



PO Box 285 • Dallesport • Washington • 98611
• Airport Management • 509-767-2272
manager@flycgra.com

MINUTES

COLUMBIA GORGE REGIONAL AIRPORT MEETING

December 11, 2020
Meeting held via Zoom
Meeting ID: 985 9906 5532
Passcode: 635 498

PRESIDING: Chair Jim Wilcox

BOARD PRESENT: Tim McGlothlin, Terry Trapp, Norm Deo, Tim Urness, Dave Sauter

BOARD ABSENT: Dave Griffith

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, six members present, one member absent

APPROVAL OF AGENDA

The agenda was approved as presented by unanimous consent

APPROVAL OF MINUTES

The minutes were approved as corrected by unanimous consent with the following change; new county commissioner is Jake Anderson.

PUBLIC COMMENTS - None

BOARD MEMBER REPORTS - None

ACTION ITEMS

- A. FY 2020 Audit Corrective Action Plan – Dave R briefed the staff report and summarized the action plan memo. Dave R stated there is only one tenant remaining who the airport has not obtained contact information from. All other tenants have been contacted to renew their leases. This board meeting is being held a week earlier than normally scheduled in order to ensure the airport meets its 30-day response window to the auditors. Dave S moves to approve corrective action plan for FY 2020 audit. Tim U seconds. All approve, Dave G absent.

DISCUSSION ITEMS

- A. Private Hangar Development – A gentleman has contacted Dave about building a private box hangar at the airport. Management recommends for new box hangars to be located next to Bottomly hangar in “general aviation” side of airport. Dave R is still waiting to see a proposal by the developer before bringing a formal request to the airport board.
- B. Budget Committee – Dave R requests a couple members of the board to meet to give input for FY 2021 budget. Terry Trapp and tenant Chuck Covert volunteer. Tim U. nominates Dave G. Airport managers will develop a draft budget proposal and schedule a committee meeting in January 2021.
- C. Budget/Check Report- The airport achieved record fuel sales for calendar year 2020. This was facilitated by excellent customer service from the FBO and Several multi-day operations by the U.S. Army 1-60th SOAR units on the closed runway.

MANAGEMENT REPORT

Dave R gave an updated on the status of the airport grants. The FAA grant for the N. Apron Rehab project has been drawn down in anticipation of the supplemental budget being passed by City Council on 12/14/20. The check will be cut and delivered to Crestline Construction on 12/15/2020. The CARES grant has been drawn down for a total of \$30,000. In addition, the \$150,000 Oregon COAR grant draw down has been requested. Dave R met with Jonathon Kara and Dave Anderson from the City to discuss moving antennas and future lease renewals for the cell tower. With the exception of 1 tenant, all other hangar leases have been sent out, management is waiting for them to be returned and continuing to follow up with tenants. Aryn is putting together a schedule for the closed runway in 2021. Moving forward all renters must acknowledge their event may be rescheduled if the space is needed for firefighting operations. The airport entered into a work agreement with Klickitat County to help maintain the airport’s equipment. They worked on the road grader gear box and Dave R is scheduling them to come look at the dump truck’s brake lines. Dave R is working to get bids to fix the leak in the maintenance hangar roof. The business park binding site plan update for the Pacific Coast Cherry Packers was completed by Klickitat County.

NEXT MEETING

The next meeting will be January 15, 2021 at 7:00 am.

ADJOURMENTS

Having no further business, the meeting was adjourned at 7:43 am.

SIGNED:

Jim Wilcox, Chair

Dave Rasmussen, Airport Manager



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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 January 15, 2021 @ 7:00am

Via Zoom

Meeting ID: 985 9906 5532

Passcode: 635 498

I. Roll Call

II. Approval of Agenda

III. Approval of Minutes

- A. Regular Board Meeting Minutes of December 11, 2020

IV. Public Comments (Items not on the Agenda)

V. Board Member Reports

VI. Action Items

- A. Reed Hangar Proposal
- B. Airport Visioning Meeting

VII. Discussion Items

- A. Budget Report / Check Register

VIII. Management Report

IX. Executive Session

- A. In accordance with ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

- i. Recess Open Session

ii. ii. Reconvene Open Session

Zoom Login After Executive Session:

Meeting ID: 985 9906 5532

Passcode: 635 498

X. Adjournment

Next meeting: February 19, 2021

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			11/30/2020 (11/20) Balance	061-6100-000.31-10			100.00
11/06/2020	AP	278	GOVERNMENT ETHICS COMMISSION **VendorNo: 10415 **Inv. No: AIE14206 **Desc: GOV ETHICS ASSESSMENT FY21 **Inv. Date: 11/6/2020 **PO No: **Remit Name: GOVERNMENT ETHICS COMMISSION **Merchant Vendor No: 10415 **Merchant Vendor Name: GOVERNMENT ETHICS COMMISSION **Invoice Created By: Irowland		439.09		
12/01/2020	AP	524	WAVE **VendorNo: 10091 **Inv. No: 103341201-0008525 **Desc: CITY ISP PROVIDER **Inv. Date: 12/1/2020 **PO No: **Remit Name: WAVE **Merchant Vendor No: 10091 **Merchant Vendor Name: WAVE **Invoice Created By: Irowland		20.00		
			12/31/2020 (12/20) Period Totals and Balance		459.09 *	.00 *	559.09
YTD Encumbrance	.00	YTD Actual	559.09 Total	559.09 YTD Budget	1,300.00 Unexpended	740.91	
CONTRACTUAL SERV-OTHER			11/30/2020 (11/20) Balance	061-6100-000.31-90			40,360.00
12/01/2020	AP	277	AVIATION MANAGEMENT SERVICES **VendorNo: 10399 **Inv. No: 00019 **Desc: NOV 20 AIRPORT MGNT FEE **Inv. Date: 12/1/2020 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10399 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		10,090.00		
12/31/2020	AP	897	AVIATION MANAGEMENT SERVICES **VendorNo: 10399 **Inv. No: 00020 **Desc: DEC 20 AIRPORT MGNT FEE **Inv. Date: 12/31/2020 **PO No: **Remit Name: AVIATION MANAGEMENT SERVICES **Merchant Vendor No: 10399 **Merchant Vendor Name: AVIATION MANAGEMENT SERVICES **Invoice Created By: Irowland		10,090.00		
			12/31/2020 (12/20) Period Totals and Balance		20,180.00 *	.00 *	60,540.00
YTD Encumbrance	.00	YTD Actual	60,540.00 Total	60,540.00 YTD Budget	121,179.00 Unexpended	60,639.00	
AUDITING SERVICES			11/30/2020 (11/20) Balance	061-6100-000.32-10			3,000.00
11/30/2020	AP	1002	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-20 **Desc: AIRPORT CAFR FILING FEE **Inv. Date: 11/30/2020 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD		150.00		

