



PO Box 285 • Dallesport • Washington • 98617-0285
• Airport Management • 509-767-2272
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**Agenda for the
MEETING OF THE AIRPORT BOARD
OF THE
COLUMBIA GORGE REGIONAL AIRPORT**

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

Friday May 21, 2021 @ 7:00am

Via Zoom

Meeting ID: 940 2432 7588

Passcode: 440 074

I. Roll Call

II. Approval of Agenda

III. Approval of Minutes

A. Regular Board Meeting Minutes of April 16, 2021

B. Special Board Meeting Minutes of April 28, 2021

IV. Public Comments (Items not on the Agenda)

V. Board Member Reports

VI. Action Items - None

VII. Discussion Items

A. Budget Report / Check Register

VIII. Management Report

IX. Adjournment

X. Next Meeting: June 18, 2021



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MINUTES

COLUMBIA GORGE REGIONAL AIRPORT MEETING

April 16, 2021

Meeting at Airport Terminal & via Zoom

PRESIDING: Chair Jim Wilcox

BOARD PRESENT: Dave Griffith, Terry Trapp, Tim McGlothlin, Jacob Anderson, Tim Urness

BOARD ABSENT: Norm Deo

STAFF PRESENT: Airport Managers David Rasmussen and Aryn Rasmussen

CALL TO ORDER

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

ROLL CALL

Roll call was conducted by Airport Manager, Norm Deo absent.

APPROVAL OF AGENDA

The agenda was approved as presented by unanimous consent.

APPROVAL OF MINUTES

The minutes were approved as presented by unanimous consent.

PUBLIC COMMENTS – None

BOARD MEMBER REPORTS – Jim reported that he and Dave have been talking regularly about multiple items in regards to preparing action items on agenda. Thanked other board members who provided feedback. Jonathan discussed issues regarding “reply all” on emails with entire board. Tim U. motioned to accept attached representation of email chain as a accurate representation of the board. Motion approved unanimously.

ACTION ITEMS

A. CGCC Hangar Lease – Dave briefed the staff report. Jim asked if there was a conflict between sections 13.3 and 13.4 if the situation changes in the future. Jonathan clarified that sections 13.3 and 13.4 offer separate avenues to make adjustments; 13.3 is just to renegotiate rent rate, while 13.4 is to renegotiate the entire lease. Dan Spatz commented that he does not see any issues from the college’s perspective. Dave R. clarified that the rate is based on fair market value based on the size and amenities for the hangar. As well as that the language in section 13.2.6 was clarified to protect interests of both the FBO and college. Jacob A motioned to approve CGCC hangar lease contingent upon EDA grant funding. Tim U. second. Motion passed unanimously, Norm Deo absent.

B. Development Standards – Dave briefed the staff report. The Commercial Development Standards for the airport were priority number one on the boards vision goals. They have been reviewed and approved by the city attorney. Dave R recommends creating a variance policy for the airport that would address any item not just commercial development. Jonathan explained the use of the variance policy for future items that may not meet the current airport standards. Jonathan asked the board for their direction on developing the variance clause. Board consensus was to create a variance policy. Jacob A motioned to approve development standards as proposed. Tim M second. Motion approved unanimously, Norm Deo absent.

C. Commercial Use Application - Dave R. briefed the staff report. The application is intended to help streamline and standardize the process for people to apply for a business based at the airport. Terry Trapp asked about non-based operations. Dave R. referenced the 20007 airport rules and regulations that require on based operations to apply. Jacob A. motioned to approve the commercial use application as presented. Tim M. second. Motion passed unanimously, Norm Deo absent.

D. Shaw Commercial Use Agreement – Dave R. briefed the staff report and introduced Dan Shaw to the board. Dave reminded the board that Dan is the first person to go through the commercial use development process and he has been very supportive and accommodating in the airport figuring out how to proceed with his request. Dan stated that he does not partake in these commercial activities to make a profit and he has ceased his operations at CGRA since he began working on this agreement with Dave R. TacAero doesn’t currently offer complex instruction, it is something Dan is considering doing in the future. Terry asked if Dan is operating under Part 91 or Part 135, he thinks Dan should be classified as Part 135. Dan stated that his Part 91. Jacob A motions to table decision until there is more clarification from the FAA. Tim M. second. Jake withdrew the motion. Jeff Renard commented on behalf of TacAero that he was concerned about a difference in insurance requirements and potential conflict with complex flight instruction. Chuck Covert recommends verifying requirements with FAA compliance policy. Jacob A motioned to postpone decision until later date. Tim M second. Motion passed unanimously, Norm Deo absent.

