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**REGIONAL AIRPORT BOARD  
OF THE  
COLUMBIA GORGE REGIONAL AIRPORT**

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

Friday, July 18, 2014 @ 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: June 20, 2014**
- V. Public Comments (items not on the Agenda)**
- VI. Board Member Comments (items not on the Agenda)**
- VII. Discussion Items**
  - A. Business Park Update**
  - B. Flex Space Grant/Loan Request Update**
- VII. Action Items**

None
- IX. Manager Report - Aeronautical Management, Inc.**
  - A. June Budget Report**
  - B. Additional Topics**
- X. Next Meeting Date: August 15, 2014**
- XI. Adjournment**

**Minutes of the Board of Directors**  
**Regional Airport Authority**  
June 20, 2014  
*Airport Terminal – Dallesport, Washington*

**CALL TO ORDER**

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

**ROLL CALL**

Members present: Dave Griffith, Debra Turner, Norm Deo, Jim Wilcox and Tim McGlothlin.  
Absent: Dave Sauter and Terry Trapp.  
Staff members present: Rolf Anderson and Chuck Covert of AMI, Denny Newell of Klickitat County and Nolan Young of the City of The Dalles.

**APPROVAL OF AGENDA**

The Agenda was approved unanimously as presented.

**APPROVAL OF MINUTES**

The May 16, 2014, minutes were unanimously approved.

**PUBLIC COMMENTS**

None.

**BOARD MEMBER COMMENTS**

Tim McGlothlin discussed the new TV display in the Airport Terminal area. That display is now connected with a computer which permits not only weather displays on the TV screen but also slides and videos. AMI thanked Tim McGlothlin for all of his help in setting this system up for the Airport and providing a video focused on activities at the airport.

**DISCUSSION ITEMS**

**Business Park Update:** AMI reported that the project is now complete with final hydro-seeding having been completed on June 12, 2014. The contractor is now in the process of removing all of the construction equipment.

**Flex Space Hangar:** AMI reported that Klickitat County Public Works had completed its Request for Proposals (“RFP”) procedure for selecting an architect for the project. Four Architectural firms submitted proposals. Aron Faegre and Associates from Portland, Oregon has been selected. Klickitat County Public Works and AMI had the first meeting

with the Architect on June 19, 2014 to discuss the project and we will be receiving a definitive proposal and budget in the near future.

AMI reported that Klickitat County received a formal rejection letter from CERB for its grant application. The letter stated that the reasons for the rejection were the small number of new jobs to be created and CERB's decision to treat Life Flight's \$9,000,000 investment in aircraft as "operating expenses" instead of a "capital purchase" for the purpose of this grant application. The CERB letter made no mention of any environmental or other concerns with the application or the Airport. The CERB letter also offered a combination \$150,000 grant and a loan in the amount of \$850,000 in lieu of the \$1,000,000 grant.

**U.S. Department of Commerce, Economic Development Administration grant/loan**

**application:** AMI reported that Denny Newell and Amanda Hoey of the Mid-Columbia Economic Development District had worked together to submit a grant/loan application to the U.S. Department for a \$750,000 grant to be match by \$500,000 in local money for the Flex Space hangar. The City of The Dalles and Klickitat County are joint applicants. As part of this application letters of support were received from congressional representatives from both Washington and Oregon as well as from Mid-Columbia Medical Center. It is hoped we will hear whether this application will be successful in mid-July 2014.

**ACTION ITEMS**

**Dallesport Water District:** AMI presented the FIRST AMENDMENT FOR AGREEMENT TO CONSTRUCT WATER STORAGE AND PUMPING IMPROVEMENTS and the FIRST AMENDMENT FOR WATER SUPPLY AGREEMENT. These Amendments have been drafted to start the time for the water connection fee reimbursement from the Water District to the Airport to coincide with the completion of the Airport Business Park. These Amendments were drafted and reviewed by the Dallesport Water District, Klickitat County and the city of The Dalles attorneys. After thorough discussion and upon a motion duly made and seconded, the Board unanimously passed a resolution recommending that Klickitat County Commission and the city of The Dalles Council approve these Amendments.

**MANAGER REPORT AMI**

May 2014 Budget Report: AMI again noted that the electric expense is above budget. AMI has contacted Klickitat County PUD to obtain historical information for each of the 19 meters on the Airport in order to specifically identify any increase in electrical usage. It was also noted that the Property Tax and Insurance categories are higher than expected as previously discussed. AMI is continuing to work with the Klickitat County Assessor about the tax assessment. The budget as a whole remains below the projected expenditures. After thorough discussion and upon a motion duly made and seconded, the Board unanimously accepted the May financial report.

AMI has noted that there is a waiting list of approximately 8 planes waiting for a hangar at the Airport. AMI is looking at what would need to be done to prepare the land east of the current T-hangars for more T-hangars.

