



Working Together to Enhance the Economic Vitality of North Central Washington

Chelan Douglas Regional Port Authority

**Confluence Technology Center
285 Technology Center Way, Wenatchee WA
Methow & Teanaway River Rooms
or
Zoom Virtual Conference Room Option**

**Meeting Agenda
August 23rd, 2022
9:00 am**

I. CALL TO ORDER

**Note: When the Chelan Douglas Regional Port Authority meeting is called to order, the Port of Chelan County and Port of Douglas County meetings are simultaneously called to order.*

II. INTRODUCTIONS

III. CONFLICT OF INTEREST

IV. PUBLIC COMMENT

V. PUBLIC HEARING

- **Surplus Property – Cashmere Mill District**
 - **Open Public Hearing**
 - **Receive Public Comment**
 - **Close Public Hearing**

VI. CONSENT AGENDA

- **CDRPA:** Approval of August 2nd, 2022 Special Meeting Minutes; August 9th, 2022 Meeting Minutes; and July 2022 Commission Calendar.

VII. PRESENTATIONS

- **Brad Schuster** - NW Mountain Regional Manager, Aircraft Owners & Pilots Association

VIII. POCC ACTION ITEMS

- (1) POCC Resolution No. 2022-04 Declaring Property Surplus – Cashmere Mill District

IX. CDRPA ACTION ITEMS

- (2) CDRPA Concurrence of Declaring Property Surplus – Cashmere Mill District
- (3) Ownership Allocation Memo – The Trades District
- (4) Authorization to Proceed – Acquisition of Marsha Hays Property
- (5) Douglas County Sewer District #1 – Industrial Wastewater Contract
- (6) Commercial Air Service Aviation Ramp Industrial Wastewater Fee Schedule
- (7) Nimfa Parcels Hangar – Waterville Airport

- (8) Waterville Airport – Runway Lighting Project
 - a. Acceptance of Engineer’s Recommendation
 - b. Authorization to Award Contract
 - c. Establishing Overall Project Budget
- (9) Acceptance of WSDOT Aviation Division Grant Award – Waterville Airport Lighting Project
- (10) Washington State Dept. of Commerce – Small Business Innovation Fund

X. INFORMATIONAL ITEMS (Board may act on any items listed)

- (11) Enduris Insurance Renewal 2022-2023
- (12) Year-to-Date 06-30-2022 Budget vs. Actual Report
- (13) FAA Taxiway Alpha Project Update

XI. MISCELLANEOUS STAFF REPORTS

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic & Business Development
- Public Works & Capital Projects Manager
- Property & Maintenance Manager
- CTC Manager

XII. PUBLIC COMMENT

XIII. REVIEW CALENDAR OF EVENTS

XIV. ITEMS FROM BOARD OF DIRECTORS

XV. EXECUTIVE SESSION: An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)); and (4) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee(RCW 42.30.110(1)(g))

XVI. ADJOURN

PLEASE NOTE: The agenda is tentative only. The Board of Directors may add, delete, or postpone items and may take action on any item not on the agenda (This does not apply during a Special Meeting). The Directors may also move agenda items during the meeting. If you wish to address the Regional Port Authority on a non-agenda or an agenda item, please raise your hand to be recognized by the President. When you have been recognized, give your name and address before your comments. The Board of Directors are committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principal.

The Port Authority office is ADA compliant. Please contact the Administrative Office at 509-884-4700 at least three (3) days in advance if you need any language, hearing or physical accommodation.



**Board of Directors
Chelan Douglas Regional Port Authority
Special Meeting Minutes
August 2, 2022
11:00 am**

Present:

Directors:

*JC Baldwin, Director
Jim Huffman, Director
Mark Spurgeon, Director*

*Donn Etherington, Director
W. Alan Loeb sack, Director
Richard DeRock, Director*

Staff:

*Jim Kuntz, Chief Executive Officer
Monica Lough, Director of Finance & Admin.
Stacie de Mestre, Capital Projects Mngr.
Ron Criddlebaugh, Director of Econ. Dev.*

*Bobbie Chatriand, Admin Assistant
Craig Larsen, Bus. Dev. Mngr.
Ron Russ, Property & Maintenance Mngr.*

Elected Officials:

Mayor Jim Fletcher, City of Cashmere

Legal Counsel:

Pete Fraley, Ogden Murphy Wallace

Guests:

*Erik Howe, RH2 Engineering
Alan Neff, RH2 Engineering
Emily Thornton, Wenatchee World*

*Jack Louws, Louws Trust Inc.
Roy Schiferl, Louws Trust Inc.*

The Chelan Douglas Regional Port Authority (CDRPA) Special Meeting was called to order at 11:00 a.m. The meeting was held at the Chelan Douglas Regional Port Authority Office.

Introductions were made.

Cashmere Mill District History

Lough provided meeting attendees a quick recap on the Port's history with the Cashmere Mill District. Topics discussed include land investment history, Sunset Highway improvements, funding sources, debt incurred, and current tenant status.

Cashmere Mill District Options

- **South Mill Road** – Kuntz discussed the limited value these parcels have for the Port. It was recommended that these parcels should be sold "as-is". Discussion ensued regarding disclosures and restrictions on future property use.
- **Middle Section (between Mill Road and Sunset Highway)**- Kuntz discussed two options for the Middle Section parcels. Option A: The Port retains ownership and over time builds additional buildings to benefit small businesses. However, given the current Capital Project priorities, this could be many years in the future. Option B: Sell the property "as-is" to a private developer with restrictions put in place to ensure the integrity of the development.

- **North Side of Sunset Highway-** Kuntz discussed selling the 1.49-acre parcel and its adjacent lot located on the North Side of Sunset Highway to the private sector. The private developer would be responsible for utility extensions as well as any street improvements needed. The clean-up of this property is currently underway.
- Fraley provided additional background on which parcels are currently declared as surplus and which parcels have received an NFA (No Further Action) issued by the Washington State Department of Ecology.

Presentation:

Jack Louw presented a proposal to purchase the 2.76 acre middle section of the Cashmere Mill District for the purpose of developing multi-use buildings that would benefit small local businesses. It would provide smaller workspaces varying in size. All units would include electrical, air conditioning, restrooms, internet access, and fire sprinklers among other utilities. Discussion ensued regarding the development of the business park.

No action was taken. The meeting was adjourned at 12:35 p.m.

Signed and dated this 23rd day of August 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Richard DeRock, Director

W. Alan Loeb sack, Director



**Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
August 09, 2022
9:00 am**

Present:

Directors:

*JC Baldwin, Director
Jim Huffman, Director
Mark Spurgeon, Director*

*Donn Etherington, Director
W. Alan Loeb sack, Director
Richard DeRock, Director*

Staff:

*Jim Kuntz, Chief Executive Officer
Monica Lough, Director of Finance & Admin.
Trent Moyers, Director of Airports
Ron Cridlebaugh, Director of Econ. Dev.
Ron Russ, Property & Maintenance Mngr.
Colby Goodrich, FBO Manager*

*Tricia Degnan, CTC Manager (Zoom)
Sarah Deenik, Comm. Coordinator
Bobbie Chatriand, Admin Assistant
Craig Larsen, Bus. Dev. Mngr.
Laura Camarillo-Reyes, Admin Asst. (Zoom)*

Elected Official:

Mayor Jerrilea Crawford, City of East Wenatchee (Zoom)

Legal Counsel:

Quentin Batjer, Davis Arneil Law Firm, LLP

Guests:

*Don Flick, Cascade Soaring Society
Kyle Lamb, KPQ (Zoom)
Emily Thornton, Wenatchee World
Erik Howe, RH2 Engineering (Zoom)
Kevin Vitulli, Banner Bank (Zoom)*

*Chris Mansfield, T-O Engineers (Zoom)
Caleb Lindquist, T-O Engineers (Zoom)
Stephanie Krabbe, T-O Engineers (Zoom)
Steven Wilkinson, Wenatchee Chamber (Zoom)*

The Chelan Douglas Regional Port Authority Board Meeting was called to order at 9:00 a.m.

Introductions were made.

Conflicts of Interest: None

CDRPA CONSENT AGENDA

The Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from July 12th, 2022 Meeting; June 2022 Commission Calendar; Check Register Pages #2022-28 through #2022-31, including Electronic Transfers; and CDRPA Resolution 2022-09 Voiding Check #10116 was presented.

Motion No.
Moved by:
Seconded by:

08-01-22 CDRPA

Mark Spurgeon
Jim Huffman

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from the July 12th, 2022 Meeting; June 2022 Commission Calendar; Check Register Pages #2022-28 through #2022-31, including Electronic Transfers; and CDRPA Resolution 2022-09 Voiding Check #10116.

Motion passed 6-0

POCC CONSENT AGENDA

The Port of Chelan County Consent Agenda consisting of the July 2022 Check Register Page was presented.

Motion No.
Moved by:
Seconded by:

08-02-22 POCC

Richard DeRock
Donn Etherington

To approve the Port of Chelan County Consent Agenda consisting of an Electronic Transfer dated July 21st, 2022.

Motion passed 3-0

PUBLIC COMMENT:

The Public was offered an opportunity to speak. Mayor Crawford from the City of East Wenatchee mentioned the collaboration with the airport for Pangborn's Festival of Flight held August 6, 2022. She felt that it was a success and would like to partner again in the future.

PRESENTATIONS:

Kirk Duncan, an advisor for the region's Small Business Development Center provided an activity report for the first two Quarters of 2022. Duncan's report provided insight on the number of new businesses started, jobs created, jobs retained and unemployment rates in the Wenatchee area.

POCC ACTION ITEM:

Amendment #1 to the Interlocal Agreement between the Port of Chelan County & the Port of Douglas County was presented.

Motion No.
Moved by:
Seconded by:

08-03-22 POCC

Donn Etherington
Richard DeRock

To approve the First Amendment to the Interlocal Cooperation Agreement between the Port of Chelan County and the Port of Douglas County.

Motion passed 3-0

PODC ACTION ITEMS:

Amendment #1 to the Interlocal Agreement between the Port of Chelan County & the Port of Douglas County was presented.

Motion No.
Moved by:
Seconded by:

08-04-22 PODC

Mark Spurgeon
W. Alan Loeb sack

To approve the First Amendment to the Interlocal Cooperation Agreement between the Port of Chelan County and the Port of Douglas County.

Motion passed 3-0

CDRPA ACTION ITEMS:

Ownership Allocation Memo – Santa Cruz Property.

On November 12, 2019 the Chelan Douglas Regional Port Authority Board of Directors adopted a policy governing capital investments. Section 3 of that policy states that if there is an acquisition of real property after January 1, 2020, the Board of Directors is required to adopt an Ownership Allocation Memo as a means to allocate respective ownership interest. The Board seeks to purchase approximately 14.12 acres of real property from Santa Cruz Farms, LLC adjacent to Pangborn Airport identified as Parcel Number 22211530012. The following action was taken:

Motion No.	08-05-22 CDRPA
Moved by:	Mark Spurgeon
Seconded by:	W. Alan Loeb sack
	To approve the Ownership Allocation Memo Concerning the Santa Cruz Property near Pangborn Memorial Airport.

Motion passed 6-0

Authorization to Proceed – Acquisition of Santa Cruz Farms Property/Pangborn Airport.

Kuntz presented the Santa Cruz Farm Transaction Details, including total acreage, sales price of \$1,200,000, earnest money down and the lease back of the cherry orchard at \$5,533 per year. Discussion ensued and the following action was taken:

Motion No.	08-06-22 CDRPA
Moved by:	W. Alan Loeb sack
Seconded by:	Richard DeRock
	To authorize the CEO to proceed in acquiring the Santa Cruz Farms Property located adjacent to Pangborn Memorial Airport.

Motion passed 6-0

Authorization to Award Construction Contract for Taxiway Alpha Project to Selland Construction Subject to FAA Grant Awards.

de Mestre discussed previously passed motions regarding the Pangborn Taxiway Alpha Project. Due to recent developments with the availability of FAA Grant Funds, staff is now seeking board approval to sign the contract with Selland Construction, Inc. upon receipt of and acceptance of all necessary deliverables required by the contract documents and further conditioned on the Regional Ports prior acceptance off FAA grant offers totaling not less than \$6,000,000. Discussion ensued and the following action was taken:

Motion No.	08-07-22 CDRPA
Moved by:	Mark Spurgeon
Seconded by:	W. Alan Loeb sack
	To authorize the CEO to award and sign the contract with Selland Construction, Inc., in the amount of \$16,444,627.44 including Washington State Sales Tax, upon receipt of and acceptance of all necessary deliverables required by the contact documents and further conditioned on the Regional Ports prior acceptance of FAA grant offers totaling not less than \$6,000,000.

*Motion passed 5-1
Director Etherington Nay.*

Authorization to Proceed – Executive Hangar Site Design.

The approved 2022 Supplemental Budget included a line item of \$225,000 for engineering services for the Executive Hangar Site Development Project. Task Order 22-08 from T-O Engineering was presented along with key schedule milestones. Discussion ensued regarding the Task Order and the following motion was taken:

Motion No.
Moved by:
Seconded by:

08-08-22 CDRPA
W. Alan Loeb sack
Jim Huffman
To authorize the CEO to sign T-O Engineers’ Task Order 22-08 for the Executive Hangar Site Design in an amount not exceed \$242,000.

Motion passed 4-2
Director Spurgeon and
Director Etherington Nay.

Director Baldwin called for a 10-minute break at 10:37 a.m., meeting reconvened at 10:47 a.m.

Authorization to Solicit Qualifications for Architects – Trades Districts.

de Mestre discussed that the approved 2022 Supplemental Budget included a line item of \$200,000 to begin architectural/engineering design services for the Trades District. Also presented was a proposed schedule for architectural/engineering services. Per the CDRPA Purchasing and Contracting Policy, staff is seeking Board approval to solicit qualifications. The following motion was taken:

Motion No.
Moved by:
Seconded by:

08-09-22 CDRPA
Mark Spurgeon
Richard DeRock
To authorize the CEO to solicit Qualifications for Architectural Services for the Trades District.

Motion passed 6-0

Authorization to Proceed – Test Well for Malaga Water District.

de Mestre presented a Well Testing Map for the Malaga Water District with a proposed test site. Discussion ensued and the following action was taken:

Motion No.
Moved by:
Seconded by:

08-10-22 CDRPA
W. Alan Loeb sack
Jim Huffman
To authorize the CEO to proceed with bidding the Malaga Water System Improvements Test Well #1 Project.

Motion passed 6-0

CDRPA INFORMATIONAL ITEMS:

- **Declaring Two (2) Mobile Homes & One (1) Motorhome Surplus – Malaga Property** – The Port Authority has acquired 2 Mobile Homes and associated out buildings with the purchase of the Curtis property. The Port has no use for these and wishes to declare all items surplus. The mobile homes, outbuildings and other miscellaneous property left behind will be demolished. Staff will attempt to sell the motorhome.
- **Pangborn Airport – Capital Improvement Plan** – Moyers presented a list of Federal and State funding sources for use on airport improvement projects. Also discussed was the Pangborn Memorial Airport Capital Improvement Program from FY 2022 through FY 2028.

Director Baldwin called for a 10-minute break at 11:45 a.m., meeting reconvened at 11:55 a.m.

- **Virtower Monthly Update** -Moyers provided a report on July Takeoffs & Landings at Pangborn, Lake Chelan and Mansfield Airports.
- **Alternative Landing Area – Cost Estimate – Pangborn Airport** – Kuntz presented information on a cost estimate for the Alternate Landing Area from T-O Engineers. Further discussion will take place at the board retreat.
- **Douglas County Sewer District #1 Industrial Wastewater Contracted User Contract** – Kuntz discussed the details of the DCSD User Contract; some items discussed were the one-year trial period, billing and the DCSD deferring the connection fee until after the trial period.

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:

- Kuntz mentioned that Port staff is actively interviewing for the Executive Assistant position.
- Kuntz proposed that the Port Retreat be held on November 3rd, 2022 at the Pybus Event Center.
- Kuntz mentioned that the Port of Quincy was recently fined related to a Public Record Request.

Moyers provided information and updates including:

- Moyers presented photographs of the ongoing Apron Project. Photographs shown were of recently stamped concrete and wiring for heated concrete walkways.

de Mestre provided information and updates including:

- de Mestre provided a 5th Street PUD Project update. The developers that were chosen will refine their plans, schedules and financing and reconvene in October.
- de Mestre is continuing to work on the MALSR project. Procuring items in a timely manner continues to be an issue.
- de Mestre also noted that they are still searching for additional recipients who will benefit from the EPA Brownfields Grant.

Russ provided information and updates including:

- Russ provided an update on the GA Terminal water leak that led to mold growth in two offices. The mold has since been removed; the offices will remain vacant.
- Russ informed staff of tree removal and landscaping currently taking place along Technology way.

- Granite Petroleum is currently working on the fueling system on the Executive side of the airport and should be completed by the end of the week.

Cridlebaugh provided information and updates including:

- Cridlebaugh provided information on the next CERB Board Meeting, it will be held on September 15th in Camas, WA.

Goodrich provided information and updated including:

- Goodrich informed staff that he will be attending the upcoming Wenatchee Valley Community Leadership class.

PUBLIC COMMENT: None

REVIEW CALENDAR OF EVENTS: Director Spurgeon requested that the WPPA Annual Meeting held in December be added to the calendar.

ITEMS FROM BOARD OF DIRECTORS: Board of Directors provided various updates.

EXECUTIVE SESSION:

Executive session was announced at 12:30 p.m. for a period of twenty minutes and extended at 12:50 for an additional ten minutes. The purpose consisted of RCW 42.30.100(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. Executive session concluded at 1:00 p.m. Meeting reconvened in Regular Session with no action taken.

Meeting was adjourned at 1:00 p.m.

Signed and dated this 23rd day of August 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Richard DeRock, Director

W. Alan Loeb sack, Director

Chelan Douglas Regional Port Authority

Board of Directors Calendar

July 2022

Date	Meeting	Location	JCB	DE	JH	MS	RD	AL
7/6	District 1 Meeting	Zoom		X				
7/12	CDRPA Board Meeting/Airport Tour	CTC/Zoom	X	X	X	X	X	X
7/14	Transportation Council Meeting	CDTC	X			X		
7/21	PMA Hangar Development Meeting	CDRPA		X		X		
7/22	Upper Valley Commissioners Mtg	Big Y Café	X					
7/22	Lunch Meeting w/ Jim Kuntz	Bob's Burgers		X				
7/24	WPPA Commissioner Seminar	Walla Walla	X	X		X	X	
7/25	WPPA Commissioner Seminar	Walla Walla	X	X		X	X	
7/26	WPPA Commissioner Seminar	Walla Walla	X	X		X	X	
7/27	WPPA Commissioner Seminar	Walla Walla	X	X		X	X	
7/28	Meeting w/ Staff - Airport Tour	Pangborn Airport						X
7/28	Meeting w/ Jim Kuntz	CDRPA				X		
*	denotes multiple meetings on same day							

PORT OF CHELAN COUNTY RESOLUTION NO. 2022-04

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF CHELAN COUNTY DECLARING CERTAIN REAL PROPERTY LOCATED IN CHELAN COUNTY WASHINGTON AS SURPLUS TO THE NEEDS OF THE PORT OF CHELAN COUNTY AND AMENDING THE PORT OF CHELAN COUNTY'S COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS (THE "COMPREHENSIVE PLAN") TO REMOVE PROPERTY FROM THE COMPREHENSIVE PLAN.

Whereas the Port of Chelan County (the "POCC") owns real property located in Cashmere of Chelan County, Washington, and generally described as Parcels D and F of Boundary Line Adjustment No. 2011-118CA recorded at Chelan County Auditor's File No. 2344230 and more fully described on Exhibit "A", which is attached hereto and incorporated herein by this reference (the "Property"); and

Whereas the POCC scheduled a public hearing for August 23, 2022, to consider declaring the Property as surplus to the POCC's needs and to amend the POCC Comprehensive Plan accordingly; and

Whereas a staff report was prepared and presented at the hearing and is incorporated as part of the record of the hearing; and

Whereas proper notice of the public hearing was published and an opportunity for public testimony was provided at the public hearing; and

Whereas the Board of Directors of the Chelan Douglas Regional Port Authority, as the manager of the Property, support and approve the decision to declare the Property surplus and amend the POCC Comprehensive Plan accordingly; and

Whereas following closure of the hearing, the POCC Commissioners discussed and concluded that retaining the Property is not absolutely necessary or needed for the POCC's purposes and concluded that the POCC Comprehensive Plan should be amended to remove the Property from the POCC Comprehensive Plan.

Now, Therefore, the Board of Commissioners for the Port of Chelan County hereby resolve as follows:

1. The Property legally described on attached Exhibit "A", which is incorporated herein by this reference, is no longer needed or necessary for the POCC's purposes, and is hereby declared to be surplus.
2. The POCC Comprehensive Plan is hereby modified to delete the Property from the POCC Comprehensive Plan.
3. Some or all of the Property may be leased or sold on such terms and conditions as the Board of Directors of the Chelan Douglas Regional Port Authority deem

appropriate. Any decision to lease or sell all or a portion of the Property shall be made in a future open public meeting.

4. Nothing herein precludes the POCC Commission from deciding, in the future, to incorporate all or a portion of the Property as part of the POCC Comprehensive Plan.