E. Waiting List Policy & Application - Dave briefed the staff report. Tim U. motioned to approved the hangar waiting list policy and application as presented. Terry second. Motion passed unanimously, Norm Deo absent. Tim U. motioned to amend policy by adding a \$50.00 non-refundable processing fee starting 4/16/2021. Terry second. Motion passed unanimously, Norm Deo absent.

DISCUSSION ITEMS

A. Oregon State Audit Memo – Dave briefed that the airport received a letter stating that there were no issues with the airport audit for the period of July 1, 2019 through June 30, 2020.

B. Alpine Plumbing – Dave R met with Alpine Plumbing to discuss development in the business park. They seem very interested in leasing to expand their storage yard and shop facilities.

C. Budget/Check Report – No Comment.

MANAGEMENT REPORT – Dave R. thanked the board for their input on various topic over the past several weeks. He participated in the CISA survey with DOH Security, WSDOT, ODA and FEMA where our airport was reviewed as part of a Cascadia event response. Results of the resiliency study are set to be released over the summer. Dave R. met with The Port of The Dalles Commission to give them an update on the airport. He has been working with ODF to create a long term lease with the airport to stage two fire bosses at CGRA during the fires season. He sent out the first group tenant email, this was an effort give tenants updates on airport activities and send out lease renewal reminders. Dave is working with Jeff King from Klickitat County to apply for a grant to increase airport fencing. Airport security is becoming a more important issue and development continues however it is very low on the priority list for FAA funding. Ian and Peter Doyle from the FAA are still reviewing the DWD documents, we expect to hear back from them soon on a decision or further guidance. Dave reviewed the challenges the airport is having with legally declaring an AOA and the FAA’s lack of guidance. Dave updated the board that the insurance claim from the flying sheet metal hitting a jet is expected to be around \$1 million. This seems appropriate compared to similar claims. Dave has been spending significant time spraying for weeds. Aryn will begin mowing critical areas in the next few weeks and continue as necessary. He expects to finish closing out the N. Apron design grant and continue working on the S. Apron IFE over the next few months.

NEXT MEETING

The next meeting will be May 21, 2021 at 7:00 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 8:40 am.

SIGNED:

Jim Wilcox, Chair

Dave Rasmussen, Airport Manager



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MINUTES
COLUMBIA GORGE REGIONAL AIRPORT MEETING
April 16, 2021
Meeting via Zoom

PRESIDING: President Jim Wilcox

BOARD PRESENT: Dave Griffith, Tim Urness, Terry Trapp

BOARD ABSENT: Norm Deo, Tim McGlothlin, Jacob Anderson

STAFF PRESENT: Airport Manager Dave Rasmussen

CALL TO ORDER

The meeting was called to order by Jim Wilcox at 7:05 am.

ROLL CALL

Roll call was conducted by Airport Manager, four board members present, three board members absent.

APPROVAL OF AGENDA

The agenda was approved as presented by unanimous consent.

PUBLIC COMMENTS - None

BOARD MEMBER REPORTS – Jim reported that he came by the airport and signed a couple leases last week. Tim U. commented that Dallesport had its first fire incident of the season last weekend.

ACTION ITEMS

Dan Shaw Commercial Use Agreement – Dave R. briefed the staff report and reminded the board of the \$2 million insurance requirement. Dave R. also commented that he reviewed the FAA grant assurances and the FAA rate and fee policy. CGRA is required to be fair and non-

