FAA after approval. The Layout Plan shows all existing development and future projects from the Master Plan with runway and airport design surfaces. The Index sheet provides contents of each sheet and the location of DLS. The Data sheet includes information of DLS runways, taxiways, wind coverage, and other data required by the FAA SOP Checklist in table format.

Airspace Plan

A new Airspace Plan will be created using data from the AGIS task. The Airspace Plan will reflect the existing and future airfield configuration in plan and profile view. The drawing will depict the FAR Part 77 airspace surfaces, threshold siting surfaces, departure surfaces, and inner approach surfaces for each runway end. The Airspace Plan is anticipated to require at least six sheets to effectively present the data.

The AGIS survey will provide a higher level of confidence about the location and elevation of objects near the Airport. Trees and other objects will be illustrated in plan and profile viewports. The Object Data Tables will document obstructions with the amount of penetration to each pertinent airspace surface and disposition.

Building Area Plans

The Building Area Plan will provide more detail to existing and future development areas, with building elevations, dimensions, and other design surfaces.

Runway Centerline Profile

The existing and future runways for both 13/31 and 7/25 will be illustrated on the Runway Centerline Profile sheet. The Profile sheet illustrates the effective gradients for each runway, line-of-sight requirements, and the runway safety area

gradient beyond the runway end. If declared distances are found to be necessary, these will also be illustrated on this sheet.

Airport Land Use Drawing

The Land Use sheet will illustrate both on- and off-airport land uses.

Airport Exhibit 'A' Property Map

The Exhibit 'A' Property Map will be updated to account for the two parcels that have been released from the airport since the last Exhibit 'A' Property Map has been updated.

10.2 Draft ALP – FAA Review

The Consultant will prepare the ALP and ALP Checklists (ARP SOP No. 2.00 and 3.00) with a cover letter for submittal. The checklist will be used to verify the ALP set conforms to FAA content and graphical standards. The draft ALP drawings will be prepared electronically in colored drawing format using Autodesk Civil 3D (AutoCAD) and plotted on a 24" x 36" sheet. The ALP drawings will be converted to PDF file format for review and will be no larger than 500MB. The Consultant developing the ALP will review the ALP data sheets with the ADO before submitting. A narrative report will not be created.

10.3 Final ALP

The Consultant will prepare the final draft ALP set for delivery to the FAA for review. The ALP drawing set will be smaller than 500MB. Edits will be completed by the Consultant based on comments received from the FAA. The ALP drawings will be prepared electronically in colored drawing format using Autodesk Civil 3D (AutoCAD) and plotted on a 24" x 36" sheet. The ALP drawings will be converted to PDF file format for review and deliverables. The ALP plan and checklists will be documented in an appendix to the Master Plan.

Task 11: Documentation

Description: This task describes the format and delivery method of the final Plan.

Methodology: The format of the Plan will be determined through discussions with DLS staff but will be based on the information conveyed in each chapter.

Deliverable: The Consultant will prepare an electronic version of the final Plan which will be delivered to DLS and the FAA through email or cloud share. The ALP file will be no larger than 500MB. No hard copies of the entire Master Plan will be produced, however one hard copy of the Airport Layout Plan will be drafted for the FAA and for the Airport at their request (up to two total).

11.1 Final Master Plan Report

The Consultant will produce the final Master Plan report which will summarize the planning process and document the findings of the elements outlined in this scope. The Consultant will produce the final Plan in digital format (PDF) and distribute files to DLS and FAA. Efforts included in this task include final formatting and editing of the Plan, file management, and file delivery.

The Plan will include a brief Executive Summary, up to four pages, which will summarize the Plan, process, and preferred alternatives. The Executive Summary will also be produced as a PDF and shared electronically.

11.2 Appendices

Appendices are technical elements that do not fit into the Plan narrative. The appendices preserve detailed documentation for future use. Effort associated with appendix preparation includes organizing, formatting, and QA/QC.

The following is an initial list of expected appendices as part of the Plan:

- Outreach Report
- Chapter Technical Memorandums
- TMFSC Data

Exhibit B – Fee Estimate

FEE ESTIMATE
AIRPORT MASTER PLAN

	2025 COLUMBIA GORGE AIRPORT MASTER PLAN	MEAD & HUNT FEE									MFA FEE	PAE FEE
		Principal In Charge	Project Manager	Senior Airport Planner	Airport Engineer	Assistant Planner	CADD Technician	Admin. Support				
	Charge Rates	\$355.00	\$323.00	\$289.00	\$227.00	\$180.00	\$163.00	\$125.00	Hours	Total Labor		
Task	Task Description											
Element 1	STUDY DESIGN											
1.1	Scoping Meetings	0	4	0	0	0	0	0	4	\$1,292.00		\$719.40
1.2	Draft Scope of Services	0	10	0	0	0	0	4	14	\$3,730.00		\$959.20
1.3	Final Scope, Fee, Schedule and Contracting	2	12	0	0	0	0	8	22	\$5,586.00		\$1,124.00
	Task Budget:	2	26	0	0	0	0	12	40	\$10,608.00		\$2,802.60
Element 2	PROJECT MANAGEMENT											
2.1	Project Administration	0	72	0	0	0	0	9	81	\$24,381.00	\$6,790.00	\$11,065.20
2.2	Airport Coordination	0	60	0	0	0	0	0	60	\$19,380.00		\$4,316.40
2.3	FAA Coordination	0	10	0	0	0	0	0	10	\$3,230.00		
2.4	QA/QC	8	16	25	0	0	0	0	49	\$15,233.00		
	Task Budget:	8	158	25	0	0	0	9	200	\$62,224.00	\$6,790.00	\$15,381.60
Element 3	GRANT SUMMARY											
3.1	Grant Application	0	4	0	0	20	0	2	26	\$5,142.00		\$0.00
3.2	Grant Closeout Report	0	4	0	0	8	0	2	14	\$2,982.00		
	Task Budget:	0	8	0	0	28	0	4	40	\$8,124.00		\$0.00
Element 4	STAKEHOLDER AND PUBLIC INVOLVEMENT PROGRAM											
4.1	Airport Board Coordination	0	6	0	0	6	0	0	12	\$3,018.00	\$3,385.00	\$1,918.40
4.2	Technical Advisory Committee	0	16	0	0	8	0	0	24	\$6,608.00	\$15,480.00	\$8,632.80
4.3	Open Houses	0	12	0	0	8	0	0	20	\$5,316.00	\$19,420.00	\$2,877.60
4.4	Outreach Report	0	4	0	0	0	0	0	4	\$1,292.00	\$4,430.00	
	Task Budget:	0	38	0	0	22	0	0	60	\$16,234.00	\$42,715.00	\$13,428.80
Element 5	AIRPORT GEOGRAPHIC SURVEY (AGIS)											MTZ this whole task
5.1	Airport Geographic Information Survey (AGIS)	0	0	0	0	0	700	0	700	\$102,319.51		
	Task Budget:	0	0	0	0	0	700	0	700	\$102,319.51		\$0.00
Element 6	INVENTORY OF EXISTING CONDITIONS											
6.1	Identification of Available Information	0	6	4	0	20	0	0	30	\$6,694.00		\$3,152.00
6.2	Existing Facilities Review	0	8	4	0	20	0	0	32	\$7,340.00		\$2,877.60
6.3	Environmental Considerations and Contraints	0	2	2	0	6	20	0	30	\$5,564.00		\$0.00
6.4	Chapter Deliverable	2	2	0	0	0	0	0	4	\$1,356.00		\$719.40
	Task Budget:	2	18	10	0	46	20	0	96	\$20,954.00		\$6,749.00
Element 7	FACILITIES REQUIREMENTS											
7.1	Critical Aircraft	0	2	8	0	16	0		26	\$5,838.00		
7.2	Wind Coverage	0	8	4	0	16	0		28	\$6,620.00		
7.3	Airfield Facility Requirements	0	4	4	0	16	0		24	\$5,328.00		
7.4	On-Airport Land Use Analysis	0	2	4	0	0	0		6	\$1,802.00		
7.5	General Aviation Facility Requirements	0	4	4	0	16	0		24	\$5,328.00		
7.6	Landside Facility Requirements	0	16	16	10	25	0		67	\$16,562.00		