ADOPTED by the Commission of the Port of Chelan County, following a hearing, at a public meeting thereof held this 23rd day of August, 2022.

PORT OF CHELAN COUNTY

J.C. Baldwin, Commissioner

Donn Etherington, Commissioner

Richard DeRock, Commissioner

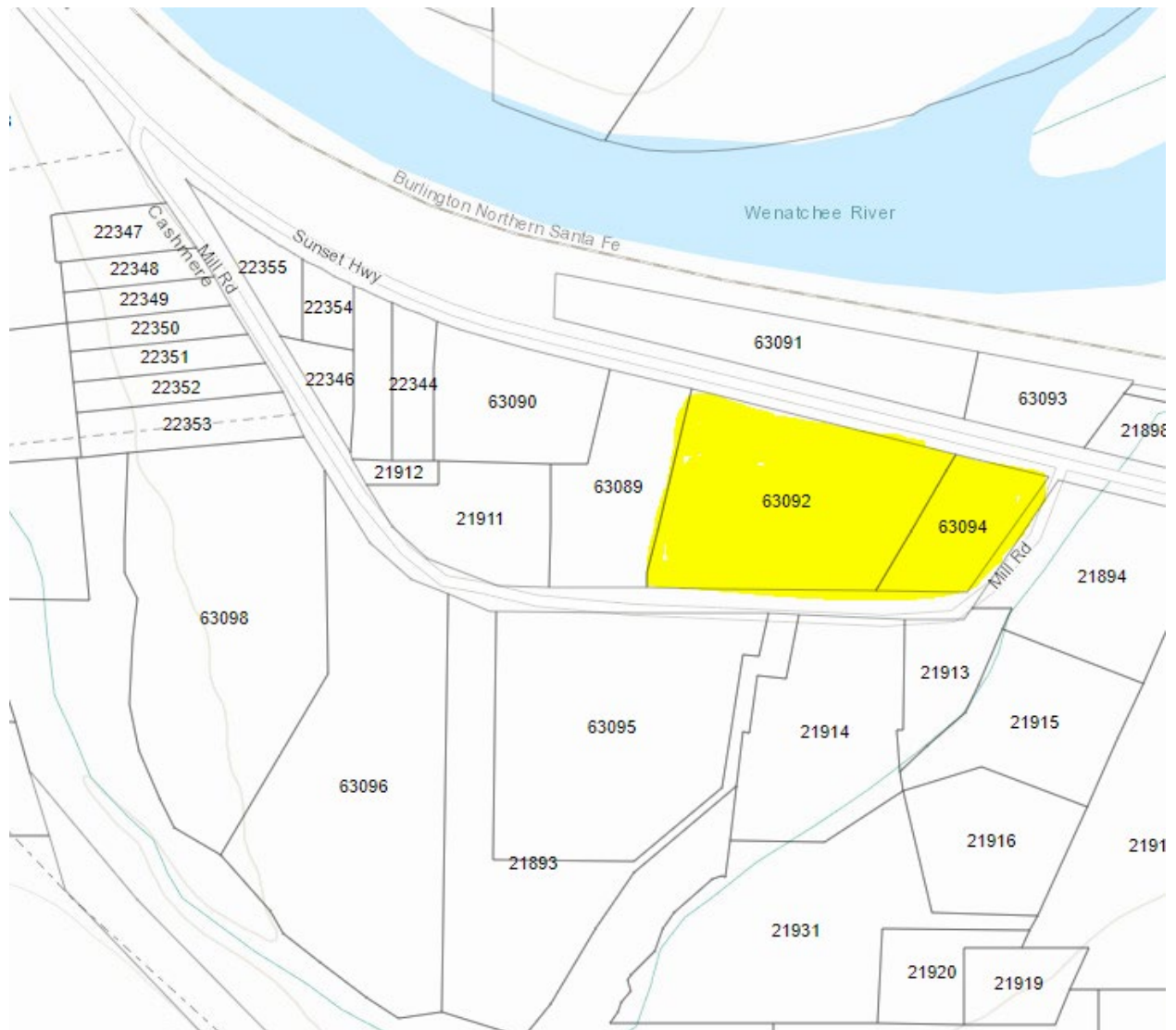
EXHIBIT "A"
Legal Description of Cashmere Property

Parcel D - Parcel #23 19 05 110 550

A parcel of land located in Northeast quarter of Section 5, Township 23 North, Range 19 East W.M. more particularly described as follows:
Beginning center of said Section 5, a 3 inch aluminum cap in monument case, thence North 02°35'13" West along the center section line a distance of 1377.68 feet to a rebar in a monument case located on the North-South center of section line ; thence South 88°11'08" East a distance of 658.53 feet to the Southwest corner of Lot 13, Willowdale Addition to Cashmere, Chelan County, Washington according to the plat thereof recorded in Volume 3 of Plats, Page 53; thence continuing South 88°11'08" East a distance of 608.31 feet to a point on the Southerly right of way of Mill Road; thence along said right of way, South 68° 55' 10" East a distance of 58.21 feet; thence continuing along said right of way, South 89° 40' 49" East 97.43 feet; thence leaving said right of way, North 00° 53' 45" East a distance of 40.09 feet to a point on the Northerly right of way of said Mill Road and the True Point of Beginning; thence along said right of way, thence South 89°40'22" East for a distance of 541.65 feet; thence leaving said right of way, North 30°16'50" East for a distance of 112.68 feet;
thence North 89°40'22" West for a distance of 596.94 feet;
thence South 00°53'45" West for a distance of 97.63 feet to the True Point of Beginning.

Parcel F - Parcel #23 19 05 110 650

A parcel of land located in Northeast quarter of Section 5, Township 23 North, Range 19 East W.M. more particularly described as follows:
Beginning center of said Section 5, a 3 inch aluminum cap in monument case, thence North 02°35'13" West along the center section line a distance of 1377.68 feet to a rebar in a monument case located on the North-South center of section line ; thence South 88°11'08" East a distance of 658.53 feet to the Southwest corner of Lot 13, Willowdale Addition to Cashmere, Chelan County, Washington according to the plat thereof recorded in Volume 3 of Plats, Page 53; thence continuing South 88°11'08" East a distance of 608.31 feet to a point on the Southerly right of way of Mill Road; thence along said right of way, South 68° 55' 10" East a distance of 58.21 feet; thence continuing along said right of way, South 89° 40' 49" East 97.43 feet; thence leaving said right of way, North 00° 53' 45" East a distance of 40.09 feet to a point on the Northerly right of way of said Mill Road; thence along said right of way, thence South 89°40'22" East for a distance of 541.65 feet to the True Point of Beginning
thence continuing along said right of way, South 89°40'22" East for a distance of 149.75 feet;
thence leaving said right of way, North 35°37'51" East for a distance of 232.07 feet;
thence North 76°26'01" West for a distance of 158.06 feet;
thence South 30°16'50" West for a distance of 30.00 feet;
thence South 30°16'50" West for a distance of 117.69 feet;
thence South 30°16'50" West for a distance of 112.68 feet to the True Point of Beginning.



**CHELAN DOUGLAS REGIONAL PORT AUTHORITY
OWNERSHIP ALLOCATION MEMO
IMPROVEMENTS TO REAL PROPERTY EXISTING PRIOR TO JANUARY 1, 2020
DOUGLAS COUNTY TRADES DISTRICT**

On November 12, 2019, the Chelan Douglas Regional Port Authority Board of Directors adopted a policy governing capital investments. Section 4 of that policy states that all existing real property owned by Pangborn Memorial Airport will be recognized as owned by the CDRPA (except for buildings owned by the Port of Douglas or the Port of Chelan, as defined in the Interlocal Agreement). Per Section 5 of that policy, if there are new capital improvements after January 1, 2020, an Ownership Allocation Memo will be adopted by the Board of Directors and the Ports as a means to allocate respective ownership interests in the property in the event of a dissolution.

The Board of Directors seeks to construct the Trades District, consisting of up to 25 pods, on property owned by the Chelan Douglas Regional Port Authority, identified as Douglas County, WA Assessor's Tax Parcel Numbers 76600001100 and 76600001000. The Trades District is estimated to cost \$11,600,000 and will be funded by an Economic Development Administration (EDA) grant of \$4,990,967, a Washington State Capital Budget Appropriations grant of \$2,950,000, and a CERB loan obtained by the Port of Douglas County of \$2,500,000, with the remaining amount budgeted out of Chelan Douglas Regional Port Authority reserves, securing additional grant funds, or reducing the scope of this project.

Due to the various funding sources, and working with estimates, the ownership allocation is currently estimated as follows:

EDA Grant – 50% to POCC & PODC	\$4,990,967
Capital Appropriation – 50%/50%	\$2,950,000
CERB Loan – PODC	\$2,500,000
CDRPA – 75% POCC/25% PODC	\$1,159,033

The portion of funding utilizing CDRPA reserves will be allocated to the Port Districts based on the percentage of 2022 budgeted tax receipts, which calculates to 25% by the Port of Douglas and 75% by the Port of Chelan. Actual final allocations will be calculated at the conclusion of the project.

In the event of dissolution of the Chelan Douglas Regional Port Authority, the improvements are estimated to be allocated to the two Port Districts based on the percentages above, which calculate to 58.3% ownership by the Port of Douglas and 41.7% ownership by the Port of Chelan.

Signed and dated this 23rd day of August, 2022.

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Richard DeRock, Director

W. Alan Loeb sack, Director

Chelan Douglas Regional Port Authority
Ownership Allocation Memo Recap

9/9/2020	Malaga (Lojo) Property	POCC Purchase	100% POCC
10/13/2020	Executive Flight HVAC	CARES Act Funds	100% POCC
6/8/2021	ALS Land (Piepel) Property	CDRPA Funded	75% POCC/25% PODC 50%/50% if grant funds rec'd
1/26/2021	Douglas County (Fibro) Parcel	CDRPA Funded	75% POCC/25% PODC
12/14/2021	ALS Land (Lytle) Property	CDRPA Funded	75% POCC/25% PODC 50%/50% if grant funds rec'd
12/14/2021	Malaga (Torres) Property	POCC Purchase	100% POCC
5/10/2022	Malaga (Curtis) Property	POCC Purchase	100% POCC
5/10/2022	Malaga (GBI) Property	POCC Purchase	100% POCC
5/10/2022	Malaga (Hays) Property	POCC Purchase	100% POCC
8/9/2022	Douglas County (Santa Cruz) Parcel	CDRPA Funded	75% POCC/25% PODC 50%/50% if grant funds rec'd
Pending	Trades District Improvements	Blended	Grant Funds 50%/50% PODC Debt 100% CDRPA 75% POCC/25% PODC

Memo

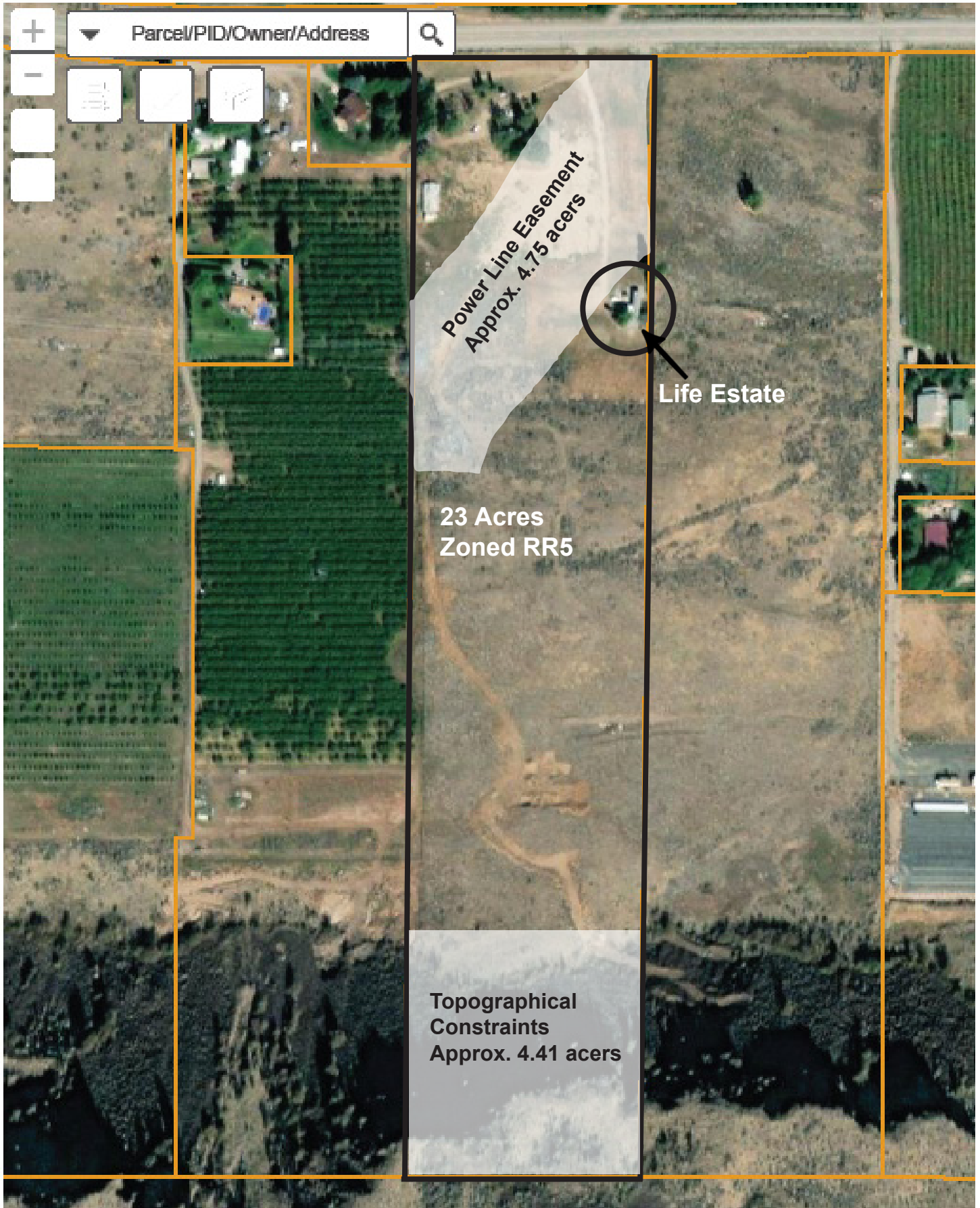
To: Board of Directors
From: Jim Kuntz
Date: August 19, 2022
Re: Marsha Hays Property - Malaga

The Board has previously authorized entering into a Purchase & Sale Agreement with Marsha Hays for a 23-acre parcel in Malaga.

The price of the property was determined as follows:

18.59 usable acres X \$35,000 per acre	\$650,650
4.41 acres – no value but part of sale	\$ 0
<u>Mobile home on site</u>	<u>\$ 35,000</u>
Total Sales Price	\$685,650

- A non-refundable deposit (subject to Phase 1 EA) of \$34,000 has been made.
- A Phase 1 Environmental Assessment has been completed with no issues of concern.
- A lifetime estate tied to the mobile home on site has been converted into a two-year lease from date of closing.
- The property is currently zoned Rural Industrial 5 and will need to be rezoned to industrial.
- The feasibility period for the Regional Port expires on August 24th



Parcel/PID/Owner/Address



Power Line Easement
Approx. 4.75 acers

Life Estate

23 Acres
Zoned RR5

Topographical
Constraints
Approx. 4.41 acers

DOUGLAS COUNTY SEWER DISTRICT No. 1
Industrial Wastewater Contracted User Contract

Contracted User: Chelan Douglas Regional Port Authority
Doing Business as Name (If different): Pangborn Memorial Airport

Billing Address:
One Campbell Parkway, Suite A
East Wenatchee, WA 98802

Service Address:
One Pangborn Drive
East Wenatchee, WA 98802

Industrial Wastewater Contact:
Name/Title: Ron Russ, Property/Maintenance Manager
Telephone: 509-670-8038
Email: Ronr@cdrpa.org

Emergency/After Hours: 509-860-1852

RECITALS:

- A. The Douglas County Sewer District No. 1, hereinafter referred to as “District,” is a municipal corporation organized under the laws of the State of Washington, and in such capacity owns and operates sewer and wastewater treatment facilities, herein referred to as “Facilities,” for the collection, treatment, and disposal of municipal and Industrial Wastewater.
- B. The operation of the Facilities is subject to the laws and regulations of the United States and of the State of Washington including, without limitation, laws and regulations relating to discharge of Industrial Wastewater as administered by the Washington Department of Ecology (“WDOE”), which issues permits to both the District and to the Contracted User.
- C. The Chelan-Douglas Regional Port Authority, hereinafter referred to as “Contracted User,” seek to seasonally and periodically discharge non-domestic sewage to the District in the form of ADF (see definitions) mixed with stormwater runoff.

BASED ON THE FOREGOING RECITALS, WHICH ARE MADE A PART OF THIS CONTRACT, THE DISTRICT AND THE CONTRACTED USER AGREE AS FOLLOWS:

1. DEFINITIONS

The definitions in the Revised Code of Washington and the District Administrative Code and the regulations adopted by the Washington Department of Ecology relating to wastewater discharges are hereby adopted, together with the following definitions:

- 1.1 ADF shall mean Aircraft De-icer Fluid.

1.2 AVERAGE shall mean the average of the results for all samples collected and measurements taken during any defined monitoring period under this Contract.

1.3 CONTRACT shall mean this Industrial Wastewater Contracted User Contract, including all exhibits and schedules incorporated and attached hereto.

1.4 CONTRACTED CAPACITY shall mean the annual average, monthly average, weekly maximum, and peak day hydraulic, organic, and any other defined discharge of the Contracted User as set forth in Schedule "A" to this Contract.

1.5 CONTRACTED USER shall mean the person, corporation, partnership, limited liability company, or other lawful entity entering into this Contract.

1.6 FACILITIES shall mean all publicly owned infrastructure for the collection, delivery and treatment of sanitary sewage.

1.7 INDUSTRIAL WASTEWATER shall mean water or liquid-carried waste from industrial processes as distinct from domestic wastes (which include human wastes and related kitchen, bath, and laundry wastes).

1.8 OTHER USER(S) shall mean any other industrial customer(s) of the Facilities, other than the Contracted User.

1.9 PARTIES shall refer to the Contracted User and the District, collectively.

1.10 PERMIT shall mean any permit issued by the WDOE, approving the discharge of Industrial Wastewaters to and treated wastewaters from the Facilities.

2. TERM OF CONTRACT

2.1 TERM OF CONTRACT. This Contract shall commence upon the date of signing of this Contract by Douglas County Sewer District (the "Commencement Date") and shall continue for one calendar year from that date, or until otherwise terminated as provided herein.

2.2 TERMINATION OF RIGHT TO DISCHARGE BY CONTRACTED USER. Contracted User may terminate its right to discharge into the Facilities by giving the District written notice stating an effective date of such termination.

2.3 Contract Renewal/Renegotiation.

2.3.1 One-Year Trial Period: After a one-year trial period from the Commencement Date of this Contract, the Parties may, re-evaluate and/or renegotiate this Contract.

2.3.2 Re-Allocation of Capacity: It is recognized the District may periodically update, expand, or otherwise modify the Facilities. One year prior to the planned addition or improvement of the Facilities (or as close as is feasible thereto), the District shall review this Contract with the Contracted User, and the capacities available for use by the Contracted User may be renegotiated and/or re-allocated at that time.

2.3.3 Termination by the District: The District may terminate this Contract by giving the Contracted User written notice stating an effective date of such termination which shall not be less than 6 months after the date of the written notice. However, should the discharge of ADF to the treatment plant cause interference or an upset condition that may cause the Treatment plant to violate it's NPDES permit the discharge shall cease immediately. The Contracted User shall take measures to correct the interference, which could include change in flow rates, brief suspension or hauling to an alternative site for disposal. The District may terminate this Contract for the following reasons:

2.3.3.1 Failure of the Contracted User to abide by the allocation of capacity as set forth in this Contract or discharging of toxic or hazardous substances, except as allowed in Paragraph 6.4 below.

2.3.3.2 The appointment of a receiver for the Contracted User.

2.3.3.3 The filing of bankruptcy under any chapter of the Federal Bankruptcy Code.

2.3.3.4 The closing of the Contracted User's business.

2.3.3.5 Failure to remain current in the Contracted User's financial obligations to the District.

2.3.3.6 Continued acceptance would cause harm, violation or overloading the Facilities.

3. DUTIES OF THE CONTRACTED USER

The Contracted User Shall:

3.1 Notify the District at the beginning of de-icing season via email to: darrell@docosewer.org.

3.2 Monitor and report all discharge components identified in Schedule "A" to this contract. The monitoring/sampling/reporting intervals shall be as described.

3.3 Report any known exceedances of the limits in Schedule "A"

3.4 Design, construct and maintain all necessary equipment to meet the terms and requirements of this Contract.

3.5 Discharge ADF according to all limits and constraints identified in this Contract and Schedule "A"

4. INDUSTRIAL MONITORING

4.1 RIGHT OF INSPECTION AND ENTRY. The Contracted User must allow an authorized representative of the District, upon presentation of credentials, to:

4.1.1 Enter, at reasonable times, upon the premises where a discharge is located or where any records are kept related to the terms and conditions of this Contract.

4.1.2 Have access to and copy, at reasonable times and at reasonable cost, any records required to be kept under the terms and conditions of this Contract.