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
**Invoice Created By: Irowland							
12/31/2020 (12/20) Period Totals and Balance					150.00 *	.00 *	3,150.00
YTD Encumbrance	.00	YTD Actual	3,150.00 Total	3,150.00 YTD Budget	5,500.00 Unexpended	2,350.00	
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ENGINEERING SERVICES		11/30/2020 (11/20) Balance			061-6100-000.34-10		.00
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
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WATER & SEWER		11/30/2020 (11/20) Balance			061-6100-000.41-10		1,783.36
10/31/2020	AP	653	DALLESPORT WATER ASSOCIATION		403.44		
**VendorNo: 366 **Inv. No: ACT 100173 11-20 **Desc: AIRPORT WATER **Inv. Date: 10/31/2020 **PO No: **Remit Name: DALLESPORT WATER ASSOCIATION **Merchant Vendor No: 366 **Merchant Vendor Name: DALLESPORT WATER ASSOCIATION **Invoice Created By: Irowland							
12/31/2020 (12/20) Period Totals and Balance					403.44 *	.00 *	2,186.80
YTD Encumbrance	.00	YTD Actual	2,186.80 Total	2,186.80 YTD Budget	9,300.00 Unexpended	7,113.20	
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GARBAGE SERVICES		11/30/2020 (11/20) Balance			061-6100-000.41-20		.00
12/31/2020 (12/20) Period Totals and Balance					.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
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ELECTRICITY		11/30/2020 (11/20) Balance			061-6100-000.41-40		4,321.62
11/06/2020	AP	695	KLICKITAT COUNTY PUD		877.89		
**VendorNo: 689 **Inv. No: 6195849 11-20 **Desc: AIRPORT ELECTRICITY **Inv. Date: 11/6/2020 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland							
11/25/2020	AP	696	KLICKITAT COUNTY PUD		46.39		
**VendorNo: 689 **Inv. No: 69456080 11-20 **Desc: AIRPORT ELECTRICITY **Inv. Date: 11/25/2020 **PO No: **Remit Name: KLICKITAT COUNTY PUD **Merchant Vendor No: 689 **Merchant Vendor Name: KLICKITAT COUNTY PUD **Invoice Created By: Irowland							
12/31/2020 (12/20) Period Totals and Balance					924.28 *	.00 *	5,245.90
YTD Encumbrance	.00	YTD Actual	5,245.90 Total	5,245.90 YTD Budget	10,000.00 Unexpended	4,754.10	
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BUILDINGS AND GROUNDS		11/30/2020 (11/20) Balance			061-6100-000.43-10		5,846.02
12/04/2020	AP	34	KLICKITAT COUNTY PLANNING		242.50		
**VendorNo: 686 **Inv. No: DECEMBER 2020 **Desc: BINDING SITE PLAN FEE FR PACIFIC COAST CHERRY PACKERS LOT ADJ **Inv. Date: 12/4/2020 **PO No: **Remit Name: KLICKITAT COUNTY PLANNING **Merchant Vendor No: 686 **Merchant Vendor Name: KLICKITAT COUNTY PLANNING **Invoice Created By: Irowland							
12/31/2020 (12/20) Period Totals and Balance					242.50 *	.00 *	6,088.52

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	6,088.52 Total	6,088.52 YTD Budget	30,892.00 Unexpended	24,803.48	
JOINT USE OF LABOR/EQUIP			11/30/2020 (11/20) Balance	061-6100-000.43-45			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	1,000.00 Unexpended	1,000.00	
VEHICLES			11/30/2020 (11/20) Balance	061-6100-000.43-50			232.59
11/30/2020	AP	928	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-20 **Desc: INPUT SEAL KIT SHEPPARD **Inv. Date: 11/30/2020 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		39.50		
11/30/2020	AP	929	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-20 **Desc: TIRES FOR BACKHOE **Inv. Date: 11/30/2020 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		503.96		
11/30/2020	AP	930	MASTERCARD **VendorNo: 10541 **Inv. No: 8386 11-20 **Desc: HOLLEY FUEL INLET FIT **Inv. Date: 11/30/2020 **PO No: **Remit Name: MASTERCARD **Merchant Vendor No: 10541 **Merchant Vendor Name: MASTERCARD **Invoice Created By: Irowland		40.00		
			12/31/2020 (12/20) Period Totals and Balance		583.46 *	.00 *	816.05
YTD Encumbrance		.00 YTD Actual	816.05 Total	816.05 YTD Budget	6,500.00 Unexpended	5,683.95	
GAS/OIL/DIESEL/LUBRICANTS			11/30/2020 (11/20) Balance	061-6100-000.43-51			1,240.62
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	1,240.62
YTD Encumbrance		.00 YTD Actual	1,240.62 Total	1,240.62 YTD Budget	2,700.00 Unexpended	1,459.38	
PROPERTY TAXES			11/30/2020 (11/20) Balance	061-6100-000.46-10			6,884.39
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	6,884.39
YTD Encumbrance		.00 YTD Actual	6,884.39 Total	6,884.39 YTD Budget	13,000.00 Unexpended	6,115.61	
LIABILITY			11/30/2020 (11/20) Balance	061-6100-000.52-10			11,110.00
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-6100-000.52-30			9,797.88
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-6100-000.53-20			89.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	89.00
YTD Encumbrance		.00 YTD Actual	89.00 Total	89.00 YTD Budget	300.00 Unexpended	211.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
TELEPHONE			11/30/2020 (11/20) Balance	061-6100-000.53-30			569.88
11/26/2020	AP	846	CHARTER COMMUNICATIONS **VendorNo: 4316 **Inv. No: 0122193112620 **Desc: WEB HOSTING AIRPORT **Inv. Date: 11/26/2020 **PO No: **Remit Name: CHARTER COMMUNICATIONS **Merchant Vendor No: 4316 **Merchant Vendor Name: CHARTER COMMUNICATIONS **Invoice Created By: Irowland		569.88		
			12/31/2020 (12/20) Period Totals and Balance		569.88 *	.00 *	1,139.76
YTD Encumbrance	.00	YTD Actual	1,139.76 Total	1,139.76 YTD Budget	1,800.00 Unexpended	660.24	
LEGAL NOTICES			11/30/2020 (11/20) Balance	061-6100-000.53-40			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	250.00 Unexpended	250.00	
ADVERTISING			11/30/2020 (11/20) Balance	061-6100-000.54-00			216.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	216.00
YTD Encumbrance	.00	YTD Actual	216.00 Total	216.00 YTD Budget	10,000.00 Unexpended	9,784.00	
PERMITS			11/30/2020 (11/20) Balance	061-6100-000.57-00			.00
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-6100-000.58-10			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	2,000.00 Unexpended	2,000.00	
TRAINING AND CONFERENCES			11/30/2020 (11/20) Balance	061-6100-000.58-50			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	1,800.00 Unexpended	1,800.00	
MEMBERSHIPS/DUES/SUBSCRIP			11/30/2020 (11/20) Balance	061-6100-000.58-70			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	550.00 Unexpended	550.00	
OFFICE SUPPLIES			11/30/2020 (11/20) Balance	061-6100-000.60-10			62.99
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	62.99
YTD Encumbrance	.00	YTD Actual	62.99 Total	62.99 YTD Budget	800.00 Unexpended	737.01	
MISCELLANEOUS EXPENSES			11/30/2020 (11/20) Balance	061-6100-000.69-50			.00
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-6100-000.69-80			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
BUILDINGS			11/30/2020 (11/20) Balance	061-6100-000.72-20			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance			.00 YTD Actual	.00 Total	.00 YTD Budget	100,000.00 Unexpended	100,000.00
BUILDINGS - HANGER			11/30/2020 (11/20) Balance	061-6100-000.72-30			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance			.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00
IMPRVMTS OTHER THAN BLDGS			11/30/2020 (11/20) Balance	061-6100-000.73-30			352,301.75
11/11/2020	AP	298	CRESTLINE CONSTRUCTION COMPANY, LC **VendorNo: 2287 **Inv. No: PAY #3 **Desc: DLS NORTH APRON REHAB PROJECT PMT **Inv. Date: 11/11/2020 **PO No: **Remit Name: CRESTLINE CONSTRUCTION COMPANY, LCC **Merchant Vendor No: 2287 **Merchant Vendor Name: CRESTLINE CONSTRUCTION COMPANY, LCC **Invoice Created By: Irowland		1,339,090.45		
07/01/2020	AP	579	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 4903 **Desc: NORTH APRON REHAB **Inv. Date: 7/1/2020 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		23,312.80		
07/31/2020	AP	580	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 4933 **Desc: NORTH APRON REHAB **Inv. Date: 7/31/2020 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		40,910.87		
08/31/2020	AP	581	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 4947 **Desc: NORTH APRON REHAB **Inv. Date: 8/31/2020 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		50,942.16		
09/30/2020	AP	582	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 4992 **Desc: NORTH APRON REHAB **Inv. Date: 9/30/2020 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		22,222.15		
10/31/2020	AP	583	PRECISION APPROACH ENGINEERING **VendorNo: 3780 **Inv. No: 5018 **Desc: NORTH APRON REHAB **Inv. Date: 10/31/2020 **PO No: **Remit Name: PRECISION APPROACH ENGINEERING **Merchant Vendor No: 3780 **Merchant Vendor Name: PRECISION APPROACH ENGINEERING **Invoice Created By: Irowland		18,306.52		
			12/31/2020 (12/20) Period Totals and Balance		1,494,784.95 *	.00 *	1,847,086.70

