



*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  
November 8<sup>th</sup>, 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. CONSENT AGENDA**

- **CDRPA:** Approval of October 25th, 2022, Meeting Minutes and Check Register Pages #2022-40 through #2022-43, including Electronic Transfers.
- **PODC:** Approval of Port of Douglas County Check Register Page #2022-03.

**VI. PUBLIC HEARING**

- **Chelan Douglas Regional Port Authority Proposed 2022 Supplemental Budget – Public Hearing**
  - Open Public Hearing
  - Receive Public Comment
  - Close Public Hearing
- **Port of Chelan County Preliminary 2023 Budget – Public Hearing**
  - Open Public Hearing
  - Receive Public Comment
  - Close Public Hearing
- **Port of Douglas County Preliminary 2023 Budget – Public Hearing**
  - Open Public Hearing
  - Receive Public Comment
  - Close Public Hearing

- **Chelan Douglas Regional Port Authority Preliminary 2023 Budget – Public Hearing**
  - Open Public Hearing
  - Receive Public Comment
  - Close Public Hearing

**VII. ACTION ITEMS**

- **CDRPA:**
  - (1) Authorization to Award – Malaga Waterline Pipes, Valves and Appurtenances
  - (2) Authorization to Award and Establish a Project Budget – CTC Salvage, Demolition, and Restoration
- **PORT OF CHELAN COUNTY:**
  - (3) **Adoption of Port of Chelan County 2023 Tax Levy**
    - A. **POCC Resolution No. 2022-05** – Setting the 2023 Levy Limit Factor to 101%
    - B. **POCC Resolution No. 2022-06** - Authorizing 1% Levy Increase in 2023
    - C. **2023 Levy Certification**
- **PORT OF DOUGLAS COUNTY:**
  - (4) **Adoption of Port of Douglas County 2023 Tax Levy**
    - A. **PODC Resolution No. 2022-04** – Setting the 2023 Levy Limit Factor to 101%
    - B. **PODC Resolution No. 2022-05** - Authorizing 1% Levy Increase in 2023
    - C. **2023 Levy Certification**

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

- (5) Review Proposed 2022 Supplemental Budget #2
- (6) Review Proposed 2023 Preliminary Budget
- (7) Recap Partners Breakfast and Lunch Events
- (8) Governmental Affairs Representation – Federal
- (9) Chelan Airport Waterline Project

**IX. 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

**X. PUBLIC COMMENT**

**XI. REVIEW CALENDAR OF EVENTS**

**XII. ITEMS FROM BOARD OF DIRECTORS**

**XIII. 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))

#### **XIV. 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  
Meeting Minutes  
October 25<sup>th</sup>, 2022  
9:00 am**

**Present:**

**Directors:**

*Donn Etherington, Director  
Jim Huffman, Director  
JC Baldwin, Director*

*W. Alan Loeb sack, Director  
Mark Spurgeon, Director (Zoom)  
Richard DeRock, Director*

**Staff:**

*Jim Kuntz, Chief Executive Officer  
Monica Lough, Director of Finance & Admin.  
Ron Criddlebaugh, Director of Econ. Dev.  
Trent Moyers, Director of Airports  
Craig Larsen, Bus. Dev. Mngr.  
Stacie de Mestre, Capital Projects Mngr.  
Ron Russ, Property & Maintenance Mngr.  
Tricia Degnan, CTC Manager (Zoom)*

*Sarah Deenik, Comm. Specialist  
Julie Avis, Acct. Specialist (Zoom)  
Lorena Amador, Acct. Specialist (Zoom)  
Brooke Lammert, Executive Assistant  
Bobbie Chatriand, Admin Assistant  
Laura Camarillo-Reyes, Admin Asst. (Zoom)  
Colby Goodrich, FBO Manager (Zoom)*

**Legal Counsel:**

*Quentin Batjer, Davis Arneil Law Firm, LLP  
Peter Fraley, Ogden Murphy Wallace P.L.L.C.*

**Guests:**

*Celina Venegas-Sanchez (Zoom)  
Susan Purvis (Zoom)  
Eric Howe, RH2 Engineering (Zoom)  
Jerrri Barkley (Zoom)*

*KPQ Radio (Zoom)  
Emily Thornton, Wenatchee World (Zoom)  
Don Flick (Zoom)*

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

**Introductions were made.**

**Conflicts of Interest:** Commissioner Baldwin announced a conflict of interest with Action Item #2 - Authorization to Enter into Governmental Affairs Agreement. She will recuse herself from the meeting for the entirety of discussion and any potential motion on this item.

**PUBLIC COMMENTS:** None

## **CDRPA CONSENT AGENDA**

The Chelan Douglas Regional Port Authority Consent Agenda consisting of October 11<sup>th</sup>, 2022, Meeting Minutes and September 2022 Commission Calendar was presented.

**Motion No.**

Moved by:

Seconded by:

**10-04-22**

Jim Huffman

Richard DeRock

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of October 11<sup>th</sup>, 2022 Meeting Minutes and September 2022 Commission Calendar.

*Motion Passed 6-0*

## **INFORMATIONAL ITEMS:**

**Terminal Apron Reconstruction Project** – Chris Mansfield with Ardurra Group, Inc. gave an update on additional electrical infrastructure needed to outfit the airport for upcoming jet aircraft which was not initially accounted for in the project planning. It was noted that this will be at no additional cost to the Chelan Douglas Regional Port Authority. Estimated cost of the project is approximately \$400,000 with a portion of the project eligible for FAA Funding.

## **CDRPA ACTION ITEMS:**

### **The Trades District – Professional Services Agreement with Design West**

de Mestre shared that Design West Architects was picked out of three firms that submitted proposals for the project. de Mestre conducted a reference with the City of Chelan on Design West's work and received a good review. The project is expected to take six months and will be out for bid in May. The following motion was made:

**Motion No.**

Moved by:

Seconded by:

**10-05-22**

W. Alan Loeb sack

Richard DeRock

To authorize the CEO to award The Trades District Professional Services Agreement to Design West in the amount of \$1,125,000 for design and construction.

*Motion passed 6-0*

### **CDRPA Resolution No. 2022-11 – Adoption of Chelan Douglas Regional Port Authority 2023 Rates and Charges**

Kuntz reviewed the proposed 2023 Rates and Charges for Regional Port Properties, noting some changes since prior meeting. Commissioner Etherington questioned hangar prices being listed under Mansfield Airport and Kuntz clarified that these are land lease rates for the airport. It will be noted that any land lease at the Mansfield Airport is subject to Board review. The following motion was made:

**Motion No.**

Moved by:

Seconded by:

**10-06-22**

Richard DeRock

W. Alan Loeb sack

To adopt CDRPA Resolution No. 2022-11 Setting 2023 Chelan Douglas Regional Port Authority Rates and Charges.

*Motion passed 6-0*

**Director Baldwin left the room at 9:36am to recuse herself from Action Item #2.**

### **Authorization to Enter into Governmental Affairs Agreement**

Five firms were sent invitations to bid with two firms responding – Christophersen Inc and Lodestar Partners. Interviews of each firm were conducted by Jim Kuntz, Commissioner DeRock, Commissioner Spurgeon, Monica Lough, Ron Cridlebaugh, and Stacie de Mestre where they were each numerically ranked. Lodestar scored the highest during the interview process and Commissioner DeRock noted that the firm seemed the most qualified and capable of serving the Regional Port's needs. Quentin Batjer, Legal Counsel, was called upon to discuss the conflict of interest with Commissioner Baldwin – as her son works for the firm. Batjer notated that no direct or indirect financial interest was found. The following motion was made:

**Motion No.**

Moved by:

Seconded by:

**10-07-22**

Richard DeRock

W. Alan Loeb sack

To authorize the CEO to enter into a Governmental Affairs Agreement with Lodestar Partners.

*Motion passed 5-0*

### **Director Baldwin returned to the room at 9:48am.**

### **Executive Flight Building – Hangar Doors**

Russ gave an update to the board on the state of the display hangar door and the malfunction that occurred. A specialist from Wilson Doors was flown in to assess the damage and recommend repairs. Staff requests that the board approve both quotes given by Wilson Doors – one to fix the current damage and the second to update hinges on all hangar doors to prevent further damage and elongate lifespan. Commissioner Baldwin made the ask that the doors in the FedEx Hangar also be reviewed when the Regional Port takes the building over. The following motion was made:

**Motion No.**

Moved by:

Seconded by:

**10-08-22**

Richard DeRock

W. Alan Loeb sack

To authorize the CEO to proceed with hangar door repairs with Hangar Door Specialists, LLC.

*Motion passed 6-0*

### **Director Baldwin called for a 10-minute break at 10:00 a.m. The meeting reconvened at 10:10 a.m.**

### **ADDITIONAL INFORMATIONAL ITEMS:**

**Meeting with Horizon Air** – Kuntz provided an update on recent Horizon Airlines meeting with Joe Sprague, President of Horizon. Sprague spoke on the pilot shortage and current flight schedule plans. Kuntz notated a conversation was had regarding Pangborn's low lease rates with Horizon, which has not resulted in more air service. Other Easter Washington Airports have substantially higher operating charges to Horizon yet have the same level of air service as Wenatchee.

**Air Service Conference Report** - Commissioner Spurgeon, Commissioner Etherington and Moyers shared insights into the conference and meetings held with various airlines. The focus was on additional options for air service in the region and how to solve the flight schedule issue outside of Horizon.

**Regional Aquatics Center Update** – Kuntz reported there remains support from local governments and community members to undertake a regional aquatics facility study. The CDRPA will prepare a detailed scope of work to review at the next aquatics meeting on December 7th. It was noted that the CDRPA will not cover the entire cost of the study, which is estimated to be \$300,000.

## **MISCELLANEOUS STAFF REPORTS:**

### **Kuntz provided information and updates including:**

- Discussed with the Board the possibility of a unified tax levy.
- The need to review and rank legislative priorities for the upcoming Washington State Legislative Session.
- Updated on the GA Terminal grant submission and the letters of support received.
- Updated the board on the City of Wenatchee's purchase of property off Ohme Gardens Road for an additional RV site for the homeless.

### **Moyers provided information and updates including:**

- Moyers gave an update on the scheduled runway closures at Pangborn Airport to conduct work on the MALSR project. He noted that the closure will be used as an additional opportunity to obtain drone footage of the airport.

### **de Mestre provided information and updates including:**

- Updated that the Cashmere wood waste removal project should come in under budget and that the site was able to be brought up to the original grade.
- de Mestre shared with the board on the CTC Salvage and Restoration project. There were 35 attendees at a recent meeting. Bids are due November 2<sup>nd</sup>.
- Updated the Board on the Revitalize Washington Conference for the Main Street Program which covered adaptive reuse and showcased Downtown Wenatchee.

### **Russ provided information and updates including:**

- Russ notified the Board that three bids to remove trailers were received for the Malaga Property and that the bid was awarded to Hurst Construction.

### **Larsen provided information and updates including:**

- Larsen updated the Board on the Economic Development meeting he was asked to join with the City of Leavenworth.

### **Deenik provided information and updates including:**

- Deenik notified the Board of the current RSVPs for the Economic Development Partner Breakfast and Lunch taking place this week.

### **Degnan provided information and updates including:**

- Degnan provided an update on the Q3 CTC Report. Revenue is continuing to trend upward with September 2022 as a record high.

**PUBLIC COMMENTS:** An opportunity for public comment was provided. No public comments were received.

**REVIEW CALENDAR OF EVENTS:** Several dates and events were reviewed.

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

### **EXECUTIVE SESSION:**

Executive session was announced at 12:07 p.m. for a period of thirty-minutes with no action anticipated at the conclusion of the session. 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 was extended for 10 minutes at 12:37 p.m. and extended for another 10 minutes at 12:47 p.m. Executive session concluded at 12:57 p.m.

The meeting reconvened in Regular Session with no action taken and was adjourned at 1:04pm.

Signed and dated this 8<sup>th</sup> day of November 2022.

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

\_\_\_\_\_  
JC Baldwin, Director

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Jim Huffman, Director

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Donn Etherington, Director

\_\_\_\_\_  
Mark Spurgeon, Director

\_\_\_\_\_  
Richard DeRock, Director

\_\_\_\_\_  
W. Alan Loeb sack, Director



**Chelan Douglas Regional Port Authority**  
**Check Register Listing**  
**2022-October**

<u>Date Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>First #</u>	<u>Last #</u>	<u>Amount</u>
10/14/22		Mid-Month Employee Advances		ACH	\$2,000.00
10/14/22	2022-40	Mid-Month Payables	10466	10540	\$462,660.18
10/25/22	2022-41	Payroll Quarterlies	10541	10542	\$12,500.45
10/26/22		WA Dept of Revenue - Sales Tax		ACH	\$7,980.67
10/31/22	2022-42	October 2022 Payroll	10543	10545	\$274,540.89
10/31/22	2022-43	Month-End Payables	10546	10607	\$1,981,825.37
Transactions for approval November 8, 2022 total:					\$2,741,507.56

We, the undersigned Directors of the Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify the merchandise or services hereinafter have been received and that the checks listed above are approved for payment.

Chief Executive Officer 

Dir of Finance & Admin. 