discriminatory when determining how commercial operators will conduct business at the airport. Dan Shaw currently pays a hangar lease fee which is the same as other operators at the airport. Tim U. asked what other airports in the region do for a commercial use fee. Dave R answered that some larger airports do have a rate and fee schedule for commercial operations. However, most smaller airports like CGRA do not have a published commercial rate and fee schedule. Terry commented that he has concerns regarding the 50 square foot classroom space and maintenance requirements as specified in the CGRA Rules and Regulations. Dave R commented that the rules could do with updating and clarifying, however, it seems clear that the FAA grant assurances override the local rules when it comes to equal and non-discrimination towards operators. Dan Shaw commented that he has read and understands the CGRA rules and regulations. He has also ensured that he complies with all the requirements. He has the required classroom space in his home office in addition to the “classroom” area he has created in his hangar. He has also made arrangements for aircraft maintenance with TacAero. Jim asked Jonathan for his perspective as the City’s legal representative. Jonathan highlighted that there is clause in the rules and regulations that the board can waive any conditions. The board has the authority to waive conditions that aren’t being met if the board feels it is justified. FAA regulations stipulate that the airport does not have just 1 FBO, but needs to be accommodating to all commercial operations in an equal and non-discriminatory manner. He commented it is well within the board’s authority to approve this application. Tim U. commented that he feels the FAA requirements are very clear. However, he feels in the future the board should strongly consider thinking about a commercial operation rate and fee schedule. Tim U. asked Dan Shaw if he saw any conflict between his operations and TacAero as the FBO. Dan Shaw answered that he received a formal email from Jeff Renard of TacAero that they have no conflict with his business. TacAero’s amphibious aircraft does not meet every student’s needs for a complex rating and/or time building. Dan Shaw has also talked with other TacAero leadership and they have a strong working relationship and understanding of this partnership. Chuck commented that Dan’s hangar is actually larger than most and has space for a “classroom” area. Chuck also commented that he noticed a date typo, and commented that since it is only a 1-year lease both parties have the ability to make adjustments in the near future. Terry commented that he wants to make sure there is a level playing field for all operators. He wants to make sure we are being fair to everyone who is already at the airport. Dave R asked which specific items Terry feels uncomfortable about. Terry responded with classroom requirements, maintenance, simulator and that the board has not seen said conversations between Dan Shaw and TacAero. Jonathan asked Terry and the rest of the board to make the best decision they could with all the information they have. However, if their vote is not in favor of this agreement for the reason that a yes vote would violate any rules or give Dan Shaw a different treatment than TacAero, that’s not consistent with our rules. Our rules say these are the standards based on your activity and at the end it says the board can waive any standard if it’s justified. TacAero provides multiple services, however, this application is completely different and very specific. His application is really just a formality to follow CGRA and FAA rules. Tim U. motioned to approve a 1-year commercial lease agreement for Dan Shaw as proposed. Dave G. second. Dave G., Tim U., Jim W voted in favor. Terry T. voted against. Tim M., Jacob A., Norm D. absent.

MANAGEMENT REPORT – Dave gave an update on equipment maintenance and weed spraying.

NEXT MEETING

The next meeting will be May 21, 2021 at 7:00 am.

ADJOURNMENTS

Having no further business, the meeting was adjourned at 7:46 am.

SIGNED:

Jim Wilcox, Chair

Dave Rasmussen, Airport Manager

Report Criteria:

- Actual Amounts
- All Accounts
- Summarize Payroll Detail
- Print Period Totals
- Print Grand Totals
- Include All Comments
- Include Funds: 061-062
- Page and Total by Fund
- Include Balance Sheets: None
- Include Revenues: None
- All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
CONTRACTUAL SERVICES			03/31/2021 (03/21) Balance	061-6100-000.31-10			1,218.99
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	1,218.99
YTD Encumbrance	.00	YTD Actual	1,218.99 Total	1,218.99 YTD Budget	1,300.00 Unexpended	81.01	
CONTRACTUAL SERV-OTHER			03/31/2021 (03/21) Balance	061-6100-000.31-90			80,720.00
04/01/2021	AP	227	AVIATION MANAGEMENT SERVICES **VendorNo: 10399 **Inv. No: 00023 **Desc: MARCH 21 AIRPORT MGNT FEE **Inv. Date: 4/1/2021 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10399 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		10,090.00		
			04/30/2021 (04/21) Period Totals and Balance		10,090.00 *	.00 *	90,810.00
YTD Encumbrance	.00	YTD Actual	90,810.00 Total	90,810.00 YTD Budget	121,179.00 Unexpended	30,369.00	
AUDITING SERVICES			03/31/2021 (03/21) Balance	061-6100-000.32-10			4,400.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	4,400.00
YTD Encumbrance	.00	YTD Actual	4,400.00 Total	4,400.00 YTD Budget	5,500.00 Unexpended	1,100.00	
ENGINEERING SERVICES			03/31/2021 (03/21) Balance	061-6100-000.34-10			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
WATER & SEWER			03/31/2021 (03/21) Balance	061-6100-000.41-10			3,384.73
02/28/2021	AP	16	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100173 2-21 **Desc: AIRPORT WATER **Inv. Date: 2/28/2021 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: Irowland		400.40		
03/31/2021	AP	650	DALLESPORT WATER ASSOCIATION **VendorNo: 366 **Inv. No: ACT 100173 3-21 **Desc: AIRPORT WATER **Inv. Date: 3/31/2021 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: Irowland		801.59		
			04/30/2021 (04/21) Period Totals and Balance		1,201.99 *	.00 *	4,586.72