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
YTD Encumbrance		.00 YTD Actual	1,847,086.70 Total	1,847,086.70 YTD Budget	2,070,229.00 Unexpended	223,142.30	
MACHINERY			11/30/2020 (11/20) Balance	061-6100-000.74-10			.00
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-6100-000.78-50			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance		.00 YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
TO AIRPORT DEBT SERVICE			11/30/2020 (11/20) Balance	061-9500-000.81-62			.00
			12/31/2020 (12/20) 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			11/30/2020 (11/20) Balance	061-9500-000.88-00			.00
			12/31/2020 (12/20) 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: 19 Number of Accounts: 32					Debit	Credit	Proof
Total AIRPORT FUND:					1,518,297.60	.00	1,518,297.60

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
BOND PRINCIPAL							
			11/30/2020 (11/20) Balance	062-6100-000.79-15			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	80,000.00 Unexpended	80,000.00	
BOND INTEREST							
			11/30/2020 (11/20) Balance	062-6100-000.79-25			35,775.00
			12/31/2020 (12/20) 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	
LOAN PRINCIPAL PAYMENTS							
			11/30/2020 (11/20) Balance	062-6100-000.79-50			25,000.00
			12/31/2020 (12/20) 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	
PRIN PMTS - K CO CERB LN							
			11/30/2020 (11/20) Balance	062-6100-000.79-55			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	2,500.00 Unexpended	2,500.00	
LOAN INTEREST PAYMENTS							
			11/30/2020 (11/20) Balance	062-6100-000.79-60			30,625.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	30,625.00
YTD Encumbrance	.00	YTD Actual	30,625.00 Total	30,625.00 YTD Budget	25,000.00 Unexpended	(5,625.00)	
INT PMTS - K CO CERB LN							
			11/30/2020 (11/20) Balance	062-6100-000.79-65			1,106.83
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	1,106.83
YTD Encumbrance	.00	YTD Actual	1,106.83 Total	1,106.83 YTD Budget	5,625.00 Unexpended	4,518.17	
INT PMTS - K CO FY13/14							
			11/30/2020 (11/20) Balance	062-6100-000.79-66			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	.00 Unexpended	.00	
RESERVE FOR FUTURE DEBT							
			11/30/2020 (11/20) Balance	062-6100-000.79-80			.00
			12/31/2020 (12/20) Period Totals and Balance		.00 *	.00 *	.00
YTD Encumbrance	.00	YTD Actual	.00 Total	.00 YTD Budget	29,500.00 Unexpended	29,500.00	

Number of Transactions: 0 Number of Accounts: 8

Total AIRPORT DEBT SERVICE FUND:

Number of Transactions: 19 Number of Accounts: 40
Grand Totals:

Debit	Credit	Proof
.00	.00	.00
1,518,297.60	.00	1,518,297.60

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
------	---------	---------------------	----------------------	-------------------	-----------------	------------------	---------

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 6 MONTHS ENDING DECEMBER 31, 2020

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AIRPORT</u>					
061-6100-000.31-10	459.09	559.09	1,300.00	740.91	43.0
061-6100-000.31-90	20,180.00	60,540.00	121,179.00	60,639.00	50.0
061-6100-000.32-10	150.00	3,150.00	5,500.00	2,350.00	57.3
061-6100-000.34-10	.00	.00	1,000.00	1,000.00	.0
061-6100-000.41-10	403.44	2,186.80	9,300.00	7,113.20	23.5
061-6100-000.41-20	.00	.00	250.00	250.00	.0
061-6100-000.41-40	924.28	5,245.90	10,000.00	4,754.10	52.5
061-6100-000.43-10	242.50	6,088.52	30,892.00	24,803.48	19.7
061-6100-000.43-45	.00	.00	1,000.00	1,000.00	.0
061-6100-000.43-50	583.46	816.05	6,500.00	5,683.95	12.6
061-6100-000.43-51	.00	1,240.62	2,700.00	1,459.38	46.0
061-6100-000.46-10	.00	6,884.39	13,000.00	6,115.61	53.0
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	89.00	300.00	211.00	29.7
061-6100-000.53-30	569.88	1,139.76	1,800.00	660.24	63.3
061-6100-000.53-40	.00	.00	250.00	250.00	.0
061-6100-000.54-00	.00	216.00	10,000.00	9,784.00	2.2
061-6100-000.57-00	.00	.00	1,000.00	1,000.00	.0
061-6100-000.58-10	.00	.00	2,000.00	2,000.00	.0
061-6100-000.58-50	.00	.00	1,800.00	1,800.00	.0
061-6100-000.58-70	.00	.00	550.00	550.00	.0
061-6100-000.60-10	.00	62.99	800.00	737.01	7.9
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	.00	100,000.00	100,000.00	.0
061-6100-000.72-30	.00	.00	.00	.00	.0
061-6100-000.73-30	1,494,784.95	1,847,086.70	2,070,229.00	223,142.30	89.2
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	1,518,297.60	1,956,213.70	2,471,050.00	514,836.30	79.2
<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	1,518,297.60	1,956,213.70	2,860,980.00	904,766.30	68.4

CITY OF THE DALLES
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 6 MONTHS ENDING DECEMBER 31, 2020

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	.00	2,500.00	2,500.00	.0
062-6100-000.79-60 LOAN INTEREST PAYMENTS	.00	30,625.00	25,000.00	(5,625.00)	122.5
062-6100-000.79-65 INT PMTS - K CO CERB LN	.00	1,106.83	5,625.00	4,518.17	19.7
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 6 MONTHS ENDING DECEMBER 31, 2020

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	32,500.00	65,000.00	32,500.00	50.0
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	32,500.00	65,000.00	32,500.00	50.0
<u>FEDERAL REVENUES</u>					
061-0000-331.20-0 FEDERAL GRANTS-FAA	74,745.27	1,618,882.03	1,745,229.00	126,346.97	92.8
061-0000-331.90-0 FEDERAL GRANTS-MISC	.00	.00	30,000.00	30,000.00	.0
TOTAL FEDERAL REVENUES	74,745.27	1,618,882.03	1,775,229.00	156,346.97	91.2
<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	.00	.00	150,000.00	150,000.00	.0
TOTAL STATE GRANTS	.00	.00	150,000.00	150,000.00	.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	784.24	10,674.36	13,000.00	2,325.64	82.1
TOTAL AVIATION FUEL SALES	784.24	10,674.36	13,000.00	2,325.64	82.1
<u>INTEREST REVENUES</u>					
061-0000-361.00-0 INTEREST REVENUES	144.92	1,282.64	8,450.00	7,167.36	15.2
TOTAL INTEREST REVENUES	144.92	1,282.64	8,450.00	7,167.36	15.2

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2020

AIRPORT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>RENTAL REVENUES</u>					
061-0000-363.50-0 PROPERTY RENTALS	14,727.19	97,488.82	162,411.00	64,922.18	60.0
TOTAL RENTAL REVENUES	14,727.19	97,488.82	162,411.00	64,922.18	60.0
<u>OTHER MISC REVENUES</u>					
061-0000-369.00-0 OTHER MISC REVENUES	1,050.00	14,442.00	25,892.00	11,450.00	55.8
TOTAL OTHER MISC REVENUES	1,050.00	14,442.00	25,892.00	11,450.00	55.8
<u>OPERATING TRANSFERS IN</u>					
061-0000-391.01-0 GENERAL FUND	10,454.55	62,727.30	115,000.00	52,272.70	54.6
TOTAL OPERATING TRANSFERS IN	10,454.55	62,727.30	115,000.00	52,272.70	54.6
<u>SALE OF FIXED ASSETS</u>					
061-0000-392.00-0 SALE OF FIXED ASSETS	.00	.00	.00	.00	.0
TOTAL SALE OF FIXED ASSETS	.00	.00	.00	.00	.0
<u>PROCEEDS- LT LIABILITIES</u>					
061-0000-393.10-0 LOAN/BOND PROCEEDS	.00	.00	.00	.00	.0
TOTAL PROCEEDS- LT LIABILITIES	.00	.00	.00	.00	.0
TOTAL FUND REVENUE	101,906.17	2,479,147.35	2,860,980.00	381,832.65	86.7