4.1.3 Inspect, at reasonable times, any facilities, equipment (including monitoring and control equipment), practices, methods, or operations regulated or required under this Contract.

4.1.4 Sample and monitor, at reasonable times, any substances or parameters at any location for purposes of assuring Contract compliance.

4.2 INDUSTRIAL MONITORING REQUIRED

Industrial monitoring will be required of all Industrial Wastewater produced by the Contracted User. The Contracted User shall gather and handle all samples in accordance with recognized standards and requirements and will use only certified laboratories for testing of the samples. The District shall have the right of access to the industrial monitoring facilities serving the Contracted User during normal business hours for the purposes of inspection and collection of samples. Unauthorized discharge of industrial waste to the District Facilities of any waste stream containing Industrial Wastewater that has not passed through an industrial monitoring facility shall be considered a violation of this Contract. The civil penalty payable by the Contracted User to the District for such a violation shall be \$1,000 per day for every day on which such unauthorized discharge occurs.

4.3 Use of Industrial Wastewater Samples

During any sampling activity by the District, the Contracted User may request that duplicate samples be taken and results made available to the Contracted User at the time the District retrieves its samples from the sampling device. The District shall gather and handle all samples in accordance with recognized standards and requirements and will use only certified laboratories for testing of the samples. It is understood that the test results of the District shall

be used to determine the characteristics of the Industrial Wastewater for the purpose of establishing Industrial Wastewater billings. In the event of a District testing or sampling equipment failure, the District may request the Contracted User's wastewater testing for use in determining billing amounts. When test results from either the District or the Contracted User are not available, the District shall use historical test data to determine and calculate monthly billings. Upon request, the District shall provide the Contracted User with the District's records regarding the monitoring and test results for the Contracted User.

4.4 DIFFERENCES IN SAMPLING AND TEST RESULTS. In the event the Contracted User notes significant differences between the test results obtained by the District and the test results obtained by the Contracted User, and the Contracted User wants to submit these test results for consideration by the District, then the following procedures shall apply:

4.4.1 All information and requests for consideration shall be submitted to the District Manager in writing. The request shall include a description of the differences and an explanation of the reason for the differences.

4.4.2 The District Manager shall review the information and request, and issue a written response regarding the validity of the test results. It is the intent of the parties that accurate and reliable monitoring data shall be used for administering this Contract.

4.4.3 If the differences in test results are considered significant by the District Manager, then the District Manager shall initiate a staff review of the District's sampling and testing procedures to determine if the District procedures meet recognized standards. If this review shows the District's laboratory procedures continue to meet the recognized standards, and the latest certification tests show the laboratory met certification requirements, then the District test results shall stand as correct. If this review shows discrepancies from recognized standards or the District testing laboratory has not met certification requirements, then the District Manager may accept the Contracted User's test results.

4.4.4 The Industrial Wastewater rates and billing procedures described in Paragraphs 7 and 8 of this Contract shall apply throughout the time the District and the Contracted User are discussing the differences between testing results.

4.5 The District may require Contracted User discharge testing equivalent to and at the same time as testing conducted by the District as required by the District's National Pollution Discharge Elimination Permit with the WDOE for the following priority pollutants:

VOLATILE COMPOUNDS

Acrolein (107-02-8)

Dichlorobromomethane (75-27-4)

Methyl Chloride (74-87-3)

Acrylonitrile (107-13-1)

Dichlorodifluoromethane (75-71-8)

Methylene Chloride (75-09-2)

Benzene (71-43-2)

1,1-Dichloroethane (75-34-3)

1,1,2,2-Tetrachloroethane (79-34-5)

Bis (chloromethyl) Ether (542-88-1)	1,2-Dichloroethane (107-06-2)	Tetrachloroethylene (127-18-4)
Bromoform (75-25-2)	Vinyl Chloride (75-01-04)	Toulene (108-88-3)
Carbon Tetrachloride (108-90-7)	1,1-Dichloroethylene (75-35-4)	1,2-Trans-Dichloroethylene (156-60-5)
Chlorobenzene (108-90-7)	1,2-Dichloropropane (78-87-5)	2. 1,1,1-Trichloroethane (71-55-6)
Chlorodibromomethane (124-48-1)	1,3-Dichloropropene (542-75-6)	2. 1,1,2-Trichloroethane (79-00-5)
Chloroethane (75-00-3)	Ethylbenzene (100-41-4)	2. Trichloroethylene (79-01-6)
2-Chloroethylvinyl Ether (110-75-8)	Methyl Bromide (74-83-9)	Trichlorofluoromethane (75-69-4)
Chloroform (67-66-3)		

ACID COMPOUNDS

2-Chlorophenol (95-57-8)	2,4-Dinitrophenol (51-28-5)	Pentachlorophenol (87-86-5)
2,4-Dichlorophenol (120-83-2)	2-Nitrophenol (88-75-5)	Phenol (108-95-2)
2,4-Dimethylphenol (105-67-9)	4-Nitrophenol (100-02-7)	2,4,6-Trichlorophenol (88-06-2)
4,6-Dinitro-o-cresol (534-52-1)	p-Chloro-m-cresol (59-50-7)	

BASE / NEUTRAL COMPOUNDS

Acenaphthene (83-32-9)	4-Chlorophenyl Phenyl Ether (7005-72-3)	Flourene (86-73-7)
Acenaphthylene (208-96-8)	Chrysene (218-01-9)	Hexachlorobenzene (118-74-1)
Anthracene (120-12-7)	Dibenzo(a,h)anthracene (53-70-3)	Hexachlorobutadiene (87-68-3)
Benzidine (92-87-5)	1,2-Dichlorobenzene (95-50-1)	Hexachlorocyclopentadiene (77-47-4)
Benzo(a)anthracene (56-55-3)	1,3-Dichlorobenzene (541-73-1)	Hexachloroethane (67-72-1)
Benzo(a)pyrene (50-32-8)	1,4-Dichlorobenzene (106-46-7)	Indeno(1,2,3-cd)pyrene (193-39-5)
3,4 Benzoflouranthene (205-99-2)	3,3' Dichlorobenzidine (91-94-1)	Isophorone (78-59-1)
Benzo(ghi)Perylene (191-24-2)	Diethyl Phthalate (84-66-2)	Naphthalene (91-20-3)
Benzo(k)flouranthene (207-08-9)	Dimethyl Phthalate (131-11-3)	Nitrobenzene (98-95-3)
Bix(2-chloroethoxy) Methane (111-91-1)	Di-n-butyl Phthalate (84-74-2)	N-nitrosodimethylamine (62-75-9)
Bis(2-chloroethyl) Ether (111-44-4)	2,4-Dinitrotoluene (121-14-2)	N-nitrosodi-n-propylamine (621-64-7)
Bis(2-chloroisopropyl) Ether (102-60-1)	2,6-Dinitrotoluene (606-20-2)	N-nitrosodiphenylamine (86-30-6)
Bis(2-ethylhexyl) Phthalate (117-81-7)	Di-n-octyl Phthalate (117-84-0)	Phenanthrene (85-01-8)
4-Bromophenyl Phenyl Ether (101-55-3)	1,2-Diphenylhydrazine (122-66-7)	Pyrene (129-00-0)
Butyl Benzyl Phthalate (85-68-7)	Flouranthene (206-44-0)	1,2,4-Trichlorobenzene (120-82-1)
2-Chloronaphthalene (91-58-7)		

PESTICIDES

Aldrin (309-00-2)	4,4'-DDE (72-55-9)	Endrin (72-20-8)
alpha-BHC (319-84-6)	4,4'-DDT (50-29-3)	Endrin Aldehyde (7421-93-4)
beta-BHC (319-85-7)	Dieldrin (60-57-1)	Heptachlor (76-44-8)

gamma-BHC (58-89-9)	Endosulfan I (115-29-7)	Heptachlor Epoxide (1024-57-3)
delta-BHC (319-86-8)	Endosulfan II (115-29-7)	PCB (7 Aroclors)
Chlordane (57-74-9)	Endosulfan Sulfate (1031-07-8)	Toxaphene (8001-35-2)
4,4'-DDD (72-54-8)		

METALS

Antimony (7440-36-0)	Copper (7440-50-8)	Silver (7440-22-4)
Arsenic (7440-38-2)	Lead (7439-92-1)	Thallium (7440-28-0)
Beryllium (7440-41-7)	Mercury (7439-97-6)	Zinc (7440-66-6)
Cadmium (7440-43-9)	Nickel (7440-02-0)	Cyanide (57-12-5)
Chromium (7440-50-8)	Selenium (7782-49-2)	Phenols, Total

4.6 The District may require Contracted User to conduct Whole Effluent Toxicity Testing (WETT) equivalent to testing conducted by the District as required by the District’s National Pollution Discharge Elimination Permit with the WDOE. The District may require WETT at any time, dependent upon District WETT results, for purposes of determining the source of any pollutants identified in District test results.

The District reserves the right to be present during composite and grab sample collection by a third party.

4.7 Nothing in this Contract may be construed as excusing the Contracted User from compliance with any applicable federal, state, or local statutes, ordinances, or regulations.

5. CONTRACTED USE OF THE FACILITIES

5.1 ASSIGNMENT OF CAPACITY. A portion of the District Facilities’ capacity shall be assigned for use by the Contracted User as set forth in Schedule “A” to this Contract and shall be known as the “Contracted Capacity.” Continued assignment of capacity is contingent upon the Contracted User’s compliance with the terms and conditions of this Contract and with any and all permit conditions.

5.2 PROHIBITION ON SALE OF CONTRACTED CAPACITY. The Contracted User shall not re-assign or sell any of its Contracted Capacity.

5.3 ADJUSTMENT OF CONTRACTED CAPACITY. The Contracted User may request, in writing, a modification of the Contracted Capacity set forth in Schedule “A” to this Contract. In consideration of this request, the District shall review the current capacity and operation of the Facilities, requests by other Contracted Users for adjustments in Contracted Capacity, and other planned uses of wastewater capacity by the District. The District shall not unreasonably deny any such request for adjustment of Contracted Capacity, but may deny such a request if:

5.3.1 Granting the request would over-assign the specified capacity of the Facilities, or otherwise result in a violation of the District's WDOE Permit;

5.3.2 The District has previously granted an adjustment of Contracted Capacity to another Contracted User, or otherwise has plans for allocating capacity of the Facilities, and sufficient additional capacity of the Facilities no longer exists; or

5.3.3 Granting the request would place an undo financial hardship upon the Other Users of the Facilities.

6. DISCHARGES BY CONTRACTED USER

6.1 DISCHARGE PERMITS. The Contracted User shall be solely responsible for obtaining any permits necessary to discharge into the Facilities. Contracted User shall provide a copy of such permits to the District.

6.2 LIMIT OF DISCHARGES. The components of the Contracted User's Industrial Wastewater discharged into the Facilities shall not exceed the Contracted Capacity as set forth on Schedule "A" to this Contract.

6.3 DISCHARGES IN EXCESS OF CONTRACTED CAPACITY. If components of the Contracted User's Industrial Wastewater exceed that set forth on Schedule "A," the District reserves the right to restrict discharges in order to permit the District to meet its commitments to Other Users and to comply with its discharge permit, or the District may, in its sole discretion, accept additional discharges. The District may establish rates, including surcharges, for any excess discharges.

6.4 PROHIBITED DISCHARGES. The Contracted User shall not cause or permit the release or disposal of any toxic or hazardous substances into the Facilities, except for such discharges specifically allowed by the permit issued to the Contracted User by the WDOE and which are specifically within the maximum limits set forth on Schedule "A." Toxic or hazardous substances shall be interpreted broadly to include, but not be limited to, any material or substance that is defined or classified under federal, state, or local laws as:

6.4.1 A "hazardous substance" pursuant to Section 311 of the Federal Water Pollution Control Act, 33 U.S.C. Section 1321;

6.4.2 A "hazardous waste" pursuant to Section 1004 and Section 3001 of the Resource Conservation and Recovery Act, 42 U.S.C. Section 6903, 42 U.S.C. Section 6921;

6.4.3 A toxic pollutant under Section 307(1)(a) of the Federal Water Pollution Control Act, 33 U.S.C. Section 1317(a)(a);

6.4.4 A "hazardous air pollutant" under Section 112 of the Clean Air Act, 42 U.S.C. Section 7412;

6.4.5 A “hazardous material” under the Hazardous Material Transportation Act, 49 U.S.C. Section 5102(2);

6.4.6 A “hazardous substance” as defined under Washington State’s Model Toxic Control Act (MTCA), RCW 70.105D.020(13);

6.4.7 A toxic or hazardous substance pursuant to regulations and resolutions promulgated now or hereafter under the aforementioned laws presenting a risk to human health or the environment under other applicable federal, state, or local laws, ordinances, or regulations. “Toxic or hazardous substances” shall also mean any substance that after being released into the environment and upon exposure, ingestion, inhalation or assimilation, either directly from the environment or indirectly by ingestion through food chains, will or may reasonably be anticipated to cause death, disease, behavior abnormalities, cancer, or genetic abnormalities. “Toxic or hazardous substances” specifically includes, but is not limited to, asbestos, polychlorinated biphenyls (PCBs), petroleum and petroleum based derivatives, flammable explosives, radioactive material, and urea formaldehyde.

6.5 ACCIDENTAL DISCHARGES: The Contracted User shall verbally notify the District immediately of any accidental discharge. Formal written notification discussing circumstances and remedies shall be submitted to the District within five (5) days of the occurrence. For the purposes of this provision, “accidental discharge” means (1) the inadvertent and unavoidable discharge of any wastewater or wastes (a) hereinbefore prohibited or (b) as determined by the District to be detrimental to the Facilities, notice of which determination has been given to the Contracted User, or (ii) the discharge of an Industrial Wastewater component regulated herein which in concentration of such component or in quantity of flow is more than five times the average 24 hour concentration or average 24 hour flow during the Contract User’s normal operation. The industrial monitoring records from a similar period of operation shall be used to determine the average 24 hour concentration or flow under normal operations. The civil penalty payable by the Contracted User to the District as an additional rate for accidental discharge shall be \$1,000 per day.

6.6 SLUG DISCHARGES. The Contracted User shall notify the District at least five (5) days in advance of any planned slug discharge of Industrial Wastewater. For the purposes of this provision, “slug discharge” means any discharge of an Industrial Wastewater component which in concentration of any given component or in quantity of flow is more than five times the average 24 hour concentration or average 24 hour flow during the Contracted User’s normal operation. The industrial monitoring records from a similar period of operation shall be used to determine the average 24 hour concentration or flow under normal operations.

7. INDUSTRIAL WASTEWATER RATES AND FEES

The District shall establish an equitable rate schedule for all Facilities users sufficient to pay the costs and expenses of the Facilities, including operating expenses, maintenance expenses, depreciation and amortization of capital expenditures, such amounts required under any borrowing resolution or loan agreement for the repayment of debt service, debt service coverage, and the establishment and maintenance of capital reserve funds, sufficient to permit

the District to continue operation of the Facilities. The Contracted User is obligated to pay charges in accordance with that rate schedule. The District reserves the right to set future rates based on any component of discharge criteria, on a case by case basis and as determined necessary and approved by the District Board.

Monthly User Fees

The monthly rate or fee for accepting the Contracted User’s ADF effluent during the initial trial period (one year) shall be as shown below. This rate shall be subject to change after the trial period, at the District’s discretion, based upon actual improvements and/or costs, incurred or indicated in the treatment process, by the treatment demands of this waste.

The monthly user fee or rate paid by the Contracted User shall be calculated thus:

$$[{\text{flow}}(\text{mmgpd})/224 \text{ gpd}] + \{0.5*\text{BOD}(\text{mmppd})/0.47 \text{ ppd}\} * (\$45.50)$$

Where:

- gpd= gallons per day
- mmgpd= mean monthly gpd
- BOD= Biological Oxygen Demand
- ppd= pounds per day
- mmppd= mean monthly ppd

And:

- 1 Equivalent Residential Unit of flow (ERU) = 224 gpd
- Industry average BOD value is 0.47 ppd/residence
- 1 ERU is currently billed at \$45.50 per month; it is subject to periodic adjustment

If a reliable ratio of Chemical Oxygen Demand (COD) to BOD can be established in the ADF discharge, then COD may be used as a proxy measurement for BOD.

Due to the seasonal and periodic nature of this discharge, **the Contracted User will pay a minimum of \$335.34 per month**, regardless of ADF discharges, as a "ready to serve" fee.

Connection Fees

All commercial facilities must pay a General Facilities Charge ("GFC"; sometimes referred to as a connection fee), and obtain a sewer connection permit(s) prior to building permit approval.

The specific GFC for the Contracted User’s facility is based on the estimated average daily discharge provided by the Contracted User of 1,650 gallons per day, and calculated thus:

(1650 gal/day)/224= 7.37 ERU	(see definition of ERU)
7.37 ERU * \$5,448.00/ERU=	\$41,786.16
Plus \$50 minimum inspection fee	50.00
	\$41,836.16

GFC's charges will be assessed at the beginning of the one-year trial period. If at the end of the trial period the acceptance of the ADF is not compatible with the Facilities and discharge permanently ceases the Port shall be refunded the entire GFC charges. The capacity held by the GFC's shall be relinquished back to the District.

8. BILLING PROCEDURE

User charges shall be payable bi-monthly. Billings for the previous 2 months shall be mailed or delivered no later than the 15th day of every other month and shall be paid no later than the last day of the following month. When the last day of the following month falls on a weekend or holiday, then payment is due on the next business day following the end of the following month. Payments received late shall be subject to a late charge of 10% per late payment. For purposes of this provision, the date of payment shall be the date the hand delivery is made, or the date of the U.S. Postal Service postmark on a mailed delivery. The District reserves the right to change the billing procedure at its discretion.

9. CHANGES IN OPERATION

If the Contracted User is planning industrial process modifications that will result in substantial changes to the volume or characteristics of the Industrial Wastewater being discharged to the District (even within Contracted Capacity), the Contracted User shall notify the District in writing at least 90 days prior to initiation of those changes. The proposed changes must be reviewed and approved in writing by the District prior to implementation.

10. ANNUAL REPORTING

The Contracted User shall submit to the District a Year End Report. This Report is due along with the Contracted User payment for the month of January in the following year. The District shall send along with the November billing to the Contracted User a standardized form for completing the Report, and a reminder to complete the Year End Report. The Report shall, at a minimum, include:

10.1 A description and accounting of all problems in industrial processing that resulted in significant changes to the volume or characteristics of the Industrial Wastewater being discharged during the past calendar year.

10.2 The results of separate industrial testing of the Contracted User's Industrial Wastewater, if any, shall be submitted to the District.

10.3 A description of industrial process modifications planned for the next year that will result in substantial changes to the volume or characteristics of the Industrial Wastewater being discharged to the District during the next calendar year.

11. REMEDIES IF CONTRACTED USER FAILS TO PERFORM

If the Contracted User fails to make any payment or perform any obligation required of Contracted User under the terms of this Contract, the District shall be entitled to exercise all rights and remedies allowed by law or equity including, without Limitation, the following remedies which may be cumulative:

11.1 COLLECTION ACTION. The District may commence an action for the collection of past due payments or obligations.

11.2 DAMAGES, FINES, PENALTIES. In the event the Contracted User fails to perform in accordance with this Contract including, without limitation, prohibited discharges, the Contracted User shall be responsible for payment to or reimbursement of the District for the following expenses incurred by the District to the extent that such are caused by the Contracted User's failure to perform an obligation required of the Contracted User under the terms of this Contract:

11.2.1 Costs incurred in connection with removal of debris or obstructions from pipelines, pumping stations, and other Facilities components;

11.2.2 Costs of repairs to the District Facilities and equipment;

11.2.3 Any environmental cleanup costs required by local, state or federal environmental agencies; and

11.2.4 Any damages, costs, fines, penalties, or expenses the District is obligated to pay as a result of the Contracted User's failure to perform in accordance with the provisions of this Contract.

12. TRANSFER OF THIS CONTRACT

In the event of any change in control or ownership of facilities from which the contracted discharge emanates, the Contracted User must notify the Contracted User's succeeding owner of the existence of this Contract by letter, a copy of which must be provided to the District. The obligations of this Contract are applicable to the facilities of the Contracted User that exist on the real property to which this Contract applies, and the obligations herein shall be binding upon any new owner of the real property.

13. INDEMNIFICATION

The Contracted User shall indemnify, hold harmless, and defend the District, its elected officials, officers, employees, agents, and representatives from and against any and all losses, damages, costs, charges, expenses, judgments, and liabilities, including reasonable attorney's fees (including reasonable attorney's fees in establishing indemnification under this provision) arising from the Contracted User's use of the District Facilities, if such use constitutes negligence or intentional misconduct by the Contracted User, its officers, and employees, collectively referred

to herein as “losses” to the extent that such result from, arise out of, or relate to one or more claims, as hereinafter defined, unless such losses or claims, or both, result from, arise out of, or relate to, or are asserted to have resulted from, arisen out of or are related to, in whole or in part, one or more negligent acts or omissions or intentional misconduct of the District, or its elected officials, officers, agents, representatives, employees, or any other party acting for or on behalf of the District.

The term “claims” as used herein shall mean all claims, lawsuits, causes of action, and other legal actions and proceedings involving bodily or personal injury or death of any persons or damage to any property (including but not limited to persons employed by the District, the Contracted User, or any other person and all property owned or claimed by the District, the Contracted User, and any affiliate of the Contracted User, or any other person).

