



Working Together to Enhance the Economic Vitality of North Central Washington

Chelan Douglas Regional Port Authority

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

**Meeting Agenda
November 28th, 2023
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 the November 14th, 2023 Meeting Minutes and October 2023 Commission Calendar.

V. PRESENTATION

- **Chelan Airport and Waterville Airport Updates – J-U-B Engineers, Inc.**

VI. PUBLIC COMMENT

VII. CDRPA ACTION ITEMS (Public Comment Opportunity)

- (1) Adoption of the Unified Tax Levy
 - A. **CDRPA Resolution No. 2023-11** – Authorizing 1% Levy Increase in 2024
 - B. **2024 Levy Certification**
- (2) Resolution No. 2023-12 Adoption of the Regional Port 2024 Budget
- (3) 2024 Proposed Health Care Plan
- (4) Resolution No. 2023-13 Scheduling 2024 Dates and Times of Regular Meetings
- (5) Authorization to Award Bid – Snow Removal Equipment

VIII. PORT OF CHELAN COUNTY ACTION ITEM (Public Comment Opportunity)

- (6) Resolution No. 2023-03 Adoption of the Port of Chelan County 2024 Budget
- (7) Resolution No. 2023-04 Scheduling 2024 Dates and Times of Regular Meetings

IX. PORT OF DOUGLAS COUNTY ACTION ITEM (Public Comment Opportunity)

(8) Resolution No. 2023-03 Adoption of the Port of Douglas County 2024 Budget

(9) Resolution No. 2023-04 Scheduling 2024 Dates and Times of Regular Meetings

X. SUGGESTED BREAK: 10 MINUTES

XI. MISCELLANEOUS STAFF REPORTS

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic Development & Capital Projects
- Community Relationship Manager
- Property & Maintenance Manager
- CTC Manager

XII. PUBLIC COMMENT

XIII. REVIEW CALENDAR OF EVENTS

XIV. ITEMS FROM BOARD OF DIRECTORS

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

XVII. 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
November 14th, 2023
9:00 am

Present:

Directors:

Donn Etherington, Director
Jim Huffman, Director
JC Baldwin, Director (Zoom)

W. Alan Loeb sack, Director
Mark Spurgeon, Director
Richard DeRock, Director

Staff:

Jim Kuntz, Chief Executive Officer
Monica Lough, Dir. of Finance & Admin.
Trent Moyers, Director of Airports
Stacie de Mestre, Dir. of Econ. Dev.
Ron Russ, Maint. & Properties Manager
Craig Larsen, Community Rel. Mngr.

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

Legal Counsel:

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

Guests:

Mike Mackey
Doug Miller (Zoom)
Emily Thornton, Wenatchee World (Zoom)

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

Introductions were made.

Conflicts of Interest: Legal Counsel, Quentin Batjer, stated that Commissioner Baldwin did not have a "beneficial interest" related to the renewal of the Lodestar contract that appears on the agenda. As a result, she does not have a conflict of interest. Commissioner Baldwin announced she will recuse herself from the meeting for the entirety of the discussion and any potential motion on this item.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of the October 24th, 2023 Meeting Minutes, November 7th, 2023 Retreat Meeting Minutes, CDRPA Resolution 2023-11 Voiding Check No. 11955, Approval of the Calendar of Events, and Check Register Pages #2023-42 through #2023-46, including Electronic Transfers was presented.

Motion No.
Moved by:
Seconded by:

11-02-23 CDRPA

Jim Huffman
Richard DeRock

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of the October 24th, 2023 Meeting Minutes, November 7th, 2023 Retreat Meeting Minutes, CDRPA Resolution 2023-10 Voiding Check No. 11955, Approval of the Calendar of Events and Check Register Pages #2023-42 through #2023-46, including Electronic Transfers.

Motion Passed 6-0

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

PUBLIC HEARINGS:

As required by RCW 53.35.020, Public Hearing notices were published on October 28th, 2023 and November 2nd, 2023 in the Wenatchee World.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY PRELIMINARY 2024 BUDGET – PUBLIC HEARING

Commissioner Spurgeon opened the public hearing at 9:04 a.m. and a review of the Preliminary 2024 Budget occurred. An opportunity for public comment was provided, in which Mike Mackey concurred with the Board on the need to fund a Strategic Plan in 2024. Commissioner Spurgeon closed the public hearing at 10:17 a.m.

PORT OF CHELAN COUNTY PRELIMINARY 2024 BUDGET – PUBLIC HEARING

Commissioner Etherington opened the public hearing at 10:18 a.m. and a review of the Preliminary 2024 Budget occurred. An opportunity for public comment was provided; however, no public comments were received. Commissioner Etherington closed the public hearing at 10:19 a.m.

PORT OF DOUGLAS COUNTY PRELIMINARY 2024 BUDGET – PUBLIC HEARING

Commissioner Loeb sack opened the public hearing at 10:20 a.m. and a review of the Preliminary 2024 Budget occurred. An opportunity for public comment was provided; however, no public comments were received. Commissioner Loeb sack closed the public hearing at 10:21 a.m.

EXECUTIVE SESSION:

Executive Session was announced at 10:24 a.m. for a period of thirty minutes with no action anticipated at the conclusion of the session. The purpose consisted of RCW 42.30.110(1)(i) to discuss with legal counsel litigation, potential litigation and/or legal risks and RCW 42.30.110(1)(c) 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). Executive Session was extended at 10:54 a.m. for an additional thirty minutes and again at 11:24 a.m. for an additional 10 minutes. Executive Session concluded at 11:34 a.m.

Meeting reconvened in Regular Session with no action taken.

Commissioner Baldwin left the meeting at 11:25 a.m. during Executive Session.

Commissioner Spurgeon called for a 10-minute break at 11:35 a.m.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY ACTION ITEMS:

Authorization to Renew Contract – Lodestar Partners

Kuntz discussed with the Board the great work that Lodestar Partners accomplished during the 2023 Legislative Session, as well as additional work conducted on behalf of the Regional Port with state agencies. Discussion occurred and the following action was taken:

Motion No.

Moved by:

Seconded by:

11-03-23 CDRPA

Jim Huffman

W. Alan Loeb sack

To authorize the CEO to sign a renewal of the Personal Services Agreement with Lodestar Partners for one additional year.

Motion Passed 5-0
*Director Baldwin Excused

Authorization to Renew Contract – Elevate Government Affairs

Kuntz discussed the major action items that the Elevate Government Affairs team would be tasked with moving forward on behalf of the Regional Port in 2024. Discussion occurred and the following action was taken:

Motion No.

Moved by:

Seconded by:

11-04-23 CDRPA

Richard DeRock

Jim Huffman

To authorize the CEO to sign a renewal of the Independent Contractor Services Agreement with Elevate Government Affairs for one additional year.

Motion Passed 5-0
*Director Baldwin Excused

Authorization to Extend IT Contract – Firefly

Kuntz gave a brief history regarding how the fees has been established in previous years. Staff believes the fees will decrease as the new CTC AV Tech will assist with some of the managed services portions of the contract in the future after increased training. Discussion occurred and the following action was taken:

Motion No.

Moved by:

Seconded by:

11-05-23 CDRPA

Richard DeRock

W. Alan Loeb sack

To authorize the CEO to sign an IT contract extension with Firefly for one additional year with the caveat that bids must be solicited for additional providers once the contract extension expires.

Motion Passed 5-0
*Director Baldwin Excused

Ownership Allocation Memo – Cornelius Holdings LLC

Kuntz presented a proposed Ownership Allocation Memo recommending that 25% ownership of the Cornelius Holdings LCC property near Pangborn Airport go to the Port of Douglas County and 75% ownership to the Port of Chelan County should the transaction close. The following action was taken:

Motion No.

Moved by:

Seconded by:

11-06-23 CDRPA

Richard DeRock

W. Alan Loeb sack

To approve the Ownership Allocation Memo concerning the Cornelius Holdings LLC property near Pangborn Memorial Airport.

Motion Passed 5-0
*Director Baldwin Excused

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:

- Shared that he received a call from Art Campbell regarding the establishment of a day use marina on Lake Chelan.