CITY OF THE DALLES
REVENUES WITH COMPARISON TO BUDGET
FOR THE 6 MONTHS ENDING DECEMBER 31, 2020

AIRPORT DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>BEGINNING BALANCE</u>					
062-0000-300.00-0 BEGINNING BALANCE	.00	63,933.32	27,831.00	(36,102.32)	229.7
TOTAL BEGINNING BALANCE	.00	63,933.32	27,831.00	(36,102.32)	229.7
<u>INTEREST REVENUES</u>					
062-0000-361.00-0 INTEREST REVENUES	65.60	277.10	250.00	(27.10)	110.8
TOTAL INTEREST REVENUES	65.60	277.10	250.00	(27.10)	110.8
<u>RENTAL REVENUES</u>					
062-0000-363.50-0 PROPERTY RENTALS	16,615.00	102,900.00	207,120.00	104,220.00	49.7
TOTAL RENTAL REVENUES	16,615.00	102,900.00	207,120.00	104,220.00	49.7
<u>SOURCE 391</u>					
062-0000-391.61-0 TRANSFER FROM AIRPORT FUND	.00	.00	3,974.00	3,974.00	.0
TOTAL SOURCE 391	.00	.00	3,974.00	3,974.00	.0
TOTAL FUND REVENUE	16,680.60	167,110.42	239,175.00	72,064.58	69.9



PO Box 285 • Dallesport • Washington • 98617-0285
• Airport Management • 509-767-2272
manager@flycgra.com

AGENDA STAFF REPORT

MEETING DATE: January 15, 2021

TO: AIRPORT BOARD

FROM: AIRPORT MANAGER

ISSUE: Airport Visioning Meeting

BACKGROUND: CGRA has completed a significant portion of the projects listed in the airport's 2010 Master Plan. In addition, the economic activity and opportunities at the airport and its supporting region have changed drastically over the last 10 years. The airport is scheduled to begin a master plan update starting in 2025. Airport Management has identified a serious need to identify goals in order to prioritize projects over the next 5 – 10 years.

BUDGET IMPLICATIONS: None

COUNCIL ALTERNATIVES: None

1. **Staff recommendation:** Move to schedule a visionary planning meeting in the next 30 days.
2. Move to schedule visionary meeting at a future date.
3. Move to take no action.



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AGENDA STAFF REPORT

MEETING DATE: January 15, 2021

TO: AIRPORT BOARD

FROM: AIRPORT MANAGER

ISSUE: Reed Hangar Development

BACKGROUND: Mr. Russell Reed is proposing to construct a steel frame 80x80 box hangar in the general aviation section of the airport, adjacent to the "Bottomly" hangar, as shown on attachment A. The airport has designated this area on the ALP for private GA hangars. A copy of the proposed hangar plans is included as attachment B. The attached (attachment C) ground lease outlines the terms, rate and other specific lease details.

BUDGET IMPLICATIONS: An estimated increase in revenue of \$2,240 / year.

COUNCIL ALTERNATIVES:

1. **Staff recommendation: Move to approve recommendation of ground lease and hangar plans for Russell Reed**
2. Move to approve recommendation of ground lease and hangar plans for Russell Reed with the following changes.
3. Move to take no action.

GROUND LEASE
Between
CITY OF THE DALLES & KLICKIAT COUNTY
And
RUSSELL REED

WHEREAS, the City of The Dalles, a municipal corporation of the State of Oregon, and Klickitat County, municipal corporation of the State of Washington, hereinafter jointly referred to as Landlord, are the joint owners and operators of the Columbia Gorge Regional Airport located in Dallesport, Washington; and

WHEREAS, RUSSELL REED, hereinafter referred to as Tenant, desires to enter into an agreement with Landlord for the Lease of property located at the Columbia Gorge Regional Airport, upon which Tenant proposes to construct an aircraft Hangar at the Tenant's sole cost and expense; and

WHEREAS, under the proposed Ground Lease, during construction of the Hangar and upon completion of construction, ownership of the Hangar shall belong to the Tenant; and

WHEREAS, Landlord shall not be a party to any sublease of the Hangar entered into between the Tenant and Tenant's subtenants;

NOW, THEREFORE, in consideration of the provisions set forth herein, it is mutually agreed as follows;

SECTION 1. LEASED PREMISES. For and in consideration of the rent and faithful performance by Tenant of the terms and conditions and the mutual covenants hereof, Landlord does hereby Lease to Tenant, and Tenant hereby Leases from Landlord, subject to all easements and encumbrances of record, that parcel of real property described in Exhibit "A" of approximately 6,400 square feet of Leased space. Tenant has inspected the property described in Exhibit "A" and accepts the property as is, finding it suitable for Tenant's intended use – constructing and maintaining an aircraft Hangar.

SECTION 2. TERM. This Lease shall be for a term of XX years, and shall commence on DATE and shall end at midnight on DATE, unless sooner terminated as provided in this Lease or unless the term is renewed as provided in this Lease. This Lease may be renewed by the Tenant for two (2) additional terms of ten (10) years each, provided Tenant gives notice of its desire to renew in writing to Landlord by the later of the following dates: by no later than three hundred sixty-five (365) days prior to the expiration of the initial twenty (20) year term, or by no later than one hundred (120) days after the Landlord has given written notice to Tenant that the Lease will expire unless it has been renewed for an additional ten (10) year term; and provided further that Tenant is not in default at the time any notice is given under this Section. All of the provisions in the Lease for the initial twenty (20) year term shall apply to the additional ten (10) year renewal terms, including the provision for rent increases as set forth in Section 3.2. DATE, shall hereinafter be referred to as the "Commencement Date" of this Lease.

SECTION 3. RENT. Tenant shall pay Landlord rent for use of the Leased Premises during the term of this Lease in accordance with the following provisions.

3.1 Base Rent. For the first five (5) years of the Lease, for the period from the 1st day of DATE, until the 1st day of DATE, the Tenant shall pay rent at the rate of \$0.35 per square foot of real property. The property is composed of 6,400 square feet. Therefore, the base rent shall be \$2,240 per year. The rent shall be paid in one (1) FIVE YEAR INSTALLMENT of \$11,200.00 with the first payment due on DATE. Each subsequent rental period shall be based upon a single installment payment covering a period of FIVE YEARS due at the beginning of said period as stipulated in section 3.2.

3.2 Future Rental Periods. On every five (5) year anniversary of the date of this Lease, the amount of rent to be paid for the following successive five (5) year period shall be increased in the amount of increase of the Consumer Price Index for the Portland

Vancouver metropolitan area for each year of the previous five (5) year rental period, with the provision that the annual base rental paid during any five (5) year period shall not be increased more than fifteen percent (15%) of the annual base rental paid during the preceding five (5) year period.

SECTION 4. USE OF THE PREMISES.

- 4.1 Permitted Use. Tenant may use the Leased Premises for the purpose of construction and maintaining an aircraft Hangar, which will allow for storage of aircraft and related parts and equipment and office space (which space dedicated to office use shall not exceed 1,000 square feet) related to storage of aircraft and related parts and equipment.
- 4.2 The Hangar shall be constructed in such a manner that additional Hangars, that may be built in the future by Landlord or others, can connect directly with the Lessee's Hangar so that there will be no space between the adjoining Hangars.
- 4.3 Restriction on Use. The Hangar shall be constructed on the Leased Premises shall comply with the provisions of the Landlord's Uniform Hangar Lease for the Airport, a copy of which is attached hereto as Exhibit "B", and as those provisions are amended in the future. Any Lease of the Hangar to be constructed on the Leased Premises ("subleases") shall comply with the provisions of the Landlord's Uniform Hangar Lease for the Airport, a copy of which is attached hereto as Exhibit "B", and as those provisions are amended in the future, including rental rates that are consistent with Landlord's Uniform Rate Structure. A copy of this Lease shall be attached to each of the subleases. Every sublease shall include a provision that allows Tenant or Landlord, upon providing thirty (30) days written notice.

SECTION 5. REPAIRS, MAINTENANCE, INSPECTION AND IMPROVEMENTS.

