



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
October 11th, 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 September 27th, 2022 Meeting Minutes, September 27th, 2022 Tri-Commission Special Meeting Minutes, October 3rd, 2022 Special Meeting Minutes, Resolution No. 2022-10 Voiding Check No. 10365, and Check Register Pages #2022-37 through #2022-39, including Electronic Transfers.
- **PODC:** Approval of Port of Douglas County Check Register Page #2022-02.

VI. CDRPA ACTION ITEMS

- (1) Confluence Technology Center – PUD Lease Extension
- (2) Authorization to Proceed with Bidding – General Aviation Terminal Building

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

- (3) Rates & Charges – 2023 Proposed
- (4) The Trades District – Architectural/Engineering Services
- (5) Taxiway Alpha Project – Selland Construction/Prevailing Wage Rate Impact
- (6) Cashmere Mill District – Voluntary Cleanup Process/Department of Ecology

VIII. 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

IX. PUBLIC COMMENT

X. REVIEW CALENDAR OF EVENTS

XI. ITEMS FROM BOARD OF DIRECTORS

XII. 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))

XIII. 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
September 27, 2022
9:00 am**

Present:

Directors:

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

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

Staff:

*Jim Kuntz, Chief Executive Officer
Monica Lough, Director of Finance & Admin.
Ron Cridlebaugh, Director of Econ. Dev.
Ron Russ, Property & Maintenance Mngr.
Colby Goodrich, FBO Manager (Zoom)
Julie Avis, Accounting Specialist (Zoom)*

*Tricia Degnan, CTC Manager (Zoom)
Sarah Deenik, Comm. Coordinator
Bobbie Chatriand, Admin Assistant
Lorena Amador, Accounting Specialist (Zoom)
Laura Camarillo-Reyes, Admin Asst. (Zoom)*

Legal Counsel:

*Quentin Batjer, Davis Arneil Law Firm, LLP
Pete Fraley, Ogden Murphy Wallace, PLLC*

Guests:

*Jason Taylor, KPQ (Zoom)
Steve Wilkinson, Wenatchee Chamber (Zoom)*

Emily Thornton, Wenatchee World

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

Introductions were made.

Conflicts of Interest: None

PUBLIC COMMENTS:

An opportunity for public comment was provided; however, no public comments were received.

CDRPA CONSENT AGENDA

The Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes from the September 13th, 2022 Meeting and August 2022 Commission Calendar was presented.

Motion No.
Moved by:
Seconded by:

09-10-22 CDRPA
*W. Alan Loeb sack
Donn Etherington
To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of minutes from the September 13th, 2022 Meeting and August 2022 Commission Calendar.*

Motion Passed 6-0

CDRPA ACTION ITEMS:

Authorization to Bid – CTC Salvage, Demolition, and Restoration

At the June 14, 2022 Board of Directors Meeting, staff was given direction to update the bidding documents for the CTC Salvage, Demolition, and Restoration Project in preparation to put the project out to bid this fall. DOH Associates has completed their updates and staff is seeking Board approval to solicit bids. The following action was taken:

Motion No.	09-11-22 CDRPA
Moved by:	Jim Huffman
Seconded by:	W. Alan Loeb sack
	To authorize the CEO to solicit bids for the CTC Salvage, Demolition, and Restoration Project.

Motion passed 6-0

Pangborn Airport Land Lease Term

Kuntz provided information on the airports current land lease terms. A group of aircraft owners have approached the airport with an interest in leasing land to construct a set of T-Hangars. They are requesting a longer lease term. A comparison of other Eastern Washington airports' land lease terms was provided for reference. Discussion ensued and the following action was taken:

Motion No.	09-12-22 CDRPA
Moved by:	Mark Spurgeon
Seconded by:	W. Alan Loeb sack
	To authorize land leases at Pangborn Memorial Airport for terms up to fifty years.

Motion passed 6-0

Aquatics Center/Sports Complex – Regional Port Role

Senator Brad Hawkins has requested the Regional Port have a lead facilitating role in the development of a regional aquatic center/sports complex. The Regional Port would potentially facilitate a study to determine the need and cost of a regional aquatic center/sports complex for our area. Additional information will be available at the next Aquatic Center Meeting being held October 19th at the Confluence Technology Center. Discussion ensued and there was no action taken.

Commissioner DeRock left the meeting at 10:00 a.m.

Director Baldwin called for a 5-minute break at 10:00 a.m. The meeting reconvened at 10:05 a.m.

INFORMATIONAL ITEMS:

Trades District – CERB Funding – Criddlebaugh updated the board on our recent award of a \$2,500,000 loan from the Washington Community Economic Revitalization Board. This low-interest loan will be used for the construction of the Trades District.

Army National Guard Update – Kuntz provided an update on the Army National Guard and their relocation. The estimated time frame of relocation is March 2024. They have finalized two budget request packages that have been submitted to the Office of Financial Management. Kuntz has requested a copy of both budget submittals.

FAA Taxiway Grant Update – de Mestre advised staff that \$10,090,532 in FAA funding has been awarded for the Taxiway Alpha Project. The project is moving forward with the original low bidder, Selland construction.

Cashmere Mill District Update – Kuntz presented two projected land sale options for the Cashmere Mill District land that is located North of Sunset Highway. The presentation also included land cost allocations and the cost for the approved Waste Removal Project.

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:

- Kuntz provided an update on the Chelan Airport Waterline Project. He still waiting to hear how the water will be allocated between the airport and other uses, such as housing.
- Kuntz mentioned the City of Wenatchee formed a tax increment financing (TIF) district and provided a map of the redevelopment area on North Wenatchee Avenue.
- Kuntz noted that Horizon Air will be starting its regional jet service on December 7th. Also, Horizon Air will be having a Town Hall Meeting on October 14th in Wenatchee.

Lough provided information and updates including:

- Lough provided information to the Board that our annual audit was recently completed and there were likely no findings. The exit conference for this year's audit is scheduled for this Friday. Kuntz thanked Monica and the accounting staff for a job well done.

de Mestre provided information and updates including:

- de Mestre reported the MALSR project has started with an estimated completion date of December 2nd. Also noted, the FAA is on site during this project providing guidance as well as inspecting the project as it nears completion.
- de Mestre updated the Board on the Waterville Airport Lighting Project. There have been issues with ordering and procurement of items needed to complete the project. This project will begin in early spring 2023 and be completed by June 30, 2023.

Russ provided information and updates including:

- Russ updated the Board on the GWID annexation of port properties, notice of intention has been submitted and the SEPA process is completed.

Cridlebaugh provided information and updates including:

- Cridlebaugh updated the Board that Hank Cramer, who is a representative of Congressman Newhouse, has been meeting at the Regional Port Administrative Offices with veterans from the surrounding area once a week.

Degnan provided information and updates including:

- Degnan provided an update on the front entry way project at the CTC. The water feature has been removed and native plants will be planted. This project will be completed by late fall.
- Degnan also updated staff on the audio system upgrade. This project is behind schedule and should be completed in early 2023. Obtaining items needed to complete this project has been an issue.

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 11:30 a.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 and RCW 42.30.110(1)(i) to discuss with legal counsel litigation, potential litigation, and/or legal risks. The session was extended at 12:00 p.m. for an additional twenty-minutes. Executive session concluded at 12:20 p.m.

The meeting reconvened in Regular Session with no action taken. Director Baldwin called for a break, to reconvene at the Chelan County Tri- Commission Meeting at 1:00 p.m.

Signed and dated this 11th day of October 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Richard DeRock, Director

W. Alan Loeb sack, Director

**Tri-Commission Meeting
Special Meeting Minutes
Confluence Technology Center and Zoom Virtual Conference
September 27, 2022 1:00 pm**

Present:

Chelan Douglas Regional Port Authority

JC Baldwin, POCC Commissioner
Donn Etherington, POCC Commissioner
Jim Huffman, PODC Commissioner
Mark Spurgeon, PODC Commissioner
W. Alan Loeb sack, PODC Commissioner
Jim Kuntz, CEO
Bobbie Chatriand, Administrative Assistant
Sarah Deenik, Communications Coord.
Kelli Scott

Chelan County PUD

Randy Smith, Commissioner
Steve McKenna, Commissioner
Ann Congdon, Commissioner (Zoom)
Kirk Hudson, General Manager
Justin Erickson, Managing Director Dist. Svcs.
Rebekah Neumann, Clerk of the Board
Andrew Grassell
Rachel Hansen

Chelan County

Kevin Overbay, Commissioner
Bob Bugert, Commissioner
Tiffany Gehring, Commissioner
Sasha Sleiman, Housing Program Coord.
Jill Fitzsimmons, PIO

Elected Officials

Senator Brad Hawkins, 12th District
Bob Goedde, Mayor, City of Chelan
Frank Kuntz, Mayor, City of Wenatchee
Jim Fletcher, Mayor, City of Cashmere
Jerrilea Crawford, Mayor, City of East Wenatchee

Guests

Patrick Jones, EWU
Becky Berg, Eastmont School Dist.
Bill Tenneson
Emily Thornton, Wenatchee World
Ed Brooks

Steve Wilkinson, Wenatchee Chamber
Stephen Rinaldi, Chelan Co. Fire Marshall
Tom Green

The Tri Commission Meeting and respective Special Commission Meetings were called to order and/or reconvened at 1:00 pm. The Pledge of Allegiance was conducted and roll call was taken. Justin Erickson, Chelan County PUD, facilitated the meeting.

Regional Aquatic Center Proposal – Senator Hawkins

Senator Hawkins provided a brief overview of the regional aquatic center proposal. He provided a background of the Wenatchee Public Pool, its current condition and finances required to keep the pool in user-friendly condition. The aquatic center would replace the aging Wenatchee pool as well as bring economic benefits to the Wenatchee Valley.

Chelan County Economic Conditions – Dr. Patrick Jones

Dr. Jones provided a presentation regarding the Chelan Douglas Trends Website. This website collects and shares a broad spectrum of information to support informed decision making by individual community members, governmental policy makers, businesses, researchers and the press. Jones discussed current population growth, median household income, average number of people per household, and economic vitality of the Chelan Douglas area.

TRI-COMMISSION UPDATES:

- **Chelan County PUD Commission**
 - Public Power Benefit Program
 - Stehekin Outreach and Energy Planning

- **Chelan County Commission**
 - Water Resources for Wildfire Suppression (Ingalls Creek example)
 - Broadband Action Team

- **Chelan Douglas Regional Port Authority**
 - Various Airport Projects/MALSR/Taxiway A
 - Army National Guard Relocation
 - Trades District/CERB Loan
 - Alaska Airlines/Horizon Airlines phasing out Q400's for E175's
 - Alaska Airlines Town Hall Meeting
 - Partner Breakfast/Lunch

CHELAN COUNTY MAYORS UPDATE – Chelan County Mayors/staff provided updates and information.

OPPORTUNITY FOR PUBLIC COMMENT: No comments were made.

COMMISSIONER COMMENTS: No comments were made.

The Tri Commission Meeting and respective Special Commission Meetings adjourned at 3:00 pm.

Signed and dated this 11th day of October 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Excused Absence

Richard DeRock, Director

Mark Spurgeon, Director

Donn Etherington, Director

W. Alan Loeb sack, Director

**Special Meeting Minutes
Douglas County Annex Building
October 3rd, 2022 3:00 pm**

Present:

Chelan Douglas Regional Port Authority
JC Baldwin, POCC Commissioner
Alan Loeb sack, PODC Commissioner
Mark Spurgeon, PODC Commissioner
Jim Kuntz, Chief Executive Officer
Ron Cridlebaugh, Director of Economic Development
Sarah Deenik, Communications Coordinator

Douglas County
Dan Sutton, Commissioner
Marc Straub, Commissioner
Thad Duvall, Auditor
Gordon Edgar, Prosecutor
Tyler Caille, Undersheriff
James Mitchell, Civil Prosecutor
Jim Baker, Administrator
Jordyn Giulio, Record/Risk Manager
Erika Guerrero, Deputy Clerk of the Board

Elected Officials

Janet Conklin, Mayor, City of Bridgeport
Joel Kretz, State Representative, District 7
Jacquelin Maycumber, State Representative, District 7
Shelly Short, Senator, District 7

The Special Commission Meeting was called to order at 3:00 pm. The meeting was held as an opportunity for informal discussion and regional updates with Douglas County Commissioners and representatives from the State Legislative District 7.

Commissioner Spurgeon thanked the representatives for attending a recent meeting held in conjunction with the Douglas County Public Utility District.

Various Updates Included:

- Douglas County update from Commissioners, Staff, & Mayor Conklin
- Chelan Douglas Regional Port Update provided by Commissioners & Jim Kuntz, CEO

The Special Meeting adjourned at 4:15 pm. No actions taken.

Signed and dated this 11th day of October 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Excused Absence

Richard DeRock, Director

Excused Absence

Donn Etherington, Director

Excused Absence

Jim Huffman, Director

Mark Spurgeon, Director

W. Alan Loeb sack, Director

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY
RESOLUTION NO. 2022-10
RESOLUTION TO VOID CHECK NO. 10365**

Whereas Check No. 10365 in the amount of \$1,114.72, payable to Greater Wenatchee Irrigation District, on Register Page No. 2022-37 was created and signed on September 15th, 2022.

Whereas check issued was a duplicate payment on an invoice and subsequently returned to the Port Authority uncashed by Greater Wenatchee Irrigation District. The returned check is to be voided.

Now, therefore be it resolved by the Board of Directors of the Chelan Douglas Regional Port Authority, a municipal corporation of the State of Washington, that Check No. 10365 be declared VOID.

Dated this 11th day of October 2022.