FEE ESTIMATE AIRPORT MASTER PLAN

	2025 COLUMBIA GORGE AIRPORT MASTER PLAN	MEAD & HUNT FEE									MFA FEE	PAE FEE
		Principal In Charge	Project Manager	Senior Airport Planner	Airport Engineer	Assistant Planner	CADD Technician	Admin. Support				
	Charge Rates	\$355.00	\$323.00	\$289.00	\$227.00	\$180.00	\$163.00	\$125.00	Hours	Total Labor		
7.7	Chapter Deliverable	2	4	0	0	8	20		34	\$6,702.00		\$719.00
	Task Budget:	2	40	40	10	97	20	0	209	\$48,180.00		\$719.00
Element 8	ALTERNATIVES DEVELOPMENT AND EVALUATION											
8.1	Airfield and Airspace	0	8	6	0	20	0		34	\$7,918.00		
8.2	General Aviation Development Alternatives	0	8	6	0	20	0		34	\$7,918.00		
8.3	Landside Facility Alternatives	0	16	20	0	30	0		66	\$16,348.00		
8.4	Chapter Deliverable	2	4	4	0	10	25		45	\$9,033.00		\$719.00
	Task Budget:	2	36	36	0	80	25	0	179	\$41,217.00		\$719.00
Element 9	FACILITIES IMPLEMENTATION PLAN AND FINANCIAL PLANNING											
9.1	Cost Estimates								0	\$0.00		\$11,543.20
9.2	CIP Development								0	\$0.00		\$1,438.80
9.3	Airport Capital Improvement Program								0	\$0.00		\$3,806.40
9.4	Implementation Phasing Plan								0	\$0.00		\$1,438.80
9.5	Chapter Deliverable	1	8						9	\$2,939.00		\$1,337.20
	Task Budget:	1	8	0	0	0	0	0	9	\$2,939.00		\$19,564.40
Element 10	AIRPORT LAYOUT PLAN DRAWING SET											
10.1	Airport Layout Plan Drawing Sheets	4	10	30	0	0	120	0	164	\$32,880.00		
10.2	Draft ALP - FAA Review	4	10	25	0	0	60	0	99	\$21,655.00		\$1,438.00
10.3	Final ALP	4	6	20	0	0	20	0	50	\$12,398.00		
	Task Budget:	12	26	75	0	0	200	0	313	\$66,933.00		\$1,438.00
Element 11	DOCUMENTATION											
10.1	Final Master Plan Report	2	6	4	0	16	0	16	44	\$8,684.00		
10.2	Appendicies	0	2	2	0	0	0	8	12	\$2,224.00		
	Task Budget:	2	8	6	0	16	0	24	56	\$10,908.00		\$0.00
Totals		31	366	192	10	289	965	49	1902	\$ 390,641	\$49,505.00	\$60,802.40
Expenses (travel, per diem, etc.) \$ 6,972.80												
In-House Plots & Report Printing - Draft & Final Plan Sets & Reports (See Document Production Summary) \$ 1,400.00												
Total Project Estimate \$ 509,321												

Exhibit C - Project Schedule

Bremerton National Airport - Master Schedule

[illegible]

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			04/30/2025 (04/25) Balance	061-6100-000.31-10			2,006.55
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	2,006.55
YTD Encumbrance	.00	YTD Actual	2,006.55 Total	2,006.55 YTD Budget	3,500.00 Unexpended	1,493.45	
CONTRACTUAL SERV-OTHER			04/30/2025 (04/25) Balance	061-6100-000.31-90			134,055.33
05/01/2025	AP	178	AVIATION MANAGEMENT SERVICES **VendorNo: 10704 **Inv. No: 2507 **Desc: MAY 2025 AIRPORT MANAGMENT CONTRACT **Inv. Date: 5/1/2025 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10704 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		12,500.00		
04/30/2025	AP	199	VALENCIA LAWN CARE LLC **VendorNo: 11074 **Inv. No: 6155 **Desc: APRIL 2025 GROUNDS KEEPING AT THE AIRPORT **Inv. Date: 4/30/2025 **PO No: **Remit Name: VALENCIA LAWN CARE LLC **Merchant Vendor No: 11074 **Merchant Vendor Name: VALENCIA LAWN CARE LLC **Invoice Created By: Irowland		2,600.00		
			05/31/2025 (05/25) Period Totals and Balance		15,100.00 *	.00 *	149,155.33
YTD Encumbrance	.00	YTD Actual	149,155.33 Total	149,155.33 YTD Budget	180,000.00 Unexpended	30,844.67	
AUDITING SERVICES			04/30/2025 (04/25) Balance	061-6100-000.32-10			29,303.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	29,303.00
YTD Encumbrance	.00	YTD Actual	29,303.00 Total	29,303.00 YTD Budget	15,000.00 Unexpended	(14,303.00)	
ENGINEERING SERVICES			04/30/2025 (04/25) Balance	061-6100-000.34-10			2,702.50
02/28/2025	AP	332	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6742 **Desc: DAL009-GENL SERV - GENERAL SUPPORT SERVICES **Inv. Date: 2/28/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		648.80		
			05/31/2025 (05/25) Period Totals and Balance		648.80 *	.00 *	3,351.30
YTD Encumbrance	.00	YTD Actual	3,351.30 Total	3,351.30 YTD Budget	30,000.00 Unexpended	26,648.70	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
WATER & SEWER			04/30/2025 (04/25) Balance	061-6100-000.41-10			13,021.11
05/03/2025	AP	240	DALLESPOUR WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100173 05-25 **Desc: AIRPORT WATER **Inv. Date: 5/3/2025 **PO No: **Remit Name: DALLESPOUR WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPOUR WATER ASSOCIATION **Invoice Created By: Irowland		1,024.24		
05/03/2025	AP	241	DALLESPOUR WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT100489 05-25 **Desc: AIRPORT WATER **Inv. Date: 5/3/2025 **PO No: **Remit Name: DALLESPOUR WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPOUR WATER ASSOCIATION **Invoice Created By: Irowland		175.67		
			05/31/2025 (05/25) Period Totals and Balance		1,199.91 *	.00 *	14,221.02
YTD Encumbrance	.00	YTD Actual	14,221.02 Total	14,221.02 YTD Budget	15,000.00 Unexpended	778.98	
GARBAGE SERVICES			04/30/2025 (04/25) Balance	061-6100-000.41-20			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	500.00 Unexpended	500.00	
ELECTRICITY			04/30/2025 (04/25) Balance	061-6100-000.41-40			6,613.11
05/07/2025	AP	454	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: ACT 6195849 05-25 **Desc: AIRPORT ELECTRICITY **Inv. Date: 5/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		446.93		
05/07/2025	AP	455	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: ACT 69456080 05- 25 **Desc: AIRPORT ELECTRICITY **Inv. Date: 5/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		82.63		
05/07/2025	AP	456	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: ACT 69547775 05- 25 **Desc: AIRPORT ELECTRICITY **Inv. Date: 5/7/2025 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		142.77		
			05/31/2025 (05/25) Period Totals and Balance		672.33 *	.00 *	7,285.44
YTD Encumbrance	.00	YTD Actual	7,285.44 Total	7,285.44 YTD Budget	15,000.00 Unexpended	7,714.56	
BUILDINGS AND GROUNDS			04/30/2025 (04/25) Balance	061-6100-000.43-10			45,691.08
04/11/2025	AP	177	JEFF RENARD **VendorNo: 10700 **Inv. No: APRIL 2025-1 **Desc: REIMBURSEMENT FOR ROAD APPROACH PERMIT FOR THE AIRPORT **Inv. Date: 4/11/2025 **PO No: **Remit Name: JEFF RENARD **Merchant Vendor No: 10700 **Merchant Vendor Name: JEFF RENARD **Invoice Created By: Irowland		107.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2025	AP	366	HOOD TECH CORP-AERO INC **VendorNo: 10697 **Inv. No: 4126916 **Desc: JUAN APRIL 1ST CONTRACTOR LABOR **Inv. Date: 4/30/2025 **PO No: **Remit Name: HOOD TECH CORP-AERO INC **Merchant Vendor No: 10697 **Merchant Vendor Name: HOOD TECH CORP-AERO INC **Invoice Created By: Irowland		16.13		
04/30/2025	AP	1101	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: SUPPLIES FOR AIRPORT J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		130.64		
04/30/2025	AP	1102	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: CREDIT SUPPLIES FOR AIRPORT J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland			28.09-	
04/30/2025	AP	1104	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: LIFTMASTER POWER BOARD J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		485.33		
04/30/2025	AP	1108	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: CREDIT SUPPLIES FOR AIRPORT J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland			10.58-	
04/30/2025	AP	1109	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: SUPPLIES FOR AIRPORT J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		96.70		
05/31/2025 (05/25) Period Totals and Balance					835.80 *	38.67- *	46,488.21
YTD Encumbrance	10,100.00	YTD Actual	46,488.21	Total	56,588.21	YTD Budget	75,000.00 Unexpended 18,411.79
JOINT USE OF LABOR/EQUIP			04/30/2025 (04/25) Balance	061-6100-000.43-45			.00
			05/31/2025 (05/25) 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			04/30/2025 (04/25) Balance	061-6100-000.43-50			2,831.34
04/30/2025	AP	1096	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: SUPPLIES FOR AIRPORT J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		13.95		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2025	AP	1098	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: CORE RETURN J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland			22.00-	
04/30/2025	AP	1099	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: WIPER BLADES J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		29.87		
04/30/2025	AP	1100	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: OIL FILTER & OIL , WIPER BLADES J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		47.47		
04/30/2025	AP	1105	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: BRAKE FLUID, BATTERY, TRANS FLUID J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		190.96		
04/30/2025	AP	1106	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: CAR WASH J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		8.00		
04/30/2025	AP	1111	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: FUEL PUMP J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		24.99		
04/30/2025	AP	1112	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: KUBOTA SPRAYER J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		88.18		
04/30/2025	AP	1118	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: SAFETY MARKING FLAGS J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		59.94		
05/31/2025 (05/25) Period Totals and Balance					463.36 *	22.00- *	3,272.70
YTD Encumbrance	.00	YTD Actual	3,272.70 Total	3,272.70 YTD Budget	60,500.00 Unexpended	57,227.30	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
GAS/OIL/DIESEL/LUBRICANTS							
			04/30/2025 (04/25) Balance	061-6100-000.43-51			887.31
04/30/2025	AP	1103	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: FUEL J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		91.22		
04/30/2025	AP	1107	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: FUEL J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		87.68		
			05/31/2025 (05/25) Period Totals and Balance		178.90 *	.00 *	1,066.21
YTD Encumbrance		.00	YTD Actual	1,066.21 Total	1,066.21	YTD Budget	4,500.00 Unexpended 3,433.79
PROPERTY TAXES							
			04/30/2025 (04/25) Balance	061-6100-000.46-10			16,457.51
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	16,457.51
YTD Encumbrance		.00	YTD Actual	16,457.51 Total	16,457.51	YTD Budget	15,000.00 Unexpended (1,457.51)
LIABILITY							
			04/30/2025 (04/25) Balance	061-6100-000.52-10			4,707.30
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	4,707.30
YTD Encumbrance		.00	YTD Actual	4,707.30 Total	4,707.30	YTD Budget	7,542.00 Unexpended 2,834.70
PROPERTY							
			04/30/2025 (04/25) Balance	061-6100-000.52-30			20,217.59
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	20,217.59
YTD Encumbrance		.00	YTD Actual	20,217.59 Total	20,217.59	YTD Budget	16,937.00 Unexpended (3,280.59)
POSTAGE							
			04/30/2025 (04/25) Balance	061-6100-000.53-20			463.60
05/19/2025	AP	426	PITNEY BOWES BANK INC PURCHASE POW **VendorNo: 2842 **Inv. No: MAY 2025 **Desc: POSTAGE REIMB 04-22-25 TO 05-19- 25 **Inv. Date: 5/19/2025 **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		37.95		
			05/31/2025 (05/25) Period Totals and Balance		37.95 *	.00 *	501.55
YTD Encumbrance		.00	YTD Actual	501.55 Total	501.55	YTD Budget	250.00 Unexpended (251.55)
TELEPHONE							
			04/30/2025 (04/25) Balance	061-6100-000.53-30			2,599.53
04/21/2025	AP	120	CHARTER COMMUNICATIONS **VendorNo: 4316 **Inv. No: 138455901042125 **Desc: WEB HOSTING AIRPORT **Inv. Date: 4/21/2025 **PO No: **Remit Name: CHARTER COMMUNICATIONS **Merchant Vendor No: 4316 **Merchant Vendor Name: CHARTER COMMUNICATIONS **Invoice Created By: Irowland		259.98		
			05/31/2025 (05/25) Period Totals and Balance		259.98 *	.00 *	2,859.51
YTD Encumbrance		.00	YTD Actual	2,859.51 Total	2,859.51	YTD Budget	3,000.00 Unexpended 140.49