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	4,586.72 Total	4,586.72 YTD Budget	9,300.00 Unexpended	4,713.28	
GARBAGE SERVICES			03/31/2021 (03/21) Balance	061-6100-000.41-20			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
ELECTRICITY			03/31/2021 (03/21) Balance	061-6100-000.41-40			8,286.07
03/05/2021	AP	55	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 03-21 **Desc: AIRPORT ELECTRICITY **Inv. Date: 3/5/2021 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		680.20		
03/26/2021	AP	56	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69456080 3-21 **Desc: AIRPORT ELECTRICITY **Inv. Date: 3/26/2021 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		1,264.05		
03/22/2021	AP	57	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69547775 3-21 **Desc: AIRPORT ELECTRICITY **Inv. Date: 3/22/2021 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		373.36		
04/06/2021	AP	676	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 6195849 04-21 **Desc: AIRPORT ELECTRICITY **Inv. Date: 4/6/2021 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		511.12		
04/22/2021	AP	677	KLICKITAT COUNTY PUD **VendorNo: 689 **Inv. No: 69547775 4-21 **Desc: AIRPORT ELECTRICITY **Inv. Date: 4/22/2021 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland		329.29		
			04/30/2021 (04/21) Period Totals and Balance		3,158.02 *	.00 *	11,444.09
YTD Encumbrance		.00 YTD Actual	11,444.09 Total	11,444.09 YTD Budget	10,000.00 Unexpended	(1,444.09)	
BUILDINGS AND GROUNDS			03/31/2021 (03/21) Balance	061-6100-000.43-10			13,789.54
02/11/2021	AP	793	BROWN'S ROOFING **VendorNo: 3773 **Inv. No: 15874 **Desc: MAINTENANCE REPAIRS ON BARRELL ROOF BLDG **Inv. Date: 2/11/2021 **PO No: **Remit Name: BROWN'S ROOFING **Merchant Vendor No: 3773 **Merchant Vendor Name: BROWN'S ROOFING **Invoice Created By: Irowland		1,562.20		
02/11/2021	AP	794	BROWN'S ROOFING **VendorNo: 3773 **Inv. No: 15875 **Desc: MAINTENANCE REPAIRS ON STRUCTURE TO THE W OF MAIN TERMINAL BLDG **Inv. Date: 2/11/2021 **PO No: **Remit Name:		1,310.75		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
BROWN'S ROOFING **Merchant Vendor No: 3773 **Merchant Vendor Name: BROWN'S ROOFING **Invoice Created By: Irowland							
04/30/2021 (04/21) Period Totals and Balance					2,872.95 *	.00 *	16,662.49
YTD Encumbrance	.00	YTD Actual	16,662.49 Total	16,662.49 YTD Budget	30,892.00 Unexpended	14,229.51	
JOINT USE OF LABOR/EQUIP							
03/31/2021 (03/21) Balance				061-6100-000.43-45			42.23
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	42.23
YTD Encumbrance	.00	YTD Actual	42.23 Total	42.23 YTD Budget	1,000.00 Unexpended	957.77	
VEHICLES							
03/31/2021 (03/21) Balance				061-6100-000.43-50			3,708.62
03/30/2021	AP	210	DALLES NAPA AUTO PARTS **VendorNo: 10169 **Inv. No: 682297 **Desc: BATTERY & CORE DEPOSIT **Inv. Date: 3/30/2021 **PO No: **Remit Name: DALLES NAPA AUTO PARTS **Merchant Vendor No: 10169 **Merchant Vendor Name: DALLES NAPA AUTO PARTS **Invoice Created By: Irowland		46.49		
04/30/2021 (04/21) Period Totals and Balance					46.49 *	.00 *	3,755.11
YTD Encumbrance	.00	YTD Actual	3,755.11 Total	3,755.11 YTD Budget	6,500.00 Unexpended	2,744.89	
GAS/OIL/DIESEL/LUBRICANTS							
03/31/2021 (03/21) Balance				061-6100-000.43-51			1,569.87
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	1,569.87
YTD Encumbrance	.00	YTD Actual	1,569.87 Total	1,569.87 YTD Budget	2,700.00 Unexpended	1,130.13	
PROPERTY TAXES							
03/31/2021 (03/21) Balance				061-6100-000.46-10			6,953.93
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	6,953.93
YTD Encumbrance	.00	YTD Actual	6,953.93 Total	6,953.93 YTD Budget	13,000.00 Unexpended	6,046.07	
LIABILITY							
03/31/2021 (03/21) Balance				061-6100-000.52-10			11,110.00
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	11,110.00
YTD Encumbrance	.00	YTD Actual	11,110.00 Total	11,110.00 YTD Budget	9,700.00 Unexpended	(1,410.00)	
PROPERTY							
03/31/2021 (03/21) Balance				061-6100-000.52-30			9,797.88
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	9,797.88
YTD Encumbrance	.00	YTD Actual	9,797.88 Total	9,797.88 YTD Budget	14,000.00 Unexpended	4,202.12	
POSTAGE							
03/31/2021 (03/21) Balance				061-6100-000.53-20			232.20
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	232.20
YTD Encumbrance	.00	YTD Actual	232.20 Total	232.20 YTD Budget	300.00 Unexpended	67.80	
TELEPHONE							
03/31/2021 (03/21) Balance				061-6100-000.53-30			1,994.58
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	1,994.58
YTD Encumbrance	.00	YTD Actual	1,994.58 Total	1,994.58 YTD Budget	1,800.00 Unexpended	(194.58)	
LEGAL NOTICES							
03/31/2021 (03/21) Balance				061-6100-000.53-40			.00