Director Baldwin \_\_\_\_\_

Director Etherington \_\_\_\_\_

Director DeRock \_\_\_\_\_

Director Huffman \_\_\_\_\_

Director Loeb sack \_\_\_\_\_

Director Spurgeon \_\_\_\_\_

**Chelan Douglas Regional Port Authority  
Check Register  
2022-40**

We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval October 15, 2022 checks 10466 - 10540 in the amount of **\$462,660.18**

Jim Kuntz, Chief Executive Officer \_\_\_\_\_

Monica Lough, Director of Finance & Admin \_\_\_\_\_

<u>Date Issued</u>	<u>Claimant</u>	<u>Purpose</u>	<u>Check Number</u>	<u>Amount</u>
<b><u>CASHMERE MILL DISTRICT</u></b>				
10/15/2022	Chelan County PUD	Utilities	10481	903.52
10/15/2022	City of Cashmere	Utilities	10484	746.36
10/15/2022	Home Depot Pro	Maintenance Supplies	10506	12.25
10/15/2022	Waste Management	Utilities	10533	405.24
	<b>Net Cashmere Mill District</b>			<b>\$2,067.37</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
10/15/2022	Banner Bank - TD	Office/Coffee Supplies	10477	823.97
10/15/2022	Chelan County PUD	Utilities	10481	9,696.71
10/15/2022	City of Wenatchee	Utilities	10486	767.15
10/15/2022	Consolidated Electrical Distributors, Inc.	Maintenance Supplies	10489	150.39
10/15/2022	Cordell, Neher & Company, PLLC	CTC Reservation Cancellation Refund	10490	2,687.73
10/15/2022	Crown Paper & Janitorial Supply	Janitorial Supplies	10492	453.45
10/15/2022	Firefly	VCC Zoom Room PC Build	10499	860.88
10/15/2022	GFC Services	Meeting Room Setups/Janitorial Services	10502	6,293.37
10/15/2022	Home Depot Pro	Maintenance Supplies	10506	31.86
10/15/2022	Johnson Controls	Building Repairs	10509	1,110.08
10/15/2022	Lowe's	Maintenance Supplies	10514	233.30
10/15/2022	North Cascades Heating & A/C, Inc	HVAC Maintenance	10516	5,438.15
10/15/2022	North Central ESD	Contract Service - September	10517	10,167.50
10/15/2022	Pacific Security	Patrol Service	10523	444.00
10/15/2022	Waste Management	Utilities	10533	1,158.85
10/15/2022	Weinstein Beverage Co.	Coffee Supplies	10534	257.14
10/15/2022	Zoom Video Communications, Inc	Zoom Licensing	10539	8.09
	<b>Net Confluence Technology Center</b>			<b>\$40,582.62</b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
10/15/2022	Banner Bank - RR	Building Repairs	10475	112.97
10/15/2022	Chelan County PUD	Utilities	10481	897.89
10/15/2022	City of Wenatchee	Utilities	10486	728.62
10/15/2022	LocalTel Communications	Building Repairs	10513	3,687.62
	<b>Net Downtown Wenatchee South</b>			<b>\$5,427.10</b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-40**

**OLDS STATION BUSINESS PARK**

10/15/2022	Chelan County PUD	Utilities	10481	2,420.56
10/15/2022	Chelan County Treasurer	Irrigation	10482	805.87
10/15/2022	City of Wenatchee	Utilities	10486	883.93
10/15/2022	Home Depot Pro	Maintenance Supplies	10506	32.55
10/15/2022	Jerry's Auto Supply	Equipment Maintenance	10508	12.27
10/15/2022	Keyhole Security Inc.	Building Repairs	10511	21.72
10/15/2022	Pacific Security	Patrol Services	10523	888.00
10/15/2022	Stemilt Organic Recycling Center	Landscaping Waste	10530	30.00
10/15/2022	Waste Management	Utilities	10533	139.88
	<b>Net Olds Station Business Park</b>			<b>\$5,234.78</b>

**PANGBORN AIRPORT**

10/15/2022	Ag Supply Co.	Fuel	10466	53.41
10/15/2022	Airside Solutions, Inc.	Airfield Maintenance	10467	2,519.96
10/15/2022	AvFuel Corp	Fuel	10468	41,188.20
10/15/2022	Banner Bank - CG	FBO Expenses	10470	35.11
10/15/2022	Banner Bank - TF	Aviation/Vehicle Maintenance	10478	1,432.44
10/15/2022	Banner Bank - TM	Phone Service, AAAE Meeting, VirTower	10479	1,909.20
10/15/2022	Cintas Corporation	FBO Expenses; Uniforms	10483	48.94
10/15/2022	Consolidated Electrical Distributors, Inc	Terminal Maintenance	10489	13.59
10/15/2022	Doug's Diesel Repair Inc	Fuel Truck Repair	10495	3,375.55
10/15/2022	Douglas County PUD	Utilities	10497	1,932.00
10/15/2022	FedEx	Airport Expenses	10498	17.76
10/15/2022	FlashParking, Inc.	Parking Fees	10500	12.51
10/15/2022	GCR Tires & Service	Vehicle Maintenance	10540	1,126.48
10/15/2022	Home Depot Pro	Maintenance Supplies	10506	77.33
10/15/2022	Jerry's Auto Supply	Vehicle Maintenance	10508	90.26
10/15/2022	Lowe's	Terminal Maintenance	10514	117.86
10/15/2022	Marcus Orr	Work Gear	10515	145.58
10/15/2022	OmniPark, Inc.	Parking Lot Expenses	10519	366.07
10/15/2022	Oxarc, Inc.	FBO Expenses; Oxy Cylinders	10521	82.94
10/15/2022	Pacific Security	Patrol Services	10523	444.00
10/15/2022	RACOM Corporation	Terminal Maintenance	10524	571.05
10/15/2022	Resort Radio, LLC	Festival of Flight - Radio Ads	10525	360.00
10/15/2022	Ricoh USA, Inc	Support Software	10526	16.75
10/15/2022	Ryan Seagondollar	Customer Parking Refund	10527	54.15
10/15/2022	T-O Engineers	Professional Fees	10531	1,697.50
10/15/2022	Volaire Aviation Inc	Air Service Dev Retainer	10532	4,000.00
10/15/2022	Waste Management	Utilities	10533	858.92
	<b>Net Pangborn Airport</b>			<b>62,547.56</b>

**PANGBORN BUSINESS PARK**

10/15/2022	Banner Bank - TF	Janitorial Supplies	10478	91.20
10/15/2022	Douglas County PUD	Utilities	10497	1,261.00
10/15/2022	Harvest Valley Pest Control, Inc.	Pest Control	10505	157.61
10/15/2022	Lowe's	Building Supplies	10514	61.89
10/15/2022	York Building Services, Inc.	Janitorial Service	10537	1,788.00
10/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10538	2,371.77
	<b>Net Pangborn Business Park</b>			<b>\$5,731.47</b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-40**

<b><u>RPA OFFICE/AVIATION CENTER</u></b>				
10/15/2022	Banner Bank - PE	Janitorial Supplies	10472	101.59
10/15/2022	Douglas County PUD	Utilities	10497	1,097.00
10/15/2022	iPro Building Services, LLC	Janitorial Service - October 2022	10507	750.00
10/15/2022	Waste Management	Utilities	10533	377.27
10/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10538	1,581.18
	<b>Net RPA Office/Aviation Center</b>			<b>3,907.04</b>
 <b><u>LAKE CHELAN AIRPORT</u></b>				
10/15/2022	Banner Bank - TM	VirTower Software	10479	400.00
10/15/2022	Chelan County PUD	Utilities	10481	24.32
10/15/2022	City of Chelan	4th Qtr - 2022 Airport Operations	10485	11,548.00
10/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10538	433.20
	<b>Net Lake Chelan Airport</b>			<b>12,405.52</b>
 <b><u>MANSFIELD AIRPORT</u></b>				
10/15/2022	Banner Bank - TM	VirTower Software	10479	400.00
10/15/2022	Douglas County PUD	Utilities	10497	47.00
	<b>Net Mansfield Airport</b>			<b>447.00</b>
 <b><u>WATERVILLE AIRPORT</u></b>				
10/15/2022	Banner Bank - TM	VirTower Software	10479	400.00
	<b>Net Waterville Airport</b>			<b>400.00</b>
 <b><u>ORONDO RIVER PARK</u></b>				
10/15/2022	Home Depot Pro	Maintenance Supplies	10506	35.05
10/15/2022	Pacific Security	Patrol Service	10523	1,056.00
10/15/2022	Waste Management	Utilities	10533	130.10
10/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10538	4,548.60
	<b>Net Orondo River Park</b>			<b>\$5,769.75</b>
 <b><u>ADMINISTRATIVE &amp; GENERAL</u></b>				
10/15/2022	Banner Bank - JK	Lunch Meetings	10471	92.86
10/15/2022	Banner Bank - PE	Lodging, Office Supplies, Board Mtg	10472	2,441.71
10/15/2022	Banner Bank - RC	Lodging - CERB Presentation	10473	310.05
10/15/2022	Banner Bank - RD	CERB Meeting - R DeRock	10474	190.35
10/15/2022	Banner Bank - RR	Software	10475	119.12
10/15/2022	Cascade Quality Water	Bottled Water - Office	10480	56.05
10/15/2022	Coleman Oil Company	Fuel	10488	841.95
10/15/2022	CPI Printing	Business Cards - B Lammert	10491	56.27
10/15/2022	K&L Gates LLP	Energy Consult	10510	5,281.60
10/15/2022	Lowe's	Supplies	10514	15.41
10/15/2022	ODP Business Solutions LLC	Office Supplies	10518	261.91
10/15/2022	Stacie de Mestre	Mileage	10529	159.12
10/15/2022	Xerox Corporation	Printer Contract	10536	169.76
	<b>Net Administrative &amp; General</b>			<b>\$9,996.16</b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-40**

**BUSINESS DEVELOPMENT & MARKETING**

10/15/2022	Banner Bank - JK	Promotional Hosting	10471	62.21
10/15/2022	Banner Bank - PE	Job Posting - Executive Assistant	10472	422.90
10/15/2022	Banner Bank - RC	Marketing	10473	335.56
10/15/2022	Banner Bank - RD	Logo Wear	10474	328.18
10/15/2022	GoUSA, Inc.	Logo Wear	10503	271.28
10/15/2022	Wenatchee World	Wenatchee Wine & Food Sponsorship	10535	3,000.00
	<b>Net Business Development &amp; Marketing</b>			<b>\$4,420.13</b>

**CAPITAL PROJECTS**

10/15/2022	Avidex	CTC Audio Upgrade	10469	5,006.62
10/15/2022	Banner Bank - PE	Santa Cruz BLA	10472	602.70
10/15/2022	Banner Bank - RR	Airport Wireless Network	10475	709.94
10/15/2022	Banner Bank - SD	MALSR Permits	10476	426.19
10/15/2022	Banner Bank - TD	CTC Entry Project	10477	350.10
10/15/2022	Claridge Media	Aerial Video	10487	867.20
10/15/2022	Consolidated Electrical Distributors	Airport Wireless Network	10489	81.28
10/15/2022	Daily Journal of Commerce	CTC Restoration Ads	10493	662.40
10/15/2022	DOH Associates	CTC Shell Restoration	10494	9,873.98
10/15/2022	Douglas County	Nat'l Guard Land Recording Fee	10496	282.50
10/15/2022	Greater Wenatchee Irrigation Dist.	Boundary Line Adjustment / Nat'l Guard	10504	500.00
10/15/2022	Home Depot Pro	CTC Entry Project	10506	31.32
10/15/2022	Landline Surveyors	BLA / Nat'l Guard	10512	4,860.00
10/15/2022	Lowe's	Airport Wireless Network	10514	12.16
10/15/2022	OneDiversified, LLC	CTC Microphone Equipment	10520	7,388.38
10/15/2022	PACE Engineers, Inc.	GA Terminal Topographic Survey	10522	865.00
10/15/2022	PACE Engineers, Inc.	ALS Land - Staking	10522	3,871.25
10/15/2022	S & W Irrigation Supply	CTC Entry Project	10528	255.38
10/15/2022	T-O Engineers	MALSR Design / Construction	10531	30,474.29
10/15/2022	T-O Engineers	Taxiway A Realignment	10531	23,244.47
10/15/2022	T-O Engineers	Terminal Apron Reconstruction	10531	202,322.61
10/15/2022	T-O Engineers	Exec Hangar Site Design	10531	9,435.00
10/15/2022	T-O Engineers	Turf Landing Strip Study	10531	470.00
10/15/2022	Waste Management	Malaga Land Cleanup	10533	334.85
10/15/2022	Wenatchee World	CTC Restoration Ads	10535	796.06
	<b>Net Capital Projects</b>			<b>303,723.68</b>

**TOTAL**

**\$462,660.18**

**VOID: 10501**

**Chelan Douglas Regional Port Authority  
Check Register  
2022-41**

We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval October 25, 2022 checks 10541 - 10542 in the amount of \$ 12,500.45

Jim Kuntz, Chief Executive Officer \_\_\_\_\_

Monica Lough, Director of Finance & Admin \_\_\_\_\_

<u>Date Issued</u>	<u>Claimant</u>	<u>Purpose</u>	<u>Check Number</u>	<u>Amount</u>
<b><u>ADMINISTRATIVE &amp; GENERAL</u></b>				
10/25/2022	Employment Security Department	3Q22 Payroll Taxes - Paid Family Medical Leave	10541	2,579.00
10/25/2022	Department of L&I	3Q22 Payroll Taxes	10542	9,921.45
	<b>TOTAL</b>			<b><u><u>\$12,500.45</u></u></b>

**Chelan Douglas Regional Port Authority**  
**Check Register**  
**2022-42**

We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval October 31, 2022, checks 10543 - 10545 and electronic payments in the amount of:

\$ 274,540.89

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b>Payroll</b>				
10/31/22	Amador, Lorena	October 2022 Payroll	EFT	3,532.49
10/31/22	Asplund, Randy L	October 2022 Payroll	EFT	711.10
10/31/22	Baldwin, Janet L	October 2022 Payroll	EFT	1,424.67
10/31/22	Beidler, Camryn N	October 2022 Payroll	EFT	3,331.68
10/31/22	Burdick-Avis, Julie	October 2022 Payroll	EFT	3,055.15
10/31/22	Camarillo Reyes, Laura	October 2022 Payroll	EFT	3,526.19
10/31/22	Chatriand, Bobbie J	October 2022 Payroll	EFT	3,551.79
10/31/22	Cridlebaugh, Ronald W	October 2022 Payroll	EFT	6,467.29
10/31/22	Day, Skylar	October 2022 Payroll	EFT	2,840.77
10/31/22	de Mestre, Stacie	October 2022 Payroll	EFT	6,257.55
10/31/22	Deenik, Sarah K	October 2022 Payroll	EFT	5,351.85
10/31/22	Degnan, Tricia E	October 2022 Payroll	EFT	4,890.13
10/31/22	DeRock, Richard	October 2022 Payroll	EFT	1,465.60
10/31/22	Etherington, Donn	October 2022 Payroll	EFT	1,519.80
10/31/22	Flaget, Todd R	October 2022 Payroll	EFT	4,529.19
10/31/22	Goodrich, Colby	October 2022 Payroll	EFT	4,534.34
10/31/22	Huffman, James D	October 2022 Payroll	EFT	1,433.80
10/31/22	Kern, Dana	October 2022 Payroll	EFT	3,152.89
10/31/22	Kuntz, James M	October 2022 Payroll	EFT	14,213.83
10/31/22	Lamb, Kenneth R	October 2022 Payroll	EFT	4,317.80
10/31/22	Lamb, Shane C	October 2022 Payroll	EFT	4,618.28
10/31/22	Lammert, Emily B	October 2022 Payroll	EFT	3,278.88
10/31/22	Larsen, Craig N	October 2022 Payroll	EFT	5,887.13
10/31/22	Loesack, W Alan	October 2022 Payroll	EFT	1,204.18
10/31/22	Lough, Monica D	October 2022 Payroll	EFT	8,126.68
10/31/22	Martin, Kole	October 2022 Payroll	EFT	1,883.91
10/31/22	Martinez, Rafael	October 2022 Payroll	EFT	2,912.94
10/31/22	Moyers, Trent D	October 2022 Payroll	EFT	7,984.00
10/31/22	Orr, Marcus J	October 2022 Payroll	EFT	4,039.17

10/31/22	Rumburg, Concetta	October 2022 Payroll	EFT	1,538.81
10/31/22	Russ, Ronald R	October 2022 Payroll	EFT	6,380.23
10/31/22	Russell, Justin L	October 2022 Payroll	EFT	3,991.67
10/31/22	Smith, Charles B	October 2022 Payroll	EFT	3,527.88
10/31/22	Spurgeon, Mark M	October 2022 Payroll	EFT	912.92
10/31/22	Vargas, Manuel A	October 2022 Payroll	EFT	4,463.97
10/31/22	Warren, Kole A	October 2022 Payroll	EFT	2,800.81
10/31/22	HRA VEBA Trust	October VEBA	EFT	1,000.00
10/31/22	Bobbie Chatriand	October Sunshine fund	10543	135.00
10/31/22	Health Care Authority	November Insurance	10545	45,946.54
10/31/22	Department of Retirement Systems	October Retirement	ACH	36,680.80
10/31/22	US Treasury	October Payroll taxes	EFTPS	47,119.18
	<b>Net Payroll</b>			<b><u>274,540.89</u></b>

**Voided: 10544**



**Chelan Douglas Regional Port Authority**  
**Check Register**  
**2022-43**

We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval October 31, 2022 checks 10546 - 10607 in the amount of

**\$1,981,825.37**

Jim Kuntz, Chief Executive Officer \_\_\_\_\_

Monica Lough, Director of Finance & Admin \_\_\_\_\_

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>CASHMERE MILL DISTRICT</u></b>				
10/31/2022	Inland Fire Protection, Inc.	Building Maintenance	10574	5,877.45
10/31/2022	Local Tel Communications	Fire Alarm Service	10581	181.94
10/31/2022	USDA, APHIS	Inspection Service	10601	1,593.06
	<b>Net Cashmere Mill District</b>			<b><u>7,652.45</u></b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
10/31/2022	Cascade Natural Gas	Utilities	10553	47.75
10/31/2022	Chelan County PUD	Utilities	10554	216.76
10/31/2022	Express Services, Inc.	Administrative Assistant	10566	144.30
10/31/2022	Firefly	Managed Service	10567	2,214.08
10/31/2022	Kelley Connect	Copier Maintenance	10607	68.58
10/31/2022	Local Tel Communications	Fire Supression/Telephone	10581	950.20
10/31/2022	Weinstein Beverage Co.	Coffee Supplies	10603	182.77
10/31/2022	Zoom Video Communications, Inc	Annual Licenses	10605	3,151.39
	<b>Net Confluence Technology Center</b>			<b><u>6,975.83</u></b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
10/31/2022	Cascade Natural Gas	Utilities	10553	439.01
10/31/2022	Local Tel Communications	Utilities	10581	274.63
	<b>Net Downtown Wenatchee South</b>			<b><u>713.64</u></b>
<b><u>OLDS STATION BUSINESS PARK</u></b>				
10/31/2022	Apple Valley Pumping Inc.	Maintenance	10549	135.38
10/31/2022	Cascade Natural Gas	Utilities	10553	13.78
10/31/2022	Chelan County PUD	Utilities	10554	583.67
10/31/2022	Home Depot Pro	Maintenance Supplies	10572	32.51
10/31/2022	Local Tel Communications	Alarm Systems	10581	573.42
10/31/2022	Lowe's	Maintenance Supplies	10582	15.44
	<b>Net Olds Station Business Park</b>			<b><u>1,354.20</u></b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-43**

**PANGBORN AIRPORT**

10/31/2022	Ag Supply Co.	Fuel/Diesel & Maintenance Supplies	10546	4,458.98
10/31/2022	Apple Valley Pumping Inc.	Septic Tank Pumping	10549	1,104.66
10/31/2022	Avfuel Corp	Fuel Purchases/Jet Fuel Truck Rental	10550	94,646.22
10/31/2022	Cintas Corporation	Uniforms	10556	146.82
10/31/2022	Community Glass Company, Inc.	Terminal Maintenance	10559	1,217.57
10/31/2022	East Wenatchee Water District	Water	10564	506.50
10/31/2022	Firefly	Managed Services	10567	1,863.03
10/31/2022	Home Depot Pro	Terminal Maintenance	10572	356.83
10/31/2022	Local Tel Communications	Phone/Internet/Cable	10581	852.89
10/31/2022	Lowe's	Terminal Maintenance	10582	437.34
10/31/2022	Moon Security Services, Inc	Security Monitoring	10584	47.65
10/31/2022	Norco Inc	Nitrogen	10585	103.79
10/31/2022	Ogden Murphy Wallace, PLLC	Legal Services	10587	1,703.50
10/31/2022	Platt Electric Supply	Building Maintenance	10589	107.50
10/31/2022	Pomp's Tire Service, Inc.	Vehicle/Equipment Maintenance	10590	801.99
10/31/2022	Rodda Paint Co.	Airfield Maintenance	10593	1,172.88
10/31/2022	Trent Moyers	Airfare/Lodging/Meals - TakeOff 2022	10599	869.60
10/31/2022	Volaire Aviation Inc	Airline Headquarters Meeting Reimburse	10602	1,065.25
	<b>Net Pangborn Airport</b>			<b>111,463.00</b>

**PANGBORN BUSINESS PARK**

10/31/2022	East Wenatchee Water District	Water	10564	634.00
10/31/2022	Local Tel Communications	Fire Alarm Service	10581	171.13
10/31/2022	Lowe's	Building Supplies	10582	163.36
10/31/2022	Pacific Power Batteries	Building Supplies	10588	230.01
10/31/2022	York Building Services, Inc.	Janitorial	10604	1,788.00
	<b>Net Pangborn Business Park</b>			<b>\$2,986.50</b>

**RPA OFFICE/AVIATION CENTER**

10/31/2022	Cascade Natural Gas	Utilities	10552	76.13
10/31/2022	East Wenatchee Water District	Water	10564	252.50
10/31/2022	Platt Electric Supply	Building Maintenance	10589	384.70
	<b>Net RPA Office/Aviation Center</b>			<b>713.33</b>

**WATERVILLE AIRPORT**

10/31/2022	Douglas County PUD	Utilities	10563	34.00
	<b>Net Waterville Airport</b>			<b>\$34.00</b>

**ORONDO RIVER PARK**

10/31/2022	Douglas County PUD	Utilities	10563	121.00
10/31/2022	Local Tel Communications	Internet	10581	65.90
	<b>Net Orondo River Park</b>			<b>\$186.90</b>

**MALAGA PROPERTIES**

10/31/2022	Carlos A Torres	Tenant Deposit Refund		1,000.00
	<b>Net Malaga Property</b>			<b>\$1,000.00</b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-43**

**ADMINISTRATIVE & GENERAL**

10/31/2022	Alan Loeb sack	Mileage	10547	94.25
10/31/2022	Bobbie Chatriand	Meeting Pastries	10551	115.80
10/31/2022	Coleman Oil Company	Fuel	10557	441.86
10/31/2022	Concourse Financial Group Securities	Q3 Investment Management	10560	2,475.00
10/31/2022	Davis Arneil Law Firm, LLP	Legal Services	10561	5,933.00
10/31/2022	Donn Etherington	Mileage	10562	67.13
10/31/2022	Emily B Lammert	Mileage	10565	76.56
10/31/2022	Firefly	Managed Services	10567	2,784.39
10/31/2022	J. C. Baldwin	Mileage	10576	89.38
10/31/2022	James Kuntz	Fuel for Port Car	10577	60.00
10/31/2022	Laura Camarillo Reyes	Mileage	10580	73.06
10/31/2022	Local Tel Communications	Telephone	10581	989.37
10/31/2022	Mark M Spurgeon	Mileage/Meals	10583	449.43
10/31/2022	ODP Business Solutions, LLC	Office Supplies	10586	546.91
10/31/2022	Ogden Murphy Wallace, PLLC	Legal Services	10587	4,100.00
10/31/2022	RH2 Engineering, Inc.	Board Mtgs/Economic Development Support	10591	4,979.58
10/31/2022	Richard DeRock	Mileage/Meals	10592	405.25
10/31/2022	Ron Cridlebaugh	Mileage	10594	95.63
10/31/2022	Sarah K Deenik	Mileage	10596	63.75
10/31/2022	State Auditor's Office	State Audit	10597	5,799.20
10/31/2022	Trent Moyers	Meals - AAAE Conference	10599	79.00
10/31/2022	Zoom Video Communications, Inc	Zoom Licenses	10605	1,578.87
	<b>Net Administrative &amp; General</b>			<b>\$31,297.42</b>

**BUSINESS DEVELOPMENT & MARKETING**

10/31/2022	Chelan Douglas Transportation Council	Interlocal - Trans. Planning Study	10555	10,000.00
10/31/2022	Davis Arneil Law Firm, LLP	Public Records Requests	10561	2,419.00
10/31/2022	Go USA, Inc.	Logo Wear	10568	107.19
10/31/2022	James Kuntz	Promotional Hosting	10577	37.58
10/31/2022	Ron Cridlebaugh	Logo Wear	10594	128.95
	<b>Net Business Development &amp; Marketing</b>			<b>\$12,692.72</b>

**CAPITAL PROJECTS**

10/31/2022	ALSC Architects	Pangborn Airport GA Terminal Building	10548	52,409.13
10/31/2022	Colvico, Inc.	Pangborn MALSR Approach Lighting System	10558	957,890.82
10/31/2022	Greater Wenatchee Irrigation Dist.	ALS Infrastructure Agreement	10569	69.30
10/31/2022	Hangar Door Specialists, LLC	Hangar Door Repairs	10570	3,012.50
10/31/2022	Holiday-Parks, Inc.	Executive Flight Phase 2	10571	19,241.18
10/31/2022	Home Depot Pro	CTC Entry Project	10572	10.30
10/31/2022	Hurst Construction LLC	Terminal Apron Reconstruction	10573	681,733.07
10/31/2022	J-U-B Engineers, Inc.	Waterville Runway Lighting System Repl.	10575	5,959.88
10/31/2022	Lowe's	CTC Entry Project	10582	136.62
10/31/2022	Ogden Murphy Wallace, PLLC	CTC Restoration Project	10587	3,050.50
10/31/2022	Ogden Murphy Wallace, PLLC	Malaga Properties	10587	12,150.50
10/31/2022	RH2 Engineering, Inc.	Cashmere Mill Site - Debris Removal	10591	1,649.88
10/31/2022	RH2 Engineering, Inc.	Malaga Water Improvements - A&E	10591	44,866.33
10/31/2022	RH2 Engineering, Inc.	National Guard Site Planning	10591	759.00
10/31/2022	RH2 Engineering, Inc.	LOJO Cooling Water Disposal Evaluation	10591	8,263.19
10/31/2022	S & W Irrigation Supply	CTC Entry Project	10595	101.31
10/31/2022	Strata, Inc.	GA Terminal - Geotech & Materials Testing	10598	13,060.30
10/31/2022	United Rentals	Equipment Rental - Wireless Network	10600	391.57
	<b>Net Capital Projects</b>			<b>\$1,804,755.38</b>

**TOTAL**

**\$1,981,825.37**

**VOID: 10578, 10579, 10606**


**Port of Douglas County  
Check Register Log  
2022 - October**


<u>Date Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>First #</u>	<u>Last #</u>	<u>Amount</u>
10/12/2022	2022-03	Parcels Hangar	5080	5080	\$ 185,208.35

Transactions for approval November 8, 2022 total: \$ 185,208.35

Voided checks: None

We, the undersigned Commissioners of Port of Douglas County, in the State of Washington, do hereby certify the merchandise or services hereinafter have been received and that Warrants listed above are approved for payment.

Executive Director 

Dir. of Finance & Admin. 