Chelan Douglas Regional Port Authority

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Richard DeRock, Director

W. Alan Loepsack, Director

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

Date Issued	Register #	Reason	First #	Last #	Amount
09/15/22		Mid-Month Employee Advances		ACH	\$2,000.00
09/15/22	2022-37	Mid-Month Payables	10335	10405	\$1,868,789.86
09/27/22		WA Dept of Revenue - Sales Tax		ACH	\$22,911.74
09/30/22	2022-38	September 2022 Payroll	10406	10408	\$271,273.23
09/30/22	2022-39	Month-End Payables	10409	10465	\$261,646.00

Transactions for approval October 11, 2022 total:

\$2,426,620.83

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
2022-37**

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 September 15, 2022 checks 10335 - 10405 in the amount of **\$1,868,789.86**

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>
<u>CASHMERE MILL DISTRICT</u>				
09/15/2022	Chelan County PUD	Utilities	10350	780.88
09/15/2022	City of Cashmere	Utilities	10352	753.62
09/15/2022	Waste Management	Utilities	10401	405.24
	Net Cashmere Mill District			\$1,939.74
<u>CONFLUENCE TECHNOLOGY CENTER</u>				
09/15/2022	Banner Bank - TD	Maintenance Supplies; Office/Coffee Supplies	10344	441.59
09/15/2022	Chelan County PUD	Utilities	10350	9,188.51
09/15/2022	City of Wenatchee	Utilities	10353	852.45
09/15/2022	Crown Paper & Janitorial Supply	Janitorial Supplies	10356	241.27
09/15/2022	Erin Griggs	Customer Deposit Refund	10361	319.00
09/15/2022	GFC Services	Meeting Room Setups/Janitorial Services	10364	5,890.45
09/15/2022	Johnson Controls	Building Repairs	10373	2,684.11
09/15/2022	Lowe's	Maintenance Supplies	10378	36.00
09/15/2022	North Central ESD	Contract Service - August	10382	5,841.00
09/15/2022	Pacific Security	Patrol Service	10389	444.00
09/15/2022	Waste Management	Utilities	10401	1,158.85
09/15/2022	Weinstein Beverage Co.	Coffee Supplies	10402	212.57
	Net Confluence Technology Center			\$27,309.80
<u>DOWNTOWN WENATCHEE SOUTH</u>				
09/15/2022	Chelan County PUD	Utilities	10350	1,101.39
09/15/2022	City of Wenatchee	Utilities	10353	728.62
09/15/2022	Kold King Manufacturing	Building Repairs	10375	196.60
09/15/2022	SmartSign	Maintenance Supplies	10395	112.97
	Net Downtown Wenatchee South			\$2,139.58
<u>OLDS STATION BUSINESS PARK</u>				
09/15/2022	Chelan County PUD	Utilities	10350	2,894.65
09/15/2022	City of Wenatchee	Utilities	10353	888.42
09/15/2022	Home Depot Pro	Maintenance Supplies	10368	10.46
09/15/2022	North Cascades Heating & A/C, Inc.	Service Call	10381	472.41
09/15/2022	Pacific Security	Patrol Services	10389	888.00
09/15/2022	S & W Irrigation Supply	Irrigation Supplies	10394	12.00
09/15/2022	Stan's Merry Mart	Maintenance Supplies	10396	96.82
09/15/2022	Stemilt Organic Recycling Center	Landscaping Waste	10397	30.00
09/15/2022	Valley Tractor & Rentals, Inc.	Equipment Maintenance	10399	117.63
09/15/2022	Waste Management	Utilities	10401	203.14
	Net Olds Station Business Park			\$5,613.53

**Chelan Douglas Regional Port Authority
Check Register
2022-37**

PANGBORN AIRPORT

09/15/2022	Ag Supply Co.	Fuel	10335	7,285.99
09/15/2022	AvFuel Corp	Fuel	10337	145,341.25
09/15/2022	Banner Bank - PE	Festival of Flight - Meals/Supplies	10340	418.25
09/15/2022	Banner Bank - TC	Security	10343	400.00
09/15/2022	Banner Bank - TF	Airport Lighting Seminar - Lodging	10345	1,565.12
09/15/2022	Banner Bank - TM	Phone Service, Travel Insurance, VirTower	10346	663.63
09/15/2022	Cintas Corporation	FBO Expenses; Uniforms	10351	146.82
09/15/2022	Douglas County PUD	Utilities	10359	2,273.00
09/15/2022	Firefly	Projects	10362	1,753.62
09/15/2022	FlashParking, Inc.	Parking Fees	10363	17.44
09/15/2022	Helena Regional Airport	ARFF Training Fees - C. Beidler	10367	1,885.00
09/15/2022	Home Depot Pro	FBO Expenses - Supplies	10368	294.08
09/15/2022	Jerry's Auto Supply	Vehicle Maintenance	10372	1,785.23
09/15/2022	Kyle Lester	Customer Parking Refund	10376	54.15
09/15/2022	Les Schwab Tire Center	Vehicle Maintenance	10377	277.41
09/15/2022	OmniPark, Inc.	Parking Lot Expenses	10384	366.05
09/15/2022	Oxarc, Inc.	FBO Expenses; Oxy Cylinders	10386	85.56
09/15/2022	Pacific Power Batteries	Vehicle Maintenance	10388	128.29
09/15/2022	Pacific Security	Patrol Services	10389	444.00
09/15/2022	Ridgeline Graphics, Inc	Numerica PAC Replacement	10391	54.30
09/15/2022	Ron Russ	Maintenance Supplies	10392	192.32
09/15/2022	Ryan Seagondollar	Customer Parking Refund	10393	54.15
09/15/2022	Voltaire Aviation Inc	Air Service Dev Retainer	10400	4,000.00
09/15/2022	Waste Management	Utilities	10401	1,029.80
	Net Pangborn Airport			170,515.46

PANGBORN BUSINESS PARK

09/15/2022	Douglas County PUD	Utilities	10359	1,441.00
09/15/2022	Harvest Valley Pest Control, Inc.	Pest Control	10366	89.64
09/15/2022	York Building Services, Inc.	Janitorial Service	10404	1,788.00
09/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10405	1,916.91
	Net Pangborn Business Park			\$5,235.55

RPA OFFICE/AVIATION CENTER

09/15/2022	Douglas County PUD	Utilities	10359	1,366.00
09/15/2022	iPro Building Services, LLC	Janitorial Service - September 2022	10370	750.00
09/15/2022	North Cascades Heating & A/C, Inc.	Service Call	10381	406.13
09/15/2022	Waste Management	Utilities	10401	367.19
09/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10405	1,927.74
	Net RPA Office/Aviation Center			\$4,817.06

LAKE CHELAN AIRPORT

9/15/2022	Banner Bank - TM	VirTower Software	10346	400.00
9/15/2022	Chelan County PUD	Utilities	10350	23.29
9/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10405	433.20
	Net Lake Chelan Airport			856.49

**Chelan Douglas Regional Port Authority
Check Register
2022-37**

<u>MANSFIELD AIRPORT</u>				
9/15/2022	Banner Bank - TM	VirTower Software	10346	400.00
9/15/2022	Douglas County PUD	Utilities	10359	44.00
	Net Mansfield Airport			<u>444.00</u>
<u>WATERVILLE AIRPORT</u>				
9/15/2022	Banner Bank - TM	VirTower Software	10346	400.00
	Net Waterville Airport			<u>400.00</u>
<u>ORONDO RIVER PARK</u>				
09/15/2022	Banner Bank - RR	Maintenance Supplies	10342	54.23
09/15/2022	Pacific Security	Patrol Service - Orondo Park	10389	1,056.00
09/15/2022	Waste Management	Utilities	10401	141.53
09/15/2022	Young Bucks Landscaping LLC	Landscaping Maintenance	10405	3,465.60
	Net Orondo River Park			<u>\$4,717.36</u>
<u>PYBUS INCUBATOR</u>				
09/15/2022	Chelan County PUD	Utilities	10350	57.28
	Net Pybus Incubator			<u>\$57.28</u>
<u>ADMINISTRATIVE & GENERAL</u>				
09/15/2022	Banner Bank - CL	WEDA Conference - Lodging	10338	168.09
09/15/2022	Banner Bank - JK	Lunch Meeting w/ R. DeRock	10339	60.71
09/15/2022	Banner Bank - PE	Registration, Office Supplies, Board Mtg	10340	1,537.52
09/15/2022	Banner Bank - RR	Software	10342	119.12
09/15/2022	Banner Bank - TM	Office Supplies	10346	59.50
09/15/2022	Bobbie Chatriand	Lunch - TIF Meeting	10347	167.58
09/15/2022	Camryn Beidler	ARFF Class; Travel Expenses	10348	363.49
09/15/2022	Cascade Quality Water	Bottled Water - Office	10349	17.56
09/15/2022	Coleman Oil Company	Fuel	10354	603.44
09/15/2022	Kelley Connect	Office Supplies	10374	254.41
09/15/2022	ODP Business Solutions LLC	Office Supplies	10383	396.73
09/15/2022	Quadient Leasing USA, Inc.	Q4 Lease Payment	10390	220.80
	Net Administrative & General			<u>\$3,968.95</u>
<u>BUSINESS DEVELOPMENT & MARKETING</u>				
09/15/2022	Banner Bank - PE	Job Posting - Executive Assistant	10340	288.68
09/15/2022	Banner Bank - RC	Marketing	10341	335.56
09/15/2022	Banner Bank - TM	Logo Wear	10346	181.02
09/15/2022	NCW Tech Alliance	Marketing	10380	500.00
	Net Business Development & Marketing			<u>\$1,305.26</u>
<u>ECONOMIC DEVELOPMENT CONTRACTS - Nonprofits</u>				
9/15/2022	Our Valley, Our Future	Economic Development Contract - Match	10385	\$8,311.79
				<u>\$8,311.79</u>

**Chelan Douglas Regional Port Authority
Check Register
2022-37**

<u>CAPITAL PROJECTS</u>			
09/15/2022	ALSC Architects	Design - PMA GA Building	10336 87,411.86
09/15/2022	Banner Bank - TD	CTC Entry Project	10344 1,657.80
09/15/2022	Consolidated Electrical Distributors	CTC Entry Project	10355 63.22
09/15/2022	Daily Journal of Commerce	Legal Notice Ads	10357 547.40
09/15/2022	DOH Associates	CTC Shell Restoration	10358 2,123.00
09/15/2022	Douglas County Sewer District No. 1	Apron Project - Engineering Reimbursement	10360 1,117.76
09/15/2022	Greater Wenatchee Irrigation Dist.	MALSR - Engineering Reimbursement	10365 1,114.72
09/15/2022	Home Depot Pro	CTC Entry Project	10368 46.53
09/15/2022	Hurst Construction	Terminal Apron Reconstruction	10369 1,487,142.03
09/15/2022	Hurst Construction	MALSR - GWID Potholing	10369 14,133.15
09/15/2022	J-U-B Engineers, Inc.	Waterville Lighting Design	10371 2,853.42
09/15/2022	Lowe's	CTC Entry Project	10378 52.86
09/15/2022	Maul Foster Alongi, Inc.	EPA Brownfields Coalition Grant	10379 22,165.00
09/15/2022	PACE Engineers, Inc.	GA Terminal Topographic Survey	10387 4,900.00
09/15/2022	S & W Irrigation Supply	CTC Entry Project	10394 253.18
09/15/2022	Stan's Merry Mart	Malaga - Cleanup Supplies	10396 109.62
09/15/2022	United Rentals	Malaga - Excavator Rental	10398 2,230.01
09/15/2022	Waste Management	Malaga Land Cleanup	10401 2,712.84
09/15/2022	Wenatchee World	Legal Notice Ads	10403 523.61
	Net Capital Projects		1,631,158.01
		TOTAL	\$1,868,789.86

VOID:

Chelan Douglas Regional Port Authority
Check Register
2022-38

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.

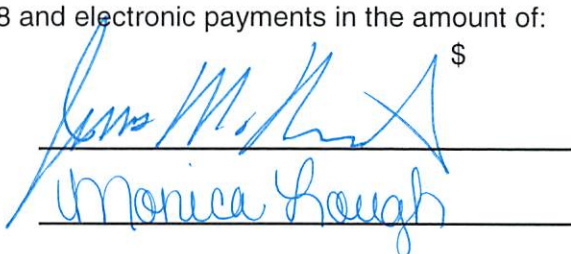
For approval September 30, 2022, checks 10406 - 10408 and electronic payments in the amount of:

\$

271,273.23

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>
Payroll				
09/30/22	Amador, Lorena	September 2022 Payroll	EFT	3,715.66
09/30/22	Asplund, Randy L	September 2022 Payroll	EFT	660.30
09/30/22	Baldwin, Janet L	September 2022 Payroll	EFT	1,424.67
09/30/22	Beidler, Camryn N	September 2022 Payroll	EFT	3,251.37
09/30/22	Burdick-Avis, Julie	September 2022 Payroll	EFT	3,455.25
09/30/22	Camarillo Reyes, Laura	September 2022 Payroll	EFT	3,526.18
09/30/22	Chatriand, Bobbie J	September 2022 Payroll	EFT	3,551.80
09/30/22	Cridlebaugh, Ronald W	September 2022 Payroll	EFT	6,467.29
09/30/22	Day, Skylar	September 2022 Payroll	EFT	3,102.71
09/30/22	de Mestre, Stacie	September 2022 Payroll	EFT	6,257.55
09/30/22	Deenik, Sarah K	September 2022 Payroll	EFT	5,539.49
09/30/22	Degnan, Tricia E	September 2022 Payroll	EFT	4,890.14
09/30/22	DeRock, Richard	September 2022 Payroll	EFT	1,702.01
09/30/22	Etherington, Donn	September 2022 Payroll	EFT	1,833.43
09/30/22	Flaget, Todd R	September 2022 Payroll	EFT	4,441.39
09/30/22	Goodrich, Colby	September 2022 Payroll	EFT	4,534.34
09/30/22	Huffman, James D	September 2022 Payroll	EFT	1,315.60
09/30/22	Kern, Dana	September 2022 Payroll	EFT	2,909.86
09/30/22	Kuntz, James M	September 2022 Payroll	EFT	14,064.48
09/30/22	Lamb, Kenneth R	September 2022 Payroll	EFT	4,833.85
09/30/22	Lamb, Shane C	September 2022 Payroll	EFT	3,563.18
09/30/22	Larsen, Craig N	September 2022 Payroll	EFT	5,887.13
09/30/22	Loebsack, W Alan	September 2022 Payroll	EFT	1,309.38
09/30/22	Lough, Monica D	September 2022 Payroll	EFT	8,126.68
09/30/22	Martin, Kole	September 2022 Payroll	EFT	2,161.89
09/30/22	Martinez, Rafael	September 2022 Payroll	EFT	3,242.79
09/30/22	Moyers, Trent D	September 2022 Payroll	EFT	7,986.76
09/30/22	Orr, Marcus J	September 2022 Payroll	EFT	4,493.28
09/30/22	Rumburg, Concetta	September 2022 Payroll	EFT	1,557.09

09/30/22	Russ, Ronald R	September 2022 Payroll	EFT	6,370.25
09/30/22	Russell, Justin L	September 2022 Payroll	EFT	3,707.90
09/30/22	Smith, Charles B	September 2022 Payroll	EFT	3,717.14
09/30/22	Spurgeon, Mark M	September 2022 Payroll	EFT	912.94
09/30/22	Vargas, Manuel A	September 2022 Payroll	EFT	4,512.13
09/30/22	Warren, Kole A	September 2022 Payroll	EFT	3,212.04
09/30/22	Bobbie Chatriand	September Sunshine fund	10406	130.00
09/30/22	HRA VEBA Trust	September VEBA	10407	1,000.00
09/30/22	Health Care Authority	October Insurance	10408	43,791.78
09/30/22	Department of Retirement Systems	September Retirement	ACH	36,770.04
09/30/22	US Treasury	September Payroll taxes	EFTPS	47,343.46
	Net Payroll			<u>271,273.23</u>

