



*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  
June 14<sup>th</sup>, 2022  
9:00 am**

**I. CALL TO ORDER**

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

**II. INTRODUCTIONS**

**III. CONFLICT OF INTEREST**

**IV. CONSENT AGENDA**

**CDRPA:** Approval of Chelan Douglas Regional Port Authority Meeting Minutes of May 24th, 2022 and Check Register Pages #2022-18 through #2022-23, including Electronic Transfers

**POCC:** Approval of Port of Chelan County Check Register Pages #2022-05 through #2022-08

**V. CDRPA ACTION ITEMS**

- (1) Authorization to Award Bid – Pangborn Memorial Airport – MALSR Project
- (2) Authorization to Enter into Interlocal Agreement – Malaga Water District
- (3) Authorization to Enter into a Phase 1 Development & Reimbursement Agreement – Microsoft, Corp.
- (4) Authorization to Enter into MOU - Washington Army National Guard

**VI. POCC ACTION ITEMS**

- (5) Commission District #3 Position

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

- (6) Supplemental Budget #1 - Proposed Draft
- (7) Alternate Landing Area – Pangborn Memorial Airport
- (8) Chelan Airport Waterline Extension Project
- (9) Taxiway Alpha Project Update
- (10) CTC Building
  - Actapio Space Restoration
  - Meeting Rooms Audio Update

**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  
May 24, 2022  
9:00 am**

**Present:**

**Directors:**

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

Donn Etherington, Director  
W. Alan Loeb sack, Director

**Staff:**

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

Colby Goodrich, FBO Manager (Zoom)  
Sarah Deenik, Comm. Specialist  
Esther McKivor, Acct. Specialist (Zoom)  
Julie Avis, Acct. Specialist  
Bealinda Tidd, Acct. Specialist (Zoom)  
Bobbie Chatriand, Admin Assistant  
Laura Camarillo-Reyes, Admin Asst. (Zoom)

**Legal Counsel:**

Quentin Batjer, Davis Arneil Law Firm, LLP

**Guests:**

Jack Penning, Volaire Aviation  
Chris Mansfield, TO Engineers  
Erik Howe, RH2 Engineering  
John Alt, Citizen  
Don Flick, Cascade Soaring Society

Emily Thornton, Wenatchee World  
Thomas Legel, Confluence Health (Zoom)  
Lee Lewis, JDSA (Zoom)  
Kevin Vitulli, Banner Bank (Zoom)  
Kyle Lamb, KPQ (Zoom)

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

**Introductions were made. New CDRPA employee Julie Avis was introduced.**

**Conflicts of Interest:** None

**CDRPA CONSENT AGENDA:**

The Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from May 10th, 2022 Meeting and April 2022 Commission Calendar were presented. Director Etherington proposed changes which were accepted.

**Motion No.**

Moved by:  
Seconded by:

**05-14-22 CDRPA**

W. Alan Loeb sack  
Jim Huffman  
To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes from the May 10<sup>th</sup>, 2022 Meeting and April 2022 Commission Calendar.

Motion passed 4-0  
\*Director Spurgeon not present

**PRESENTATIONS:**

**Jack Penning, Managing Partner – Volaire Aviation Consulting**

Penning provided an update on the current landscape of the airline business. Penning also discussed airline priorities and how that has transformed over the last few years. In addition, the pilot shortage is slowing airline recovery from pandemic levels. Finally, Penning discussed his goals for service restoration and the future of Pangborn Airport.

**Director Spurgeon joined the meeting at 9:52am**

**CDRPA ACTION ITEMS:**

**Executive Flight Phase 2 HVAC – Change Order Request**

de Mestre presented a change order request in the amount of \$74,434 to complete improvements based on results of a recent assessment. Holaday-Parks performed a complete evaluation and tested the radiant floor heating system and overhead hangar doors. Also provided, were recommendations to improve the operation and add efficiency to the current system. Discussion ensued and the following action as taken.

**Motion No.**  
Moved by:  
Seconded by:

**05-15-22 CDRPA**  
Donn Etherington  
Mark Spurgeon  
To authorize the CEO to sign Change Order #1 with Holaday-Parks in the amount of \$74,434 for the boiler system recommended corrections.

*Motion passed 5-0*

**Director Baldwin called for a 10-minute break at 10:26 a.m., meeting reconvened at 10:36 a.m.**

**Authorization to Seek Bids - Cashmere Mill Site Wood Waste Removal Project**

de Mestre presented the Cashmere Mill site assessment from Geo Engineering. The testing revealed approximately 2,400 Cubic Yards of wood debris is present below the site. In an effort to avoid the need to dewater, the best time for the wood removal is late summer when water tables are at their lowest. The engineers current estimate for wood waste removal is \$350,000. Discussion ensued.

**Motion No.**  
Moved by:  
Seconded by:

**05-16-22 CDRPA**  
Jim Huffman  
W. Alan Loeb sack  
To authorize the CEO to solicit bids for the Cashmere Mill Site Wood Waste Removal Project.

*Motion passed 5-0*

**Mansfield Airport – Beacon**

Russ provided information on the current condition of the rotating beacon at Mansfield Airport. The beacon is currently inoperative. Russ has been unable to determine make and model as it is approximately 25 years old and obsolete. Russ would like to gather more information on the beacon. Kuntz suggested the amount of aircraft activity at the airport should first be determined prior to making a long-term investment in a new beacon. Discussion ensued and the following action was taken.

**Motion No.**  
Moved by:  
Seconded by:

**05-17-22 CDRPA**  
Donn Etherington  
Mark Spurgeon  
To authorize the CEO to convert Mansfield Airport to day-use only.

*Motion passed 5-0*

**Authorization to Enter into Interlocal Agreement – Malaga Water District**

Kuntz presented information on the Interlocal Agreement with Malaga Water District. Terms are still being negotiated and will be brought back to the Board at a later date. No action was taken.

**Authorization to Enter into a Developers Agreement – Microsoft/Malaga Water Supply**

Kuntz presented information on a Developers Agreement with Microsoft. Agreement Terms are still being negotiated and will be brought back to the Board at a later date. No action was taken.

**Authorization to Amend Engineering Services – Waterville Lighting Project**

de Mestre advised the Board that JUB Engineers has exceeded their contract amount by \$11,946 in response to an expanded scope of work. A request was made to WSDOT Aviation to amend our grant request to cover the additional amount, but no response has been received yet. Staff is seeking approval to sign the amended request.

**Motion No.**  
Moved by:  
Seconded by:

**05-18-22 CDRPA**  
W. Alan Loeb sack  
Jim Huffman  
To authorize the CEO to sign the amendment request with JUB Engineers in the amount of \$11,946, for the Waterville Lighting Project.

*Motion passed 5-0*

**Authorization to Approve Task Order 22-11 – Runway 12 MALSR Construction Management**

de Mestre presented proposed Task Order 22-11 for the Runway 12 MALSR Construction Management in the amount of \$168,000. Much discussion ensued and the following action was taken.

**Motion No.**  
Moved by:  
Seconded by:

**05-19-22 CDRPA**  
Donn Etherington  
Mark Spurgeon  
To authorize the CEO to sign Task Order 22-11 with T.O. Engineers for Runway 12 MALSR Construction Management in the amount of \$168,000.

*Motion passed 5-0*

**FAA Grant Offer to City of Chelan**

Kuntz presented updated estimates for the Environmental Assessment work needed at the Chelan Airport. The majority of the costs will be funded by an FAA grant. The Regional Port’s contribution will increase from the \$7,500 that was budgeted to \$11,735.50.

**Motion No.**  
Moved by:  
Seconded by:

**05-20-22 CDRPA**  
Mark Spurgeon  
W. Alan Loeb sack  
To authorize the CDRPA’s contribution of \$11,735.50 toward the Chelan Airport Environmental Assessment.

*Motion passed 5-0*

**Approval of 2021 Financial Statements – CDRPA**

Lough provided an overview of the 2021 Financial Statements for the Regional Port.

**Motion No.**  
Moved by:  
Seconded by:

**05-21-22 CDRPA**  
Jim Huffman  
Donn Etherington  
To approve the Chelan Douglas Regional Port Authority 2021 Financial Statements, as presented.

*Motion passed 5-0*

## **POCC ACTION ITEMS:**

### **Approval of 2021 Financial Statements – POCC**

Lough provided an overview of the 2021 Financial Statements for the Port of Chelan County.

**Motion No.**  
Moved by:  
Seconded by:

**05-22-22 POCC**  
Donn Etherington  
JC Baldwin  
To approve the Port of Chelan County 2021 Financial Statements, as presented.

*Motion passed 2-0*  
*\*District 3 Vacant*

## **PODC ACTION ITEMS:**

### **Approval of 2021 Financial Statements – PODC**

Lough provided an overview of the 2021 Financial Statement for the Port of Douglas County.

**Motion No.**  
Moved by:  
Seconded by:

**05-23-22 PODC**  
Mark Spurgeon  
W. Alan Loeb sack  
To approve the Port of Douglas County 2021 Financial Statements, as presented.

*Motion passed 3-0*

## **CDRPA INFORMATIONAL ITEMS:**

### **Army National Guard – Wyoming Site Visit**

Loeb sack, Kuntz, and Moyers provided a recap of the visit to the Wyoming National Guard Facility that is located in Cheyenne, WY. The visit was from May 18-20<sup>th</sup>. Pictures of the hangars and surrounding offices were shared.

## **MISCELLANEOUS STAFF REPORTS:**

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

- The Westside Hangar Pad update was presented. There is currently one promising lead.
- Kuntz discussed the Diamond Foundry's need for more space.
- Updates on the City of Chelan Water Project were provided.
- Kuntz provided current information on a T-Hangar tenant David Sonn. Sonn has requested to speak before the Board at the next Board Meeting on June 14<sup>th</sup>.
- Kuntz discussed a possible Spokane Trip to visit Fairchild Airforce Base and Felts Field's turf runway.
- Information on the GA Terminal Update Meeting with ALSC was provided.

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

- Lough provided information on several Chelan County PUD leases being renewed with the Regional Port.

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

- Moyers reported the FAA Annual Certification Inspection that occurred on May 23<sup>rd</sup> and 24<sup>th</sup>. Any findings will be provided by the FAA in a letter.

- Provided information on the FAA Funding for Taxiway A project. Moyers is hopeful that Pangborn Airport is included in the next round of FAA funding that occurs in June 2022. Seland Construction, the current low bidder, has presented a bid that will be valid until July 14<sup>th</sup>, 2022.

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

- de Mestre provided a Pangborn Airport Apron Project update. In this current phase concrete is being poured. The concrete on the apron will be poured at a depth of 11”.
- de Mestre also noted that she has received four proposals for the 5<sup>th</sup> Street PUD Campus project. Proposals are posted on the CDRPA website for public viewing.
- de Mestre discussed the GA Terminal Visioning Meeting. The project could possibly be bid in October 2022.

**Russ provided information and updates including:**

- Greater Wenatchee Irrigation District Commissioners have set July 12<sup>th</sup> as the public hearing date to take testimony regarding our petition to annex the Airport property into the district. Russ will be attending on behalf of the Regional Port.

**Larsen provided information and updates including:**

- Larsen attended and provided information on the La Terraza de Main Street event that was hosted by the Wenatchee Valley Chamber of Commerce Hispanic Business Council. The Regional Port had a display table at this event.

**Degnan provided information and updates including:**

- Degnan informed the Board on the current status of the Audio/Visual system at the CTC. It is out of date and will soon need to be upgraded and/or replaced.
- Degnan also provided an update on current meeting room reservations.

**PUBLIC COMMENT** – An opportunity for public comment was provided; however, no public comments were received.

**REVIEW CALENDAR OF EVENTS:** Kuntz highlighted upcoming scheduled events.

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

**EXECUTIVE SESSION:**

Executive session was announced at 12:40 p.m. for a period of 20 minutes; at 1:00 p.m. an extension of 10 minutes was added, along with another 10 minutes at 1:10 p.m. 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. The executive session concluded at 1:20 p.m.

Meeting reconvened in Regular Session and was immediately adjourned at 1:20 p.m. with no action taken.

Signed and dated this 14th day of June, 2022.

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

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

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Jim Huffman, Director

\_\_\_\_\_  
Donn Etherington, Director

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

\_\_\_\_\_  
Chelan County District #3 (VACANT)

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



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


<u>Date Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>First #</u>	<u>Last #</u>	<u>Amount</u>
05/02/22		1Q 2022 Leasehold Tax		ACH	\$107,080.70
05/04/22	2022-18	Health Care Authority - Insurance Partial Pmt.	9782	9782	\$159.16
05/13/22		Payroll Mid-month Draws		ACH	\$3,600.00
05/16/22	2022-19	Escrow - Santa Cruz Farms	9783	9783	\$50,000.00
05/16/22	2022-20	Mid-Month Payables	9784	9856	\$269,732.07
05/25/22	2022-21	Property Purchase - Van Well	9857	9857	\$846,934.98
05/25/22		WA Dept of Revenue - Sales Tax		ACH	\$7,567.08
05/31/22	2022-22	May 2022 Payroll	9858	9860	\$262,738.85
05/31/22	2022-23	Month-end Payables	9861	9924	\$1,551,393.00
05/31/22		Employment Security - Pangborn Memorial		ACH	\$25.34

Transactions for approval June 14, 2022 total:

\$3,099,231.18

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 Huffman

\_\_\_\_\_

Director Loepsack

\_\_\_\_\_

Director Spurgeon

\_\_\_\_\_

Chelan County Distr #3

VACANT

\_\_\_\_\_

**Chelan Douglas Regional Port Authority  
Check Register  
2022-18**

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 May 4th, 2022 check 9782 in the amount of \$ 159.16

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>ADMINISTRATIVE &amp; GENERAL</u></b>				
05/04/2022	Health Care Authority	Health Care - April 2022	9782	159.16
	<b>Net Administrative &amp; General</b>			<b><u>\$159.16</u></b>
	<b>TOTAL</b>			<b><u>\$159.16</u></b>

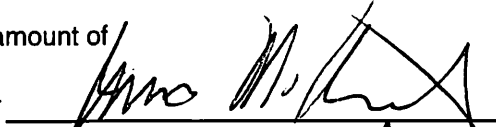
Void: NONE

**Chelan Douglas Regional Port Authority  
Check Register  
2022-19**

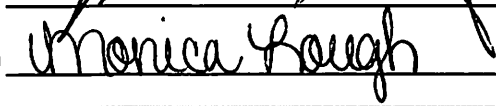
We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval May 16th, 2022 check 9783 in the amount of **\$ 50,000.00**

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>
05/16/2022	Central Washington Title Services	Escrow - Santa Cruz Farms	9783	50,000.00
<b>TOTAL</b>				<b><u><u>\$50,000.00</u></u></b>

**Void: NONE**

**Chelan Douglas Regional Port Authority  
Check Register  
2022-20**

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 May 16, 2022 checks 9784 - 9856 in the amount of

**\$ 269,732.07**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>CASHMERE MILL DISTRICT</u></b>				
05/16/2022	Chelan County PUD	Electricity	9799	1,800.87
05/16/2022	City of Cashmere	Water/Sewer	9802	355.12
05/16/2022	USDA, APHIS	Animal & Plan Health Inspection	9846	638.18
05/16/2022	Waste Management	Monthly Service	9848	405.24
<b>Net Cashmere Mill District</b>				<b><u><u>\$3,199.41</u></u></b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
05/16/2022	Banner Bank	Subscriptions, Maint Supplies, Coffee Service	9792	596.37
05/16/2022	Chelan County PUD	Electricity/Water	9799	7,558.06
05/16/2022	City of Wenatchee	Wastewater, Sewer & Storm Water	9803	776.13
05/16/2022	Consolidated Electrical Distributors, Inc	Maintenance Supplies	9805	259.83
05/16/2022	Crown Paper & Janitorial Supply	Janitorial Supplies	9807	792.56
05/16/2022	Express Services, Inc.	Admin Assist	9813	153.72
05/16/2022	Firefly	Software	9815	19.62
05/16/2022	GFC Services	Janitorial Svcs, Room Setups & Anti-Stat	9817	9,817.43
05/16/2022	Lowe's	Sprinkler System Supplies	9829	136.29
05/16/2022	Miniblinds & More	Blind Repairs	9830	65.16
05/16/2022	North Central ESD	Video Conferencing Support	9833	5,346.00
05/16/2022	Waste Management	Monthly Service	9848	1,083.71
05/16/2022	Weinstein Beverage Co.	Coffee Service	9849	323.52
<b>Net Confluence Technology Center</b>				<b><u><u>\$26,928.40</u></u></b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
05/16/2022	Banner Bank	Security Camera	9789	379.04
05/16/2022	Chelan County PUD	Utilities	9799	993.42
05/16/2022	City of Wenatchee	Utilities	9803	728.62
05/16/2022	D&B Backflow LLC	Test backflow potable water line	9808	880.00
<b>Net Downtown Wenatchee South</b>				<b><u><u>\$2,981.08</u></u></b>
<b><u>OLDS STATION BUSINESS PARK</u></b>				
05/16/2022	Chelan County PUD	Electricity/Water	9799	3,025.31
05/16/2022	City of Wenatchee	Sewer & Storm Drain	9803	901.88
05/16/2022	Glacier Supply Group	Maintenance Supplies	9818	54.36
05/16/2022	Home Depot Pro	Equipment Maintenance Supplies	9822	57.33
05/16/2022	Jerry's Auto Supply	Equipment Maintenance Supplies	9826	42.24
05/16/2022	North Cascades Heating & A/C, Inc	HVAC Maintenance	9832	1,505.25
05/16/2022	Waste Management	Monthly Service	9848	134.45
<b>Net Olds Station Business Park</b>				<b><u><u>\$5,720.82</u></u></b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-20**