Commissioner Huffman \_\_\_\_\_

Commissioner Spurgeon \_\_\_\_\_

Commissioner Loeb sack \_\_\_\_\_

**Port of Douglas County  
Check Register  
2022-03**

We, the undersigned Port of Douglas County, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval October 12, 2022 check 5080 in the amount of \$ **185,208.35**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin



<b>Date Issued</b>	<b>Claimant</b>	<b>Purpose</b>	<b>Check Number</b>	<b>Amount</b>
10/12/22	CW Title & Escrow	Parcels Hangar	5080	185,208.35

**TOTAL** 185,208.35

# Memo

**To:** Board of Directors

**From:** Stacie de Mestre

**Date:** November 2, 2022

**Re:** Authorization to Award – Malaga Waterline Pipes, Valves, and Appurtenances

---

On October 27, 2022 quotations were solicited from multiple vendors for the supply of the pipes, valves, and appurtenances needed to extend the waterline from Saturday Ave to the former Lojo site. Proposals are due on November 10, 2022. Per Addendum 1 to the Phase 1 Development and Reimbursement Agreement with Microsoft, we must enter into a contract for the purchase of the waterline materials by November 18, 2022. Based on the proposal due date and our Board of Directors Meeting schedule, staff is seeking preapproval to award a purchase contract.

Proposals will be evaluated based on price and material availability. The use of PVC versus ductile iron pipe is still being evaluated and the value of one over the other is under review. Therefore, the lowest price is not necessarily driving the decision.

Staff is seeking Board pre-approval to award a purchase contract to the vendor who provides the best value and can meet a delivery date on or before April 19, 2023 so long as the price does not exceed \$1,300,000.00 and the Malaga Water District approves the selected material (PVC or ductile iron).

# Memo

**To:** Board of Directors

**From:** Stacie de Mestre

**Date:** November 2, 2022

**Re:** Authorization to Award and Establish a Project Budget – CTC Salvage, Demolition, and Restoration

---

On November 2, 2022 five bids were received in response to the Invitation to Bid issued September 29, 2022 for the CTC Salvage, Demolition, and Restoration project. See attached for the bid tabulation.

On Tuesday, the alternates will be further discussed but staff is recommending awarding all four at this time. If all four alternates are awarded, Forma Construction would provide the best overall value to the CDRPA based upon a salvage value of (\$1,210,000) and a total construction cost (including WSST) of \$3,156,722.

Staff recommends establishing the following overall project budget:

Forma contract:	\$1,946,722.00
DOH contracts (design and admin):	\$ 209,652.00
Special inspector:	\$ 20,000.00
Other costs prior to 2022:	\$ 39,378.00
Contingency (10% construction):	<u>\$ 315,672.00</u>
<b>Total Project Budget:</b>	<b>\$2,531,424.00</b>

**TABULATION OF BIDS RECEIVED**

2-Nov-22

The DOH Associates, PS

Architects and Planners

Chelan Douglas Regional Port Authority

Job: 2119

**CTC SALVAGE, DEMOLITION AND RESTORATION**

Page 1 of 1

**Wenatchee, Washington**

#	NAME OF BIDDER	BID BOND	ADD. #1	ADD. #2	ADD. #3	ADD. #4	ADD. #5	SALVAGE	BASE BID EXCL. SALVAGE	TOTAL BID	ALT. #1	ALT. #2	ALT. #3	ALT #4	TOTAL OF BIDS
1.	Forma Construction	x	x	x	x	x	x	\$ 1,210,000	\$ 2,339,244	\$ 1,129,244	\$ 590,587	\$ 153,428	\$ 61,516	\$ 11,946	\$ 1,946,722
2.	Halme Builders	x	x	x	x	x	x	\$ 1,000,000	\$ 2,078,604	\$ 1,078,604	\$ 651,600	\$ 325,800	\$ 38,010	\$ 13,032	\$ 2,107,046
3.	Absher Co.	x	x	x	x	x	x	\$ 1,210,000	\$ 3,111,390	\$ 1,901,390	\$ 484,356	\$ 49,956	\$ 37,901	\$ 96,654	\$ 2,570,257
4.	Fowler General Constructio	x	x	x	x	x	x	\$ 1,210,000	\$ 2,990,844	\$ 1,780,844	\$ 447,432	\$ 140,094	\$ 248,694	\$ 91,224	\$ 2,708,288
5.	Blew's Construction, Inc.	x	x	x	x	x	x	\$ 1,150,000	\$ 5,469,096	\$ 4,319,096	\$ 635,419	\$ 150,520	\$ 262,378	\$ 95,351	\$ 5,462,763
6.															
7.															
8.															
9.															
10.															
11.															
12.															
13.															
14.															
15.															
16.	A/E Estimate							\$ 1,200,000	\$ 4,170,000	\$ 2,970,000	\$ 310,000	\$ 100,000	\$ 40,000	\$ 15,000	\$ 3,435,000

- Alternates: 1) Parking Lot
- 2) Perimeter Fire Main

3) Window Perimeter Sealant Joints Disclaimer: Bid tabulation is considered preliminary and subject to change until the CDRPA Board of Directors awards a contract to the responsive bidder presenting the best/highest value to the CDRPA with selected alternates.

4) Replacing Window Gaskets



**POCC RESOLUTION NO. 2022-05**

**RESOLUTION OF THE PORT COMMISSION OF THE PORT OF CHELAN COUNTY  
SETTING THE 2023 LEVY LIMIT**

**Whereas**, the Port Commission has met and considered its budget for the calendar year 2023 for the Port of Chelan County; and

**Whereas**, the population of Chelan County is in excess of 10,000; and

**Whereas**, the Port Commission has determined that due to continued operational expenses and necessary capital improvements, as well as declining operating revenues from COVID-19 and reduced air travel, there is substantial need to set the levy limit at one hundred one percent (101%) for the budget year 2023.

**Now, Therefore, Be It Resolved By The Commissioners Of The Port Of Chelan County** to raise the levy limit factor to 101% in calculating the highest lawful levy since 1985 for tax year 2023 for the Current Expense Fund.

This Resolution shall become effective immediately upon its adoption.

**Adopted** by the Commission of the Port of Chelan County at a regular meeting thereof held this 8th day of November, 2022.

**PORT OF CHELAN COUNTY**

---

JC Baldwin, President

---

Donn Etherington, Vice President

---

Richard DeRock, Secretary



Ordinance / Resolution No. 2022-06
RCW 84.55.120

WHEREAS, the Commission of Port of Chelan County has met and considered its budget for the calendar year 2023 ; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 3,357,883.36 ; and,

WHEREAS, the population of this district is [X] more than or [ ] less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 33,578.83 which is a percentage increase of 1 % from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 8 day of November, 2022 .

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

To ask about the availability of this publication in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users, please call (360) 705-6718. For tax assistance, call (360) 534-1400.



# Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, James M. Kuntz,  
(Name)

Executive Director, for Port of Chelan County, do hereby certify to  
(Title) (District Name)

the Chelan County legislative authority that the Commissioners  
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2023 as provided in the district's  
(Year of Collection)

budget, which was adopted following a public hearing held on 11/08/22:  
(Date of Public Hearing)

Regular Levy: \$3,500,847.89  
(State the total dollar amount to be levied)

Excess Levy: \_\_\_\_\_  
(State the total dollar amount to be levied)

Refund Levy: \$5,805.65  
(State the total dollar amount to be levied)

Signature: \_\_\_\_\_

Date: 11/08/22

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**PODC RESOLUTION NO. 2022-04**

**RESOLUTION OF THE PORT COMMISSION OF THE PORT OF DOUGLAS COUNTY  
SETTING THE 2023 LEVY LIMIT**

**Whereas**, the Port Commission has met and considered its budget for the calendar year 2023 for the Port of Douglas County; and

**Whereas**, the population of Douglas County is in excess of 10,000; and

**Whereas**, the Port Commission has determined that due to continued operational expenses and necessary capital improvements, as well as declining operating revenues from COVID-19 and reduced air travel, there is substantial need to set the levy limit at one hundred one percent (101%) for the budget year 2023.

**Now, Therefore, Be It Resolved By The Commissioners Of The Port Of Douglas County** to raise the levy limit factor to 101% in calculating the highest lawful levy since 1985 for tax year 2023 for the Current Expense Fund.

This Resolution shall become effective immediately upon its adoption.

**Adopted** by the Commission of the Port of Douglas County at a regular meeting thereof held this 8th day of November, 2022.

**PORT OF DOUGLAS COUNTY**

---

Jim Huffman, President

---

W. Alan Loeb sack, Vice President

---

Mark Spurgeon, Secretary



Ordinance / Resolution No. 2022-05
RCW 84.55.120

WHEREAS, the Commission of Port of Douglas County has met and considered its budget for the calendar year 2023 ; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 1,118,692.21 ; and,

WHEREAS, the population of this district is [X] more than or [ ] less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 11,186.92 which is a percentage increase of 1.0 % from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 8 day of November, 2022 .

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

# Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I \_\_\_\_\_ (Name),  
 \_\_\_\_\_ (Title), for \_\_\_\_\_ (District name),  
 do hereby certify to the \_\_\_\_\_ (Name of county) County legislative authority  
 that the \_\_\_\_\_ (Commissioners, Council, Board, etc.) of said district requests  
 that the following levy amounts be collected in \_\_\_\_\_ (Year of collection) as provided in the district's  
 budget, which was adopted following a public hearing held on \_\_\_\_\_ (Date of public hearing).

## Regular levies

Levy	General levy	Other levy*
<b>Total certified levy request amount</b> , which includes the amounts below.		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

## Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
<b>Total certified levy request amount</b> , which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chelan Douglas Regional Port Authority  
2022 Draft Supplemental Budget #2**

	<b>Supplemental #1</b>	<b>Supplemental #2</b>
<b>OPERATING REVENUES</b>		
<b>BUSINESS PARKS</b>		
<b><u>CASHMERE MILL DISTRICT</u></b>		
Building A - Blue Spirits	\$ 163,588	\$ 163,588
Building B - Hurst International & Blue Spirits	133,017	135,358
Utility & Operating Reimbursements	56,650	59,495
Louws Property Sale	85,500	89,135
Misc. Income	2,178	2,278
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 440,933</b>	<b>\$ 449,854</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>		
Office Space Leases	\$ 468,000	\$ 468,000
CTC South Office Space Leases	14,108	14,108
Video Conference/Meeting Room Rentals	120,000	150,000
Utility & Operating Reimbursements	32,450	32,450
Misc. Income	1,500	500
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 636,058</b>	<b>\$ 665,058</b>
<b><u>COLUMBIA STREET PROPERTIES</u></b>		
Buildings A/B - Badger Mtn Brewing	\$ 45,360	\$ 45,360
Buildings G/I - Streamline	131,736	131,736
Building E - Streamline	-	11,366
Building F - Streamline	3,000	19,167
Misc. Rents	4,250	1,250
Utility & Operating Reimbursements	23,500	24,205
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 207,846</b>	<b>\$ 233,084</b>
<b><u>MALAGA INDUSTRIAL SITE</u></b>		
Lojo Property Sale	\$ 6,568,848	\$ 6,559,740
Curtis/Torres Property Sale	2,601,403	2,674,324
Farm/Land Rents	98,745	101,150
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ 9,268,996</b>	<b>\$ 9,335,214</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>		
IB 2 - Synergy Food Solutions	\$ 49,290	\$ 49,290
IB 3 - Confluence Health	69,957	71,696
IB 4 - Pregis Corporation	210,630	210,630
IB 5 - Chelan County PUD	296,400	310,797
IB 6 - ABC Early Learning	14,094	14,094
IB 7 & 8 - Pacific Aerospace & Electronics	732,919	732,919
IB 9 - Sinclair Systems & Frito Lay	247,950	288,450
Utility & Operating Reimbursements	116,350	169,825
Misc. Income	2,500	500
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 1,740,090</b>	<b>\$ 1,848,201</b>

**Supplemental #1 Supplemental #2**

**PANGBORN AIRPORT**

Landing Fees	\$ 40,000	\$ 52,500
Parking Income	300,000	270,000
Aircraft Parking	4,500	10,250
Rental Income - Aviation Land	99,716	100,868
Rental Income - NonAviation Land	67,805	66,199
Rental Income - Terminal/Aviation Building	61,675	63,062
Rental Income - NonAviation Buildings	96,090	96,097
Rental Income - Hangars	165,200	165,379
Car Rental Concession Fees	59,500	87,750
Fuel Flowage Fees	20,000	20,940
FBO Fuel Income	1,400,000	2,110,000
FBO Income (After hours)	25,000	27,750
FBO Misc. Income	10,000	12,225
Misc. Fees and Permits	15,000	28,000
<b>TOTAL PANGBORN AIRPORT</b>	<b>\$ 2,364,486</b>	<b>\$ 3,111,020</b>

**PANGBORN BUSINESS PARK**

<u>Land Leases</u>		
Lot 4 - Coca-Cola	\$ 85,778	\$ 85,778
Lot 17 - Salcido	32,490	32,490
<u>Building Leases</u>		
3306 - Multi-Tenant	115,790	115,790
3310 - Accor Building	355,167	355,167
CWICC	199,343	199,343
Utility & Operating Reimbursements	10,350	10,150
Misc. Income	2,500	500
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 801,418</b>	<b>\$ 799,218</b>

**REGIONAL PORT OFFICE/AVIATION CENTER**

Rental Income - Offices	\$ 25,180	\$ 25,453
Rental Income - Aviation/Hangar Uses	175,000	182,887
Misc. Income	2,500	500
<b>TOTAL RPA OFFICE/AVIATION CENTER</b>	<b>\$ 202,680</b>	<b>\$ 208,840</b>

**LAKE CHELAN AIRPORT**

Rental Income - Kelly Property	\$ 4,095	\$ 4,095
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 4,095</b>	<b>\$ 4,095</b>