Voided: None

**Chelan Douglas Regional Port Authority
Check Register
2022-39**

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 September 30, 2022 checks 10409 - 10465 in the amount of **\$261,646.00**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check Number	Amount
<u>CASHMERE MILL DISTRICT</u>				
9/30/2022	Local Tel Communications	Fire Alarm Service	10441	181.94
9/30/2022	Stan's Merry Mart	Maintenance Supplies	10457	15.19
	Net Cashmere Mill District			<u><u>\$197.13</u></u>
<u>CONFLUENCE TECHNOLOGY CENTER</u>				
9/30/2022	Cascade Natural Gas	Utilities	10414	13.78
9/30/2022	Chelan County PUD	Utilities	10415	232.25
9/30/2022	Crown Paper & Janitorial Supply	Janitorial Supplies	10420	360.77
9/30/2022	Firefly	Managed Svc/Tower PC for VCC Zoom Room	10428	4,407.80
9/30/2022	Graybeal Signs, Inc.	Aluminum Signs	10430	409.64
9/30/2022	Home Depot Pro	Landscaping Supplies	10434	13.99
9/30/2022	Kelley Connect	Copier Maintenance	10439	222.38
9/30/2022	Keyhole Security Inc.	Security System	10440	285.62
9/30/2022	Local Tel Communications	Fire Suppression/Telephone	10441	956.57
9/30/2022	Lowe's	Landscaping Supplies	10443	118.04
9/30/2022	North Cascade Heating & A/C, Inc.	HVAC Maintenance	10448	970.23
9/30/2022	Northwest Architectural Products	Maintenance Service	10449	2,432.64
9/30/2022	Stoneway Electric Supply	Maintenance Supplies	10460	253.38
9/30/2022	Weinstein Beverage Co.	Coffee Supplies	10462	173.88
	Net Confluence Technology Center			<u><u>\$10,850.97</u></u>
<u>DOWNTOWN WENATCHEE SOUTH</u>				
9/30/2022	Cascade Natural Gas	Utilities	10414	530.19
9/30/2022	Local Tel Communications	Utilities	10441	527.58
	Net Downtown Wenatchee South			<u><u>\$1,057.77</u></u>
<u>OLDS STATION BUSINESS PARK</u>				
9/30/2022	Cascade Natural Gas	Utilities	10414	13.78
9/30/2022	Chelan County PUD	Utilities	10415	600.90
9/30/2022	Inland Fire Protection, Inc.	Annual Inspection	10435	2,027.56
9/30/2022	Local Tel Communications	Alarm Systems	10441	573.42
9/30/2022	Lowe's	Maintenance Supplies	10443	10.31
9/30/2022	Stemilt Organic Recycling Center	Landscaping Waste	10459	30.00
	Net Olds Station Business Park			<u><u>\$3,255.97</u></u>

**Chelan Douglas Regional Port Authority
Check Register
· 2022-39**

PANGBORN AIRPORT

9/30/2022	American Assoc. of Airport Executives	Affiliate Membership	10411	275.00
9/30/2022	Avfuel Corp	Fuel Purchases/Jet Fuel Truck Rental	10412	88,108.90
9/30/2022	Cintas Corporation	Uniforms	10416	99.71
9/30/2022	Community Glass Company, Inc.	Terminal Maintenance	10418	216.60
9/30/2022	Doug Diesel Repair Inc	Vehicle & Equipment Maintenance	10423	1,602.80
9/30/2022	Douglas County Sewer District No. 1	Sewer	10425	281.19
9/30/2022	East Wenatchee Water District	Water	10426	618.50
9/30/2022	Ferguson Enterprises, Inc.	Terminal Maintenance	10427	254.53
9/30/2022	Firefly	Managed Services	10428	3,676.51
9/30/2022	Home Depot Pro	Terminal Maintenance	10434	561.41
9/30/2022	Jerry's Auto Supply	Vehicle & Equipment Maintenance	10437	179.50
9/30/2022	Local Tel Communications	Phone/Internet/Cable	10441	852.81
9/30/2022	Lowe's	Terminal Maintenance	10443	2,630.75
9/30/2022	Moon Security Services, Inc	Security Monitoring	10446	47.65
9/30/2022	Norco Inc	Nitrogen	10447	177.70
9/30/2022	North Cascade Heating & A/C, Inc	HVAC Maintenance	10448	4,401.44
9/30/2022	Ogden Murphy Wallace, PLLC	Legal Services	10451	2,207.00
9/30/2022	T-O Engineers	Engineering Services	10461	430.00
	Net Pangborn Airport			106,622.00

PANGBORN BUSINESS PARK

9/30/2022	Ag Supply Co.	Maintenance Supplies	10409	36.78
9/30/2022	Douglas County Sewer District No. 1	Sewer	10425	91.00
9/30/2022	East Wenatchee Water District	Water	10426	784.50
9/30/2022	Harvest Valley Pest Control, Inc.	Pest Control	10433	247.25
9/30/2022	Local Tel Communications	Fire Alarm Service	10441	171.13
9/30/2022	Lowe's	Building Supplies	10443	8.56
	Net Pangborn Business Park			\$1,339.22

RPA OFFICE/AVIATION CENTER

9/30/2022	Cascade Natural Gas	Utilities	10414	64.05
9/30/2022	Community Glass Company, Inc.	Building Maintenance	10418	2,353.02
9/30/2022	Douglas County Sewer District No. 1	Sewer	10425	284.83
9/30/2022	East Wenatchee Water District	Water	10426	263.00
9/30/2022	Ferguson Enterprises, Inc.	Building Maintenance	10427	27.79
9/30/2022	Graybeal Signs, Inc.	Sign Repair	10430	106.43
9/30/2022	Home Depot Pro	Maintenance Supplies	10434	347.20
	Net RPA Office/Aviation Center			3,446.32

WATERVILLE AIRPORT

9/30/2022	Douglas County PUD	Utilities	10424	30.00
	Net Waterville Airport			\$30.00

ORONDO RIVER PARK

9/30/2022	Douglas County PUD	Utilities	10424	126.00
9/30/2022	Local Tel Communications	Internet	10441	65.90
	Net Orondo River Park			\$191.90

**Chelan Douglas Regional Port Authority
Check Register
2022-39**

ADMINISTRATIVE & GENERAL

9/30/2022	Alan Loeb sack	Mileage	10410	149.00
9/30/2022	Craig Larsen	Mileage	10465	399.62
9/30/2022	Davis Arneil Law Firm, LLP	Legal Services	10421	5,451.50
9/30/2022	Donn Etherington	Mileage	10422	81.38
9/30/2022	Firefly	Managed Services	10428	5,343.25
9/30/2022	J. C. Baldwin	Mileage	10436	120.63
9/30/2022	Jerry's Auto Supply	Maintenance Supplies	10437	12.79
9/30/2022	Local Tel Communications	Telephone	10441	984.05
9/30/2022	Lorena Amador	Mileage	10442	10.50
9/30/2022	Mark M Spurgeon	Mileage	10444	41.50
9/30/2022	Monica Lough	Mileage/Lodging	10445	1,035.90
9/30/2022	ODP Business Solutions, LLC	Office Supplies	10450	125.15
9/30/2022	Ogden Murphy Wallace, PLLC	Legal Services	10451	1,534.00
9/30/2022	RH2 Engineering, Inc.	Board Mtgs/Economic Development Support	10452	2,250.25
9/30/2022	Richard DeRock	Mileage	10453	81.88
9/30/2022	Ron Cridlebaugh	Mileage	10454	386.00
9/30/2022	Sarah K Deenik	Mileage	10455	52.50
9/30/2022	Shane Lamb	Mileage	10456	43.63
9/30/2022	State Auditor's Office	State Audit	10458	11,686.76
9/30/2022	Xerox Corporation	Printer Contract	10464	179.67
	Net Administrative & General			\$29,969.96

BUSINESS DEVELOPMENT & MARKETING

9/30/2022	Davis Arneil Law Firm, LLP	Public Records Requests	10421	708.00
9/30/2022	Go USA, Inc.	Embroidery for Staff	10429	329.45
9/30/2022	Haglund's Trophies	Namebadges	10432	51.86
9/30/2022	Julie Burdick-Avis	Logo Wear	10438	26.01
9/30/2022	Lorena Amador	Logo Wear	10442	171.02
9/30/2022	Monica Lough	Logo Wear	10445	118.37
9/30/2022	Sarah K Deenik	Logo Wear	10455	26.00
	Net Business Development & Marketing			\$1,430.71

ECONOMIC DEVELOPMENT CONTRACTS

9/30/2022	City of Cashmere	Wastewater Lagoons	10417	4,078.93
9/30/2022	City of Cashmere	Design & Engineering for Utility Extension	10417	6,711.13
	Net Business Development & Marketing			\$10,790.06

**Chelan Douglas Regional Port Authority
Check Register
2022-39**

<u>CAPITAL PROJECTS</u>			
9/30/2022	Avidex	CTC Audio Upgrade	10413 1,014.60
9/30/2022	Greater Wenatchee Irrigation Dist.	Airport Lighting Project	10431 477.55
9/30/2022	Home Depot Pro	CTC Entry Project	10434 82.92
9/30/2022	Ogden Murphy Wallace, PLLC	CTC Restoration Project	10451 770.50
9/30/2022	Ogden Murphy Wallace, PLLC	Malaga Properties	10451 7,183.00
9/30/2022	RH2 Engineering, Inc.	Cashmere Mill Site - Debris Removal	10452 2,368.01
9/30/2022	RH2 Engineering, Inc.	Malaga Water Improvements - A&E	10452 36,149.10
9/30/2022	RH2 Engineering, Inc.	National Guard Site Planning	10452 518.30
9/30/2022	RH2 Engineering, Inc.	PMA GWID Annexation	10452 1,804.00
9/30/2022	RH2 Engineering, Inc.	Hays Environmental Assessment	10452 13,588.80
9/30/2022	T-O Engineers	MALSR Construction Management	10461 8,774.24
9/30/2022	T-O Engineers	AGIS Terrain Survey	10461 2,613.75
9/30/2022	T-O Engineers	Pangborn Taxiway A Realignment	10461 5,777.12
9/30/2022	T-O Engineers	Exec. Hangar West Side Development	10461 7,775.00
9/30/2022	T-O Engineers	RPZ Land Acqu	10461 1,748.84
9/30/2022	T-O Engineers	Turf Landing Strip Study	10461 1,630.00
9/30/2022	Wenatchee World	PMA GWID Annexation - Legal Ad	10463 188.26
	Net Capital Projects		\$92,463.99
		TOTAL	\$261,646.00

VOID: 10419

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

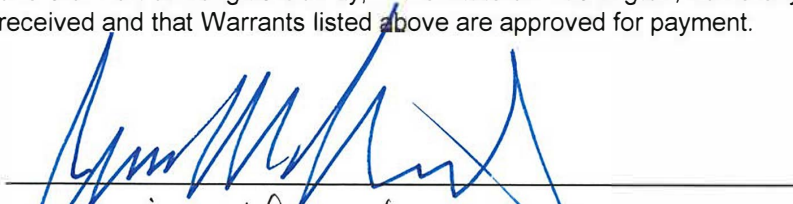
<u>Date Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>First #</u>	<u>Last #</u>	<u>Amount</u>
9/26/2022	2022-02	Earnest Money / Parcels Hangar	5079	5079	\$ 5,000.00

Transactions for approval October 11, 2022 total: \$ 5,000.00

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.

Monica Raugh

Commissioner Huffman

Commissioner Spurgeon

Commissioner Loeb sack

**Port of Douglas County
Check Register
2022-02**

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 September 26, 2022 check 5079 in the amount of **\$ 5,000.00**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check Number	Amount
09/26/22	CW Title & Escrow	Earnest Money / Parcels Hangar	5079	5,000.00

TOTAL 5,000.00

**Chelan Douglas Regional Port
Authority**

Memo

To: Board of Directors
From: Tricia Degnan
cc: Jim Kuntz
Date: October 4, 2022
Re: Chelan County PUD Lease Extension at the CTC

The Chelan County PUD lease for suites LL1 and 201 at the CTC expires February 28, 2023, with the option to extend for two one-year renewal terms.

The PUD has given official notification of request to extend their lease through February 28, 2024.

Current base rent for these suites is \$350,000 per year. The base rent for the extensions was listed within the lease at \$500,000 per year.

In addition to rent, the PUD also reimburses the Port for 38% of electrical and natural gas services.

Based on Jim's Delegation of Authority, Board approval is needed for this lease extension.

Memo

To: Board of Directors

From: Stacie de Mestre

Date: October 6, 2022

Re: Authorization to Advertise for Bids – Pangborn General Aviation Terminal Remodel

At the April 26, 2022 Board of Directors meeting staff was given authorization to award a contract to ALSC Architects to design the Pangborn General Aviation Building Remodel. The plans and specifications have been completed and are ready to be put out to bid. Attached please find select drawings from the bid set for your reference. I have also included photos showing the existing building and renderings of the proposed new building.

Below is the proposed project schedule:

Advertise for Bids:	10/13/22 and 10/20/22
Pre-Bid Meeting:	10/17/22
Bids Due:	11/15/22
Start Construction:	1/3/23
Construction Complete:	September 2023

The current engineer's estimate is \$4,428,777 for the base bid work.

The plan was to seek approval to solicit bids for this project. However, this week a potential federal funding source for a portion of this project was identified. In order to take advantage of that opportunity, the bidding documents will need to be revised to

meet FAA design and construction standards. At Tuesday's meeting Staff will review the schedule and budget implications of these revisions and will have additional information on the amount of federal funding that would potentially be available.

Memo

To: Board of Directors

From: Sarah Deenik

Date: October 6, 2022

Re: Rates & Charges

-
- Enclosed you will find the ***proposed*** Rates & Charges for 2023.

Pages in Yellow: Proposed changes for 2023

Pages in White: Approved Rates & Charges for 2022

- Staff will review at Tuesday's meeting. Staff will bring final document back to Board seeking final approval at the October 25th meeting.