**PANGBORN AIRPORT**

05/16/2022	Ag Supply Co.	Fuel, Gas, Electrical & Irrigation Supplies	9784	1,591.18
05/16/2022	Banner Bank	Vehicle & Equipment Maintenance	9785	414.10
05/16/2022	Banner Bank	Coffee Supplies	9787	84.83
05/16/2022	Banner Bank	ARFF Supplies, Maintenance Supplies	9793	420.04
05/16/2022	Banner Bank	Virtower, Conf. Registration, Phone Service	9794	962.79
05/16/2022	Bradley Cazzanigi	T-Hangar Deposit Refund	9795	243.00
05/16/2022	Casey Hayward	Hangar Deposit Refund	9797	236.00
05/16/2022	Central Washington Concrete	Gravel	9798	859.36
05/16/2022	Cintas Corporation	Uniforms	9801	101.60
05/16/2022	Consolidated Electrical Distributors, Inc	Airfield Maintenance	9805	224.78
05/16/2022	Doug's Diesel Repair Inc	Repair Jet A Truck	9809	3,021.08
05/16/2022	Douglas County PUD	Airfield & Terminal Electricity	9810	3,020.00
05/16/2022	FBO Partners, LLC	FBO Tech Safety Training	9814	1,794.00
05/16/2022	Firefly	Software	9815	4.47
05/16/2022	FlashParking, Inc.	FlashPARCS Fees	9816	15.54
05/16/2022	Home Depot Pro	Terminal & Airfield Maintenance	9822	1,303.83
05/16/2022	Jerry's Auto Supply	Vehicle Maintenance	9826	8.22
05/16/2022	Lowe's	Terminal & Airfield Maintenance	9829	519.09
05/16/2022	FlashParking, Inc.	Parking Lot Services	9836	366.05
05/16/2022	Oxarc Inc.	Fire Extinguishers	9837	82.94
05/16/2022	Ridgeline Graphics, Inc	Fuel Tickets	9840	625.54
05/16/2022	S & W Irrigation Supply	Irrigation Supplies	9841	731.54
05/16/2022	The IRIS Companies	Badging Supplies	9845	1,658.25
05/16/2022	Voltaire Aviation Inc	Air Service Development Retainer	9847	4,000.00
05/16/2022	Waste Management	Monthly Service	9848	818.56
<b>Net Pangborn Airport</b>				<b><u><u>\$23,106.79</u></u></b>

**PANGBORN AIRPORT BUSINESS PARK**

05/16/2022	Ag Supply Co.	Landscape Maintenance Supplies	9784	49.84
05/16/2022	Douglas County PUD	Electricity	9810	1,350.00
05/16/2022	East Wenatchee Water District	Water	9811	153.85
05/16/2022	Harvest Valley Pest Control, Inc.	Pest Control	9821	115.99
05/16/2022	Keyhole Security Inc.	Keys	9827	40.73
05/16/2022	York Building Services, Inc.	Janitorial Services	9853	1,788.00
<b>Net Pangborn Airport Business Park</b>				<b><u><u>\$3,498.41</u></u></b>

**RPA OFFICE/AVIATION CENTER**

05/16/2022	Banner Bank	Office Heater	9788	36.85
05/16/2022	Banner Bank	Maintenance Supplies	9789	82.57
05/16/2022	Douglas County PUD	Electricity	9810	1,222.00
05/16/2022	iPro Building Services, LLC	Janitorial Service	9823	750.00
05/16/2022	Office Depot	Maintenance Supplies	9835	41.55
05/16/2022	Stoneway Electric Supply	Emergency Exit Sign	9843	738.86
05/16/2022	Waste Management	Monthly Service	9848	428.56
<b>Net RPA Office/Aviation Center</b>				<b><u><u>\$3,300.39</u></u></b>

**LAKE CHELAN AIRPORT**

05/16/2022	Banner Bank	Virtower	9794	400.00
05/16/2022	Lowe's	Maintenance Supplies	9829	24.72
<b>Net Lake Chelan Airport</b>				<b><u><u>\$424.72</u></u></b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-20**

<b><u>MANSFIELD AIRPORT</u></b>				
05/16/2022	Banner Bank	Virtower	9794	400.00
05/16/2022	Douglas County PUD	Utilities	9810	43.00
	<b>Net Mansfield Airport</b>			<b><u><u>\$443.00</u></u></b>
<b><u>WATERVILLE AIRPORT</u></b>				
05/16/2022	Banner Bank	Virtower	9794	400.00
	<b>Net Waterville Airport</b>			<b><u><u>\$400.00</u></u></b>
<b><u>ORONDO RIVER PARK</u></b>				
05/16/2022	Banner Bank	Equipment Supplies	9789	708.30
05/16/2022	Irrigation Technology & Control, Inc	Maintenance Supplies	9824	189.53
05/16/2022	Keyhole Security Inc.	Keys	9827	27.15
05/16/2022	Pacific Security	Patrol Service	9838	563.20
05/16/2022	Waste Management	Monthly Service	9848	53.63
	<b>Net Orondo River Park</b>			<b><u><u>\$1,541.81</u></u></b>
<b><u>PYBUS INCUBATOR</u></b>				
05/16/2022	Chelan County PUD	Utilities	9799	42.57
	<b>Net Pybus Incubator</b>			<b><u><u>\$42.57</u></u></b>
<b><u>MALAGA PROPERTY</u></b>				
05/16/2022	Chelan County PUD	Utilities	9799	11.77
	<b>Net Malaga Property</b>			<b><u><u>\$11.77</u></u></b>
<b><u>ADMINISTRATIVE &amp; GENERAL</u></b>				
05/16/2022	Banner Bank	Lunch Meeting Meals	9786	190.13
05/16/2022	Banner Bank	Subscrips/Registr., Supplies, Board Mtg Lunches	9787	1,096.04
05/16/2022	Banner Bank	Logi z150 Speakers, Digital Forms Subscription	9789	619.20
05/16/2022	Banner Bank	The Seattle Times	9790	15.96
05/16/2022	Cascade Quality Water	Bottled Water	9796	15.39
05/16/2022	CI Information Management	Shredding Service	9800	178.35
05/16/2022	Coleman Oil Company	Port Fuel Truck	9804	389.29
05/16/2022	Firefly	Conference Room Equip. Support	9815	315.80
05/16/2022	James Kuntz	WPPA Conf. Travel	9825	290.16
05/16/2022	ODP Business Solutions LLC	Office Supplies	9834	517.31
05/16/2022	Office Depot	Office Supplies	9835	620.50
05/16/2022	Xerox Corporation	Printer Service	9852	198.03
	<b>Net Administrative &amp; General</b>			<b><u><u>\$4,446.16</u></u></b>
<b><u>BUSINESS DEVELOPMENT &amp; MARKETING</u></b>				
05/16/2022	Banner Bank	Job Postings, Banquet Décor	9787	724.60
05/16/2022	Banner Bank	Marketing Subscriptions	9788	335.56
05/16/2022	Banner Bank	GTS Development Lunch	9791	104.26
05/16/2022	Lake Chelan Now	Commission Vacancy Ad	9828	100.00
05/16/2022	NCW Media, Inc.	Commission Vacancy Ad	9831	108.30
05/16/2022	Rafael Martinez.	Logo Wear	9854	250.00
05/16/2022	Wenatchee Valley Chamber of Commerce	Business Outreach	9850	2,500.00
05/16/2022	Wenatchee World	POCC Comm Vacancy Ad, Job Posting	9851	1,923.12
	<b>Net Business Development &amp; Marketing</b>			<b><u><u>\$6,045.84</u></u></b>

**Chelan Douglas Regional Port Authority  
Check Register  
2022-20**

**CAPITAL PROJECTS**

05/16/2022	Banner Bank	Douglas County - BLA on ALS Land	9791	510.45
05/16/2022	CR Contracting	Waterville Airport - Release Retainage	9806	11,049.91
05/16/2022	Douglas County PUD	MALSR - Remove Primary Pole on Stark Ave.	9855	4,395.00
05/16/2022	Douglas County PUD	MALSR - Install Underground Primary Conduit	9856	13,663.00
05/16/2022	Environmental Systems Design, Inc.	Malaga Site Due Diligence	9812	6,423.42
05/16/2022	Graham Baba Architects	Columbia Street Study	9819	47,249.84
05/16/2022	Greater Wenatchee Irrigation Dist.	Runway Extension Project & Crossing Agrmnt	9820	450.45
05/16/2022	T-O Engineers	MALSR Final Design	9844	23,940.00
05/16/2022	T-O Engineers	Taxiway A Realignment	9844	9,941.52
05/16/2022	T-O Engineers	Terminal Apron Reconstruction	9844	65,788.74
05/16/2022	T-O Engineers	RW12 RPZ Land Acquisition	9844	4,228.57

**Net Capital Projects**

**\$187,640.90**

**TOTAL**

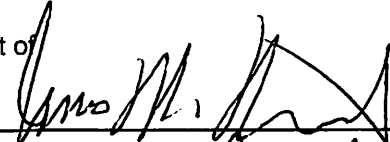
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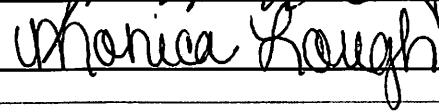
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**Chelan Douglas Regional Port Authority  
Check Register  
2022-21**

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 May 25th, 2022 check 9857 in the amount of **\$ 846,934.98**

Jim Kuntz, Chief Executive Officer 

Monica Lough, Director of Finance & Admin 

Date Issued	Claimant	Purpose	Check Number	Amount
05/25/2022	Central Washington Title Services	Property Purchase - Van Well	9857	846,934.98
<b>TOTAL</b>				<b><u><u>\$846,934.98</u></u></b>

**Void: NONE**



**Chelan Douglas Regional Port Authority  
Check Register  
2022-22**

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 May 31, 2022, checks 9858 - 9860 and electronic payments in the amount of:

\$ 262,738.85

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

<u>Date Issued</u>	<u>Claimant</u>	<u>Purpose</u>	<u>Check Number</u>	<u>Amount</u>
<b><u>Payroll</u></b>				
05/31/22	Baldwin, Janet L	May 2022 Payroll	EFT	1,424.67
05/31/22	Beidler, Camryn N	May 2022 Payroll	EFT	2,575.73
05/31/22	Burdick-Avis, Julie	May 2022 Payroll	EFT	1,610.21
05/31/22	Camarillo Reyes, Laura	May 2022 Payroll	EFT	3,253.15
05/31/22	Chatriand, Bobbie J	May 2022 Payroll	EFT	3,186.52
05/31/22	Cridlebaugh, Ronald W	May 2022 Payroll	EFT	6,182.49
05/31/22	Day, Skylar	May 2022 Payroll	EFT	3,055.57
05/31/22	de Mestre, Stacie	May 2022 Payroll	EFT	5,834.11
05/31/22	Deenik, Sarah K	May 2022 Payroll	EFT	5,397.28
05/31/22	Degnan, Tricia E	May 2022 Payroll	EFT	4,588.67
05/31/22	Etherington, Donn	May 2022 Payroll	EFT	1,730.22
05/31/22	Flaget, Todd R	May 2022 Payroll	EFT	4,465.01
05/31/22	Goodrich, Colby	May 2022 Payroll	EFT	4,026.90
05/31/22	Huffman, James D	May 2022 Payroll	EFT	1,788.42
05/31/22	Kern, Dana	May 2022 Payroll	EFT	2,703.84
05/31/22	Kidder, Hunter M	May 2022 Payroll	EFT	1,981.21
05/31/22	Kuntz, James M	May 2022 Payroll	EFT	12,535.70
05/31/22	Lamb, Kenneth R	May 2022 Payroll	EFT	4,168.30
05/31/22	Lamb, Shane C	May 2022 Payroll	EFT	3,709.72
05/31/22	Larsen, Craig N	May 2022 Payroll	EFT	5,647.93
05/31/22	Loeb sack, W Alan	May 2022 Payroll	EFT	1,414.60
05/31/22	Lough, Monica D	May 2022 Payroll	EFT	7,761.96
05/31/22	Martin, Kole	May 2022 Payroll	EFT	1,879.75
05/31/22	Martinez, Rafael	May 2022 Payroll	EFT	2,717.11
05/31/22	McKivor, Esther S	May 2022 Payroll	EFT	4,168.70
05/31/22	Moyers, Trent D	May 2022 Payroll	EFT	7,595.72
05/31/22	Orr, Marcus J	May 2022 Payroll	EFT	4,090.68
05/31/22	Rumburg, Concetta	May 2022 Payroll	EFT	1,549.97
05/31/22	Russ, Ronald R	May 2022 Payroll	EFT	5,959.66

05/31/22	Russell, Justin L	May 2022 Payroll	EFT	4,209.19
05/31/22	Smith, Charles B	May 2022 Payroll	EFT	3,426.27
05/31/22	Spurgeon, Mark M	May 2022 Payroll	EFT	912.92
05/31/22	Tidd, Bealinda	May 2022 Payroll	EFT	4,967.58
05/31/22	Turner, Rory A	May 2022 Payroll	EFT	709.26
05/31/22	Vargas, Manuel A	May 2022 Payroll	EFT	4,090.55
05/31/22	Warren, Kole A	May 2022 Payroll	EFT	2,404.65
05/31/22	Bobbie Chatriand	May Sunshine fund	9858	135.00
05/31/22	Health Care Authority	June Insurance	9859	40,494.23
05/31/22	HRA VEBA Trust	May VEBA	9860	1,000.00
05/31/22	Department of Retirement Systems	May Retirement	ACH	35,405.76
05/31/22	US Treasury	May Payroll taxes	EFTPS	47,979.64
	<b>Net Payroll</b>			<b><u>262,738.85</u></b>

**Voided: None**

**Chelan Douglas Regional Port Authority  
Check Register  
2022-23**

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 May 31, 2022 checks 9861 - 9924 in the amount of **\$1,551,393.00**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>CASHMERE MILL DISTRICT</u></b>				
05/31/2022	Local Tel Communications	Fire Alarm Service	9902	181.94
05/31/2022	Pacific Appraisal Associates, PLLC	Appraisal Services	9912	6,700.00
	<b>Net Cashmere Mill District</b>			<b><u>6,881.94</u></b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
05/31/2022	Cascade Natural Gas	Natural Gas	9870	16.79
05/31/2022	Crown Paper & Janitorial Supply	Paper Towels	9879	233.10
05/31/2022	Express Services, Inc.	Admin Assistant	9887	845.46
05/31/2022	Firefly	IT Managed Services	9889	2,087.97
05/31/2022	Keyhole Security Inc.	Replacement Keys	9901	40.73
05/31/2022	Local Tel Communications	Fire Supression/Telephone	9902	945.42
05/31/2022	Pacific Security	Patrol Services - March/April	9913	888.00
05/31/2022	Schmitt Electric, Inc	Call Center Poles	9918	3,470.69
	<b>Net Confluence Technology Center</b>			<b><u>8,528.16</u></b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
05/31/2022	Cascade Natural Gas	Utilities	9870	554.89
05/31/2022	Local Tel Communications	Utilities	9902	110.63
05/31/2022	Lowe's	Maintenance Supplies	9903	40.17
05/31/2022	Schmitt Electric, Inc	Warehouse Relighting	9918	11,176.51
	<b>Net Downtown Wenatchee South</b>			<b><u>11,882.20</u></b>
<b><u>OLDS STATION BUSINESS PARK</u></b>				
05/31/2022	Cascade Natural Gas	Natural Gas	9870	13.78
05/31/2022	Chelan County PUD	Utilities	9872	1,232.55
05/31/2022	Jerry's Auto Supplies	Equipment Maintenance Supplies	9899	21.71
05/31/2022	Local Tel Communications	Alarm Systems	9902	573.42
05/31/2022	Pacific Security	Patrol Services - March/April	9913	888.00
05/31/2022	Valley Tractor & Rentals	Stihl Trimmer & Equipment Maintenance	9922	652.79
	<b>Net Olds Station Business Park</b>			<b><u>3,382.25</u></b>
<b><u>PANGBORN AIRPORT</u></b>				
05/31/2022	Ag Supply Co.	Fuel & Maintenance Supplies	9862	4,697.92
05/31/2022	Alliant Insurance Svcs, Inc	Storage Tank Pollution Policy	9864	9,632.00
05/31/2022	Avfuel Corp	Fuel & Refueler Rental	9867	100,123.88
05/31/2022	Big Bend Community College	ARFF Training Class	9868	1,725.00
05/31/2022	Cintas Corporation	Uniforms	9874	117.99
05/31/2022	Douglas County Sewer District	Utilities	9884	281.19
05/31/2022	East Wenatchee Water District	Domestic Water	9885	580.00
05/31/2022	Firefly	IT Managed Services	9889	1,786.41
05/31/2022	Go USA, Inc.	Work Shirts	9891	127.41
05/31/2022	Home Depot Pro	Maintenance Supplies	9892	313.05
05/31/2022	Hunter Kidder	Reimbursement - ARFF Training	9893	432.50