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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LEGAL NOTICES			04/30/2025 (04/25) Balance	061-6100-000.53-40			100.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	100.00
YTD Encumbrance	.00	YTD Actual	100.00 Total	100.00 YTD Budget	500.00 Unexpended	400.00	
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ADVERTISING			04/30/2025 (04/25) Balance	061-6100-000.54-00			198.00
04/29/2025	AP	52	DJC **VendorNo: 3124 **Inv. No: 745780090 **Desc: AIRPORT MASTER PLAN RFQ **Inv. Date: 4/29/2025 **PO No: **Remit Name: DJC **Merchant Vendor No: 3124 **Merchant Vendor Name: DJC **Invoice Created By: Irowland		1,446.36		
			05/31/2025 (05/25) Period Totals and Balance		1,446.36 *	.00 *	1,644.36
YTD Encumbrance	.00	YTD Actual	1,644.36 Total	1,644.36 YTD Budget	5,000.00 Unexpended	3,355.64	
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PERMITS			04/30/2025 (04/25) Balance	061-6100-000.57-00			75.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	75.00
YTD Encumbrance	.00	YTD Actual	75.00 Total	75.00 YTD Budget	3,000.00 Unexpended	2,925.00	
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TRAVEL, FOOD & LODGING			04/30/2025 (04/25) Balance	061-6100-000.58-10			2,187.52
04/28/2025	AP	176	JEFF RENARD **VendorNo: 10700 **Inv. No: APRIL 2025 **Desc: MILEAGE TO REARDON WA TO PICKUP MOWER PURCHASED **Inv. Date: 4/28/2025 **PO No: **Remit Name: JEFF RENARD **Merchant Vendor No: 10700 **Merchant Vendor Name: JEFF RENARD **Invoice Created By: Irowland		403.20		
			05/31/2025 (05/25) Period Totals and Balance		403.20 *	.00 *	2,590.72
YTD Encumbrance	.00	YTD Actual	2,590.72 Total	2,590.72 YTD Budget	3,000.00 Unexpended	409.28	
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TRAINING AND CONFERENCES			04/30/2025 (04/25) Balance	061-6100-000.58-50			.00
04/30/2025	AP	1110	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: SPRING LEGISLATIVE DAY J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		125.00		
			05/31/2025 (05/25) Period Totals and Balance		125.00 *	.00 *	125.00
YTD Encumbrance	.00	YTD Actual	125.00 Total	125.00 YTD Budget	2,000.00 Unexpended	1,875.00	
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MEMBERSHIPS/DUES/SUBSCRIP			04/30/2025 (04/25) Balance	061-6100-000.58-70			1,760.12
04/30/2025	AP	1097	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: MARITIME INFO SYSTEMS J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		100.00		
04/30/2025	AP	1117	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: GOOGLE SUITES J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name:		15.48		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
05/31/2025 (05/25) Period Totals and Balance					115.48 *	.00 *	1,875.60
YTD Encumbrance	.00	YTD Actual	1,875.60 Total	1,875.60 YTD Budget	4,500.00 Unexpended	2,624.40	
OFFICE SUPPLIES							
04/30/2025 (04/25) Balance				061-6100-000.60-10			213.43
04/30/2025	AP	1113	MASTERCARD		54.82		
**VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: COPY PAPER J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
04/30/2025	AP	1114	MASTERCARD		97.72		
**VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: OFFICE SUPPLIES J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
04/30/2025	AP	1115	MASTERCARD		67.95		
**VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: TONER CARTRIDGE J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
04/30/2025	AP	1116	MASTERCARD		18.39		
**VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: OFFICE SUPPLIES J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
04/30/2025	AP	1119	MASTERCARD		149.99		
**VendorNo: 10541 **Inv. No: 8386 05-25 **Desc: TONER CARTRIDGE J RENARD **Inv. Date: 4/30/2025 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland							
05/31/2025 (05/25) Period Totals and Balance					388.87 *	.00 *	602.30
YTD Encumbrance	.00	YTD Actual	602.30 Total	602.30 YTD Budget	1,200.00 Unexpended	597.70	
MISCELLANEOUS EXPENSES							
04/30/2025 (04/25) Balance				061-6100-000.69-50			416.22
05/31/2025 (05/25) Period Totals and Balance					.00 *	.00 *	416.22
YTD Encumbrance	.00	YTD Actual	416.22 Total	416.22 YTD Budget	2,500.00 Unexpended	2,083.78	
ASSETS < \$5000							
04/30/2025 (04/25) Balance				061-6100-000.69-80			.00
05/31/2025 (05/25) 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
BUILDINGS			04/30/2025 (04/25) Balance	061-6100-000.72-20			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	12,000.00 Unexpended	12,000.00		
BUILDINGS - HANGER			04/30/2025 (04/25) Balance	061-6100-000.72-30			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total .00 YTD Budget	.00 Unexpended	.00		
IMPRVMTS OTHER THAN BLDGS			04/30/2025 (04/25) Balance	061-6100-000.73-30			557,968.35
04/24/2025	AP	71	HAGE ELECTRIC & CONSTRUCTION SERV **VendorNo: 3513 **Inv. No: 17258 **Desc: ELECTRICAL FOR EMERGENCY GENERATOR AIRPORT COAR GRANT 2023- DLS-00054 **Inv. Date: 4/24/2025 **PO No: **Remit Name: HAGE ELECTRIC & CONSTRUCTION SERV **Merchant Vendor No: 3513 **Merchant Vendor Name: HAGE ELECTRIC & CONSTRUCTION SERV **Invoice Created By: Irowland		11,400.00		
04/23/2025	AP	215	EO MEDIA GROUP **VendorNo: 11205 **Inv. No: I2025.00007507 **Desc: AIRPORT MASTER PLAN RFQ **Inv. Date: 4/23/2025 **PO No: **Remit Name: EO MEDIA GROUP **Merchant Vendor No: 11205 **Merchant Vendor Name: EO MEDIA GROUP **Invoice Created By: Irowland		680.40		
02/28/2025	AP	331	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6741 **Desc: NEW GENERATOR DAL009-GEN TASK ORDER #18 **Inv. Date: 2/28/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		2,887.45		
03/31/2025	AP	333	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 6793 **Desc: NEW FUEL APRON PHASE 2 COAR 2024-DLS -00035 **Inv. Date: 3/31/2025 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		278.50		
04/21/2025	AP	501	JAMES DEAN CONSTRUCTION INC **VendorNo: 3837 **Inv. No: PAY REQ #5 - FINAL **Desc: SOUTH APRON RECONSTRUCTION, NEW TAXILINES & NEW FUEL APRON **Inv. Date: 4/21/2025 **PO No: **Remit Name: JAMES DEAN CONSTRUCTION INC **Merchant Vendor No: 3837 **Merchant Vendor Name: JAMES DEAN CONSTRUCTION INC **Invoice Created By: Irowland		21,500.00		
			05/31/2025 (05/25) Period Totals and Balance		36,746.35 *	.00 *	594,714.70
YTD Encumbrance		55,433.00 YTD Actual	594,714.70 Total 650,147.70 YTD Budget	11,331,286.00 Unexpended	10,681,138.30		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MACHINERY			04/30/2025 (04/25) Balance	061-6100-000.74-10			9,000.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	9,000.00
YTD Encumbrance	.00	YTD Actual	9,000.00 Total	9,000.00 YTD Budget	25,000.00 Unexpended	16,000.00	
FIXED ASSET RECLASS ACCT			04/30/2025 (04/25) Balance	061-6100-000.78-50			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
TO GENERAL FUND			04/30/2025 (04/25) Balance	061-9500-000.81-01			95,565.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	95,565.00
YTD Encumbrance	.00	YTD Actual	95,565.00 Total	95,565.00 YTD Budget	95,565.00 Unexpended	.00	
TO AIRPORT DEBT SERVICE			04/30/2025 (04/25) Balance	061-9500-000.81-62			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
CONTINGENCY			04/30/2025 (04/25) Balance	061-9500-000.88-00			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	325,290.00 Unexpended	325,290.00	
UNAPPROPRIATED ENDING FUND BAL			04/30/2025 (04/25) Balance	061-9500-000.89-00			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	805,402.00 Unexpended	805,402.00	
Number of Transactions: 43 Number of Accounts: 34					Debit	Credit	Proof
Total AIRPORT FUND:					58,622.29	60.67-	58,561.62