Lough provided information and updates including:

- Updated the Board on the status of the Regional Port, Port of Chelan and Port of Douglas audits.

Moyers provided information and updates including:

- Shared that Ardurra and the Federal Aviation Administration (FAA) are meeting today regarding design for the main runway.
- Updated the Board that the first minimum revenue report from Alaska Airlines will be sent to staff in the upcoming week.

de Mestre provided information and updates including:

- Updated the Board on the pump test that is occurring at the Malaga site. Shared that the test calculated at 1200 gallons per minute with only a draw down of three feet. The test may potentially need to be restarted due to a temporary loss of power with the generator.
- Noted two upcoming pre-app meetings with Douglas County. One for the Airlift Northwest facility and one for the Washington State Army National Guard facility.
- Shared that staff is working to get the Trades District out to bid with a tentative schedule for December 2023.
- de Mestre shared that she is working with Lough on the Department of Commerce grant for the Malaga waterline with a more detailed scope of work needed.

Larsen provided information and updates including:

- Larsen shared that he is assisting a bottle recycling company with finding a drop off location in the Valley. He showed two private properties, as well at the Regional Port's Isenhart property.
- The Regional Port invited staff from Marathon Holdings LLC to attend NCW Tech Alliance's 2023 Innovator Awards.

Russ provided information and updates including:

- Reviewed the snow and ice control services, as well as weather service data on snowfall.

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

Signed and dated this 28th day of November 2023.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Donn Etherington, Director

W. Alan Loeb sack, Director

Richard DeRock, Director

Mark Spurgeon, Director

JC Baldwin, Director

Jim Huffman, Director

Chelan Douglas Regional Port Authority

Board of Directors Calendar

October 2023

Date	Meeting	Location	DE	RD	JCB	AL	MS	JH
10/4	KPQ Interview - Unified Tax	KPQ Radio Station	X				X	
10/4	WSDOT Local Partnership Work Group	Zoom		X				
10/6	Standing Meeting w/ Jim Kuntz	CDRPA					X	
10/7	Triannual Disaster Exercise	PMA					X	
10/8	PUD Open House	PUD Head Quarters	X					
10/9	Local Gov. Comm. Tour	MSFT - Lojo Site					X	
10/10	CDRPA Board Meeting	CTC/Zoom	X	X	X	X	X	X
10/11	TV Interview; Levy	NCW Life			X			X
10/13	Pathways Leadership	Tread		X				
10/16	WPPA Executive Committee Meeting	Port of Everett			X			
10/16	EDD Executive Committee	Zoom						X
10/17	Wenatchee Chamber Committee	Wenatchee Valley Chamber	X					
10/17	Microsoft Visit	CDRPA					X	
10/18	District 1 Meeting	Chelan County Office	X*					
10/18	PMA Fresh Conference	Travel to Anaheim, CA	X					
10/19	PMA Fresh Conference	Anaheim, CA	X					
10/19	YMCA Event	Pybus					X	
10/20	PMA Fresh Conference	Anaheim, CA	X					
10/20	Upper Valley Commissioners Meeting	Big Y Café			X			
10/20	Meeting w/ Crawford, Simpson, Allen	IWA Sushi			X*			
10/20	Meeting w/ Jim Kuntz	CDRPA					X	
10/21	PMA Fresh Conference	Travel from Anaheim, CA	X					
10/24	CDRPA Board Meeting	CTC	X	X	X	X	X	X
10/24	IACC Conference	Wenatchee Convention Center			X*			
10/25	WSCAA Conference	Icicle Resort/Leavenworth			X			
10/25	IACC Conference	Wenatchee Convention Center			X*			
10/26	Sports Complex Update Meeting	CTC						X
10/26	WPPA Small Ports Seminar	Campbell's/Chelan	X		X		X	
10/27	WPPA Small Ports Seminar	Campbell's/Chelan	X		X			
10/30	Eunice Youmans	Pybus					X	
10/31	Meeting w/ Mayor Fletcher	Apple Blossom/Cashmere			X			
*	denotes multiple meetings on same day							

Memo

To: Board of Directors

From:  Jim Kuntz

Date: November 22, 2023

Re: 2024 Unified Tax Levy

Please find attached two tax levy documents:

- CDRPA Resolution No. 2023-11
- 2024 Levy Certification

In preparing these tax levy documents we have consulted with the Washington State Department of Revenue for guidance.

If approved by the Board, these levy documents along with the enclosed letter, will be sent to both county assessors.

Ordinance / Resolution No. 2023-11
RCW 84.55.120

WHEREAS, the Board of Directors of the Chelan Douglas Regional Port Authority has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2024; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 4,628,462.12; and,
(Previous year's levy amount)

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2024 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 46,284.62
which is a percentage increase of 1 % from the previous year. This increase is exclusive of
(Percentage increase)

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

Adopted this 28 day of November, 2023.

Donn Etherington, Director

W. Alan Loeb sack, Director

Richard DeRock, Director

Mark Spurgeon, Director

JC Baldwin, Director

Jim Huffman, Director

If additional signatures are necessary, please attach additional page.

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

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



Levy Certification

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

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

Chief Executive Officer, for The Chelan Douglas Regional Port Authority do hereby certify to
(Title) (District Name)

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

of said district requests that the following levy amounts be collected in 2024 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 11/14/2023 :
(Date of Public Hearing)

Regular Levy: \$4,800,000.00
(State the total dollar amount to be levied)

Excess Levy: \$0
(State the total dollar amount to be levied)

Refund Levy: 22,912.95
(State the total dollar amount to be levied)

Signature: _____

Date: 11/28/2023

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



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

November 28, 2023

Wes Cornelius
Chelan County Assessor
350 Orondo Avenue
Wenatchee, WA 98801

Jim Ruud
Douglas County Assessor
P.O. Box 387
Waterville, WA 98858

RE: Chelan Douglas Regional Port Authority

In consultation with the Washington State Department of Revenue, and consistent with the passage of HB 1663, we are submitting the following forms under the Chelan Douglas Regional Port Authority.

- Resolution No 2023-11 – Authorizing 1% Levy Increase in 2024
- Levy Certificate

As this Unified Tax Levy is new for the Regional Port, we understand the process will be as follows:

The initial levy for two or more port districts conducting a joint levy is determined in the same manner as consolidating taxing districts. RCW 53.08.500(5)(a); RCW 84.55.020. That method is set out in WAC 458-19-010 and WAC 458-19-030.

Sincerely,

James M. Kuntz
CEO

BOARD OF DIRECTORS

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

Memo

To: Board of Directors

From:  Jim Kuntz

Date: November 22, 2023

Re: Budget Adoption

Consistent with past budget adoption practices, the Board adopts three separate budgets. Please find attached the three budgets:

- Chelan Douglas Regional Port Authority
- Port of Chelan County
- Port of Douglas County

Please also find attached the Regional Port's detail line-item budget for your review. The changes requested by the Board at the last meeting have been incorporated.

CDRPA RESOLUTION NO. 2023-12

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHELAN DOUGLAS REGIONAL PORT AUTHORITY APPROVING THE 2024 FINAL BUDGET

Whereas, the proposed 2024 final budget has been presented to and reviewed by the Board of Directors; and

Whereas, the proposed 2024 final budget, including the current expense budget for the Chelan Douglas Regional Port Authority was reviewed at an open public hearing held on November 14, 2023, notice of which was published as required by law. Possible increases in property tax revenues, as permitted by law were considered at the hearing;

Be It Resolved by the Board of Directors of the Chelan Douglas Regional Port Authority that the proposed 2024 final budget in the form submitted to the Board on this date, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference, is hereby approved.

This Resolution shall become effective immediately upon its adoption.