**Chelan Douglas Regional Port Authority  
Check Register  
2022-23**

05/31/2022	Jerry's Auto Supplies	Vehicle & Equipment Maintenance	9899	255.06
05/31/2022	John Deere Financial	Equipment Maintenance	9900	37.39
05/31/2022	Local Tel Communications	Phone/Internet/Cable	9902	596.97
05/31/2022	Lowe's	Maintenance Supplies	9903	294.20
05/31/2022	Norco	Argon Gas Bottle	9908	82.61
05/31/2022	Ogden Murphy Wallace, PLLC	Legal Services	9911	2,073.00
05/31/2022	Pacific Security	Patrol Services - March/April	9913	888.00
05/31/2022	ProDIGIQ, Inc.	Maintenance & Support Fee	9914	750.00
05/31/2022	T-O Engineers	Engineering Services	9920	3,662.50
05/31/2022	Valin Corporation	Filters	9921	4,684.39
05/31/2022	Wilbur-Ellis Company, LLC	Vegetation Control	9923	8,438.52
	<b>Net Pangborn Airport</b>			<b>\$141,579.99</b>

**PANGBORN BUSINESS PARK**

05/31/2022	Clean Air Connection	Air Duct Cleaning	9875	3,552.47
05/31/2022	Douglas County Sewer District	Utilities	9884	91.00
05/31/2022	East Wenatchee Water District	Water	9885	483.50
05/31/2022	Home Depot Pro	Maintenance Supplies	9892	130.57
05/31/2022	Local Tel Communications	Fire Alarm Service	9902	171.13
	<b>Net Pangborn Business Park</b>			<b>\$4,428.67</b>

**RPA OFFICE/AVIATION CENTER**

05/31/2022	Cascade Natural Gas	Natural Gas	9870	1,420.10
05/31/2022	Douglas County Sewer District	Utilities	9884	284.83
05/31/2022	East Wenatchee Water District	Water	9885	238.50
05/31/2022	Local Tel Communications	Telephone	9902	1,258.01
	<b>Net RPA Office/Aviation Center</b>			<b>\$3,201.44</b>

**WATERVILLE AIRPORT**

05/31/2022	Douglas County PUD	Utilities	9883	32.00
	<b>Net Waterville Airport</b>			<b>\$32.00</b>

**ORONDO RIVER PARK**

05/31/2022	Alpine Environmental	Backflow test / April Management Svcs	9865	462.39
05/31/2022	Apple Valley Pumping Service	Water Closet Rental	9866	460.00
05/31/2022	Davis Arneil Law Firm LLP	Legal Services	9881	1,091.50
05/31/2022	Douglas County PUD	Utilities	9883	77.00
05/31/2022	Home Depot Pro	Maintenance Supplies	9892	64.40
05/31/2022	Local Tel Communications	Internet	9902	65.90

**ADMINISTRATIVE & GENERAL**

05/31/2022	Alan Loeb sack	Mileage	9863	183.57
05/31/2022	Bobbie Chatriand	Mileage & Misc. Reimbursements	9869	84.09
05/31/2022	Cashmere Museum	Membership	9871	750.00
05/31/2022	Coleman Oil Company	Port Truck Fuel	9876	270.19
05/31/2022	Commercial Printing	Business Cards	9877	86.46
05/31/2022	Craig Larsen	Mileage	9878	143.98
05/31/2022	Davis Arneil Law Firm, LLP	Legal Services	9881	6,260.50
05/31/2022	Donn Etherington	Mileage	9882	68.45
05/31/2022	Firefly	IT Managed Services & Laptop Rotation	9889	5,529.85
05/31/2022	J. C. Baldwin	Mileage	9896	136.89
05/31/2022	Mark M. Spurgeon	Mileage	9904	43.99
05/31/2022	Monica Lough	Mileage & Quickbooks Upgrade	9906	1,934.38
05/31/2022	ODP Business Solutions, LLC	Office Supplies	9924	141.46
05/31/2022	Office of Minority & Women's Business	Political Subdivision Fee	9910	200.00
05/31/2022	Ogden Murphy Wallace, PLLC	Legal Services	9911	4,914.50
05/31/2022	RH2 Engineering, Inc.	Engineering Services	9915	1,738.27

**Chelan Douglas Regional Port Authority  
Check Register  
2022-23**

05/31/2022	Ron Cridlebaugh	Mileage	9916	53.82
05/31/2022	Rory Turner	Mileage	9917	43.06
<b>Net Administrative &amp; General</b>				<b>\$22,583.46</b>

**BUSINESS DEVELOPMENT & MARKETING**

05/31/2022	Davis Arneil Law Firm, LLP	Public Records Request	9881	1,593.00
05/31/2022	James Kuntz	Promotional Hosting Reimbursement	9898	137.96
05/31/2022	NCW Economic Development Dist.	Stehekin Site Visit Mileage	9907	97.52
<b>Net Business Development &amp; Marketing</b>				<b>\$1,828.48</b>

**CAPITAL PROJECTS**

05/31/2022	A 1 Asbestos	Asbestos Inspection - 3052 N. Stark Rd.	9861	693.12
05/31/2022	Christopher Lytle	Relocation Expenses	9873	4,415.00
05/31/2022	Daily Journal of Commerce	MALSR Bid Advertisement	9880	625.60
05/31/2022	Erlandsen	Van Well Boundary Line Adjustment	9886	1,960.50
05/31/2022	FedEx	Documents to Marsha Hayes	9888	97.19
05/31/2022	Forte Architects Inc.	Architect Fees - Carpet Replacement	9890	781.00
05/31/2022	Hurst Construction	Terminal Apron Reconstruction	9894	1,228,851.94
05/31/2022	JUB Engineers	Waterville Lighting Project	9895	15,261.40
05/31/2022	J.R. Swigart Company, Inc	3306 Gutter Project - Retainage Release	9897	2,110.85
05/31/2022	Maul Foster Alongi, Inc.	Borwnfield Coalition Grant Consulting Services	9905	15,867.96
05/31/2022	Ogden Murphy Wallace, PLLC	PMA Instrument Lighting System	9911	1,913.50
05/31/2022	Ogden Murphy Wallace, PLLC	Hays Property Purchase	9911	1,504.50
05/31/2022	Ogden Murphy Wallace, PLLC	Malaga LAMIRD	9911	354.00
05/31/2022	Ogden Murphy Wallace, PLLC	GBI Holding Co. Property Purchase	9911	3,614.00
05/31/2022	Ogden Murphy Wallace, PLLC	Microsoft Documents	9911	6,844.00
05/31/2022	Ogden Murphy Wallace, PLLC	South End Utilities - LAMIRD	9911	8,024.00
05/31/2022	Ogden Murphy Wallace, PLLC	Santa Cruz Property Purchase	9911	2,023.00
05/31/2022	RH2 Engineering, Inc.	Van Well Nursery Property Phase 1 ESA	9915	1,477.54
05/31/2022	RH2 Engineering, Inc.	Malaga Water System Improvements	9915	13,187.18
05/31/2022	RH2 Engineering, Inc.	Lojo Property Phase 1 A/E	9915	2,550.15
05/31/2022	RH2 Engineering, Inc.	Lojo Industrial Site Cooling Water Eval	9915	5,823.54
05/31/2022	RH2 Engineering, Inc.	GBI Holding Co. Phase 1 ESA	9915	5,066.45
05/31/2022	Standard Pallet Co.	RPZ Relocation Assistance - Van Well	9919	2,274.30
05/31/2022	T-O Engineers	Exec. Hangar West Side Development	9920	15,700.00
05/31/2022	T-O Engineers	Turf Landing Strip Study	9920	3,822.50
<b>Net Capital Projects</b>				<b>1,344,843.22</b>

**TOTAL**

**\$1,551,393.00**

Void: 9909



**Port of Chelan County  
Check Register Log  
2022- May**

<u>Date Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>First #</u>	<u>Last #</u>	<u>Amount</u>
5/2/2022	2022-05	Access & Utility Easement Agreement	5102	5102	\$ 2,500.00
5/11/2022	2022-06	Agreement to Terminate - Garcia/Rehwinkle	5103	5103	\$ 12,000.00
5/26/2022	2022-07	GBI Property - Feasibility Period Extension	5105	5105	\$ 25,000.00
5/27/2022	2022-08	Agreement to Terminate - Crawford	5106	5107	\$ 11,957.29

Five Transactions for approval June 14, 2022 total:

\$51,457.29

Voided checks: 5104

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

Executive Director

  
\_\_\_\_\_

Dir. of Finance & Admin.

  
\_\_\_\_\_

Commissioner Baldwin

\_\_\_\_\_

Commissioner Etherington

\_\_\_\_\_

Chelan County District #3

VACANT

\_\_\_\_\_

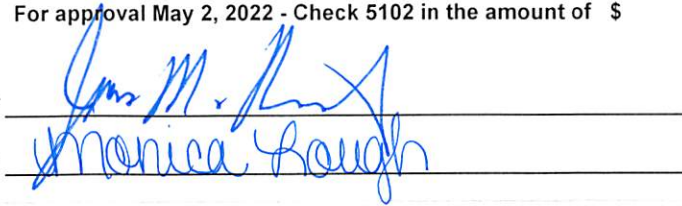
Port of Chelan County  
Check Register  
2022-05

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

For approval May 2, 2022 - Check 5102 in the amount of \$ 2,500.00

Jim Kuntz, Executive Director

Monica Lough, Director of Finance & Admin



Date Issued	Claimant	Purpose	Check #	Amount
5/2/2022	BNSF Railway Company	Access & Utility Easement Agreement - Lineage	5102 \$	2,500.00

VOID CHECKS: none

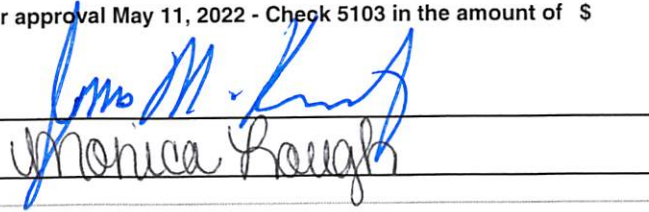
**Port of Chelan County  
Check Register  
2022-06**

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

For approval May 11, 2022 - Check 5103 in the amount of \$ **12,000.00**

Jim Kuntz, Executive Director

Monica Lough, Director of Finance & Admin



Date Issued	Claimant	Purpose	Check #	Amount
5/11/2022	Dawn Rehwinkel & Jose Garcia	Agreement to Terminate	5103	\$ 12,000.00

VOID CHECKS: none



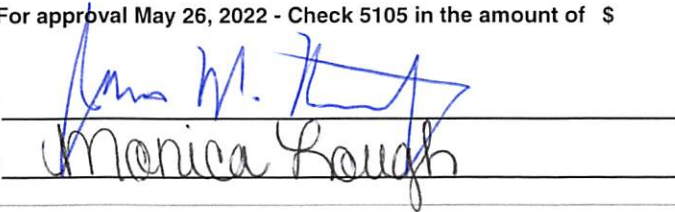
Port of Chelan County  
Check Register  
2022-07

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

For approval May 26, 2022 - Check 5105 in the amount of \$ 25,000.00

Jim Kuntz, Executive Director

Monica Lough, Director of Finance & Admin



Date Issued	Claimant	Purpose	Check #	Amount
5/26/2022	Central Washington Title Services	GBI Property - Feasibility Period Extension	5105 \$	25,000.00

VOID CHECKS: 5104

**Port of Chelan County  
Check Register  
2022-08**

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

For approval May 27, 2022 - Check 5106 & 5107 in the amount of \$ 11,957.29

Jim Kuntz, Executive Director \_\_\_\_\_

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

Date Issued	Claimant	Purpose	Check #	Amount
5/27/2022	Chelan Douglas Regional Port Authority	Patrick J Crawford, Rent: April & May 2022	5106 \$	900.00
5/27/2022	Patrick J Crawford	Agreement to Terminate Lease	5107 \$	11,057.29

# Memo

**To:** Board of Directors

**From:** Stacie de Mestre

**Date:** June 9, 2022

**Re:** Authorization to Award and Establish an Overall Project Budget – Pangborn Memorial Airport MALSR Project

---

On June 2, 2022, staff received one bid for the construction portion of the Pangborn Memorial Airport MALSR Approach Lighting System. Colvico, Inc. from Spokane, WA provided a bid in the amount of \$2,909,713.04. The Engineer’s Estimate provided by T.O. Engineers was \$1,555,295.40. Please see attached for a letter from T.O. Engineers detailing their review of Colvico’s bid as well as a spreadsheet comparing the bid to the Engineer’s Estimate.

Also attached is a spreadsheet detailing the costs to date and anticipated costs for the complete MALSR system, including land acquisition. Based upon the construction project section of this spreadsheet, Staff is proposing establishing an overall project budget as follows:

Total Construction Costs:	\$3,672,213.40
10% Contingency:	<u>\$ 367,221.34</u>
Total Project Budget:	\$4,039,435.00 (rounded)

Staff is seeking Board approval to award the construction of the Pangborn Memorial Airport MALSR Approach Lighting System to Colvico, Inc. in the amount of \$2,909,713.04 and to establish an overall project budget of \$4,039,435.00.

June 9, 2022

Mr. Trent Moyers, Director of Airports  
Chelan Douglas Regional Port Authority  
One Campbell Parkway, Suite A  
East Wenatchee, WA 98802-9233

**RE: Recommendation of Award  
Pangborn Memorial Airport – MALSR Approach Lighting System project**

Dear Trent:

Sealed bids for the MALSR Approach Lighting System project were received and publicly opened at 11:00 am on Thursday, June 2, 2022, as specified in the contract documents. One (1) bid was received. We have completed a review of the bid. A detailed bid tabulation is enclosed for your review.

The table below identifies the total for the items of Bid Schedule A, including tax, as this is the basis of award:

Contractor	Bid Schedule A
Colvico, Inc	\$2,909,713.04
Engineer's Estimate	\$1,555,295.40

The apparent low bidder is Colvico, Inc of Spokane, Washington. No technicalities were found within Colvico's bid. Per the Instructions to Bidders Article 22, the successful bidder is the responsive bidder who submits the low bid for the sum of the FAA AIP-eligible work. Colvico, Inc. is a licensed contractor with the Washington State Dept of Labor & Industries (WA UBI No. 604 198 399) and has successfully completed multiple FAA-funded airfield electrical and lighting projects.

Based on our evaluation, we recommend awarding the project to Colvico, Inc; in the amount of \$2,909,713.04 including tax. This amount exceeds the Port Authority's current budget for the project, so the award is contingent on approval from the CDRPA Commissioners.

Sincerely,

Chris Mansfield, P.E.  
Project Manager

cc: Jacob Hamilton, FAA  
Stacie de Mestre, Chelan Douglas Regional Port Authority  
Tal Glass, Mead & Hunt  
Encl: Bid Tabulation (3 pages)

## BID TABULATION

### Pangborn Memorial Airport MALSR Approach Lighting System

T-O Engineers Project No. 210001, Task Order 21-03

Bids Opened on June 2, 2022

at Executive Flight - East Wenatchee, WA

ITEM	Colvico, Inc	Engineer's Estimate Mead & Hunt Seattle, WA
Bid Schedule A	\$2,686,715.64	\$1,436,099.17
Bid Schedule A Washington State Sales Tax (8.3%)	\$222,997.40	\$119,196.23
<b>Total Bid Schedule A + WSST</b>	<b>\$2,909,713.04</b>	<b>\$1,555,295.40</b>
<b>Basis of Award: (Schedule A + WSST)</b>	<b>\$2,909,713.04</b>	<b>\$1,555,295.40</b>
Bidder's Checklist (filled, signed, dated)	✓	
Qualification of Bidder Information	✓	
Bid Proposal Form	✓	
Bid Schedule A	✓	
Designation of Subcontractors	✓	
Non-Collusion Affidavit	✓	
Joint Venture Statement	N/A	
Disadvantaged Business Enterprise Utilization	✓	
Letter of Intent	✓	
Certificate of Buy American Compliance for Manufactured Products	✓	
Certification of Nonsegregated Facilities	✓	
Certification of Compliance with Wage Payment Statutes	✓	
Bidder's Contractor License Number	✓	
Bidders List Information	✓	
Bid Security (Bid Bond)	✓	
Addendum No. 1 Acknowledged	✓	
Addendum No. 2 Acknowledged	✓	
<b>Responsive</b>	<b>YES</b>	

Note: Items highlighted in green represent corrected amounts based on a review of bids.

Disclaimer: Bid tabulation is considered preliminary and subject to change until CDRPA awards a contract to the low, responsive bidder.