	<u>Supplemental #1</u>	<u>Supplemental #2</u>
<b><u>MANSFIELD AIRPORT</u></b>		
Lease Income	\$ -	\$ -
<b>TOTAL MANSFIELD AIRPORT</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>WATERVILLE AIRPORT</u></b>		
Lease Income	\$ 3,370	\$ 3,428
<b>TOTAL WATERVILLE AIRPORT</b>	<b>\$ 3,370</b>	<b>\$ 3,428</b>
<b><u>ORONDO RIVER PARK</u></b>		
Chelan County PUD	\$ 30,750	\$ 30,750
Misc. Income	-	200
<b>TOTAL ORONDO RIVER PARK</b>	<b>\$ 30,750</b>	<b>\$ 30,950</b>
<b><u>PYBUS INCUBATOR</u></b>		
Office Space Lease	\$ 17,430	\$ 25,893
Misc. Income	-	-
<b>TOTAL PYBUS INCUBATOR</b>	<b>\$ 17,430</b>	<b>\$ 25,893</b>
<b>TOTAL BUSINESS PARK REVENUE</b>	<b>\$ 15,718,152</b>	<b>\$ 16,714,855</b>
<b><u>TAX RECEIPTS</u></b>		
Current Levy	\$ 4,375,292	
1.0% of Prior Year Tax	-	
New Construction	84,242	
Tax Refunded (receipts)	11,043	
<b>TOTAL TAX RECEIPTS</b>	<b>\$ 4,470,577</b>	<b>\$ 4,470,577</b>

Supplemental #1 Supplemental #2

**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 1,210,000

**Columbia Street Properties**

Chelan County PUD Lighting Rebate - G & I 41,950 41,950

**Malaga Industrial Sites**

Dept of Com - Malaga Waterline Ext (\$1,498,650) 300,000 -

Client Contr - Malaga Waterline Ext (\$8,501,350) 1,700,000 235,000

Client Contribution - GBI Property 1,470,610 -

Client Contribution - Wastewater System 500,000 90,000

Client Contribution - Hayes Property Acquisition 698,650 -

Malaga Property Due Diligence - Client Reimbursement 175,085 175,085

Malaga Utility Study - Client Reimbursement 100,000 100,000

Malaga Curtis/Torres Property Clearing - Client Reimb. - 165,000

Client Contribution - Property Acqu. (Misc.) 2,000,000 -

**Pangborn Airport**

FAA AIP Grant Proceeds - Env Assessment 56,011 53,763

WSDOT Aviation - Environmental Assessment - 2,046

FAA AIP Grant Proceeds - Terminal Capacity - 24,289

FAA Grant Proceeds (Apron Rehab) 9,391,247 8,515,215

FAA Grant Proceeds (Phase I - Taxiway A Relocation) 1,410,000 1,298,787

WSDOT - Taxiway A Relocation - 8,694

FAA AIP CARES Act Grant (\$18,120,860) 771,411 762,390

PFC Capital Funds 515,126 319,960

TSA Operating Grant 14,600 12,250

**Pangborn Business Park**

Douglas County Payment - PWTF 80,000 80,000

Trades District EDA Grant (\$4,990,967) - -

Trades District State Capital Grant (\$2,950,000) - 115,000

Trades District Financing 200,000 -

	<u>Supplemental #1</u>	<u>Supplemental #2</u>
<b><u>Waterville Airport</u></b>		
WSDOT Aviation - Lighting Design	51,210	30,890
WSDOT Aviation - Lighting Construction	387,000	14,648
<b><u>Economic Development</u></b>		
ADO Contracts - Dept. of Commerce	150,000	150,000
Chelan County .09 Grant - Partnership Projects	20,000	20,000
<b><u>Other</u></b>		
EPA Brownsfield Grant (\$600,000)	225,000	200,000
PUD 5th Street - Marketing/Legal Reimbursement	75,000	2,550
Other Tax Income (LHT & Timber Dist.)	8,625	9,365
Interest Income	95,060	91,750
Other Income	25,000	5,000
Sale of Fixed Assets	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 21,611,585</b>	<b>\$ 13,933,632</b>
<b>TOTAL REVENUES</b>	<b>\$ 41,800,314</b>	<b>\$ 35,119,064</b>

Supplemental #1 Supplemental #2

**BUSINESS PARK EXPENSES**

**CASHMERE MILL DISTRICT**

Debt Service - Buildings A & B (2035)	\$ 219,134	\$ 219,134
CERB Loan (2031)	75,781	75,781
Property Insurance	19,350	20,624
Building Maintenance	4,000	7,500
Property Maintenance	25,000	20,000
Utilities	32,500	32,500
Misc. Expenses	2,500	7,900
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 378,265</b>	<b>\$ 383,439</b>

**CONFLUENCE TECHNOLOGY CENTER**

Salaries	\$ 95,000	\$ 98,615
Employee Benefits	27,085	27,335
Payroll Taxes	8,300	8,750
Contract Labor	15,000	12,000
Building Operational Expenses	436,000	436,000
CTC South Building Operational Expenses	23,500	17,500
Video Conference Center/Meeting Room Expenses	123,000	131,000
Debt Service (2023)	48,529	48,529
Misc. Expenses	5,000	500
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 781,414</b>	<b>\$ 780,229</b>

**MALAGA INDUSTRIAL SITE**

Lojo Property Maintenance	\$ 5,000	\$ 50
Curtis Property Maintenance	5,000	-
Torres Property Maintenance	5,000	-
Property Insurance	5,000	5,000
Utilities	2,500	1,500
Misc. Expenses	20,000	500
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ 42,500</b>	<b>\$ 7,050</b>

**OLDS STATION BUSINESS PARK**

Building Maintenance & Repairs	\$ 10,000	\$ 15,000
Property & Grounds	40,000	40,000
Small Equipment	2,500	2,500
Utilities	54,000	54,000
Fire Protection in lieu of taxes	9,590	9,590
Property Insurance	62,075	64,637
Misc. Expenses	10,000	7,500
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 188,165</b>	<b>\$ 193,227</b>

**Supplemental #1 Supplemental #2**

**COLUMBIA STREET PROPERTIES**

Building Operational Expenses	\$ 46,675	\$ 59,750
Fire Protection in lieu of taxes	-	9,150
Property Insurance	53,315	56,825
Misc. Expenses	12,500	1,500
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 112,490</b>	<b>\$ 127,225</b>

**PESHASTIN PROPERTY**

Property Maintenance (thru 02/2022)	\$ 250	\$ 250
<b>TOTAL PESHASTIN PROPERTY</b>	<b>\$ 250</b>	<b>\$ 250</b>

**PANGBORN AIRPORT**

Salaries	\$ 807,500	\$ 807,500
Salaries - Overtime	63,565	63,565
Employee Benefits	267,475	262,500
Payroll Taxes	95,905	95,905
Engineering/Professional Fees	105,000	90,000
Non-Aviation Maintenance	15,000	10,000
Aviation Maintenance	18,000	18,000
Terminal Maintenance	50,000	50,000
Airfield Maintenance	65,000	50,000
Vehicle & Equipment Maintenance	35,000	35,000
Small Tools & Equipment	5,000	5,000
Utilities	149,350	149,350
Security Expenses	21,500	17,500
Property/Liability Insurance	123,650	123,650
FBO Expenses	65,000	70,000
Fuel (Resale)	1,120,000	1,688,000
Fuel (M&O)	45,000	65,000
Regulatory Compliance	42,500	42,500
Winter Operations	32,500	32,500
Memberships & Subscriptions	7,500	5,500
Marketing	25,000	7,500
Conferences, Training & Meetings	15,000	30,000
Information Technology	51,915	51,915
Parking Lot Expenses	36,000	36,000
Credit Card Fees	53,750	47,500
COVID-19 Compliance	5,000	5,000
Misc. Expenses	15,000	10,000
<b>TOTAL PANGBORN AIRPORT</b>	<b>\$ 3,336,110</b>	<b>\$ 3,869,385</b>

**Supplemental #1 Supplemental #2**

**PANGBORN BUSINESS PARK**

Maintenance	\$ 98,500	\$ 89,500
Utilities	27,500	27,500
Storm Water	3,668	3,668
Property Insurance	38,375	40,901
Debt Service (2023)	82,673	82,264
Misc. Expenses	2,000	500
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 252,716</b>	<b>\$ 244,333</b>

**REGIONAL PORT OFFICE/AVIATION CENTER**

Maintenance	\$ 40,500	\$ 34,500
Utilities	45,000	52,500
Insurance	30,750	34,585
Landscape Maintenance	12,000	12,000
Misc. Expenses	5,000	5,000
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>\$ 133,250</b>	<b>\$ 138,585</b>

**LAKE CHELAN AIRPORT**

Maintenance & Operations Subsidy (City of Chelan)	\$ 46,192	\$ 46,192
Capital Contribution (City of Chelan)	5,000	-
Aircraft Counter/Operations Report	4,800	4,800
Environmental Assessment	11,735	-
Maintenance (Kelly Property)	8,500	8,500
Insurance	705	812
Utilities	305	500
Misc. Expenses (Kelly Property)	1,500	500
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 78,737</b>	<b>\$ 61,304</b>

**MANSFIELD AIRPORT**

Property Maintenance	\$ 7,500	\$ 10,500
Supplies	2,750	-
Repairs	1,000	-
Utilities	600	600
Aircraft Counter/Operations Report	-	4,800
Property Insurance	4,500	4,500
Virtower Installation	10,000	4,800
Misc. Expenses	6,300	1,500
<b>TOTAL MANSFIELD AIRPORT</b>	<b>\$ 32,650</b>	<b>\$ 26,700</b>

**Supplemental #1 Supplemental #2**

**WATERVILLE AIRPORT**

Property Maintenance	\$ 7,000	\$ 2,500
Supplies	2,750	-
Repairs	500	-
Utilities	600	600
Aircraft Counter/Operations Report	-	4,800
Property Insurance	4,500	4,500
Misc. Expenses	6,300	1,500
<b>TOTAL WATERVILLE AIRPORT</b>	<b>\$ 21,650</b>	<b>\$ 13,900</b>

**ORONDO RIVER PARK**

Outside Services		
Consulting	\$ 6,000	\$ 3,000
Labor/Maintenance	50,000	40,000
Other	2,500	6,000
Supplies	2,500	1,000
Repairs	2,500	1,000
Utilities	2,750	2,750
Property Insurance	1,500	1,653
Misc. Expenses	1,000	1,500
<b>TOTAL ORONDO RIVER PARK</b>	<b>\$ 68,750</b>	<b>\$ 56,903</b>

**PYBUS INCUBATOR**

Misc. Expenses	\$ 4,000	\$ 2,500
<b>TOTAL PYBUS INCUBATOR</b>	<b>\$ 4,000</b>	<b>\$ 2,500</b>

**CDRPA BUSINESS PARK MAINTENANCE**

Salaries	\$ 134,750	\$ 138,475
Employee Benefits	17,250	17,250
Payroll Taxes	15,850	15,850
<b>TOTAL CDRPA BUSINESS PARK MAINT.</b>	<b>\$ 167,850</b>	<b>\$ 171,575</b>

**TOTAL BUSINESS PARK EXPENSES**

**\$ 5,598,797 \$ 6,076,605**

**Supplemental #1 Supplemental #2**

**ADMINISTRATIVE & GENERAL EXPENSES**

Salaries	\$ 1,101,500	\$ 1,085,000
Commissioners' Compensation, Benefits & Taxes	250,000	251,560
Employee Benefits	325,000	335,000
Payroll Taxes	95,500	95,500
Internship Opportunities	10,000	-
Professional Services		
Legal	220,000	150,000
Engineering/Architectural	117,500	25,000
WA State Audit Costs	55,000	35,500
Government Affairs Representative	-	12,000
Other Professional Services	40,000	15,000
Conferences, Training, and Meetings	10,000	15,000
Commission Conferences & Travel	15,000	27,500
Memberships and Subscriptions	50,000	50,000
Travel (Reimbursement)	15,000	15,000
Office Expense		
Supplies	32,500	25,000
Telephone	14,250	14,250
Computers/Hardware	9,805	12,000
Software/Backup/Internet	26,950	26,950
Managed Services/Maintenance	36,435	36,435
Insurance (Public Officials, General Liability, etc)	110,250	102,714
Auto Expense	7,500	9,000
Misc. Expenses	10,000	10,000
<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXPENSES</b>	<b>\$ 2,552,190</b>	<b>\$ 2,348,409</b>



**Supplemental #1 Supplemental #2**

**BUSINESS DEVELOPMENT & MARKETING EXPENSES**

Marketing & Communications	\$ 75,000	\$ 55,000
Business Recruitment & Trade Shows	20,000	20,000
Real Estate Marketing	25,000	15,000
Douglas County GIS	10,500	11,150
Chelan-Douglas Trends	7,000	7,000
Chelan Douglas Transportation Council - Trans. Study	-	10,000
Small Business Development Center (WSU)	80,000	80,000
Promotional Hosting	7,000	5,000

**TOTAL BUSINESS DEVELOPMENT & MARKETING EXPENSES**

**\$ 224,500 \$ 203,150**

**ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)**

Our Valley, Our Future	\$ 30,000	\$ 28,312
WV Sports Foundation - Winter Special Olympics	7,000	7,000
Wenatchee Downtown Association	3,000	3,000
Wenatchee Valley YMCA	10,000	10,000
Lake Chelan Wine Valley Alliance	-	3,708
Leavenworth Museum	-	1,700
Community Nonprofit ED Projects	100,000	50,000

**TOTAL ECONOMIC DEVELOPMENT CONTRACTS**

**\$ 150,000 \$ 103,720**

**COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)**

City of Bridgeport	\$ 5,250	\$ 5,250
City of Cashmere #1	12,582	4,079
City of Cashmere #2	20,000	6,711
Eastmont Metropolitan Park District	8,125	8,125
Manson Park & Recreation District	25,000	22,600
Opportunity Placeholder	79,043	50,000

**TOTAL COMMUNITY PARTNERSHIP PROJECTS**

**\$ 150,000 \$ 96,765**

**OTHER EXPENDITURES**

EPA Brownsfield Grant - Consultant Services	\$ 225,000	\$ 200,000
PUD 5th Street Campus - Marketing & Legal	75,000	2,550