Rates & Charges

Proposed Draft

Rates Effective January 1, 2023 – December 31, 2023

Yellow Sheets – Proposed Changes for 2023

White Sheets – 2022 Adopted Rates

**Approved by the
Chelan Douglas Regional Port Authority Board of Directors
on _____.**

Contents

PANGBORN MEMORIAL AIRPORT 2

 FBO Services 2

 Aviation Ramp Parking Fees 3

 Hangar & Tie Down Lease Rates 4

 Aircraft Liability Insurance Coverage Minimums 6

 Annual Pre-Payments 6

 Airfield Charges 7

 Landing Fees 7

 Fuel Flowage Fees 7

 Terminal Building Aviation Ramp: Wastewater Collection & Treatment 7

 Badge Fees 8

 Terminal Parking Fees 9

 Terminal Building Rates: General 10

 Terminal Building Rates: Airlines 11

 Signatory Airlines 11

 Non-Signatory Airlines 11

 Incentive Program: New Commercial Air Service to New Destination 12

 GA Terminal Building Rates 13

 Non-Aeronautical Buildings 13

 Land Leases 13

 Executive Hangar Site Development 13

MANSFIELD AIRPORT 14

 Lease Rates 14

 Hangar Rates 14

WATERVILLE AIRPORT 15

 Lease Rates 15

 Hangar Rates 15

CONFLUENCE TECHNOLOGY CENTER 16

 Video Conferencing Center 16

 Office Leases 18

CHELAN AIRPORT 18

 Important Note 18

Contents

PANGBORN MEMORIAL AIRPORT	2
FBO Services	2
Aviation Ramp Parking Fees	3
Hangar & Tie Down Lease Rates	4
Aircraft Liability Insurance Coverage Minimums	5
Annual Pre-Payments	5
Airfield Charges	6
Landing Fees	6
Fuel Flowage Fees	6
Terminal Building Aviation Ramp: Deicing Treatment/Disposal Fee	6
Terminal Parking Fees	7
Terminal Building Rates: General	8
Terminal Building Rates: Airlines	9
Signatory Airlines	9
Non-Signatory Airlines	9
Incentive Program: New Commercial Air Service to New Destination	10
GA Terminal Building Rates	11
Non-Aeronautical Buildings	11
Land Leases	11
MANSFIELD AIRPORT	12
Lease Rates	12
Hangar Rates	12
WATERVILLE AIRPORT	13
Lease Rates	13
Hangar Rates	13
CONFLUENCE TECHNOLOGY CENTER	14
Video Conferencing Center	14
Office Leases	15
CHELAN AIRPORT	15
Important Note	15

PANGBORN MEMORIAL AIRPORT

FBO Services

Service	Price	Per/unit
100LL	Market	per gallon
Jet A	Market	per gallon
Prist	\$ 0.07	per gallon of fuel
Deicing Service Fee	\$ 50.00	per aircraft
Deicing Fluid	\$ 25.00	per gallon
After Hours Call Out Fee	\$ 65.00	per hour (1 hour minimum; see note below)
Oxygen Service Fee	\$ 100.00	per aircraft
Oxygen Service Fee	\$ 50.00	portable bottle
Lavatory Service Fee	\$ 65.00	per aircraft (empty & fill)
Lavatory Fill	\$ 45.00	per aircraft
Catering Fee	\$ 50.00	plus actual costs & call out fee if applicable
Aircraft Interior Vacuum	\$ 65.00	per hour
Crew Car	\$ 20.00	1 hour use, waived with fuel purchase
Coffee	\$ 5.00	per pot
Ice	\$ 1.00	per bag
Linens/Dishes	\$ 25.00	per service
Axillary Power Unit (GPU)	\$ 50.00	for first hour, \$25 each additional hour
Pilot Supplies	Market	market price
Across Field Towing Service	\$ 50.00	each way

Note: Plus Applicable Taxes

After Hours Note: After Hours Call Out Fee applies to anytime outside the hours of 8:00 AM to 6:00 PM, seven days a week, excluding federal holidays. The Airport reserves the right to alter these hours.

PANGBORN MEMORIAL AIRPORT

FBO Services

Service	Price	Per/unit
100LL	Market	per gallon
Jet A	Market	per gallon
Prist	\$ 0.07	per gallon of fuel
Deicing Service Fee	\$ 50.00	per aircraft
Deicing Fluid	\$ 20.00	per gallon
After Hours Call Out Fee	\$ 65.00	per hour (1 hour minimum; See note below)
Oxygen Service Fee	\$ 100.00	per aircraft
Oxygen Service Fee	\$ 25.00	portable bottle
Lavatory Service Fee	\$ 65.00	per aircraft (empty & fill)
Lavatory Fill	\$ 45.00	per aircraft
Catering Fee	\$ 50.00	plus actual costs & call out fee if applicable
Aircraft Interior Vacuum	\$ 65.00	per hour
Crew Car	\$ 20.00	per 2 hours, 20 mile maximum usage
Coffee	\$ 5.00	per pot
Ice	\$ 1.00	per bag
Pilot Supplies	Market	Market Price
Across Field Towing Service	\$ 50.00	Each way

Note: Plus Applicable Taxes

After Hours Note: After Hours Call Out Fee applies to anytime outside the hours of 8:00 AM to 6:00 PM, seven days a week, excluding federal holidays. The Airport reserves the right to alter these hours.

PANGBORN MEMORIAL AIRPORT

Aviation Ramp Parking Fees

Aircraft Type	Ramp Fee (per day)	Minimum Fuel Purchase to Waive Ramp Fee (gal.)	Overnight Fee (per night)
Helicopter (Avgas/Jet A)	\$ 10.00	15 (or top off)	\$ 5.00
Single Engine Piston (Avgas) - Aircraft under 4,000 lbs. MTOW	\$ 10.00	15 (or top off)	\$ 5.00
Multi-Engine Piston (Avgas) - Aircraft 4,000 lbs. or over MTOW	\$ 20.00	40 (or top off)	\$ 5.00
Single Engine Turbo Prop (Jet A) - Aircraft under 9,000 lbs. MTOW	\$ 20.00	75	\$ 10.00
Multi-Engine Turbo Prop (Jet A) - Aircraft 9,000 lbs. or over MTOW	\$ 35.00	100	\$ 15.00
Light Jet (Jet A) - Aircraft under 17,000 lbs. MTOW	\$ 35.00	100	\$ 20.00
Medium Jet (Jet A) Aircraft between 17,001 and 25,000 lbs. MTOW	\$ 60.00	300	\$ 25.00
Super Medium Jet (Jet A) - Aircraft between 25,001 and 35,000 lbs. MTOW	\$ 80.00	350	\$ 30.00
Large Jet (Jet A) - Aircraft between 35,001 and 60,000 lbs. MTOW	\$ 100.00	400	\$ 35.00
Heavy Jet (Jet A) - Aircraft over 60,000 lbs. MTOW	\$ 150.00	450	\$ 50.00

Note: Plus Applicable Taxes

PANGBORN MEMORIAL AIRPORT

Aviation Ramp Parking Fees

Aircraft Type	Ramp Fee (per day)	Minimum Fuel Purchase to Waive Ramp Fee (gal.)	Overnight Fee (per night)
Helicopter (Avgas/Jet A)	\$ 10.00	15 (or top off)	\$ 5.00
Single Engine Piston (Avgas) - Aircraft under 4,000 lbs. MTOW	\$ 10.00	15 (or top off)	\$ 5.00
Multi-Engine Piston (Avgas) - Aircraft 4,000 lbs. or over MTOW	\$ 20.00	40 (or top off)	\$ 5.00
Single Engine Turbo Prop (Jet A) - Aircraft under 9,000 lbs. MTOW	\$ 20.00	75	\$ 10.00
Multi-Engine Turbo Prop (Jet A) - Aircraft 9,000 lbs. or over MTOW	\$ 35.00	100	\$ 15.00
Light Jet (Jet A) - Aircraft under 17,000 lbs. MTOW	\$ 35.00	100	\$ 15.00
Medium Jet (Jet A) Aircraft between 17,001 and 25,000 lbs. MTOW	\$ 60.00	300	\$ 20.00
Super Medium Jet (Jet A - Aircraft between 25,001 and 35,000 lbs. MTOW	\$ 80.00	350	\$ 25.00
Large Jet (Jet A) - Aircraft between 35,001 and 60,000 lbs. MTOW	\$ 100.00	400	\$ 35.00
Heavy Jet (Jet A) - Aircraft over 60,000 lbs. MTOW	\$ 150.00	450	\$ 50.00

Note: Plus Applicable Taxes

PANGBORN MEMORIAL AIRPORT

Hangar & Tie Down Lease Rates

Pangborn Flight Center

Monthly Rates (5% Increase)

Hangar	Lease Rate	
Tee Hangars A & B	\$ 215.00	per month (16 UNITS)
Tee Hangar B-13	\$ 233.00	per month
Tee Hangar C	\$ 227.00	per month (8 UNITS)
Tee Hangars C-17 & C-24	\$ 271.00	per month
Tee Hangar D	\$ 271.00	per month (7 UNITS)
Tee Hangar H	\$ 193.00	per month (7 UNITS)
Tee Hangars H-1 & H-10	\$ 228.00	per month
Hangar 3734	\$ 468.00	per month
Hangar 3738	\$ 513.00	per month
Storerooms	\$ 70.00	per month (6 UNITS)
Tie-Down Lease	\$ 67.00	per month
Fed Ex Hangar Bay - Suite A	To be Determined	per month
Fed Ex Hangar Bay - Suite B	To be Determined	per month

Note: Plus Applicable Taxes

PANGBORN MEMORIAL AIRPORT

Pangborn Flight Center

T-Hangar Nightly Rates (5% Increase)

Aircraft Type	Single-engine piston	Multi-engine piston or Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Nightly/Daily Rate	\$ 26.00	\$ 26.00	N/A	N/A	N/A

Note: Plus Applicable Taxes. See "Aircraft Liability Insurance Coverage Minimums" for insurance requirements. Subject to space availability.

Executive Flight

Hangar Rates (10% Increase)

Aircraft Type	Single-engine piston	Multi-engine piston or Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Monthly Rate	\$ 385.00	\$ 660.00	\$ 1,650.00	\$ 2,420.00	\$ 3,300.00
Nightly/Daily Rate	\$ 165.00	\$ 165.00	\$ 165.00	\$ 330.00	\$ 550.00

Rate includes the following services: Ground handling, refueling, and Ground Power Unit (GPU) usage, plus applicable taxes and fees. Subject to space availability.

Aircraft Liability Insurance Coverage Minimums

Aircraft Type	Multi- or Single-engine piston	Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Minimum Coverage	\$1 million	\$2 million	\$20 million	\$25 million	\$25 million

Insurance coverage required on all monthly aircraft lease agreements. Minimum coverage includes combined single limit bodily injury (including pax. liability and death) and property damage liability.

Annual Pre-Payments

Annual pre-payment of hangar and tie-down leases will be discounted by 5% if payment for the year is received by January 31st.

PANGBORN MEMORIAL AIRPORT

Hangar & Tie Down Lease Rates

Pangborn Flight Center

Monthly Rates

Hangar	Lease Rate	
Tee Hangars A & B	\$ 205.00	per month (16 UNITS)
Tee Hangar B-13	\$ 222.00	per month
Tee Hangar C	\$ 216.00	per month (8 UNITS)
Tee Hangars C-17 & C-24	\$ 258.00	per month
Tee Hangar D	\$ 258.00	per month (7 UNITS)
Tee Hangar H	\$ 183.75	per month (7 UNITS)
Tee Hangars H-1 & H-10	\$ 217.35	per month
Hangar 3734	\$ 446.00	per month
Hangar 3738	\$ 488.22	per month
Storerooms	\$ 67.00	per month (6 UNITS)
Tie-Down Lease	\$ 64.00	per month

Note: Plus Applicable Taxes

T-Hangar Nightly Rates

Aircraft Type	Single-engine piston	Multi-engine piston or Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Nightly/Daily Rate	\$ 25.00	\$ 25.00	N/A	N/A	N/A

Note: Plus Applicable Taxes. See "Aircraft Liability Insurance Coverage Minimums" for insurance requirements.

PANGBORN MEMORIAL AIRPORT

Executive Flight

Hangar Rates

Aircraft Type	Single-engine piston	Multi-engine piston or Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Monthly Rate	\$ 350.00	\$ 600.00	\$ 1,500.00	\$ 2,200.00	\$ 3,000.00
Nightly/Daily Rate	\$ 150.00	\$ 150.00	\$ 150.00	\$ 300.00	\$ 500.00

Rate includes the following services: Ground handling, refueling, and Ground Power Unit (GPU) usage, plus applicable taxes and fees. Subject to space availability.

Aircraft Liability Insurance Coverage Minimums

Aircraft Type	Single-engine piston	Multi-engine piston or Turbo Prop	Light Jet Aircraft under 17,000 lbs. MTOW	Medium Jet Aircraft between 17,001 and 35,000 lbs. MTOW	Large Jet Aircraft over 35,001 lbs. MTOW
Minimum Coverage	\$1 million	\$2 million	\$20 million	\$25 million	\$25 million

Minimum Coverage includes combined single limit bodily injury (including pax. liability and death) and property damage liability.

Annual Pre-Payments

Annual pre-payment of hangar and tie-down leases will be discounted by 5% if payment for the year is received by January 31st.

PANGBORN MEMORIAL AIRPORT

Airfield Charges

Landing Fees

Year	Rate per 1,000 pounds	
2023	\$	1.10
2024	\$	1.15
2025	\$	1.20
2026	\$	1.25

Applies to revenue and transient flights with Maximum Gross Landing Weight over 12,500 pounds. Plus Applicable Taxes.

Fuel Flowage Fees

Year	Rate per Gallon	
2023	\$	0.08
2024	\$	0.09
2025	\$	0.10
2026	\$	0.11

Applies to non Regional Port owned fuel. Plus Applicable Taxes.

Terminal Building Aviation Ramp: Wastewater Collection & Treatment

Base Month Ready to Serve Charge Without Any Discharge
\$335.34 Per Month Divided by Number of Commercial Air Service Carriers
Monthly Treatment Fees
Billed to Commercial Air Service Carriers based on their published landing schedule for the month the treatment service was provided (percentage of published landings).
Adjustment to Fee Schedule
Pangborn Airport does not collect a processing fee for managing the bill. However, all costs charged by the Douglas County Sewer District will be passed along to the users of the Aviation Ramp as the Sewer District adjusts their rates and charges from time to time.

PANGBORN MEMORIAL AIRPORT

Airfield Charges

Landing Fees

Year	Rate per 1,000 pounds
2022	\$ 1.05
2023	\$ 1.10
2024	\$ 1.15
2025	\$ 1.20
2026	\$ 1.25

Applies to revenue and transient flights with Maximum Gross Landing Weight over 12,500 pounds. Plus Applicable Taxes.

Fuel Flowage Fees

Year	Rate per Gallon
2022	\$ 0.07
2023	\$ 0.08
2024	\$ 0.09
2025	\$ 0.10

Applies to non Regional Port owned fuel. Plus Applicable Taxes.