- 5.1 Repairs. Tenant shall have the total responsibility for all repairs and maintenance required to keep the Leased Premises, including but not limited to, the Hangar and paving the constructed thereon, in good repair.
- 5.2 Inspection of Premises. Landlord shall have the right to inspect the Leased Premises at any reasonable time or times to determine the necessity of repair.
- 5.3 Improvements. Tenant shall construct at Tenant's sole expense a steel aircraft Hangar and asphalt paving as general shown on Exhibit "C" (the "Hangar"). Prior to construction of the Hangar, Tenant shall submit the plans and specifications to the Columbia Gorge Regional Airport Board (the "Board"), seeking the Board's approval. The board shall review the plans and specifications submitted by Tenant for the purposes of overseeing Tenant's compliance with the terms of this Lease and the Airport rules adopted by the Board, including installation at Tenant's expense of paving for taxiways and the like on the Leased Premises. Tenant shall comply with and obtain all approvals required under Klickitat County's land use regulations prior to submitting the plans and specifications to the Board. Within seven (7) days of submittal, the board shall notify Tenant of its approval or disapproval. If disapproved the board shall also provide Tenant with the reason for such disapproval. Once approved by the board, the plans and specifications shall either be attached to this Lease as Exhibit "D" or identified in such exhibit by date and name of the architect or engineer who prepared them. Construction shall be completed within twelve (12) months from the date of this Lease.

SECTION 6. ALTERATIONS AND ADDITIONS.

- 6.1 Tenant shall not make any material eternal alterations to, or erect any additional structures or make any material improvements on the Leased Premises without prior

written consent of the Landlord, which consent shall not be unreasonably withheld. Any external alteration or addition approved by the Landlord shall be constructed at the sole expense of Tenant. Upon approval by Landlord of any such alteration or addition, Landlord shall notify Tenant whether such alterations made shall remain on the Leased Premises and be acquired by Landlord or be removed from the Leased Premises by Tenant at its sole cost and expense upon expiration or earlier termination of this Lease. If Landlord elects to require Tenant to remove any alterations, Tenant at its sole cost, shall remove such alterations and restore the Leased Premises to the conditions existing immediately prior to the addition of such alteration (reasonable wear and tear expected) on or before the last day of the term of this Lease. If acquired by Landlord, such alterations, additions and/or improvements shall be taken into account in determining the fair market value of the Hangar and paid by Landlord on or before the last day of the term of this Lease, pursuant to Sections 12 and 13 of this Lease.

SECTION 7. INSURANCE.

- 7.1 Tenant shall keep the Leased Premises and all improvements thereon insured at Tenant's expense against fire and other risks covered by a standard fire insurance policy with an endorsement for extended coverage. Insurance shall be on a replacement cost basis to the full insurable value of the improvement. Neither party shall be liable to the other for any loss or damage caused by fire or any of the risks enumerated in a standard fire insurance policy with an extended endorsement if such insurance was obtainable at the time of such loss damage.
- 7.2 Liability Insurance. Before going into possession of the Leased Premises, Tenant shall procure and shall continue during the term of this Lease, to carry public liability and

property damage insurance which shall cover all risks arising directly or indirectly out of its activities on or any condition of the Leased Premises whether or not related to an occurrence caused or contributed to by Landlord's negligence. The policy limits shall not be less than \$1,000,000 on a combined single limit basis. Landlord and the Columbia Gorge Regional Airport Board shall be named as additional insureds on said policy. Certificates evidencing such insurance and bearing endorsements requiring thirty (30) days written notice to Landlord prior to any change or cancellation shall be furnished to Landlord prior to Tenant's occupancy of the property. Failure of Tenant to maintain an approved insurance policy shall constitute a default under this Lease.

7.3 Every five (5) years on the anniversary date of the Commencement Date, during which the term of the Lease remains in effect, including the two (2) additional terms of ten (10) years each if the Lease is renewed, Landlord and Tenant shall review the amount of coverage for public liability and property damage insurance to be maintained by Tenant to ensure the amount of coverage is equivalent in value to \$1,000,000 measured in 2020 dollars. At any time during any of these five (5) year review periods, if Tenant fails to provide proof of increased coverage in an amount which Landlord and Tenant have mutually agreed is necessary, Landlord may terminate this Lease under the provisions of section 12.

7.4 Any subleases of the Leased Premises entered into by Tenant with a subtenant shall provide that liability insurance policies obtained by the subtenants shall name the Landlord and the Columbia Gorge Regional Airport Board as additional insureds under the policies.

SECTION 8. TAXES; UTILITIES.

- 8.1 Taxes. Tenant shall pay as due all taxes, personal and property, assessments, license fees, and other charges which are levied and assessed upon Tenant's interests in the Leased Premises, by any legally authorized governmental authority. Tenant is responsible for real property taxes imposed by Klickitat County upon the Leased Premises which reflect the property's pro-rata share of the real property taxes imposed by Klickitat County upon Airport property.
- 8.2 Utility Charges. Tenant shall pay when due all charges for services and utilities incurred in connection with the use, occupancy, operation and maintenance of the Leased Premises, including by not limited to water, gas, electricity, sewage disposal and power.
- 8.3 Installation of Utilities. Tenant acknowledges that the Leased Premises are currently vacant and unimproved, and that Tenant shall be responsible for the costs of connecting all necessary utilities from the location to which the utilities are currently stubbed, to provide services to the Hangar which Tenant shall construct. Tenant shall also be responsible for the costs of any required relocation of the utilities during the term of this Lease.

SECTION 9. IDEMNIFICATION. Tenant shall indemnify, defend, save, protect and hold harmless the Landlord, its officers, agents and employees from nay claim, loss or liability, including reasonable attorneys' fees, arising out of or related to any activity of Tenant on the Leased Premises or any condition of the Lease Premises in the possession or under the control of Tenant. Landlord shall have no liability to Tenant for any injury to Tenant for any injury, loss or damage caused by third parties or by any condition of the Leased Premises, except to the extent caused by Landlord's negligence or breach of duty under this Lease.

SECTION 10. ASSIGNMENT. Tenant shall not assign, sell or transfer its interest in this Lease without having first obtained the express written consent of the Landlord, which consent shall not be unreasonably withheld by Landlord; provided, however, that as conditions to any consent to any assignment, sale or transfer (collectively "transfer"), Landlord may require the following: (i) financial statements, credit reports, or other such information about an assignee as Landlord may deem reasonably necessary to ascertain transferee's ability to satisfy its financial and other obligations under this Lease; (ii) the Tenant and transferee enter into Landlord's then current form of ground Lease or an amendment of this Lease; (iii) an environmental assessment of the Leased Premises, at Tenant's expense; and/or (iv) that any agreement between Tenant and the transferee does not include any payment or compensation to Tenant other than transferee's agreement to pay the current rental rate due and perform all obligations of Tenant required under this Lease. Landlord's consent to an assignment of this Lease shall not be construed to release or discharge Tenant of its obligations and liabilities under this Lease. In the event Tenant shall attempt to assign, sell or transfer its interest in this Lease or any part hereof, without having first obtained the express written consent of Landlord, this Lease shall be null and void and Landlord shall have an immediate right of entry.

SECTION 11. DEFAULT. The following shall be events of default:

- 11.1 Default in Rent. Failure of Tenant to pay any rent to other charge within ten (10) days after it is due.
- 11.2 Default in Other Covenants. Failure of Tenant to comply with any term or condition or fulfill any obligation of the Lease (other than the payment of rent or other charges) within twenty (20) days after written notice by Landlord.
- 11.3 Insolvency of Tenant; assignment by Tenant for the benefit of creditors; filing by Tenant of a voluntary petition in bankruptcy; adjudication that Tenant is bankrupt or the

appointment of a receiver of the properties of Tenant; failure of Tenant to secure dismissal of an involuntary petition of bankruptcy within thirty (30) days after filing; and attachment of or levying of execution on the Leasehold interest of Tenant.

SECTION 12. REMEDIES ON DEFAULT.

12.1 Termination. In the event of a default the Lease may be terminated by Landlord upon written notice to Tenant. Whether or not the Lease is terminated by the election of Landlord or otherwise, Landlord shall be entitled to recover damages from Tenant for the default. Landlord may reenter, take possession of the Leased Premises and remove any persons or property by legal action or by self-help with the use of reasonable force and without liability for damages and without having accepted a surrender.

12.2 Disposition of Hangar. At the time of termination of the Lease under this section, Landlord may elect and shall notify Tenant of Landlord's election to either acquire the Hangar or require Tenant to remove the Hangar. If the Landlord determines that it desire to acquire ownership of the Hangar, Landlord shall pay the fair market value for the Hangar., including any alterations, additions and/or improvements made by Tenant during the term of this Lease, less any damages due Landlord pursuant to section 12.