The District will not be liable to the Contracted User for, and the Contracted User hereby releases the District from, all liability for any injuries, damages, or destruction to all or any part or parts of any property owned or claimed by the Contracted User that directly or indirectly result from, arise out of, or relate to the Contracted User’s use of the District’s Facilities or under this Contract or any part thereof, unless such injuries, damages, or destruction directly or indirectly result from, arise out of, or relate to, in whole or in part, one or more negligent acts or omissions of the District or its elected officials, directors, employees, agents, representatives, or any other party acting for or on behalf of the District.

Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the Contracted User, its officers, employees, and agents, the Contracted User’s liability hereunder shall be only to the extent of the Contracted User’s negligence.

IT IS FURTHER SPECIFICALLY AND EXPRESSLY UNDERSTOOD THAT THE INDEMNIFICATION PROVIDED HEREIN CONSTITUTES THE CONTRACTED USER’S WAIVER OF IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW, SOLELY FOR THE PURPOSE OF THIS INDEMNIFICATION. THIS WAIVER HAS BEEN MUTUALLY NEGOTIATED BY THE PARTIES.

The provisions of this indemnification paragraph shall survive the expiration or termination of this Contract.

14. GENERAL PROVISIONS

14.1 DISPUTES, GOVERNING LAW AND ATTORNEY’S FEES. This Contract shall be governed under the laws of the State of Washington. Any dispute arising under this Contract, which is not resolved by the parties, shall be decided in an action filed in the Superior Court of the State of Washington in and for Douglas County. The substantially prevailing party in any such action shall be

entitled to recover its reasonable attorney's fees and costs incurred in any such court action from the non-substantially prevailing party.

14.2 REFERENCES TO LAWS. All references in this Contract to local laws and regulations, including those of the District, and to Federal and State laws and regulations shall be considered references to the same as they exist now or as they may hereafter be amended.

14.3 NOTICES. Notices to be provided by the parties pursuant to terms of this Contract shall be effective if mailed to the address provided below or an updated address provided to the other party in writing, using the U.S. First Class Mail or notices may be hand delivered. The date of delivery, if hand delivered, shall be the day of delivery and if mailed, shall be three (3) days following the date of mailing.

14.4 COPIES SAME AS ORIGINAL. A fully executed copy of this Contract shall be considered the same as an original of this Contract for all purposes.

14.5 EFFECTIVE DATE. The Effective Date of this Contract shall be the date of approval of this Contract by the District Board of Commissioners, which shall occur following the date of approval and signature by the Contracted User..

APPROVED BY THE BOARD OF
COMMISSIONERS OF DOUGLAS COUNTY
SEWER DISTRICT NO. 1 AT AN OPEN
PUBLIC MEETING THE ____ DAY OF
_____, 20__.

APPROVED BY AN AUTHORIZED
REPRESENTATIVE OF THE CONTRACTED
USER THE ____ DAY OF _____, 20__.

DARRELL WINANS, DISTRICT MANAGER

JAMES M. KUNTZ, CEO

ADDRESS FOR GIVING NOTICE:

Douglas County Sewer District No. 1
Attn: Manager
692 Eastmont Avenue
East Wenatchee, WA 98802
Phone: (509) 884-2484

ADDRESS FOR GIVING NOTICE:

Chelan Douglas Regional Port Authority
Attn: CEO
One Campbell Parkway, Suite A
East Wenatchee, WA 98802
Phone: (509) 884-4700

SCHEDULE "A"- Contracted User Pangborn/CDRPA
 Capacity Allocation, Discharge Limits and Connection Fee Summary
 Effective 08.24.2022

Douglas County Sewer District No. 1
 Wastewater Treatment Facilities

INDUSTRIAL USER CONTRACT Pangborn/CDRPA ADF Discharge

GFC/Connection Fee (based on customer estimated 1,650 gal/day average discharge+\$50.00 Insp fee)= \$41,836.16

Monthly fee to be not less than \$335.34("ready to serve" fee)

SAMPLING & REPORTING REQUIREMENTS:

Preliminary testing to be done to establish BOD/COD correlation to determine concentration.

Testing must be done on a batch/daily basis which ever is appropriate to determine discharge volume

During trial if the need arises the District will require TSS testing. The area of runoff is larger than the original area of the "apron" that was studied so further testing may be necessary.

Contract Allocation	MAXIMUM MONTHLY ALLOCATION/NON-EXCEEDANCE VALUE***												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Flow*													
BOD* (lbs/day)**	500	500	500	500	500	500	500	500	500	500	500	500	500
TSS													

* Maximum discharge for a month expressed in terms of gallons or pounds per day.

** The Contracted User will discharge after storm/ADF application events at a metered and uniform rate to insure that exceedances do not occur over the 500 ppd limit.

***The discharge of toxic substances as described in paragraph 6.4 of the contract is prohibited.



**Chelan Douglas Regional Port Authority
Pangborn Memorial Airport**

**Commercial Air Service Aviation Ramp
Industrial Wastewater Collection & Treatment
Fee Schedule**

Introduction

In 2022, the Pangborn Memorial Airport Constructed a new commercial air service aviation ramp at a cost of approximately \$10.9 million using funding from the Federal Aviation Administration and the Chelan Douglas Regional Port Authority.

Pangborn Memorial Airport was able to obtain permits to construct a new stormwater collection system including for the collection of deicing fluid. The Airport has subsequently entered into an Industrial Waste Discharge Agreement with the Douglas County Sewer District to provide treatment services.

Cost Recovery

It is the policy of the Chelan Douglas Regional Port Authority Board to recover all costs associated with the treatment services being provided by the Douglas County Sewer District to those Commercial Airlines using the aviation ramp.

Fee Schedule effective January 1, 2023

Base Month Ready to Serve Charge Without Any Discharge

- Base monthly ready to serve charge (currently \$335.34 per month for months without any discharge plus any applicable taxes) divided by the number of commercial air service carriers.**

Example: Two commercial airlines use the aviation ramp. The monthly fee per airline would be \$176.67 per month plus applicable taxes.

Note: Base monthly fee is the same whether daily and/or less than daily service and regardless of plane size.

Monthly Treatment Fees

- **Each month in arrears, Pangborn Airport will receive a billing statement from the Douglas County Sewer District for all charges. This will include a base monthly ready to serve charge during months of no discharge and a treatment fee only for months that there is discharge. The treatment fee will be billed to commercial air service providers based on their published landing schedule for the month the treatment service was provided.**

Example: Airport receives a billing statement from the Douglas County Sewer District for \$1,500.00 for the month of February when there was discharge into the sewer system.

Two commercial airlines use the aviation ramp:

**Airline #1 had 80% of the published landings pays:
\$1,200.00 Treatment Fee Plus Taxes**

**Airline #2 had 20% of the published landings pays:
\$300.00 Treatment Fee Plus Taxes**

Adjustment To Fee Schedule

Pangborn Airport does not collect a processing fee for managing the billing. However, all costs charged by the Douglas County Sewer District will be passed along to the users of the Commercial Air Service Aviation Ramp as the Sewer District adjusts their rates and charges from time to time.

Memo

To: Board of Directors

From: Jim Kuntz

Date: August 19, 2022

Re: Nimfa Parcels Hangar

I received a call from Nimfa Parcels requesting the Regional Port purchase her hangar at the Waterville Airport. It has been for sale for several years. I believe the hangar was first listed at \$250,000 and is now currently listed at \$220,000. She would sell it to the Regional Port for \$200,000.

Additional details on the current land lease and hangar are attached for your review.

Waterville Airport
Nimfa Parcels Hangar

Hangar

- 50'x100' = 5,000 sq. ft.
- Constructed in 2004
- Post Frame Construction

Valuation

- Douglas County Assessed Value: \$162,600 / \$32.52 per sq. ft.
- Asking Price: \$200,000 / \$40.00 per sq. ft.

Land Lease Terms & Conditions

- Lease Term: 30 years – April 1, 2004- March 31,2034
- Title to Improvements:
 - Any hangar construction by Tenant shall be considered movable “personal property” owned by Tenant.
 - The title of any buildings shall remain with the tenant during the term of the lease and all extensions.
 - Tenant may be required to remove hangar from premises at the termination of the lease at Landlord’s option.

Land Rental

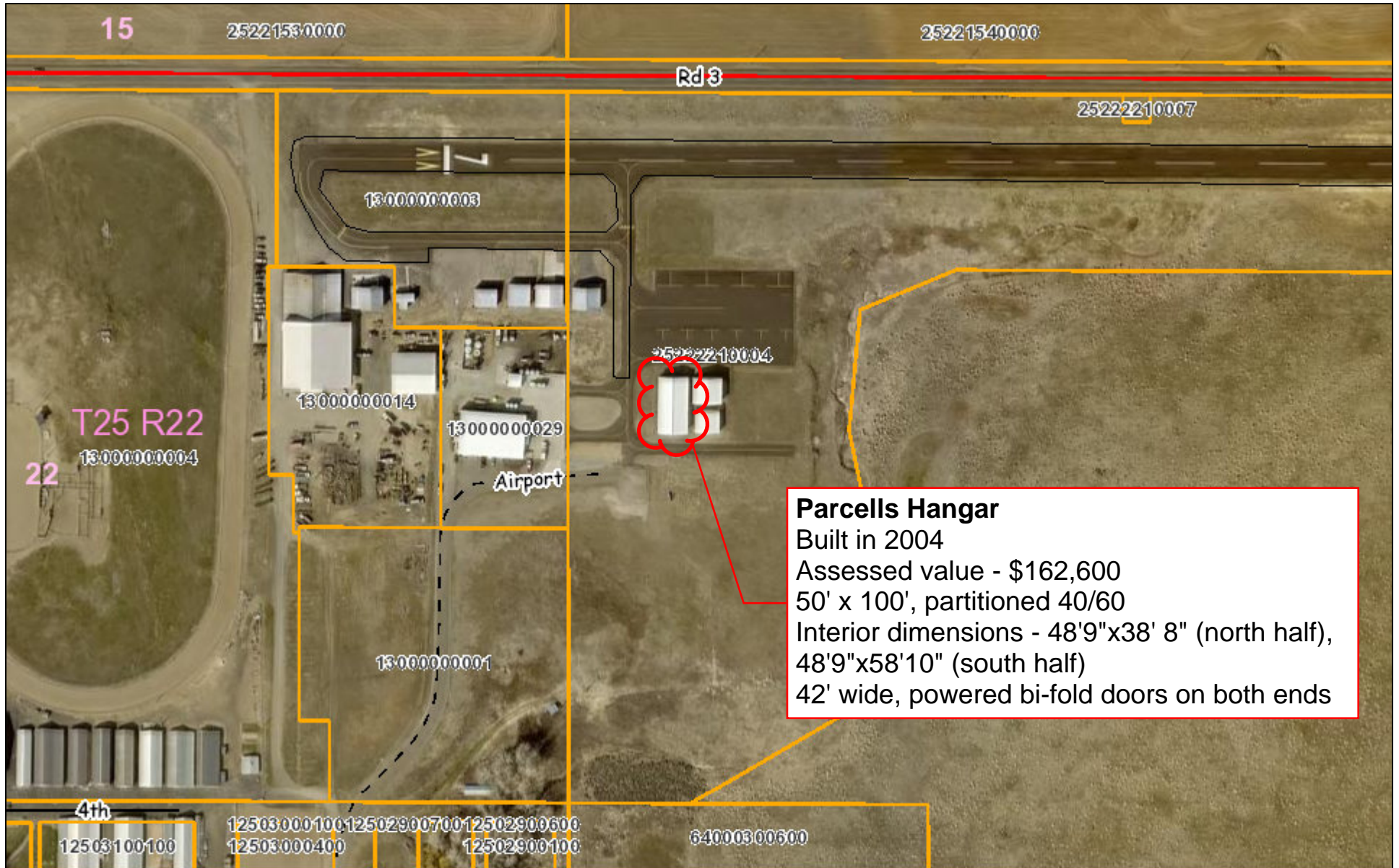
Hangar site H8 & H9

\$ 964.06 per year

\$ 123.79 Leasehold Tax

\$1,087.85 per year

Douglas County, WA



Parcells Hangar
 Built in 2004
 Assessed value - \$162,600
 50' x 100', partitioned 40/60
 Interior dimensions - 48'9"x38' 8" (north half),
 48'9"x58'10" (south half)
 42' wide, powered bi-fold doors on both ends

8/16/2022, 4:06:11 PM

1:4,514

Parcel Lines

- Parcel Lines
- County Boundary

Minor Roads

- Major Public Road
- Minor Public Road

Private Road

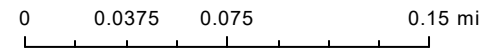
- Private Road
- Proposed Road
- Airports

Railroads

- Railroads
- Township Lines

Section Lines

- Dams
- Water



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand),



Memo

To: Board of Directors

From: Stacie de Mestre

Date: August 18, 2022

Re: Authorization to Award and Establish an Overall Project Budget – Waterville Airport Edge Lighting System Replacement

On August 11, 2022 four bids were received for the Waterville Airport Edge Lighting System Replacement Project. Please see attached for a memo from JUB Engineers, Inc. summarizing the bids received and their recommendation of award.

Also attached is the detailed scope of services and fee breakdown from JUB Engineers, Inc. to perform construction phase services which include construction management, construction administration, and grant compliance.

Total Construction Costs:	\$490,482.58
JUB Construction Phase:	<u>\$ 79,520.00</u>
Subtotal:	\$570,002.58
10% Contingency:	<u>\$ 57,000.26</u>
Total Project Budget:	\$627,000.00 (rounded)

It is anticipated that this project will be 90% funded by a WSDOT Aviation Division Grant. Staff will have additional information on the funding at Tuesday's meeting. Please note, the grant will be based on the subtotal amount listed above. If contingency funds are used, staff will request a grant amendment at the end of the project.

Staff is seeking Board approval to:

- **Award the construction of the Waterville Airport Edge Lighting System Replacement Project to Colvico, Inc. in the amount of \$490,482.58.**
- **Amend the JUB Engineers, Inc professional services agreement to include construction phase services in an amount not to exceed \$79,520.**
- **Establish an overall project budget of \$627,000.**
- **Accept a WSDOT Aviation Division Grant in the amount of \$513,002.32.**



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

J-U-B FAMILY OF COMPANIES

August 11, 2022

Stacie De Mestre
Chelan Douglas Regional Port Authority
One Campbell Parkway Suite A
East Wenatchee, WA 98802-9290

**RE: WATERVILLE AIRPORT-RUNWAY EDGE LIGHTING SYSTEM REPLACEMENT PROJECT
RECOMMENDATION OF AWARD**

Dear Stacie,

On August 11, 2022 at 1:00 p.m. local time, bid(s) were publicly opened for the above-named project. There were four responsive bidders submitting their bids for the project. The Bid Tabulation Totals are summarized as follows, including sales tax at 8.3%.

	Engineer's Estimate	Colvico, Inc. Spokane, WA	Northeast Electric, LLC Woodland, WA	Rudnick and Sons LLC East Wenatchee, WA	Neppel Electric & Controls, LLC Moses Lake, WA
Base Bid Amount	\$404,435.52	\$490,482.58	\$698,816.58	\$825,424.08	\$997,707.25

After review of the bid and bid documentation, J-U-B ENGINEERS, Inc. recommends that the bid for the Waterville Airport Runway Edge Lighting System Replacement project be awarded to Colvico, Inc. in the amount of \$490,482.58 for the Base Bid.

Upon your notification, we will prepare the Contract Documents for the award of the contract.

Sincerely,

Timothy D., Ike, P.E., Project Manager
J-U-B ENGINEERS, Inc.

Attachment: Bid Tabulation

Waterville Airport Runway Lighting System Replacement															
Chelan Douglas Regional Airport															
Bid Opening - August 11, 2022 - 1:00 PM															
				BIDDER NAME:		Engineer's Estimate		Colvico, Inc.		Northeast Electric, LLC		Rudnick and Sons LLC		Neppel Electrical & Controls, LLC	
				ADDRESS:		PO Box 2682		1780 Down River Dr.		645 Valley Mall Parkway Suite 200		1415 E Wheeler Rd NE			
						Spokane WA 99220		Woodland, WA		East Wenatchee, WA 98802		Moses Lake, WA 98837			
ITEM NO.	ITEM DESCRIPTION	EST. QUAN.	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE		
BASE BID															
1	Mobilization	1	LS	\$42,000.00	\$42,000.00	\$37,700.00	\$37,700.00	\$64,000.00	\$64,000.00	\$63,936.00	\$63,936.00	\$60,000.00	\$60,000.00		
2	Construction Safety	1	LS	\$6,500.00	\$6,500.00	\$3,715.00	\$3,715.00	\$1,500.00	\$1,500.00	\$24,000.00	\$24,000.00	\$15,000.00	\$15,000.00		
3	Construction Surveying	1	LS	\$5,000.00	\$5,000.00	\$7,620.00	\$7,620.00	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00	\$25,000.00	\$25,000.00		
4	Tip Down 20-Ft Tri-Pole Tower	1	LS	\$0.00*	\$0.00	\$10,900.00	\$10,900.00	\$20,000.00	\$20,000.00	\$39,520.00	\$39,520.00	\$20,000.00	\$20,000.00		
5	Sawcutting	100	LF	\$0.00*	\$0.00	\$7.00	\$700.00	\$15.00	\$1,500.00	\$55.00	\$5,500.00	\$20.00	\$2,000.00		
6	Hangar Demolition	1	LS	\$0.00*	\$0.00	\$6,435.00	\$6,435.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$8,000.00	\$8,000.00		
7	Clearing and Grubbing	0.5	AC	\$0.00*	\$0.00	\$4,695.00	\$2,347.50	\$3,000.00	\$1,500.00	\$11,820.00	\$5,910.00	\$10,000.00	\$5,000.00		
8	Unclassified Excavation	50	CY	\$0.00*	\$0.00	\$97.00	\$4,850.00	\$18.00	\$900.00	\$140.00	\$7,000.00	\$100.00	\$5,000.00		
9	Seeding	0.5	AC	\$0.00*	\$0.00	\$3,120.00	\$1,560.00	\$6,000.00	\$3,000.00	\$9,632.66	\$4,816.33	\$13,068.00	\$6,534.00		
10	Airport Rotating Beacon Salvage	1	EA	\$0.00*	\$0.00	\$920.00	\$920.00	\$500.00	\$500.00	\$3,612.00	\$3,612.00	\$5,000.00	\$5,000.00		
11	Airport Rotating Beacon, Installed	1	EA	\$0.00*	\$0.00	\$12,680.00	\$12,680.00	\$18,000.00	\$18,000.00	\$19,900.00	\$19,900.00	\$25,000.00	\$25,000.00		
12	Beacon Tower and Foundation, in Place per unit	1	EA	\$0.00*	\$0.00	\$49,611.00	\$49,611.00	\$46,000.00	\$46,000.00	\$70,900.00	\$70,900.00	\$55,000.00	\$55,000.00		
13	Airfield Cable and Wire - Demolition	1	LS	\$4,000.00	\$4,000.00	\$9,036.00	\$9,036.00	\$18,000.00	\$18,000.00	\$35,530.00	\$35,530.00	\$10,000.00	\$10,000.00		
14	Runway Circuit	5,690	LF	\$7.88	\$44,840.00	\$3.80	\$21,622.00	\$11.00	\$62,590.00	\$3.72	\$21,166.80	\$15.00	\$85,350.00		
15	PAPI Circuit	2,500	LF	\$3.00	\$7,500.00	\$2.84	\$7,100.00	\$11.00	\$27,500.00	\$3.28	\$8,200.00	\$10.00	\$25,000.00		
16	Beacon Circuit	30	LF	\$0.00*	\$0.00	\$2.90	\$87.00	\$20.00	\$600.00	\$8.00	\$240.00	\$10.00	\$300.00		
17	Wind Indicator Circuit	1,120	LF	\$0.00*	\$0.00	\$2.85	\$3,192.00	\$11.00	\$12,320.00	\$2.69	\$3,012.80	\$10.00	\$11,200.00		
18	Equipment Demolition	1	LS	\$0.00*	\$0.00	\$2,040.00	\$2,040.00	\$10,000.00	\$10,000.00	\$4,695.00	\$4,695.00	\$15,000.00	\$15,000.00		
19	Hangar Electrical Demolition	1	LS	\$0.00*	\$0.00	\$660.00	\$660.00	\$500.00	\$500.00	\$10,981.00	\$10,981.00	\$5,000.00	\$5,000.00		
20	Construction of Prefabricated Concrete Building and Foundation in	1	LS	\$45,000.00	\$45,000.00	\$73,970.00	\$73,970.00	\$70,000.00	\$70,000.00	\$90,000.00	\$90,000.00	\$100,000.00	\$100,000.00		
21	Radio Control Equipment	1	LS	\$0.00*	\$0.00	\$5,145.00	\$5,145.00	\$5,000.00	\$5,000.00	\$4,936.00	\$4,936.00	\$8,000.00	\$8,000.00		
22	Vault Electrical Equipment	1	LS	\$37,500.00	\$37,500.00	\$11,485.00	\$11,485.00	\$35,000.00	\$35,000.00	\$42,142.00	\$42,142.00	\$10,000.00	\$10,000.00		
23	(1) 2" Sch 40 Conduit, Direct Bury	3,140	LF	\$9.55	\$30,000.00	\$10.25	\$32,185.00	\$15.00	\$47,100.00	\$20.00	\$62,800.00	\$30.00	\$94,200.00		
24	(2) 2" Sch 40 Conduit, Direct Bury	2,450	LF	\$14.69	\$36,000.00	\$13.80	\$33,810.00	\$23.00	\$56,350.00	\$24.15	\$59,167.50	\$38.00	\$93,100.00		
25	(4) 2" Sch 40 Conduit, Direct Bury	140	LF	\$0.00*	\$0.00	\$39.75	\$5,565.00	\$45.00	\$6,300.00	\$78.65	\$11,011.00	\$54.00	\$7,560.00		
26	(2) 2" Sch 40 Conduit, Encased	30	LF	\$166.67	\$5,000.00	\$66.50	\$1,995.00	\$250.00	\$7,500.00	\$56.00	\$1,680.00	\$100.00	\$3,000.00		
27	Precast Handhole	7	EA	\$5,742.86	\$40,200.00	\$4,790.00	\$33,530.00	\$4,400.00	\$30,800.00	\$6,622.00	\$46,354.00	\$9,000.00	\$63,000.00		
28	Taxiway/Runway Edge/End Light, Elevated	36	EA	\$1,233.33	\$44,400.00	\$1,188.00	\$42,768.00	\$1,100.00	\$39,600.00	\$1,306.00	\$47,016.00	\$3,000.00	\$108,000.00		
29	Spare Parts	1	LS	\$1,500.00	\$1,500.00	\$2,544.00	\$2,544.00	\$2,000.00	\$2,000.00	\$6,020.00	\$6,020.00	\$3,000.00	\$3,000.00		
30	PAPI Demolition	1	LS	\$0.00*	\$0.00	\$1,620.00	\$1,620.00	\$5,000.00	\$5,000.00	\$2,347.00	\$2,347.00	\$8,000.00	\$8,000.00		
31	PAPI Construction	1	LS	\$24,000.00	\$24,000.00	\$23,850.00	\$23,850.00	\$32,000.00	\$32,000.00	\$34,918.00	\$34,918.00	\$30,000.00	\$30,000.00		
32	Wind Indicator Refurbishment	1	LS	\$0.00*	\$0.00	\$1,650.00	\$1,650.00	\$2,700.00	\$2,700.00	\$3,853.00	\$3,853.00	\$10,000.00	\$10,000.00		
Subtotal					\$373,440.00		\$452,892.50		\$645,260.00		\$762,164.43		\$921,244.00		
Sales Tax 8.3%					\$30,995.52		\$37,590.08		\$53,556.58		\$63,259.65		\$76,463.25		
Total					\$404,435.52		\$490,482.58		\$698,816.58		\$825,424.08		\$997,707.25		
Addendum					--		Y		Y		Y		Y		
Proposal Signed					--		Y		Y		Y		Y		
Non-Collusion Affidavit					--		Y		Y		Y		Y		
Anti Discrimination Affidavit					--		Y		Y		Y		Y		
Bid Bond Deposit					--		Y		Y		Y		Y		
Certification of Compliance with Wage Payment Statutes					--		Y		Y		Y		Y		
Subcontractor List					--		Y		Y		Y		Y		