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MISCELLANEOUS EXPENSE			04/30/2025 (04/25) Balance	062-6100-000.69-50			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		
BOND PRINCIPAL			04/30/2025 (04/25) Balance	062-6100-000.79-15			.00
05/15/2025	CD6	17	RECORD LOCAP 15B PMT TO BNY MELLON		95,000.00		
			05/31/2025 (05/25) Period Totals and Balance		95,000.00 *	.00 *	95,000.00
YTD Encumbrance		.00 YTD Actual	95,000.00 Total	95,000.00 YTD Budget	95,000.00 Unexpended		.00
BOND INTEREST			04/30/2025 (04/25) Balance	062-6100-000.79-25			29,362.50
05/15/2025	CD6	17	RECORD LOCAP 15B PMT TO BNY MELLON		29,362.50		
			05/31/2025 (05/25) Period Totals and Balance		29,362.50 *	.00 *	58,725.00
YTD Encumbrance		.00 YTD Actual	58,725.00 Total	58,725.00 YTD Budget	58,725.00 Unexpended		.00
LOAN PRINCIPAL PAYMENTS			04/30/2025 (04/25) Balance	062-6100-000.79-50			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
PRIN PMTS - K CO CERB LN			04/30/2025 (04/25) Balance	062-6100-000.79-55			25,000.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	25,000.00
YTD Encumbrance		.00 YTD Actual	25,000.00 Total	25,000.00 YTD Budget	25,000.00 Unexpended		.00
LOAN INTEREST PAYMENTS			04/30/2025 (04/25) Balance	062-6100-000.79-60			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
INT PMTS - K CO CERB LN			04/30/2025 (04/25) Balance	062-6100-000.79-65			4,125.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	4,125.00
YTD Encumbrance		.00 YTD Actual	4,125.00 Total	4,125.00 YTD Budget	4,125.00 Unexpended		.00
INT PMTS - K CO FY13/14			04/30/2025 (04/25) Balance	062-6100-000.79-66			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
PRIN PMTS - CITY			04/30/2025 (04/25) Balance	062-6100-000.79-70			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
INT PMTS - CITY			04/30/2025 (04/25) Balance	062-6100-000.79-75			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended		.00
RESERVE FOR FUTURE DEBT			04/30/2025 (04/25) Balance	062-6100-000.79-80			.00
			05/31/2025 (05/25) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	25,000.00 Unexpended	25,000.00	
Number of Transactions: 2 Number of Accounts: 11					Debit	Credit	Proof

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
Total AIRPORT DEBT SERVICE FUND:					124,362.50	.00	124,362.50
Number of Transactions: 45 Number of Accounts: 45					Debit	Credit	Proof
Grand Totals:					182,984.79	60.67-	182,924.12

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 11 MONTHS ENDING MAY 31, 2025

AIRPORT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>AIRPORT</u>					
061-6100-000.31-10	CONTRACTUAL SERVICES	.00	2,006.55	3,500.00	1,493.45	57.3
061-6100-000.31-90	CONTRACTUAL SERV-OTHER	15,100.00	149,155.33	180,000.00	30,844.67	82.9
061-6100-000.32-10	AUDITING SERVICES	.00	29,303.00	15,000.00	(14,303.00)	195.4
061-6100-000.34-10	ENGINEERING SERVICES	648.80	3,351.30	30,000.00	26,648.70	11.2
061-6100-000.41-10	WATER & SEWER	1,199.91	14,221.02	15,000.00	778.98	94.8
061-6100-000.41-20	GARBAGE SERVICES	.00	.00	500.00	500.00	.0
061-6100-000.41-40	ELECTRICITY	672.33	7,285.44	15,000.00	7,714.56	48.6
061-6100-000.43-10	BUILDINGS AND GROUNDS	797.13	46,488.21	75,000.00	28,511.79	62.0
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	441.36	3,272.70	60,500.00	57,227.30	5.4
061-6100-000.43-51	GAS/OIL/DIESEL/LUBRICANTS	178.90	1,066.21	4,500.00	3,433.79	23.7
061-6100-000.46-10	PROPERTY TAXES	.00	16,457.51	15,000.00	(1,457.51)	109.7
061-6100-000.52-10	LIABILITY	.00	4,707.30	7,542.00	2,834.70	62.4
061-6100-000.52-30	PROPERTY	.00	20,217.59	16,937.00	(3,280.59)	119.4
061-6100-000.53-20	POSTAGE	37.95	501.55	250.00	(251.55)	200.6
061-6100-000.53-30	TELEPHONE	259.98	2,859.51	3,000.00	140.49	95.3
061-6100-000.53-40	LEGAL NOTICES	.00	100.00	500.00	400.00	20.0
061-6100-000.54-00	ADVERTISING	1,446.36	1,644.36	5,000.00	3,355.64	32.9
061-6100-000.57-00	PERMITS	.00	75.00	3,000.00	2,925.00	2.5
061-6100-000.58-10	TRAVEL, FOOD & LODGING	403.20	2,590.72	3,000.00	409.28	86.4
061-6100-000.58-50	TRAINING AND CONFERENCES	125.00	125.00	2,000.00	1,875.00	6.3
061-6100-000.58-70	MEMBERSHIPS/DUES/SUBSCRIP	115.48	1,875.60	4,500.00	2,624.40	41.7
061-6100-000.60-10	OFFICE SUPPLIES	388.87	602.30	1,200.00	597.70	50.2
061-6100-000.69-50	MISCELLANEOUS EXPENSES	.00	416.22	2,500.00	2,083.78	16.7
061-6100-000.69-80	ASSETS < \$5000	.00	.00	.00	.00	.0
061-6100-000.72-20	BUILDINGS	.00	.00	12,000.00	12,000.00	.0
061-6100-000.72-30	BUILDINGS - HANGER	.00	.00	.00	.00	.0
061-6100-000.73-30	IMPRVMTS OTHER THAN BLDGS	36,746.35	594,714.70	11,331,286.00	10,736,571.30	5.3
061-6100-000.74-10	MACHINERY	.00	9,000.00	25,000.00	16,000.00	36.0
061-6100-000.78-50	FIXED ASSET RECLASS ACCT	.00	.00	.00	.00	.0
	TOTAL AIRPORT	58,561.62	912,037.12	11,836,715.00	10,924,677.88	7.7
	<u>AIRPORT</u>					
061-9500-000.81-01	TO GENERAL FUND	.00	95,565.00	95,565.00	.00	100.0
061-9500-000.81-62	TO AIRPORT DEBT SERVICE	.00	.00	.00	.00	.0
061-9500-000.88-00	CONTINGENCY	.00	.00	325,290.00	325,290.00	.0
061-9500-000.89-00	UNAPPROPRIATED ENDING FUND BAL	.00	.00	805,402.00	805,402.00	.0
	TOTAL AIRPORT	.00	95,565.00	1,226,257.00	1,130,692.00	7.8
	TOTAL FUND EXPENDITURES	58,561.62	1,007,602.12	13,062,972.00	12,055,369.88	7.7