Prepared by: Caleb Lindquist, T-O Engineers

Date: 06/02/22

BID TABULATION  
Pangborn Memorial Airport  
MALSR Approach Lighting System  
Bids Opened on June 2, 2022  
Bid Schedule A

Item	Description	Estimated Quantity	Unit Measure	Colvico, Inc		Engineer's Estimate	
				Unit Price	Total Price	Unit Price	Total Price
<b>A-1</b>	<b>General Construction</b>						
<b>A</b>	<b>C-105 Mobilization</b>	1	L.S.	\$162,841.00	\$162,841.00	\$119,931.30	\$119,931.30
<b>B</b>	<b>013513 Safety and Compliance</b>	1	L.S.	\$87,159.00	\$87,159.00	\$11,643.13	\$11,643.13
<b>C</b>	<b>014516 Contractor Quality Control</b>	1	L.S.	\$61,387.00	\$61,387.00	\$11,993.13	\$11,993.13
<b>D</b>	<b>017123 Contractor Survey</b>	1	L.S.	\$22,943.00	\$22,943.00	\$23,286.26	\$23,286.26
<b>E</b>	<b>015713 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control</b>	1	L.S.	\$10,308.00	\$10,308.00	\$69,932.35	\$69,932.35
<b>A-2</b>	<b>Sitework</b>						
<b>A</b>	<b>02100 Remove House and Foundation</b>	1	L.S.	\$61,336.00	\$61,336.00	\$30,000.00	\$30,000.00
<b>B</b>	<b>02100 Remove Pavement, Foundation, and Electrical Poles</b>	1	L.S.	\$99,645.00	\$99,645.00	\$14,000.00	\$14,000.00
<b>C</b>	<b>02100 Remove Barn and Foundation</b>	1	L.S.	\$62,323.00	\$62,323.00	\$20,000.00	\$20,000.00
<b>D</b>	<b>02300 Unclassified Excavation</b>	1,010	C.Y.	\$78.16	\$78,941.60	\$35.00	\$35,350.00
<b>E</b>	<b>02730 Subgrade Preparation</b>	6,050	S.Y.	\$5.58	\$33,759.00	\$9.00	\$54,450.00
<b>A-3</b>	<b>Base Courses</b>						
<b>A</b>	<b>02730 Aggregate Surface Course</b>	510	C.Y.	\$195.39	\$99,648.90	\$48.00	\$24,480.00
<b>B</b>	<b>02730 Aggregate Base Course</b>	510	C.Y.	\$139.56	\$71,175.60	\$45.00	\$22,950.00
<b>A-4</b>	<b>Flexible Pavements</b>						
<b>A</b>	<b>02740 Hot Mix Asphalt</b>	170	TONS	\$502.43	\$85,413.10	\$140.00	\$23,800.00
<b>A-5</b>	<b>Directional Boring</b>						
<b>A</b>	<b>16100 Directional Boring, 3" HDPE</b>	900	L.F.	\$46.22	\$41,598.00	\$90.00	\$81,000.00
<b>A-6</b>	<b>Miscellaneous</b>						
<b>A</b>	<b>02750 Chain-Link Fence</b>	470	L.F.	\$222.32	\$104,490.40	\$70.00	\$32,900.00
<b>B</b>	<b>02750 4' Wide Single Swing Gate</b>	3	EA.	\$3,113.00	\$9,339.00	\$1,000.00	\$3,000.00
<b>C</b>	<b>02750 6' Wide Single Swing Gate</b>	3	EA.	\$3,113.00	\$9,339.00	\$1,500.00	\$4,500.00
<b>A-7</b>	<b>Turfing</b>						
<b>A</b>	<b>02930 Seeding</b>	1.5	Acres	\$3,747.89	\$5,621.84	\$1,500.00	\$2,250.00
<b>A-10</b>	<b>Lighting Installation</b>						
<b>A</b>	<b>16100 #1/0 Bare Guard Wire, Installed Including Ground Rods and Ground Connectors</b>	500	L.F.	\$13.59	\$6,795.00	\$6.00	\$3,000.00
<b>B</b>	<b>16100 #2 AWG, Solid Ground Wire, Installed in Conduit</b>	620	L.F.	\$4.25	\$2,635.00	\$2.70	\$1,674.00
<b>C</b>	<b>16100 #6 AWG, Solid Ground Wire, Installed in Conduit</b>	8,330	L.F.	\$2.09	\$17,409.70	\$2.50	\$20,825.00
<b>D</b>	<b>16100 #6 AWG, Solid Ground Wire, Installed in Conduit</b>	90	L.F.	\$1.37	\$123.30	\$2.00	\$180.00
<b>E</b>	<b>16100 #19 AWG, 6 Pair Communications Cables</b>	2,230	L.F.	\$3.43	\$7,648.90	\$2.25	\$5,017.50
<b>F</b>	<b>16100 #1/0 AWG, Power Cable, Installed in Conduit</b>	9,470	L.F.	\$6.57	\$62,217.90	\$2.30	\$21,781.00
<b>G</b>	<b>16100 #3/0 AWG, Power Cable, Installed in Conduit</b>	1,890	L.F.	\$9.86	\$18,635.40	\$2.30	\$4,347.00
<b>H</b>	<b>16100 #2 AWG, Power Cable, Installed in Conduit</b>	11,930	L.F.	\$4.96	\$59,172.80	\$2.00	\$23,860.00
<b>I</b>	<b>16100 #4 AWG, Power Cable, Installed in Conduit</b>	920	L.F.	\$3.57	\$3,284.40	\$1.85	\$1,702.00
<b>J</b>	<b>16100 #6 AWG, Power Cable, Installed in Conduit</b>	3,870	L.F.	\$2.81	\$10,874.70	\$1.70	\$6,579.00
<b>K</b>	<b>16100 #8 AWG, Power Cable, Installed in Conduit</b>	890	L.F.	\$1.96	\$1,744.40	\$1.50	\$1,335.00
<b>L</b>	<b>16100 #10 AWG, Power Cable, Installed in Conduit</b>	90	L.F.	\$1.53	\$137.70	\$1.50	\$135.00
<b>M</b>	<b>16100 #12 AWG, Power Cable, Installed in Conduit</b>	105	L.F.	\$1.34	\$140.70	\$1.50	\$157.50
<b>N</b>	<b>16100 1W-2" Galvanized Rigid Metal Conduit, Direct Bury</b>	190	L.F.	\$77.48	\$14,721.20	\$25.00	\$4,750.00
<b>O</b>	<b>16100 2W-2" Galvanized Rigid Metal Conduit, Direct Bury</b>	150	L.F.	\$127.08	\$19,062.00	\$32.00	\$4,800.00

BID TABULATION  
Pangborn Memorial Airport  
MALSR Approach Lighting System  
Bids Opened on June 2, 2022  
Bid Schedule A

Item	Description	Estimated Quantity	Unit Measure	Colvico, Inc		Engineer's Estimate	
				Unit Price	Total Price	Unit Price	Total Price
P	16100 1W-2" PVC Conduit, Schedule 80, Direct Bury	2,340	L.F.	\$38.88	\$90,979.20	\$25.00	\$58,500.00
Q	16100 1W-3" PCV Conduit, Schedule 80, Direct Bury	5,310	L.F.	\$47.63	\$252,915.30	\$27.00	\$143,370.00
R	16100 2W-2" PVC Conduit, Schedule 80, Direct Bury	200	L.F.	\$51.34	\$10,268.00	\$28.00	\$5,600.00
S	16100 2W-3" PVC Conduit, Schedule 80, Direct Bury	730	L.F.	\$68.46	\$49,975.80	\$29.00	\$21,170.00
T	16100 3W-2" PVC Conduit, Schedule 80, Direct Bury	240	L.F.	\$64.15	\$15,396.00	\$34.00	\$8,160.00
U	16100 3W-3" PVC Conduit, Schedule 80, Direct Bury	170	L.F.	\$89.66	\$15,242.20	\$35.00	\$5,950.00
V	16100 4W-2" PVC Conduit, Schedule 80, Direct Bury	230	L.F.	\$76.72	\$17,645.60	\$38.00	\$8,740.00
W	16100 Electrical Handhole, Aircraft Rated, 4'x4'x4'	6	EA.	\$14,772.00	\$88,632.00	\$8,500.00	\$51,000.00
X	16100 Electrical Handhole, H20 Rated, 4'x4'x4'	19	EA.	\$7,167.00	\$136,173.00	\$7,000.00	\$133,000.00
Y	16100 Connect to Existing PUD Handhole	1	EA.	\$91,328.00	\$91,328.00	\$1,000.00	\$1,000.00
Z	16100 Install PUD Transformer Pad	1	EA.	\$2,581.00	\$2,581.00	\$6,000.00	\$6,000.00
AA	16100 Relocate Elevated High Intensity Runway Threshold Light with New Can	8	EA.	\$3,035.00	\$24,280.00	\$3,500.00	\$28,000.00
AB	16100 Install MALSR Threshold Light Bar	1	EA.	\$101,735.00	\$101,735.00	\$25,000.00	\$25,000.00
AC	16100 Install EMT Foundation & Light Array	2	EA.	\$15,446.00	\$30,892.00	\$13,000.00	\$26,000.00
AD	16100 Install MG-20 Foundation & Light Array	5	EA.	\$28,616.00	\$143,080.00	\$15,000.00	\$75,000.00
AE	16100 Install MG-30 Foundation & Light Array	2	EA.	\$33,666.00	\$67,332.00	\$17,000.00	\$34,000.00
AF	16100 Install MG-40 Foundation & Light Array	3	EA.	\$35,990.00	\$107,970.00	\$19,000.00	\$57,000.00
AG	16100 Install MALSR Distribution Panel	1	EA.	\$19,552.00	\$19,552.00	\$12,000.00	\$12,000.00
AH	16100 Install MALSR Power Rack & Panel	1	EA.	\$32,450.00	\$32,450.00	\$16,000.00	\$16,000.00
AI	16100 Install MALSR Shelter	1	EA.	\$56,417.00	\$56,417.00	\$35,000.00	\$35,000.00
<b>Subtotal, Bid Schedule A</b>					<b>\$2,686,715.64</b>		<b>\$1,436,099.17</b>
WSST (8.3%)					\$222,997.40		\$119,196.23
<b>TOTAL, BID SCHEDULE A</b>					<b>\$2,909,713.04</b>		<b>\$1,555,295.40</b>

## MALSR Project Budget

### Construction Project

2022 Budget	\$ 2,264,116.00
2021 Supplemental Budget	\$ 151,149.00
2020 Supplemental Budget	\$ 37,000.00
TOTAL	\$ 2,452,265.00

Item	Cost
TO - ALS Planning (20-02)	\$21,688.76
TO - Prelim Design (20-09)	\$81,997.60
TO - Final Design (21-03)	\$ 119,700.00
TO Construct Management (22-11)	\$ 168,000.00
FAA Reimbursable Agreement	\$ 14,056.00
Remove Trees	\$ 25,000.00
MALSR Shelter	\$ 95,000.00
MALSR Equip	\$ 215,000.00
MALSR Construction	\$ 2,909,713.04
Douglas PUD	\$ 18,058.00
GWID Crossing Agreement	\$ 2,000.00
Douglas Co. Permits	\$ 2,000.00
Total	\$ 3,672,213.40

Note: items in red are estimated costs

### Land Acquisition

2021 Supplemental Budget	\$ 1,218,080.00
2022 Supplemental Budget	\$ 1,635,597.00
TOTAL	\$ 2,853,677.00

	Piepel	Lytle	Van Well
Land	\$ 437,865.00	\$ 651,014.00	\$ 844,935.00
Relocation/Reestablishment	\$ -	\$ 104,508.00	\$ 2,274.00
Growing Costs	\$ -	\$ -	\$ 2,000.00
Phase I ESA	\$ 5,166.00	\$ 6,175.00	\$ 6,755.00
Appraisal	\$ 4,500.00	\$ 12,300.00	\$ 14,375.00
Appraisal Review	\$ 4,007.00	\$ 4,521.00	\$ 4,521.00
Boundary Line Adjustment	\$ -	\$ -	\$ 1,961.00
Douglas County	\$ 605.00	\$ -	\$ 510.00
	\$ 452,143.00	\$ 778,518.00	\$ 877,331.00
Ogden, Murphy, Wallace	\$ 44,383.50		
T-O Engineers	\$ 48,547.03		
Total Land Acq. Costs To Be Incurred	\$ 2,200,922.53		
<b>Total MALSR Costs</b>	<b>\$ 5,873,135.93</b>		



# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**Cc:** Monica Lough

**Date:** June 10, 2022

**Re:** Memorandum of Understanding - Washington Army National Guard

---

Attached is a proposed MOU the Regional Port received from the Washington Army National Guard. The MOU is a good start in identifying each party's role.

You will see in blue ink proposed amendments that I would like to see incorporated into the MOU. Regional Port legal counsel is also reviewing.

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
CONSTRUCTION AND FACILITIES MANAGEMENT OFFICE  
AND  
CHELAN-DOUGLAS REGIONAL PORT AUTHORITY

SUBJECT: Real Estate Interests at Pangborn Memorial Airport

1. BACKGROUND: The Washington Army National Guard (WAARNG) seeks to relocate Army Aviation Support Facility (AASF) #2 from Fairchild Air Force Base to the Pangborn Memorial Airport in Wenatchee, WA. The WAARNG Construction and Facilities Management Office (CFMO) has been in discussion with the Chelan-Douglas Regional Port Authority (CDRPA) with regards to existing airport facilities that would be leased to satisfy short-term relocation requirements for AASF #2 while also discussing the potential for CDRPA to sell land to the Washington Military Department in support of future military construction (MILCON) that would provide a permanent location for AASF #2.

2. AUTHORITIES: Washington legislative approval grants the Washington Military Department (WMD) the authority to enter into purchase and sale agreements (PSAs) for land acquisition. The WMD will be requesting authority in the State 23-25 biennium to execute a PSA with CDRPA for the acquisition of approximately 28 acres of land at Pangborn Memorial Airport. Additionally, WMD will be requesting funding for the lease of an executive flight facility that provides an interim relocation solution until a MILCON project can be submitted with the intent to construct a permanent facility for AASF #2 approximately 10 years after acquiring the land.

3. PURPOSE: The purpose of this memorandum is to outline the WAARNG facility and land acquisition plans to support the submittal of a real estate action plan (REAP) by CFMO to the Army National Guard (ARNG). The REAP is necessary for requesting federal reimbursement for the executive flight facility lease, and it will provide details of the land acquisition to support the future MILCON project submission.

4. UNDERSTANDING OF THE PARTIES:

a. CDRPA:

(1) Develop a plan for bringing utilities to the site being acquired by WMD.

(2) Determine cost share of utility infrastructure extension and provide cost estimate to WMD prior to entering into any utility construction contracts.

(3) Work with the Douglas County Irrigation District to relocate the 24" irrigation line that runs through the land acquisition site.

(4) Relocate Airlift Northwest (ALNW) from the executive flight facility to another facility at Pangborn Memorial Airport prior to the relocation of AASF #2.

SUBJECT: Real Estate Interests at Pangborn Memorial Airport

(5) Engage with Central Washington University (CWU) on their interest in a joint-use facility with the WAARNG. The intention would be for CWU to contribute state funds for the construction of additional square footage on the future AASF #2 facility to be used exclusively by the CWU aviation program. WMD supports CWU constructing and occupying a portion of the AASF #2 facility as it will have a direct benefit to recruitment for the WAARNG.

(6) Participate in the site development plan and facility design process for AASF #2 and advise CFMO of any local, state, or federal regulatory requirements relating to aviation activities.

b. CFMO:

(1) Develop and submit a legislative decision package for funds to lease the executive flight facility at Pangborn Memorial Airport beginning on or about 01 July 2023, **with a move in date target for the fall 2023.**

(2) Develop and submit a legislative decision package for authority to purchase land from CDRPA **and fund its share of utility infrastructure costs**, on or about 01 July 2023 with the intention of constructing a new AASF #2.

(3) Develop and submit a REAP for federal funds to reimburse the State of Washington for the costs associated with leasing the executive flight facility. REAP will include lease exit strategy by outlining the land acquisition and intention to submit a future MILCON project for a new AASF #2 facility at Pangborn Memorial Airport.

(4) Provide information and data to CDRPA relevant to proposed facility dimensions and utility demand for the future AASF #2 facility, number of full-time WAARNG personnel that will occupy the facility, number of traditional personnel that will occupy the facility during a monthly inactive duty training (IDT) period, the estimated frequency of WAARNG aviation operations, and any other information relevant to AASF #2 activities at the request of CDRPA.

(5) Identify all non-aviation activities that could potentially be relocated to the proposed AASF #2 facility, such as a G3 operations detachment, and capture all potential space authorization allowances during MILCON project development.

5. GENERAL PROVISIONS:

a. Points of Contact:

(1) CFMO Facility Operations Branch Chief. Mr. Shaun Barclay, (253) 512-8147, [shaun.barclay.mil@army.mil](mailto:shaun.barclay.mil@army.mil).

(2) CDRPA Director of Airports. Mr. Trent Moyers, (509) 884-4700, [trent@cdrpa.org](mailto:trent@cdrpa.org).

**(3) CDRPA Chief Executive Officer. Mr. Jim Kuntz, (509) 884-4700, [jjim@cdrpa.org](mailto:jjim@cdrpa.org)**

SUBJECT: Real Estate Interests at Pangborn Memorial Airport

b. Intention: It is the intention of the WAARNG to enter into a lease with CDRPA on or about 01 July 2023 for the WAARNG use of a 64,350 square foot executive flight facility with a 10-year lease term with the option of extending the lease in one-year increments for up to five additional years. Concurrently, WAARNG seeks to purchase approximately 28 acres of land from CDRPA for the purpose of constructing a new AASF #2 facility at the Pangborn Memorial Airport. It is expected the MILCON project will compete for funding in federal fiscal year 2032.

c. Funds and Manpower: This MOU does not document or provide for the exchange of funds or manpower between the Parties, nor does it make any commitment of funds or resources.

d. Modifications of MOU: Any modification to this MOU requires signatures by both Parties.

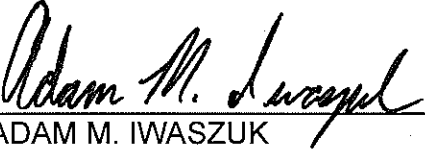
e. Disputes: Any disputes arising from this MOU will be addressed directly between the Parties.

f. Termination of Understanding: Termination of this MOU is to be formally addressed by a subsequent memorandum, signed by both Parties, that outlines the reason behind the termination. Grounds for termination can include convenience by either Party.

g. Entire Understanding: It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties regarding the MOU's subject matter. It is also expressly understood that as of the date this memorandum is signed, both Parties agree that the contents of the MOU are in the best interests of the respective organizations, and that all efforts will be put forth to ensure the success of the land acquisition and facility lease endeavors.

h. Effective Date: This MOU takes effect the day after both Parties have signed.

j. Expiration Date: 30 June 2023.