*Items that did not have updated engineer's estimate at time of bid.



J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES

Exhibit B – Scope of Services, Basis of Fee, and Schedule

PROJECT NAME: Runway Edge Lighting System Replacement, Construction Phase Services

AIRPORT NAME: Waterville Airport

CLIENT: Chelan Douglas Regional Port Authority (CDRPA)

J-U-B PROJECT NUMBER: 45-21-034

ATTACHMENT TO:

AGREEMENT DATED: or

AUTHORIZATION FOR ADDITIONAL SERVICES #X; DATED:

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project area described as follows:

- Replace the Runway edge lighting system at the Waterville Airport. Work items include new cable, conduit, electrical vault, PAPI, Rotating Beacon, edge lights, trenching, electrical control system and associated work items.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

A. Task 001: Construction Phase

1. Project formulation Phase. Prepare a scope of services narrative and detailed description of work tasks for CLIENT review and approval. Prepare an Agreement for Professional Services for submittal and review by CDRPA.
2. Prepare and distribute Notice of Award, Construction Agreement and other contract documents. Review Construction Agreement, bonds and insurance documents submitted by Contractor, and assist CLIENT and Contractor in processing documents for the project.
3. Coordinate with the CLIENT throughout the award process. Submit bid documentation including copies of all executed contract documents as required.
4. Provide pre-construction coordination; prepare a detailed Pre-Construction Conference agenda and displays; conduct a Pre-Construction Conference on behalf of the CLIENT and prepare and issue minutes of the Pre-Construction Conference. It is anticipated that J-U-B will conduct this meeting at the Airport or CDRPA office.
5. Review the Contractor's Work Schedule and verify that it is consistent with the requirements of the Contract Documents. Coordinate construction activity schedule with CLIENT and Airport operations.
6. Review submitted shop drawings, and all submittals required by the Contract Documents. Comment and return all submittals to Contractor for their use and/or revisions and resubmittal.

7. Construction staking shall be provided by the contractor as part of the construction contract. J-U-B will provide benchmarks and horizontal control points for the contractor's use. Prior to start of construction, J-U-B survey crew will provide survey check to confirm control still has not been altered prior.
8. Organize and conduct weekly construction meetings with CLIENT, Contractor and others as appropriate. The Resident Project Representative will hold these meetings on the construction site. The Design Engineer will develop meeting agendas, meeting minutes, and other coordination and attend meetings via remotely, i.e., Zoom etc.
9. Provide part-time project representative to monitor and document construction activities as appropriate. It is anticipated that J-U-B will provide a Resident Project Representative for a period of 18 working days at 10 hours per day. The RPR will be onsite two consecutive days per week for the 9-week duration of the project. In addition, the Project Manager will visit the site once a week (9 visits) for 4 hours each visit plus 5 hours of drive time to provide construction review.
10. Provide office administration support and assistance to the Resident Project Representative with the Project Manager or Office Administration as field activities may require. This task includes coordination with electrical sub during construction and time associated with submittal reviews, RFI and change orders.
11. J-U-B shall receive and review the Contractor's monthly requests for payment. J-U-B shall determine whether the amount requested reflects the progress of the Contractor's work and is in accordance with the contract for construction.
12. Assist CLIENT with review of Contractor Wage and EEO documentation review. Conduct Wage interviews with Contractor personnel as required.
13. Coordinate with CLIENT throughout the construction process. Submit required construction documentation, including weekly activity report forms, change orders, etc. Coordinate with CLIENT and WSDOT verbally concerning change orders, as required.
14. Prepare Contract Change Order/Supplemental Agreements. Conduct services associated with evaluation, negotiation, and preparation and processing of Contract Change Orders or Supplemental Agreements. Cost estimate is based on the production of two Change Orders.
15. Conduct final and substantial completion inspections. Produce substantial and final completion inspection certificates and field review and documentation of "punch list" items.
16. Prepare Record drawings of "As Constructed" revisions to Design and Construction Drawings for project improvements as provided by the contractor. Provide CLIENT with copies of Record. Provide CLIENT with one set of prints of Record Drawings.

B. Subtask 002: Project Closeout Phase

1. Prepare the final project report and close-out documents and submit to CLIENT and WSDOT Aviation. Track Notice of Completion to ensure contractor has all affidavits properly processed.

PART 3 - ASSUMPTIONS AND EXCEPTIONS

- No SMS plan is required on this project during the design or other portions of the project.
- No initial AGIS survey is required for this project.
- PAPI aiming will be completed onsite with the aiming tool provided by the contractor. FAA flight check will not be included in this project.

ATTACHMENT 1B- Fee Breakdown

PROJECT TITLE:	Waterville Airport Runway Edge Lighting System Replacement		
CLIENT:	Chelan Douglas Regional Port Authority		
JOB NUMBER:	45-21-034		
DATE:	August 18, 2022	J-U-B Engineers, Inc. Fee Estimate (Construction Phase)	

TASK NO	PROJECT TASK										TOTAL HRS	TASK DIRECT COSTS
		Principal \$230.00	Senior Engineer \$230.00	Project Manager \$210.00	Design Engineer \$160.00	Construct Observer \$115.00	Construct Manager \$170.00	CAD Drafter \$119.00	2-Person Survey Crew \$253.00	Admin. \$76.00		
005. Construction Phase												
1	Project Formulation	1	1	10	12	0	0	0	0	4	28	\$4,784.00
2	Prepare Construction Award Documents	0	0	1	2	0	0	0	0	2	5	\$682.00
3	Coordinate with Client on Award	0	0	1	1	0	0	0	0	0	2	\$370.00
4	Conduct Pre-Construction Conference	0	0	8	0	8	0	0	0	1	16	\$2,600.00
5	Review & Coordinate Contractor Schedule	0	0	1	2	0	0	0	0	0	3	\$530.00
6	Review Shop Drawings & Submittals	0	0	2	4	0	0	0	0	0	6	\$1,060.00
7	Provide Benchmarks and Horizontal Control Points	0	0	0	0	0	0	0	8	1	8	\$2,024.00
8	Conduct Weekly Construction Meeting	0	0	0	18	0	0	0	0	0	18	\$2,880.00
9	Provide Project Representative	0	0	81	0	180	0	0	0	9	261	\$37,710.00
10	Provide Office Administration Support	0	0	3	8	0	0	0	0	12	23	\$2,822.00
11	Review Contractor's Pay Request	0	0	2	2	0	0	0	0	2	6	\$892.00
12	Assist with Contractor and EEO documentation review	0	0	0	1	0	0	0	0	4	5	\$464.00
13	Coordination of Construction Documentation	0	1	1	2	0	0	0	0	1	5	\$836.00
14	Prepare Construction Change Orders	0	0	2	2	0	0	1	0	2	7	\$1,011.00
15	Conduct Final & Substantial Completion	0	0	0	8	0	0	0	0	1	9	\$1,356.00
16	Prepare Record Drawings	0	0	0	2	2	0	6	0	0	10	\$1,264.00
006. Project Closeout												
1	Prepare Final Report	0	0	2	2	1	0	0	0	0	5	\$855.00

ATTACHMENT 1B- Fee Breakdown

PROJECT TITLE:	Waterville Airport Runway Edge Lighting System Replacement		
CLIENT:	Chelan Douglas Regional Port Authority		
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TASK NO	PROJECT TASK	Principal \$230.00	Senior Engineer \$230.00	Project Manager \$210.00	Design Engineer \$160.00	Construct Observer \$115.00	Construct Manager \$170.00	CAD Drafter \$119.00	2-Person Survey Crew \$253.00	Admin. \$76.00	Trips	TOTAL HRS	TASK DIRECT COSTS
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LABOR:													
Labor + Direct Overhead Subtotal + Fixed Fee		1	2	114	66	191	0	7	8	28	12	417	\$62,140.00

EXPENSES:	Cost Per Unit	Air Trips	Ground Trips	Days	Hours	Trip Miles	Markup		
Air Travel	\$600.00	0					1.0		\$0.00
Mileage	\$0.625		12			272	1.0		\$2,040.00
Per Diem	\$55.00			18			1.0		\$990.00
Lodging	\$150.00			9			1.0		\$1,350.00
GPS Survey Unit	\$41.02				0		1.0		\$0.00
Printing	\$0.00						1.0		\$0.00

SUBCONSULTANTS:								
1 Elcon Associates, Inc					\$13,000	1.0		\$13,000.00
2					\$0	1.0		\$0.00
3					\$0	1.0		\$0.00
Subtotal - Labor + Overhead + Fixed Fee								\$62,140.00
Subtotal - Expenses								\$4,380.00
Subtotal - Subconsultants								\$13,000.00
Total -Project Bidding & Construction Fees								\$79,520.00



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www.enduris.us

August 8, 2022

Monica Lough

Chelan Douglas Regional Port Authority and POCC and PODC and PMA

One Campbell Pkwy, Ste A

East Wenatchee, WA 98802

Dear Monica Lough,

Welcome to Policy Year 2023!

We are grateful for your continued membership and look forward to serving you this year. The Enduris mission is **“to provide financial protection, broad coverage, and risk management services responsive to members’ needs.”** We strive to provide members with exceptional coverage for a competitive price, while adding value to your organization through pro-active risk services. Enduris members can utilize a suite of services that go beyond traditional insurance coverage, including free training opportunities and an employment-related practices pre-defense program.

Your organization’s renewal documents are attached to this email and include a Binder (Summary of Coverage), Schedules, Renewal Invoice, and, if applicable, Vehicle ID Cards and Evidence of Coverage (EOCs).

- Invoices are due on the date of renewal, September 1, 2022. Please note, past due amounts will incur interest until the balance is paid in full as Enduris has already paid the reinsurance costs for the Pool.
- If you received renewal Evidence of Coverage (EOC) certificates, Enduris will also be mailing a copy to the Certificate Holder for notification purposes.

There are two main factors that impact the Pool’s member contribution needs: **1)** the frequency and severity of member claims, and **2)** the cost of reinsurance above the Pool’s self-insured retentions.

Loss Severity: The Pool’s actuary projects Member losses retained by the Pool to increase significantly, by 17%, to \$9.6 million in 2023, from \$8.2 million in 2022. Although the frequency, or number of claims reported each year is relatively stable, the severity of the claims has risen. Enduris’ members experienced significant liability and property losses the past few years.

Reinsurance: Enduris has made it a priority to develop strong relationships in the reinsurance/excess insurance market; and we have focused on risk management to minimize loss potential. Enduris provides members with expansive liability limits, backed by financially stable reinsurers.

The reinsurance and excess insurance markets continue to respond to unfavorable global underwriting results. The market is experiencing its fifth straight year of what is called a “hard reinsurance market” as reinsurers attempt to re-calibrate rates to current market conditions. Over this time, many insureds have seen their cost of insurance double, or even triple as a result. The market is showing signs of less volatility in certain areas – but not all.

Property: After continuous significant market rate increases, property market reinsurance rate increases are slowing down. Reinsurance carriers are keeping a watchful eye over the upcoming storm season, which has been the primary cause of the hardening marketplace. They are focused on underwriting and taking a close look at specific risks. Enduris members receive property coverage backed by the largest public entity placement in the world (APIP).

Cyber security is a challenging concern. The cyber insurance market is responding by removing coverage, underwriting individual accounts, and substantially increasing rates. Pollution coverage is being more carefully underwritten as well. The Pool’s Cyber and Pollution coverage are anticipated to renew with the same carriers.

The Pool’s property reinsurance cost increased 15% for Policy Year 2023, compared to the 42% increase experienced in Policy Year 2022. Cyber rates increased by 40% and Pollution by 18%.

Liability: The liability insurance market continues to cautiously underwrite exposures due to increasing litigation trends and extremely costly social inflation claim settlements.

Enduris has a long-term partnership with Government Entities Mutual (GEM) which has in recent years provided the primary reinsurance layer of \$9 million. GEM has continued to strengthen its financial picture and liability rates appear stabilized with a 5%-7% increase expected. The excess market over \$10 million is more volatile and we anticipate an increase of 10%-15%.

Enduris expects our liability reinsurance rate to increase by approximately 10% for Policy Year 2023 compared to the 9% increase in Policy Year 2022.

Enduris Member's Rates: The Pool experienced significant increases in member claims experience and reinsurance rates during the last five years. However, because of the size and diversity of Enduris, the Pool's members - through the value of pooling - can expect some insulation from the direct insurance market.

Member base rate increases for Policy Year 2023 are:

- Property: 10%-15%
- Liability: 5%-10%
- All other lines (auto physical damage, crime, and named position): 5-10%

Individual member contributions may also be directly impacted by risk, loss experience and changes exposures compared to the prior year (property values, vehicles, or worker hours/emergency runs). We have applied the required annual inflation index (referred to as Marshall & Swift) of 7.5% in structures and 5% on contents, equipment and RCV vehicles to each members property and vehicle schedules for Policy Year 2023. These inflation factors help members trend property at current day value for replacement cost which is critical in the event of a loss. **Page two of your invoice has a member contribution overview.**

The Intergovernmental Contract (IGC) between Enduris and its Members provides additional information regarding Membership and the establishment of Member Contributions.

Check our website at www.enduris.us for upcoming opportunities and to access your member portal site.

We are looking forward to serving you this coming year. Thank you for your continued membership and your contribution towards the success of your pool, Enduris.

Sincerely,



Sheryl Brandt
Executive Director



**Chelan Douglas Regional Port Authority
Enduris Invoice Recap
September 1, 2022 thru August 31, 2023**

	<u>Increase/ (Decrease)</u>		<u>2022/2023 CDRPA</u>	<u>2021/2022 CDRPA</u>	<u>2020/2021 CDRPA</u>
General Liability	5,988.00	6.80%	94,097.00	88,109.00	89,210.00
Property	54,740.00	21.55%	308,780.00	254,040.00	241,566.00
Auto Physical Damage	2,023.00	8.41%	26,068.00	24,045.00	20,609.00
Crime	205.00	7.92%	2,795.00	2,590.00	2,355.00
	<u>62,956.00</u>	17.07%	<u>431,740.00</u>	<u>368,784.00</u>	<u>353,740.00</u>

Additions after 08/31/2021:

- Land - Torres
- Lytle Property
- Warehouse - 3355 2nd Street SE (missing from schedule)
- Curtis Property
- Van Well Property
- GBI Property
- 5,000 Gallon Fuel Truck (Rental)
- 2021 Ford F150 (maintenance)

**Chelan Douglas Regional Port Authority
Budget vs Actual
For the Period Ending June 30, 2022**

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
OPERATING REVENUES																	
BUSINESS PARKS																	
CASHMERE MILL DISTRICT																	
Building A - Blue Spirits	\$ 163,588	\$ 81,794	\$ 13,632	\$ 13,632	\$ 13,632	\$ 13,632	\$ 13,632	\$ 13,632	\$ 13,632						\$ 81,792	\$ (81,796)	\$ (2)
Building B - Hurst International & Blue Spirits	133,017	66,509	11,085	11,085	11,085	11,085	11,085	11,085	11,085						66,510	(66,507)	1
Utility & Operating Reimbursements	56,650	28,325	3,843	9,077	10,748	5,182	3,812	4,200							36,862	(19,788)	8,537
Louws Property Sale	85,500	85,500	-	-	-	-	-	89,135							89,135	3,635	3,635
Misc. Income	2,178	1,089	1,089	1,089	-	-	-	100							2,278	100	1,189
TOTAL CASHMERE MILL DISTRICT	\$ 440,933	\$ 263,217	\$ 29,649	\$ 34,883	\$ 35,465	\$ 29,899	\$ 28,529	\$ 118,152	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 276,577	\$ (164,356)	\$ 13,360
CONFLUENCE TECHNOLOGY CENTER																	
Office Space Leases	\$ 468,000	\$ 234,000	\$ 39,960	\$ 39,012	\$ 38,524	\$ 38,601	\$ 39,071	\$ 39,190							\$ 234,358	\$ (233,642)	\$ 358
CTC South Office Space Leases	14,108	7,054	374	374	880	1,387	1,387	1,387							5,789	(8,319)	(1,265)
Video Conference/Meeting Room Rentals	120,000	60,000	15,795	15,411	17,890	8,213	7,748	25,534							90,591	(29,409)	30,591
Utility & Operating Reimbursements	32,450	16,225	2,466	2,815	2,750	3,017	2,581	4,800							18,429	(14,021)	2,204
Misc. Income	1,500	750	-	-	5	-	-	-							5	(1,495)	(745)
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 636,058	\$ 318,029	\$ 58,595	\$ 57,612	\$ 60,049	\$ 51,218	\$ 50,787	\$ 70,911	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 349,172	\$ (286,886)	\$ 31,143
COLUMBIA STREET PROPERTIES																	
Buildings A/B - Badger Mtn Brewing	\$ 45,360	\$ 22,680	\$ 3,780	\$ 3,780	\$ 3,780	\$ 3,780	\$ 3,780	\$ 3,780							\$ 22,680	\$ (22,680)	\$ -
Buildings G/I - Streamline	131,736	65,868	10,978	10,978	10,978	10,978	10,978	10,978							65,868	(65,868)	-
Building F - Streamline	3,000	1,000	-	-	-	-	-	1,167							1,167	(1,833)	167
Misc. Rents	4,250	2,125	100	100	150	100	100	100							650	(3,600)	(1,475)
Utility & Operating Reimbursements	23,500	11,750	2,450	1,752	1,975	1,726	1,896	1,666							11,465	(12,035)	(285)
S.P.O.R.T. Property Sale	-	-	-	-	-	-	-	-							-	-	-
TOTAL COLUMBIA STREET PROPERTIES	\$ 207,846	\$ 103,423	\$ 17,308	\$ 16,610	\$ 16,883	\$ 16,584	\$ 16,754	\$ 17,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,830	\$ (106,016)	\$ (1,593)
MALAGA INDUSTRIAL SITE																	
Lojo Property Sale	\$ 6,568,848	\$ 6,568,848	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,559,740							\$ 6,559,740	\$ (9,108)	\$ (9,108)
Curtis/Torres Property Sale	2,601,403	-	-	-	-	-	-	-							-	(2,601,403)	-
Farm/Land Rents	98,745	94,855	-	7,650	-	1,350	1,495	84,357							94,852	(3,893)	(3)
TOTAL MALAGA INDUSTRIAL SITE	\$ 9,268,996	\$ 6,663,703	\$ -	\$ 7,650	\$ -	\$ 1,350	\$ 1,495	\$ 6,644,097	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,654,592	\$ (2,614,404)	\$ (9,111)
OLDS STATION BUSINESS PARK																	
IB 2 - Synergy Food Solutions	\$ 49,290	\$ 22,260	\$ 3,710	\$ 3,710	\$ 3,710	\$ 3,710	\$ 3,710	\$ 3,710							\$ 22,260	\$ (27,030)	\$ -
IB 3 - Confluence Health	69,957	34,618	5,770	5,770	5,770	5,770	5,770	5,770							34,620	(35,337)	2
IB 4 - Pregis Corporation	210,630	105,315	17,553	17,553	17,553	17,553	17,553	17,789							105,554	(105,076)	239
IB 5 - Chelan County PUD	296,400	148,200	24,700	24,700	24,700	24,700	24,700	24,700							148,200	(148,200)	-
IB 6 - ABC Early Learning	14,094	7,047	1,174	1,174	1,174	1,174	1,174	1,174							7,044	(7,050)	(3)
IB 7 & 8 - Pacific Aerospace & Electronics	732,919	366,460	61,077	61,077	61,077	61,077	61,077	61,077							366,462	(366,457)	2
IB 9 - Sinclair Systems & Frito Lay	247,950	142,200	23,700	23,700	23,700	23,700	23,700	23,700							142,200	(105,750)	-
Utility & Operating Reimbursements	116,350	58,175	4,640	24,013	16,665	7,653	4,971	7,616							65,558	(50,792)	7,383
Misc. Income	2,500	1,250	-	-	-	-	-	-							-	(2,500)	(1,250)
TOTAL OLDS STATION BUSINESS PARK	\$ 1,740,090	\$ 885,525	\$ 142,324	\$ 161,697	\$ 154,349	\$ 145,337	\$ 142,655	\$ 145,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 891,898	\$ (848,192)	\$ 6,373