Terminal Building Aviation Ramp: Deicing Treatment/Disposal Fee

The Regional Port reserves the right to develop a fee for the treatment and disposal of deicing fluids.

PANGBORN MEMORIAL AIRPORT

Badge Fees

Type	AOA	SIDA
New Badge	\$ 12.00	\$ 12.00
Badge Renewal	\$ 6.00	\$ 6.00
Fingerprint Fee (In Addition to New/Renewal Charge)	N/A	\$ 72.00
Lost/Stolen (Immediately Reported)	\$ 60.00	\$ 60.00
Failure to Renew/Failure to Return Fee	\$ 120.00	\$ 120.00
Failure to Promptly Report Lost Badge or Cancellation	\$ 120.00	\$ 120.00

Badge Types:

AOA – Airport Operations Area (Regular & Routine Access)

SIDA – Security Identification Display Area

PANGBORN MEMORIAL AIRPORT

Terminal Parking Fees

Type	Rate Per 24 Hours
Short Term Parking	\$ 13.00
Long Term Parking	\$ 10.00
Long Term Parking - Economy Lot	\$ 7.00

Extended Stay Parking - Monthly	Rate
Non-Airline Related	\$ 150.00
Airline Related	\$ 50.00
Oversized Parking	\$ 125.00

Note: Plus Applicable Taxes.
 Month-to-Month Parking Agreements available upon request.

Ticket Fee Schedule	Rate
Daily Non-Payment Fee + Cost of Parking	\$ 10.00
Non-Payment Fee after 15 days	\$ 25.00

PANGBORN MEMORIAL AIRPORT

Terminal Building Rates: General

Type	Rate	
Car Rental Service Desk	\$ 33.43	per sq. ft. per year (plus 10% of gross receipts) 5% Increase
Café	\$ 350.00	per month
Terminal Office Space	\$ 37.64	per sq ft. per year 5% Increase
Car Wash Facility	\$ 750.00	per month (non-exclusive use)
Commercial Vehicles	\$ 25.00	Application fee plus per passenger charge
Hotel Courtesy Shuttles	\$ 25.00	Application fee only
Commercial Shuttles Passenger Charge	\$ 2.00	per passenger picked up or dropped off
Taxis/Other Passenger Charge	\$ 1.00	per trip picked up or dropped off
Advertising	Varies	please inquire about available advertising space

Note: Plus Applicable Taxes. Commercial Shuttles have capacity of 7 or more passengers. Taxis/Other vehicles have capacity of 6 or less passengers.

PANGBORN MEMORIAL AIRPORT

Terminal Building Rates: General

Type	Rate	
Car Rental Service Desk	\$ 31.84	per sq. ft. per year (plus 10% of gross receipts)
Café	\$ 350.00	per month
Terminal Office Space	\$ 35.85	per sq ft. per year
Car Wash Facility	\$ 750.00	per month (non-exclusive use)
Commercial Vehicles	\$ 25.00	Application fee plus per passenger charge
Hotel Courtesy Shuttles	\$ 25.00	Application fee only
Commercial Shuttles Passenger Charge	\$ 2.00	per passenger picked up or dropped off
Taxis/Other Passenger Charge	\$ 1.00	per trip picked up or dropped off
Advertising	Varies	please inquire about available advertising space

Note: Plus Applicable Taxes. Commercial Shuttles have capacity of 7 or more passengers. Taxis/Other vehicles have capacity of 6 or less passengers.

PANGBORN MEMORIAL AIRPORT

Terminal Building Rates: Airlines

Signatory Airlines

2023 & 2024 Proposed Rates
 Subject to consultation with airlines.

Exclusive Area	Annual Lease Rate - Per Sq. Ft.	
	2023	2024
Ticketing, Baggage, & Office Areas	\$ 10.00	\$ 12.00
Ground Equipment Storage Area	\$ 5.00	\$ 7.50
Non Exclusive Area		
Passenger Holding Area Pre-Screening	\$ 5.00	\$ 7.50
Passenger Screening Area	\$ 5.00	\$ 7.50
Passenger Holding Area	\$ 5.00	\$ 7.50
Baggage Claim Area	\$ 5.00	\$ 7.50

Note: Plus Applicable Taxes

Non-Signatory Airlines

Per Turn Fee of \$75 and \$26.79 per sq. ft. for exclusive use areas in terminal building.

PANGBORN MEMORIAL AIRPORT

Terminal Building Rates: Airlines

Signatory Airlines

2022

Terminal Building Use Fee of \$2,250 per month.

2023 & 2024 Proposed Rates

Subject to consultation with airlines.

Exclusive Area	Annual Lease Rate - Per Sq. Ft.	
	2023	2024
Ticketing, Baggage, & Office Areas	\$ 10.00	\$ 12.00
Ground Equipment Storage Area	\$ 5.00	\$ 7.50
Non Exclusive Area		
Passenger Holding Area Pre-Screening	\$ 5.00	\$ 7.50
Passenger Screening Area	\$ 5.00	\$ 7.50
Passenger Holding Area	\$ 5.00	\$ 7.50
Baggage Claim Area	\$ 5.00	\$ 7.50

Note: Plus Applicable Taxes

Non-Signatory Airlines

Per Turn Fee of \$75 and \$26.79 per sq. ft. for exclusive use areas in terminal building.

Incentive Program: New Commercial Air Service to New Destination

Landing fees waived for a period of two years.
Fuel flow fees waived for a period of two years.
For signatory airlines rent for non-exclusive use areas will be waived for a period of two years. For non-signatory airlines the per turn fee will be waived for two years. Excludes ticketing, baggage, office, and ground equipment storage areas.
The Regional Port will consider offering ground handling services for a fee.
The Regional Port will provide marketing funds to support new service in the amount of \$50,000 over a 12-month period.

PANGBORN MEMORIAL AIRPORT

GA Terminal Building Rates

Rates will be determined upon completion of GA Terminal Building.

Non-Aeronautical Buildings

Address	Square Footage	Annual Rate
3835 8th St SE	3,300	\$9.04 per sq. ft. per year
3351 2nd St SE	2,300	\$11.15 per sq. ft. per year
3355 2nd St SE	3,600	\$11.80 per sq. ft. per year (6/1/22 - 5/31/23)
		\$11.90 per sq. ft. per year (6/1/23 - 5/31/24)
3800 Airport Way #1	3,000	\$10.57 per sq. ft. per year (non-aeronautical rate)
3800 Airport Way #2	3,250	\$3.03 per sq. ft. per year (aeronautical rate)

Note: Plus Applicable Taxes

Land Leases

Type	Annual Rate Per Sq. Ft. (3% Increase)
Pangborn Business Park	\$ 0.36
Aviation Ground	\$ 0.33

Note: Plus Applicable Taxes

Executive Hangar Site Development

- Land lease rate starting at \$0.35 per sq. ft. per year plus State Leasehold Tax. Lease rates go up yearly per CPI.
- Capital Facility Charge applies – please inquire for more information.

PANGBORN MEMORIAL AIRPORT

GA Terminal Building Rates

Type	Rate	
GA Terminal Office Space #1	\$ 6.30	per sq. ft. per year
GA Terminal Office Space #2	\$ 7.42	per sq. ft. per year
GA Terminal Hangar Space	\$ 3.82	per sq. ft. per year

Note: Plus Applicable Taxes

Non-Aeronautical Buildings

Address	Square Footage	Annual Rate
3835 8th St SE	3,300	\$8.78 per sq. ft. per year
3351 2nd St SE	2,300	\$10.83 per sq. ft. per year
3355 2nd St SE	3,600	\$11.70 per sq. ft. per year (6/1/21 - 5/31/22)
		\$11.80 per sq. ft. per year (6/1/22 - 5/31/23)
3800 Airport Way #1	3,000	\$10.26 per sq. ft. per year (non-aeronautical rate)
3800 Airport Way #2	3,250	\$2.94 per sq. ft. per year (aeronautical rate)

Note: Plus Applicable Taxes

Land Leases

Type	Annual Rate Per Sq. Ft.
Pangborn Business Park	\$ 0.35
Aviation Ground	\$ 0.32

MANSFIELD AIRPORT

Lease Rates

Type	Rate	
Tie-Down Lease	\$ 10.00	per month
Tie-Down Transient	\$ 2.00	per night
Aviation Ground Lease	\$ 0.07	annual per SQFT
Divided Site	\$ 0.09	annual per SQFT
Authorization to Do Business	\$ 150.00	annual fee

Note: Plus Applicable Taxes

Hangar Rates

Hangar Site Number	Dimension	Square Feet	Annual Lease Rate
H1	76 x 505	38,361	\$ 2,685.27
H2	100 x 155	15,500	\$ 1,085.00
H3	100 x 155	15,500	\$ 1,085.00
H4	100 x 155	15,500	\$ 1,085.00
H5	130 x 155	20,150	\$ 1,410.50
H6	80 x 150	12,000	\$ 840.00
H7	80 x 150	12,000	\$ 840.00
H8	80 x 170	13,600	\$ 952.00
H9	80 x 170	13,600	\$ 952.00
	50' x 70'	3,500	\$ 315.00
	50' x 76'	3,920	\$ 352.80

Sites H6 & H7 can be divided into 3 50' x 70' hangar sites each

Sites H8 & H9 can be divided into 3 56' x 70' hangar sites each

To divide the sites a taxiway would have to be created to provide access to the runway.

The cost would be divided by 6 and paid by the tenants as the sites were leased.

Note: Plus Applicable Taxes

WATERVILLE AIRPORT

Lease Rates

Type	Rate	
Tie-Down Lease	\$ 25.00	per month
Tie-Down Transient	\$ 2.00	per night
Aviation Ground Lease	\$ 0.10	annual per sq. ft. or FMV
GA Hangar Space	\$ 100.00	per month
Authorization to Do Business	\$ 200.00	annual fee

Note: Plus Applicable Taxes

Hangar Rates

Hangar Site	Dimension	Square Feet	Annual Lease Rate
H1	58 x 72.5	4,205	\$ 482.03
H2	54 x 72.5	3,915	\$ 391.50
H3	54 x 72.5	3,915	\$ 391.50
H4	58 x 72.5	4,205	\$ 482.03
H5	58 x 72.5	4,205	\$ 482.03
H6	55 x 72.5	3,988	\$ 398.75
H7	55 x 72.5	3,988	\$ 398.75
H8	58 x 72.5	4,205	\$ 482.03
H9	58 x 72.5	4,205	\$ 482.03
H10	55 x 72.5	3,988	\$ 398.75
H11	55 x 72.5	3,988	\$ 398.75
H12	58 x 72.5	4,205	\$ 482.03
H13	70 x 75	5,250	\$ 525.00
H14	63 x 75	4,725	\$ 472.50
H15	60 x 75	4,500	\$ 450.00
H16	60 x 75	4,500	\$ 450.00
H17	50 x 75	3,750	\$ 375.00
H18	50 x 75	3,750	\$ 375.00
H19	50 x 75	3,750	\$ 375.00

Note: Plus Applicable Taxes

Parcels Hangar	Rate	
Suite A (48' x 58')	\$ 800.00	per month
Suite B (48' x 38')	\$ 650.00	per month
Entire Building	\$ 1,200.00	per month

Note: Plus Applicable Taxes. Published rate is the minimum amount charged per hangar site. For existing leases, rates will be adjusted as allowed by lease terms.

CONFLUENCE TECHNOLOGY CENTER

Video Conferencing Center

Meeting Rooms		
Rates include setup & clean up		
Type	Half Day	Full Day
Single Meeting Room	\$ 321.00	\$ 583.00
Double Meeting Room	\$ 641.00	\$ 1,166.00
Quad Meeting Room	\$ 1,282.00	\$ 2,331.00
Executive Board Room	\$ 298.00	\$ 595.00
Small Conference Room	\$ 170.00	\$ 340.00

Other Spaces	
Exclusive Use	
Type	Rate Per Hour
Indoor Patio	\$ 38.00
Kitchen	\$ 38.00

Staff Fees	
One hour minimum Tech Fee for all meetings using technology	
Type	Rate Per Hour
Staff (Outside 8-5, M-F)	\$ 34.00
Technician (8-5, M-F)	\$ 77.00
Technician (Outside 8-5, M-F)	\$ 111.00

CONFLUENCE TECHNOLOGY CENTER

Video Conferencing Center

Meeting Rooms		
Rates include setup & clean up		
Type	Half Day	Full Day
Single Meeting Room	\$ 306.00	\$ 555.00
Double Meeting Room	\$ 610.00	\$ 1,110.00
Quad Meeting Room	\$ 1,221.00	\$ 2,220.00
Executive Board Room	\$ 284.00	\$ 567.00
Small Conference Room	\$ 162.00	\$ 324.00

Other Spaces	
Exclusive Use	
Type	Rate Per Hour
Indoor Patio	\$ 36.00
Kitchen	\$ 36.00

Staff Fees	
Type	Rate Per Hour
Staff	\$ 31.00
Technician	\$ 70.00

Advanced Services			
Type	Service Fee	Recurring Fee	Video Tech Fee Per Hour
Audio Conference	\$ 36.00	n/a	n/a
Basic Virtual Meeting (no cameras)	\$ 70.00	\$ 36.00	n/a
Static Virtual Meeting (static camera view)	\$ 70.00	\$ 36.00	n/a
Advanced Virtual Meeting (camera operator)	\$ 70.00	\$ 36.00	\$ 70.00
Audio Recording	\$ 70.00	n/a	n/a
Audio/Content Recording	\$ 103.00	n/a	n/a
Audio/Static Video Recording	\$ 206.00	n/a	n/a
Audio/Video Recording	\$ 103.00	n/a	\$ 70.00
Audio Visual Equipment - Included in Facility Contract			

Advanced Services (5% Increase)			
Type	Service Fee	Recurring Fee	Video Tech Fee
Audio Conference	\$ 38.00	n/a	n/a
Basic Virtual Meeting (no cameras)	\$ 38.00	n/a	n/a
Static Virtual Meeting (static camera view)	\$ 74.00	\$ 38.00	n/a
Advanced Virtual Meeting (camera operator)	\$ 74.00	\$ 38.00	Yes
Audio Recording	\$ 74.00	n/a	n/a
Audio/Content Recording	\$ 108.00	n/a	n/a
Audio/Static Video Recording	\$ 216.00	n/a	n/a
Audio/Video Recording	\$ 108.00	n/a	Yes
Audio Visual Equipment - Included in Facility Contract			

Beverage Services		
Capacity	Half Day	Full Day
Up to 50 guests	\$ 40.00	\$ 80.00
51-100 guests	\$ 80.00	\$ 160.00
101-150 guests	\$ 160.00	\$ 320.00
151-200 guests	\$ 320.00	\$ 480.00

Note: Plus Applicable Taxes

Full Day: M-F, between 8:00AM – 5:00PM and 5 or more hours

Half Day: M-F, 8:00AM – 12:30PM or 12:30PM – 5:00PM

After Hours: Anytime outside of M-F 8:00AM – 5:00PM

20% Discount on Room Rental Fees for CTC Building Tenants, Educational, Governmental & Non-profits entities

Beverage Services		
Capacity	Half Day	Full Day
Up to 50 guests	\$ 37.00	\$ 74.00
51-100 guests	\$ 74.00	\$ 148.00
101-150 guests	\$ 111.00	\$ 222.00
151-200 guests	\$ 148.00	\$ 296.00

Note: Plus Applicable Taxes

Full Day: M-F, between 8:00AM – 5:00PM and 5 or more hours

Half Day: M-F, 8:00AM – 12:30PM or 12:30PM – 5:00PM

After Hours: Anytime outside of M-F 8:00AM – 5:00PM

Office Leases

Confluence Technology Center - Office Leases		
Base Rate per Sq. Ft.		
Suite	2022	2023
Confluence Technology Center	\$ 24.00	\$ 25.00
Confluence Technology Center - South (IB3)	\$ 24.00	\$ 25.00

CHELAN AIRPORT

Type	Monthly Rate
Open Field Storage	\$ 55.00
Bay Storage	\$ 80.00

Note: Plus Applicable Taxes

Important Note

The Regional Port reserves the right to review and adjust all rates on an annual basis. For leased space that requires Regional Port investments, the Regional Port reserves the right to negotiate lease rates with the tenant.

