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**Agenda for the
MEETING OF THE REGIONAL AIRPORT BOARD
OF THE
COLUMBIA GORGE REGIONAL AIRPORT**

(Established cooperatively between the City of The Dalles, Oregon and Klickitat County, Washington)

Friday February 16 , 2018 @ 7:00am

Meeting to be Held at the Airport Terminal in Dallesport, WA

- I. Call to Order**
- II. Roll Call**
- III. Approval of the Agenda**
- IV. Approval of Minutes: January 19 , 2017**
- V. Public Comments (items not on the Agenda)**
- VI. Board Member Comments (items not on the Agenda)**
- VII. Discussion Items**
 - A. Flex Space Update**
 - B. Closed Runway**
 - C. FBO / Manager Transition**
 - D. Wind Equipment**
 - E. Washington Fish & Wildlife**
 - F. Walter Case Field**
- VIII. Action Items**
 - A. Stevens Cattle Lease**
- IX. Management Report**
 - A. January Budget Report**
- X. Next Meeting March 16 , 2018**
- XI. Adjournment**

Minutes of the Board of Directors
Regional Airport Authority
January 19, 2017
Airport Terminal – Dallesport, Washington

CALL TO ORDER

Chairman Jim Wilcox called the meeting to order at 7:00

ROLL CALL

Members present: Jim Wilcox, Dave Griffith, Tim Urness, Terry Trapp, Dave Sauter

Staff members present: Rolf Anderson and Chuck Covert of AMI and Julie Krueger and Matthew Klebes of the city of The Dalles.

AGENDA

Due to Dave Griffith needing to leave by 8, Action Items will be moved up after the approval of minutes. Shearer's lease under Action Items as B, and Action Items moved up after approval of minutes. Motion made, seconded and approved.

APPROVAL OF MINUTES

The December 15, 2017 minutes were unanimously approved.

ACTION ITEMS

AMI discussed overview of Stephens' cattle lease, historic cattle lease of \$ 35.00 per month per pair collecting \$1800 a year. Airport had agreement with the Stephens' where the airport provided fencing and the Stephens' installed it. We gave them credit for their labor, and we owe them some credit for that. Keeping track of pairs is difficult, and the Stephens' would like to change their payment agreement from \$1800-\$2000 a year per pair to a flat rate of \$4000 a year and not worry about counting pairs. They want to bring in some more cattle without calves in the fall. It's an increase, but gets rid of all the math. We owe them \$1000 for labor for the first year on the fence, so the first year we collect \$3000 for the lease, and then \$4000 after that. Will direct Gene to write up new cattle lease.

Motion made to approve the terms and conditions of the annual Stephens' cattle lease, amended as suggested and was unanimously approved.

Discussion of Shearer's lease involving CPI. Lease was created in 1987 has not been renewed since 2002 and has just been extended. Some discussion about percentages that did not increase. It is suggested that the 15-year lease is read through and have some issues clarified in a new lease. A recommendation would be made to the city and county to renegotiate and change new lease satisfactory to all parties.

Motion made to make a recommendation to the city and county to renegotiate the Shearer's lease. Moved and seconded, unanimously approved.

PUBLIC COMMENTS

None.

BOARD MEMBER COMMENTS

Dave Sauter had discussion with Jamie Herrera-Beutler about the Flex Space, and suggested that it would be a good idea to have the congresswoman attend the ribbon cutting ceremony for Life Flight facility. Invitations will go out to representatives and other advocates. Tentative date for Life Flight ribbon cutting ceremony is March 24 with a backup date of March 31. Board members discussed naming facilities.

DISCUSSION ITEMS

Flex Space. AMI reported that they were trying to get Charter or CenturyLink over to Flex building with great difficulty. Life Flight requires a fax machine for some of their critical communication. Alarm system is connected via cellular as a more reliable communication for the Alarm Company.

Closed Runway rates of use. Chuck Covert of AMI reported that they talked to several groups about the \$400 fee. Some of the groups were fine with it, other smaller groups were unhappy with the cost. He stated that they will go ahead and go with the \$400 usage fee. Recommendation was to increase Team Oregon from \$100 to \$200. Will ask Gene for short-term rental agreements. Will discuss this on the next agenda.

Manager's Report

December Budget Report: Discussed excise tax on D hangar. Looking at about \$8000 in back taxes for having not gotten a tax bill for the past three years. Chuck will pursue tax changes for airport.

Discussed concerns and impact on current budget and expenditures.

Discussion of layout plan for airport by Precision Approach Engineering and needing FAA approval of projects.

NEXT REGULAR MEETING

February 16, 2018

ADJOURNMENT

Chairman Jim Wilcox adjourned the meeting at 8:08 a.m.

Jim Wilcox, Chairman