Adopted by the Board of Directors of the Chelan Douglas Regional Port Authority at a regular meeting thereof held this 28nd day of November, 2023.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Donn Etherington, Director

W. Alan Loeb sack, Director

Richard DeRock, Director

Mark Spurgeon, Director

JC Baldwin, Director

Jim Huffman, Director

Exhibit A

Chelan Douglas Regional Port Authority
2024 Final Budget

Receipts

Business Park Revenues	\$ 7,050,153
Unified Tax Levy	4,790,887
Non-Operating Revenues	<u>32,835,291</u>
Total Receipts	\$ 44,676,332

Expenditures

Business Park Expenses	\$ 6,735,112
Administrative & General Expenses	3,145,570
Business Development & Marketing Expenses	181,500
Economic Development Contracts (Nonprofits)	50,000
Community Partnership Projects (Municipalities)	57,500
Other Expenditures	210,810
Capital Projects	<u>30,913,781</u>
Total Expenditures	\$ 41,294,273

Net Results

\$ 3,382,058

**Chelan Douglas Regional Port Authority
2023 Supplemental and 2024 Final Budget**

	<u>2023 Supplemental #1</u>	<u>2024 Final</u>
OPERATING REVENUES		
BUSINESS PARKS		
<u>CASHMERE MILL DISTRICT</u>		
Building A - Blue Spirits	\$ 129,507	\$ 81,792
Building B - Hurst International & Blue Spirits	126,765	107,454
Utility & Operating Reimbursements	57,750	72,500
Misc. Income	2,500	2,500
TOTAL CASHMERE MILL DISTRICT	\$ 316,522	\$ 264,246
<u>CONFLUENCE TECHNOLOGY CENTER</u>		
Office Space Leases	\$ 583,930	\$ 172,929
CTC South Office Space Leases	26,968	23,903
Video Conference/Meeting Room Rentals	210,000	240,000
Utility & Operating Reimbursements	35,796	5,200
Misc. Income	1,500	1,500
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 858,194	\$ 443,532
<u>COLUMBIA STREET PROPERTIES</u>		
Building A - Badger Mtn Brewing	\$ 45,360	\$ 22,680
Buildings G/I - Streamline	143,712	155,688
Buildings C/D - Streamline	41,648	50,352
Building E - Streamline	24,300	27,000
Building F - Streamline	48,000	57,600
Building B - Streamline	25,090	44,496
Misc. Rents	1,200	1,200
Utility & Operating Reimbursements	35,150	44,725
TOTAL COLUMBIA STREET PROPERTIES	\$ 364,460	\$ 403,741
<u>MALAGA INDUSTRIAL SITE</u>		
Farm/Land Rents	\$ -	\$ -
TOTAL MALAGA INDUSTRIAL SITE	\$ -	\$ -

	2023		2024 Final
	Supplemental #1		
<u>OLDS STATION BUSINESS PARK</u>			
IB 2 - Synergy Food Solutions	\$ 54,871	\$	57,305
IB 3 - Confluence Health	76,456		78,795
IB 4 - Pregis Corporation	216,949		223,458
IB 5 - Chelan County PUD	356,631		60,766
IB 6 - ABC Early Learning	13,565		18,282
IB 7 & 8 - Pacific Aerospace & Electronics	754,907		777,554
IB 9 - Sinclair Systems & Frito Lay	300,600		325,350
Utility & Operating Reimbursements	167,500		172,500
Misc. Income	2,500		2,500
TOTAL OLDS STATION BUSINESS PARK	\$ 1,943,979	\$	1,716,510
<u>PANGBORN AIRPORT</u>			
Landing Fees	\$ 28,500	\$	45,000
Parking Income	155,000		200,000
Aircraft Parking	8,500		12,000
Rental Income - Aviation Land	101,362		102,550
Rental Income - NonAviation Land	69,995		70,005
Rental Income - Terminal/Aviation Building	79,640		138,605
Rental Income - NonAviation Buildings	97,850		265,012
Rental Income - Hangars	168,905		172,075
Glycol Discharge Reimbursement	25,000		25,000
Car Rental Concession Fees	59,500		77,500
Fuel Flowage Fees	20,000		25,000
Festival of Flight	19,840		20,000
Misc. Fees and Permits	51,250		47,500
TOTAL PANGBORN AIRPORT	\$ 885,342	\$	1,200,247
<u>PANGBORN FBO</u>			
FBO Fuel Income	\$ 1,600,000	\$	1,600,000
FBO Income (After hours)	12,500		12,500
FBO Misc. Income	10,000		12,500
TOTAL PANGBORN FBO	\$ 1,622,500	\$	1,625,000

	2023	2024 Final
	Supplemental #1	
<u>PANGBORN BUSINESS PARK</u>		
<u>Land Leases</u>		
Lot 4 - Coca-Cola	\$ 85,778	\$ 88,351
Lot 17 - Salcido	33,140	33,803
<u>Building Leases</u>		
3306 - Multi-Tenant	119,750	120,294
3310 - Accor Building	360,489	365,901
CWICC	202,318	225,157
Utility & Operating Reimbursements	14,650	17,250
Misc. Income	2,500	2,500
TOTAL PANGBORN BUSINESS PARK	\$ 818,625	\$ 853,256
<u>EXECUTIVE FLIGHT BUILDING</u>		
Rental Income - Offices	\$ 148,248	\$ 441,599
Rental Income - Aviation/Hangar Uses	168,500	-
Utility & Operating Reimbursements	-	53,500
Misc. Income	2,500	-
TOTAL EXECUTIVE FLIGHT BUILDING	\$ 319,248	\$ 495,099
<u>LAKE CHELAN AIRPORT</u>		
Rental Income - Kelly Property	\$ 3,840	\$ 4,800
TOTAL LAKE CHELAN AIRPORT	\$ 3,840	\$ 4,800
<u>MANSFIELD AIRPORT</u>		
Lease Income	\$ -	\$ -
TOTAL MANSFIELD AIRPORT	\$ -	\$ -
<u>WATERVILLE AIRPORT</u>		
Lease Income	\$ 2,544	\$ 2,596
Parcell Hangar	6,900	8,820
TOTAL WATERVILLE AIRPORT	\$ 9,444	\$ 11,416
<u>ORONDO RIVER PARK</u>		
Chelan County PUD	\$ 45,750	\$ 32,306
Misc. Income	-	-
TOTAL ORONDO RIVER PARK	\$ 45,750	\$ 32,306

	2023	2024 Final
	Supplemental #1	
<u>PYBUS INCUBATOR</u>		
Office Space Lease	\$ 24,863	\$ -
Misc. Income	-	-
TOTAL PYBUS INCUBATOR	\$ 24,863	\$ -
TOTAL BUSINESS PARK REVENUE	\$ 7,212,767	\$ 7,050,153
<u>Chelan Douglas Unified Tax Levy</u>		
Current Levy		\$ 4,628,462
1.0% of Prior Year Tax		46,285
New Construction		93,227
Tax Refunded (receipts)		22,913
TOTAL TAX RECEIPTS	\$ 4,628,462	\$ 4,790,887

	2023	2024 Final
	Supplemental #1	
<u>NON-OPERATING REVENUES</u>		
<u>Cashmere Mill District</u>		
Property Sale - City of Cashmere	\$ 52,697	\$ -
Property Sale - North Parcels	259,185	-
Chelan County .09 Grant		244,600
<u>Confluence Technology Center</u>		
Sale of Surplus Equipment	1,210,000	-
<u>Columbia Street Properties</u>		
JAB Investors - Letter of Intent	10,000	-
<u>Malaga Industrial Sites</u>		
Dept of Com - Malaga Waterline Ext (\$1,498,650)	1,498,650	-
Client Contr - Malaga Waterline Ext (\$8,501,350)	3,001,350	3,164,094
Client Overhead Reimb. - Waterline Ext (\$300,000)	150,000	150,000
Client Contribution - Cooling Water System	2,263,053	5,691,286
Client Overhead Reimb. - Cooling Water System	16,800	213,200
Option to Purchase Deposits	3,783,306	476,223
Firing Range Property Replacement Reimbursement		3,000,000
Surplus Property	10,200	-
<u>Pangborn Airport</u>		
FAA Grant Proceeds (Apron Rehab)	-	1,866,320
Engineering Settlement (Apron Project)	-	111,000
FAA Grant Proceeds (Phase I - Taxiway A Realignment)	9,062,387	1,033,953
FAA Grant Proceeds (Phase II - Taxiway A Realignment)	5,718,793	1,303,324
WSDOT - Taxiway A Realignment	594,881	-
FAA Grant Proceeds (Taxiway B to Site Development)	1,874,971	208,330
Taxiway B - CARB Loan	1,200,000	-
Douglas County .09 - GA Terminal	250,000	-
FAA Grant Proceeds - Runway Reconstruction Design	-	1,041,400
FAA Grant Proceeds - Snow Removal Equipment	-	895,284
National Guard Land Sale	-	1,997,500
CWICC Generator Reimbursement	-	75,000
GSA/TSA Office Remodel Reimbursement	-	100,000
PFC Capital Funds	97,500	127,500
TSA Operating Grant	14,160	18,750
Air Service - Minimum Revenue Guarantee Support	60,000	-
Misc. - Insurance Settlement for Perimeter Fencing	20,306	-

