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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, April 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: March 21, 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. Runway/Taxiway Project update**
 - C. CERB Proposal**
- VII. Action Items**

None
- IX. Manager Report - Aeronautical Management, Inc.**
 - A. March Budget Report**
 - B. Additional Topics**
- X. Next Meeting Date: May 16, 2014**
- XI. Adjournment**

Minutes of the Board of Directors
Regional Airport Authority
March 21, 2014
Airport Terminal – Dallesport, Washington

CALL TO ORDER

Chairman Jim Wilcox called the meeting to order at 7:04 a.m.

ROLL CALL

Members present: Jim Wilcox, Dave Griffith, Dave Sauter, Debra Turner, Terry Trapp and Tim McGlothlin. Absent: Norm Deo.

Staff members present: Rolf Anderson and Chuck Covert of AMI and Denny Newell of Klickitat County.

APPROVAL OF AGENDA

The Agenda was approved unanimously.

APPROVAL OF MINUTES

The February 21, 2014, minutes were unanimously approved as presented.

PUBLIC COMMENTS

No comments.

BOARD MEMBER COMMENTS

Tim McGlothlin introduced his visitor Jeremy from Newberg High School. Jim Wilcox presented some photos looking over the Airport from his hike up the mountain. The photos showed all the construction work being done at the Airport.

DISCUSSION ITEMS

Business Park Update: AMI reported the project is proceeding on schedule with the plan to pave in early May. AMI presented the final design for the Business Park signs, and there was a general discussion as to where to place them. It was suggested that the signs be placed on Dallesport Road as well as Highway 197. AMI presented an aerial photo taken of the Business Park by Sky Shots.

Runway Improvement Project: AMI reported that the Washington Ecology Department visited the Airport to look at the wetlands near both the Business Park and the runway projects. AMI was told that the review will be finalized and a report sent to the Airport.

ACTION ITEMS:

None

MANAGER REPORT AMI

February 2014 Budget Report: The budget report for February 2014 was presented. All items were as expected. After thorough discussion and upon a motion duly made and seconded, the Board unanimously accepted the February financial report.

AMI reported that agreements have been drafted with Life Flight pending approval for the Flex Building grant. Dave Sauter reported on attending the CERB Board meeting on March 20, 2014. The purpose of the meeting was in response to the Airport's request to replace AAE as the tenant with Life Flight. The CERB Board was concerned about the scoring on Life Flight proposal as it was a little less than the scoring on the AAE proposal. The CERB Board wanted to review the scoring versus the other proposals that had been received.

The issue of the grant to Klickitat County was tabled by the CERB Board until May 2014, while the staff looks at the project scoring as compared with other requests for grants and the Airport reviews other potential tenants to join with Life Flight. In addition the CERB Board asked the County to report back as to whether: 1) the City of The Dalles would be willing to be party to a \$850,000 loan, in place of the grant; 2) the Airport could get additional tenants in the Flex Building; or 3) a marketing plan for the Flex Building could be developed. The Airport Board asked AMI to work with the County to review ways to determine the scoring by the CREB Board for this and other projects submitted to CERB and any other alternatives to build the building as the Flex Building and Life Flight are considered as important to the entire area served by the Airport.

AMI reported that discussions with a UAV company are underway regarding establishing an area at or near the Airport to fly small helicopters for development. To fly a UAV the company needs to obtain a Certificate of Authority ("COA") from the FAA. The COA application needs a public entity to apply to sponsor the COA, not a private company. AMI is discussing the issues with the City Attorney and the Airport insurance agent about liability issues.

AMI is also talking with the Pendleton Airport about working toward a test site for the COA application. Pendleton is part of the FAA-approved test sites, and the application may be received more favorably in partnership with Pendleton. AMI will report back to the Board as this process continues.

AMI reported that it met with Roseland Properties, along with Dave Sauter, Nolan Young and Denny Newell, about the status of Roseland's efforts to construct a golf course. Roseland reported having obtained several million dollars in commitments for the buildings but needed help in constructing the water line to their potential development and wanted to know if the County could help. Dave Sauter stated that is not an option. In light

of the status of the potential golf course the Airport Board suggested that AMI actively market the land in questions to determine whether or not other parties may be interested in developing that land.

NEXT REGULAR MEETING

April 18, 2014

ADJOURNMENT

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

Jim Wilcox, Chairman

FUND	OBJ	ACCOUNT	DEPT/DIV	CURRENT	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	ANNUAL BUDGET	UNENCUMBER. BALANCE	BDOGT
FUND 061 AIRPORT FUND			6100 AIRPORT FUND/	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****
BA FILE	OBJ	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBER.	BUDGET	BALANCE	BDOGT	
61	02	AIRPORT	833	20.00	2	7497	180.00	2	.00	10000	9820.00	2	
		MATERIALS & SERVICES	833	17176.46	195	79497	68705.84	86	.00	106000	37294.16	65	
	31	10 CONTRACTUAL SERVICES	0	.00	0	0	.00	0	.00	0	.00	0	
	34	10 ENGINEERING SERV-OTHER	0	.00	0	0	.00	0	.00	0	.00	0	
	50	SPECIAL STUDIES & REPORTS	0	.00	0	0	.00	0	.00	0	.00	0	
	41	10 WATER & SEWER	375	320.00	85	3375	992.00	29	.00	4500	3508.00	22	
	20	GARAGE SERVICES	83	79.61	96	747	645.81	87	.00	1000	354.19	65	
	40	ELECTRICITY	583	1487.02	255	5247	6894.63	131	.00	7000	105.37	99	
	43	10 BUILDINGS AND GROUNDS	3937	.00	0	35433	8795.14	25	.00	47250	38454.86	19	
	45	JOINT USE OF LABOR/EQUIP	133	.00	0	1197	929.08	78	.00	1600	670.92	58	
	50	VEHICLES	291	628.73	216	2619	628.73	24	.00	3500	2871.27	18	
	51	GAS/OIL/DIESEL/LUBRICANTS	0	130.79	0	0	977.85	75	.00	0	977.85	0	
	46	10 PROPERTY TAXES	1166	311.85	27	10494	7854.15	130	.00	14000	6145.85	56	
	52	10 LIABILITY	725	.00	0	6525	8451.00	108	.00	8700	249.00	97	
	30	PROPERTY	496	.00	0	4464	4838.85	136	.00	5954	1115.15	81	
	53	20 POSTAGE	66	34.04	52	594	173.89	29	.00	800	626.11	22	
	30	TELEPHONE	291	1192.22	410	2619	3555.80	136	.00	3500	55.80	102	
	40	LEGAL NOTICES	62	.00	0	558	.00	0	.00	750	750.00	0	
	54	00 ADVERTISING	1250	.00	0	11250	.00	0	.00	15000	15000.00	0	
	57	00 PERMITS	83	.00	0	747	833.00	112	.00	1000	167.00	83	
	58	10 TRAVEL, FOOD & LODGING	500	.00	0	4500	.00	0	.00	6000	6000.00	0	
	50	TRAINING AND CONFERENCES	250	320.00	128	2250	320.00	14	.00	3000	2680.00	11	
	70	MEMBERSHIPS/DUES/SUBSCRIP	83	240.00	289	747	390.00	52	.00	1000	610.00	39	
	60	10 OFFICE SUPPLIES	100	.00	0	900	.00	0	.00	1200	1200.00	0	
	69	50 MISCELLANEOUS EXPENSES	83	.00	0	747	634.43	93	.00	1000	305.57	69	
	80	ASSETS < \$5000	208	.00	0	1872	1448.94	77	.00	2500	1051.06	58	
	02	** MATERIALS & SERVICES	20431	21930.72	107	183879	117309.14	64	.00	245254	127944.86	48	
	03	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0	
	72	20 BUILDINGS	0	.00	0	0	.00	0	.00	0	.00	0	
	30	BUILDINGS - HANGER	22500	1990.85	9	202500	265353.05	131	.00	270000	4646.95	98	
	73	30 IMPRVMTS OTHER THAN BLDGS	508977	136224.19	27	4580793	3940762.88	86	.00	6107725	1387118.36	77	
	74	10 MACHINERY	0	.00	0	0	.00	0	.00	0	.00	0	
	78	50 FIXED ASSET RECLASS ACCT	0	.00	0	0	.00	0	.00	0	.00	0	
	03	** CAPITAL OUTLAY	531477	138215.04	26	4783293	4206115.93	88	.00	6377725	1391765.31	78	
610	**	AIRPORT	551908	160145.76	29	4967172	4323425.07	87	.00	6622979	1519710.17	77	
61	**	AIRPORT	551908	160145.76	29	4967172	4323425.07	87	.00	6622979	1519710.17	77	
DIV	6100	TOTAL *****	551908	160145.76	29	4967172	4323425.07	87	.00	6622979	1519710.17	77	
DEPT	61	TOTAL *****	551908	160145.76	29	4967172	4323425.07	87	.00	6622979	1519710.17	77	
		AIRPORT FUND	551908	160145.76	29	4967172	4323425.07	87	.00	6622979	1519710.17	77	

ACCOUNT	DESCRIPTION	ESTIMATED	CURRENT ACTUAL	%REV	ESTIMATED	YEAR-TO-DATE ACTUAL	%REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
FUND 061 AIRPORT FUND									
363	RENTAL REVENUES								
50 00	PROPERTY RENTALS	11,666	10,187.11	87	104,994	81,438.38	78	140,000	58,561.62
363 **	RENTAL REVENUES	11,666	10,187.11	87	104,994	81,438.38	78	140,000	58,561.62
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	416	.00	.00	3,744	230.00	6	5,000	4,770.00
369 **	OTHER MISC REVENUES	416	.00	.00	3,744	230.00	6	5,000	4,770.00
360 ***	OTHER REVENUES	12,207	10,187.11	109,863	81,741.59	146,500	64,758.41		
390	OTHER FINANCING SOURCES								
01 00	OPERATING TRANSFERS IN GENERAL FUND	5,416	5,909.00	109	48,744	53,181.00	109	65,000	11,819.00
391 **	OPERATING TRANSFERS IN	5,416	5,909.00	109	48,744	53,181.00	109	65,000	11,819.00
392	SALE OF FIXED ASSETS								
00 00	SALE OF FIXED ASSETS	0	.00	0	0	.00	0	0	.00
392 **	SALE OF FIXED ASSETS	0	.00	.00	0	.00	0	0	.00
393	PROCEEDS- LT LIABILITIES								
10 00	LOAN/BOND PROCEEDS	20,833	.00	.00	187,497	250,000.00	133	250,000	.00
393 **	PROCEEDS- LT LIABILITIES	20,833	.00	.00	187,497	250,000.00	133	250,000	.00
390 ***	OTHER FINANCING SOURCES	26,249	5,909.00	236,241	303,181.00	315,000	11,819.00		
FUND TOTAL	AIRPORT FUND	552,177	1,677,140.36	4,969,593	4,644,995.42	6,626,179	1,981,183.58		