**TOTAL OTHER EXPENDITURES**

**\$ 300,000 \$ 202,550**

**TOTAL EXPENSES**

**\$ 8,975,487 \$ 9,031,199**

**LESS OPERATING REVENUES**

**\$ 41,800,314 \$ 35,119,064**

**NET RESULTS BEFORE CAPITAL PROJECTS**

**\$ 32,824,827 \$ 26,087,865**

Supplemental #1   Supplemental #2

**CAPITAL PROJECTS**

**CASHMERE MILL DISTRICT**

Brender Creek Management	\$ 110,000	\$ -
North Sunset Lot (1.49 Acres) Site Prep	370,000	387,000
Capital Projects - Other	10,000	10,000
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 490,000</b>	<b>\$ 397,000</b>

**Confluence Technology Center**

Building Entrance Enhancement	\$ 25,000	\$ 25,000
Actapio Restoration	3,624,000	631,344
Building Management System Upgrade	39,963	39,963
VCC - Sound System	130,000	10,000
VCC - Ceiling Microphones	15,000	7,500
VCC - Quad Back Monitors	6,178	6,178
Capital Projects - Other	10,000	-
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 3,850,141</b>	<b>\$ 719,985</b>

**MALAGA PROPERTIES**

Malaga Waterline Extension - Phase I	\$ 2,000,000	\$ 235,000
Malaga Wastewater System	500,000	90,000
Property Acquisition - Curtis	1,529,683	1,614,683
Property Acquisition - Torres Agreement	-	97,200
Property Acquisition - GBI Holding	1,960,813	1,901,480
Property Acquisition - Hayes	698,650	686,495
Property Acquisition - Miscellaneous	2,000,000	-
Second Source Water Study - Chelan County PUD	300,000	-
Malaga Utility Study	100,000	100,000
Property Due Diligence	123,789	123,789
Capital Projects - Other	15,000	10,000
<b>TOTAL MALAGA PROPERTIES</b>	<b>\$ 9,227,935</b>	<b>\$ 4,858,647</b>

**OLDS STATION BUSINESS PARK**

IB #9 Emergency Power Shut Off	\$ 65,000	\$ -
Capital Projects - Other	10,000	10,000
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 75,000</b>	<b>\$ 10,000</b>

**Supplemental #1 Supplemental #2**

**PANGBORN AIRPORT - CAPITAL**

FAA Sponsored Projects		
Environmental Assessment	\$ 61,266	\$ 70,910
Apron Rehab & Expansion	10,294,000	10,960,000
RPZ Land Acqu/Reloc - Lytle	761,697	760,000
RPZ Land Acqu/Reloc - VanWell	873,900	873,900
Taxiway Alpha Reconstruction - Phase I	1,566,666	859,000
CDRPA Funded Projects		
Land Acquisition - Santa Cruz	1,212,800	1,228,960
Airport-Wide Wireless Network	19,500	22,000
Jet-A Reclaim Tank	75,000	73,120
Terminal Radio Repeater	150,000	-
Maintenance/Operations Equipment	140,500	155,000
Construction of MALSR System	3,485,000	3,767,000
Jet-A Fuel Truck (5,000 gallon)	300,485	300,485
Commercial Air Service Support/Equipment	150,000	-
GA Building - Design Fees	474,258	493,084
Baggage Screening Retrofit	75,000	-
Fencing Damage Repair	25,000	26,000
Taxiway B/Hangar Site Development	225,000	242,000
GWID Irrigation Improvements	55,000	55,000
AGIS Terrain Survey	-	10,800
Alternative Landing Strip Analysis	40,000	28,580
Capital Projects Other	10,000	7,500
<b>TOTAL PANGBORN AIRPORT - CAPITAL</b>	<b>\$ 19,995,072</b>	<b>\$ 19,933,339</b>

**PANGBORN BUSINESS PARK - CAPITAL**

Trades District	\$ 200,000	\$ 115,000
3306 Building Gutters/Siding Project	45,721	48,574
3310 Building HVAC Assessment	200,000	-
<b>TOTAL PANGBORN BUSINESS PARK - CAPITAL</b>	<b>\$ 445,721</b>	<b>\$ 163,574</b>

**REGIONAL PORT OFFICE/AVIATION CENTER**

Modular Building Roof	\$ 15,000	\$ 8,846
Carpet Replacement	90,050	90,175
Surveillance Camera System	50,000	50,000
Roof Repair/Gutter Modification	50,000	-
Hangar Door Repairs	-	45,000
HVAC Replacement Phase II	482,900	472,525
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>\$ 687,950</b>	<b>\$ 666,546</b>

**LAKE CHELAN AIRPORT - CAPITAL**

Capital Projects - Other	\$ 10,000	\$ -
<b>TOTAL LAKE CHELAN AIRPORT - CAPITAL</b>	<b>\$ 10,000</b>	<b>\$ -</b>

	<u>Supplemental #1</u>	<u>Supplemental #2</u>
<b><u>MANSFIELD AIRPORT - CAPITAL</u></b>		
Capital Projects Other	\$ 10,000	\$ -
<b>TOTAL MANSFIELD AIRPORT - CAPITAL</b>	<b>\$ 10,000</b>	<b>\$ -</b>
<b><u>WATERVILLE AIRPORT - CAPITAL</u></b>		
Runway Lighting - Design	\$ 56,916	\$ 34,322
Runway Lighting - Construction	430,000	16,275
Purchase Parcell's Hangar	-	190,210
Capital Projects Other	10,000	5,000
<b>TOTAL WATERVILLE AIRPORT - CAPITAL</b>	<b>\$ 496,916</b>	<b>\$ 245,807</b>
<b><u>ORONDO RIVER PARK - CAPITAL</u></b>		
Fuel Dock Removal	\$ 10,000	\$ -
Dock Deck Repair	25,000	-
Furnishing Replacements (Picnic tables, etc.)	15,000	12,855
Capital Projects Other	10,000	-
<b>TOTAL ORONDO RIVER PARK - CAPITAL</b>	<b>\$ 60,000</b>	<b>\$ 12,855</b>
<b><u>COLUMBIA STREET PROPERTIES - CAPITAL</u></b>		
Columbia Street Properties Adaptive Reuse	\$ 89,050	\$ 89,050
Buildings G & I - Lighting	42,000	11,756
Building H - Fire Sprinkler/Upgrades	250,000	-
Capital Projects Other	25,000	-
<b>TOTAL COLUMBIA STR PROPERTIES - CAPITAL</b>	<b>\$ 406,050</b>	<b>\$ 100,806</b>
<b><u>OTHER CAPITAL</u></b>		
Maintenance Pickup	\$ 37,378	\$ 37,378
Regional Port Office Relocation Planning	50,000	-
Opportunity Fund - Other	100,000	25,000
<b>TOTAL OTHER CAPITAL</b>	<b>\$ 187,378</b>	<b>\$ 62,378</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 35,942,163</b>	<b>\$ 27,170,937</b>
<b>NET RESULTS AFTER CAPITAL PROJECTS</b>	<b>\$ (3,117,336)</b>	<b>\$ (1,083,072)</b>

**Chelan Douglas Regional Port Authority  
2023 Preliminary Budget**

	<u>2023 Preliminary</u>
<b>OPERATING REVENUES</b>	
<b>BUSINESS PARKS</b>	
<b><u>CASHMERE MILL DISTRICT</u></b>	
Building A - Blue Spirits	\$ 163,588
Building B - Hurst International & Blue Spirits	137,700
Utility & Operating Reimbursements	57,750
Misc. Income	2,500
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 361,538</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>	
Office Space Leases	\$ 592,890
CTC South Office Space Leases	22,667
Video Conference/Meeting Room Rentals	200,000
Utility & Operating Reimbursements	35,796
Misc. Income	1,500
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 852,853</b>
<b><u>COLUMBIA STREET PROPERTIES</u></b>	
Buildings A/B - Badger Mtn Brewing	\$ 45,360
Buildings G/I - Streamline	143,712
Building F - Streamline	36,000
Misc. Rents	1,200
Utility & Operating Reimbursements	23,500
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 249,772</b>
<b><u>MALAGA INDUSTRIAL SITE</u></b>	
Farm/Land Rents	\$ -
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ -</b>

	<b>2023</b>
	<b><u>Preliminary</u></b>
<b><u>OLDS STATION BUSINESS PARK</u></b>	
IB 2 - Synergy Food Solutions	\$ 54,871
IB 3 - Confluence Health	76,456
IB 4 - Pregis Corporation	216,949
IB 5 - Chelan County PUD	356,631
IB 6 - ABC Early Learning	13,307
IB 7 & 8 - Pacific Aerospace & Electronics	754,907
IB 9 - Sinclair Systems & Frito Lay	262,278
Utility & Operating Reimbursements	167,500
Misc. Income	2,500
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b><u>\$ 1,905,399</u></b>
 <b><u>PANGBORN AIRPORT</u></b>	
Landing Fees	\$ 20,000
Parking Income	150,000
Aircraft Parking	5,000
Rental Income - Aviation Land	102,575
Rental Income - NonAviation Land	60,565
Rental Income - Terminal/Aviation Building	63,930
Rental Income - NonAviation Buildings	98,045
Rental Income - Hangars	179,175
Glycol Discharge Reimbursement	50,000
Car Rental Concession Fees	59,500
Fuel Flowage Fees	20,000
Misc. Fees and Permits	25,000
<b>TOTAL PANGBORN AIRPORT</b>	<b><u>\$ 833,790</u></b>

	<b>2023</b>
	<b><u>Preliminary</u></b>
<b><u>PANGBORN FBO</u></b>	
FBO Fuel Income	\$ 1,600,000
FBO Income (After hours)	12,500
FBO Misc. Income	10,000
<b>TOTAL PANGBORN FBO</b>	<b>\$ 1,622,500</b>
<b><u>PANGBORN BUSINESS PARK</u></b>	
<b><u>Land Leases</u></b>	
Lot 4 - Coca-Cola	\$ 85,778
Lot 17 - Salcido	33,140
<b><u>Building Leases</u></b>	
3306 - Multi-Tenant	119,675
3310 - Accor Building	360,489
CWICC	202,318
Utility & Operating Reimbursements	9,975
Misc. Income	2,500
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 813,875</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>	
Rental Income - Offices	\$ 31,495
Rental Income - Aviation/Hangar Uses	169,500
Misc. Income	2,500
<b>TOTAL RPA OFFICE/AVIATION CENTER</b>	<b>\$ 203,495</b>
<b><u>LAKE CHELAN AIRPORT</u></b>	
Rental Income - Kelly Property	\$ 3,840
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 3,840</b>

	<b>2023</b>
	<b>Preliminary</b>
	<hr/>
<b><u>MANSFIELD AIRPORT</u></b>	
Lease Income	\$ -
<b>TOTAL MANSFIELD AIRPORT</b>	<hr/> \$ -
<b><u>WATERVILLE AIRPORT</u></b>	
Lease Income	\$ 2,490
Parcell Hangar	6,000
<b>TOTAL WATERVILLE AIRPORT</b>	<hr/> \$ 8,490
<b><u>ORONDO RIVER PARK</u></b>	
Chelan County PUD	\$ 45,750
Misc. Income	-
<b>TOTAL ORONDO RIVER PARK</b>	<hr/> \$ 45,750
<b><u>PYBUS INCUBATOR</u></b>	
Office Space Lease	\$ 24,863
Misc. Income	-
<b>TOTAL PYBUS INCUBATOR</b>	<hr/> \$ 24,863
<b>TOTAL BUSINESS PARK REVENUE</b>	 \$ 6,926,165
<b><u>TAX RECEIPTS</u></b>	
Current Levy	\$ 4,476,575
1.0% of Prior Year Tax	44,766
New Construction	96,765
Tax Refunded (receipts)	5,806
<b>TOTAL TAX RECEIPTS</b>	<hr/> \$ 4,623,912



**2023**  
**Preliminary**

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**NON-OPERATING REVENUES**

**Cashmere Mill District**

Property Sales	\$	50,000
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**Confluence Technology Center**

Sale of Surplus Equipment		-
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**Malaga Industrial Sites**

Dept of Com - Malaga Waterline Ext (\$1,498,650)		1,198,650
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Client Contr - Malaga Waterline Ext (\$8,501,350)		4,288,821
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Client Contribution - Cooling Water System		1,700,000
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Client Contribution - Hayes Property Acquisition		853,765
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Client Contribution - Property Acqu. (Misc.)		5,000,000
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**Pangborn Airport**

FAA Grant Proceeds (Apron Rehab)		1,410,947
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FAA Grant Proceeds (Foam Testing Equipment)		25,000
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FAA Grant Proceeds (Phase I - Taxiway A Relocation)		10,044,464
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FAA Grant Proceeds (Phase II - Taxiway A Relocation)		6,174,214
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WSDOT - Taxiway A Relocation		591,306
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FAA Grant Proceeds (Taxiway B to Site Development)		1,723,802
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Bond Proceeds - GA Terminal		3,000,000
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Douglas County .09 - GA Terminal		250,000
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National Guard Land Sale		2,473,500
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Airlift NW - Capital Facilities Charge		316,300
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PFC Capital Funds		265,000
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TSA Operating Grant		7,300
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	<b>2023</b>
	<b><u>Preliminary</u></b>
<b><u>Pangborn Business Park</u></b>	
Douglas County Payment - PWTF	80,000
Trades District EDA Grant (\$4,990,967)	3,087,500
Trades District State Capital Grant (\$2,950,000)	2,885,000
Trades District CERB Financing (\$2,500,000)	-
<b><u>Waterville Airport</u></b>	
WSDOT Aviation - Lighting Construction	498,354
<b><u>Economic Development</u></b>	
ADO Contracts - Dept. of Commerce	150,000
Chelan County .09 Grant - Partnership Projects	20,000
<b><u>Other</u></b>	
EPA Brownsfield Grant (\$600,000)	200,000
Dept of Commerce - Chelan PUD Surface Water Study	300,000
PUD 5th Street - Marketing/Legal Reimbursement	10,000
Regional Aquatic Center Study	290,000
Other Tax Income (LHT & Timber Dist.)	10,125
Interest Income	91,750
Other Income	5,000
Sale of Fixed Assets	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b><u>\$ 47,000,798</u></b>
<b>TOTAL REVENUES</b>	<b>\$ 58,550,875</b>