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2025

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	95,000.00	95,000.00	95,000.00	.00	100.0
062-6100-000.79-25	BOND INTEREST	29,362.50	58,725.00	58,725.00	.00	100.0
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	25,000.00	.00	100.0
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	4,125.00	4,125.00	.00	100.0
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	.00	.00	.0
062-6100-000.79-75	INT PMTS - CITY	.00	.00	.00	.00	.0
062-6100-000.79-80	RESERVE FOR FUTURE DEBT	.00	.00	25,000.00	25,000.00	.0
	TOTAL DEBT SERVICE	124,362.50	182,850.00	207,850.00	25,000.00	88.0
	TOTAL FUND EXPENDITURES	124,362.50	182,850.00	207,850.00	25,000.00	88.0

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2025

AIRPORT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>BEGINNING BALANCE</u>					
061-0000-300.00-0	BEGINNING BALANCE	.00	513,949.00	1,119,634.00	605,685.00	45.9
	TOTAL BEGINNING BALANCE	.00	513,949.00	1,119,634.00	605,685.00	45.9
	<u>INTERGOVERNMENTAL REVENUE</u>					
061-0000-330.00-0	INTERGOVERNMENTAL REVENUE	.00	116,335.00	646,335.00	530,000.00	18.0
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	116,335.00	646,335.00	530,000.00	18.0
	<u>FEDERAL REVENUES</u>					
061-0000-331.20-0	FEDERAL GRANTS-FAA	100,256.07	337,993.27	738,240.00	400,246.73	45.8
061-0000-331.90-0	FEDERAL GRANTS-MISC	.00	.00	5,514,000.00	5,514,000.00	.0
	TOTAL FEDERAL REVENUES	100,256.07	337,993.27	6,252,240.00	5,914,246.73	5.4
	<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	260,239.20	2,462,860.00	2,202,620.80	10.6
	TOTAL STATE GRANTS	.00	260,239.20	2,462,860.00	2,202,620.80	10.6
	<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0	MISC SALES AND SERVICES	.00	45,845.63	100,000.00	54,154.37	45.9
	TOTAL GENERAL GOVERNMENT	.00	45,845.63	100,000.00	54,154.37	45.9
	<u>AVIATION FUEL SALES</u>					
061-0000-347.00-0	AVIATION FUEL SALES	1,341.30	21,968.60	25,000.00	3,031.40	87.9
	TOTAL AVIATION FUEL SALES	1,341.30	21,968.60	25,000.00	3,031.40	87.9
	<u>INTEREST REVENUES</u>					
061-0000-361.00-0	INTEREST REVENUES	2,600.32	32,319.62	25,000.00	(7,319.62)	129.3
	TOTAL INTEREST REVENUES	2,600.32	32,319.62	25,000.00	(7,319.62)	129.3

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2025

AIRPORT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SOURCE 362</u>					
061-0000-362.00-0	LEASE REVENUE	11,710.00	119,321.00	142,755.00	23,434.00	83.6
	TOTAL SOURCE 362	11,710.00	119,321.00	142,755.00	23,434.00	83.6
	<u>RENTAL REVENUES</u>					
061-0000-363.50-0	PROPERTY RENTALS	3,729.11	61,963.34	109,148.00	47,184.66	56.8
	TOTAL RENTAL REVENUES	3,729.11	61,963.34	109,148.00	47,184.66	56.8
	<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0	OTHER MISC REVENUES	6,590.11	12,568.11	25,000.00	12,431.89	50.3
	TOTAL OTHER MISC REVENUES	6,590.11	12,568.11	25,000.00	12,431.89	50.3
	<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0	GENERAL FUND	.00	65,000.00	65,000.00	.00	100.0
061-0000-391.22-0	FROM SPECIAL ENTERPRISE ZONE	.00	.00	890,000.00	890,000.00	.0
	TOTAL OPERATING TRANSFERS IN	.00	65,000.00	955,000.00	890,000.00	6.8
	<u>SALE OF FIXED ASSETS</u>					
061-0000-392.00-0	SALE OF FIXED ASSETS	4,611.25	4,611.25	.00	(4,611.25)	.0
	TOTAL SALE OF FIXED ASSETS	4,611.25	4,611.25	.00	(4,611.25)	.0
	<u>PROCEEDS- LT LIABILITIES</u>					
061-0000-393.10-0	LOAN/BOND PROCEEDS	.00	.00	1,200,000.00	1,200,000.00	.0
	TOTAL PROCEEDS- LT LIABILITIES	.00	.00	1,200,000.00	1,200,000.00	.0
	TOTAL FUND REVENUE	130,838.16	1,592,114.02	13,062,972.00	11,470,857.98	12.2

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 11 MONTHS ENDING MAY 31, 2025

AIRPORT DEBT SERVICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>BEGINNING BALANCE</u>					
062-0000-300.00-0	BEGINNING BALANCE	.00	74,236.00	53,232.00	(21,004.00)	139.5
	TOTAL BEGINNING BALANCE	.00	74,236.00	53,232.00	(21,004.00)	139.5
	<u>INTEREST REVENUES</u>					
062-0000-361.00-0	INTEREST REVENUES	1,634.69	14,243.03	5,220.00	(9,023.03)	272.9
	TOTAL INTEREST REVENUES	1,634.69	14,243.03	5,220.00	(9,023.03)	272.9
	<u>SOURCE 362</u>					
062-0000-362.00-0	LEASE REVENUE	8,750.00	48,125.00	52,008.00	3,883.00	92.5
	TOTAL SOURCE 362	8,750.00	48,125.00	52,008.00	3,883.00	92.5
	<u>RENTAL REVENUES</u>					
062-0000-363.50-0	PROPERTY RENTALS	7,532.78	141,489.24	97,390.00	(44,099.24)	145.3
	TOTAL RENTAL REVENUES	7,532.78	141,489.24	97,390.00	(44,099.24)	145.3
	<u>SOURCE 391</u>					
062-0000-391.61-0	TRANSFER FROM AIRPORT FUND	.00	.00	.00	.00	.0
	TOTAL SOURCE 391	.00	.00	.00	.00	.0
	TOTAL FUND REVENUE	17,917.47	278,093.27	207,850.00	(70,243.27)	133.8



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

Jeff Renard

Airport Manager

Columbia Gorge Regional Airport

manager@flycgra.com Cell:541-288-6766

June 13, 2025

To:

Klickitat County Commissioners

City of The Dalles Officials

Subject: Partnership and Sewer Billing Concerns – Columbia Gorge Regional Airport

Dear Commissioners and City Officials,

Good morning. I am writing to formally express concern regarding recent sewer billing matters tied to the Columbia Gorge Regional Airport's regular electric bills. As you are aware, the Columbia Gorge Regional Airport is jointly owned by Klickitat County and the City of The Dalles, and it is essential that we operate with transparency, shared responsibility, and a unified commitment to sound governance.