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
ADVERTISING			03/31/2021 (03/21) Balance	061-6100-000.54-00			374.25
03/31/2021	AP	533	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 03-21 **Desc: FULL PAGE AD JOURNEY THRU KC 2021 A RASMUSSEN **Inv. Date: 3/31/2021 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		510.75		
04/30/2021 (04/21) Period Totals and Balance					510.75 *	.00 *	885.00
YTD Encumbrance	.00	YTD Actual	885.00 Total	885.00 YTD Budget	10,000.00 Unexpended	9,115.00	
PERMITS			03/31/2021 (03/21) Balance	061-6100-000.57-00			.00
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
TRAVEL, FOOD & LODGING			03/31/2021 (03/21) Balance	061-6100-000.58-10			23.72
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	23.72
YTD Encumbrance	.00	YTD Actual	23.72 Total	23.72 YTD Budget	2,000.00 Unexpended	1,976.28	
TRAINING AND CONFERENCES			03/31/2021 (03/21) Balance	061-6100-000.58-50			350.00
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	350.00
YTD Encumbrance	.00	YTD Actual	350.00 Total	350.00 YTD Budget	1,800.00 Unexpended	1,450.00	
MEMBERSHIPS/DUES/SUBSCRIP			03/31/2021 (03/21) Balance	061-6100-000.58-70			110.00
12/01/2020	AP	643	DALLES CHAMBER OF COMMERCE **VendorNo: 348 **Inv. No: 9966 **Desc: ANNUAL DUES RENEWAL AIRPORT **Inv. Date: 12/1/2020 **PO No: **Remit Name: DALLES CHAMBER OF COMMERCE **Merchant Vendor No: 348 **Merchant Vendor Name: DALLES CHAMBER OF COMMERCE **Invoice Created By: Irowland		216.00		
03/26/2021	AP	816	OREGON DEPARTMENT OF AVIATION **VendorNo: 4343 **Inv. No: MA127586 **Desc: AIRPORT LICENSING FEE **Inv. Date: 3/26/2021 **PO No: **Remit Name: OREGON DEPARTMENT OF AVIATION **Merchant Vendor No: 4343 **Merchant Vendor Name: OREGON DEPARTMENT OF AVIATION **Invoice Created By: Irowland		75.00		
04/30/2021 (04/21) Period Totals and Balance					291.00 *	.00 *	401.00
YTD Encumbrance	.00	YTD Actual	401.00 Total	401.00 YTD Budget	550.00 Unexpended	149.00	
OFFICE SUPPLIES			03/31/2021 (03/21) Balance	061-6100-000.60-10			549.23
04/30/2021 (04/21) Period Totals and Balance					.00 *	.00 *	549.23
YTD Encumbrance	.00	YTD Actual	549.23 Total	549.23 YTD Budget	800.00 Unexpended	250.77	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
MISCELLANEOUS EXPENSES							
			03/31/2021 (03/21) Balance	061-6100-000.69-50			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
ASSETS < \$5000							
			03/31/2021 (03/21) Balance	061-6100-000.69-80			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
BUILDINGS							
			03/31/2021 (03/21) Balance	061-6100-000.72-20			107.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	107.00
YTD Encumbrance	.00	YTD Actual	107.00 Total	107.00 YTD Budget	100,000.00 Unexpended	99,893.00	
BUILDINGS - HANGER							
			03/31/2021 (03/21) Balance	061-6100-000.72-30			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
IMPRVMTS OTHER THAN BLDGS							
			03/31/2021 (03/21) Balance	061-6100-000.73-30			1,895,678.90
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	1,895,678.90
YTD Encumbrance	.00	YTD Actual	1,895,678.90 Total	1,895,678.90 YTD Budget	2,070,229.00 Unexpended	174,550.10	
MACHINERY							
			03/31/2021 (03/21) Balance	061-6100-000.74-10			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	55,000.00 Unexpended	55,000.00	
FIXED ASSET RECLASS ACCT							
			03/31/2021 (03/21) Balance	061-6100-000.78-50			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
TO AIRPORT DEBT SERVICE							
			03/31/2021 (03/21) Balance	061-9500-000.81-62			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	3,974.00 Unexpended	3,974.00	
CONTINGENCY							
			03/31/2021 (03/21) Balance	061-9500-000.88-00			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	385,956.00 Unexpended	385,956.00	
Number of Transactions: 14 Number of Accounts: 32					Debit	Credit	Proof
Total AIRPORT FUND:					18,171.20	.00	18,171.20