	<b>2023</b>
	<b><u>Preliminary</u></b>
<b>BUSINESS PARK EXPENSES</b>	
<b><u>CASHMERE MILL DISTRICT</u></b>	
Debt Service - Buildings A & B (2035)	\$ 219,134
CERB Loan (2031)	75,781
Property Insurance	22,250
Building Maintenance	5,000
Property Maintenance	20,000
Utilities	34,000
Misc. Expenses	2,500
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 378,665</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>	
Salaries	\$ 98,500
Employee Benefits	32,600
Payroll Taxes	9,165
Contract Labor	20,000
Building Operational Expenses	461,420
CTC South Building Operational Expenses	23,500
Video Conference Center/Meeting Room Expenses	170,650
Debt Service (2023)	48,529
Misc. Expenses	5,000
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 869,364</b>
<b><u>MALAGA INDUSTRIAL SITE</u></b>	
GBI Property Maintenance	\$ 5,000
Hayes Property Maintenance	5,000
Property Insurance	1,500
Utilities	1,000
Misc. Expenses	5,000
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ 17,500</b>

**2023**  
**Preliminary**

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**OLDS STATION BUSINESS PARK**

Building Maintenance & Repairs	\$ 12,000
Property & Grounds	42,500
Utilities	54,000
Fire Protection in lieu of taxes	11,030
Property Insurance	71,385
Misc. Expenses	7,500
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 198,415</b>

**COLUMBIA STREET PROPERTIES**

Building Maintenance & Repairs	\$ 10,000
Property & Grounds	7,500
Fire Protection in lieu of taxes	10,520
Property Insurance	61,300
Misc. Expenses	50,000
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 139,320</b>

**2023**  
**Preliminary**

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**PANGBORN AIRPORT**

Salaries	\$ 592,500
Salaries - Overtime	30,000
Employee Benefits	188,500
Payroll Taxes	73,245
Engineering/Professional Fees	65,000
Air Service Development	48,000
Non-Aviation Maintenance	10,000
Aviation Maintenance	16,000
Terminal Maintenance	35,000
Airfield Maintenance	60,000
Vehicle & Equipment Maintenance	35,000
Small Tools & Equipment	3,500
Utilities	182,735
Aviation Ramp Glycol Disposal	50,000
Security Expenses	20,000
Property/Liability Insurance	136,750
Fuel (M&O)	65,000
Regulatory Compliance	45,000
Winter Operations	35,000
Memberships & Subscriptions	5,500
Marketing	25,000
Conferences, Training & Meetings	30,000
Information Technology	57,500
Parking Lot Expenses	20,000
Credit Card Fees	30,000
COVID-19 Compliance	5,000
Misc. Expenses	15,000
<b>TOTAL PANGBORN AIRPORT</b>	<b>\$ 1,879,230</b>

	<b>2023</b>
	<b><u>Preliminary</u></b>
<b><u>PANGBORN FBO</u></b>	
Salaries	\$ 271,500
Salaries - Overtime	20,000
Employee Benefits	117,810
Payroll Taxes	39,250
FBO Building Maintenance	10,000
FBO Building Utilities	10,000
FBO Expenses	50,000
Fuel (Resale)	1,200,000
Supplies (Resale)	10,000
<b>TOTAL PANGBORN FBO</b>	<b>\$ 1,728,560</b>
<b><u>PANGBORN BUSINESS PARK</u></b>	
Building Maintenance & Repairs	\$ 32,500
Property & Grounds	57,500
Utilities	29,000
Storm Water	4,220
Property Insurance	47,050
Debt Service (2023)	82,264
Misc. Expenses	2,000
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 254,534</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>	
Building Maintenance & Repairs	\$ 45,000
Property & Grounds	12,000
Utilities	52,500
Insurance	39,775
Misc. Expenses	5,000
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>\$ 154,275</b>

**2023**  
**Preliminary**

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**LAKE CHELAN AIRPORT**

Maintenance & Operations Subsidy (City of Chelan)	\$ 47,116
Aircraft Counter/Operations Report	4,800
Environmental Assessment	11,735
Maintenance (Kelly Property)	8,500
Insurance	810
Utilities	350
Misc. Expenses (Kelly Property)	1,500
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 74,811</b>

**MANSFIELD AIRPORT**

Property Maintenance	\$ 10,500
Utilities	1,000
Property Insurance	4,500
Aircraft Counter/Operations Report	4,800
Misc. Expenses	1,500
<b>TOTAL MANSFIELD AIRPORT</b>	<b>\$ 22,300</b>

**WATERVILLE AIRPORT**

Property Maintenance	\$ 7,500
Utilities	1,000
Property Insurance	4,750
Aircraft Counter/Operations Report	4,800
Misc. Expenses	1,500
<b>TOTAL WATERVILLE AIRPORT</b>	<b>\$ 19,550</b>

**2023**  
**Preliminary**

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**ORONDO RIVER PARK**

Building Maintenance	\$ 3,000
Property Maintenance	30,000
Water System Management	3,000
Security Patrol	6,500
Utilities	2,750
Property Insurance	1,900
Misc. Expenses	1,500
<b>TOTAL ORONDO RIVER PARK</b>	<b>\$ 48,650</b>

**CDRPA BUSINESS PARK MAINTENANCE**

Salaries	\$ 138,475
Employee Benefits	18,570
Payroll Taxes	16,900
Auto Expenses	7,500
Small Equipment	5,000
<b>TOTAL CDRPA BUSINESS PARK MAINT.</b>	<b>\$ 186,445</b>

<b>TOTAL BUSINESS PARK EXPENSES</b>	<b>\$ 5,971,619</b>
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**2023**  
**Preliminary**

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**ADMINISTRATIVE & GENERAL EXPENSES**

Salaries	\$ 1,210,300
Commissioners' Compensation, Benefits & Taxes	262,175
Employee Benefits	402,395
Payroll Taxes	108,220
Professional Services	
Legal	220,000
Engineering/Architectural	75,000
WA State Audit Costs	72,630
Government Affairs Representation - State	80,000
Government Affairs Representation - Federal	80,000
Other Professional Services	30,000
Conferences, Training, and Meetings	15,000
Commission Conferences & Travel	25,000
County Election Expenses	75,000
Memberships and Subscriptions	55,000
Travel (Reimbursement)	15,000
Office Expense	
Supplies	25,000
Telephone	14,250
Computers/Hardware	13,100
Software/Backup/Internet	22,030
Managed Services/Maintenance	40,546
Insurance (Public Officials, General Liability, etc)	118,120
Misc. Expenses	10,000
<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXPENSES</b>	<b>\$ 2,968,766</b>

**2023**  
**Preliminary**

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**BUSINESS DEVELOPMENT & MARKETING EXPENSES**

Marketing & Communications	\$ 50,000
Business Recruitment & Trade Shows	20,000
Real Estate Marketing	25,000
Douglas County GIS	11,150
Chelan-Douglas Trends	7,000
Small Business Development Center (WSU)	80,000
Promotional Hosting	7,000
<b>TOTAL BUSINESS DEVELOPMENT &amp; MARKETING EXPENSES</b>	<b>\$ 200,150</b>

**ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)**

Our Valley, Our Future	\$ 20,000
WV Sports Foundation - Winter Special Olympics	7,000
Lake Chelan Wine Valley Alliance	11,123
Leavenworth Museum	5,100
Community Nonprofit ED Projects	50,000
<b>TOTAL ECONOMIC DEVELOPMENT CONTRACTS</b>	<b>\$ 93,223</b>

**COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)**

Opportunity Placeholder	\$ 40,000
<b>TOTAL COMMUNITY PARTNERSHIP PROJECTS</b>	<b>\$ 40,000</b>

	<b>2023</b>
	<b>Preliminary</b>
	<hr/>
<b><u>OTHER EXPENDITURES</u></b>	
EPA Brownsfield Grant - Consultant Services	\$ 200,000
Chelan County PUD - Surface Water Study	300,000
Regional Aquatic Center Study	300,000
PUD 5th Street Campus - Marketing & Legal	10,000
<b>TOTAL OTHER EXPENDITURES</b>	<hr/> <b>\$ 810,000</b> <hr/>
 <b>TOTAL EXPENSES</b>	 <b>\$ 10,083,758</b>
 <b>LESS OPERATING REVENUES</b>	 <b>\$ 58,550,875</b> <hr/>
 <b>NET RESULTS BEFORE CAPITAL PROJECTS</b>	 <b>\$ 48,467,116</b>

**2023**  
**Preliminary**

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**CAPITAL PROJECTS**

**Confluence Technology Center**

Avidex Audio System (Approved in 2022)		120,000
Salvage, Demo & Restoration	1,210,000	2,525,376
CDRPA Office Build Out		130,000
Meeting Center Cameras		74,000
Cameras/Security System		64,000

**Malaga Industrial Site**

Waterline Extension Project	5,487,471	5,487,471
Cooling Water Disposal Project	1,700,000	1,700,000
Property Acquisition	5,000,000	5,000,000

**Olds Station Business Park**

IB #9 Emergency Power Shut Off		45,000
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**Pangborn Airport**

Terminal Apron Change Order	400,000	444,000
Taxiway A	16,809,984	18,678,699
Taxiway B/Hangar Site Development	2,040,102	4,229,156
GA Terminal Remodel	4,523,500	5,140,742
MALSR Carryover & Equipment		450,000
Foam Testing Equipment	25,000	30,000
Snow Removal Equipment A&E		35,000
Commercial Air Service Support/Equipment		150,000
Baggage Screening Remodel		82,500
Terminal Radio Repeater		150,000
Removal of Underground Storage Tanks		160,000
FBO - Deice Truck (Used)		90,000

**Pangborn Business Park**

Trades District	5,972,500	5,972,500
CWICC Carpet Replacement		95,000
Accor HVAC Design Phase I		50,000

		<b>2023</b>
		<b><u>Preliminary</u></b>
<b><u>Regional Port Office/Aviation Center</u></b>		
Roof Repair/Gutter Modification		50,000
Hangar Foam Suppression System Conversion		50,000
<b><u>Chelan Airport</u></b>		
Waterline Extension		670,000
<b><u>Waterville Airport</u></b>		
Lighting Project Construction	498,354	555,003
<b><u>Orondo River Park</u></b>		
Well Pump/Chlorination System		150,000
<b><u>Vehicles/Equipment</u></b>		
Engine for Elgin Vac Truck		18,000
Subcompact Tractor w/Mower Deck		50,000
SxS UTV		15,000
Small to Mid-size Pesticide Sprayer		5,000
Mower with 72" Deck , Blower, Broom		40,000
Fleet Vehicle		45,000
<b><u>Other</u></b>		
Administrative - Copier		15,000
Opportunity Fund - Other		250,000
<b>TOTAL CAPITAL PROJECTS</b>		<b><u>\$ 52,816,447</u></b>
<b>NET RESULTS AFTER CAPITAL PROJECTS</b>		<b><u><u>\$ (4,349,331)</u></u></b>

**Port of Chelan County  
2023 Preliminary Budget**

**TAX RECEIPTS**

Current Levy	\$ 3,357,883
1.0% of Prior Year Tax	33,579
New Construction	69,386
Tax Refunded (receipts)	5,806
<b>TOTAL TAX RECEIPTS</b>	<b><u>\$ 3,466,654</u></b>

**NON-OPERATING REVENUES**

Other Tax Income (LHT & Timber Dist.)	\$ 10,125
Interest Income	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b><u>\$ 10,125</u></b>

**TOTAL REVENUES**

**\$ 3,476,779**

**DEBT SERVICE**

Cashmere Mill District - Buildings A & B	\$ 219,134
Cashmere Mill District - CERB Loan	75,781
Confluence Technology Center - CERB Loan	48,529
<b>TOTAL DEBT SERVICE</b>	<b><u>\$ 343,444</u></b>

**NET REVENUES TRANSFERRED TO CDRPA**

**\$ 3,133,335**

**Port of Douglas County  
2023 Preliminary Budget**

**TAX RECEIPTS**

Current Levy	\$ 1,118,692
1.0% of Prior Year Tax	11,187
New Construction	27,379
State Assessed Property Value	-
<b>TOTAL TAX RECEIPTS</b>	<b><u><u>\$ 1,157,258</u></u></b>

**OTHER REVENUES**

Douglas County .09 PWTF Sewer Construction	\$ 80,000
Interest Income	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b><u><u>\$ 80,000</u></u></b>

<b>TOTAL REVENUES</b>	<b><u><u>\$ 1,237,258</u></u></b>
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**DEBT SERVICE**

PWTF Sewer Construction	\$ 82,264
<b>TOTAL DEBT SERVICE</b>	<b><u><u>\$ 82,264</u></u></b>

<b>NET REVENUES TRANSFERRED TO CDRPA</b>	<b><u><u>\$ 1,154,994</u></u></b>
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# Memo

**To:** Board of Directors

**From:** Jim Kuntz

**Date:** November 3<sup>rd</sup>, 2022

**Re:** Governmental Affairs Agreement (Federal) – GA Terminal Building Grant Advocacy

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One of the Board's top priorities is to secure federal funding for the GA Terminal Building Project. We currently have an active grant application into the FAA seeking \$3.09 million through the Bipartisan Infrastructure Law. This is a very competitive grant.

For the Regional Port to be successful we need to elevate the importance of this project with our Congressional Delegation. At my request, I have received a proposal from Elevate Governmental Affairs for a limited fix contract amount. Please find the proposal attached.

I will provide additional details at Tuesday's meeting. Investing \$15,000 trying to improve our chances at securing a \$3.09 million dollar grant is worth it in my opinion.



## Jim Kuntz

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**From:** David Marten <david@elevatega.com>  
**Sent:** Wednesday, November 2, 2022 12:31 PM  
**To:** Jim Kuntz  
**Subject:** Draft Contract for GA Terminal Grant Application Federal Engagement  
**Attachments:** CDRPA-Elevate Draft Contract.docx

Jim,

Hope your week is going well. As discussed, attached is a draft contract for your review.