Attached to recent utility bills are letters addressed solely to the "City of The Dalles," prompting a number of questions and concerns that I hope can be addressed collaboratively.

Several months ago, Brandon from the PUD and I conducted a walk-through of the airport property to determine which buildings have facilities connected to the sewer system. During that process, we identified connections that do not appear on the PUD's current maps. Despite multiple follow-up conversations, I have yet to receive documentation from the PUD or from Mr. Jeff Hunter confirming which sewer connections exist, who is being billed, and for what amounts. Specifically, I have requested records indicating that the FAA has been billed and has paid sewer fees for certain buildings. These requests remain unanswered after three separate inquiries.

Furthermore, I was initially informed by Mr. Hunter that the airport might be assessed approximately \$30,000 in System Development Charges (SDCs) and back charges. However, no supporting documentation or clarification has been provided, even after requests for information regarding Certificates of Occupancy for the buildings in question. These buildings, according to my understanding, were approved by the County at the time of construction with fully installed restrooms and connections.

The recent sewer billing correspondence suggests that the SDC matter may have been set aside. However, this raises further questions—namely, who owns the clustered lateral within the



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□ Airport Management □ 509-767-2272
manager@flycgra.com

terminal area? Does it fall under Klickitat County's jurisdiction or is it considered an airport-owned asset?

Moreover, the appearance of a single connection fee on the most recent billing leads me to ask: why is the airport—after decades of existence—only now being identified as not previously connected or charged for sewer service? If the County permitted a connection to the main line on Dallesport Road, why were fees, permits, and proper documentation not addressed at the time?

Additionally, the letter references a County directive to bill one connection fee. In order to manage the airport's finances effectively—as I was hired to do—I must have accurate and complete accounting records before any payments can be processed. The Columbia Gorge Regional Airport has undergone a single-point audit for several consecutive years without findings. I am committed to maintaining that standard of accountability, and I am concerned that a lack of proper documentation and transparency on this issue could jeopardize our future audit results.

I respectfully request a detailed breakdown of the following:

- Which buildings are currently being billed for sewer services.
- Which buildings are being covered under FAA payments.
- A complete record of utility and infrastructure expenses, historical and current, related to the airport.

These details are vital to fulfilling my fiduciary responsibility to the airport's sponsor. As the Airport Manager, I am obligated to ensure accurate financial oversight, proper allocation of expenses, and full transparency in the management of public assets. A clear breakdown of which buildings are being billed for sewer services, which are covered by FAA payments, and a complete record of all related utility expenses is essential. This information will enable me to account for, and where appropriate, allocate pass-through costs fairly to tenants and land lease holders, in alignment with federal grant assurances and sound fiscal stewardship.

As co-owners of this important regional asset, Klickitat County and the City of The Dalles must work together transparently and efficiently. Open communication and mutual accountability are key to maintaining a productive partnership and ensuring the airport's long-term success. I look forward to your cooperation in resolving these matters and in reinforcing our shared commitment to good governance.

Sincerely,
Jeff Renard

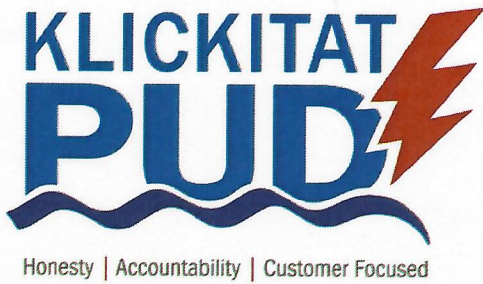
A handwritten signature in black ink, appearing to read "JR", with a long, horizontal, slightly wavy line extending to the right.



Airport Manager
Columbia Gorge Regional Airport

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





06/05/25

Re: 95 Airport Way Lower Meter

Dear City of The Dalles,

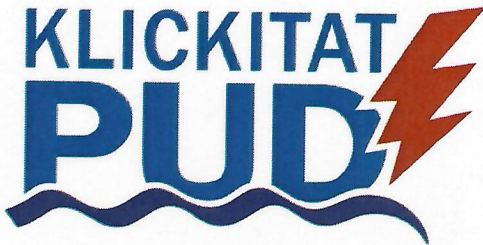
Klickitat PUD has been actively working with Klickitat County Public Works to address the back billing of fees associated with undiscovered sewer connections. Per the County, we are not billing you a connection fee at this point. The attached bill includes a billing adjustment for 3 years of back-billing for sewer charges of \$64.22; it also includes this month's bill of \$68.07.

Monthly Basic Fee	\$	68.07	\$	68.07
3 years/ Basic Fee	\$	64.22	\$	<u>2,311.92</u>
			\$	2,379.99

If you have any questions regarding this letter, reach out to Customer Service at 509-773-5891.

Regards,

KPUD Customer Service Department



Honesty | Accountability | Customer Focused

06/05/25

Re: 50 Airport Way & Dallesport Area

Dear City of The Dalles,

Klickitat PUD has been actively working with Klickitat County Public Works to address the back billing of fees associated with undiscovered sewer connections. Per the County, we are billing you 1 connection fee. The attached bill includes a billing adjustment for 3 years of back-billing for sewer charges of \$64.22 for services at 50 Airport Way and Dallesport Area; it also includes this month's bill of \$68.07.

1 Connection		\$	4,602.68
Monthly Fee	\$	68.07	\$ 68.07
3 years/ Basic Fee	\$	64.22	\$ 4,623.84
(for 2 services)		\$	<u>9,294.59</u>

If you have any questions regarding this letter, reach out to Customer Service at 509-773-5891.

Regards,

KPUD Customer Service Department



08/02/22

Re: 50 Airport Way & Dallasport Area

Klickitat PUD has been actively working with Klickitat County Public Works to address the back billing of fees associated with undiscovered sewer connections. For the County, we are billing you 1 connection fee. The attached bill includes a billing adjustment for 3 years of back-billing for sewer charges of \$64.22 for services at 50 Airport Way and Dallasport Area; it also includes this month's bill of \$68.07.

1 Connection	\$	68.07	2	4,602.68
Monthly Fee	\$	68.07	2	68.07
3 years' Basic Fee	\$	64.22	2	4,623.84
(for 2 services)			2	9,294.59

If you have any questions regarding this letter, reach out to Customer Service at 509-773-2801.

Regards,

KPUD Customer Service Department



1313 S. Columbus Ave.
Goldendale, WA 98620

PO Box 187
White Salmon, WA 98672



SIGN UP for ebill at www.klickitatpud.com

ACCOUNT # 6195849

BILLING DATE 06/06/2025

BILLING SUMMARY

Total Previous Balance	\$	446.93
Payments	\$	-446.93
Balance Forward	\$	0.00
Total Current Charges	\$	9,692.45
Amount Due By 06/23/2025	\$	9,692.45

MESSAGE FROM KLICKITAT PUD

WATER/ WASTEWATER Systems may have rate CHANGES. This is driven by the system needs. BUDGETS have been evaluated and NEW monthly amount is reflected. CONGRATS to ALL KLICKITAT COUNTY GRADS!!!

CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

1 2

SERVICE ADDRESS	PAST DUE	CURRENT CHARGE	AMOUNT DUE	METER #
AIRPORT		118.38		9S00387
101 DOCK RD		37.60		2S05541
DALLESPORT AREA		9,352.02		2S05478
135 AIRPORT WAY		120.37		2S05474
AIRPORT WAY CELL T		64.08		2S04610
TOTALS	0.00	9,692.45	9,692.45	

KEEP

SEND Please do not staple or paperclip.



GO PAPERLESS



Sign up today! Avoid delays and fees.

ACCOUNT #6195849

CITY OF THE DALLES

AMOUNT DUE	\$	9,692.45
DUE BY 06/23/2025		

Manage your account(s) with SmartHub!



- Make & Schedule Payments
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- Track Daily & Monthly Usage
- See back for more



512100006195849000969245000978937060620254

CONTACT US

GOLDENDALE OFFICE: 509.773.5891 | 1.800.548.8357
WHITE SALMON OFFICE: 509.493.2255 | 1.800.548.8358
24/7 PAY-BY-PHONE: 1.855.938.3577

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GOLDENDALE: 1313 S. COLUMBUS AVE. | GOLDENDALE, WA 98620

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FACEBOOK: Klickitat PUD

WEBSITE: www.klickitatpud.com



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- Report outages & view outage map



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UNDERSTAND YOUR ELECTRIC BILL

Basic Fee: A monthly minimum fee for each location to pay a portion of the fixed costs for providing service regardless of energy used.