Office Leases

Confluence Technology Center - Office Leases		
Base Rate per Sq. Ft.		
Suite	2023	2024
Confluence Technology Center	\$ 25.00	\$ 25.00
Confluence Technology Center - South (IB3)	\$ 25.00	\$ 25.00

CHELAN AIRPORT

Type	Monthly Rate
Open Field Storage	\$ 55.00
Bay Storage	\$ 80.00

Note: Plus Applicable Taxes

Important Note

The Regional Port reserves the right to review and adjust all rates on an annual basis. For leased space that requires Regional Port investments, the Regional Port reserves the right to negotiate lease rates with the tenant.



**REQUEST FOR QUALIFICATIONS
ARCHITECTURAL/ENGINEERING SERVICES
CDRPA TRADES DISTRICT**

The following firms submitted qualifications:

- ALSC Architects
- Design West Architects
- Forte Architects

The following firm was Selected:

- **Design West Architects**

Memo

To: Board of Directors
From:  Jim Kuntz
Date: October 6, 2022
Re: Financial Planning Services

As we begin to consider the formation of a TIF District and taking on some debt, we will need to engage a bond underwriter for advice and strategy.

I have retained Lindsay Sovde, who many of you may already know. She is a Senior Managing Director for Hilltop Securities. There are no upfront fees and either party can terminate upon 30 days written notice.

Just wanted you to be aware. Attached is the agreement.

September 30, 2022

James Kuntz
Executive Director
Chelan Douglas Regional Port Authority
One Campbell Parkway, Suite A
East Wenatchee, WA 98802-9290

Re: Hilltop Securities Engagement Letter – 2023 Bond Issue(s)

Dear Jim:

On behalf of Hilltop Securities Inc. (“we” or “HilltopSecurities”), we wish to thank you for the opportunity to serve as underwriter or placement agent for the planned financing (the “Securities”), in connection with the proposed issuance of the 2023 Bond Issue(s). This letter will confirm the terms of our engagement; however, it is anticipated that this letter will be replaced by a BPA or PA with CDRPA as the issuer, to be entered into by the parties (the “Agreement”) if and when the Securities are priced following the successful completion of the offering or bond placement process.

1. Services to be Provided by HilltopSecurities. CDRPA (“the “Borrower”) hereby engages HilltopSecurities to serve as the sole managing underwriter or placement agent of the proposed offering and issuance of the Securities, and in such capacity HilltopSecurities agrees to provide customary services, including but not limited to:

- a. Review and evaluate of the proposed terms of the offering and the Securities
- b. Coordinate with the Issuer for the offering of the Securities
- c. Develop a marketing plan for the offering, including identification of potential investors
- d. Assist in the preparation of offering documents and validation documents
- e. Contact potential investors, provide them with offering-related information, respond to their inquiries and, if requested, coordinate due diligence sessions
- f. Consult with Bond Counsel and other service providers about the offering and the terms of the Securities
- g. Relay information regarding the offering process to the Issuer
- h. Negotiate the pricing, including the interest rate, and other terms of the Securities
- i. Manage the rating and credit enhancement process for the Securities

- j. Obtain CUSIP number(s) for the Securities and arrange for their DTC book-entry eligibility
- k. Plan and arrange for the closing and settlement of the issuance and the delivery of securities
- l. Such other usual and customary underwriting services as may be requested

As an underwriter, HilltopSecurities will not be required to purchase the Securities except pursuant to the terms of the bond purchase agreement, which will not be signed until successful completion of the pre-sale and offering period. This letter does not obligate HilltopSecurities to purchase any of the Securities. Any commitment to purchase Securities is subject to future credit, legal and business approvals by HilltopSecurities.

As a placement agent, HilltopSecurities will not be required to place the Securities except pursuant to the terms of the placement agent agreement. Under the placement agent agreement HilltopSecurities will place the securities in an arms-length commercial transaction with a long-term investor or financial institution.

2. No Advisory or Fiduciary Role. Issuer acknowledges and agrees that: (i) the primary role of HilltopSecurities, as an underwriter, is to purchase Securities for resale to investors in an arm's length commercial transaction between the Issuer, and HilltopSecurities and that HilltopSecurities has financial and other interests that may differ from those of the Issuer; (ii) HilltopSecurities is not acting as a municipal advisor, financial advisor, or fiduciary to the Issuer and has not assumed any advisory or fiduciary responsibility to the Issuer with respect to the transaction contemplated hereby and the discussions, undertakings and procedures leading thereto (irrespective of whether HilltopSecurities has provided other services or is currently providing other services to the Issuer on other matters); (iii) the only obligation HilltopSecurities has to the Issuer with respect to the transaction contemplated hereby expressly are set forth in this agreement; and (iv) the Issuer has consulted or will consult its own financial and/or municipal, legal, accounting, tax and other advisors, as applicable, to the extent it deems appropriate.

Issuer further acknowledges it is aware of the "Municipal Advisor Rule" of the Securities and Exchange Commission (effective July 1, 2014) and the underwriter exclusion from the definition of "municipal advisor" for a firm serving as an underwriter for a particular issuance of municipal securities. Issuer expects that HilltopSecurities will provide advice on the structure, timing, terms, and other matters concerning the Securities.

3. Fees and Expenses. HilltopSecurities' underwriting fee/spread will not exceed \$10.00/\$1,000 of the principal amount of the Securities issued. The underwriting fee/spread will represent the difference between the price that HilltopSecurities pays for the Securities and the public offering price stated on the cover of the final offering document. The Issuer will be responsible for paying all other costs of issuance, including

without limitation, bond counsel, disclosure counsel, rating agency, and all other expenses incident to the performance of the Issuer's obligations under the proposed offering.

HilltopSecurities' Placement Agent Fee will not exceed \$100,000 flat fee and HilltopSecurities will cover their costs for its counsel, travel and related placement agent expenses. The Issuer will be responsible for paying all other costs of issuance and all other expenses incident to the performance of the Issuer's obligations under the proposed offering.

4. Term and Termination. The term of this engagement shall extend from the date of this letter to the closing of the offering of the Securities. Notwithstanding the forgoing, either party may terminate HilltopSecurities' engagement at any time upon at least 30 days' prior written notice to the other party.

5. Miscellaneous. This letter shall be governed and construed in accordance with the laws of the State of Washington. This Agreement may not be amended or modified except by means of a written instrument executed by both parties hereto. This Agreement may not be assigned by either party without the prior written consent of the other party. This Agreement may be executed in counterparts.

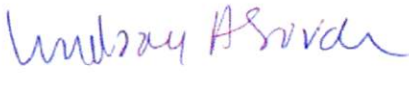
If there is any aspect of this Agreement that you believe requires further clarification, please do not hesitate to contact us. If the foregoing is consistent with your understanding of our engagement, please sign and return the enclosed copy of this letter.

Again, we thank you for the opportunity to assist you with your proposed financing and the confidence you have placed in us.

[The remainder of the page intentionally left blank]

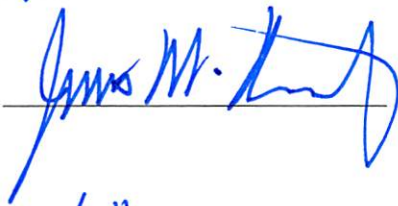
Very truly yours,

Hilltop Securities Inc.

By: 

Lindsay Sovde
Senior Managing Director


This Letter and Agreement is hereby accepted for and on behalf of Issuer on this 30th day of Sept, 2022.

By: 

Title: L.E.O.

[Signature Page to HilltopSecurities Engagement Letter – (CDRPA 2023 Bond Issue)]

Memo

To: Board of Directors
From:  Jim Kuntz
Date: October 6, 2022
Re: Governmental Affairs Representation

Our RFP is on the street to select a governmental affairs representative. Attached is the RFP for your information.

Proposals are due October 14th. Staff and Commissioners DeRock & Spurgeon will interview the two top firms with Regional Port staff on October 21st.

Once a selection is made, my managing authority resolution allows me to sign the contract subject to the fees not exceeding \$5,000 per month.



CHELAN DOUGLAS REGIONAL PORT AUTHORITY
Request for Proposal
Lobbying Services

Submission Deadline:
Friday, October 14, 2022 1:00 p.m.

Purpose

The Chelan Douglas Regional Port Authority (“Port”) is seeking proposals from qualified consultants/firms/individuals (“consultant”) to provide governmental relations and legislative representation services that promote the Port’s interests within the State of Washington, with a primary focus during the 2023 State Legislative Session in Olympia. On occasion, represent the Port on projects with a federal nexus. It is anticipated that the duration of this scope of work will be for one year from November 1, 2022 – October 31, 2023.

PROPOSALS MUST MEET THE REQUIREMENTS OUTLINED IN THIS REQUEST FOR PROPOSAL (RFP) TO BE CONSIDERED VALID. PROPOSALS WILL BE REJECTED IF NOT IN COMPLIANCE WITH THESE REQUIREMENTS.

I. Background

Who We Are:

The Chelan Douglas Regional Port Authority is the first of its kind in Washington. The Chelan Douglas Regional Port Authority is the principal economic development agency for Chelan & Douglas Counties. The Port of Chelan County and the Port of Douglas County Commissioners voted to functionally consolidate as of January 1, 2020 and operates as an independent government entity under the provisions of Title 53 of the Revised Code of Washington (RCW).

The Board of Directors, three commissioners from Douglas County and three commissioners from Chelan County, meet regularly on the second and fourth Tuesday of each month. Special meetings are called occasionally.

The Port’s mission is to “Work Together to Enhance the Economic Vitality of North Central Washington”. We measure our success in terms of our ability to: create living-wage jobs, stimulate private sector capital investment, and enhance the economic well-being of families in the communities within Chelan and Douglas Counties.

The Port is administered by the Board of Directors, with members elected by district to six year terms, by voters in their respective Port district. The Chief Executive Officer oversees the Port’s day-to-day operations. The CEO, through delegated authority,

manages the Port's 27 full-time employees who perform management, operational, maintenance, security, and custodial services.

What We Do:

In addition to being the lead economic development agency for both Chelan and Douglas Counties, the Port oversees many diverse properties including four airports and three business parks as further detailed below.

Airport Portfolio

Pangborn Memorial Airport (Commercial Air service)
Waterville Airport
Mansfield Airport
Chelan Airport – Jointly owned with the City of Chelan

Business Park Portfolio

Cashmere Mill District
Olds Station Business Park
Pangborn Airport Business Park

Parks

Orondo River Park

Office Building/Meeting Center

Confluence Technology Center

II. Scope of Services

The Port shall select one (1) consultant to assist with representation, information gathering, information dissemination, strategic advice, and support services. An ability to provide a flexible level of support, depending on the depth or scope of the Port's legislative and regulatory priorities at any given time, is desired. Consultant shall identify partnership opportunities with state agencies to assist in funding legislative priorities. The following is a representative list of 2023 priorities:

Chelan Douglas Regional Port

State Capital Budget Request

1. Chelan Airport Water Line Extension Project
 - Project completion date extension
 - Increased financial support from \$5,660,000 to \$6,500,000 due to increase in material costs

2. Utility infrastructure investments – Pangborn Memorial Airport - \$3 million
 - Water, sewer, power, stormwater, and roads to support the airport's continued development.

Washington State Army National Guard

1. Support legislative decision package funding for Executive Flight Building lease at Pangborn Airport
2. Support legislative decision package funding to acquire property from the Regional Port with intent to construct a new hangar complex at Pangborn Airport using federal funding

Community Request

1. Support bill authorizing a two county Aquatics Center Authority for Chelan and Douglas Counties

It is anticipated that the activities in this scope of services will be in advance of and throughout the 2023 legislative session and the period during which state budget and policy development is prepared in advance of the 2023 legislative session.

The Port is a dynamic organization with ever changing economic development opportunities. The Port, from time to time, may alter legislative priorities. In said event, the parties will meet to reprioritize with the understanding that some projects will receive less advocacy.

The following is to be used as a general guide, and is not intended to be a complete list of all work necessary to complete any efforts:

- A. Work with Port Staff and Commission to develop a holistic legislative agenda;
- B. Develop and lobby for Capital Budget funding requests identified by the Port and lobbyist;
- C. Lobby elected and appropriate agencies on all issues developed under the legislative program;
- D. Attend all relevant state legislative hearings;
- E. Identify legislative proposals that may impact the Port;
- F. Lobby defensively on legislation that is introduced that would negatively impact the Port;
- G. Provide the Port with a weekly legislative report during the State legislative session on bills important to the Port and its mission;
- H. Arrange lobbying visits for Port staff and commission as needed for advocacy;
- I. Coordinate a tour of the Port's project area(s) with local legislative delegation, a representative from the Governor's office, and other critical partners;
- J. Direct contact and communication with associations and other special interest groups, including but not limited to Washington Public Ports Association, that may have similar interests or interests that conflict with those of the Port;
- K. Draft letters and talking points on legislation as necessary;

- L. Testify on the behalf of the Port at hearings before legislation and interim legislative committees;
- M. Coach Port representatives, when necessary, on how to present testimony, interact with legislators, and be successful advocates in helping to advance goals;
- N. Hold regularly scheduled communications with designated members of Port staff throughout the term of the contract, to include at a minimum:
 - 1. Initial in-person kick-off meeting;
 - 2. On-site tour of potential projects for local legislators and other critical partners;
 - 3. Monthly communications prior to legislative session (in person or virtual);
 - 4. Weekly check-in calls during legislative session (virtual or in person in Olympia; and
 - 5. Final wrap-up meeting following conclusion of legislative session;
- O. Maintain close working relationships with designated members of Port staff.