A couple points I wanted to note: We propose a one-time fee of \$15,000 to work in support of the GA terminal grant application, for a term of three months (through January 31, 2023). That timeline is based on my review of the 1<sup>st</sup> round of awards for the program and initial conversations with folks on their guesses for how long it will take the agency to review. However, in the event the FAA takes longer than those three months, the project fee would not increase as a result. To be fully transparent—we believe this is below what the current market dictates for this kind of engagement, but we're excited to build the long-term relationship with you and the Port, and to work on this project with you.

One other point I failed to mention on our call last week and wanted to be sure to let you know up front—since I've recently left the Senate I'm barred by ethics rules from directly lobbying Cantwell and Murray until July of next year. However, one reason I was motivated to join Elevate was their extremely close connections with the Washington delegation, DOT and FAA. Our partner Sam is a former Commerce Committee counsel and FAA lawyer with very strong connections to all of the relevant folks in this space, and our partner Jeff is personally very close with Dan Newhouse and has strong relationships with the rest of the delegation. So as a team I'm confident we can have the strongest possible engagement on your behalf.

Please let me know your thoughts. I'm excited to work with you on this, and best of luck with the year-ahead planning retreat tomorrow.

Thanks,  
David

David Marten  
Executive Vice President  
Elevate Government Affairs  
206-819-2271 (m)





## INDEPENDENT CONTRACTOR SERVICES AGREEMENT

by and between

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

and

ELEVATE GOVERNMENT AFFAIRS, LLC

**THIS INDEPENDENT CONTRACTOR SERVICES AGREEMENT** (this "**Agreement**") is made by and between the Chelan Douglas Regional Port Authority ("**CDRPA**") and Elevate Government Affairs, LLC, a District of Columbia limited liability company ("**Elevate**"), as of November 2, 2022.

1. **ENGAGEMENT OF SERVICES.** CDRPA shall engage Elevate to perform certain services on its behalf, as more fully described on **Schedule A** attached hereto.
2. **COMPENSATION.**
  - a. **PROJECT FEE.** CDRPA will pay Elevate a project fee (the "**Project Fee**") as compensation for services rendered under this Agreement. The Project Fee shall be Fifteen Thousand dollars (\$15,000).
  - b. **PAYMENT.** Fifty percent (50%) of the Project Fee shall be payable upon execution of this Agreement and the remaining fifty percent (50%) shall be payable upon the end of the term of the project as described in Section 6 of this Agreement.
3. **INDEPENDENT CONTRACTOR RELATIONSHIP.** Elevate's relationship with CDRPA will be that of an independent contractor and nothing in this Agreement should be construed to create a partnership, joint venture, attorney-client or employer-employee relationship. Elevate is not engaged in the practice of law. Elevate is not the agent of CDRPA and is not authorized to make any representation, contract, or commitment on behalf of CDRPA.
4. **SECURITIES COMPLIANCE.** During the course of its work for CDRPA and/or its other clients, Elevate may be asked to solicit or may receive important information about publicly-traded companies or the markets, industries or regulatory environment in which these companies do business that has not yet been disclosed or been made available to the general public ("**Non-public Information**"). Elevate is firmly committed to complying with all insider-trading laws, and as a result there will be information that it possesses from time to time that it will not disclose to CDRPA. In particular, it will not disclose to CDRPA any Non-public Information in its possession if the source of the information is under a duty of confidentiality regarding that information or if a duty has otherwise been imposed upon Elevate to keep such information confidential. In addition, Elevate will not

disclose to CDRPA any Non-public Information in its possession if, in Elevate's judgment, disclosing that information would or could result in a violation of applicable securities laws.

5. **COMPLIANCE OF LAWS.** In performing its obligations hereunder, Elevate shall comply with all applicable federal and/or state laws, legislation, regulations, codes of practice or requirements including but not limited to, the Foreign Agents Registration Act of 1938 (FARA) and the Lobbying Disclosure Act of 1995.
6. **TERM.** This Agreement shall remain in place from November 2, 2022 until January 31, 2023 or until the final determination of the FY 2023 Airport Terminal Program grant awards as described in Schedule A of this Agreement, whichever is later.
7. **GOVERNING LAW AND VENUE.** This Agreement and the rights and obligations of the parties hereunder shall be governed by and construed in accordance with the laws of the District of Columbia without giving effect to the conflicts of law principals thereof. The parties agree the exclusive place of jurisdiction for any action, suit, or proceeding arising under or in connection with this Agreement shall be the local or federal courts in Washington, DC.

IN WITNESS WHEREOF, CDRPA and Elevate have caused this Independent Contractor Services Agreement to be executed by their duly authorized representatives as of the date first set forth above.

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY:**

By: \_\_\_\_\_  
Name: Jim Kuntz  
Title: Chief Executive Officer  
Address: One Campbell Parkway  
Suite A  
East Wenatchee, WA 98802

**ELEVATE GOVERNMENT AFFAIRS, LLC:**

By: \_\_\_\_\_  
Name: Jeff Markey  
Title: Co-Founder and Principal  
Address: 440 First Street NW  
Suite 550  
Washington, DC 20001

**SCHEDULE A**

to

**INDEPENDENT CONTRACTOR SERVICES AGREEMENT**

by and between

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

and

**ELEVATE GOVERNMENT AFFAIRS, LLC**

All capitalized terms used herein shall be deemed to have the meanings set forth in the Independent Contractor Services Agreement by and between the Chelan Douglas Regional Port Authority (CDRPA) and Elevate, dated as of November 2, 2022. Pursuant to the Agreement, Elevate shall perform the following services for CDRPA:

**1. Scope of Work:**

Elevate will provide services in support of CDRPA's application to the FY 2023 Federal Aviation Administration (FAA) Airport Terminal Program (ATP) for its General Aviation terminal renovation project. These services will include, but are not limited to, the following:

- Provide general business and governmental consulting.
- Facilitate and engage with Congressional and Administration officials regarding CDRPA's FAA ATP application.
- Relationship building with key Washington state congressional delegation members and critical committee members and staff with funding and oversight over key FAA programs including but not limited to the ATP.
- Relationship building with the FAA.
- Seek letters of support and calls to FAA and/or U.S. Department of Transportation leadership from key Washington state congressional delegation members in support of CDRPA's application.
- Furnish office space and logistical support during Washington, DC visits.

# Memo

**To:** Board of Directors

**From:** Jim Kuntz

**Date:** November 3<sup>rd</sup>, 2022

**Re:** Chelan Airport Water Line Project

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The Board has requested additional information on how ERU's (Equivalent Residential Units) are going to be allocated as part of the Chelan Airport Water Line Project. At this point, there is not an answer to that question. When the project is completed the Water Line will be owned by the City of Chelan.

It is my recommendation that the Regional Port's funding (\$670,000) be conditioned on all ERU's remaining within the boundaries of the Chelan Airport, unless the local funding partners (City of Chelan, Chelan County and Regional Port) agree otherwise.

This proposed condition will ensure third parties outside the Airport boundaries, that want access to water, make a financial contribution to offset local government's initial capital outlay.

Attached is an email from RH2 that discusses the ERU issue in greater detail.

## Jim Kuntz

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**From:** Erik Howe <ehowe@rh2.com>  
**Sent:** Tuesday, October 25, 2022 8:18 PM  
**To:** Jim Kuntz  
**Subject:** RE: 20221018\_MSFT\_Pipe-Order-RFP.docx

Jim, sorry for the delayed response. It took a little digging to get your answer. The required pipe size for the transmission main is primarily driven by fire flow. The assumed fire flow needs are 2,750 gpm. The westmost ½ mile of watermain must be at least 18" diameter, with the rest at least 16" diameter to achieve this flow.

Regarding your question on ERU's, the number of ERU's (for this system defined as just over 500 gpd yearly average) is dependent on pipe size and type. The larger the inside diameter of the pipe, the more flow that can be achieved, and the higher number of customers that can be served.

The \$8.17M cost estimate that is currently being used assumed 22" & 20" nominal diameter (17.7" and 16.1" inside diameter respectively) HDPE pipes. At the time that estimate was developed (last May) we were still in the process of updating the water model. After further modeling, it shows that this size HDPE main would provide approx. 450 ERU's. However, it should be noted that the proposed areas to be developed have irrigation water therefore it could also be assumed that water use in this future development may be less than 1 ERU per home. So the total number of homes that could be developed could be far more than 450. The 450, 750, etc. is really just a resulting unit of measurement that depends on pipe size which relates back to desired flow to the site and projected water usage. For example, a 20" C900 PVC pipe (19.0" inside diameter) could yield 900 ERU's (of flow) but the cost would be higher than HDPE.

The ERU's can be used for any development that can be served topographically, essentially at or below the elevation of the airport without the need for additional infrastructure (pump station/reservoir). If ERU's were to be allocated to specific areas or uses, that would need to come as a policy decision by the City.

**Erik Howe** | RH2 Engineering, Inc.

C: 509.670.5611  
O: 509.886.6761

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**From:** Jim Kuntz <Jim@cdrpa.org>  
**Sent:** Monday, October 24, 2022 4:40 PM  
**To:** Erik Howe <ehowe@rh2.com>  
**Subject:** RE: 20221018\_MSFT\_Pipe-Order-RFP.docx

Thanks Erik. Sounds good to me.

When time permits I need your best thinking on the Chelan Airport water line issue. How much of the ERU's could stay on the airport versus what might be available to housing interests. I believe your projection is 750 ERU's would benefit from the water line project.

**Jim Kuntz**  
**Chief Executive Officer**  
One Campbell Parkway Suite A, East Wenatchee, WA 98802

**Chelan Douglas Regional Port Authority - Lease Report**  
**Leases & Renewals - Reporting Period OCTOBER 2022 | CDRPA Related**  
**Meeting: November 8, 2022**

New Leases					
Tenant	Building or Land	SQFT or Acres	Starting	Term	Base Rent/Month
Lila Gilley & Rebekah Gilley	Hays Property 5133 Malaga Alcoa Hwy Malaga, WA 98828		9/7/2022		\$280.00

Lease Renewals					
Renewal Signed	Tenant	Building or Land	SQFT or Acres	Term	Base Rent/Month

Tenants Moving Out					
Tenant	Building or Land	SQFT or Acres	Ending	Base Rent/Month	
Lila Gilley & Rebekah Gilley	Hays Property 5133 Malaga Alcoa Hwy Malaga, WA 98828		10/24/2022	\$280.00	

**Executive Director's Authority to Sign Leases**

Lease terms of five years duration or less.

Lease payments of \$5,000 per month or less.

**Chelan Douglas Regional Port Authority - Lease Report**  
**Leases & Renewals - Reporting Period OCTOBER 2022 | CTC Related**  
**Meeting: November 8, 2022**

New Leases					
Tenant	Building or Land	SQFT or Acres	Starting	Term	Base Rent/Month
None Reported for this Period					

Lease Renewals					
Renewal Signed	Tenant	Building or Land	SQFT or Acres	Term	Base Rent/Month
None Reported for this Period					

Tenants Moving Out					
Tenant	Building or Land	SQFT or Acres	Ending	Base Rent/Month	
None Reported for this Period					

**Executive Director's Authority to Sign Leases**

Lease terms of five years duration or less.

Lease payments of \$5,000 per month or less.



**Chelan Douglas Regional Port Authority - Lease Report**  
**Leases & Renewals - Reporting Period OCTOBER 2022 | Aviation Related**  
**Meeting: November 8, 2022**

New Leases					
Tenant	Building or Land	SQFT or Acres	Starting	Term	Base Rent/Month
None Reported for this Period					

Lease Renewals					
Renewal Signed	Tenant	Building or Land	SQFT or Acres	Term	Base Rent/Month
None Reported for this Period					

Tenants Moving Out					
Tenant	Building or Land	SQFT or Acres	Ending	Base Rent/Month	
Nimfa Parcels	Waterville Hanger		10/13/2022		
None Reported for this Period					

**Executive Director's Authority to Sign Leases**

Lease terms of five years duration or less.

Lease payments of \$5,000 per month or less.

## 2022 CDRPA Calendar of Events

### NOVEMBER

Date:	Time:	Event:	Location:	Attending:
8-Nov	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
9-Nov		NCWEDD Meeting		Commissioner Huffman
10-Nov	2:00pm	Supporting Data Centers	Executive Flight	
10-Nov	9:00am	CDTC Board Meeting		Commissioners Baldwin & DeRock
15-Nov	6:30am	W.V. Chamber Board Meeting		Commissioners Spurgeon & Etherington
16-Nov	9:00am	Manson Chamber of Commerce - CDRPA Presentation	TBD	Kuntz;Deenik
22-Nov	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
24-Nov	All Day	Thanksgiving - Office Closed	Executive Flight	CDRPA Staff
25-Nov	All Day	Thanksgiving - Office Closed	Executive Flight	CDRPA Staff
29-Nov		TENTATIVE: Douglas Co. Microsoft Grand Opening	TBD	

### DECEMBER

Date:	Time:	Event:	Location:	Attending:
7-Dec	10:00am	Regional Aquatics Meeting	CTC	Stacie de Mestre & Brooke Lammert
7-Dec		WPPA 2022 Annual Meeting	Hotel Murano	Board of Director, Kuntz & Lough
8-Dec		WPPA 2022 Annual Meeting	Hotel Murano	Board of Director, Kuntz & Lough
8-Dec	9:00am	CDTC Board Meeting		Commissioners Baldwin & DeRock
13-Dec	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
13-Dec	1:00pm	Tri-Commission Meeting		Board of Directors; Staff
14-Dec		NCWEDD Meeting		Commissioner Huffman
20-Dec	6:30am	Wenatchee Valley Chamber Board Meeting		Commissioners Spurgeon & Etherington
23-Dec	All Day	Christmas Eve Holiday - Office Closed	Executive Flight	CDRPA Staff
26-Dec	All Day	Christmas Day Holiday - Office Closed	Executive Flight	CDRPA Staff
27-Dec	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff