



PO Box 285 • Dallesport • Washington • 98617-0285  
• Airport Management • 509-767-2272  
[airporttdl@cgore.net](mailto:airporttdl@cgore.net)

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**MINUTES**  
**COLUMBIA GORGE REGIONAL AIRPORT MEETING**  
December 20, 2019

**PRESIDING:** Chair Jim Wilcox

**BOARD PRESENT:** Jim Wilcox, Dave Sauter, Terry Trapp, David Griffith, Norm Deo, and Russ Brown

**BOARD ABSENT:** Tim Urness

**STAFF PRESENT:** Aryn Rasmussen, Airport Manager; Daren Lacock of TacAero

**CALL TO ORDER**

The meeting was called to order by Chairman Jim Wilcox at 7:01 am.

**ROLL CALL**

Roll call was conducted by Aryn Rasmussen.

**APPROVAL OF AGENDA**

No corrections to Agenda, approved by unanimous consent.

**APPROVAL OF MINUTES**

No corrections to Minutes, approved by unanimous consent.

**PUBLIC COMMENTS**

WJ Morris, DWD, hydrant meter is missing from Hood Tech construction site and Aryn will talk to the project manager. WJ also commented that the SDC charge for the new business park development will be \$96,000 on the current rates. Based on the 2012 agreement that money will be transferred to the airport. Jim requested this topic be placed on the agenda at the next board meeting for further discussion.

**BOARD MEMBER REPORTS**

Dave Sauter commented that he met with Aryn and Julie Kruger the City Manager to discuss fuel farm issues. A possible short term solution is a tank on skids. Dave S. and Julie will talk with their partners, but Klickitat County is supportive of the extra tank and has funds designated in the 2020 budget. Dave S. moves to appoint a sub-committee of Darren (TacAero), Terry, Dave S. and Russ to act on behalf of the board to review additional tank options and to acquire tank if necessary. Aryn will report all information to the entire board. Russ seconded. Motion passed unanimously, Tim absent.

**ACTION ITEMS – None**

**DISCUSSION ITEMS**

- A. Shared Hangar Procedures: Aryn briefed the staff report. Jim suggested a committee to review and recommend a policy to the board. Suggests the committee include members of the shared hangar and a representative from TacAero. Dave G. will be the board representative.
- B. Annual Audit: Due to the length and content of the audit it will be moved to the next meeting agenda for discussion.
- C. Budget Report/Check Register: Aryn talked about the budgeting process and prioritizing a project list.

**MANAGEMENT REPORT**

Aryn gave an update that the airport property taxes will be reviewed during the Washington state short session in 2020, the Part 163 designation for the business park is at the FAA headquarters for review, and the well/water rights transfer request letter is with the FAA project manager and compliance official for review.

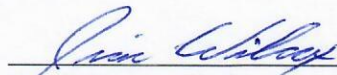
**NEXT MEETING**

The next meeting will be January 17, 2020 at 7:00 am.

**ADJOURNMENTS**

Having no further business, the meeting was adjourned at 8:15 am.

SIGNED:

  
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Jim Wilcox, Chair

ATTEST:

  
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Aryn Rasmussen, Airport Manager