In the event the Landlord determines that the Hangar must be removed Tenant shall terminate the subleases and remove the Hangar within the time period specified in the notice for removal provided by the Landlord and Tenant.

12.3 Reletting. Following reentry or abandonment, Landlord may reelect the Leased Premises and in that connection may make any suitable alterations or refurbish the Leased Premises or both. Landlord may relet the Leased Premises for a term longer or shorter

than the term of this Lease, upon any reasonable terms and conditions, including the granting of some rent-free occupancy or other rent concessions.

12.4 Damages. In the event of termination or retaking of possession following default, Landlord shall be entitled to recover immediately without waiting until the due date, of any future rent or until the date fixed for expiration of the Lease term, the following damages:

12.4.1 The loss of rental from the date of default until a new Tenant is, or with the exercise of reasonable efforts could have been, secured and paying out.

12.4.2 The reasonable costs of reentry and reletting without limitation, the cost of any cleanup, refurbishing, removal of Tenant's property and fixtures, remodeling or repairs costs, attorney's fees, court costs, recording costs, broker commission and advertising costs.

12.5 Late Fee. In the event Landlord fails to receive rent, or any other payment required by the Lease, within ten (10) days after the due date, Tenant shall pay to Landlord a late charge of five percent (5%) of the payment amount. Tenant shall pay the late charge upon demand by Landlord. Landlord may levy and collect a late charge in addition to all other remedies available for Tenant's default and collection of a late charge shall not waive the breach caused by the late payment.

12.5 Remedies Cumulative. The forgoing remedies shall be in addition to and shall not exclude any other remedy available to Landlord under applicable law.

SECTION 13. SURRENDER AT EXPIRATION. At the time of expiration, cancellation, or earlier termination of this Lease, Landlord may elect and shall notify Tenant of Landlord's election to either acquire the Hangar or require Tenant to remove the Hangar. If the Landlord determines that it desires to

acquire the Hangar, Landlord shall pay the fair market value for the Hangar, including any alterations, additions and/or improvements made by Tenant during the term of this Lease, less any costs and expenses incurred by Landlord as result of Tenant's breach of this section. In the event Landlord determines that the Hangar must be removed, Tenant shall terminate the subleases and remove the Hangar within the time period specified in the notice for removal provided by the Landlord to Tenant.

13.1 Tenant's Personal Property. Title to personal property belonging to Tenant shall at all times during the terms of this Lease, or any extension thereof, remain in Tenant, and Tenant shall have the right at any time to remove any or all personal property of every kind and nature whatsoever which Tenant may have placed, affixed, or installed upon the Leased Premises, provided that upon Tenant's removal of such personal property, Tenant restores the Leased Premises to its original condition. Tenant shall have the right to remove same provided that upon any such removal, Tenant shall repair at its own expense, any damages resulting therefrom and leave Leased Premises in a clean and neat condition, with all other improvements in place.

13.2 Hold over. In the event Tenant shall remain in possession of the Leased Premises herein Leased after the expiration, cancellation or earlier termination of the Lease, such holding over shall not be deemed to operate as renewal or extension of this Lease, but shall only create a tenancy from month to month which may be terminated at any time by Landlord on thirty (30) days written notice. The amount of monthly rent paid during any holdover tenancy shall be increased by ten percent (10%) over the monthly amount Tenant was paying prior to creation of the holdover tenancy.

SECTION 14. MISCELLANEOUS.

- 14.1 Nonwaiver. Waiver by either party of strict performance of any provision of this Lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.
- 14.2 Attorney Fees. If suit or action is instituted in connection with any controversy arising out of this Lease, the prevailing party shall be entitled to recover in addition to costs such sum as the court may adjudge reasonable as attorney fees at trial, on petition for review and on appeal.
- 14.3 Notices. All notices or other communications required or permitted under this Lease shall be in writing and shall be (a) personally delivered (including by means of professional messenger service), which notices and communications shall be deemed received on receipt at the office of the addressee; (b) sent by registered or certified mail, postage prepaid, return receipt requested, which notices and communications shall be deemed received three (3) days after deposit in the United States mail; or (c) sent by fax, which notices and communication shall be deemed received on the delivering party's receipt of a transmission confirmation.
- 14.4 Interest on Rent and Other Charges. Any rent or other payments required of Tenant by this Lease shall, if not paid within ten (10) days after it is due, bear interest at the rate of twelve percent (12%) per annum (but not in any event at a rate greater than the maximum rate of interest permitted by law) from the due date until paid. It is in addition to the five percent (5%) "late fee".
- 14.5 Time of Essence. Time is of the essence of the performance of each of Tenant's obligation under this Lease.

- 14.6 Damage or Destruction by Fire or Other Casualty. If the Hangar is damaged or destroyed and Tenant elects to repair the Hangar, then Tenant shall promptly do whatever is necessary to repair, rebuild or restore the Hangar to the condition allowed under this Lease. Any insurance proceeds must be used to restore the Leased Premises including any improvements, at Landlord's election. If the Leased Premises are not repaired, then Tenant shall promptly remove whatever is left of the Hangar and other improvements and all debris and shall restore the Leased Premises to Landlord's satisfaction.
- 14.7 Aircraft Use and Development. Landlord reserves the right to further develop or improve the landing area of the Airport as it sees fit, regardless of the desires of Tenant without interference. Landlord reserves the right, but shall not be obligated to Tenant to maintain and keep in repair the landing area of the Airport and all publicly-owned facilities of the Airport, together with the right to direct and control all activities of Tenant in this regard. This Lease shall be subordinate to the provisions and requirements of any existing or future Lease between the Landlord and the United States, relative to the development, operation, and maintenance of the Airport. There is hereby reserved to the Landlord, and its successors and assigns, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface of the Leased Premises. This public right of flight shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for navigation or flight through said airspace or landing at, taking off from, or operation on the Airport. Any physical taking of the Leased Premises for use by the Landlord, other than as provided herein, shall be considered a taking pursuant to the governmental power of eminent domain.

Tenant agrees to comply with the notification and review requirements covered Part 77 of the Federal Aviation Regulation in the event future construction of a building is

planned for the Leased Premises or in the event of any planned modification or alteration of any present or future building or structure located upon Leased Premises. Tenant agrees that it will not erect or permit the erection of any structure or object, nor permit the growth of any tree on the Leased Premises to exceed the established height contours. In the event of a breach of the foregoing covenants, Landlord reserves the right to enter upon the Leased Premises and removed the offending structure or object and cut the offending tree, all of which shall be at the expense of the Tenant. Tenant agrees it will not make use of the Leased Premises in any manner which might interfere with the landing and taking off of aircraft from the Airport. Or otherwise constitute a hazard. In the event of a breach of the foregoing covenant, Landlord reserves the right to enter on the Leased Premises and cause the abatement of such interference at the Tenant's expense. It is understood and agreed that nothing contained herein shall be construed to grant or authorize the grating of an exclusive right within the meaning of Section 308(a) of the Federal Aviation Act of 1958 (U.S.C. 1349a). This Lease and all provisions hereof shall be subject to whatever right the United States Government now has or in the future may have or acquire, affecting the control, operation, regulation, and taking over of the Airport by the United States during the time of war or national emergency.

- 14.8 Mechanic's and Materialman's Liens. Neither Landlord or Tenant shall permit any mechanic's, materialman's or other lien against the Leased Premises or the property of which the Leased Premises forms a part in connection with any labor, materials, or services furnished or claimed to have been furnished. If any such lien shall be filed against the Leased Premises or property of which the Leased Premises forma a part, the party charged with causing the lien will cause the same to be discharged; provided, however, that either party may contest any such lien, so long as the enforcement thereof is stayed.

- 14.9 Savings Clause. In the event that any part of this Lease or application thereof shall be determined to be invalid by a court of competent jurisdiction, such finding shall have no effect on the remaining portions of this Lease.
- 14.10 Written Lease. Neither party has relied upon any promise or representation not contained in the Lease. All previous conversations, negotiations, and understandings are of no further force or effect. This Lease may be modified only in writing signed by both parties
- 14.11 Parties Bound. The covenants herein contained shall, subject to the provisions as to assignment and transfer, apply to and bind the heirs, successors, executors, administrators, and assigns of all the parties hereto; and all of the parties hereto shall be jointly and severally liable hereunder.
- 14.12 Section Captions. The captions appearing under the section number designations of this Lease are for convenience only and are not a part of this Lease and do not in any way limit or amplify the terms and provisions of this Lease.