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
PANGBORN AIRPORT																	
Landing Fees	\$ 40,000	\$ 20,000	\$ 4,156	\$ 4,076	\$ 4,875	\$ 4,372	\$ 4,919	\$ 5,349							\$ 27,747	\$ (12,253)	\$ 7,747
Parking Income	300,000	150,000	30,077	33,996	39,307	34,931	34,880	30,508							203,699	(96,301)	53,699
Aircraft Parking	4,500	2,250	60	275	155	237	1,923	1,012							3,662	(838)	1,412
Rental Income - Aviation Land	99,716	49,858	55,059	3,938	5,275	3,938	3,938	3,938							76,086	(23,630)	26,228
Rental Income - NonAviation Land	67,805	33,903	59,329	35	736	1,023	1,273	773							63,169	(4,636)	29,266
Rental Income - Terminal/Aviation Building	61,675	30,838	5,024	7,380	4,833	6,325	4,833	4,833							33,228	(28,447)	2,390
Rental Income - NonAviation Buildings	96,090	48,045	7,940	7,940	8,001	8,001	8,001	8,031							47,914	(48,176)	(131)
Rental Income - Hangars	165,200	82,600	31,646	12,155	12,155	12,283	13,590	11,949							93,778	(71,422)	11,178
Car Rental Concession Fees	59,500	29,750	7,985	5,853	7,602	6,722	8,009	11,241							47,412	(12,088)	17,662
Fuel Flowage Fees	20,000	10,000	881	1,440	2,151	1,463	1,343	2,519							9,797	(10,203)	(203)
FBO Income (After hours)	25,000	12,500	3,163	2,730	2,990	2,730	3,055	2,600							17,268	(7,732)	4,768
FBO Fuel Income	1,400,000	700,000	97,287	107,831	185,172	169,386	230,007	188,079							977,762	(422,238)	277,762
FBO Misc. Income	10,000	5,000	765	758	1,185	916	1,353	1,046							6,023	(3,977)	1,023
Misc. Fees and Permits	15,000	7,500	1,829	2,139	3,289	7,532	2,039	4,422							21,250	6,250	13,750
TOTAL PANGBORN AIRPORT	\$ 2,364,486	\$ 1,182,244	\$ 305,201	\$ 190,546	\$ 277,726	\$ 259,859	\$ 319,163	\$ 276,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,628,795	\$ (735,691)	\$ 446,551
PANGBORN BUSINESS PARK																	
<u>Land Leases</u>																	
Lot 4 - Coca-Cola	\$ 85,778	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (85,778)	\$ -
Lot 17 - Salcido	32,490	16,245	2,708	2,708	2,708	2,708	2,708	2,708							16,248	(16,242)	3
<u>Building Leases</u>																	
3306 - Multi-Tenant	115,790	57,895	9,414	9,414	9,414	9,414	9,767	9,767							57,190	(58,600)	(705)
3310 - Accor Building	355,167	176,925	29,268	29,268	29,268	29,707	29,707	29,707							176,925	(178,242)	-
CWICC	199,343	99,176	16,529	16,529	16,529	16,529	16,529	16,529							99,174	(100,169)	(2)
Utility & Operating Reimbursements	10,350	5,175	786	941	1,039	1,058	926	610							5,360	(4,990)	185
Misc. Income	2,500	1,250	-	-	235	236	236	-							707	(1,793)	(543)
TOTAL PANGBORN BUSINESS PARK	\$ 801,418	\$ 356,666	\$ 58,705	\$ 58,860	\$ 59,193	\$ 59,652	\$ 59,873	\$ 59,321	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 355,604	\$ (445,814)	\$ (1,062)
REGIONAL PORT OFFICE/AVIATION CENTER																	
Rental Income - Offices	\$ 25,180	\$ 12,590	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770	\$ 1,770							\$ 10,620	\$ (14,560)	\$ (1,970)
Rental Income - Aviation/Hangar Uses	175,000	87,500	14,728	14,278	15,628	17,028	16,028	15,528							93,218	(81,782)	5,718
Misc. Income	2,500	1,250	-	-	-	-	-	-							-	(2,500)	(1,250)
TOTAL RPA OFFICE/AVIATION CENTER	\$ 202,680	\$ 101,340	\$ 16,498	\$ 16,048	\$ 17,398	\$ 18,798	\$ 17,798	\$ 17,298	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103,838	\$ (98,842)	\$ 2,498

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>LAKE CHELAN AIRPORT</u>																	
Rental Income - Kelly Property	\$ 4,095	\$ 2,048	\$ 375	\$ 400	\$ 400	\$ 360	\$ 320	\$ 320							\$ 2,175	\$ (1,920)	\$ 127
TOTAL LAKE CHELAN AIRPORT	\$ 4,095	\$ 2,048	\$ 375	\$ 400	\$ 400	\$ 360	\$ 320	\$ 320	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,175	\$ (1,920)	\$ 127
<u>MANSFIELD AIRPORT</u>																	
Lease Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL MANSFIELD AIRPORT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>WATERVILLE AIRPORT</u>																	
Lease Income	\$ 3,370	\$ 1,685	\$ 932	\$ -	\$ -	\$ 964	\$ -	\$ 358							\$ 2,254	\$ (1,116)	\$ 569
TOTAL WATERVILLE AIRPORT	\$ 3,370	\$ 1,685	\$ 932	\$ -	\$ -	\$ 964	\$ -	\$ 358	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,254	\$ (1,116)	\$ 569
<u>ORONDO RIVER PARK</u>																	
Chelan County PUD	\$ 30,750	\$ 15,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000							\$ 9,000	\$ (21,750)	\$ (6,375)
Misc. Income	-	-	-	-	-	-	-	200							200	200	200
TOTAL ORONDO RIVER PARK	\$ 30,750	\$ 15,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,200	\$ (21,550)	\$ (6,175)
<u>PYBUS INCUBATOR</u>																	
Office Space Lease	\$ 17,430	\$ 8,715	\$ 3,900	\$ 3,900	\$ -	\$ 1,070	\$ 1,070	\$ 1,070							\$ 11,010	\$ (6,420)	\$ 2,295
Misc. Income	-	-	-	-	-	-	-	-							-	-	-
TOTAL PYBUS INCUBATOR	\$ 17,430	\$ 8,715	\$ 3,900	\$ 3,900	\$ -	\$ 1,070	\$ 1,070	\$ 1,070	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,010	\$ (6,420)	\$ 2,295
TOTAL BUSINESS PARK REVENUE	\$ 15,718,152	\$ 9,901,970	\$ 633,487	\$ 548,206	\$ 621,463	\$ 585,091	\$ 638,444	\$ 7,360,254	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,386,945	\$ (5,331,207)	\$ 484,975
<u>TAX RECEIPTS</u>																	
Current Levy	\$ 4,375,292																
1.0% of Prior Year Tax	-																
New Construction	84,242																
Tax Refunded (receipts)	11,043																
TOTAL TAX RECEIPTS	\$ 4,470,577	\$ 2,235,289	\$ 9,590	\$ 23,164	\$ 368,385	\$ 1,752,929	\$ 359,804	\$ 23,804	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,537,676	\$ (1,932,901)	\$ 302,387

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
NON-OPERATING REVENUES																	
Cashmere Mill District																	
Chelan County CPIF Grant - Cashmere Wood Debris	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (200,000)	\$ -
Confluence Technology Center																	
Sale of Surplus Equipment	950,000	-	-	-	-	-	-	-							-	(950,000)	-
Columbia Street Properties																	
Chelan County PUD Lighting Rebate - G & I	41,950	41,950	-	-	-	-	-	41,950							41,950	-	-
Malaga Industrial Sites																	
Dept of Com - Malaga Waterline Ext (\$1,498,650)	300,000	-	-	-	-	-	-	-							-	(300,000)	-
Client Contr - Malaga Waterline Ext (\$8,501,350)	1,700,000	-	-	-	-	-	-	-							-	(1,700,000)	-
Client Contribution - GBI Property (at 75%)	1,470,610	-	-	-	-	-	-	-							-	(1,470,610)	-
Client Contribution - Wastewater System	500,000	-	-	-	-	-	-	-							-	(500,000)	-
Client Contribution - Hayes Property Acquisition	698,650	-	-	-	-	-	-	-							-	(698,650)	-
Malaga Property Due Diligence - Client Reimbursement	175,085	175,085	-	-	-	-	-	175,085							175,085	-	-
Malaga Utility Study - Client Reimbursement	100,000	100,000	-	-	-	-	-	100,000							100,000	-	-
Client Contribution - Property Acq. (Misc.)	2,000,000	-	-	-	-	-	-	-							-	(2,000,000)	-
Pangborn Airport																	
FAA AIP Grant Proceeds - Env Assessment	56,011	-	-	-	-	-	-	-							-	(56,011)	-
WA DOT Grant Proceeds - Env Assessment	-	-	-	-	-	-	-	2,046							2,046	2,046	2,046
FAA AIP Grant Proceeds - Terminal Capacity	-	-	-	-	-	-	24,289	-							24,289	24,289	24,289
FAA Grant Proceeds (Apron Rehab)	9,391,247	5,171,130	14,951	18,695	789,045	801,542	1,196,792	2,350,106							5,171,131	(4,220,116)	1
FAA Grant Proceeds (Taxiway A Relocation)	1,410,000	-	-	-	-	-	-	-							-	(1,410,000)	-
FAA AIP CARES Act Grant (\$18,120,860)	771,411	360,472	142,285	-	218,187	-	-	-							360,472	(410,939)	-
PFC Capital Funds (Receipts + Reserves)	515,126	214,636	10,893	13,764	16,601	117,584	9,649	109,755							278,242	(236,880)	63,610
TSA Operating Grant	14,600	6,083	480	1,080	1,380	1,080	1,180	1,320							6,520	(8,080)	437
Pangborn Business Park																	
Douglas County Payment - PWTF	80,000	80,000	-	-	-	-	-	80,000							80,000	-	-
Trades District Financing	200,000	-	-	-	-	-	-	-							-	(200,000)	-
Waterville Airport																	
WSDOT Aviation - Lighting Design	51,210	25,430	-	1,290	-	13,735	2,693	7,712							25,430	(25,780)	-
WSDOT Aviation - Lighting Construction	387,000	-	-	-	-	-	-	-							-	(387,000)	-
Economic Development																	
ADO Contracts - Dept. of Commerce	150,000	75,000	-	-	37,500	-	-	37,500							75,000	(75,000)	-
Chelan County .09 Grant - Partnership Projects	20,000	20,000	20,000	-	-	-	-	-							20,000	-	-
Other																	
EPA Brownsfield Grant (\$600,000)	225,000	119,065	31,114	35,131	27,833	15,868	4,079	5,039							119,064	(105,936)	(1)
PUD 5th Street - Marketing/Legal Reimbursement	75,000	2,540	-	-	-	-	-	2,543							2,543	(72,457)	3
Other Tax Income (LHT & Timber Dist.)	8,625	3,594	907	1,644	348	2,161	1,371	-							6,431	(2,194)	2,837
Interest Income	95,060	47,530	7,638	6,875	13,983	4,001	938	16,959							50,394	(44,666)	2,864
Other Income	25,000	12,500	-	-	311	-	-	82							393	(24,607)	(12,107)
Sale of Fixed Assets	-	-	-	-	-	-	-	-							-	-	-
TOTAL NON-OPERATING REVENUES	\$ 21,611,585	\$ 6,455,015	\$ 228,268	\$ 78,479	\$ 1,105,188	\$ 955,971	\$ 1,320,991	\$ 2,850,097	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,538,994	\$ (15,072,591)	\$ 83,979
TOTAL REVENUES	\$ 41,800,314	\$ 18,592,274	\$ 871,345	\$ 649,849	\$ 2,095,036	\$ 3,293,991	\$ 2,319,239	\$ 10,234,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,463,615	\$ (22,336,699)	\$ 871,341

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
BUSINESS PARK EXPENSES																	
<u>CASHMERE MILL DISTRICT</u>																	
Debt Service - Buildings A & B (2035)	\$ 219,134	\$ 109,567	\$ -	\$ -	\$ -	\$ -	\$ 109,567	\$ -							\$ 109,567	\$ (109,567)	\$ -
CERB Loan (2031)	75,781	75,781	75,781	-	-	-	-	-	-	-	-	-	-	-	75,781	-	-
Property Insurance	19,350	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(19,350)	-
Building Maintenance	4,000	2,000	452	125	590	-	1,866	2,318							5,351	1,351	3,351
Property Maintenance	25,000	12,500	6,595	715	-	6	-	4,811							12,127	(12,873)	(373)
Utilities	32,500	16,250	4,019	3,624	2,791	2,743	3,125	663							16,965	(15,535)	715
Misc. Expenses	2,500	1,250	-	-	638	-	-	-							638	(1,862)	(612)
TOTAL CASHMERE MILL DISTRICT	\$ 378,265	\$ 217,348	\$ 86,847	\$ 4,464	\$ 4,019	\$ 2,749	\$ 114,558	\$ 7,792	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220,429	\$ (157,836)	\$ 3,081
<u>CONFLUENCE TECHNOLOGY CENTER</u>																	
Salaries	\$ 95,000	\$ 47,500	\$ 7,073	\$ 7,073	\$ 7,072	\$ 9,101	\$ 9,641	\$ 9,515							\$ 49,475	\$ (45,525)	\$ 1,975
Employee Benefits	27,085	13,543	2,059	2,059	2,059	2,302	2,316	2,303							13,098	(13,987)	(445)
Payroll Taxes	8,300	4,150	776	532	546	788	710	711							4,063	(4,237)	(87)
Contract Labor	15,000	7,500	2,892	1,930	1,972	2,265	1,241	96							10,396	(4,604)	2,896
Building Operational Expenses	436,000	218,000	46,477	20,692	41,591	30,074	18,150	17,388							174,372	(261,628)	(43,628)
CTC South Building Operational Expenses	23,500	11,750	1,632	922	1,230	754	715	539							5,792	(17,708)	(5,958)
Video Conference Center/Meeting Room Expenses	123,000	61,500	15,011	13,175	10,119	9,697	10,517	9,376							67,895	(55,105)	6,395
Debt Service (2023)	48,529	48,529	48,529	-	-	-	-	-							48,529	-	-
Misc. Expenses	5,000	2,500	-	-	-	-	-	-							-	(5,000)	(2,500)
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 781,414	\$ 414,972	\$ 124,449	\$ 46,383	\$ 64,589	\$ 54,981	\$ 43,290	\$ 39,928	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373,620	\$ (407,794)	\$ (41,352)
<u>MALAGA INDUSTRIAL SITE</u>																	
Lojo Property Maintenance	\$ 5,000	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37							\$ 37	\$ (4,963)	\$ (2,463)
Curtis Property Maintenance	5,000	-	-	-	-	-	-	-							-	(5,000)	-
Torres Property Maintenance	5,000	-	-	-	-	-	-	-							-	(5,000)	-
Property Insurance	5,000	-	-	-	-	-	-	-							-	(5,000)	-
Utilities	2,500	1,250	35	25	17	12	273	306							668	(1,832)	(582)
Misc. Expenses	20,000	10,000	-	-	-	-	218	-							218	(19,782)	(9,782)
TOTAL MALAGA INDUSTRIAL SITE	\$ 42,500	\$ 13,750	\$ 35	\$ 25	\$ 17	\$ 12	\$ 491	\$ 343	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 923	\$ (41,577)	\$ (12,827)
<u>OLDS STATION BUSINESS PARK</u>																	
Building Maintenance & Repairs	\$ 10,000	\$ 5,000	\$ 851	\$ 585	\$ 934	\$ 1,560	\$ -	\$ 739							\$ 4,669	\$ (5,331)	\$ (331)
Property & Grounds	40,000	20,000	16,017	2,422	222	151	3,638	2,608							25,058	(14,942)	5,058
Small Equipment	2,500	1,250	118	509	136	123	667	-							1,553	(947)	303
Utilities	54,000	27,000	6,117	6,454	4,777	5,681	4,109	4,188							31,326	(22,674)	4,326
Fire Protection in lieu of taxes	9,590	9,590	9,590	-	-	-	-	-							9,590	-	-
Property Insurance	62,075	-	-	-	-	-	-	-							-	(62,075)	-
Misc. Expenses	10,000	5,000	-	444	444	444	573	888							2,793	(7,207)	(2,207)
TOTAL OLDS STATION BUSINESS PARK	\$ 188,165	\$ 67,840	\$ 32,693	\$ 10,414	\$ 6,513	\$ 7,959	\$ 8,987	\$ 8,423	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,989	\$ (113,176)	\$ 7,149

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>COLUMBIA STREET PROPERTIES</u>																	
Building Operational Expenses	\$ 46,675	\$ 23,338	\$ 9,288	\$ 3,235	\$ 2,637	\$ 3,351	\$ 2,482	\$ 4,587							\$ 25,580	\$ (21,095)	\$ 2,242
Property Insurance	53,315	-	-	-	-	-	-	-							-	(53,315)	-
Misc. Expenses	12,500	6,250	9,147	-	-	379	-	-							9,526	(2,974)	3,276
TOTAL COLUMBIA STREET PROPERTIES	\$ 112,490	\$ 29,588	\$ 18,435	\$ 3,235	\$ 2,637	\$ 3,730	\$ 2,482	\$ 4,587	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,106	\$ (77,384)	\$ 5,518
<u>PESHASTIN PROPERTY</u>																	
Property Maintenance (thru 02/2022)	\$ 250	\$ 250	\$ 90	\$ 90	\$ 13	\$ -	\$ -	\$ -							\$ 193	\$ (57)	\$ (57)
TOTAL PESHASTIN PROPERTY	\$ 250	\$ 250	\$ 90	\$ 90	\$ 13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 193	\$ (57)	\$ (57)
<u>PANGBORN AIRPORT</u>																	
Salaries	\$ 807,500	\$ 403,750	\$ 54,697	\$ 53,846	\$ 63,090	\$ 64,343	\$ 66,769	\$ 67,126							\$ 369,871	\$ (437,629)	\$ (33,879)
Salaries - Overtime	63,565	31,783	9,812	4,430	3,708	3,960	2,809	2,651							27,370	(36,195)	(4,413)
Employee Benefits	267,475	133,738	19,257	19,677	20,540	22,406	22,089	21,974							125,943	(141,532)	(7,795)
Payroll Taxes	95,905	47,953	7,127	6,401	7,660	7,517	8,125	7,799							44,629	(51,276)	(3,324)
Engineering/Professional Fees	105,000	52,500	7,107	6,022	4,048	10,136	5,597	5,931							38,841	(66,159)	(13,659)
Non-Aviation Maintenance	15,000	7,500	555	1,100	3,100	165	107	-							5,027	(9,973)	(2,473)
Aviation Maintenance	18,000	9,000	874	1,632	534	-	348	610							3,998	(14,002)	(5,002)
Terminal Maintenance	50,000	25,000	4,222	4,594	10,486	1,004	1,051	1,798							23,155	(26,845)	(1,845)
Airfield Maintenance	65,000	32,500	2,459	332	1,769	19,539	1,120	1,115							26,334	(38,666)	(6,166)
Vehicle & Equipment Maintenance	35,000	17,500	1,201	780	1,304	2,092	3,453	4,872							13,702	(21,298)	(3,798)
Small Tools & Equipment	5,000	2,500	332	35	119	14	242	68							810	(4,190)	(1,690)
Utilities	149,350	74,675	7,136	6,669	87,650	5,068	4,674	3,340							114,537	(34,813)	39,862
Security Expenses	21,500	10,750	2,474	1,796	1,692	2,150	1,292	48							9,452	(12,048)	(1,298)
Property/Liability Insurance	123,650	43,385	33,153	359	239	-	-	9,632							43,383	(80,267)	(2)
FBO Expenses	65,000	32,500	6,407	5,646	6,032	9,888	5,735	4,434							38,142	(26,858)	5,642
Fuel (Resale)	1,120,000	560,000	69,364	80,161	128,894	125,109	178,448	148,469							730,445	(389,555)	170,445
Fuel (M&O)	45,000	22,500	4,813	4,498	5,254	3,166	9,296	3,738							30,765	(14,235)	8,265
Regulatory Compliance	42,500	21,250	3,346	-	1,698	750	22,476	913							29,183	(13,317)	7,933
Winter Operations	32,500	16,250	13,383	-	-	-	-	-							13,383	(19,117)	(2,867)
Memberships & Subscriptions	7,500	3,750	1,495	79	-	-	-	195							1,769	(5,731)	(1,981)
Marketing	25,000	12,500	55	-	-	-	-	-							55	(24,945)	(12,445)
Conferences, Training & Meetings	15,000	7,500	-	143	765	375	3,873	14,019							19,175	4,175	11,675
Information Technology	51,915	25,958	14,025	9,832	3,110	1,739	1,776	3,662							34,144	(17,771)	8,186
Parking Lot Expenses	36,000	18,000	2,782	3,344	2,813	3,220	2,841	3,082							18,082	(17,918)	82
Credit Card Fees	53,750	26,875	2,404	2,822	3,920	3,678	2,951	2,473							18,248	(35,502)	(8,627)
COVID-19 Compliance	5,000	2,500	-	-	-	-	-	-							-	(5,000)	(2,500)
Misc. Expenses	15,000	7,500	1,932	902	1,021	156	544	844							5,399	(9,601)	(2,101)
TOTAL PANGBORN AIRPORT	\$ 3,336,110	\$ 1,649,617	\$ 270,412	\$ 215,100	\$ 359,446	\$ 286,475	\$ 345,616	\$ 308,793	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,785,842	\$ (1,550,268)	\$ 136,225

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>PANGBORN BUSINESS PARK</u>																	
Maintenance	\$ 98,500	\$ 49,250	\$ 10,102	\$ 3,470	\$ 9,086	\$ 2,669	\$ 8,811	\$ 10,388							\$ 44,526	\$ (53,974)	\$ (4,724)
Utilities	27,500	13,750	2,615	2,230	2,070	1,989	1,902	1,995							12,801	(14,699)	(949)
Storm Water	3,668	3,668	-	-	3,668	-	-	-							3,668	-	-
Property Insurance	38,375	-	-	-	-	-	-	-							-	(38,375)	-
Debt Service (2023)	82,673	82,673	-	-	-	-	-	82,673							82,673	-	-
Misc. Expenses	2,000	1,000	-	-	-	-	-	-							-	(2,000)	(1,000)
TOTAL PANGBORN BUSINESS PARK	\$ 252,716	\$ 150,341	\$ 12,717	\$ 5,700	\$ 14,824	\$ 4,658	\$ 10,713	\$ 95,056	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,668	\$ (109,048)	\$ (6,673)
<u>REGIONAL PORT OFFICE/AVIATION CENTER</u>																	
Building Maintenance & Repairs	\$ 40,500	\$ 20,250	\$ 6,643	\$ 1,136	\$ 139	\$ 801	\$ 4,654	\$ 5,551							\$ 18,924	\$ (21,576)	\$ (1,326)
Utilities	45,000	22,500	13,821	6,487	6,954	5,379	3,285	1,743							37,669	(7,331)	15,169
Insurance	30,750	-	-	-	-	-	-	-							-	(30,750)	-
Landscape Maintenance	12,000	6,000	-	-	-	-	2,166	-							2,166	(9,834)	(3,834)
Misc. Expenses	5,000	2,500	-	1,840	-	111	-	-							1,951	(3,049)	(549)
Total RPA OFFICE/AVIATION CENTER	\$ 133,250	\$ 51,250	\$ 20,464	\$ 9,463	\$ 7,093	\$ 6,291	\$ 10,105	\$ 7,294	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,710	\$ (72,540)	\$ 9,460
<u>LAKE CHELAN AIRPORT</u>																	
Maintenance & Operations Subsidy (City of Chelan)	\$ 46,192	\$ 23,096	\$ 11,548	\$ -	\$ -	\$ 11,548	\$ -	\$ -							\$ 23,096	\$ (23,096)	\$ -
Capital Contribution (City of Chelan)	5,000	-	-	-	-	-	-	-							-	(5,000)	-
Aircraft Counter/Operations Report	4,800	2,400	442	400	400	400	400	400							2,442	(2,358)	42
Environmental Assessment	11,735	-	-	-	-	-	-	-							-	(11,735)	-
Maintenance (Kelly Property)	8,500	4,250	-	-	-	-	3,653	-							3,653	(4,847)	(597)
Insurance	705	-	-	-	-	-	-	-							-	(705)	-
Utilities	305	153	24	24	23	24	23	24							142	(163)	(11)
Misc. Expenses (Kelly Property)	1,500	750	-	-	-	-	-	-							-	(1,500)	(750)
TOTAL LAKE CHELAN AIRPORT	\$ 78,737	\$ 30,649	\$ 12,014	\$ 424	\$ 423	\$ 11,972	\$ 4,076	\$ 424	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,333	\$ (49,404)	\$ (1,316)
<u>MANSFIELD AIRPORT</u>																	
Maintenance	\$ 7,500	\$ 3,750	\$ 148	\$ -	\$ -	\$ -	\$ -	\$ 7,180							\$ 7,328	\$ (172)	\$ 3,578
Supplies	2,750	1,375	-	-	-	-	-	-							-	(2,750)	(1,375)
Repairs	1,000	500	-	-	-	-	-	-							-	(1,000)	(500)
Utilities	600	300	49	45	41	43	43	42							263	(337)	(37)
Property Insurance	4,500	-	-	-	-	-	-	-							-	(4,500)	-
Virtower Installation	10,000	-	-	-	-	-	-	-							-	(10,000)	-
Misc. Expenses	6,300	3,150	442	400	400	400	400	400							2,442	(3,858)	(708)
TOTAL MANSFIELD AIRPORT	\$ 32,650	\$ 9,075	\$ 639	\$ 445	\$ 441	\$ 443	\$ 443	\$ 7,622	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,033	\$ (22,617)	\$ 958

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>WATERVILLE AIRPORT</u>																	
Outside Maintenance	\$ 7,000	\$ 3,500	\$ -	\$ 177	\$ -	\$ -	\$ -	\$ -							\$ 177	\$ (6,823)	\$ (3,323)
Supplies	2,750	1,375	-	-	-	-	-	330							330	(2,420)	(1,045)
Repairs	500	250	-	-	-	-	-	-							-	(500)	(250)
Utilities	600	300	41	36	32	32	29	28							198	(402)	(102)
Property Insurance	4,500	-	-	-	-	-	-	-							-	(4,500)	-
Misc. Expenses	6,300	3,150	442	400	400	400	400	400							2,442	(3,858)	(708)
TOTAL WATERVILLE AIRPORT	\$ 21,650	\$ 8,575	\$ 483	\$ 613	\$ 432	\$ 432	\$ 429	\$ 758	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,147	\$ (18,503)	\$ (5,428)
<u>ORONDO RIVER PARK</u>																	
Outside Services																	
Consulting	\$ 6,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (6,000)	\$ (3,000)
Labor/Maintenance	50,000	25,000	-	-	-	222	7,960	1,523							9,705	(40,295)	(15,295)
Other	2,500	1,250	-	-	-	1,026	1,056	-							2,082	(418)	832
Supplies	2,500	1,250	-	-	-	412	139	-							551	(1,949)	(699)
Repairs	2,500	1,250	-	-	-	708	-	212							920	(1,580)	(330)
Utilities	2,750	1,375	140	131	121	197	275	185							1,049	(1,701)	(326)
Property Insurance	1,500	750	-	-	-	-	-	-							-	(1,500)	(750)
Misc. Expenses	1,000	500	-	-	-	-	460	17							477	(523)	(23)
TOTAL ORONDO RIVER PARK	\$ 68,750	\$ 34,375	\$ 140	\$ 131	\$ 121	\$ 2,565	\$ 9,890	\$ 1,937	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,784	\$ (53,966)	\$ (19,591)
<u>PYBUS INCUBATOR</u>																	
Misc. Expenses	\$ 4,000	\$ 2,000	\$ 139	\$ 67	\$ 379	\$ 43	\$ 39	\$ 43							\$ 710	\$ (3,290)	\$ (1,290)
TOTAL PYBUS INCUBATOR	\$ 4,000	\$ 2,000	\$ 139	\$ 67	\$ 379	\$ 43	\$ 39	\$ 43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 710	\$ (3,290)	\$ (1,290)
<u>CDRPA BUSINESS PARK MAINTENANCE</u>																	
Salaries	\$ 134,750	\$ 67,375	\$ 8,294	\$ 8,810	\$ 9,099	\$ 11,982	\$ 12,888	\$ 12,056							\$ 63,129	\$ (71,621)	\$ (4,246)
Employee Benefits	17,250	8,625	1,415	1,356	1,427	1,390	1,403	1,403							8,394	(8,856)	(231)
Payroll Taxes	15,850	7,925	711	993	1,044	1,292	1,539	1,463							7,042	(8,808)	(883)
TOTAL CDRPA BUSINESS PARK MAINT.	\$ 167,850	\$ 83,925	\$ 10,420	\$ 11,159	\$ 11,570	\$ 14,664	\$ 15,830	\$ 14,922	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78,565	\$ (89,285)	\$ (5,360)
TOTAL BUSINESS PARK EXPENSES	\$ 5,598,797	\$ 2,763,555	\$ 589,977	\$ 307,713	\$ 472,517	\$ 396,974	\$ 566,949	\$ 497,922	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,832,052	\$ (2,766,745)	\$ 68,497

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>ADMINISTRATIVE & GENERAL EXPENSES</u>																	
Salaries	\$ 1,101,500	\$ 550,750	\$ 91,587	\$ 93,224	\$ 91,482	\$ 86,593	\$ 91,020	\$ 92,737							\$ 546,643	\$ (554,857)	\$ (4,107)
Commissioners' Compensation, Benefits & Taxes	250,000	125,000	23,176	19,015	20,202	17,647	16,835	17,315							114,190	(135,810)	(10,810)
Employee Benefits	325,000	162,500	32,429	27,090	26,175	25,981	26,596	24,709							162,980	(162,020)	480
Payroll Taxes	95,500	47,750	7,955	8,075	8,038	7,560	7,899	8,556							48,083	(47,417)	333
Internship Opportunities	10,000	-	-	-	-	-	-	-							-	(10,000)	-
Professional Services																	
Legal	220,000	110,000	6,727	12,683	13,125	16,883	9,610	8,278							67,306	(152,694)	(42,694)
Engineering/Architectural	117,500	58,750	3,722	768	-	3,392	400	-							8,282	(109,218)	(50,468)
WA State Audit Costs	55,000	-	-	-	-	-	-	-							-	(55,000)	-
Other Professional Services	40,000	20,000	126	-	2,475	-	-	-							2,601	(37,399)	(17,399)
Conferences, Training, and Meetings	10,000	5,000	35	287	2,852	(211)	1,299	1,817							6,079	(3,921)	1,079
Commission Conferences & Travel	15,000	7,500	391	401	5,078	476	2,952	2,968							12,266	(2,734)	4,766
Memberships and Subscriptions	50,000	25,000	26,029	16,344	2,802	32	998	16							46,221	(3,779)	21,221
Travel	15,000	7,500	699	396	1,175	249	5,725	1,364							9,608	(5,392)	2,108
Office Expense																	
Supplies	32,500	16,250	1,593	1,986	2,477	1,886	1,517	1,932							11,391	(21,109)	(4,859)
Telephone	14,250	7,125	986	979	1,734	1,004	1,284	1,002							6,989	(7,261)	(136)
Computers/Hardware	9,805	4,903	92	-	4,102	33	4,666	474							9,367	(438)	4,464
Software/Backup/Internet	26,950	13,475	16,165	154	156	743	2,906	561							20,685	(6,265)	7,210
Managed Services/Maintenance	36,435	18,218	2,644	2,679	2,679	2,994	2,696	2,915							16,607	(19,828)	(1,611)
Insurance (Public Officials, General Liability, etc)	110,250	270	-	269	-	-	-	-							269	(109,981)	(1)
Auto Expense	7,500	3,750	471	381	454	562	270	900							3,038	(4,462)	(712)
Misc. Expenses	10,000	5,000	878	592	935	1,662	992	1,297							6,356	(3,644)	1,356
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	\$ 2,552,190	\$ 1,188,741	\$ 215,705	\$ 185,323	\$ 185,941	\$ 167,486	\$ 177,665	\$ 166,841	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,098,961	\$ (1,453,229)	\$ (89,780)
<u>BUSINESS DEVELOPMENT & MARKETING EXPENSES</u>																	
Marketing & Communications	\$ 75,000	\$ 37,500	\$ 5,586	\$ 175	\$ 18,323	\$ 3,080	\$ 4,644	\$ 1,721							\$ 33,529	\$ (41,471)	\$ (3,971)
Business Recruitment & Trade Shows	20,000	10,000	1,682	2,348	2,976	1,373	3,161	359							11,899	(8,101)	1,899
Real Estate Marketing	25,000	12,500	10,400	-	-	-	-	-							10,400	(14,600)	(2,100)
Douglas County GIS	10,500	-	-	-	-	-	-	-							-	(10,500)	-
Chelan-Douglas Trends	7,000	-	-	-	-	-	-	-							-	(7,000)	-
Small Business Development Center (WSU)	80,000	-	-	-	-	-	-	-							-	(80,000)	-
Promotional Hosting	7,000	3,500	-	-	127	104	1,297	-							1,528	(5,472)	(1,972)
TOTAL BUSINESS DEVELOPMENT & MARKETING EXPENSES	\$ 224,500	\$ 63,500	\$ 17,668	\$ 2,523	\$ 21,426	\$ 4,557	\$ 9,102	\$ 2,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 57,356	\$ (167,144)	\$ (6,144)

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)</u>																	
Our Valley, Our Future	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (30,000)	\$ -
WV Sports Foundation - Winter Special Olympics	7,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(7,000)	-
Wenatchee Downtown Association	3,000	3,000	-	-	-	-	-	3,000	-	-	-	-	-	-	3,000	-	-
Wenatchee Valley YMCA	10,000	10,000	-	-	-	-	-	10,000	-	-	-	-	-	-	10,000	-	-
Community Nonprofit ED Projects	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(100,000)	-
TOTAL ECONOMIC DEVELOPMENT CONTRACTS	\$ 150,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ (137,000)	\$ -
<u>COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)</u>																	
City of Bridgeport	\$ 5,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,250)	\$ -
City of Cashmere #1	12,582	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(12,582)	-
City of Cashmere #2	20,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(20,000)	-
Eastmont Metropolitan Park District	8,125	7,801	-	-	7,801	-	-	-	-	-	-	-	-	-	7,801	(324)	-
Manson Park & Recreation District	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-
Opportunity Placeholder	79,043	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(79,043)	-
TOTAL COMMUNITY PARTNERSHIP PROJECTS	\$ 150,000	\$ 7,801	\$ -	\$ -	\$ 7,801	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,801	\$ (142,199)	\$ -
<u>OTHER EXPENDITURES</u>																	
EPA Brownsfield Grant - Consultant Services	\$ 225,000	\$ 119,065	\$ 31,114	\$ 35,131	\$ 27,833	\$ 15,868	\$ 4,079	\$ 5,039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,064	\$ (105,936)	\$ (1)
PUD 5th Street Campus - Marketing & Legal	75,000	60	-	-	-	-	59	-	-	-	-	-	-	-	59	(74,941)	(1)
TOTAL OTHER EXPENDITURES	\$ 300,000	\$ 119,125	\$ 31,114	\$ 35,131	\$ 27,833	\$ 15,868	\$ 4,138	\$ 5,039	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,123	\$ (180,877)	\$ (2)
TOTAL EXPENSES	\$ 8,975,487	\$ 4,155,722	\$ 854,464	\$ 530,690	\$ 715,518	\$ 584,885	\$ 757,854	\$ 684,882	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,128,293	\$ (4,847,194)	\$ (27,429)
LESS OPERATING REVENUES	\$ 41,800,314	\$ 18,592,274	\$ 871,345	\$ 649,849	\$ 2,095,036	\$ 3,293,991	\$ 2,319,239	\$ 10,234,155	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,463,615	\$ (22,336,699)	\$ 871,341
NET RESULTS BEFORE CAPITAL PROJECTS	\$ 32,824,827	\$ 14,436,552	\$ 16,881	\$ 119,159	\$ 1,379,518	\$ 2,709,106	\$ 1,561,385	\$ 9,549,273	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,335,322	\$ (17,489,505)	\$ 898,770

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
CAPITAL PROJECTS																	
CASHMERE MILL DISTRICT																	
Brender Creek Management	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (110,000)	\$ -
North Sunset Lot (1.49 Acres) Site Prep	370,000	22,230	5,207	1,223	7,721	4,220	3,313	545							22,229	(347,771)	(1)
Capital Projects - Other	10,000	-	-	-	-	-	-	-							-	(10,000)	-
TOTAL CASHMERE MILL DISTRICT	\$ 490,000	\$ 22,230	\$ 5,207	\$ 1,223	\$ 7,721	\$ 4,220	\$ 3,313	\$ 545	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,229	\$ (467,771)	\$ (1)
Confluence Technology Center																	
Building Entrance Enhancement	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ -
Actapio Restoration	3,624,000	19,160	-	18,896	-	-	-	266							19,162	(3,604,838)	2
Building Management System Upgrade	39,963	39,963	-	-	39,963	-	-	-							39,963	-	-
VCC - Sound System	98,000	-	-	-	-	-	-	-							-	(98,000)	-
VCC - Ceiling Microphones	15,000	-	-	-	-	-	-	-							-	(15,000)	-
VCC - Quad Back Monitors	6,178	6,178	3,693	565	1,920	-	-	-							6,178	-	-
Capital Projects - Other	10,000	-	-	-	-	-	-	-							-	(10,000)	-
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 3,818,141	\$ 65,301	\$ 3,693	\$ 19,461	\$ 41,883	\$ -	\$ -	\$ 266	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,303	\$ (3,752,838)	\$ 2
MALAGA PROPERTIES																	
Malaga Waterline Extension - Phase I	\$ 2,000,000	\$ 120,305	\$ -	\$ -	\$ -	\$ 29,423	\$ 65,869	\$ 25,012							\$ 120,304	\$ (1,879,696)	\$ (1)
Malaga Wastewater System	500,000	22,205	-	-	-	5,824	16,382	-							22,206	(477,794)	1
Property Acquisition - Curtis	1,529,683	1,510,185	-	-	-	1,486,183	24,000	-							1,510,183	(19,500)	(2)
Property Acquisition - GBI Holding	1,960,813	133,865	-	-	95,000	10,259	27,516	1,092							133,867	(1,826,946)	2
Property Acquisition - Hayes	698,650	40,050	-	-	-	35,505	4,384	160							40,049	(658,601)	(1)
Property Acquisition - Miscellaneous	2,000,000	-	-	-	-	-	-	-							-	(2,000,000)	-
Second Source Water Study - Chelan County PUD	300,000	-	-	-	-	-	-	-							-	(300,000)	-
Malaga Utility Study	100,000	61,710	9,687	5,492	1,679	2,550	-	42,304							61,712	(38,288)	2
Property Due Diligence	123,789	72,820	49,360	15,958	1,080	6,423	-	-							72,821	(50,968)	1
Capital Projects - Other	15,000	15,000	-	-	14,043	-	-	8,066							22,109	7,109	7,109
TOTAL MALAGA PROPERTIES	\$ 9,227,935	\$ 1,976,140	\$ 59,047	\$ 21,450	\$ 111,802	\$ 1,576,167	\$ 138,151	\$ 76,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,983,251	\$ (7,244,684)	\$ 7,111
OLDS STATION BUSINESS PARK																	
IB #9 Emergency Power Shut Off	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (65,000)	\$ -
Capital Projects - Other	10,000	-	-	-	-	-	-	-							-	(10,000)	-
TOTAL OLDS STATION BUSINESS PARK	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (75,000)	\$ -