  
\_\_\_\_\_  
ADAM M. IWASZUK  
Director, CFMO  
WA Army National Guard

6 JUNE 2022  
\_\_\_\_\_  
(Date)

\_\_\_\_\_  
JAMES M. KUNTZ  
Chief Executive Officer  
Chelan-Douglas Regional Port Authority

\_\_\_\_\_  
(Date)

# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**Cc:** Monica Lough

**Date:** June 9, 2022

**Re:** Proposed Supplemental Budget #1 – Fiscal Year 2022

---

Please find attached a proposed Supplemental Budget #1 for your review.

Monica and I will review with the Board in detail at Tuesday's meeting.

**Chelan Douglas Regional Port Authority  
DRAFT 2022 Final/Supplemental Budgets**

	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b>OPERATING REVENUES</b>		
<b>BUSINESS PARKS</b>		
<b><u>CASHMERE MILL DISTRICT</u></b>		
Building A - Blue Spirits	\$ 163,588	\$ 163,588
Building B - Hurst International & Blue Spirits	116,580	133,017
Utility & Operating Reimbursements	56,650	56,650
Louws Property Sale	-	85,500
Misc. Income	2,178	2,178
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 338,996</b>	<b>\$ 440,933</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>		
Office Space Leases	\$ 468,000	\$ 468,000
CTC South Office Space Leases	5,000	14,108
Video Conference/Meeting Room Rentals	67,500	120,000
Utility & Operating Reimbursements	48,000	32,450
Misc. Income	1,500	1,500
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 590,000</b>	<b>\$ 636,058</b>
<b><u>COLUMBIA STREET PROPERTIES</u></b>		
Buildings A/B - Badger Mtn Brewing	\$ 45,360	\$ 45,360
Buildings G/I - Streamline	133,732	131,736
Building F - Streamline	-	3,000
Misc. Rents	-	4,250
Utility & Operating Reimbursements	16,750	23,500
S.P.O.R.T. Property Sale	-	-
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 195,842</b>	<b>\$ 207,846</b>
<b><u>MALAGA INDUSTRIAL SITE</u></b>		
Lojo Property Sale	\$ -	\$ 6,568,848
Curtis/Torres Property Sale	-	2,601,403
Farm/Land Rents	-	98,745
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ -</b>	<b>\$ 9,268,996</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>OLDS STATION BUSINESS PARK</u></b>		
IB 2 - Synergy Food Solutions	\$ 49,290	\$ 49,290
IB 3 - Confluence Health	69,957	69,957
IB 4 - Pregis Corporation	210,630	210,630
IB 5 - Chelan County PUD	296,400	296,400
IB 6 - ABC Early Learning	12,612	14,094
IB 7 & 8 - Pacific Aerospace & Electronics	732,919	732,919
IB 9 - Sinclair Systems & Frito Lay	247,950	247,950
Utility & Operating Reimbursements	108,350	116,350
Misc. Income	2,500	2,500
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 1,730,608</b>	<b>\$ 1,740,090</b>
<b><u>PANGBORN AIRPORT</u></b>		
Landing Fees	\$ 60,000	\$ 40,000
Parking Income	300,000	300,000
Aircraft Parking	4,500	4,500
Rental Income - Aviation Land	102,013	99,716
Rental Income - NonAviation Land	79,450	67,805
Rental Income - Terminal/Aviation Building	60,195	61,675
Rental Income - NonAviation Buildings	92,950	96,090
Rental Income - Hangars	138,750	165,200
Car Rental Concession Fees	55,000	59,500
Fuel Flowage Fees	20,000	20,000
FBO Income (After hours)	25,000	25,000
FBO Fuel Income	985,000	1,400,000
FBO Misc. Income	10,000	10,000
Misc. Fees and Permits	29,750	15,000
<b>TOTAL PANGBORN AIRPORT</b>	<b>\$ 1,962,608</b>	<b>\$ 2,364,486</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>PANGBORN BUSINESS PARK</u></b>		
<u>Land Leases</u>		
Lot 4 - Coca-Cola	\$ 85,778	\$ 85,778
Lot 17 - Salcido	32,490	32,490
<u>Building Leases</u>		
3306 - Multi-Tenant	113,914	115,790
3310 - Accor Building	355,167	355,167
CWICC	199,343	199,343
Utility & Operating Reimbursements	10,350	10,350
Misc. Income	2,500	2,500
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 799,542</b>	<b>\$ 801,418</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>		
Rental Income - Offices	\$ 21,470	\$ 25,180
Rental Income - Aviation/Hangar Uses	154,537	175,000
Misc. Income	2,500	2,500
<b>TOTAL RPA OFFICE/AVIATION CENTER</b>	<b>\$ 178,507</b>	<b>\$ 202,680</b>
<b><u>LAKE CHELAN AIRPORT</u></b>		
Rental Income - Kelly Property	\$ 5,400	\$ 4,095
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 5,400</b>	<b>\$ 4,095</b>
<b><u>MANSFIELD AIRPORT</u></b>		
Lease Income	\$ -	\$ -
<b>TOTAL MANSFIELD AIRPORT</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>WATERVILLE AIRPORT</u></b>		
Lease Income	\$ 3,370	\$ 3,370
<b>TOTAL WATERVILLE AIRPORT</b>	<b>\$ 3,370</b>	
<b><u>ORONDO RIVER PARK</u></b>		
Chelan County PUD	\$ 45,750	\$ 30,750
Misc. Income	-	-
<b>TOTAL ORONDO RIVER PARK</b>	<b>\$ 45,750</b>	<b>\$ 30,750</b>
<b><u>PYBUS INCUBATOR</u></b>		
Office Space Lease	\$ 3,900	\$ 17,430
Misc. Income	-	-
<b>TOTAL PYBUS INCUBATOR</b>	<b>\$ 3,900</b>	<b>\$ 17,430</b>
<b>TOTAL BUSINESS PARK REVENUE</b>	<b>\$ 5,854,523</b>	<b>\$ 15,714,782</b>



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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>TAX RECEIPTS</u></b>		
Current Levy	\$ 4,375,292	
1.0% of Prior Year Tax	-	
New Construction	84,242	
Tax Refunded (receipts)	11,043	
<b>TOTAL TAX RECEIPTS</b>	<b>\$ 4,470,577</b>	<b>\$ 4,470,577</b>
<b><u>NON-OPERATING REVENUES</u></b>		
<b><u>Cashmere Mill District</u></b>		
Chelan County CPIF Grant - Cashmere Wood Debris	\$ 200,000	\$ 200,000
<b><u>Confluence Technology Center</u></b>		
Sale of Surplus Equipment	-	950,000
<b><u>Columbia Street Properties</u></b>		
Chelan County PUD Lighting Rebate - G & I	-	41,950
<b><u>Malaga Industrial Sites</u></b>		
Dept of Commerce - Malaga Waterline Ext (\$1,498,650)	1,498,650	300,000
Chelan County .09 Grant - Malaga Waterline Ext	650,000	-
Client Contribution - Malaga Waterline Ext (\$8,501,350)	650,000	1,700,000
Client Contribution - GBI Property (at 75%)	-	1,470,610
Client Contribution - Wastewater System	-	500,000
Client Contribution - Hayes Property Acquisition	-	698,650
Malaga Property Due Diligence - Client Reimbursement	175,000	175,085
Malaga Utility Study - Client Reimbursement	100,000	100,000
Client Contribution - Property Acqu. (Misc.)	-	2,000,000
<b><u>Pangborn Airport</u></b>		
FAA AIP Grant Proceeds - Env Assessment	56,011	56,011
FAA Grant Proceeds (Apron Rehab)	9,391,247	9,391,247
FAA Grant Proceeds (Taxiway A Relocation)	6,338,543	1,410,000
FAA AIP CARES Act Grant (\$18,120,860)	745,723	771,411
GA Building Restoration Financing	3,500,000	-
PFC Capital Funds (Receipts + Reserves)	515,216	515,126
TSA Operating Grant	14,600	14,600

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	<b>2022 Final</b>	<b>2022 Supplemental #1</b>
<b><u>Pangborn Business Park</u></b>		
Douglas County Payment - PWTF	80,000	80,000
EDA Grant - Trades District (\$4,900,000)	5,000,000	-
WA State Capital Budget - Trades District (\$3,000,000)	-	-
Trades District Financing (\$2,000,000)	2,500,000	200,000
<b><u>Waterville Airport</u></b>		
WSDOT Aviation - Lighting Design	40,473	51,210
WSDOT Aviation - Lighting Construction	-	387,000
<b><u>Economic Development</u></b>		
ADO Contracts - Dept. of Commerce	150,000	150,000
Chelan County .09 Grant - Partnership Projects	-	20,000
<b><u>Other</u></b>		
EPA Brownsfield Grant (\$600,000)	225,000	225,000
PUD 5th Street - Marketing/Legal Reimbursement	75,000	75,000
Other Tax Income (LHT & Timber Dist.)	8,625	8,625
Interest Income	143,250	95,060
Other Income	25,000	25,000
Sale of Fixed Assets	-	-
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$ 32,082,338</b>	<b>\$ 21,611,585</b>
<b>TOTAL REVENUES</b>	<b>\$ 42,407,438</b>	<b>\$ 41,796,944</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b>BUSINESS PARK EXPENSES</b>		
<b><u>CASHMERE MILL DISTRICT</u></b>		
Debt Service - Buildings A & B (2035)	\$ 219,134	\$ 219,134
CERB Loan (2031)	75,781	75,781
Property Insurance	19,350	19,350
Building Maintenance	4,000	4,000
Property Maintenance	25,000	25,000
Utilities	32,500	32,500
Misc. Expenses	2,500	2,500
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 378,265</b>	<b>\$ 378,265</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>		
Salaries	\$ 95,540	\$ 95,000
Employee Benefits	24,935	27,085
Payroll Taxes	8,694	8,300
Contract Labor	10,000	15,000
Building Operational Expenses	416,000	436,000
CTC South Building Operational Expenses	23,500	23,500
Video Conference Center/Meeting Room Expenses	123,000	123,000
Debt Service (2023)	48,529	48,529
Misc. Expenses	5,000	5,000
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 755,198</b>	<b>\$ 781,414</b>
<b><u>MALAGA INDUSTRIAL SITE</u></b>		
Lojo Property Maintenance	\$ 5,000	\$ 5,000
Curtis Property Maintenance	5,000	5,000
Torres Property Maintenance	5,000	5,000
Insurance	1,000	5,000
Utilities	2,500	2,500
Misc. Expenses	20,000	20,000
<b>TOTAL MALAGA INDUSTRIAL SITE</b>	<b>\$ 38,500</b>	<b>\$ 42,500</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>OLDS STATION BUSINESS PARK</u></b>		
Building Maintenance & Repairs	\$ 10,000	\$ 10,000
Property & Grounds	30,000	40,000
Small Equipment	2,500	2,500
Utilities	54,000	54,000
Fire Protection in lieu of taxes	9,980	9,590
Property Insurance	62,075	62,075
Misc. Expenses	5,000	10,000
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 173,555</b>	<b>\$ 188,165</b>
<b><u>COLUMBIA STREET PROPERTIES</u></b>		
Building Operational Expenses	\$ 38,675	\$ 46,675
Property Insurance	53,315	53,315
Misc. Expenses	12,500	12,500
<b>TOTAL COLUMBIA STREET PROPERTIES</b>	<b>\$ 104,490</b>	<b>\$ 112,490</b>
<b><u>PESHASTIN PROPERTY</u></b>		
Property Maintenance (thru 02/2022)	\$ 250	\$ 250
<b>TOTAL PESHASTIN PROPERTY</b>	<b>\$ 250</b>	<b>\$ 250</b>

**Chelan Douglas Regional Port Authority  
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	<b>2022 Final</b>	<b>2022 Supplemental #1</b>
<b><u>PANGBORN AIRPORT</u></b>		
Salaries	\$ 776,550	\$ 807,500
Salaries - Overtime	52,250	63,565
Employee Benefits	275,105	267,475
Payroll Taxes	102,660	95,905
Engineering/Professional Fees	105,000	105,000
Non-Aviation Maintenance	10,000	15,000
Aviation Maintenance	25,000	18,000
Terminal Maintenance	40,000	50,000
Airfield Maintenance	65,000	65,000
Vehicle & Equipment Maintenance	35,000	35,000
Small Tools & Equipment	5,000	5,000
Utilities	149,350	149,350
Security Expenses	5,500	21,500
Property/Liability Insurance	123,650	123,650
FBO Expenses	37,500	65,000
Fuel (Resale)	739,550	1,120,000
Fuel (M&O)	32,050	45,000
Regulatory Compliance	42,500	42,500
Winter Operations	32,500	32,500
Memberships & Subscriptions	7,500	7,500
Marketing	25,000	25,000
Conferences, Training & Meetings	12,500	15,000
Information Technology	51,915	51,915
Parking Lot Expenses	18,375	36,000
Credit Card Fees	53,750	53,750
COVID-19 Compliance	5,000	5,000
Misc. Expenses	15,000	15,000
<b>TOTAL PANGBORN AIRPORT</b>	<b>\$ 2,843,205</b>	<b>\$ 3,336,110</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>PANGBORN BUSINESS PARK</u></b>		
Maintenance	\$ 98,500	\$ 98,500
Utilities	27,500	27,500
Storm Water	4,200	3,668
Property Insurance	38,375	38,375
Debt Service (2023)	82,673	82,673
Misc. Expenses	2,000	2,000
<b>TOTAL PANGBORN BUSINESS PARK</b>	<b>\$ 253,248</b>	<b>\$ 252,716</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>		
Building Maintenance & Repairs	\$ 35,000	\$ 40,500
Utilities	45,000	45,000
Insurance	30,750	30,750
Landscape Maintenance	17,500	12,000
Misc. Expenses	5,000	5,000
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>\$ 133,250</b>	<b>\$ 133,250</b>
<b><u>LAKE CHELAN AIRPORT</u></b>		
Maintenance & Operations Subsidy (City of Chelan)	\$ 46,192	\$ 46,192
Capital Contribution (City of Chelan)	5,000	5,000
Aircraft Counter/Operations Report	4,800	4,800
Environmental Assessment	7,500	11,735
Maintenance (Kelly Property)	8,500	8,500
Insurance	705	705
Utilities	305	305
Misc. Expenses (Kelly Property)	1,500	1,500
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>\$ 74,502</b>	<b>\$ 78,737</b>
<b><u>MANSFIELD AIRPORT</u></b>		
Maintenance	\$ 7,500	\$ 7,500
Supplies	2,750	2,750
Repairs	1,000	1,000
Utilities	600	600
Property Insurance	4,500	4,500
Virtower Installation	-	10,000
Misc. Expenses	6,300	6,300
<b>TOTAL MANSFIELD AIRPORT</b>	<b>\$ 22,650</b>	<b>\$ 32,650</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>WATERVILLE AIRPORT</u></b>		
Outside Maintenance	\$ 7,000	\$ 7,000
Supplies	2,750	2,750
Repairs	500	500
Utilities	600	600
Property Insurance	4,500	4,500
Misc. Expenses	6,300	6,300
<b>TOTAL WATERVILLE AIRPORT</b>	<b>\$ 21,650</b>	<b>\$ 21,650</b>
<b><u>ORONDO RIVER PARK</u></b>		
Outside Services		
Consulting	\$ 6,000	\$ 6,000
Labor/Maintenance	50,000	50,000
Other	2,500	2,500
Supplies	2,500	2,500
Repairs	2,500	2,500
Utilities	2,750	2,750
Property Insurance	1,500	1,500
Misc. Expenses	1,000	1,000
<b>TOTAL ORONDO RIVER PARK</b>	<b>\$ 68,750</b>	<b>\$ 68,750</b>
<b><u>PYBUS INCUBATOR</u></b>		
Misc. Expenses	\$ 4,000	\$ 4,000
<b>TOTAL PYBUS INCUBATOR</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b><u>CDRPA BUSINESS PARK MAINTENANCE</u></b>		
Salaries	\$ 138,345	\$ 134,750
Employee Benefits	25,625	17,250
Payroll Taxes	16,570	15,850
<b>TOTAL CDRPA BUSINESS PARK MAINT.</b>	<b>\$ 180,540</b>	<b>\$ 167,850</b>
<b>TOTAL BUSINESS PARK EXPENSES</b>	<b>\$ 5,052,053</b>	<b>\$ 5,598,797</b>

**Chelan Douglas Regional Port Authority  
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	<b>2022 Final</b>	<b>2022 Supplemental #1</b>
<b><u>ADMINISTRATIVE &amp; GENERAL EXPENSES</u></b>		
Salaries	\$ 1,089,745	\$ 1,101,500
Commissioners' Compensation, Benefits & Taxes	252,350	250,000
Employee Benefits	343,515	325,000
Payroll Taxes	99,210	95,500
Internship Opportunities	10,000	10,000
Professional Services		
Legal	220,000	220,000
Engineering/Architectural	117,500	117,500
WA State Audit Costs	55,000	55,000
Other Professional Services	40,000	40,000
County Election Costs	-	-
Conferences, Training, and Meetings	10,000	10,000
Commission Conferences & Travel	15,000	15,000
Memberships and Subscriptions	50,000	50,000
Travel	7,500	15,000
Office Expense		
Supplies	32,500	32,500
Telephone	14,250	14,250
Computers/Hardware	9,805	9,805
Software/Backup/Internet	24,950	26,950
Managed Services/Maintenance	36,435	36,435
Insurance (Public Officials, General Liability, etc)	110,250	110,250
Auto Expense	7,500	7,500
Misc. Expenses	10,000	10,000
<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXPENSES</b>	<b>\$ 2,555,510</b>	<b>\$ 2,552,190</b>