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
<hr/>							
BOND PRINCIPAL			03/31/2021 (03/21) Balance	062-6100-000.79-15			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	80,000.00 Unexpended	80,000.00	
<hr/>							
BOND INTEREST			03/31/2021 (03/21) Balance	062-6100-000.79-25			35,775.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	35,775.00
YTD Encumbrance	.00	YTD Actual	35,775.00 Total	35,775.00 YTD Budget	71,550.00 Unexpended	35,775.00	
<hr/>							
LOAN PRINCIPAL PAYMENTS			03/31/2021 (03/21) Balance	062-6100-000.79-50			25,000.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	25,000.00
YTD Encumbrance	.00	YTD Actual	25,000.00 Total	25,000.00 YTD Budget	25,000.00 Unexpended	.00	
<hr/>							
PRIN PMTS - K CO CERB LN			03/31/2021 (03/21) Balance	062-6100-000.79-55			1,106.83
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	1,106.83
YTD Encumbrance	.00	YTD Actual	1,106.83 Total	1,106.83 YTD Budget	2,500.00 Unexpended	1,393.17	
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LOAN INTEREST PAYMENTS			03/31/2021 (03/21) Balance	062-6100-000.79-60			25,000.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	25,000.00
YTD Encumbrance	.00	YTD Actual	25,000.00 Total	25,000.00 YTD Budget	25,000.00 Unexpended	.00	
<hr/>							
INT PMTS - K CO CERB LN			03/31/2021 (03/21) Balance	062-6100-000.79-65			5,625.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	5,625.00
YTD Encumbrance	.00	YTD Actual	5,625.00 Total	5,625.00 YTD Budget	5,625.00 Unexpended	.00	
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INT PMTS - K CO FY13/14			03/31/2021 (03/21) Balance	062-6100-000.79-66			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
<hr/>							
RESERVE FOR FUTURE DEBT			03/31/2021 (03/21) Balance	062-6100-000.79-80			.00
			04/30/2021 (04/21) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	29,500.00 Unexpended	29,500.00	
<hr/>							
Number of Transactions: 0 Number of Accounts: 8					Debit	Credit	Proof
Total AIRPORT DEBT SERVICE FUND:					.00	.00	.00
Number of Transactions: 14 Number of Accounts: 40					Debit	Credit	Proof
Grand Totals:					18,171.20	.00	18,171.20