AMI reported that the Jack Kincheloe of the Klickitat County Fire District #6 Board talked with AMI about the efforts of the Fire District to raise funds to build a new facility to house all of their fire equipment. There would be several advantages if the facility could be built on Airport land. Nolan Young noted the value of this Fire District in its support of The Dalles Fire Department. After thorough discussion the Board unanimously adopted a consensus to support the efforts of the Klickitat County Fire District #6 to raise funds for a new facility and support its new facility to be located on the Airport.

### **NEXT REGULAR MEETING**

July 18, 2014

### **ADJOURNMENT**

Chairman Jim Wilcox adjourned the meeting at 8:14 a.m.

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Jim Wilcox, Chairman



FUND 061 AIRPORT FUND		*****									
ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT ACTUAL	%REV	ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE		
300	BEGINNING BALANCE	20,636	.00		298,805	298,804.81	100	298,805	.19		
300	**	20,636	.00		298,805	298,804.81	100	298,805	.19		
300	*** BEGINNING BALANCE	20,636	.00		298,805	298,804.81		298,805	.19		
330	INTERGOVERNMENTAL REVENUE										
330	00 00 OTHER WA	5,424	.00		65,000	65,000.00	100	65,000	.00		
330	10 00 OTHER OR	8,337	.00		100,000	.00		100,000	.00		
330	**	13,761	.00		165,000	65,000.00	39	165,000	100,000.00		
331	FEDERAL REVENUES	240,009	.00		2,155,000	1,406,211.40	65	2,155,000	748,788.60		
331	20 00 FEDERAL GRANTS-FAA	240,009	.00		2,155,000	1,406,211.40	65	2,155,000	748,788.60		
331	90 00 FEDERAL GRANTS-MISC	0	.00		0	.00		0	.00		
334	STATE GRANTS	0	.00		0	.00		0	.00		
334	80 00 WASHINGTON STATE GRANTS	0	.00		0	.00		0	.00		
334	90 00 STATE GRANTS, OTHER	0	.00		0	.00		0	.00		
330	*** INTERGOVERNMENTAL REVENUE	253,770	.00		2,320,000	1,471,211.40		2,320,000	848,788.60		
340	CHARGES FOR SERVICES	174	.00		2,000	9,000.00	450	2,000	7,000.00-		
341	GENERAL GOVERNMENT	174	.00		2,000	9,000.00	450	2,000	7,000.00-		
347	AVIATION FUEL SALES	674	1,217.91	181	8,000	7,317.42	92	8,000	682.58		
347	00 00 AVIATION FUEL SALES	674	1,217.91	181	8,000	7,317.42	92	8,000	682.58		
340	*** CHARGES FOR SERVICES	848	1,217.91		10,000	16,317.42		10,000	6,317.42-		
360	OTHER REVENUES	87	93.59	108	1,000	1,242.17	124	1,000	242.17-		
361	INTEREST REVENUES	87	93.59	108	1,000	1,242.17	124	1,000	242.17-		
361	00 00 INTEREST REVENUES	87	93.59	108	1,000	1,242.17	124	1,000	242.17-		
361	** INTEREST REVENUES	87	93.59	108	1,000	1,242.17	124	1,000	242.17-		

ACCOUNT	DESCRIPTION	***** ESTIMATED *****		***** CURRENT *****		***** YEAR-TO-DATE *****		ANNUAL ESTIMATE	UNREALIZED BALANCE
		ESTIMATED	%REV	ACTUAL	%REV	ACTUAL	%REV		
FUND 061	AIRPORT FUND								
363	RENTAL REVENUES								
50 00	PROPERTY RENTALS	10,337	84	8,709.58	86	106,180.60	86	124,000	17,819.40
363	** RENTAL REVENUES	10,337	84	8,709.58	86	106,180.60	86	124,000	17,819.40
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	10,087	.00	.00	100	60,837.50	100	61,000	162.50
369	** OTHER MISC REVENUES	10,087	.00	.00	100	60,837.50	100	61,000	162.50
360	*** OTHER REVENUES	20,511		8,803.17		168,260.27		186,000	17,739.73
390	OTHER FINANCING SOURCES								
391	OPERATING TRANSFERS IN	5,424	.01	.01	100	65,000.00	100	65,000	.00
391	01 00 GENERAL FUND	5,424	.01	.01	100	65,000.00	100	65,000	.00
392	SALE OF FIXED ASSETS	0	.00	.00	0	.00	0	0	.00
392	00 00 SALE OF FIXED ASSETS	0	.00	.00	0	.00	0	0	.00
393	PROCEEDS- LT LIABILITIES	0	.00	.00	0	.00	0	0	.00
393	10 00 LOAN/BOND PROCEEDS	0	.00	.00	0	.00	0	0	.00
393	** PROCEEDS- LT LIABILITIES	0	.00	.00	0	.00	0	0	.00
390	*** OTHER FINANCING SOURCES	5,424	.01	.01	100	65,000.00	100	65,000	.00
FUND TOTAL	AIRPORT FUND	301,189		10,021.09		2,019,593.90		2,879,805	860,211.10