Kilowatt hour (kWh): Measures total energy consumed over the month. Usage is then multiplied by kWh rate to drive bill. Extreme weather drives usage and cost up.

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WE ACCEPT



ACCOUNT UPDATES?

If there is information on your account that you would like us to update, such as **name, phone number, mailing and/or email address**, or other changes, please include on this section or reach out to our office at 509-773-5891 (Goldendale) or 509-493-2255 (White Salmon).

Klickitat PUD
 1313 S. Columbus Ave.
 Goldendale, WA 98620-9578



To: CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

Account #: 6195849
Billing Date: 06/06/2025
Due Date: 06/23/2025
Page: 3 of 6

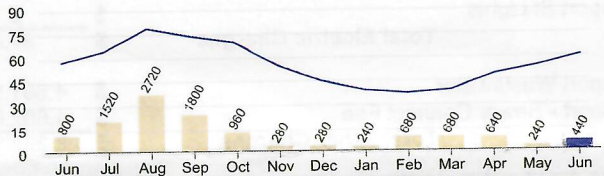
Service Address: AIRPORT

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	9S00387	04/29/2025	06/01/2025	33	236	247	40	440	5.571

$$(247 - 236) \times 40 = 440 \text{ kWh}$$

CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage

TEMP



COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	33	440	13	\$ 3.59
PREVIOUS BILLING	29	240	8	\$ 3.67
LAST YEAR BILLING	28	800	29	\$ 5.98

DETAILS OF CURRENT CHARGES:

Delivered Use	440 kWh @ \$0.0731	\$ 32.16
Demand Charge	5.571 kW @ \$2.65	\$ 14.76
Basic Fee		\$ 53.81
100 Watt Hps		\$ 14.87
Dallesport St Lights		\$ 2.78
Total Electric Charges		\$ 118.38

CURRENT CHARGES FOR LOCATION \$ 118.38

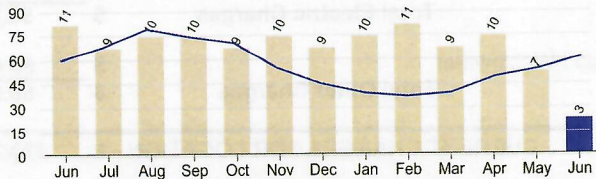
Service Address: 101 DOCK RD

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S05541	04/30/2025	06/01/2025	32	155	158	1	3	0.051

$$(158 - 155) \times 1 = 3 \text{ kWh}$$

CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage

TEMP



COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	3	0	\$ 1.18
PREVIOUS BILLING	30	7	0	\$ 1.27
LAST YEAR BILLING	31	11	0	\$ 1.24

DETAILS OF CURRENT CHARGES:

Delivered Use	3 kWh @ \$0.1072	\$ 0.32
Basic Fee		\$ 34.50
Dallesport St Lights		\$ 2.78
Total Electric Charges		\$ 37.60

CURRENT CHARGES FOR LOCATION \$ 37.60





To: CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

Account #: 6195849
Billing Date: 06/06/2025
Due Date: 06/23/2025
Page: 4 of 6

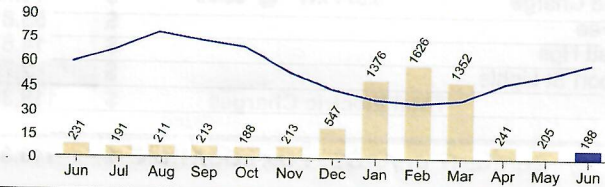
Service Address: DALLESPORT AREA

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S05478	04/30/2025	06/01/2025	32	11011	11199	1	188	1.956

$$(11199 - 11011) \times 1 = 188 \text{ kWh}$$

CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage

TEMP



COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	188	6	\$ 1.79
PREVIOUS BILLING	30	205	7	\$ 1.98
LAST YEAR BILLING	31	231	7	\$ 2.00

DETAILS OF CURRENT CHARGES:

Delivered Use	188 kWh @ \$0.1072	\$ 20.15
Basic Fee		\$ 34.50
Dallesport St Lights		\$ 2.78
Total Electric Charges		\$ 57.43
Dallesport Wastewater		\$ 4,691.91
Dallesport - Sewer Connect Fee		\$ 4,602.68
Total Other Charges		\$ 9,294.59

CURRENT CHARGES FOR LOCATION \$ 9,352.02

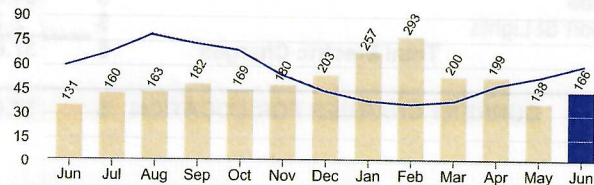
Service Address: 135 AIRPORT WAY

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S05474	04/30/2025	06/01/2025	32	3146	3312	1	166	0.493

$$(3312 - 3146) \times 1 = 166 \text{ kWh}$$

CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage

TEMP



COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	166	5	\$ 1.63
PREVIOUS BILLING	30	138	5	\$ 1.64
LAST YEAR BILLING	31	131	4	\$ 1.57

DETAILS OF CURRENT CHARGES:

Delivered Use	166 kWh @ \$0.1072	\$ 17.80
Basic Fee		\$ 34.50
Total Electric Charges		\$ 52.30
Dallesport Wastewater		\$ 68.07
Total Other Charges		\$ 68.07

CURRENT CHARGES FOR LOCATION \$ 120.37



To: CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

Account #: 6195849
Billing Date: 06/06/2025
Due Date: 06/23/2025
Page: 5 of 6

Service Address: AIRPORT WAY CELL T

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S04610	04/30/2025	06/01/2025	32	6827	7077	1	250	0.933

(**7077** - **6827**) x **1** = **250 kWh**

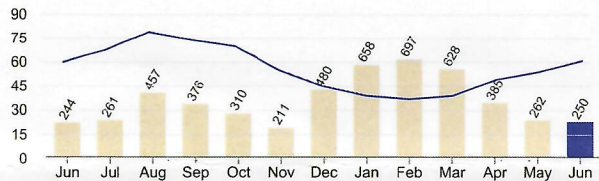
CURRENT READING

PREVIOUS READING

METER MULTIPLIER

kWh Usage

TEMP



DETAILS OF CURRENT CHARGES:

Delivered Use	250 kWh @ \$0.1072	\$	26.80
Basic Fee		\$	34.50
Dallesport St Lights		\$	2.78
Total Electric Charges		\$	64.08

CURRENT CHARGES FOR LOCATION \$ 64.08

COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	250	8	\$ 2.00
PREVIOUS BILLING	30	262	9	\$ 2.18
LAST YEAR BILLING	31	244	8	\$ 2.05



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1313 S. Columbus Ave.
Goldendale, WA 98620

PO Box 187
White Salmon, WA 98672

ACCOUNT # 69547775

BILLING DATE 06/06/2025

BILLING SUMMARY

Total Previous Balance	\$ 142.77
Payments	\$ -142.77
Balance Forward	\$ 0.00
Total Current Charges	\$ 2,463.58
Amount Due By 06/23/2025	\$ 2,463.58

MESSAGE FROM KLINKITAT PUD

WATER/ WASTEWATER Systems may have rate CHANGES. This is driven by the system needs. BUDGETS have been evaluated and NEW monthly amount is reflected. CONGRATS to ALL KLINKITAT COUNTY GRADS!!!

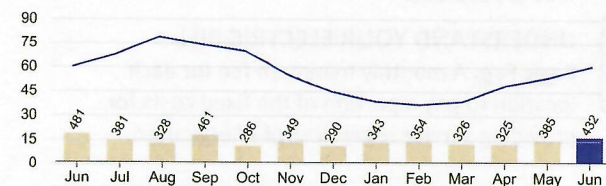
CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

1 3

Service Address: 95 AIRPORT WAY LOWER METER

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S05471	04/30/2025	06/01/2025	32	8482	8914	1	432	1.569

(8914 - 8482) x 1 = 432 kWh
CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage



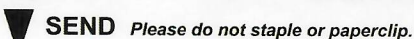
COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	432	14	\$ 2.61
PREVIOUS BILLING	30	385	13	\$ 2.62
LAST YEAR BILLING	31	481	16	\$ 2.87

DETAILS OF CURRENT CHARGES:

Balance Forward	\$ 0.00
Delivered Use 432 kWh @ \$0.1072	\$ 46.31
Demand Charge 1.57 kW @ \$0.00	\$ 0.00
Basic Fee	\$ 34.50
Dallesport St Lights	\$ 2.78
Total Electric Charges	\$ 83.59
Dallesport Wastewater	\$ 2,379.99
Total Other Charges	\$ 2,379.99
TOTAL CURRENT CHARGES	\$ 2,463.58
AMOUNT DUE	\$ 2,463.58



KEEP



SEND Please do not staple or paperclip.