SECTION 15. NON-DISCRIMINATION.

The Tenant shall for itself, its heirs, successors and assigns, as part of the consideration hereof, does hereby covenant and agree that in the event of facilities are constructed, maintained, or otherwise operated on the Leased Premises for a purpose for which the United States Department of Transportation (DOT) Program or activity is extended or for another purpose involving the provision of similar services or benefits, the Tenant shall maintain and operate such facilities and services in compliance with all other requirements imposed, pursuant to Title 49, Code of Federal Regulations, DOT, sub-title A, Office of the Secretary, Part 21, Non-discrimination in Federal Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

The Tenant shall for itself, its heirs, successors and assigns, as part of the consideration hereof, does hereby covenant and agree that: 1) no person on the grounds of race, color, sex, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to, discrimination in use of said facilities, 2) that in the construction of any improvements on, over, or under the Leased Premises and the furnishing of services thereon, no person on the grounds of race, color, sex, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination, and 3) that the Tenant shall use the Leased Premises in compliance with all other requirement imposed by or pursuant to Title 49, Code of Federal Regulations, DOT, sub-title A, Office of the Secretary, Part 21, Non-discrimination in Federal Assisted Programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

In the event of a breach of any of the above non-discrimination covenants, Landlord shall have the right to terminate this Lease and re-enter and repossess said Leased Premises and the facilities thereon, and hold the same as if said Lease had never been made. The provision does not become effective until the procedures of 49 CFR Part 21 are followed and completed, including expiration of appeal rights.

SECTION 16. GOVERNING LAW.

This Lease shall be construed in accordance with the laws of the State of Washington, and any litigation arising from the Lease shall be filed in Klickitat County Superior Court; provided that laws applicable to governmental entities under Oregon law, including but not limited to the Oregon Tort Claims Act and Article IX, Section 5, 7, and 10 of the Oregon Constitution, shall apply to the City, Further, Tenant shall comply with all federal, state, and local laws applicable to the Columbia Gorge Regional

Airport, and to the Tenants use and occupancy of the Leased Premises, including rules adopted by the Columbia Gorge Regional Airport Board and Klickitat County's land use regulations.

SECTION 17. PAYMENTS. Please make payment check to the City of The Dalles and mail Lease payments to the below:

City of The Dalles
Finance Department
313 Court Street
The Dalles, OR 97058

SECTION 18. NOTICES AND COMMUNICATIONS. All notice and communication may be served by enclosing the notice in a sealed envelope and deposited in the United States Post Office as certified mail and received by the authorized party below:

Landlord:	City of The Dalles City Manager 313 Court Street The Dalles, OR 97058	Klickitat County 127 West Court Street, MS-CH-26 Goldendale, WA 98620
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Tenant: Russel Reed

[Reed Ground Lease Continued on page 18.]

EXECUTED this _____ date of _____, 2021.

LANDLORD:

CITY OF THE DALLES, a municipal Corporation of State of Oregon

By _____
Julie Krueger, City Manager

ATTEST:

By _____
Izetta Grossman, City Clerk

Approved as to form:

By _____
Jonathan Kara, City Attorney

KLICKITAT COUNTY BOARD OF COMMISSIONERS

Chairman

Commissioner

Commissioner

ATTEST:

Clerk of the Board

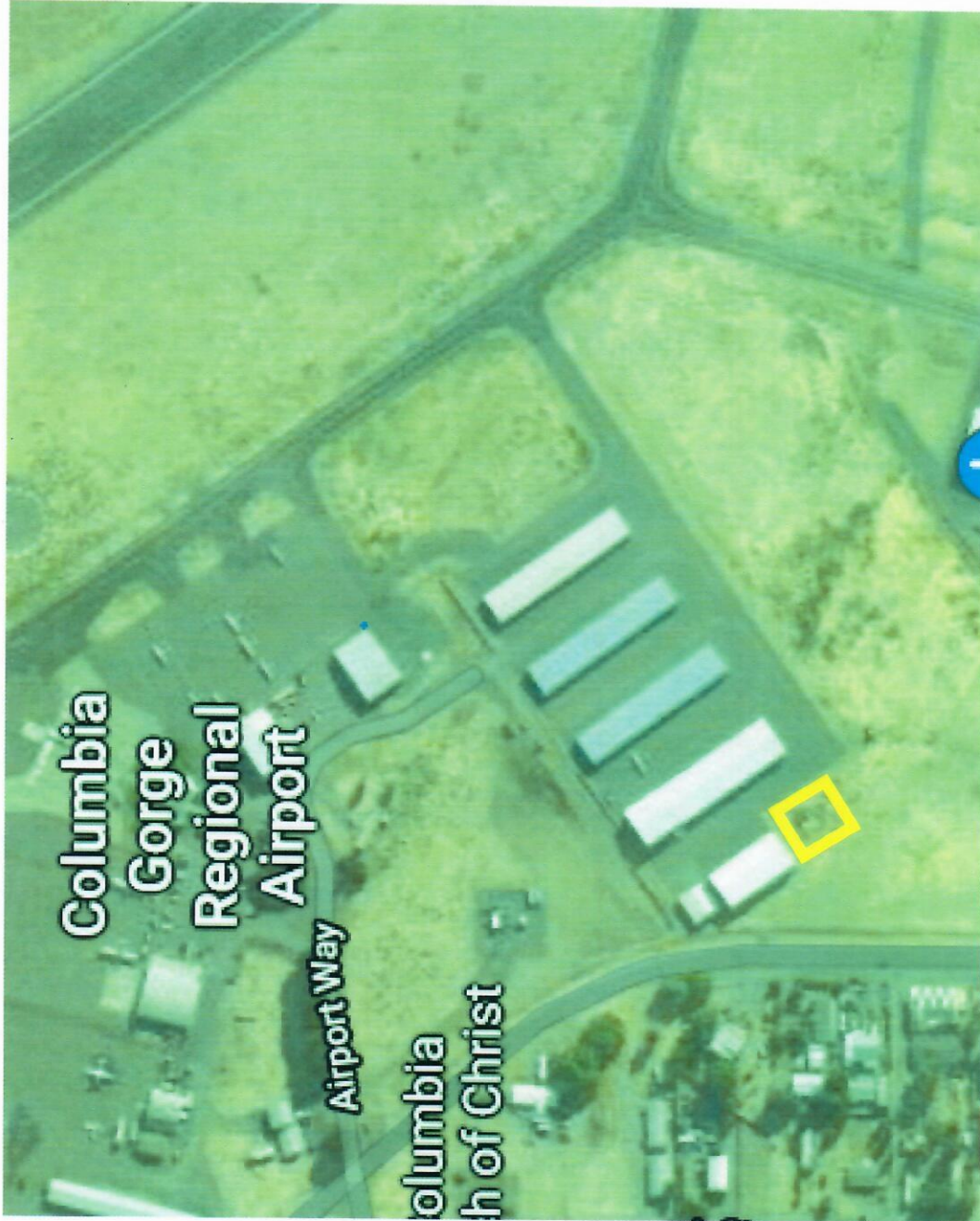
Approved as to form:

Prosecuting Attorney

TENANT:

RUSSELL REED

By _____
Russell Reed





A DIVISION OF NUCOR CORPORATION
 1050 N. WATERY LANE
 BRIGHAM CITY, UT 84302
 PH: (435) 919-3100
 FAX: (435) 919-3075

BI-FOLD DOOR INFORMATION SHEET

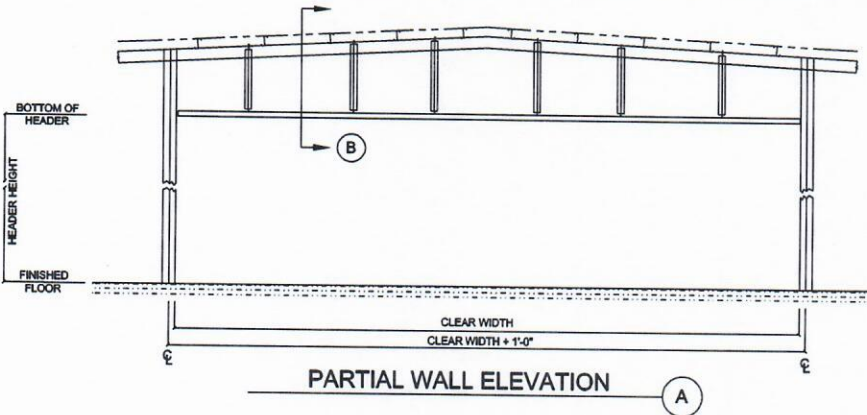
FILE # _____ Page 14 of 15
 QUOTE #: _____
 DATE: _____
 PAGE # _____ OF _____

CLEAR OPEN HEIGHT: 11'-0"
 CLEAR WIDTH: 45'-0"
 HINGE HEIGHT: 13'-0"
 C_E TO C_E OF JAMB: 46'-0"

The end frame at which the bi-fold door is located will experience the following deflections:

Total Gravity Load 3 Inches Downward
 Live / Snow Only 3 Inches Downward
 Wind Uplift 3 Inches Upward

The bi-fold door system must be designed and detailed to accommodate these deflections. A scope and price adjustment will be required if more stringent deflections are required.



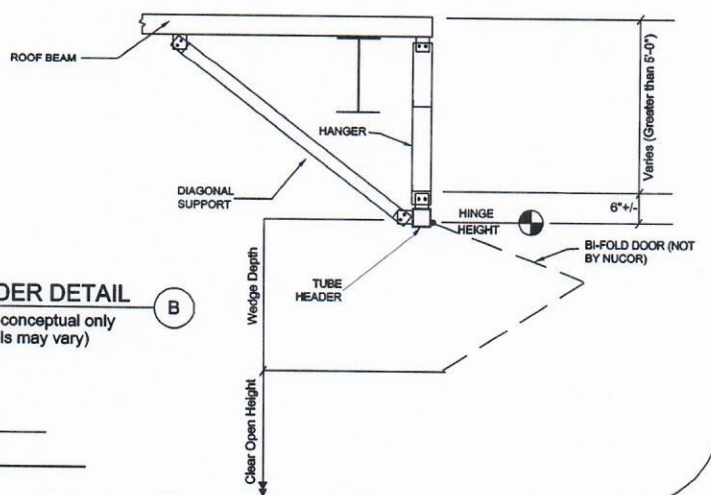
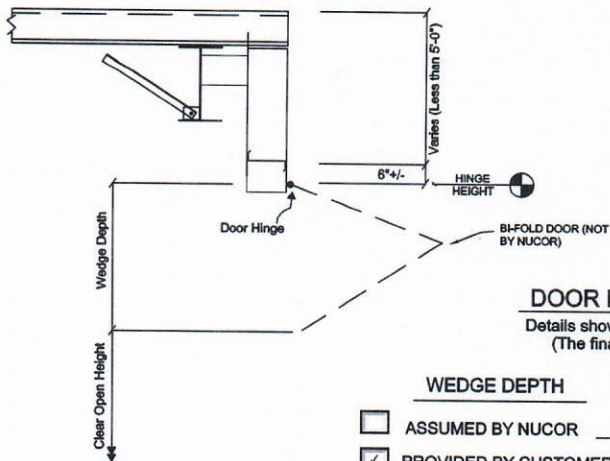
Minimum Flange Width of Door Jamb 6 Inches

Minimum Flange Thickness of Door Jamb 1/2 Inches

Note: Larger door jamb sizes will require a scope and price adjustment.

CONDITION A (HANGER LESS THAN OR EQUAL TO 5'-0")

CONDITION B (HANGER GREATER THAN 5'-0")



DOOR HEADER DETAIL
 Details shown are conceptual only
 (The final details may vary)

WEDGE DEPTH

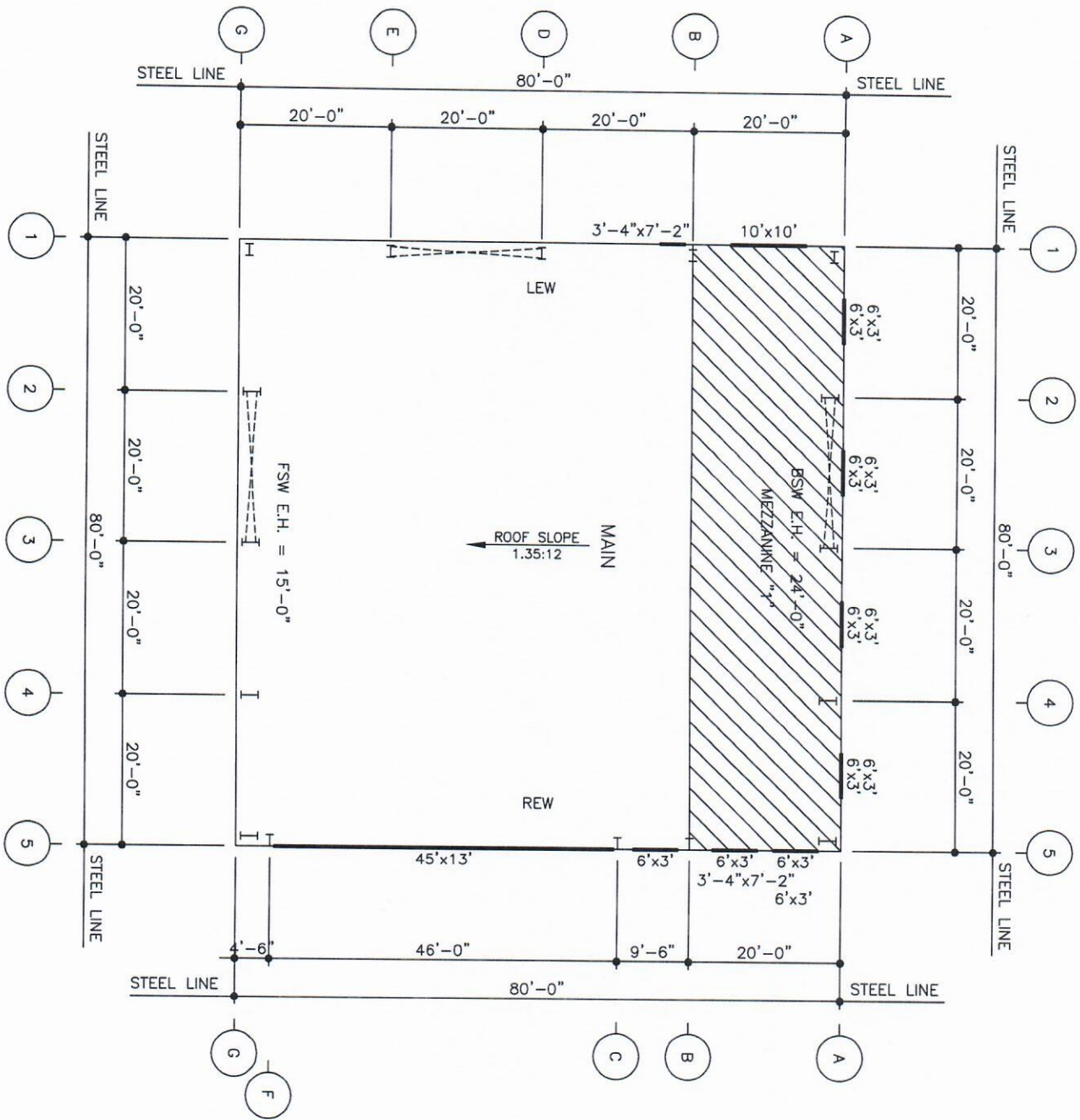
- ASSUMED BY NUCOR _____
- PROVIDED BY CUSTOMER 2'





LOADING INFORMATION

ASSUMED BY NUCOR PROVIDED BY CUSTOMER

TOTAL DOOR WEIGHT 4388 LBS

NOTE: FLUSH GIRTS ARE REQUIRED FOR WALLS CONTAINING BI-FOLD DOOR SYSTEMS.



DO NOT USE FOR FINAL CONSTRUCTION		PROJECT NAME: HANGAR 80 X 80	   
SHEET TITLE: 12/17/2020 3:01 PM		DALLESPORT, WA	
PRELIMINARY FLOOR PLAN		CUSTOMER NAME: WCI CONSTRUCTION	
SHEET NUMBER: FP1	QUOTE NUMBER: UOH-20152-R1	MADRAS, OR	