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**Second Revised 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, March 20, 2015 @ 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: February 20, 2015**
- V. Public Comments (items not on the Agenda)**
- VI. Board Member Comments (items not on the Agenda)**
- VII. Discussion Items**
 - A. Projects at the Airport**
- VIII. Action Items**
 - A. Consideration of designating certain pieces of equipment obtained by the Airport through the GSAXcess program as Excess and permitting their sale at an auction.**
- IX. Manager Report - Aeronautical Management, Inc.**
 - A. February Budget Report**
 - B. Manager Report**
- X. Next Meeting Date: April 17, 2015**
- XI. Adjournment**

Minutes of the Board of Directors
Regional Airport Authority
February 20, 2015
Airport Terminal – Dallesport, Washington

CALL TO ORDER

Chairman Jim Wilcox called the meeting to order at 7:01 a.m.

ROLL CALL

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

APPROVAL OF AGENDA

The Agenda was amended with the addition of the review of the proposed 2015/2016 Operating Budget under Action Items. With that change the Agenda was approved unanimously.

APPROVAL OF MINUTES

The December 19, 2014, Minutes were unanimously approved.

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

Dave Griffith requested an update on the marketing plan for the business park as well as an update on the possibility of a static display aircraft that could be located near Highway 197. Mr. Griffith said that he thought the aircraft would help bring public interest and knowledge of the airport similar to the display “bomber” in Portland and other such aircraft displays. There was a discussion of where an aircraft could be obtained. In addition to purchasing an aircraft there is a possibility of obtaining one from military surplus or locating an existing aircraft display that is being decommissioned. Mr. Wilcox suggested that if the Airport Board wanted to work toward this display we should start to set up a budget item for this work. Mr. Wilcox suggested we reserve some monies within the Advertising budget for this particular item. Mr. Griffith thought we may be able to obtain donations from the community toward this display. There was a discussion of the need to set aside land from the potential golf course lease for this potential display. The Board requested that AMI look into what it would take to establish such a display at the

Airport and to provide some estimates of potential costs. The Business Park marketing efforts will be discussed in the Airport Management report.

DISCUSSION ITEMS

Flex-Space Update: AMI stated that Life Flight Network is finalizing its needs for the crew quarters. Once this work is complete the architect will be able to work on the drawings and provide an estimate. Nolan Young said that the Bond sale would occur on February 24, 2015 and the proceeds will be \$1,940,000. The Bond is a twenty year bond at 4.30% interest.

Airport Fly-In June 13, 2015: Darren Lacock of the Dallesport Volunteer Fire Department presented an update on the planning so far for this event. He stated they expect military aircraft from the Erickson Museum in Madras, Oregon to attend along with other visiting aircraft. Laura Davidson from the Red Racer Café talked about her plans for a Beer Garden during the event. There was discussion of seeking sponsorships for local businesses as well ideas on how to market the Fly-In and ways to include other displays and participants.

Sundoon Golf Course: AMI reported that Roseland Properties had sent its check to Klickitat County as agreed for the partial payment of the amount it owed the County. AMI subsequently sent an email to Roseland Properties to start discussions toward new agreements for the project. AMI noted that it had been advised that any new Sundoon Agreements will need to include interim performance dates as well as a final completion date. If these interim dates are not met the agreements would terminate or require a monetary payment for an extension. AMI also noted that due to the time that has passed since the original agreements were drafted, the dollar amounts for the lease and potential property sale might need to be updated to current market prices. Mr. Wilcox suggested that any new lease may need to include a location for an Airport sign or aircraft display. In addition Mr. Wilcox requested that when the Board is ready to consider Sundoon Agreements that the Airport Board meet in Executive Session.

ACTION ITEMS

AMI presented the draft of the next fiscal year budget for the Airport. AMI explained that the income items were updated to match current lease rates and other operating income estimates. The routine expenses remained the same as last year. The income and expenses also includes an FAA grant for about \$107,000 for designing the last portion of the Alpha Taxiway, the \$650,000 EDA grant for the Flex Space as well as Klickitat County's \$250,000 toward that project and the \$1,940,000 bond. In addition to constructing the Flex Space building the budget includes the Airport acquiring the "D" Hangar. After thorough discussion and upon a motion duly made and seconded, the Board unanimously recommended that city and county approve the Airport Operating Budget as presented.

MANAGER REPORT AMI

AMI presented the January Budget report. All expenses were as expected and the Budget report was unanimously approved as presented.

AMI reported that on Sunday February 15, 2015 a Cessna 210 made a gear up landing at the Airport. No one was injured. The Dallesport Fire Department kept a volunteer and a truck at the site overnight to prevent anyone from using that runway until the plane could be removed the next morning.

Toward the efforts to market the Airport Business Park AMI reported that on Monday, February 23, 2015 the Oregon Business Magazine is going to visit the Airport. The Magazine is doing a story on The Dalles Port along with the Airport. In addition the Airport and the Port of the Dalles are working together to jointly market the available land at both locations. In addition AMI continues to talk about the Business Park with potential tenants and continues to meet with local real estate brokers and business leaders to discuss the Airport. Mr. Wilcox suggested that the Airport develop a small brochure promoting the Business Park that can be given to each transient pilot. AMI reported that it has talked with a real estate developer that is willing to construct and lease a new building on the Business Park to an appropriate tenant.

AMI notified the Board that Gorge Aviation Services has hired a new aircraft mechanic and continues to work with Berg Air of Madras, Oregon to provide maintenance at Columbia Gorge Regional Airport.

NEXT REGULAR MEETING

March 20, 2015

ADJOURNMENT

Chairman Jim Wilcox adjourned the meeting at 8:22 a.m.

Jim Wilcox, Chairman

FUND	OBJ	SUB	ACCOUNT	DEPT/DIV	ACTUAL	EXP	BUDGET	ACTUAL	EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMBR. BALANCE	BDR
				6100 AIRPORT FUND/			*****YEAR-TO-DATE*****						
				BUDGET	ACTUAL	EXP	BUDGET	ACTUAL	EXP	ENCUMBR.	BUDGET	BALANCE	BDR
61			AIRPORT										
610			AIRPORT										
02			MATERIALS & SERVICES		11574		24348	65546.52	273	.00	70646	4099.38	94
31	10		CONTRACTUAL SERVICES		9333		74664	61607.14	83	.00	112000	50392.86	55
34	10		ENGINEERING SERVICES		0		0	.00	0	.00	0	.00	0
41	10		SPECIAL STUDIES & REPORTS		0		0	.00	0	.00	0	.00	0
41	10		WATER		416		3328	2236.00	67	.00	5000	2764.00	45
41	10		SEWER		0		0	.00	0	.00	0	.00	0
40			ELECTRICITY		83		664	526.09	79	.00	1000	473.91	53
43	10		BUILDINGS AND GROUNDS		833		664	4854.16	73	.00	10000	5145.84	49
45	10		JOINT USE OF LABOR/EQUIP		1958		15664	11874.15	76	.00	23500	11625.85	51
50			VEHICLES		133		1064	.00	0	.00	1600	1600.00	0
51			GAS/OIL/DIESEL/LUBRICANTS		500		4000	2283.19	57	.00	6000	3715.81	38
46	10		PROPERTY TAXES		208		1664	795.19	48	.00	2500	1704.81	32
52	10		LIABILITY		750		6000	.00	0	.00	9000	9000.00	0
53	20		POSTAGE		916		7328	6139.00	84	.00	11000	4861.00	56
30			TELEPHONE		25		200	87.36	44	.00	300	213.64	29
40			LEGAL NOTICES		333		2664	1296.64	49	.00	4000	2703.36	32
54	00		ADVERTISING		62		496	104.40	21	.00	750	645.60	14
57	00		PERMITS		1250		10000	.00	0	.00	15000	15000.00	0
58	10		TRAVEL, FOOD & LODGING		83		664	.00	0	.00	1000	1000.00	0
50			TRAINING AND CONFERENCES		708		5664	39.42	1	.00	8500	8460.58	1
70			MEMBERSHIPS/DUES/SUBSCRIP		333		2664	600.00	23	.00	4000	3400.00	15
60	10		OFFICE SUPPLIES		83		664	330.00	50	.00	1000	670.00	33
69	50		MISCELLANEOUS EXPENSES		100		800	86.71	11	.00	1200	1113.29	7
80			ASSETS < \$5000		83		664	.10	0	.00	1000	999.90	0
02	**		MATERIALS & SERVICES		250		2000	.00	0	.00	3000	3000.00	0
					30847		178532	188819.85	95	.00	301998	133176.15	56
03			CAPITAL OUTLAY										
72	20		BUILDINGS		330292		710882	.00	0	.00	2031754	2031754.00	0
30			BUILDINGS - HANGER		108333		866664	7524.00	1	.00	1300000	1292476.00	1
73	30		IMPROVTS OTHER THAN BLDGS		2333		18664	49451.60	265	.00	28000	332013.35-1286	0
74	10		MACHINERY		0		0	.00	0	.00	0	.00	0
78	50		FIXED ASSET RECLASS ACCT		0		0	.00	0	.00	0	.00	0
03	**		CAPITAL OUTLAY		440958		1595910	56985.60	4	.00	3359754	2992216.65	11
610	**		AIRPORT		471805		1774442	225805.45	13	.00	3661750	3125392.80	15
61	**		AIRPORT		471805		1774442	225805.45	13	.00	3661750	3125392.80	15
DIV	6100	TOTAL	*****		471805		1774442	225805.45	13	.00	3661750	3125392.80	15
DEPT	61	TOTAL	*****		471805		1774442	225805.45	13	.00	3661750	3125392.80	15