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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Report Criteria:

- Actual Amounts
 - All Accounts
 - Summarize Payroll Detail
 - Print Period Totals
 - Print Grand Totals
 - Include All Comments
 - Include Funds: 061-062
 - Page and Total by Fund
 - Include Balance Sheets: None
 - Include Revenues: None
 - All Segments Tested for Total Breaks
-

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2021

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10	.00	1,218.99	1,300.00	81.01	93.8
061-6100-000.31-90	10,090.00	90,810.00	121,179.00	30,369.00	74.9
061-6100-000.32-10	.00	4,400.00	5,500.00	1,100.00	80.0
061-6100-000.34-10	.00	.00	1,000.00	1,000.00	.0
061-6100-000.41-10	1,201.99	4,586.72	9,300.00	4,713.28	49.3
061-6100-000.41-20	.00	.00	250.00	250.00	.0
061-6100-000.41-40	3,158.02	11,444.09	10,000.00	(1,444.09)	114.4
061-6100-000.43-10	2,872.95	16,662.49	30,892.00	14,229.51	53.9
061-6100-000.43-45	.00	42.23	1,000.00	957.77	4.2
061-6100-000.43-50	46.49	3,755.11	6,500.00	2,744.89	57.8
061-6100-000.43-51	.00	1,569.87	2,700.00	1,130.13	58.1
061-6100-000.46-10	.00	6,953.93	13,000.00	6,046.07	53.5
061-6100-000.52-10	.00	11,110.00	9,700.00	(1,410.00)	114.5
061-6100-000.52-30	.00	9,797.88	14,000.00	4,202.12	70.0
061-6100-000.53-20	.00	232.20	300.00	67.80	77.4
061-6100-000.53-30	.00	1,994.58	1,800.00	(194.58)	110.8
061-6100-000.53-40	.00	.00	250.00	250.00	.0
061-6100-000.54-00	510.75	885.00	10,000.00	9,115.00	8.9
061-6100-000.57-00	.00	.00	1,000.00	1,000.00	.0
061-6100-000.58-10	.00	23.72	2,000.00	1,976.28	1.2
061-6100-000.58-50	.00	350.00	1,800.00	1,450.00	19.4
061-6100-000.58-70	291.00	401.00	550.00	149.00	72.9
061-6100-000.60-10	.00	549.23	800.00	250.77	68.7
061-6100-000.69-50	.00	.00	1,000.00	1,000.00	.0
061-6100-000.69-80	.00	.00	.00	.00	.0
061-6100-000.72-20	.00	107.00	100,000.00	99,893.00	.1
061-6100-000.72-30	.00	.00	.00	.00	.0
061-6100-000.73-30	.00	1,895,678.90	2,070,229.00	174,550.10	91.6
061-6100-000.74-10	.00	.00	55,000.00	55,000.00	.0
061-6100-000.78-50	.00	.00	.00	.00	.0
TOTAL AIRPORT	18,171.20	2,062,572.94	2,471,050.00	408,477.06	83.5
<u>AIRPORT</u>					
061-9500-000.81-62	.00	.00	3,974.00	3,974.00	.0
061-9500-000.88-00	.00	.00	385,956.00	385,956.00	.0
TOTAL AIRPORT	.00	.00	389,930.00	389,930.00	.0
TOTAL FUND EXPENDITURES	18,171.20	2,062,572.94	2,860,980.00	798,407.06	72.1

CITY OF THE DALLES
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2021

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEBT SERVICE</u>					
062-6100-000.79-15 BOND PRINCIPAL	.00	.00	80,000.00	80,000.00	.0
062-6100-000.79-25 BOND INTEREST	.00	35,775.00	71,550.00	35,775.00	50.0
062-6100-000.79-50 LOAN PRINCIPAL PAYMENTS	.00	25,000.00	25,000.00	.00	100.0
062-6100-000.79-55 PRIN PMTS - K CO CERB LN	.00	1,106.83	2,500.00	1,393.17	44.3
062-6100-000.79-60 LOAN INTEREST PAYMENTS	.00	25,000.00	25,000.00	.00	100.0
062-6100-000.79-65 INT PMTS - K CO CERB LN	.00	5,625.00	5,625.00	.00	100.0
062-6100-000.79-66 INT PMTS - K CO FY13/14	.00	.00	.00	.00	.0
062-6100-000.79-80 RESERVE FOR FUTURE DEBT	.00	.00	29,500.00	29,500.00	.0
TOTAL DEBT SERVICE	.00	92,506.83	239,175.00	146,668.17	38.7
TOTAL FUND EXPENDITURES	.00	92,506.83	239,175.00	146,668.17	38.7