**BUSINESS DEVELOPMENT & MARKETING EXPENSES**

Marketing & Communications	\$ 75,000	\$ 75,000
Business Recruitment & Trade Shows	20,000	20,000
Real Estate Marketing	25,000	25,000
Douglas County GIS	10,500	10,500
Chelan-Douglas Trends	7,000	7,000
Small Business Development Center (WSU)	80,000	80,000
Promotional Hosting	7,000	7,000
<b>TOTAL BUSINESS DEVELOPMENT &amp; MARKETING EXPENSES</b>	<b>\$ 224,500</b>	<b>\$ 224,500</b>



**Chelan Douglas Regional Port Authority  
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	<b>2022 Final</b>	<b>2022 Supplemental #1</b>
<b><u>ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)</u></b>		
Our Valley Our Future	\$ -	\$ 30,000
WV Sports Foundation - Winter Special Olympics	7,000	7,000
Wenatchee Downtown Association	-	3,000
Wenatchee Valley YMCA	7,500	10,000
Community Nonprofit ED Projects	135,500	100,000
<b>TOTAL ECONOMIC DEVELOPMENT CONTRACTS</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b><u>COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)</u></b>		
City of Bridgeport	\$ -	\$ 5,250
City of Cashmere #1	32,582	12,582
City of Cashmere #2	-	20,000
Eastmont Metropolitan Parks District	-	8,125
Manson Park & Recreation District	12,500	25,000
Opportunity Placeholder	104,918	79,043
<b>TOTAL COMMUNITY PARTNERSHIP PROJECTS</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>
<b><u>OTHER EXPENDITURES</u></b>		
EPA Brownsfield Grant - Consultant Services	\$ 225,000	\$ 225,000
PUD 5th Street Campus - Marketing & Legal	75,000	75,000
<b>TOTAL OTHER EXPENDITURES</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 8,432,063</b>	<b>\$ 8,975,487</b>
<b>LESS OPERATING REVENUES</b>	<b>\$ 42,407,438</b>	<b>\$ 41,796,944</b>
<b>NET RESULTS BEFORE CAPITAL PROJECTS</b>	<b>\$ 33,975,375</b>	<b>\$ 32,821,457</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b>CAPITAL PROJECTS</b>		
<b><u>CASHMERE MILL DISTRICT</u></b>		
Tenant Improvements	\$ -	\$ -
Brender Creek Management	110,000	110,000
North Sunset Lot (1.49 Acres) Site Prep	350,000	370,000
Capital Projects - Other	10,000	10,000
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>\$ 470,000</b>	<b>\$ 490,000</b>
<b><u>Confluence Technology Center</u></b>		
Building Entrance Enhancement	\$ 25,000	\$ 25,000
Actapio Restoration	300,000	3,624,000
Building Management System Upgrade	35,000	39,963
VCC - Sound System	-	98,000
VCC - Ceiling Microphones	15,000	15,000
VCC - Quad Back Monitors	12,000	6,178
Capital Projects - Other	10,000	10,000
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>\$ 397,000</b>	<b>\$ 3,818,141</b>
<b><u>MALAGA PROPERTIES</u></b>		
Malaga Waterline Extension - Phase I	\$ 2,800,000	\$ 2,000,000
Malaga Wastewater System	-	500,000
Property Acquisition - Curtis	1,530,000	1,529,683
Property Acquisition - GBI Holding	-	1,960,813
Property Acquisition - Hayes	-	698,650
Property Acquisition - Miscellaneous	-	2,000,000
Second Source Water Study - Chelan County PUD	300,000	300,000
Malaga Utility Study	100,000	100,000
Property Due Diligence	175,000	123,789
Capital Projects - Other	10,000	15,000
<b>TOTAL MALAGA PROPERTIES</b>	<b>\$ 4,915,000</b>	<b>\$ 9,227,935</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>		
IB #4 Stormwater Improvements	\$ 75,000	\$ -
IB #9 Emergency Power Shut Off	65,000	65,000
Capital Projects - Other	10,000	10,000
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>\$ 150,000</b>	<b>\$ 75,000</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>PANGBORN AIRPORT - CAPITAL</u></b>		
FAA Sponsored Projects		
Environmental Assessment	\$ 61,266	\$ 61,266
Apron Rehab & Expansion	10,204,085	10,294,000
Runway Protection Zone - Land Acq./Reloc. - Lytle	-	761,697
Runway Protection Zone - Land Acq./Reloc. - VanWell	750,000	873,900
Taxiway Alpha Reconstruction - Phase I	6,008,715	1,566,666
CDRPA Funded Projects		
Land Acquisition - Santa Cruz	-	1,212,800
Airport-Wide Wireless Network	19,500	19,500
Jet-A Reclaim Tank	25,000	75,000
Terminal Radio Repeater	100,000	150,000
Maintenance/Operations Equipment	140,500	140,500
Construction of MALSR System	2,264,116	3,485,000
Jet-A Fuel Truck (5,000 gallon)	300,485	300,485
Commercial Air Service Support & Equipment	150,000	150,000
GA Building - Design Fees	-	474,258
GA Building - Reconstruction	3,500,000	-
Baggage Screening Retrofit	75,000	75,000
Fencing Damage Repair	-	25,000
SW Hangar Pads Design	-	225,000
GWID Irrigation Improvements	-	55,000
Alternative Landing Strip Analysis	-	40,000
Capital Projects Other	10,000	10,000
<b>TOTAL PANGBORN AIRPORT - CAPITAL</b>	<b>\$ 23,608,667</b>	<b>\$ 19,995,072</b>
<b><u>PANGBORN BUSINESS PARK - CAPITAL</u></b>		
Trades District	\$ 7,500,000	\$ 200,000
3306 Building Gutter/Siding Project	-	45,721
3310 Building HVAC Assessment/Design	125,000	200,000
<b>TOTAL PANGBORN BUSINESS PARK - CAPITAL</b>	<b>\$ 7,625,000</b>	<b>\$ 445,721</b>

**Chelan Douglas Regional Port Authority  
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	<u>2022 Final</u>	<u>2022 Supplemental #1</u>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>		
Modular Building Roof	15,000	15,000
Carpet Replacement	45,000	90,050
Surveillance Camera System	-	50,000
Roof Repair/Gutter Modification	-	50,000
HVAC Replacement Phase II	323,506	482,900
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>\$ 383,506</b>	<b>\$ 687,950</b>
<b><u>LAKE CHELAN AIRPORT - CAPITAL</u></b>		
Capital Projects - Other	\$ -	10,000
<b>TOTAL LAKE CHELAN AIRPORT - CAPITAL</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b><u>MANSFIELD AIRPORT - CAPITAL</u></b>		
Capital Projects Other	\$ 10,000	10,000
<b>TOTAL MANSFIELD AIRPORT - CAPITAL</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b><u>WATERVILLE AIRPORT - CAPITAL</u></b>		
Runway Lighting - Design	\$ 44,970	\$ 56,916
Runway Lighting - Construction	-	430,000
Capital Projects Other	10,000	10,000
<b>TOTAL WATERVILLE AIRPORT - CAPITAL</b>	<b>\$ 54,970</b>	<b>\$ 496,916</b>
<b><u>ORONDO RIVER PARK - CAPITAL</u></b>		
Fuel Dock Removal	\$ 10,000	\$ 10,000
Dock Deck Repair	25,000	25,000
Furnishing Replacements (Picnic tables, etc.)	45,000	15,000
Capital Projects Other	-	10,000
<b>TOTAL ORONDO RIVER PARK - CAPITAL</b>	<b>\$ 80,000</b>	<b>\$ 60,000</b>
<b><u>COLUMBIA STREET PROPERTIES - CAPITAL</u></b>		
Columbia Street Properties Adaptive Reuse	130,000	\$ 89,050
Buildings G & I - Lighting	-	42,000
Building H - Fire Sprinkler/Upgrades	-	250,000
Capital Projects Other	25,000	25,000
<b>TOTAL COLUMBIA STR PROPERTIES - CAPITAL</b>	<b>\$ 155,000</b>	<b>\$ 406,050</b>

**Chelan Douglas Regional Port Authority  
DRAFT 2022 Final/Supplemental Budgets**

	2022 Final	2022 Supplemental #1
<b><u>OTHER CAPITAL</u></b>		
Maintenance Pickup	\$ -	\$ 37,378
Regional Port Office Relocation Planning	\$ -	\$ 50,000
Opportunity Fund - Other	100,000	100,000
<b>TOTAL OTHER CAPITAL</b>	<b>\$ 100,000</b>	<b>\$ 187,378</b>
<b>TOTAL CAPITAL PROJECTS</b>	<b>\$ 37,949,143</b>	<b>\$ 35,910,163</b>
<b>NET RESULTS AFTER CAPITAL PROJECTS</b>	<b>\$ (3,973,768)</b>	<b>\$ (3,088,706)</b>

## **Avidex Audio Visual Design Concepts for the CTC**

Chelan Douglas Regional Port Authority - CTC Building currently has integrated conference rooms in need of replacement audio systems. The facility is comprised of East and West sections off a central entrance. The East side is comprised of a four-way divisible space and the Executive Board Room. The West side is comprised of a two-way divisible space and two (2) standalone rooms.

The conference rooms are currently experiencing audio dropouts that are due to the digital signal processors (DSP) failing. A portion of the audio equipment was updated in 2015, from its original install in 2004, and has reached the end of its viable lifecycle. The current digital signal processors in the 8 conference rooms and in the Executive Board Room are London BSS BLU units.

Currently, each of the eight (8) conference rooms have fairly similar audio components including:

- (1) BSS BLU-160
- (1) BSS BLU-120
- 12 Shure MX392/C Boundary Mics (East A qty. 10)
- (1) Shure MX412/C Gooseneck
- (2) Shure ULXP Wireless Mic Receivers – East Rooms
- (3) Shure ULXP Wireless Mic Receivers – West C & D
- (1) Crown CTs4200 amp
- (1) Sennheiser ALS (in room)

Audio Processing Replacement System:

Below we have two proposed options for the audio system replacement. The first is a “like for like” system keeping the same BSS brand and the second is for an upgrade to a QSC system.

Estimates below are Full Turn Key estimates. Installation, programming and training are included.

## **Avidex Audio Visual Design Concepts for the CTC**

### **OPTION 1: “Like for Like” System**

BSS is a “traditional” DSP platform in that it uses proprietary processing hardware and software/firmware that is solely dedicated to managing audio.

The devices do not allow for software updates to new audio standards that are in development by audio standards organizations such as AES, etc. and third-party developers.

Given the system we currently have deployed, all DSP hardware frames are interconnected using a “token ring” topology using a proprietary audio transport mechanism that is incompatible with third party manufacturer’s devices. This means, in our current system, all audio in and out of the system needs to be analog, which requires A/D converters on both ends. Use of converters affects the audio output quality.

Interfacing with alternate audio standards requires additional processing frames which convert standards such as Dante/AES67 to BLU link.

As for product development, the BSS hardware we have in place is essentially unchanged from the products available today. Replacement of the audio processing equipment with new BSS units will allow for an easier program deployment, yet no additional features will be added with this solution.

**Estimated Budget for above option: \$65,300** (excludes Executive Conference Room update)

***Alternate option: Include the EBR for an additional \$3,700***

## **Avidex Audio Visual Design Concepts for the CTC**

### **OPTION 2.1**

Replace the current audio DSP equipment with a Quality Sound Company (QSC) brand system. This system will comply with current digital audio standards, reduce existing audio equipment by more than 50% and will allow potential future features to be added as needed.

QSC's platform is referred to as Q-SYS, which is a cloud manageable audio platform built around a standards-based IT architecture. The DSP processors are Linux based engines, using the Q-SYS operating system.

The Q-SYS Operating System serves as the software-based foundation that manages a multitude of Q-SYS Products within the platform, including native software, services, and hardware. Additionally, its IT architecture along with a set of development tools enable third-party integrations. Integration with audio standards such as Dante/AES67 is native to the platform with the appropriate software.

Potential future features would include QSC controllable cameras to replace existing cameras that are aged and use old technology. Another strong feature is the ability to capture the audio and video outputs from the videoconferencing system to a user provided laptop for a "BYOM" (bring your own meeting) solution.

The base QSC package for all rooms includes the DSP, analog connections needed, and a new network switch with programming/installation/warranty, etc. Analog connections are needed for existing wired and wireless microphones and will require analog to digital converters.

**Estimated Budget for above option: \$60,500** (excludes Executive Conference Room update)

***Alternate:* Include the EBR for an additional \$7,500**

### **OPTION 2.2**

It is also desired to explore replacing the current table mics with overhead beam forming ceiling microphones. Benefits of installing ceiling mics include, but are not limited to the following.

- Provide a mic-friendly experience for attendees
- Add enriched audio sound to videoconference meetings
- Eliminate table noises being transmitted
- Free up table arrangements
- Allow quicker setup of the rooms
- Eliminate wires across tables/floors



## **Avidex Audio Visual Design Concepts for the CTC**

The microphones will be designated mainly for conferencing use with light designation for speech reinforcement with the spaces combined. This option will be paired with deploying the QSC processing solution.

With eliminating the table microphones, this option would also eliminate the need to purchase analog audio converters for the table microphones. A single converter would still be installed for each room for the existing analog wired lectern and wireless microphones. The cost savings of the hardware and labor are reflected in this budget design.

**Estimated Budget for 2.1 and 2.2 combined: \$83,000** (excludes Executive Conference Room update)

***Alternate: Include the EBR for an additional \$13,000*** (includes QSC audio DSP from option 2.1)

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### **Amplification Replacement**

Another component of the system that is at the end of its life cycle is the amplifiers, installed in 2004. There are currently 9 amplifiers in place for the 8 Conference Rooms and Production Station as well as an additional (1) unit for the Executive Conference Room. The current amplifiers are EOL and replacement parts and units are hard to come by.

Replacing the amplifiers concurrently with either DSP options proposed above, will save costs for installing, tuning, and programming.

**Estimated Budget for Amplification Replacement: \$23,000**

***\*If not approved in the 2022 Supplemental budget, this will be included in our 2023 Capital Budget requests.***

### **Additional Replacement Options**

Replace existing cameras that were installed in 2014 and are beyond their end of life.

**Add PTZ camera: \$4,000 per camera/2 per room**

Capture audio and camera outputs to user-provided device for "BYOM"

**Add USB Bridge for audio and camera output: \$2,000 per room**

**PANGBORN MEMORIAL AIRPORT (EAT)**  
**A/E On-Call Task 22-06 – Turf Landing Strip Study**

**Turf Landing Strip Meeting w/GA Tenants**  
Tuesday, May 24, 2022, 6:00 pm PST



**Minutes**

**CDRPA / Pangborn:** Jim Kuntz, Trent Moyers, Ron Russ  
**T-O Engineers:** Aaron Buob, Stephanie Krabbe, Chris Mansfield, Caleb Lindquist  
**FAA:** Kevin Yarnell

**Outline for CDRPA/T-O's Presentation:**

1. Introduction (Jim)
  - Purpose -> Create the dialogue, maintain a safe environment, layouts + feedback
  
2. Definitions (Stephanie)
  - Runway vs Turf Landing Strip
  - RSA, ROFA, TSA, TOFA, RPZ
  - ALP & Master Plan
  - FAA AC 5300-13B
    - New verbiage for "aircraft operations in the unpaved RSA"
  
3. Alternatives 1-6 (Aaron)
  - Overview
  - #1 - 2019 ALP Location 800' x 75'
    - Distance to hangar - 600' / 1,000' (from each end of landing strip)
    - Pros
      - Existing County protective zoning in place
      - Close proximity to the existing hangar
      - Existing surface is appropriate for the strip
      - Strip aligned with typical evening winds
    - Cons
      - Shortest runway length

- Limits future hangar development
  - Safety areas overlap taxiway structure
  - RPZ off-airport property on the east side and contains incompatible land use (taxiways) on the west side
  - Land acquisition required for RPZ
- #2 - 2019 ALP Location Extended 1,200' x 75'
  - Distance to hangar - 580' / 1,180' (from each end of landing strip)
  - Pros
    - Existing protective zoning in place
    - Proximity to the existing hangar
    - Adequate length for aircraft recovery
    - Existing surface is appropriate for the strip
    - Strip aligned with typical evening winds
  - Cons
    - Limits future hangar development
    - Safety areas overlap taxiway structure
    - RPZ off airport property
    - Land acquisition required for RPZ
- #3 - Closed Runway 1,200' x 75'
  - Distance to hangar - 500' / 1,000' (from each end of landing strip)
  - Pros
    - Existing protective zoning in place
    - Proximity to the existing hangar
    - Existing surface is appropriate for the strip
  - Cons
    - Limits future hangar development
    - Safety areas overlap taxiway structure
    - RPZ off airport property and incorporates structures
    - Existing pavement would need to be removed and area prepped for turf strip
- #4 - Shifted SE 1,200' x 75'
  - Distance to hangar - 2,000' / 1,120' (from each end of landing strip)
  - Pros
    - Safety areas predominantly within the existing Zoning
    - Proximity to the existing hangar

- Existing surface is appropriate for the strip
  - Cons
    - Land acquisition required
    - Road through east RPZ, facilities, and electrical vault in west RPZ
    - Possible concern with Air National Guard siting (comment)
- #5 - RSA (1) 1,200' x 75'
  - Distance to hangar - 3,960' / 2,764' (from each end of landing strip)
  - Pros
    - Existing surface is appropriate for operations
  - Cons
    - Introduction of potential hazards to the primary runway
    - FAA safety areas do not apply
    - Does not align with the typical evening wind shift
    - Potential to conflict with aircraft operations on the primary runway
- #6 - RSA (2) 1,200' x 75'
  - Distance to hangar - 2,047' / 1,830' (from each end of landing strip)
  - Pros
    - Existing surface is appropriate for operations
  - Cons
    - Introduction of potential hazards to the primary runway
    - FAA safety areas do not apply
    - Does not align with the typical evening wind shift
    - Potential to conflict with aircraft operations on the primary runway
- #7 - Runway 30 Offset 2,000' x 75'
  - Pros
    - Greatest runway length
    - Potential to launch and recover
    - Provides FAA standard safety areas
    - Would not conflict with operations on the primary runway
    - Contained on airport property
  - Cons
    - Distance from the existing hangar

- Would require crossing the primary runway
- Would not prohibit operations on the primary runway
- Does not align with the typical evening wind shift
- At least 2,000ft-2,500ft is required for takeoff on paved surfaces (comment)
  - 2,000ft is not long enough in all conditions (comment)

#### 4. Crosswind vs Parallel Conversation (Jim, Aaron & Stephanie)

- New TWY A & RWY 12-30 must be disconnected from closed RWY 7-25 due to FAA standards and elevation issues
- No FAA funding for crosswind option, all local funds
- Approximately \$500 thousand in construction costs?
- CDRPA does not want to designate strip as a “runway”, but as an “alternative landing strip”
- Land Use restrictions across Union no longer exist
- Crosswind option gives pilots more flexibility (comment)
- As a paved runway use increases, glider runway use will also increase (comment)
- FAA AC 5300-13B is only for aircraft operations in the unpaved RSA
- Consider additional rotational alignment of Alternative #3? More perpendicular to RWY 12-30 (comment)
- Consider how useful crosswind option is with respect to common wind conditions (comment)
- Runway 12-30 reconstruction dictates parallel options
- **Alternative #3 & parallel options will both be priced**

#### 5. Taxiway ‘A’ Realignment Project – Impacts to Glider Ops, Staging/Launch Areas (Aaron)

- Construction Safety & Phasing (CSPP) Overview – Phases 6-11
- Still awaiting FAA funding for TWY A
- Funding probability is high
- Phase 6 is scheduled for Summer 2022, Phase 7 in Spring 2023
- Noon – 2p is the peak time for glider takeoffs (comment)
- Preferred location would be across RWY 12-30 on the closed RWY 7-25 if the pavement is in decent condition.