	2023	2024 Final
	Supplemental #1	
<u>Pangborn Business Park</u>		
Douglas County Payment - PWTF	80,000	-
Trades District EDA Grant (\$4,990,967)	-	4,990,967
Trades District State Capital Grant (\$2,950,000)	-	2,950,000
Trades District CERB Financing (\$2,500,000)	-	2,500,000
Trades District SBIF Grant (\$1,000,000)	750,000	250,000
<u>Waterville Airport</u>		
WSDOT Aviation - Lighting Construction	506,264	-
<u>Economic Development</u>		
ADO Contracts - Dept. of Commerce	150,000	150,000
Dept of Commerce - Statewide Disaster Relief Grant	84,796	-
Dept of Commerce - Evergreen Manuf. Growth Grant	185,212	-
<u>Other</u>		
EPA Brownsfield Grant (\$600,000)	200,000	-
Regional Aquatic Center Study	270,000	210,810
Other Tax Income (LHT & Timber Dist.)	14,050	13,250
Interest Income	129,750	47,500
Other Income	5,000	5,000
Diamond Foundry - Letter of Intent	130,000	-
Sale of Fixed Assets	-	-
TOTAL NON-OPERATING REVENUES	\$ 33,653,311	\$ 32,835,291
TOTAL REVENUES	\$ 45,494,540	\$ 44,676,332

	2023		2024 Final
	Supplemental #1		
BUSINESS PARK EXPENSES			
<u>CASHMERE MILL DISTRICT</u>			
Debt Service - Buildings A & B (2035)	\$ 219,134	\$	219,134
CERB Loan (2031)	75,781		75,781
Property Insurance	22,002		25,300
Building Maintenance	15,000		20,000
Property Maintenance	20,000		20,000
Utilities	37,500		37,500
Misc. Expenses	2,500		2,500
TOTAL CASHMERE MILL DISTRICT	\$ 391,917	\$	400,215
<u>CONFLUENCE TECHNOLOGY CENTER</u>			
Salaries	\$ 128,000	\$	112,275
Employee Benefits	42,500		33,875
Payroll Taxes	11,795		10,500
Internship Opportunities	-		15,000
Contract Labor	20,000		20,000
Building Operational Expenses	461,420		468,739
CTC South Building Operational Expenses	23,500		23,500
Video Conference Center/Meeting Room Expenses	192,650		211,815
Debt Service (2023)	48,529		-
Misc. Expenses	5,000		5,000
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 933,394	\$	900,704

	2023	2024 Final
	Supplemental #1	
<u>MALAGA INDUSTRIAL SITE</u>		
GBI Property Maintenance	\$ 5,000	\$ -
Hayes Property Maintenance	5,000	-
Property Maintenance	-	5,000
Property Insurance	560	1,500
Utilities	1,000	1,500
Misc. Expenses	5,000	5,000
TOTAL MALAGA INDUSTRIAL SITE	\$ 16,560	\$ 13,000
<u>OLDS STATION BUSINESS PARK</u>		
Building Maintenance & Repairs	\$ 20,000	\$ 15,000
Property & Grounds	42,500	35,000
Utilities	54,000	54,750
Fire Protection in lieu of taxes	13,397	14,500
Property Insurance	68,885	77,500
Misc. Expenses	7,500	5,000
TOTAL OLDS STATION BUSINESS PARK	\$ 206,282	\$ 201,750
<u>COLUMBIA STREET PROPERTIES</u>		
Building Maintenance & Repairs	\$ 15,000	\$ 15,000
Property & Grounds	7,500	7,500
Fire Protection in lieu of taxes	12,779	13,750
Property Insurance	60,622	69,715
Utilities	35,000	35,000
Misc. Expenses	15,000	15,000
TOTAL COLUMBIA STREET PROPERTIES	\$ 145,901	\$ 155,965

	2023	2024 Final
	Supplemental #1	
<u>PANGBORN AIRPORT</u>		
Salaries	\$ 610,000	\$ 642,500
Salaries - Overtime	37,500	37,500
Employee Benefits	192,500	197,500
Payroll Taxes	77,500	79,750
Engineering/Professional Fees	25,000	50,000
Real Estate Commission (Lease Negotiation)	15,000	-
Air Service Development	48,000	40,000
Non-Aviation Maintenance	15,000	15,000
Aviation Maintenance	10,000	15,000
Terminal Maintenance	55,000	35,000
Airfield Maintenance	60,000	60,000
Vehicle & Equipment Maintenance	35,000	45,000
Small Tools & Equipment	4,000	4,000
Utilities	70,000	70,000
Irrigation	60,785	66,000
Stormwater	44,460	46,000
Aviation Ramp Glycol Disposal	25,000	25,000
Security Expenses	12,000	15,000
Property/Liability Insurance	130,505	165,000
Fuel (M&O)	65,000	65,000
Regulatory Compliance	25,000	40,000
Winter Operations	60,000	70,000
Memberships & Subscriptions	5,000	4,000
Marketing	20,000	25,000
Conferences, Training & Meetings	30,000	30,000
Information Technology	57,500	53,500
Parking Lot Expenses	20,000	20,000
Credit Card Fees (Parking/Fuel Sales)	30,000	37,500
Line of Credit - Interest Expense	20,833	62,500
Taxiway B CARB Loan (Deferred to 2027)	-	-
Furniture/Supplies	-	20,000
Horizon - Minimum Revenue Guarantee	-	500,000
Misc. Expenses	15,000	15,000
TOTAL PANGBORN AIRPORT	\$ 1,875,583	\$ 2,550,750

	2023	2024 Final
	Supplemental #1	
<u>PANGBORN FBO</u>		
Salaries	\$ 275,500	\$ 290,000
Salaries - Overtime	20,000	22,500
Employee Benefits	105,000	107,500
Payroll Taxes	39,750	39,750
FBO Building Maintenance	10,000	10,000
FBO Building Utilities	10,000	10,000
FBO Expenses	50,000	60,000
Fuel (Resale)	1,200,000	1,200,000
Supplies (Resale)	10,000	10,000
TOTAL PANGBORN FBO	\$ 1,720,250	\$ 1,749,750
<u>PANGBORN BUSINESS PARK</u>		
Building Maintenance & Repairs	\$ 32,500	\$ 37,500
Property & Grounds	57,500	42,500
Utilities	29,000	30,750
Storm Water	3,668	3,950
Property Insurance	43,635	50,180
Debt Service (2023)	82,264	-
Trades District CERB Loan (Deferred to 2025)	-	-
Misc. Expenses	2,000	2,500
TOTAL PANGBORN BUSINESS PARK	\$ 250,567	\$ 167,380
<u>EXECUTIVE FLIGHT BUILDING</u>		
Building Maintenance & Repairs	\$ 55,000	\$ 37,500
Property & Grounds	12,000	12,000
Utilities	70,000	72,500
Insurance	36,897	42,500
Misc. Expenses	5,000	5,000
TOTAL EXECUTIVE FLIGHT BUILDING	\$ 178,897	\$ 169,500