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2021

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
061-0000-300.00-0 BEGINNING BALANCE	.00	641,150.20	543,498.00	(97,652.20)	118.0
TOTAL BEGINNING BALANCE	.00	641,150.20	543,498.00	(97,652.20)	118.0
<u>INTERGOVERNMENTAL REVENUE</u>					
061-0000-330.00-0 INTERGOVERNMENTAL REVENUE	.00	65,000.00	65,000.00	.00	100.0
061-0000-330.10-0 OTHER WA	.00	.00	.00	.00	.0
061-0000-330.15-0 OTHER OR	.00	.00	.00	.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	65,000.00	65,000.00	.00	100.0
<u>FEDERAL REVENUES</u>					
061-0000-331.20-0 FEDERAL GRANTS-FAA	217.56	1,761,817.14	1,745,229.00	(16,588.14)	101.0
061-0000-331.90-0 FEDERAL GRANTS-MISC	.00	30,000.00	30,000.00	.00	100.0
TOTAL FEDERAL REVENUES	217.56	1,791,817.14	1,775,229.00	(16,588.14)	100.9
<u>STATE GRANTS</u>					
061-0000-334.80-0 WASHINGTON STATE GRANTS	.00	.00	.00	.00	.0
061-0000-334.90-0 STATE GRANTS, OTHER	7,500.01	7,500.01	150,000.00	142,499.99	5.0
TOTAL STATE GRANTS	7,500.01	7,500.01	150,000.00	142,499.99	5.0
<u>GENERAL GOVERNMENT</u>					
061-0000-341.90-0 MISC SALES AND SERVICES	.00	.00	2,500.00	2,500.00	.0
TOTAL GENERAL GOVERNMENT	.00	.00	2,500.00	2,500.00	.0
<u>AVIATION FUEL SALES</u>					
061-0000-347.00-0 AVIATION FUEL SALES	1,162.28	13,860.10	13,000.00	(860.10)	106.6
TOTAL AVIATION FUEL SALES	1,162.28	13,860.10	13,000.00	(860.10)	106.6
<u>INTEREST REVENUES</u>					
061-0000-361.00-0 INTEREST REVENUES	118.98	1,821.09	8,450.00	6,628.91	21.6
TOTAL INTEREST REVENUES	118.98	1,821.09	8,450.00	6,628.91	21.6

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2021

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>RENTAL REVENUES</u>					
061-0000-363.50-0	18,631.31	159,734.06	162,411.00	2,676.94	98.4
	18,631.31	159,734.06	162,411.00	2,676.94	98.4
<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0	1,350.00	16,592.00	25,892.00	9,300.00	64.1
	1,350.00	16,592.00	25,892.00	9,300.00	64.1
<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0	10,454.55	104,545.50	115,000.00	10,454.50	90.9
	10,454.55	104,545.50	115,000.00	10,454.50	90.9
<u>SALE OF FIXED ASSETS</u>					
061-0000-392.00-0	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
<u>PROCEEDS- LT LIABILITIES</u>					
061-0000-393.10-0	.00	.00	.00	.00	.0
	.00	.00	.00	.00	.0
	39,434.69	2,802,020.10	2,860,980.00	58,959.90	97.9

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2021

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
062-0000-300.00-0	.00	63,933.32	27,831.00	(36,102.32)	229.7
	.00	63,933.32	27,831.00	(36,102.32)	229.7
<u>INTEREST REVENUES</u>					
062-0000-361.00-0	44.87	473.87	250.00	(223.87)	189.6
	44.87	473.87	250.00	(223.87)	189.6
<u>RENTAL REVENUES</u>					
062-0000-363.50-0	16,765.00	170,510.00	207,120.00	36,610.00	82.3
	16,765.00	170,510.00	207,120.00	36,610.00	82.3
<u>SOURCE 391</u>					
062-0000-391.61-0	.00	.00	3,974.00	3,974.00	.0
	.00	.00	3,974.00	3,974.00	.0
	16,809.87	234,917.19	239,175.00	4,257.81	98.2