III. Qualifications

The Port seeks a strong lobbyist with sound knowledge of public policy, clear understanding of the legislative process, and effective communication skills. The selected consultant should, at a minimum, possess:

- A. A minimum of two (2) years of professional government relations experience;
- B. A strong working knowledge of legislative, administrative, and regulatory processes at the county, state, and federal level;
- C. A clear understanding of Washington State and Chelan/Douglas County, and a knowledge of the funding needs and policy issues important to the Port;
- D. A history of successful government relations experience;
- E. A clear strategy for representing the Port with key county, state, and federal legislators as appointees;
- F. The ability to liaison with members of State Legislature, Congress, and federal agencies;
- G. Resources to attend committee meetings, administrative hearings, and workshops; monitor legislative and administrative developments; and report back to Port;
- H. Experience in identifying and securing various sources of county, state, and federal funding;
- I. Experience in coordinating communications and meetings with legislators, county, state, and federal agencies;
- J. Experience in working with legislative committees; and
- K. Ability to obtain insurance coverage to meet contract requirements (G/L, Auto, Professional).

IV. Submission Deadline & Delivery Address

Proposals must be received via email before 1:00 p.m. on Friday, October 14, 2022. Electronic submittals should be emailed to:

Stacie@cdrpa.org

Subject Line: Name of Firm, RFP Lobbying Services

Please submit one electronic copy in Adobe Acrobat PDF format. It is the Proposer's responsibility to verify the receipt of the submittal. Electronic verification will be provided upon request. Late proposals will not be accepted by the Port. Proposals received after the stated date and time will not be reviewed and shall be deemed non-responsive.

V. RFP Communications

All questions or requests for clarification regarding this RFP should be directed in writing to the Chelan Douglas Regional Port Authority at: Stacie@cdrpa.org RFP questions/requests for clarification must be received by no later than 4:00 p.m. on Wednesday, October 12, 2022 and will be accepted via email only. All official clarifications or interpretations of the RFP documents will be made in writing.

VI. Proposal Requirements

The Port requires that the proposal be submitted in the format outlined in this section. The Port reserves the right to require additional information or materials after the proposals are submitted.

Format: Proposals are limited to 10 numbered pages (8 ½ by 11 inch) excluding the cover page and cover letter. Cover letter shall include the name, title, email address, phone number, and address of the consultant's main contact. Complete proposals shall include the information listed below:

Summary:

- A. Provide a general overview of how the requested services will be provided.
- B. Describe management team and qualifications of key staff assigned to work with the Port.
- C. A summary of relevant experience in the last five (5) years.
- D. A declaration of any potential incompatibility or conflicts of interest between those clients and the Port.

References: Include a list of three (3) current or former clients for which you provide/have provided similar services as references, that the Port may contact. For each reference, provide company name, contact name, phone number, and email address, and a brief summary of services provided.

Compensation:

- A. Please present detailed information on the consultant's proposed fee schedule for the above referenced Scope of Services, inclusive of applicable sales tax and any other applicable governmental charges. Please identify fixed costs and variable costs and the applications, and how costs are adjusted according to that classification.

Note: Payment by the Port for the services will only be made after the services have been performed, an itemized billing statement is submitted in the form specified by the Port, and approved by the Port. Payment shall be made per the standard terms identified in the Agreement for Personal Services. See Attachment A.

Additional Information: Any additional information you deem necessary or beneficial.

VII. Evaluation of Proposals

Proposals should present information in a straightforward and concise manner, while ensuring accuracy and completeness. Proposals will be evaluated based on the factors listed below:

- A. Thoroughness and understanding of work to be completed;
- B. Overall experience of staff assigned to the work;
- C. Public sector experience conducting similar lobbying efforts;
- D. Interpersonal compatibility with Port officials; and
- E. Cost.

VIII. Selection Process and Contract Award

The Port will review the submitted proposals for completeness and qualifications. The Port will interview the top two candidates on October 21, 2022. Upon completion of interviews, the Port will advise the respondents of its selection.

The Port anticipates awarding one (1) contract for the proposed lobbying services. The selected consultant shall be required to enter into an Agreement for Personal Services, which has been included as Attachment A to this RFP. By submitting a proposal, the Proposer represents that it has carefully read the Port's standard terms and conditions. A task order shall be issued under this base agreement for the proposed lobbying services, with the Port and consultant working together to finalize the scope and price to perform the services. The Port may choose to enter into a subsequent task order for continued lobbying services, based on performance, for which the budget will be determined at that time.

IX. General Information

The Port reserves the right to accept or reject any or all information in its entirety or in part and to waive informalities and minor irregularities and to contract as the best interest of the Port may require. The Port reserves the right to reject any or all proposals submitted as non-responsive or non-responsible.

Consultants may withdraw a proposal which has been submitted at any time up to the RFP closing date and time. To accomplish this, a written request signed by an authorized representative of the consultant must be submitted in writing to Stacie@cdrpa.org. After withdrawing a previously submitted proposal, the consultant may submit another proposal at any time up to the RFP closing date and time.

This RFP does not obligate the Port to accept or contract for any expressed or implied services.

The Chelan Douglas Regional Port Authority shall not be liable for any costs incurred in the submittal preparation, printing, interview, or negotiation process. Consultants should be aware that any records they submit to the Port may be public records under the Washington Public Records Act (RCW 42.56).

The Chelan Douglas Regional Port Authority is an equal opportunity employer; women, minority, and veteran-owned firms are encouraged to apply.



BOARD OF COMMISSIONERS
CHELAN COUNTY

STATE OF WASHINGTON
COUNTY ADMINISTRATION BUILDING
400 DOUGLAS STREET, SUITE #201
WENATCHEE, WA 98801
PHONE (509) 667-6215 FAX (509) 667-6599

Letter of Agreement

The Board of Chelan County Commissioners agrees to allocate up to \$666,667 to the Chelan Douglas Regional Port Authority for the Lake Chelan Airport Waterline Extension Project. These funds are to be matched by the Chelan Douglas Regional Port Authority and the City of Chelan in collaboration with the State of Washington for an overall project budget of \$8,500,000.00.

The Chelan Douglas Regional Port Authority shall submit expenses related to this study for reimbursement to the County and reimbursement will be paid within 30 days of receipt of invoices.

Dated this 3rd day of October, 2022

BOARD OF CHELAN COUNTY COMMISSIONERS



ATTEST: CARLYE BAITY

Carlye Baity
Clerk of the Board

Kevin Overbay
KEVIN OVERBAY, CHAIRMAN

Tiffany Gering
TIFFANY GERING, COMMISSIONER

Bob Bugert
BOB BUGERT, COMMISSIONER

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Signed _____ Date _____

Printed Name _____ Title _____



MEMORANDUM

To: Interested Clients
From: Crossroads Strategies
Re: Energy and Climate State of Play
Date: September 2022

Introduction

The 117th Congress (2021-22) was arguably the most consequential Congress in history as it pertains to legislation addressing climate change. Congress enacted two major laws that included significant policy and funding related to climate change – the Infrastructure Investment and Jobs Act (IIJA) and the Inflation Reduction Act (IRA). Going forward, there will be significant work within several executive agencies to implement these new laws. In addition, the Administration has several regulatory priorities it may pursue in the coming year, especially if Republicans take control of one or both chambers of Congress and additional legislation is not possible. This memorandum attempts to summarize what has happened during the 117th Congress and what will likely occur in 2023.

Infrastructure Investment and Jobs Act Investments

The IIJA, also known as the bipartisan infrastructure law, makes significant investments over a five-year period to reduce carbon emissions in the transportation, power, industry, and building sectors.

Transportation

- \$66B for transit and rail network
- \$25B for airport infrastructure and emission reductions
- \$17B for port infrastructure and emission reductions
- \$7.5B for EV charging infrastructure
- \$5B for clean school bus program

Power

- \$65B for transmission and electric grid infrastructure, maintaining nuclear energy capacity

Industry

- \$8.6B for carbon capture infrastructure
- \$8B for hydrogen hub funding
- \$6B for battery supply chains

Inflation Reduction Act Funding, Taxes, and New Programs

The IRA includes the largest federal investment in climate in United States history. The legislation, which aims to reduce carbon emissions by 40 percent by 2030, includes significant investments in climate/environmental programs and provides tax incentives to boost the development and deployment of clean energy.

Notable new programs authorized in the IRA include:

- Ten+ years of tax credits for clean energy technologies (available upon enactment) including solar, wind, geothermal, hydropower and nuclear
- Programs for clean energy deployment, R&D, and supply chains to begin this year, with first grants available within six months after enactment
- Ten years of tax credits for electric, fuel-cell, and hybrid vehicles, including credits to get more clean delivery vans, trucks, and buses on the road
- More than \$20 billion to support climate-smart agriculture practices
- New funds and requirements for air pollution monitoring, including for methane

IRA Implementation

On September 12, President Biden [announced](#) the creation of a White House team tasked with overseeing the rollout of the \$369 billion in climate funding included in the IRA. The new White House Office on Clean Energy, Innovation, and Implementation, led by Senior Adviser John Podesta, will partner with the White House Office of Domestic Climate Policy to structure the IRA's grant programs, detail tax credit language, and broadcast the law's potential benefits.

Important IRA implementation dates include:

- Clean Electricity Credits – Upon Enactment
- Residential Efficiency/Electrification – Upon Enactment
- Electric Vehicle Credits – Upon Enactment
- Clean Energy Manufacturing Credits – 1/1/2023
- Clean Energy Accelerator and R&D – Within Six Months

Administration Regulatory Actions

President Biden has committed to reducing greenhouse gas emissions 50 percent by 2030, a goal that will require energy commitments from public and private sector partners across various sectors. The Environmental Protection Agency (EPA) will release several proposals this fall, including to strengthen the particulate matter standard, bolster the supplemental methane proposal, and outline the future of corn ethanol and other biofuels under the Renewable Fuel Standard. In 2023, it is also possible the Administration will take additional action to regulate carbon emissions from the power and transportations sectors. This could take the form of a Biden Administration version of the Clean Power Plan (Obama) and increases in vehicle fuel efficiency standard mandates (CAFE).

One of the first actions President Biden took at the start of his administration was to put a “pause” on all oil and gas development on federal lands and waters. This in turn delayed the remaining lease sales in the

Department of Interior's (DOI) 2017-2022 five-year offshore drilling plan leading to numerous lawsuits. In July, DOI issued a draft five-year plan for 2023-2028 and the 90-day public comment period will conclude in October. While the agency initially indicated it could hold zero lease sales or as many as eleven, the IRA contained a provision directly tying wind project leasing to offshore oil and gas leasing. No wind projects can move forward until DOI issues offshore leases, so the agency must take the direction of Congress as well as public comments into account when it issues the final offshore leasing program.

California Climate Action

California is ambitious in its plan to lead the nation in combatting climate change and transitioning to renewable energy. In July, the California Air Resources Board voted to approve a proposal requiring all new cars sold in the state by 2035 to produce zero emissions. The California legislature recently approved a \$1,000 refundable tax credit for single-filers earning less than \$40,000 and joint-filers earning up to \$60,000 who live without personal cars. The bill will head to Governor Gavin Newsom's desk for signature. Democrat-led states across the Nation tend to follow California's lead when it comes to climate policy. Expect multiple other states to adopt similar policies, which could lead to nationwide automobile industry changes.

Nearly one week after the California Air Resources Board vote, a week-long heatwave brought California extremely close to state-ordered blackouts. Governor Newsom's calls for residents to limit their electricity use received backlash from Republicans who argue California lacks the infrastructure necessary to meet the state's clean energy plans. Extreme weather events across the country continue to emphasize the importance of grid resiliency.

Permitting Reform

As part of negotiations related to the IRA, Senate Majority Leader Charles Schumer (D-NY) made a commitment to Senator Joe Manchin (D-WV) to attach energy permitting reform language to the FY 2023 continuing resolution (CR). However, the legislation failed to reach the 60-vote threshold in the Senate and Senator Manchin requested Leader Schumer strip the bill from the CR. The White House on Tuesday said it supported Senator Manchin's decision to remove permitting reform language from a stopgap government funding bill, blaming Republicans for opposing the plan. In the following hours, the White House also said permitting reform "is necessary for our energy security, and to make more clean energy available to the American people."

It is possible lawmakers could revisit permitting reform legislation in the lame-duck session of Congress and include the bill in an omnibus appropriations measure or the National Defense Authorization Act. While Republicans in the Senate criticized the draft proposal as "reform in name only," that does not go far enough, several have committed to bipartisan negotiations. Senator Shelley Moore Capito (R-WV) introduced her own permitting reform proposal and senior Republican senators have said publicly they would be interested in negotiating a compromise package sometime later in the year. Expect upcoming permitting reform negotiation to be a joint Capito-Manchin effort moving forward.

Environmental Social Governance Discussion

Environmental Social Governance (ESG) refers to a framework that helps stakeholders understand how an organization manages risks and opportunities around sustainability issues. ESG intends to change how companies make investments and capital allocation decisions. In March 2021, the Securities and Exchange

Commission (SEC) requested comments on climate change disclosures. In October 2021, the Department of Labor published a [proposed rule](#) clarifying the consideration of ESG factors by fiduciaries under the Employee Retirement Income Securities Act. In March 2022, the SEC issued a long-awaited (and yet unfinalized) [proposed rule](#) requiring certain climate-related risk disclosures. It has received over 5,000 comment letters that range from encouraging further, more robust disclosure requirements, to arguing the necessity or legality of any such rule altogether.

The Biden Administration's focus on hastening the transition to alternative forms of clean energy has resulted in a political backlash which forced Saule Omarova to withdraw her nomination to head the Office of the Comptroller of the Currency in December 2021, and Sarah Bloom Raskin to withdraw her nomination to serve as Vice Chair for Supervision of the Federal Reserve in March 2022. In both cases, these nominees proved to be unconfirmable because of the perception the Biden climate change agenda would dramatically limit the domestic production of oil and gas, raising concerns about energy prices and energy security.