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>PANGBORN AIRPORT - CAPITAL</u>																	
FAA Sponsored Projects																	
Environmental Assessment	\$ 61,266	\$ 40,910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,910							\$ 40,910	\$ (20,356)	\$ -
Apron Rehab & Expansion	10,294,000	5,378,455	16,001	19,768	865,891	903,506	1,228,852	2,344,439							5,378,457	(4,915,543)	2
RPZ Land Acqui/Reloc - Lytle	761,697	688,110	650,787	4,474	16,147	12,287	4,415	-							688,110	(73,587)	-
RPZ Land Acqui/Reloc - VanWell	873,900	857,900	-	-	-	8,689	849,209	-							857,898	(16,002)	(2)
Taxiway Alpha Reconstruction - Phase I	1,566,666	692,740	235,996	310,614	125,956	9,942	5,020	5,210							692,738	(873,928)	(2)
CDRPA Funded Projects																	
Land Acquisition - Santa Cruz	1,212,800	54,080	-	-	-	2,023	52,057	-							54,080	(1,158,720)	-
Airport-Wide Wireless Network	19,500	645	-	-	-	-	-	646							646	(18,854)	1
Jet-A Reclaim Tank	75,000	-	-	-	-	-	-	-							-	(75,000)	-
Terminal Radio Repeater	150,000	-	-	-	-	-	-	-							-	(150,000)	-
Maintenance/Operations Equipment	140,500	-	-	-	-	-	-	-							-	(140,500)	-
Construction of MALSR System	3,485,000	112,530	12,312	14,649	30,246	37,603	14,752	2,967						112,529	(3,372,471)	(1)	
Jet-A Fuel Truck (5,000 gallon)	300,485	-	-	-	-	-	-	-							-	(300,485)	-
Commercial Air Service Support/Equipment	150,000	-	-	-	-	-	-	-							-	(150,000)	-
GA Building - Design Fees	474,258	57,435	-	-	124	-	-	57,311						57,435	(416,823)	-	
Baggage Screening Retrofit	75,000	-	-	-	-	-	-	-							-	(75,000)	-
Fencing Damage Repair	25,000	-	-	-	-	-	-	-							-	(25,000)	-
SW Hangar Pads Design	225,000	17,615	-	-	-	15,700	1,163	755						17,618	(207,382)	3	
GWID Irrigation Improvements	55,000	17,915	-	-	-	-	17,916	-						17,916	(37,084)	1	
Alternative Landing Strip Analysis	40,000	20,925	-	-	-	3,823	16,030	1,073						20,926	(19,074)	1	
Capital Projects Other	10,000	-	-	-	-	-	-	-							-	(10,000)	-
TOTAL PANGBORN AIRPORT - CAPITAL	\$ 19,995,072	\$ 7,939,260	\$ 915,096	\$ 349,505	\$ 1,038,364	\$ 993,573	\$ 2,189,414	\$ 2,453,311	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,939,263	\$ (12,055,809)	\$ 3
<u>PANGBORN BUSINESS PARK - CAPITAL</u>																	
Trades District	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (200,000)	\$ -
3306 Building Gutters/Siding Project	45,721	45,721	45,721	-	-	-	-	-							45,721	-	-
3310 Building HVAC Assessment	200,000	-	-	-	-	-	-	-							-	(200,000)	-
TOTAL PANGBORN BUSINESS PARK - CAPITAL	\$ 445,721	\$ 45,721	\$ 45,721	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,721	\$ (400,000)	\$ -
<u>REGIONAL PORT OFFICE/AVIATION CENTER</u>																	
Modular Building Roof	\$ 15,000	\$ 180	\$ -	\$ -	\$ -	\$ 182	\$ -	\$ -							\$ 182	\$ (14,818)	\$ 2
Carpet Replacement	90,050	88,138	-	-	-	781	125	87,232							88,138	(1,912)	-
Surveillance Camera System	50,000	-	-	-	-	-	-	-							-	(50,000)	-
Roof Repair/Gutter Modification	50,000	-	-	-	-	-	-	-							-	(50,000)	-
HVAC Replacement Phase II	482,900	377,920	149,172	-	228,748	-	-	-							377,920	(104,980)	-
Total RPA OFFICE/AVIATION CENTER	\$ 687,950	\$ 466,238	\$ 149,172	\$ -	\$ 228,748	\$ 963	\$ 125	\$ 87,232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 466,240	\$ (221,710)	\$ 2
<u>LAKE CHELAN AIRPORT - CAPITAL</u>																	
Capital Projects - Other	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (10,000)	\$ -
TOTAL LAKE CHELAN AIRPORT - CAPITAL	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,000)	\$ -
<u>MANSFIELD AIRPORT - CAPITAL</u>																	
Capital Projects Other	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							\$ -	\$ (10,000)	\$ -
TOTAL MANSFIELD AIRPORT - CAPITAL	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,000)	\$ -
<u>WATERVILLE AIRPORT - CAPITAL</u>																	
Runway Lighting - Design	\$ 56,916	\$ 28,255	\$ -	\$ 1,433	\$ -	\$ 15,261	\$ 2,992	\$ 8,569							\$ 28,255	\$ (28,661)	\$ -
Runway Lighting - Construction	430,000	-	-	-	-	-	-	-							-	(430,000)	-
Capital Projects Other	10,000	-	-	-	-	-	-	-							-	(10,000)	-
TOTAL WATERVILLE AIRPORT - CAPITAL	\$ 496,916	\$ 28,255	\$ -	\$ 1,433	\$ -	\$ 15,261	\$ 2,992	\$ 8,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,255	\$ (468,661)	\$ -

	2022 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<u>ORONDO RIVER PARK - CAPITAL</u>																	
Fuel Dock Removal	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (10,000)	\$ -
Dock Deck Repair	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-
Furnishing Replacements (Picnic tables, etc.)	15,000	12,856	-	-	-	-	-	12,856	-	-	-	-	-	-	12,856	(2,144)	-
Capital Projects Other	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(10,000)	-
TOTAL ORONDO RIVER PARK - CAPITAL	\$ 60,000	\$ 12,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,856	\$ (47,144)	\$ -
<u>COLUMBIA STREET PROPERTIES - CAPITAL</u>																	
Columbia Street Properties Adaptive Reuse	\$ 89,050	\$ 62,885	\$ 15,637	\$ -	\$ -	\$ 47,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,887	\$ (26,163)	\$ 2
Buildings G & I - Lighting	42,000	11,755	-	-	-	-	11,756	-	-	-	-	-	-	-	11,756	(30,244)	1
Building H - Fire Sprinkler/Upgrades	250,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(250,000)	-
Capital Projects Other	25,000	2,500	-	-	-	-	2,500	-	-	-	-	-	-	-	2,500	(22,500)	-
TOTAL COLUMBIA STR PROPERTIES - CAPITAL	\$ 406,050	\$ 77,140	\$ 15,637	\$ -	\$ -	\$ 47,250	\$ 14,256	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,143	\$ (328,907)	\$ 3
<u>OTHER CAPITAL</u>																	
Maintenance Pickup	\$ 37,378	\$ 37,378	\$ 34,234	\$ -	\$ -	\$ 3,470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,704	\$ 326	\$ 326
Regional Port Office Relocation Planning	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(50,000)	-
Opportunity Fund - Other	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(100,000)	-
TOTAL OTHER CAPITAL	\$ 187,378	\$ 37,378	\$ 34,234	\$ -	\$ -	\$ 3,470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,704	\$ (149,674)	\$ 326
TOTAL CAPITAL PROJECTS	\$ 35,910,163	\$ 10,670,519	\$ 1,227,807	\$ 393,072	\$ 1,428,518	\$ 2,640,904	\$ 2,348,251	\$ 2,639,413	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,677,965	\$ (25,232,198)	\$ 7,446
NET RESULTS AFTER CAPITAL PROJECTS	\$ (3,085,336)	\$ 3,766,033	\$ (1,210,926)	\$ (273,913)	\$ (49,000)	\$ 68,202	\$ (786,866)	\$ 6,909,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,657,357	\$ 7,742,693	\$ 891,324

CHELAN DOUGLAS
Regional Port
AUTHORITY

One Campbell Parkway, Suite A | East Wenatchee, WA 98802 | Phone: 509.884.4700 | Fax: 509.662.5151 | www.cdrpa.org

August 16, 2022

Clint Wall
Mayor
City of Mansfield
P.O. Box 218
Mansfield, WA 98830

Dear Mr. Wall,

Congratulations on your recent appointment as Mayor. The Chelan Douglas Regional Port Authority looks forward to working with you.

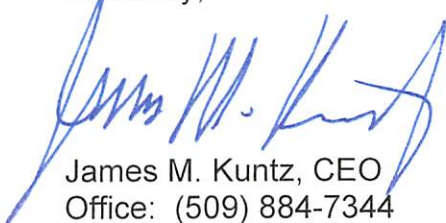
Recently, the Regional Port installed a software called Virtower, an airport operation tracking system, at the Mansfield Airport. The Virtower records airplane activity (landings and takeoffs) at the airport. Please see attached report.

The Regional Port has also installed Virtower software at the Pangborn Memorial Airport and the City of Chelan Airport. In the next few months, installation will take place at the Waterville Airport as well. I have included the reports for Pangborn and Chelan for your reference.

The Regional Port Board will use the Virtower reports to help guide future airport funding discussions. The initial Virtower report for Mansfield Airport indicates low aircraft activity. We hope that future monthly reports will show greater activity.

I am willing to meet with you or present at a future Mansfield City Council meeting on the activities of the Regional Port and talk about the future of Mansfield Airport.

Sincerely,



James M. Kuntz, CEO
Office: (509) 884-7344
Cell: (509) 336-5595

CC: Board of Directors
Airport Manager

BOARD OF DIRECTORS

Donn Etherington, Commissioner, Chelan County Dist. 1 | Jim Huffman, Commissioner, Douglas County Dist. 1 | JC Baldwin, Commissioner, Chelan County Dist. 2
W. Alan Loeb sack, Commissioner, Douglas County Dist. 2 | Richard DeRock, Commissioner, Chelan County Dist. 3 | Mark Spurgeon, Commissioner, Douglas County Dist. 3



Airport Operations Tracking

VirTower LLC

13721 Jetport Commerce Pkwy, Suite 2
Fort Myers FL 33913
Phone +1 888 31 70 747
virtower.com | info@virtower.com

Airport Operations

Snapshot Local Time

Start Date 07/01/2022 0:01 LT
End Date 07/31/2022 23:59 LT

Creation

08/04/2022 8:32

User

trent_moyers

Customer ID

KEAT

PANGBORN

Landings		Take-Offs		Totals	
Airline	62	Airline	60	Airline	122
Business Jet	51	Business Jet	44	Business Jet	95
Helicopter	42	Helicopter	45	Helicopter	87
Military Helicopter	1	Military Helicopter	1	Military Helicopter	2
Multi Engine	58	Multi Engine	58	Multi Engine	116
Other	1	Other	2	Other	3
Single Engine	565	Single Engine	560	Single Engine	1125
TOTAL	780	TOTAL	770	TOTAL	1550

LAKE CHELAN

Landings		Take-Offs		Totals	
Business Jet	3	Business Jet	4	Business Jet	7
Helicopter	39	Helicopter	62	Helicopter	101
Multi Engine	9	Multi Engine	9	Multi Engine	18
Single Engine	449	Single Engine	394	Single Engine	843
TOTAL	500	TOTAL	469	TOTAL	969

MANSFIELD

Landings		Take-Offs		Totals	
Single Engine	2	Single Engine	3	Single Engine	5
TOTAL	2	TOTAL	3	TOTAL	5



Acct Name: CHELAN DOUGLAS REGIONAL PORT

SUMMARY - USD

Page 1

Acct Number: XXXXXX013

For period 07/01/2022 - 07/31/2022

ACTIVITY - Settled/Cleared Cash Activity

Transaction Type	Amount
Purchases	0.00
Purchase Reversals	0.00
Sales	0.00
Sale Reversals	0.00
Withdrawals	0.00
Receipts	0.00
Deliveries	0.00
Principal Reversals	0.00
Interest	4,062.50
Interest Reversals	0.00
Interest Adjustments	0.00
Maturities	0.00
Calls	0.00
Puts	0.00
Paydowns	0.00
Paydown Adjustments	0.00
Payups	0.00
Payup Adjustments	0.00
Cash Dividends	0.00
Balance Changes	0.00
Stock Dividends	0.00
Closeouts	0.00
Closeout Dividends	0.00
Net Activity	4,062.50

Your Sales Representative is: SAFEKEEPING OPERATIONS
(800) 236-4221

Statement Contents

- *Summary
- *Activity - Settled/Cleared Cash Activity
- *Activity - Projected Activity for Next Statement Period
- *Holdings
- *Cash Flow Projections

HOLDINGS - Custody

Category	Par/Shares	Original Face	Principal Cost	Market Value
Treasury Obligations	1,000,000.00000	1,000,000.00000	987,675.79	946,425.50
US Government Agency Securities	3,000,000.00000	3,000,000.00000	3,091,883.50	2,977,114.50
Total Custody Holdings	4,000,000.00000	4,000,000.00000	4,079,559.29	3,923,540.00



Acct Name: CHELAN DOUGLAS REGIONAL PORT

ACTIVITY - USD

Page 2

Acct Number: XXXXXX013

Settled/Cleared Cash Activity

For period 07/01/2022 - 07/31/2022

Date Ticket	Activity	Description	Rate Maturity	Par/Shares Price/NAV	Security ID	Amount
07/07/2022 392209425	Interest	FEDERAL NATL MORTGAGE ASSN 01/07/25	1.625 01/07/2025		3135G0X24	4,062.50
Net Activity						4,062.50



Acct Name: CHELAN DOUGLAS REGIONAL PORT

ACTIVITY - USD

Page 3

Acct Number: XXXXXXXX013

Projected Activity for Next Statement Period

Date Ticket	Activity	Description	Rate Maturity	Par/Shares Price/NAV	Security ID	Amount
08/05/2022 392209427	Interest	FEDERAL NATL MORTGAGE ASSN 02/05/24	2.500 02/05/2024		3135GOV34	6,250.00
08/31/2022 392218130	Interest	U.S. Treasury Notes	.250 08/31/2025		91282CAJ0	625.00
Net Projected Activity						6,875.00



Acct Name: CHELAN DOUGLAS REGIONAL PORT

HOLDINGS AS OF 07/31/2022 - USD

Page 4

Acct Number: XXXXXXXX013

CUSTODY

Maturity	Security ID Ticket	Rate Acq Date	Description	Par/Shares Original Face	Principal Cost	Market Value NAV
Treasury Obligations						
10/31/2023	91282CDD0 392221580	.375 01/22	U S TREASURY NOTE .375 NOTE 2023	500,000.00 500,000.00	495,703.13	484,433.50
08/31/2025	91282CAJ0 392218130	.250 08/21	U.S. Treasury Notes .250, 08/31/2025	500,000.00 500,000.00	491,972.66	461,992.00
Treasury Obligations Total				1,000,000.00000	987,675.79	946,425.50
US Government Agency Securities						
10/13/2022	3133ELGN8 392209430	1.600 02/20	FEDERAL FARM CREDIT BANK 10/13/22	500,000.00 500,000.00	502,900.00	498,928.50
12/09/2022	313381BR5 392209429	1.875 02/20	FEDERAL HOME LOAN BANK 12/09/22	500,000.00 500,000.00	506,935.00	498,317.50
06/19/2023	3137EAEN5 392209428	2.750 02/20	FEDERAL HOME LOAN MTG CORP 06/19/23	500,000.00 500,000.00	522,897.50	499,032.50
02/05/2024	3135G0V34 392209427	2.500 02/20	FEDERAL NATL MORTGAGE ASSN 02/05/24	500,000.00 500,000.00	521,402.50	497,199.00
09/13/2024	3130A2UW4 392209426	2.875 02/20	FEDERAL HOME LOAN BANK 09/13/24	500,000.00 500,000.00	532,965.00	499,000.50
01/07/2025	3135G0X24 392209425	1.625 02/20	FEDERAL NATL MORTGAGE ASSN 01/07/25	500,000.00 500,000.00	504,783.50	484,636.50
US Government Agency Securities Total				3,000,000.00000	3,091,883.50	2,977,114.50
Total Custody Holdings				4,000,000.00000	4,079,559.29	3,923,540.00



Acct Name: CHELAN DOUGLAS REGIONAL PORT
 Acct Number: XXXXXXX013

CASH FLOW PROJECTIONS - USD
 For The Next 12 Months

Last Pay Date	Ticket	Aug 22	Sep 22	Oct 22	Nov 22
Security ID		Dec 22	Jan 23	Feb 23	Mar 23
Description		Apr 23	May 23	Jun 23	Jul 23
10/13/2022	392209430	0.00	0.00	504,000.00	0.00
3133ELGN8		0.00	0.00	0.00	0.00
FEDERAL FARM CREDIT BANK		0.00	0.00	0.00	0.00
12/09/2022	392209429	0.00	0.00	0.00	0.00
313381BR5		504,687.50	0.00	0.00	0.00
FEDERAL HOME LOAN BANK		0.00	0.00	0.00	0.00
06/19/2023	392209428	0.00	0.00	0.00	0.00
3137EAEN5		6,875.00	0.00	0.00	0.00
FEDERAL HOME LOAN MTG CORP		0.00	0.00	506,875.00	0.00
10/31/2023	392221580	0.00	0.00	937.50	0.00
91282CDD0		0.00	0.00	0.00	0.00
U S TREASURY NOTE		0.00	937.50	0.00	0.00
02/05/2024	392209427	6,250.00	0.00	0.00	0.00
3135GOV34		0.00	0.00	6,250.00	0.00
FEDERAL NATL MORTGAGE ASSN		0.00	0.00	0.00	0.00
09/13/2024	392209426	0.00	7,187.50	0.00	0.00
3130A2UW4		0.00	0.00	0.00	7,187.50
FEDERAL HOME LOAN BANK		0.00	0.00	0.00	0.00
01/07/2025	392209425	0.00	0.00	0.00	0.00
3135G0X24		0.00	4,062.50	0.00	0.00
FEDERAL NATL MORTGAGE ASSN		0.00	0.00	0.00	4,062.50
08/31/2025	392218130	625.00	0.00	0.00	0.00
91282CAJ0		0.00	0.00	625.00	0.00
U.S. Treasury Notes		0.00	0.00	0.00	0.00
		6,875.00	7,187.50	504,937.50	0.00
		511,562.50	4,062.50	6,875.00	7,187.50
		0.00	937.50	506,875.00	4,062.50
Total Projected Cash Flow		1,560,562.50			

Projections are made only on holdings paid through U.S. Bank and are not guaranteed.



RECEIVED

AUG 08 2022

**CHELAN DOUGLAS
REGIONAL PORT AUTHORITY**

Chelan Douglas Regional Port Authority Calendar of Events

8/19/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
August 2022				
August 21-23	Sun-Tuesday	AAAE General Aviation Conference - San Francisco		Session #4: Trends & Issues with GA Hangar Development
August 23	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
August 27	Saturday	Wenatchee Wine & Food Festival		
September 2022				
September 5	Monday	Labor Day Office Closed		
September 8	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
September 13	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
September 13-16	Tues-Friday	WFOA 2022 Conference; Tacoma, WA	M. Lough	Conference & Room Booked
September 14	Wednesday	NCWEDD Meeting	Commissioner Huffman	
September 15	Thursday	CERB Board Meeting - Best Western Plus Port of Camas-Washougal Convention Center, Washougal, WA	Commissioners DeRock & Spurgeon	Re: Trades District
September 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
September 21	Wednesday	NCW Tech Alliance Board Meeting; 3:00 am		
September 27	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
September 27	Tuesday	Tri-Commission Meeting ; 1:00P	Board of Directors; staff	
September 27-29	Tues - Thurs	NW AAAE - Jackson Hole, WY	Trent Moyers	
October 2022				
October 11	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 12	Wednesday	NCWEDD Meeting	Commissioner Huffman	
October 12-14	Wednesday - Fri	PNWA Annual Convention - AC Hotel Vancouver Waterfront		
October 13	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
October 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
October 19	Wednesday	NCW Tech Alliance Board Meeting; 3:00 am		
October 19	Wednesday	Douglas County Community Leadership Advisory Committee; 2:30 pm; Executive Flight/Zoom		
October 19-21	Wednesday - Fri	2022 RevitalizeWA Conference; Wenatchee	S. de Mestre	Early Bird Reg until 8/31
October 20-21	Thursday - Friday	WPPA Small Ports Seminar; Enzian Inn, Leavenworth		Registration Not Open
October 25	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 26	Wednesday	Partner Breakfast; Convention Center; 7:30am-9am		Center Confirmed; Jack Penning as Speaker confirmed
October 27	Thursday	Partner Lunch; Convention Center; 11:30am-1pm		Center Confirmed; Jack Penning as Speaker confirmed

Chelan Douglas Regional Port Authority Calendar of Events

8/19/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
November 2022				
November 3	Thursday	CDRPA Board Retreat; Pybus Event Center; 10:00am-4:00pm	Board of Directors; staff	Event center reserved
November 8	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 9	Wednesday	NCWEDD Meeting	Commissioner Huffman	
November 10	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
November 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
November 16	Wednesday	NCW Tech Alliance Board Meeting; 3:00 am		
November 22	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 24	Thursday	Thanksgiving/Office Closed		
November 25	Friday	Thanksgiving/Office Closed		
December 2022				
December 7 - 8	Wed-Thursday	WPPA 2022 Annual Meeting; Hotel Murano		
December 8	Thursday	CDTC Board Meeting 9:00 AM	Commissioners Baldwin & DeRock	
December 13	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
December 14	Wednesday	NCWEDD Meeting	Commissioner Huffman	
December 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
December 21	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
December 23	Friday	Christmas Eve Holiday Observed Office Closed		
December 26	Monday	Christmas Day Holiday Observed Office Closed		
December 27	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	