## Draft Schedule – Spokane Visit

### **Tuesday, June 21<sup>st</sup>**

|                    |                                                              |
|--------------------|--------------------------------------------------------------|
| 7:00AM Departure   | Travel to Spokane<br>Stay at Davenport Hotel                 |
| 10:00AM to 12:00PM | ALSC Architects<br>Review G.A. Terminal Building Design      |
| 2:00PM to 4:00PM   | Army National Guard Tour<br>Fairchild Air Force Base         |
| 5:00PM             | Attend PNWA Reception                                        |
| 6:30PM             | Dinner: Clunkerdagger<br>621 W Mallon Ave, Spokane, WA 99201 |

### **Wednesday, June 22<sup>nd</sup>**

|                    |                                                                         |
|--------------------|-------------------------------------------------------------------------|
| 8:00AM to 9:15AM   | Regional Port Presentation<br>PNWA Summer Conference                    |
| 10:45AM to 12:15PM | Tour Coeur d'Alene Airport<br>Review of private hangar development area |
| 12:30PM to 1:30PM  | Lunch: Bardenay<br>1710 W Riverstone Dr, Coeur d'Alene, ID              |
| 2:00PM to 3:00PM   | Tour Felts Field – Grass Runway Strip<br>Return to Wenatchee            |

**Chelan Douglas Regional Port Authority - Lease Report**

**Leases & Renewals - Aviation Related**

**Reporting Period - May 2022**

| <b>New Leases</b> |                         |                      |                 |             |                        |
|-------------------|-------------------------|----------------------|-----------------|-------------|------------------------|
| <b>Tenant</b>     | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Starting</b> | <b>Term</b> | <b>Base Rent/Month</b> |

None Reported for this Period

| <b>Lease Renewals</b> |               |                         |                      |             |                        |
|-----------------------|---------------|-------------------------|----------------------|-------------|------------------------|
| <b>Renewal Signed</b> | <b>Tenant</b> | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Term</b> | <b>Base Rent/Month</b> |

None Reported for this Period

| <b>Tenants Moving Out</b>          |                         |                      |                  |                        |  |
|------------------------------------|-------------------------|----------------------|------------------|------------------------|--|
| <b>Tenant</b>                      | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Ending</b>    | <b>Base Rent/Month</b> |  |
| <b>C&amp;E Aviation<br/>(Hahn)</b> | <b>PMA</b>              | <b>Tie-Down</b>      | <b>4/30/2022</b> | <b>\$64.00</b>         |  |
| <b>Greg Crumpacker</b>             | <b>PMA</b>              | <b>Tie-Down</b>      | <b>5/31/2022</b> | <b>\$64.00</b>         |  |

**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 - CTC**

**Reporting Period - May 2022**

| <b>New Leases</b> |                         |                      |                 |             |                        |
|-------------------|-------------------------|----------------------|-----------------|-------------|------------------------|
| <b>Tenant</b>     | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Starting</b> | <b>Term</b> | <b>Base Rent/Month</b> |
| PrimeLending      | CTC, Suite 141          | 127.5 SQFT           | 5/18/2022       | M-2-M       | \$295.80               |

| <b>Lease Renewals</b> |               |                         |                      |             |                        |
|-----------------------|---------------|-------------------------|----------------------|-------------|------------------------|
| <b>Renewal Signed</b> | <b>Tenant</b> | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Term</b> | <b>Base Rent/Month</b> |

None Reported for this Period

| <b>Tenants Moving Out</b> |                         |                      |               |                        |  |
|---------------------------|-------------------------|----------------------|---------------|------------------------|--|
| <b>Tenant</b>             | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Ending</b> | <b>Base Rent/Month</b> |  |

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 - CDRPA**

**Reporting Period - May 2022**

| <b>New Leases</b> |                         |                      |                 |             |                        |
|-------------------|-------------------------|----------------------|-----------------|-------------|------------------------|
| <b>Tenant</b>     | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Starting</b> | <b>Term</b> | <b>Base Rent/Month</b> |

None Reported for this Period

| <b>Lease Renewals</b> |               |                         |                      |             |                        |
|-----------------------|---------------|-------------------------|----------------------|-------------|------------------------|
| <b>Renewal Signed</b> | <b>Tenant</b> | <b>Building or Land</b> | <b>SQFT or Acres</b> | <b>Term</b> | <b>Base Rent/Month</b> |

None Reported for this Period

| <b>Tenants Moving Out</b>          |                                         |                      |                  |                              |  |
|------------------------------------|-----------------------------------------|----------------------|------------------|------------------------------|--|
| <b>Tenant</b>                      | <b>Building or Land</b>                 | <b>SQFT or Acres</b> | <b>Ending</b>    | <b>Base Rent/Month</b>       |  |
| <b>(2) Mobile Home Lot Tenants</b> | <b>Darlene Curtis Property (Malaga)</b> |                      | <b>5/31/2022</b> | <b>\$450/mo. each tenant</b> |  |

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

Lease terms of five years duration or less.

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

## Pangborn Memorial Airport

### Summary - May 2022

| Takeoffs & Landings |      |
|---------------------|------|
| Airline             | 120  |
| Cargo               | 86   |
| Medical             | 79   |
| Business Jet        | 126  |
| Multi Engine        | 49   |
| Single Engine       | 719  |
| Helicopter          | 14   |
| Other               | 1    |
| TOTAL               | 1194 |





Airport Operations

**Snapshot Local Time**

Start Date 05/01/2022 0:01 LT

End Date 05/31/2022 23:59 LT

Creation

User

Customer ID

06/03/2022 14:19

trent\_moyers

KEAT

**Activity Summary**

|                         |     |
|-------------------------|-----|
| AIRPORT WAY HANGERS     | 21  |
| ALPHA 1                 | 246 |
| ALPHA 2                 | 9   |
| ALPHA 3                 | 42  |
| ALPHA 4                 | 221 |
| ALPHA 5                 | 142 |
| ALPHA 6                 | 30  |
| ARRIVAL TERMINAL        | 61  |
| CARGO RAMP              | 44  |
| CROSS RWY 12 A4-CHARLIE | 7   |
| CROSS RWY 12 A5-BRAVO   | 1   |
| CROSS RWY 12 BRAVO-A5   | 5   |
| CROSS RWY 12 CHARLIE-A4 | 78  |
| EXECUTIVE FLIGHT        | 290 |
| GA RAMP                 | 197 |
| LANDING RWY 12          | 172 |
| LANDING RWY 30          | 432 |
| PUSHBACK TERMINAL       | 62  |
| RUN UP 30               | 77  |
| TAKEOFF RWY 12          | 177 |
| TAKEOFF RWY 30          | 413 |
| TAXIWAY ALPHA           | 487 |
| TAXIWAY BRAVO           | 194 |
| TAXIWAY CHARLIE         | 166 |
| TIE DOWN + T-HANGERS    | 95  |
| USFS CLOSED RWY         | 4   |
| USFS RAMP               | 36  |

*This report was generated using sensors monitoring aircraft operations at the selected airport and may not contain aircraft that do not have ADS-B. Airports that have multiple sensors deployed will also feature aircraft fitted with transponders only. The information presented is correct to the best of our knowledge from available sensors at the time: Les Goldsmith, President VirTower LLC*





Airport Operations Tracking

**VirTower LLC**

13721 Jetport Commerce Pkwy, Suite 2

Fort Myers FL 33913

Phone +1 888 31 70 747

virtower.com | info@virtower.com

Airport Operations

**Snapshot Local Time**

Start Date 04/01/2022 0:01 LT

End Date 04/30/2022 23:59 LT

Creation

05/02/2022 13:26

User

trent\_moyersS10

Customer ID

KS10

| Single Engine |    | Multi Engine |  | Business Jet |  | Airline (2) |  | Airline (4) |  | Helicopter |  | Glider |  | UAV |  |
|---------------|----|--------------|--|--------------|--|-------------|--|-------------|--|------------|--|--------|--|-----|--|
| PA-28         | 14 |              |  |              |  |             |  |             |  |            |  |        |  |     |  |
| PA-32         | 2  |              |  |              |  |             |  |             |  |            |  |        |  |     |  |
| PA-46         | 2  |              |  |              |  |             |  |             |  |            |  |        |  |     |  |
| PC12          | 23 |              |  |              |  |             |  |             |  |            |  |        |  |     |  |
| SR22          | 4  |              |  |              |  |             |  |             |  |            |  |        |  |     |  |
| T206          | 2  |              |  |              |  |             |  |             |  |            |  |        |  |     |  |

**Activity Summary**

|                |     |
|----------------|-----|
| LANDING RWY 02 | 20  |
| LANDING RWY 20 | 132 |
| T&G RWY 02     | 4   |
| T&G RWY 20     | 12  |
| TAKEOFF RWY 02 | 46  |
| TAKEOFF RWY 20 | 96  |

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**Terminal Parking Activity Report**  
**May 2021 – April 2022**



## Month of March 2022

### Arrive

Tap to Pay Apps & Widget on PMA Website

|                |                                         | Num. of transactions |
|----------------|-----------------------------------------|----------------------|
| <b>Income:</b> | Long Term Widget \$ 12,500.00           | 238                  |
|                | Long Term Scan to Pay Apps \$ 10,360.00 | 192                  |
|                | Short Term Scan to Pay Apps \$ 1,222.00 | 53                   |
|                | <u>\$ 24,082.00</u>                     | <u>483</u>           |

|              |                       |       |
|--------------|-----------------------|-------|
| <b>Fees:</b> | Short Term \$ 78.27   |       |
|              | Long Term \$ 1,796.95 |       |
|              | <u>\$ 1,875.22</u>    | 7.79% |

**Net:** \$ 22,206.78

### Flash Parking

Text to Pay & Terminal Kiosk (Long Term Only)

|                |                        | Num. of transactions |
|----------------|------------------------|----------------------|
| <b>Income:</b> | Text to Pay \$1,550.00 | 43                   |
|                | Kiosk \$9,050.00       | 207                  |
|                | <u>\$ 10,600.00</u>    | <u>250</u>           |

|                       |                      |  |
|-----------------------|----------------------|--|
| <b>Customer Fees:</b> | Text to Pay \$ 15.05 |  |
|                       | Kiosk \$ -           |  |
|                       | <u>\$ 15.05</u>      |  |

**Merchant Fees:** \$ 386.50

**Net:** \$ 10,213.50

**Payable to Flash (Pre-Tax):** \$ 15.05

### OmniPark Enforcement

PayMyNotice Webpage or Mail in Payment

|                |                         | Notices by Lot |                    |
|----------------|-------------------------|----------------|--------------------|
| <b>Income:</b> | Credit Card \$ 1,508.00 | 174 LT         | \$ 1,750.00        |
|                | Cash/Check \$ 896.00    | 50 ST          | \$ 654.00          |
|                | <u>\$ 2,404.00</u>      | 224            | <u>\$ 2,404.00</u> |

**Merchant Fees:** \$ 62.16

**Net:** \$ 2,341.84

### Other

Monthly Parking Permit Holders \$650.00

Total Gross Revenue Received: \$ 37,736.00

Total Net Revenue Received: \$ 35,412.12

## Month of April 2022

### Arrive

Tap to Pay Apps & Widget on PMA Website

|                |                                         | Num. of transactions |
|----------------|-----------------------------------------|----------------------|
| <b>Income:</b> | Long Term Widget \$ 11,070.00           | 219                  |
|                | Long Term Scan to Pay Apps \$ 9,130.00  | 179                  |
|                | Short Term Scan to Pay Apps \$ 1,820.00 | 49                   |
|                | <u>\$ 22,020.00</u>                     | <u>447</u>           |

|              |                       |       |
|--------------|-----------------------|-------|
| <b>Fees:</b> | Short Term \$ 133.99  |       |
|              | Long Term \$ 2,059.77 |       |
|              | <u>\$ 2,193.76</u>    | 9.96% |

**Net:** \$ 19,826.24

### Flash Parking

Text to Pay & Terminal Kiosk (Long Term Only)

|                |                        | Num. of transactions |
|----------------|------------------------|----------------------|
| <b>Income:</b> | Text to Pay \$1,460.00 | 41                   |
|                | Kiosk \$7,070.00       | 159                  |
|                | <u>\$ 8,530.00</u>     | <u>200</u>           |

|                       |                      |  |
|-----------------------|----------------------|--|
| <b>Customer Fees:</b> | Text to Pay \$ 14.35 |  |
|                       | Kiosk \$ -           |  |
|                       | <u>\$ 14.35</u>      |  |

**Merchant Fees:** \$ 315.80

**Net:** \$ 8,214.20

**Payable to Flash (Pre-Tax):** \$ 14.35

### OmniPark Enforcement

PayMyNotice Webpage or Mail in Payment

|                |                         | Notices by Lot |                    |
|----------------|-------------------------|----------------|--------------------|
| <b>Income:</b> | Credit Card \$ 1,151.00 | 140 LT         | \$ 1,410.00        |
|                | Cash/Check \$ 829.00    | 44 ST          | \$ 570.00          |
|                | <u>\$ 1,980.00</u>      | 184            | <u>\$ 1,980.00</u> |

**Merchant Fees:** \$ 47.61

**Net:** \$ 1,932.39

### Other

Monthly Parking Permit Holders \$1,000.00

Total Gross Revenue Received: \$ 33,530.00

Total Net Revenue Received: \$ 30,972.83

# Pangborn Memorial Airport Terminal Parking Lot

## First Year of Operations

### Overall Parking Revenues

|                       | <i>Gross</i>  | <i>Fees</i>  | <i>Net</i>    |
|-----------------------|---------------|--------------|---------------|
| <i>May 2021</i>       | \$ 26,776.76  | \$ 1,477.84  | \$ 25,298.92  |
| <i>June 2021</i>      | \$ 31,168.79  | \$ 1,854.92  | \$ 29,313.87  |
| <i>July 2021</i>      | \$ 31,242.32  | \$ 2,066.51  | \$ 29,175.81  |
| <i>August 2021</i>    | \$ 32,798.53  | \$ 2,258.54  | \$ 30,539.99  |
| <i>September 2021</i> | \$ 38,534.00  | \$ 2,758.89  | \$ 35,775.11  |
| <i>October 2021</i>   | \$ 38,174.00  | \$ 2,553.90  | \$ 35,620.10  |
| <i>November 2021</i>  | \$ 33,595.14  | \$ 2,417.68  | \$ 31,177.46  |
| <i>December 2021</i>  | \$ 31,832.00  | \$ 2,408.03  | \$ 29,423.97  |
| <i>January 2022</i>   | \$ 28,534.00  | \$ 2,166.05  | \$ 26,367.95  |
| <i>February 2022</i>  | \$ 32,443.00  | \$ 2,362.18  | \$ 30,080.82  |
| <i>March 2022</i>     | \$ 37,736.00  | \$ 2,323.88  | \$ 35,412.12  |
| <i>April 2022</i>     | \$ 33,530.00  | \$ 2,557.17  | \$ 30,972.83  |
| <i>Total</i>          | \$ 396,364.54 | \$ 27,205.59 | \$ 369,158.95 |

### # of Transactions by Payment Method

|                       | <i>ARRIVE: Scan<br/>to Pay Apps</i> | <i>ARRIVE:<br/>Website<br/>Widget</i> | <i>FLASH: Text to<br/>Pay</i> | <i>FLASH: Kiosk</i> | <i>EGOV</i> | <i>Total</i> |
|-----------------------|-------------------------------------|---------------------------------------|-------------------------------|---------------------|-------------|--------------|
| <i>May 2021</i>       | 203                                 | 69                                    | 81                            | 208                 | 6           | 567          |
| <i>June 2021</i>      | 196                                 | 133                                   | 54                            | 222                 | 14          | 619          |
| <i>July 2021</i>      | 239                                 | 140                                   | 60                            | 202                 | 7           | 648          |
| <i>August 2021</i>    | 275                                 | 168                                   | 52                            | 178                 | 5           | 678          |
| <i>September 2021</i> | 277                                 | 261                                   | 48                            | 217                 | 10          | 813          |
| <i>October 2021</i>   | 294                                 | 204                                   | 56                            | 214                 | 12          | 780          |
| <i>November 2021</i>  | 246                                 | 202                                   | 45                            | 178                 | 13          | 684          |
| <i>December 2021</i>  | 195                                 | 216                                   | 41                            | 179                 | 12          | 643          |
| <i>January 2022</i>   | 152                                 | 185                                   | 35                            | 119                 | 9           | 500          |
| <i>February 2022</i>  | 212                                 | 180                                   | 32                            | 192                 | 9           | 625          |
| <i>March 2022</i>     | 245                                 | 238                                   | 43                            | 207                 | 10          | 743          |
| <i>April 2022</i>     | 228                                 | 219                                   | 41                            | 159                 | 9           | 656          |
| <i>Total</i>          | 2762                                | 2215                                  | 588                           | 2275                | 116         | 7956         |

| Number of Tickets     |             |                     | Overall Outstanding Notices |                  |
|-----------------------|-------------|---------------------|-----------------------------|------------------|
|                       | <i>Paid</i> | <i>Paid Amount</i>  |                             |                  |
| <i>May 2021</i>       | 180         | \$ 2,031.00         |                             |                  |
| <i>June 2021</i>      | 210         | \$ 2,189.00         |                             |                  |
| <i>July 2021</i>      | 129         | \$ 1,376.00         |                             |                  |
| <i>August 2021</i>    | 175         | \$ 1,881.00         |                             |                  |
| <i>September 2021</i> | 165         | \$ 1,698.00         |                             |                  |
| <i>October 2021</i>   | 225         | \$ 2,439.00         |                             |                  |
| <i>November 2021</i>  | 103         | \$ 1,153.00         |                             |                  |
| <i>December 2021</i>  | 94          | \$ 1,172.00         |                             |                  |
| <i>January 2022</i>   | 96          | \$ 1,233.00         |                             |                  |
| <i>February 2022</i>  | 188         | \$ 2,035.00         |                             |                  |
| <i>March 2022</i>     | 224         | \$ 2,404.00         |                             |                  |
| <i>April 2022</i>     | 184         | \$ 1,980.00         |                             |                  |
| <b>Total</b>          | <b>1973</b> | <b>\$ 21,591.00</b> | <b>858</b>                  | <b>\$ 10,148</b> |
|                       |             |                     | <b>Delinquency</b>          | <b>2.4964%</b>   |
|                       |             |                     | <b>Rate:</b>                |                  |

*Note: The Regional Port's management of the terminal parking began in May 2021.*

# Pangborn Memorial Airport Terminal Parking Lot

## First Year of Parking Operations

### Flight Data Comparison

|                       | <i>Parking<br/>Transactions</i> | <i>Enplanements</i> |        | <i>Plane<br/>Departures</i> |
|-----------------------|---------------------------------|---------------------|--------|-----------------------------|
| <i>May 2021</i>       | 567                             | 4,215               | 13.45% | 62                          |
| <i>June 2021</i>      | 619                             | 4,849               | 12.77% | 72                          |
| <i>July 2021</i>      | 648                             | 5,749               | 11.27% | 93                          |
| <i>August 2021</i>    | 678                             | 5,112               | 13.26% | 78                          |
| <i>September 2021</i> | 813                             | 4,593               | 17.70% | 83                          |
| <i>October 2021</i>   | 780                             | 4,150               | 18.80% | 68                          |
| <i>November 2021</i>  | 684                             | 3,404               | 20.09% | 48                          |
| <i>December 2021</i>  | 643                             | 3,922               | 16.39% | 58                          |
| <i>January 2022</i>   | 500                             | 3,401               | 14.70% | 54                          |
| <i>February 2022</i>  | 625                             | 3,314               | 18.86% | 56                          |
| <i>March 2022</i>     | 743                             | 3,705               | 20.05% | 64                          |
| <i>April 2022</i>     | 656                             | 3,136               | 20.92% | 58                          |
| <i>Total</i>          | 7,956                           | 49,550              |        | 794                         |
| <br>                  |                                 |                     |        |                             |
| Average Enplanement % |                                 |                     | 16.52% |                             |

Chelan Douglas Regional Port Authority  
Parking Revenue Historical Data

|                       | 2021/2022   |            |                  | 2020/2021        |            |                  | 2019/2020         |            |                  | 2018/2019         |  |  |
|-----------------------|-------------|------------|------------------|------------------|------------|------------------|-------------------|------------|------------------|-------------------|--|--|
|                       | CDRPA (Net) | Gross      | Credit Card Fees | Net to CDRPA     | Gross      | Credit Card Fees | Net to CDRPA      | Gross      | Credit Card Fees | Net to CDRPA      |  |  |
| May                   | 25,298.92   | 1,475.85   | 214.22           | 860.51           | 40,292.05  | 1,010.96         | 26,611.83         | 39,916.82  | 1,095.11         | 26,393.24         |  |  |
| June                  | 29,313.87   | 2,661.46   | 197.06           | 1,659.61         | 37,591.50  | 1,088.48         | 24,664.86         | 34,758.78  | 1,087.52         | 22,808.57         |  |  |
| July                  | 29,175.81   | 4,134.35   | 125.00           | 2,766.10         | 36,938.08  | 1,016.83         | 24,386.20         | 34,821.94  | 1,093.80         | 22,887.38         |  |  |
| August                | 30,539.99   | 8,138.50   | 166.75           | 5,440.08         | 33,294.64  | 988.63           | 21,956.70         | 37,072.09  | 1,041.48         | 24,484.45         |  |  |
| September             | 35,775.11   | 9,080.66   | 401.58           | 5,943.00         | 36,857.08  | 919.57           | 24,349.08         | 39,698.71  | 1,137.98         | 26,184.68         |  |  |
| October               | 35,620.10   | 13,355.26  | 407.12           | 8,874.90         | 44,336.91  | 1,091.00         | 31,037.51         | 42,902.96  | 984.37           | 30,089.91         |  |  |
| November              | 31,177.46   | 15,032.32  | 489.51           | 9,930.66         | 44,111.57  | 1,451.86         | 33,541.18         | 42,066.54  | 1,171.87         | 32,132.09         |  |  |
| December              | 29,423.97   | 13,803.05  | 425.87           | 9,095.33         | 41,556.29  | 1,500.63         | 31,655.94         | 35,229.21  | 1,255.81         | 26,732.21         |  |  |
| January               | 26,367.95   | 12,975.99  | 396.23           | 8,532.73         | 34,184.84  | 1,290.41         | 25,967.41         | 35,603.51  | 1,090.48         | 27,151.52         |  |  |
| February              | 30,080.82   | 19,494.00  | 301.21           | 13,093.30        | 40,893.53  | 1,138.28         | 31,275.66         | 38,916.82  | 894.46           | 29,910.90         |  |  |
| March                 | 35,412.12   | 25,932.59  | 1052.38          | 16,770.43        | 16,685.77  | 1,312.32         | 12,212.61         | 46,664.51  | 1,053.35         | 35,917.38         |  |  |
| April                 | 30,972.83   | 27,158.20  | 945.13           | 17691.61         | 1,239.37   | 659.00           | 493.97            | 36,310.54  | 1,209.36         | 27,610.46         |  |  |
|                       | 369,158.95  | 153,242.23 | 5,122.06         | 100,658.26       | 407,981.63 | 13,467.97        | 288,152.95        | 463,962.43 | 13,115.59        | 332,302.79        |  |  |
| <b>Republic Share</b> |             |            |                  | <b>47,461.91</b> |            |                  | <b>106,360.71</b> |            |                  | <b>118,544.05</b> |  |  |

Comments:

Prior to the 2017/2018 fiscal year, minimum payments of \$11,500 were received monthly, with an annual reconciliation and bulk payment.

70% of receipts up to \$225,000

80% of receipts over \$225,000

|      | Gross      | CC        | Net        |
|------|------------|-----------|------------|
| 2019 | 472,473.50 | 13,315.61 | 338,793.56 |
| 2020 | 160,684.96 | 6,827.12  | 114,519.84 |

## Chelan Douglas Regional Port Authority Calendar of Events

Updated 6/10/22

| <i>Date</i>        | <i>Day</i>       | <i>Event / Location / Time</i>                                                                          | <i>Attends</i>                                 | <i>RSVP arrangements if applicable</i> |
|--------------------|------------------|---------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------|
| <b>June 2022</b>   |                  |                                                                                                         |                                                |                                        |
| June 14            | Tuesday          | CDRPA Board Meeting; 9:00 am                                                                            | Board of Directors; staff                      |                                        |
| June 15            | Wednesday        | NCW Tech Alliance Board Meeting; 3:00 PM                                                                |                                                |                                        |
| June 15            | Wednesday        | Douglas County Community Leadership Advisory Committee; 2:30 pm; Executive Flight/Zoom                  |                                                |                                        |
| June 16            | Thursday         | Quincy Valley Chamber - Business After Hours - Sponsored by Microsoft; Quincy, Washington; 5:30-7:30 PM |                                                |                                        |
| June 21            | Tuesday          | Wenatchee Valley Chamber Board Meeting; 6:30 am                                                         | Commissioner Spurgeon & Etherington            |                                        |
| June 21 -22        | Tues - Wednesday | Spokane Visit (ANG Tour; ALSC Architects; Felts Field; Coeur d'Alene Airport)                           | Spurgeon, Baldwin, Kuntz, Moyers, de Mestre(?) |                                        |
| June 22            | Wednesday        | West Cashmere Bridge Ceremony - 10A                                                                     | Cridlebaugh, Larsen                            |                                        |
| June 22            | Wednesday        | Pacific Northwest Waterways Assn. Summer Meeting; Spokane                                               | Kuntz: Regional Port Presentation              |                                        |
| June 28            | Tuesday          | CDRPA Board Meeting; 9:00 am                                                                            | Board of Directors; staff                      |                                        |
| <b>July 2022</b>   |                  |                                                                                                         |                                                |                                        |
| July 4             | Monday           | 4th of July Holiday Office Closed                                                                       |                                                |                                        |
| July 4 -8          | Monday - Friday  | Commissioner Baldwin - Out of the Area                                                                  |                                                |                                        |
| July 12            | Tuesday          | CDRPA Board Meeting; 9:00 am                                                                            | Board of Directors; staff                      |                                        |
| July 13            | Wednesday        | NCWEDD Meeting                                                                                          | Commissioner Huffman                           |                                        |
| July 13-15         | Wednesday - Fri  | WPPA Directors Seminar - Bellingham                                                                     | Kuntz                                          |                                        |
| July 14            | Thursday         | CDTC Board Meeting 9:00 AM                                                                              | Commissioner Baldwin                           |                                        |
| July 19            | Tuesday          | Wenatchee Valley Chamber Board Meeting; 6:30 am                                                         | Commissioner Spurgeon & Etherington            |                                        |
| July 20            | Wednesday        | NCW Tech Alliance Board Meeting; 3:00 PM                                                                |                                                |                                        |
| July 25-27         | Monday - Wed     | WPPA Commissioner Seminar - Walla Walla                                                                 |                                                |                                        |
| July 26            | Tuesday          | CDRPA Board Meeting; 9:00 am                                                                            | Board of Directors; staff                      |                                        |
| <b>August 2022</b> |                  |                                                                                                         |                                                |                                        |
| August 6           | Saturday         | Pangborn's Festival of Flight                                                                           |                                                |                                        |
| August 9           | Tuesday          | CDRPA Board Meeting; 9:00 am                                                                            | Board of Directors; staff                      |                                        |
| August 9 - 11      | Tues - Thursday  | WEDA Summer Conference; Bellingham, WA                                                                  |                                                |                                        |
| August 10          | Wednesday        | NCWEDD Meeting                                                                                          | Commissioner Huffman                           |                                        |
| August 11          | Thursday         | CDTC Board Meeting 9:00 AM                                                                              | Commissioner Baldwin                           |                                        |
| August 16          | Tuesday          | Wenatchee Valley Chamber Board Meeting; 6:30 am                                                         | Commissioner Spurgeon & Etherington            |                                        |

## Chelan Douglas Regional Port Authority Calendar of Events

Updated 6/10/22

| <i>Date</i>           | <i>Day</i>   | <i>Event / Location / Time</i>                                                         | <i>Attends</i>                      | <i>RSVP arrangements if applicable</i>                 |
|-----------------------|--------------|----------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------------------------|
| August 17             | Wednesday    | NCW Tech Alliance Board Meeting; 3:00 PM                                               |                                     |                                                        |
| August 17             | Wednesday    | Douglas County Community Leadership Advisory Committee; 2:30 pm; Executive Flight/Zoom |                                     |                                                        |
| August 21-23          | Sun-Tuesday  | AAAE General Aviation Conference - San Francisco                                       |                                     | Session #4: Trends & Issues with GA Hangar Development |
| August 23             | Tuesday      | CDRPA Board Meeting; 9:00 am                                                           | Board of Directors; staff           |                                                        |
| <b>September 2022</b> |              |                                                                                        |                                     |                                                        |
| September 5           | Monday       | Labor Day Office Closed                                                                |                                     |                                                        |
| September 8           | Thursday     | CDTC Board Meeting 9:00 AM                                                             | Commissioner Baldwin                |                                                        |
| September 13          | Tuesday      | CDRPA Board Meeting; 9:00 am                                                           | Board of Directors; staff           |                                                        |
| September 14          | Wednesday    | NCWEDD Meeting                                                                         | Commissioner Huffman                |                                                        |
| Septembr 20           | Tuesday      | Wenatchee Valley Chamber Board Meeting; 6:30 am                                        | Commissioner Spurgeon & Etherington |                                                        |
| September 21          | Wednesday    | NCW Tech Alliance Board Meeting; 3:00 PM                                               |                                     |                                                        |
| September 27          | Tuesday      | CDRPA Board Meeting; 9:00 am                                                           | Board of Directors; staff           |                                                        |
| September 27-29       | Tues - Thurs | NW AAAE - Jackson Hole, WY                                                             | Trent Moyers                        |                                                        |
| <b>October 2022</b>   |              |                                                                                        |                                     |                                                        |
| October 11            | Tuesday      | CDRPA Board Meeting; 9:00 am                                                           | Board of Directors; staff           |                                                        |
| October 12            | Wednesday    | NCWEDD Meeting                                                                         | Commissioner Huffman                |                                                        |
| October 13            | Thursday     | CDTC Board Meeting 9:00 AM                                                             | Commissioner Baldwin                |                                                        |
| October 18            | Tuesday      | Wenatchee Valley Chamber Board Meeting; 6:30 am                                        | Commissioner Spurgeon & Etherington |                                                        |
| October 19            | Wednesday    | NCW Tech Alliance Board Meeting; 3:00 PM                                               |                                     |                                                        |
| October 19            | Wednesday    | Douglas County Community Leadership Advisory Committee; 2:30 pm; Executive Flight/Zoom |                                     |                                                        |
| October 25            | Tuesday      | CDRPA Board Meeting; 9:00 am                                                           | Board of Directors; staff           |                                                        |
| October 26            | Wednesday    | Partner Breakfast;Convention Center; 7:30am-9am                                        |                                     | Center Confirmed; Jack Penning as Speaker confirmed    |
| October 27            | Thursday     | Ec. Dev. Lunch; Convention Center; 11:30am-1pm                                         |                                     | Center Confirmed; Jack Penning as Speaker confirmed    |
| <b>November 2022</b>  |              |                                                                                        |                                     |                                                        |
| 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                                                             | Commissioner Baldwin                |                                                        |



## Chelan Douglas Regional Port Authority Calendar of Events

Updated 6/10/22

| <i>Date</i>          | <i>Day</i> | <i>Event / Location / Time</i>                  | <i>Attends</i>                      | <i>RSVP arrangements if applicable</i> |
|----------------------|------------|-------------------------------------------------|-------------------------------------|----------------------------------------|
| November 15          | Tuesday    | Wenatchee Valley Chamber Board Meeting; 6:30 am | Commissioner Spurgeon & Etherington |                                        |
| November 16          | Wednesday  | NCW Tech Alliance Board Meeting; 3:00 PM        |                                     |                                        |
| 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                      |                                     |                                        |
| <b>December 2022</b> |            |                                                 |                                     |                                        |
| December 8           | Thursday   | CDTC Board Meeting 9:00 AM                      | Commissioner Baldwin                |                                        |
| 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 | Commissioner Spurgeon & Etherington |                                        |
| December 21          | Wednesday  | NCW Tech Alliance Board Meeting; 3:00 PM        |                                     |                                        |
| December 23          | Friday     | Christmas Eve Holiday Observed Office Closed    |                                     |                                        |
| December 26          | Monday     | Christmas Day Holiday Observed Office Closed    |                                     |                                        |
| December 27          | Tuesday    | CDRPA Board Meeting; 9:00 am                    | Board of Directors; staff           |                                        |
|                      |            |                                                 |                                     |                                        |
| <b>2023</b>          |            |                                                 |                                     |                                        |
| <b>January 2023</b>  |            |                                                 |                                     |                                        |
| January 2            | Monday     | New Years Day 2023 Observed Office Closed       |                                     |                                        |