	2023	2024 Final
	Supplemental #1	
<u>LAKE CHELAN AIRPORT</u>		
Maintenance & Operations Subsidy (City of Chelan)	\$ 47,116	\$ 48,058
Aircraft Counter/Operations Report	4,800	4,800
Environmental Assessment	11,735	-
FAA Pavement Maintenance Project	15,632	-
Maintenance (Kelly Property)	8,500	8,750
Insurance	810	925
Utilities	350	500
Misc. Expenses (Kelly Property)	1,500	2,500
TOTAL LAKE CHELAN AIRPORT	\$ 90,443	\$ 65,533
<u>MANSFIELD AIRPORT</u>		
Property Maintenance	\$ 10,500	\$ 7,500
Utilities	1,000	1,500
Property Insurance	4,500	4,500
Aircraft Counter/Operations Report	4,800	4,800
Misc. Expenses	1,500	1,500
TOTAL MANSFIELD AIRPORT	\$ 22,300	\$ 19,800
<u>WATERVILLE AIRPORT</u>		
Property Maintenance	\$ 10,000	\$ 12,000
Utilities	1,000	1,200
Property Insurance	4,750	4,750
Aircraft Counter/Operations Report	4,800	4,800
Misc. Expenses	1,500	1,500
TOTAL WATERVILLE AIRPORT	\$ 22,050	\$ 24,250
<u>ORONDO RIVER PARK</u>		
Building Maintenance	\$ 3,000	\$ 3,500
Property Maintenance	30,000	30,000
Water System Management	3,000	3,000
Security Patrol	6,500	6,000
Utilities	2,750	3,000
Property Insurance	1,765	1,765
Misc. Expenses	1,500	1,500
TOTAL ORONDO RIVER PARK	\$ 48,515	\$ 48,765

	2023	2024 Final
	Supplemental #1	Final
<u>CDRPA BUSINESS PARK MAINTENANCE</u>		
Salaries	\$ 155,000	\$ 187,500
Employee Benefits	21,250	37,500
Payroll Taxes	18,250	22,750
Auto Expenses	7,500	15,000
Small Equipment	5,000	5,000
TOTAL CDRPA BUSINESS PARK MAINT.	\$ 207,000	\$ 267,750
TOTAL BUSINESS PARK EXPENSES	\$ 6,109,659	\$ 6,735,112
<u>ADMINISTRATIVE & GENERAL EXPENSES</u>		
Salaries	\$ 1,215,000	\$ 1,322,250
Commissioners' Compensation, Benefits & Taxes	262,175	346,275
Employee Benefits	408,500	395,000
Payroll Taxes	110,500	120,000
Internship Opportunities	-	15,000
Professional Services		
Legal	220,000	175,000
Engineering/Architectural	75,000	50,000
WA State Audit Costs	72,630	62,500
Government Affairs Representation - State	72,000	80,000
Government Affairs Representation - Federal	93,500	107,100
Other Professional Services	40,000	37,500
Conferences, Training, and Meetings	20,000	20,000
Commission Conferences & Travel	30,000	32,500
County Election Expenses	100,000	-
Memberships and Subscriptions	55,000	52,500
Travel (Reimbursement)	25,000	25,000
Office Expense		
Supplies	25,000	25,000
Telephone	14,250	14,250
Computers/Hardware	13,100	13,100
Software/Backup/Internet	22,030	24,535
Managed Services/Maintenance	40,546	43,045
Insurance (Public Officials, General Liability, etc)	116,100	133,515
Line of Credit - Interest Expense	20,750	41,500
Misc. Expenses	10,000	10,000
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	\$ 3,061,081	\$ 3,145,570

	2023	2024 Final
	Supplemental #1	
<u>BUSINESS DEVELOPMENT & MARKETING EXPENSES</u>		
Marketing & Communications	\$ 50,000	\$ 50,000
Business Recruitment & Trade Shows	20,000	20,000
Real Estate Marketing	25,000	25,000
Douglas County GIS	11,193	12,000
Chelan-Douglas Trends	7,000	7,000
Small Business Development Center (WSU)	60,000	60,000
Promotional Hosting	7,000	7,500
TOTAL BUSINESS DEVELOPMENT & MARKETING EXPENSES	\$ 180,193	\$ 181,500
<u>ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)</u>		
Cashmere Chamber of Commerce	\$ 12,000	\$ -
Lake Chelan Wine Valley Alliance	11,123	-
Leavenworth Museum - 2022 Carryover	6,800	-
Leavenworth Museum - 2023	6,500	-
TREAD	20,000	-
Wenatchee Downtown Association	4,000	-
WV Sports Foundation - Winter Special Olympics	7,000	5,000
Community Nonprofit ED Projects	5,800	45,000
TOTAL ECONOMIC DEVELOPMENT CONTRACTS	\$ 73,223	\$ 50,000
<u>COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)</u>		
City of Entiat	\$ 15,000	\$ 7,500
Douglas County - Intersection Improvement Project	-	50,000
Opportunity Placeholder	25,000	-
TOTAL COMMUNITY PARTNERSHIP PROJECTS	\$ 40,000	\$ 57,500
<u>OTHER EXPENDITURES</u>		
EPA Brownsfield Grant - Consultant Services	\$ 200,000	\$ -
Chelan County PUD - Surface Water Study	300,000	-
Regional Aquatic Center Study	300,000	210,810
Statewide Disaster Relief Grant - Tall Timber Ranch	82,326	-
Evergreen Manuf. Growth Grant - Beta Hatch	185,212	-
TOTAL OTHER EXPENDITURES	\$ 1,067,538	\$ 210,810
TOTAL EXPENSES	\$ 10,531,694	\$ 10,380,492
LESS OPERATING REVENUES	\$ 45,494,540	\$ 44,676,332
NET RESULTS BEFORE CAPITAL PROJECTS	\$ 34,962,846	\$ 34,295,840

2024 Final**CAPITAL PROJECTS****Cashmere Mill District**

South Parcels Infrastructure - Design/Construction	489,200
Sidewalk Repairs	150,000

Confluence Technology Center

Office Buildout & Furniture	750,000
SVSI Component Replacement	25,000

Malaga Industrial Site

Waterline Extension Project - Phase I	3,164,094
Cooling Water System - Phase I	5,691,286
Property Acquisition	
Adcock	1,028,950
Firing Range Property Replacement	3,000,000
Mobile Home/Orchard Removal	200,000
TIF District Analysis	75,000

Olds Station Business Park

IB #6 Exterior Improvements Design	30,000
IB #9 Canopy/Roofing Repairs/Replacement	140,000

Pangborn Airport

Terminal Apron	50,000
Taxiway A Reconstruction	175,000
Taxiway B/Hangar Site Development	47,295
Runway Reconstruction Phase I - Design	1,157,111
Airlift NW Hangar - Design	75,000
Snow Removal Equipment - Rotary Plow	960,260
Hangar Doors Maintenance/Replacement	50,000
Baggage Screening Remodel	82,500
TSA Office Improvements	100,000
Removal of Underground Storage Tanks	496,000
National Guard Land Costs	25,000
Maintenance Office HVAC	20,000
Fed Ex Building Remodel	100,000
CWICC Generator	75,000
TIF District Analysis	75,000
Fire Truck PFOS Removal	100,000

	<u>2024 Final</u>
<u>Pangborn FBO</u>	
Aircraft Recovery Tire Dollies	15,000
<u>Pangborn Business Park</u>	
Trades District	10,768,085
CWICC Carpet Replacement	95,000
Accor HVAC Assessment	50,000
<u>Executive Flight Building</u>	
Roof Repair/Gutter Modification	383,000
Fire Sprinkler Repair/Foam Conversion	500,000
Apron Repair	331,000
Building Generator	60,000
<u>Orondo River Park</u>	
Well Pump/Chlorination System	105,000
<u>Vehicles/Equipment</u>	
Snowplow for Pickup	15,000
Mower	60,000
<u>Other</u>	
Chelan Waterline Extension	50,000
Strategic Plan	150,000
TOTAL CAPITAL PROJECTS	<u>\$ 30,913,781</u>
NET RESULTS AFTER CAPITAL PROJECTS	<u><u>\$ 3,382,058</u></u>

2024 Final

PRIORITY ITEMS ON HOLD

(To be presented to the Commission for Approval Upon Available Funding)

Pangborn Airport

GA Terminal Remodel \$ 5,351,874

Funding:

Proposed FAA Grant \$ 3,306,928

OR Congressionally Directed Spending \$ 3,090,000

Douglas County .09 Fund \$ 250,000

Airlift Northwest Hangar \$ 5,800,000

Funding:

WA State Capital Budget \$ 485,000

Loan?

Lake Chelan Airport

Waterline Extension \$ 620,000

Memo

To: Board of Directors

From: Monica Lough

cc: Jim Kuntz

Date: November 28, 2023

Re: 2024 Proposed Health Care Policy

Please see the attached 2024 Proposed Health Care Insurance Plan Policy. Staff is recommending a continuation of the Health Care Authority Uniform Medical Plan (UMP) with full family coverage paid by the Regional Port Authority for full-time employees.

For employees that opt out of health insurance and provide documentation of other coverage, a \$600 per month VEBA contribution is being suggested. This is an increase from the 2023 contribution of \$500 per month, due to the increased cost of coverage.

Behind the Policy is a schedule of premiums, with our current coverage highlighted in yellow.

Staff is requesting Commission approval of the 2024 Health Insurance Policy.

Chelan Douglas Regional Port Authority 2024 Proposed Health Care Insurance Plan Policy

This policy is established with the purpose of providing staff with guidance from the Chelan Douglas Regional Port Authority Board of Directors for obtaining health insurance coverage for 2024, with the intent of keeping costs reasonable for the Port Authority while still providing coverage for employees that meets current coverage. In addition, as the Regional Port Authority looks to retain and hire new employees in a challenging labor market, having a competitive health care plan is essential.

Staff recommends the following actions with approval of the policy:

1. Approve Regional Port Authority paid coverage for Commissioners, employees and families.
2. Approve the Washington State Health Care Authority Uniform Medical Plan (UMP) Classic Full Benefits Package for 2024, which includes:
 - A. \$35,000 Basic Life Insurance;
 - B. \$5,000 Accidental Death and Dismemberment (AD&D);
 - C. Vision coverage provided by VSP; and
 - D. Dental coverage provided by Delta Dental.
3. Approve an HRA VEBA Contribution of \$600 per month if a Regional Port Authority Employee or Elected Official elects out of health care coverage and provides documentation of other coverage (not available to Medicare recipients).

Adopted by the Chelan Douglas Regional Port Authority on _____.

Washington State Health Care Authority
2024 PEBB Rate Book

Employer Groups - Counties, Municipalities, Political Subdivisions, and Tribal Governments
 Active Tiered Rates for Full Benefits Package - Employer Group Rate Surcharge

Plans	Subscriber	Subscriber and Spouse	Subscriber and Child(ren)	Full Family
Kaiser Permanente NW Classic	\$ 1,202.32	\$ 2,247.54	\$ 1,986.24	\$ 3,031.46
Kaiser Permanente NW CDHP	\$ 1,070.86	\$ 1,983.26	\$ 1,769.74	\$ 2,623.81
Kaiser Permanente WA Classic	\$ 1,096.70	\$ 2,036.30	\$ 1,801.40	\$ 2,741.00
Kaiser Permanente WA Value	\$ 1,082.51	\$ 2,007.91	\$ 1,776.56	\$ 2,701.97
Kaiser Permanente WA SoundChoice	\$ 940.55	\$ 1,724.01	\$ 1,528.14	\$ 2,311.59
Kaiser Permanente WA CDHP	\$ 902.12	\$ 1,645.77	\$ 1,474.44	\$ 2,159.77
Uniform Medical Plan Classic	\$ 994.82	\$ 1,832.54	\$ 1,623.11	\$ 2,460.83
Uniform Medical Plan Plus - PSHVN	\$ 979.64	\$ 1,802.18	\$ 1,596.55	\$ 2,419.09
Uniform Medical Plan Plus - UW	\$ 979.64	\$ 1,802.18	\$ 1,596.55	\$ 2,419.09
Uniform Medical Plan CDHP	\$ 910.93	\$ 1,663.40	\$ 1,489.87	\$ 2,184.01
Uniform Medical Plan Select	\$ 929.75	\$ 1,702.41	\$ 1,509.24	\$ 2,281.90

Medical Waived	\$ 157.10	\$ 157.10	\$ 157.10	\$ 157.10
Medical & Dental Waived for SEBB enrollment	\$ 76.07	\$ 76.07	\$ 76.07	\$ 76.07

Surcharges				
Tobacco Use Surcharge	\$25	\$25	\$25	\$25
Spouse Waiver (AV) Surcharge	\$0	\$50	\$0	\$50

These rates include the employer group rate surcharge authorized by RCW 41.05.050(2) (as amended by SB6475 (2016)), which for 2024 are \$12 for a single subscriber, \$24 for a subscriber and spouse, \$21 for subscriber and child(ren), and \$33 for full family coverage including the offset from the employer group rate surcharge to the non-political subdivision rates

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY
RESOLUTION NO. 2023-13**

**A RESOLUTION OF THE CHELAN DOUGLAS REGIONAL
PORT AUTHORITY BOARD SCHEDULING DATES AND
TIMES OF REGULAR MEETINGS FOR 2024**

Whereas, the Port of Chelan County and the Port of Douglas executed an Interlocal Agreement on June 11th, 2019 forming the Chelan Douglas Regional Port Authority, the purpose of which is to operate the Ports and the Pangborn Memorial Airport as a consolidated operation;

Whereas, the Chelan Douglas Regional Port Authority Board consists of the three Commissioners of the Port of Chelan County and the three Commissioners of the Port of Douglas County;

Whereas, in a regular Chelan Douglas Regional Port Authority Board meeting, the members discussed a regular meeting schedule for the calendar year 2024;

Now, Therefore, the Chelan Douglas Regional Port Authority hereby resolves as follows:

1. Meeting Schedule and Locations. The Chelan Douglas Regional Port Authority regular meetings for calendar year 2024 shall be held at Confluence Technology Center, 285 Technology Way, Wenatchee, WA on the 2nd and 4th Tuesday of each month. The Chelan Douglas Regional Port Authority meetings may also be held via Zoom Virtual Meeting.

2. Meeting Time. All regular meetings of the Chelan Douglas Regional Port Authority Board shall begin at 9:00 a.m.

3. Special Meetings. Any meeting of the Chelan Douglas Regional Port Authority Board held on a day other than the regular meeting days as set forth above shall be a special meeting of the Chelan Douglas Regional Port Authority Board and the meeting shall be called and notice shall be given as required in RCW 42.30.080, as the same exist now or may be hereafter amended.

4. Simultaneously Called Meetings. Any meeting of the Chelan Douglas Regional Port Authority Board shall also mean simultaneous meetings of the Port of Chelan County and Port of Douglas County.

Adopted by the Board of Directors of the Chelan Douglas Regional Port Authority at a special meeting thereof held this 28th day of November 2023.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Donn Etherington, Director

W. Alan Loeb sack, Director

Richard DeRock, Director

Mark Spurgeon, Director

JC Baldwin, Director

Jim Huffman, Director

Memo

To: Jim Kuntz, CEO

From: Trent Moyers, Director of Airports

Date: November 21, 2023

Re: Snow Removal Equipment – Authorization to Award Bid

On Thursday, November 9, 2023, sealed bids were opened for the procurement of snow removal equipment. Two bids were received (see attached bid tabulation). Also attached is a recommendation from Ardurra to award the bid to M-B Companies, contingent upon FAA concurrence and the availability of federal funds. If awarded, M-B Companies intends to deliver the rotary plow in November 2024, and the Multi-Tasking Equipment in September 2025.

Budget

Rotary Plow (blower): \$ 960,260.36 (incl. WA sales tax)

Multi-Tasking Equip.: \$1,103,257.52 (incl. WA sales tax)

A&E Fees, etc: \$ 34,500.00 (task order 23-01)

Total Project Budget: \$2,098,017.88

Funding sources:

FAA AIP Grants: \$1,888,216.09 (90%)

Local Match: \$ 34,500.00 FY23 A&E Fees

\$ 64,976.04 in FY24 capital budget

\$ 110,325.75 in FY25 capital budget

Total: \$2,098,017.88



November 20, 2023

Mr. Trent Moyers
Director of Airports
Pangborn Memorial Airport
One Campbell Parkway Suite A,
East Wenatchee, WA 98802

RE:

AIP Project 3-53-0084-052-2024 Procurement of Multi-Tasking Equipment (MTE)
for Airfield Snow Removal and Rotary Plow (SRE) with Carrier Vehicle
Recommendation of Award

Sealed bids for the AIP Project 3-53-0084-052-2024 *Procurement of Multi-Tasking Equipment (MTE) for Airfield Snow Removal and Rotary Plow (SRE) with Carrier Vehicle* were received and publicly opened at 4:00 p.m. Thursday November 9, 2023, as specified in the Notice Inviting Bids. One complete bid was received from M-B Companies, Inc. and a partial bid received from the Wausau Equipment Company LLC. The bid results are summarized in the following table:

Contractor	Item	Bid
M-B Companies, Inc.	Sch A (MTE)	\$1,103,257.52
	Sch B (SRE)	\$960,260.36
Wausau Equipment Company LLC	Sch A (MTE)	\$1,544,191.22
	Sch B (SRE)	NA

It is noted, that the bid received from each bidder contained the following irregularities:

M-B Companies, Inc.

- Bid Schedule Sch B Washington State Sales Tax calculated incorrectly.

Wausau Equipment Company LLC

- Bid Schedule Sch A Washington State Sales Tax calculated incorrectly.
- Disadvantaged Business Enterprise Utilization (Exhibit III) not completed.



The apparent low bidder is M-B Companies, Inc (M-B) of Chilton, Wisconsin. This company's total bid for this project was \$2,063,517.88. The Engineer's Estimate for this project was \$1,763,500.00. The bid summary is attached for your review and files.

The System for Award Management (SAM) website was checked, and M-B has not been debarred or suspended. All bid documents have been reviewed and confirmed to be complete. There is no published DBE goal for this project and M-B is not a certified DBE contractor. As there is no published DBE goal for this project, this doesn't affect their responsiveness.

M-B submitted their Certification of Buy American Compliance and indicated their equipment is not comprised of 100% US domestic content but would be eligible for a Type 3 Waiver.

Based on these findings, we recommend the Sponsor's legal representative complete a review of the irregularities noted above. In the event that the Sponsor's legal representative agree that the irregularities be waived, Ardurra recommends award of the project to M-B Companies, Inc in the total amount of \$2,063,517.88. This award should be made contingent upon receiving the FAA's approval of M-B's Buy American Waiver, concurrence with the Recommendation of Award, and the availability of federal funds. We will forward the Notice of Award and Agreement to you under separate cover. If you have any questions regarding the bid, the bid results or the award process, please do not hesitate to call me.

Sincerely,

Aaron Buob, C.M.

Aviation Client Services Manager

Enclosures:

Bid Summary

cc: Thomas Richards, FAA

BID TABULATION

Pangborn Memorial Airport Procurement of Multi-Tasking Equipment (MTE) for Airfield Snow Removal and Rotary Plow (SRE) with Carrier Vehicle

FAA AIP No. 3-53-0084-052-2024

Ardurra Project No. 230037

Bids Opened November 9, 2023 - 4:00 PM

at Executive Flight - East Wenatchee, WA

ITEM	Quantity	M-B Companies, Inc.	Wausau Equipment Company LLC	Engineer's Estimate Ardurra Spokane, WA
		Lump Sum Bid Price	Lump Sum Bid Price	Lump Sum Bid Price
Bid Schedule A - Multi-Tasking Equipment (MTE) for Airfield Snow Removal	1	\$1,018,705.00	\$1,425,846.00	\$830,000.00
Bid Schedule A Washington State Sales Tax (8.3%)		\$84,552.52	\$118,345.22	\$68,890.00
Total Bid Schedule A + WSST		\$1,103,257.52	\$1,544,191.22	\$898,890.00
Bid Schedule B - Rotary Plow (SRE) with Carrier Vehicle	1	\$886,667.00	NA	\$798,347.18
Bid Schedule B Washington State Sales Tax (8.3%)		\$73,593.36	NA	\$66,262.82
Total Bid Schedule B + WSST		\$960,260.36	NA	\$864,610.00
Total Bid (Schedule A + Schedule B + WSST)		\$2,063,517.88	NA	\$1,763,500.00
Bid Proposal Form		✓	✓	
Addendum No. 1 Acknowledged		✓	✓	
Addendum No. 2 Acknowledged		✓	✓	
Addendum No. 3 Acknowledged		✓	✓	
Bid Security (Bid Bond)		✓	✓	
Non-Collusion Affidavit		✓	✓	
Joint Venture Statement		NA	NA	
Disadvantaged Business Enterprise Utilization		✓	X	
Letter of Intent		NA	NA	
Certificate of Buy American Compliance for Manufactured Products		✓	✓	
Specification Compliance Certification		✓	✓	
Certification of Offerer/Bidder Regarding Tax Delinquency and Felony		✓	✓	
List of References		✓	✓	
Bidders List Information		✓	✓	
Equipment Documentation and Descriptions		✓	✓	
Proposed Policy for Parts and Service Availability		✓	✓	
Performance Test Results		✓	✓	
Responsive		✓	X	

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: Mason Parks

Date: 11/14/2023

POCC RESOLUTION NO. 2023-03

**RESOLUTION OF THE PORT COMMISSION OF THE PORT OF CHELAN COUNTY
APPROVING THE 2024 FINAL BUDGET**

Whereas, the proposed 2024 final budget has been presented to and reviewed by the Port Commission; and

Whereas, the proposed 2024 final budget, including the current expense budget for the Port of Chelan County, was reviewed at an open public hearing held on November 14, 2023, notice of which was published as required by law. Possible increases in property tax revenues, as permitted by law were considered at the hearing;

Be It Resolved By The Commissioners Of The Port Of Chelan County that the proposed 2024 final budget in the form submitted to the Commissioners on this date, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference, is hereby approved.

This Resolution shall become effective immediately upon its adoption.

Adopted by the Commission of the Port of Chelan County at a regular meeting thereof held this 28th day of November, 2023.

PORT OF CHELAN COUNTY

Donn Etherington, President

Richard DeRock, Vice President

JC Baldwin, Secretary

Exhibit A
Port of Chelan County
2024 Final Budget

Chelan Douglas Unified Tax Levy (See Note)

Current Levy	\$ 4,628,462
1.0% of Prior Year Tax	46,285
New Construction	93,227
Tax Refunded (receipts)	22,913
TOTAL TAX RECEIPTS	<u><u>\$ 4,790,887</u></u>

NON-OPERATING REVENUES

Other Tax Income (LHT & Timber Dist.)	\$ 13,250
Interest Income	-
TOTAL NON-OPERATING REVENUES	<u><u>\$ 13,250</u></u>

TOTAL REVENUES	<u><u>\$ 4,804,137</u></u>
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DEBT SERVICE

Cashmere Mill District - Buildings A & B	\$ 219,134
Cashmere Mill District - CERB Loan (2031)	75,781
TOTAL DEBT SERVICE	<u><u>\$ 294,915</u></u>

NET REVENUES TRANSFERRED TO CDRPA	<u><u>\$ 4,509,222</u></u>
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Note:

Pursuant to RCW 53.08.500(1), the Port of Chelan County and the Port of Douglas County are jointly levying and collecting property taxes and are considered a single taxing district under RCW 84.04.120.