Congressional Republicans' reactions to these policy priorities have been predictable. At every opportunity, Republicans have sought to discredit the fundamentals of the ESG movement and have begun positioning their party to rollback or disrupt as much of the Biden ESG agenda as possible. Because this issue has become so politically salient for both parties, it is unlikely a narrowly divided Congress will be able to legislate on the issue, even around the margins. However, the Biden Administration will continue efforts to finalize its proposed rule and drive additional ESG policy through the relevant agencies, and the political theatre in hearings and the public forum will continue indefinitely.

Oil and Gas Exports

American fossil energy exports have become the subject of political scrutiny from both parties, for differing reasons, as the Russia-Ukraine conflict has continued to develop. A new test for global oil markets will come when Europe is scheduled to ban most Russian oil imports on December 5 and Russian-refined products on February 5.

A European Union embargo could take 2.4 million barrels a day of Russian oil off the market. If Western countries apply a price cap on their oil, as some officials have threatened, Russia might retaliate by cutting off oil exports entirely. Despite calls from some constituencies to limit or halt energy exports from the United States to drive domestic energy costs lower, bipartisan reforms, particularly around LNG exports, could come as part of an end-of-year legislative vehicle, like an omnibus appropriations package or the annual National Defense Authorization Act. This will become increasingly likely should Europe experience a severely cold winter and call on the United States to offset shortages resulting from Russian embargoes.

Conclusion

Energy and environmental issues have become a hallmark of the 117th Congress and the first half of the Biden presidency. As hurricane season and the Russia-Ukraine conflict play out, energy policy will certainly remain a priority for both parties. The lame-duck work period, depending on the outcome of the election, could bring about a flurry of dealmaking in the space, or more deeply entrench the two parties, who may prefer to wait until the new Congress in January 2023 to revisit these issues once dealt a new political hand.

Chelan Douglas Regional Port Authority Contract Log

Updated: 10/6/2022

Contract Number	Contract Type	Company Name	Scope	Original Amount w/ Tax	Final Amount	Contract Start	Contract End	Type of Solicitation	Type of Funding
2020-09	PROF	RH2 Engineering	2020 General Engineering Services			2/19/2020			CDRPA
2020-13	PROF	TO Engineers	Pangborn Memorial Airport Terminal Apron Reconstruction	\$932,445.00		1/26/2021	12/31/2022	Task Authorization	CDRPA/FAA
2021-11	UP	Inland Fire Protection	Fire Sprinkler Maintenance, Repair and Inspection Services	\$60,992.88		5/1/2021	5/1/2024	Small Works	CDRPA
2021-12	UP	D&B Backflow	Backflow Assembly Maintenance, Repair and Inspection Services	\$9,830.10		5/1/2021	5/1/2024	Small Works	CDRPA
2021-24	PS	LocalTel Communications	CTC Fire and Security Alarm Monitoring	\$10,419.25		1/1/2020	12/31/2022	Small Works	CDRPA
2021-26	PS	GFC Services	CTC and CTC South Janitorial Services	\$47,874.54		1/1/2021	12/31/2022	Small Works	CDRPA
2021-27	PS	NuClear Building Maintenance	CTC and CTC South Window Cleaning	\$7,167.33		1/1/2021	12/31/2022	Small Works	CDRPA
2021-38	PROF	Forte Architects	Executive Flight Meeting Room	\$45,515.00				Formal	CDRPA
2021-43	EQP	SkyMark Refuelers, Inc.	Jet-A Aircraft Refueler	\$300,486.42		8/31/2021	2/22/2022	Formal	CDRPA
2021-44	UP	Schmitt Electric, Inc.	Unit Price Commercial Electrical Services	\$32,416.55		8/1/2021	7/31/2024	Small Works	CDRPA
2021-45	PS	iPro Building Services LLC	Executive Flight Janitorial Services	\$6,129.78		8/1/2021	10/31/2022	Direct	CDRPA
2021-49-01	PW	SE Inc., dba Smith Excavation	Cashmere Mill Site Wood Waste Removal - Construction	\$259,811.70		9/30/2022	10/15/2022	Formal	CDRPA/Grant
2021-49-02	PS	CSI: Construction Special Inspection	Cashmere Mill Site Wood Waste Removal - Compaction Testing	\$4,015.00		10/5/2022	11/28/2022	Roster	CDRPA
2021-50	PW	Holiday Parks	Executive Flight HVAC Replacement Phase 2	\$808,606.39		8/11/2021	8/1/2022	Design Build	CDRPA
2021-59	PROF	Berger Partnership	Tech Ctr Way Landscaping - Schematic Design	\$8,500.00		9/30/2021		Roster	CDRPA
2021-60	PROF	DOH Associates	CTC Core and Shell Restoration	\$94,660.00		6/16/2021	6/28/2022	Task Authorization	CDRPA/Actapio
2021-61	PROF	DOH Associates	GA Terminal Remodel Feasibility	\$21,215.00		8/4/2021	12/31/2021	Task Authorization	CDRPA
2021-63	PW	Hurst Construction	Pangborn Terminal Apron Reconstruction	\$9,500,017.54		8/25/2021	10/15/2022	Formal	CDRPA/FAA
2021-64	PW	DOH Associates	General Services	\$3,700.00		3/2/2021	12/31/2021	Task Authorization	CDRPA
2021-80	PU	Pacific Security	Security Patrol and Guard Services	\$21,792.00		1/1/2022	12/31/2022	Public Works	CDRPA
2021-85	PROF	Maul Foster Alongi	EPA Brownfields Coalition Grant Consulting Services	\$591,800.00		1/12/2021	10/31/2023	Formal	EPA Grant
2022-03	PS	Resimplifi	Choose Chelan Douglas Website Maintenance	\$5,400.00		2/1/2022	1/31/2023		CDRPA
2022-05	PS	Basin Tree Service & Pest Control, Inc.	CDRPA Vegetation Management 2022 (Weed Spraying)	\$28,676.84		3/1/2022	11/30/2022	Roster	CDRPA
2022-10	PS	Young Bucks Landscaping LLC	60 Airport Way Landscape Maintenance 2022	\$9,043.05		4/1/2022	10/31/2022	Roster	CDRPA
2022-11	PW	Selland Construction	Pangborn Memorial Airport Taxiway A Realignment	\$16,444,627.44				Formal	CDRPA/FAA
2022-12	PROF	ALSC Architects	Architectural Services - Pangborn Memorial Airport General Aviation Terminal Building	\$474,258.00		5/13/2022	9/1/2023	Formal	CDRPA
2022-16	PS	Young Bucks Landscaping LLC	Orondo River Park Landscape Maintenance 2022 Rebid	\$28,325.00		4/1/2022	10/31/2022	Roster	CDRPA
2022-18	PS	Young Bucks Landscaping LLC	Executive Flight and Pangborn Business Park Landscape Maintenance 2022 Rebid	\$25,825.00		4/1/2022	10/31/2022	Roster	CDRPA
2022-19	PS	Erlandsen and Associates, Inc.	Van Well Property Survey	\$2,500.00		3/16/2022			CDRPA
2022-22	UP	Johnson Controls	CTC Building Management System Upgrade	\$36,900.00		1/5/2022		Direct	CDRPA
2022-24	PS	Keyhole Security, Inc.	CTC Replace Loading Dock Camera	\$3,127.72		3/15/2022		Direct	CDRPA
2022-25	PROF	T-O Engineers, Inc.	Airport General Consulting Services – Pangborn Memorial Airport			3/28/2022	3/31/2027	Formal	CDRPA
2022-28	PS	Alpine Environmental	ORP Satellite Management Agency	\$2,200.00		4/15/2022	9/30/2022	Direct	CDRPA
2022-30	SW	Canyon Fence LLC	Pangborn Memorial Airport Fence Repairs 2022 Rebid	\$25,981.17		9/15/2022	12/30/2022	Roster	CDRPA
2022-32	PW	Colvico, Inc	Pangborn Memorial Airport MALSR Construction	\$2,909,713.04		6/28/2022		Formal	CDRPA
2022-32-01	EQP	Dupont Building, Inc.	Pangborn Memorial Airport MALSR Equipment Procurement - Shelter	\$135,841.00		7/20/2022			
2022-32-02	EQP	Patriot Taxiway Industries	Pangborn Memorial Airport MALSR Equipment Procurement - Replacement Equipment						
2022-33	PW	J-U-B Engineers, Inc.	Waterville Airport Runway Edge Lighting System Replacement - Design	\$136,436.00		10/19/2021			CDRPA/WSDOT
2022-33-01	PW	Colvico, Inc	Waterville Airport Runway Edge Lighting System Replacement - Construction	\$490,482.58		9/26/2022		Formal	CDRPA/WSDOT
2022-36	PROF	DOH Associates	General Architectural Services	\$50,000.00		6/30/2022	6/30/2024	Direct	CDRPA
2022-38	PW		Malaga Phase I Waterline Extension - Materials Only						CDRPA/Micro
2022-41	PW	Avidex Industries, LLC	CTC Audio System Upgrade	\$119,411.09				Sole Source	CDRPA
2022-43	PS	Unknown at this time...	CTC 2022 Elevator Contract					Roster	
2022-44	PROF	DOH Associates	CTC Salvage, Demolition, and Restoration - Architectural Services	\$29,900.00		7/27/2022	11/15/2022	Roster	CDRPA
2022-44-01	PW		CTC Salvage, Demolition, and Restoration - Construction					Formal	CDRPA
2022-46	PROF		Architectural/Engineering Services - CDRPA Trades District					Formal	CDRPA/
2022-49	LPW	North Cascades Heating & Air	IB9 HVAC Repairs (on hold - to tenant)						
2022-51	PW	Empire Well Drilling, LLC	Malaga Vicinity Test Well 1 Project	\$197,376.75			12/31/2022	Formal	CDRPA
2022-52	PS		CDRPA Snow and Ice Control 2022-2023					Roster	CDRPA
2022-53	PROF	Pace Engineers	RPZ Property Survey	\$4,800.00		9/7/2022		Direct	CDRPA
2022-55	PERS		State Lobbying Services						
2022-56	PW		Malaga Mobile Home and Outbuildings Removal and Disposal					Roster	CDRPA

Chelan Douglas Regional Port Authority - Lease Report
Leases & Renewals - Reporting Period SEPTEMBER 2022 | Aviation Related
Meeting: October 11, 2022

New Leases					
Tenant	Building or Land	SQFT or Acres	Starting	Term	Base Rent/Month
Paul Alley	Hangar B-14 Pangborn Memorial Airport		9/1/2022	M2M	\$205.00

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 SEPTEMBER 2022 | CTC Related
Meeting: October 11, 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	
Janice Brown	285 Tech Center Way Suite 138	130	9/30/2022	\$289.93	

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 SEPTEMBER 2022 | CRDPA Related
Meeting: October 11, 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					

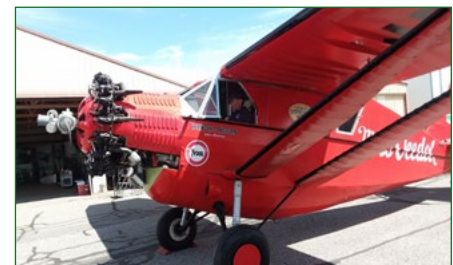
Tenants Moving Out					
Tenant	Building or Land	SQFT or Acres	Ending	Base Rent/Month	
None Reported for this Period					

Executive Director's Authority to Sign Leases

Lease terms of five years duration or less.

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

You are invited to a luncheon BBQ at our hangar!



Saturday, Oct. 15 at noon

at the East Wenatchee Rotary hangar at
Pangborn Memorial Airport, home of Spirit of
Wenatchee and *Miss Veedol*

We appreciate our community partners who make it possible for us
to share the Pangborn-Veedol story across the Pacific Northwest.



Chelan Douglas Regional Port Authority Calendar of Events

10/7/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if</i>
October 2022				
October 11	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 12	Wednesday	NCWEDD Meeting	Commissioner Huffman	
October 12-14	Wednesday - Fri	PNWA Annual Convention - AC Hotel Vancouver Waterfront		
October 13	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
October 14	Friday	Alaska Airlines Meeting		More information available at later date.
October 15 - 19	Sun - Tuesday	TakeOff North America 2022 - Air Service Conference; Las Vegas	Commissioners Spurgeon & Etherington confirmed; Moyers	
October 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
October 19	Wednesday	Regional Aquatics Center Meeting; 10:00 am; CTC		
October 19	Wednesday	Douglas County Community Leadership Advisory Committee; 2:30 pm; Executive Flight/Zoom	Cancelled in lieu of Aquatics Meeting	
October 19	Wednesday	2022 RevitalizeWA Field Session - The Pybus Story 1:30 pm; Pybus Public Market		
October 20	Thursday	2022 RevitalizeWA Field Session - Lineage 3:00 pm		
October 20	Thursday	2022 RevitalizeWA: Excellence on Main Reception 6 pm	Location TBD	
October 19-21	Wednesday - Fri	2022 RevitalizeWA Conference; Wenatchee	S. de Mestre; Commissioner Baldwin	
October 20-21	Thursday - Friday	WPPA Small Ports Seminar; Enzian Inn, Leavenworth	Commissioners Spurgeon & Etherington; Monica, Jim, Laura, Stacie	Registration Open
October 25	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 26	Wednesday	Partner Breakfast; Convention Center; 7:30 am-9:00 am		Center Confirmed; Jack Penning as Speaker confirmed
October 27	Thursday	Partner Lunch; Convention Center; 12:00 pm-1:30 pm		Center Confirmed; Jack Penning as Speaker confirmed

Chelan Douglas Regional Port Authority Calendar of Events

10/7/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if</i>
November 2022				
November 3	Thursday	CDRPA Board Retreat; Pybus Event Center; 10:00am-4:00pm	Board of Directors; staff	Event center reserved
November 8	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 9	Wednesday	NCWEDD Meeting	Commissioner Huffman	
November 10	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
November 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
November 16	Wednesday	Manson Chamber of Commerce - CDRPA Presentation 9:00 am	Kuntz; Deenik	Location TBD.
November 22	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 24	Thursday	Thanksgiving/Office Closed		
November 25	Friday	Thanksgiving/Office Closed		
December 2022				
December 7 - 8	Wed-Thursday	WPPA 2022 Annual Meeting; Hotel Murano		Hotels books for all Board, Kuntz, & Lough. Conference Reg. not available yet.
December 8	Thursday	CDTC Board Meeting 9:00 am	Commissioners Baldwin & DeRock	
December 13	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
December 14	Wednesday	NCWEDD Meeting	Commissioner Huffman	
December 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioners Spurgeon & Etherington	
December 23	Friday	Christmas Eve Holiday Observed Office Closed		
December 26	Monday	Christmas Day Holiday Observed Office Closed		
December 27	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	