Sign up today! Avoid delays and fees.

ACCOUNT #69547775

CITY OF THE DALLES

AMOUNT DUE	\$ 2,463.58
DUE BY 06/23/2025	

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- Track Daily & Monthly Usage
- See back for more



512100069547775000246358000248822060620255

CONTACT US

GOLDENDALE OFFICE: 509.773.5891 | 1.800.548.8357
WHITE SALMON OFFICE: 509.493.2255 | 1.800.548.8358
24/7 PAY-BY-PHONE: 1.855.938.3577

OFFICE HOURS: 8:00am – 5:00pm | Monday – Friday

GOLDENDALE: 1313 S. COLUMBUS AVE. | GOLDENDALE, WA 98620

WHITE SALMON: 110 NE ESTES AVE. | P.O. BOX 187 | WHITE SALMON, WA 98672

FACEBOOK: Klickitat PUD

WEBSITE: www.klickitatpud.com



CUSTOMER EMPOWERMENT TOOL:

- Log in by scanning the QR code or download the app
- Sign up for auto-pay & paperless billing
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- Report outages & view outage map



WATER TIERED BILLING

KPUD's 9 independent water systems are billed a base fee plus actual usage per 1,000 gallons. To encourage conservation, KPUD utilizes a tiered rate structure. Block 1: 0-8,000 gallons (average household). Block 2: 8,001-20,000 gallons (average household with lawn or garden). Block 3: 20,001 > significant additional watering (Irrigation, Swimming pool, etc.).



POWER OUTAGES

If you experience a power outage, verify your circuit breaker has not tripped and fuses are not blown at your location. Unplanned outages may be reported in **SmartHub** or by calling (800)548-8357 or (800)548-8358. Crews are available for emergency response 24/7. Updates on outages are posted on the KPUD website and Facebook.



DELINQUENT POLICY

Bills are due 15 days from bill date. There is a 10-day grace period between due date and late notice issuance. If payments are not received within 25 days of issuance, a \$10 late fee & the rate of 1% on unpaid balances will be charged. Consider paperless billing or auto-pay to avoid fees & penalties.



UNDERSTAND YOUR ELECTRIC BILL

Basic Fee: A monthly minimum fee for each location to pay a portion of the fixed costs for providing service regardless of energy used.

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WE ACCEPT



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Klickitat PUD
 PO Box 187
 White Salmon, WA 98672-0187

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1313 S. Columbus Ave.
Goldendale, WA 98620

PO Box 187
White Salmon, WA 98672

15 0 AB 0.593
CITY OF THE DALLES
313 COURT ST
THE DALLES OR 97058-2111

5 15
C-1



ACCOUNT # 69456080

BILLING DATE 06/06/2025

BILLING SUMMARY

Total Previous Balance	\$	82.63
Payments	\$	-82.63
Balance Forward	\$	0.00
Total Current Charges	\$	55.72
Amount Due By 06/23/2025	\$	55.72

MESSAGE FROM KLICKITAT PUD

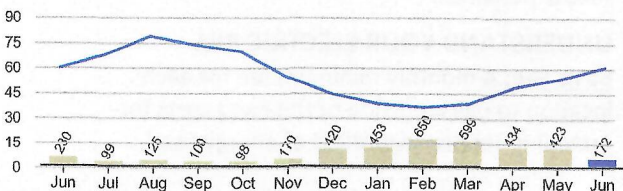
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Service Address: HANGER

DESCRIPTION	METER #	METER READING DATES		DAYS	READINGS		METER MULTI	KWH / GAL USED	KW USED
		From	To		Previous	Present			
ELECTRIC	2S05470	04/30/2025	06/01/2025	32	5283	5455	1	172	1,495

(**5455** - **5283**) x **1** = **172 kWh**
CURRENT READING PREVIOUS READING METER MULTIPLIER kWh Usage

TEMP



DETAILS OF CURRENT CHARGES:

Balance Forward	\$	0.00
Delivered Use	172 kWh @ \$0.1072	\$ 18.44
Demand Charge	1.50 kW @ \$0.00	\$ 0.00
Basic Fee		\$ 34.50
Dallesport St Lights		\$ 2.78
Total Electric Charges	\$	55.72

TOTAL CURRENT CHARGES \$ 55.72

AMOUNT DUE \$ 55.72

COMPARISONS	DAYS	TOTAL kWh	AVG. kWh	DAILY COST
CURRENT BILLING	32	172	5	\$ 1.74
PREVIOUS BILLING	30	423	14	\$ 2.75
LAST YEAR BILLING	31	230	7	\$ 2.45

KEEP

SEND Please do not staple or paperclip.



GO PAPERLESS



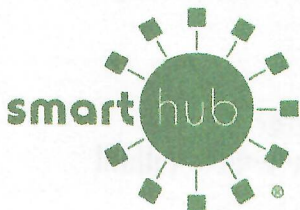
Sign up today! Avoid delays and fees.

ACCOUNT #69456080

CITY OF THE DALLES

AMOUNT DUE	\$	55.72
DUE BY 06/23/2025		

Manage your account(s) with SmartHub!



- Make & Schedule Payments
- Enroll in Customer Programs
- Track Daily & Monthly Usage
- See back for more



512100069456080000005572000005628060620258

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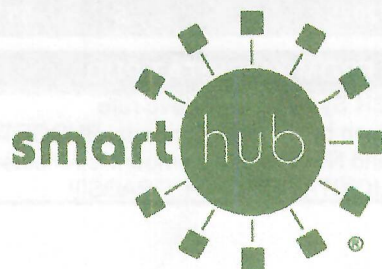
OFFICE HOURS: 8:00am – 5:00pm | Monday – Friday

GOLDENDALE: 1313 S. COLUMBUS AVE. | GOLDENDALE, WA 98620

WHITE SALMON: 110 NE ESTES AVE. | P.O. BOX 187 | WHITE SALMON, WA 98672

FACEBOOK: Klickitat PUD

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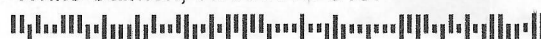
WE ACCEPT



ACCOUNT UPDATES?

If there is information on your account that you would like us to update, such as **name, phone number, mailing and/or email address**, or other changes, please include on this section or reach out to our office at 509-773-5891 (Goldendale) or 509-493-2255 (White Salmon).

Klickitat PUD
 PO Box 187
 White Salmon, WA 98672-0187





Aviation Management Services Monthly Report

July 11, 2025

- Starlink is a wonderful tool, yet vacation takes on a new definition when you have robust wifi and park anywhere to conduct airport business!!
- The Masterplan Scope of work has been approved by the FAA and the grant application has been submitted.
- The Connect Oregon T Hangar project has made it to 90% plans and will go to bid August 6th with a bid opening of August 28th.
- The COAR Generator and fuel tank projects are well underway, we are waiting on the PUD to set a new power pole and transformers, the slabs were poured and the generator is in place and partially wired. The fuel tank has been plumbed and is awaiting power.
- Staff is waiting on a response from the KCPUD in regards to the needed accounting for the sewer billing. .
- Flight Numbers May 2114 June 1519 July is averaging 75 Ops per day
- Construction and blasting underway on the Klickitat County EDA project.
- The Water main project will be going out to bid this in July .
- Staff continues to work with the FAA to close out of our grants.
- Groundskeeping and spraying are well underway for the year.

- FAA & COAR milestones and drawdowns done, working up towards closeout on our grants.
- The FireBoss arrived on June 7th, thank God, the Rowena fire would have looked a lot different without them.
- The airport had 13 helicopters here to support the efforts on the Rowena Fire, we had to get creative with the placement of them and their crews.
- The Oregon Dept of Aviation came on 6/3 to inspect the work that has been done at our airport. They are very pleased.
- I met with OEM /FEMA to discuss our needed projects and funding opportunities that will be coming. We were awarded the previous request for assistance with the generator project, yet due to the timing of the COAR funding we were unable to accept the FEMA funds.
- AMS will have a new person joining the team in August.
- **Staff attended the following meetings:**
 - City Council. (on line)
 - Klickitat County BOCC (virtual) Tuesday
 - The next Board Meeting will be 8/15/2025



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