**PORT OF CHELAN COUNTY
RESOLUTION NO. 2023-04**

**A RESOLUTION OF THE PORT OF CHELAN COUNTY
SCHEDULING DATES AND TIMES OF REGULAR
MEETINGS FOR 2024**

Whereas, the Port of Chelan County and the Port of Douglas County executed an Interlocal Agreement on June 11th, 2019 forming the Chelan Douglas Regional Port Authority, the purpose of which is to operate the Ports and Pangborn Memorial Airport as a consolidated operation. Each meeting of the Chelan Douglas Regional Port Authority will also be a public meeting of the Port of Chelan County Commission; and

Whereas, the Port of Chelan County Commission desires to adopt a regular meeting schedule that is identical to the regular meeting schedule for the Chelan Douglas Regional Port Authority; and

Whereas, in a regular Port of Chelan County Commission meeting, the members discussed a regular meeting schedule for the calendar year 2024;

Now, Therefore, the Port of Chelan County Commission hereby resolves as follows:

1. Meeting Schedule and Locations. The Port of Chelan County regular meetings for calendar year 2024 shall be held at the Confluence Technology Center, 285 Technology Way, Wenatchee, WA on the 2nd and 4th Tuesday of each month. The Port of Chelan County meetings may also be held via Zoom Virtual Meeting.

2. Meeting Time. All regular meetings of the Port of Chelan County Commission shall begin at 9:00 a.m.

3. Special Meetings. Any meeting of the Port of Chelan County Commission held on a day other than the regular meeting days as set forth above shall be a special meeting of the Port of Chelan County Commission and the meeting shall be called and notice shall be given as required in RCW 42.30.080, as the same exist now or may be hereafter amended.

Adopted by the Port of Chelan County Commission at a special meeting thereof held this 28th day of November 2023.

PORT OF CHELAN COUNTY

Donn Etherington, President

Richard DeRock, Vice President

JC Baldwin, Secretary

PODC RESOLUTION NO. 2023-03

**RESOLUTION OF THE PORT COMMISSION OF THE PORT OF DOUGLAS COUNTY
APPROVING THE 2024 FINAL BUDGET**

Whereas, the proposed 2024 final budget has been presented to and reviewed by the Port Commission; and

Whereas, the proposed 2024 final budget, including the current expense budget for the Port of Douglas County was reviewed at an open public hearing held on November 14, 2023, notice of which was published as required by law. Possible increases in property tax revenues, as permitted by law were considered at the hearing;

Be It Resolved By The Commissioners Of The Port Of Douglas County that the proposed 2024 final budget in the form submitted to the Commissioners on this date, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference, is hereby approved.

This Resolution shall become effective immediately upon its adoption.

Adopted by the Commission of the Port of Douglas County at a regular meeting thereof held this 28th day of November, 2023.

PORT OF DOUGLAS COUNTY

W. Alan Loeb sack, President

Mark Spurgeon, Vice President

Jim Huffman, Secretary

Exhibit A
Port of Douglas County
2024 Final Budget

Chelan Douglas Unified Tax Levy (See Note)

Current Levy	\$ 4,628,462
1.0% of Prior Year Tax	46,285
New Construction	93,227
Tax Refunded (receipts)	22,913
TOTAL TAX RECEIPTS	<u>\$ 4,790,887</u>

OTHER REVENUES

Interest Income	-
TOTAL NON-OPERATING REVENUES	<u>\$ -</u>

TOTAL REVENUES	<u>\$ 4,790,887</u>
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DEBT SERVICE

	\$ -
TOTAL DEBT SERVICE	<u>\$ -</u>

NET REVENUES TRANSFERRED TO CDRPA	<u>\$ 4,790,887</u>
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Note:

Pursuant to RCW 53.08.500(1), the Port of Chelan County and the Port of Douglas County are jointly levying and collecting property taxes and are considered a single taxing district under RCW 84.04.120.

**PORT OF DOUGLAS COUNTY
RESOLUTION NO. 2023-04**

**A RESOLUTION OF THE PORT OF DOUGLAS COUNTY
SCHEDULING DATES AND TIMES OF REGULAR
MEETINGS FOR 2024**

Whereas, the Port of Douglas County and the Port of Chelan County executed an Interlocal Agreement on June 11th, 2019 forming the Chelan Douglas Regional Port Authority, the purpose of which is to operate the Ports and Pangborn Memorial Airport as a consolidated operation. Each meeting of the Chelan Douglas Regional Port Authority will also be a public meeting of the Port of Douglas County Commission; and

Whereas, the Port of Douglas County Commission desires to adopt a regular meeting schedule that is identical to the regular meeting schedule for the Chelan Douglas Regional Port Authority; and

Whereas, in a regular Port of Douglas County Commission meeting, the members discussed a regular meeting schedule for the calendar year 2024;

Now, Therefore, the Port of Douglas County Commission hereby resolves as follows:

1. Meeting Schedule and Locations. The Port of Douglas County regular meetings for calendar year 2024 shall be held at the Confluence Technology Center, 285 Technology Way, Wenatchee, WA on the 2nd and 4th Tuesday of each month. The Port of Douglas County meetings may also be held via Zoom Virtual Meeting.

2. Meeting Time. All regular meetings of the Port of Douglas County Commission shall begin at 9:00 a.m.

3. Special Meetings. Any meeting of the Port of Douglas County Commission held on a day other than the regular meeting days as set forth above shall be a special meeting of the Port of Douglas County Commission and the meeting shall be called and notice shall be given as required in RCW 42.30.080, as the same exist now or may be hereafter amended.

Adopted by the Port of Douglas County Commission at a special meeting thereof held this 28th day of November 2023.

PORT OF DOUGLAS COUNTY

W. Alan Loeb sack, President

Mark Spurgeon, Vice President

Jim Huffman, Secretary

2023 CDRPA Calendar of Events

NOVEMBER 2023

Date:	Time:	Event:	Location:	Attending:
28-Nov	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff

DECEMBER 2023

Date:	Time:	Event:	Location:	Attending:
5-8 Dec	All Day	WPPA 2023 Annual Meeting	Hilton: Vancouver	Commissioners Baldwin, Spurgeon, Etherington & DeRock; Kuntz, Lough and de Mestre
8-Dec	2:30pm	Community Leadership Program Presentation	Executive Flight	Jim Kuntz
12-Dec	9:00am	Cancelled: CDRPA Board Meeting	CTC	Board of Directors; Staff
12-Dec	1:00pm	Tri-Commission Meeting	CTC	Board of Directors; Staff
13-Dec	2:30pm-4:00pm	Douglas County Community Leadership Advisory Group	Executive Flight	Commissioner DeRock, Commissioner Huffman and Kuntz; Advisory Group members
14-Dec	8:30am-11:00am	Clean Energy Expo	Wenatchee Convention Center	Commissioner Etherington and Commissioner Baldwin
14-Dec	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
19-Dec	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
19-Dec	9:00am	CDRPA Special Meeting	CTC	Board of Directors; Staff
20-Dec	12:00pm	CDRPA Holiday Party	Executive Flight	Board of Directors; Staff
25-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff
26-Dec	9:00am	Cancelled: CDRPA Board Meeting	CTC	Board of Directors; Staff
26-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff

2024 CDRPA Calendar of Events

JANUARY 2024

Date:	Time:	Event:	Location:	Attending:
1-Jan	All Day	New Years Day - Office Closed	All Offices	CDRPA Staff
9-Jan	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
11-Jan	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
15-Jan	All Day	MLK Day - Office Closed	All Offices	CDRPA Staff
16-Jan	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
23-Jan	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff

FEBRUARY 2024

Date:	Time:	Event:	Location:	Attending:
8-Feb	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
13-Feb	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
19-Feb	All Day	President's Day - Office Closed	All Offices	CDRPA Staff
20-Feb	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
27-Feb	9:00am-3:00pm	ADO Best Practices Meeting	Olympia, WA	Sarah Deenik
27-Feb	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff

MARCH 2024

Date:	Time:	Event:	Location:	Attending:
12-Mar	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
14-Mar	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock

19-Mar	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
26-Mar	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
APRIL 2024				
Date:	Time:	Event:	Location:	Attending:
9-Apr	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
16-Apr	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
17-19 April	All Day	2024 Flywheel Investment Conference	Wenatchee Convention Center	
23-Apr	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
MAY 2024				
Date:	Time:	Event:	Location:	Attending:
9-May	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
14-May	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
21-May	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
27-May	9:00am	Memorial Day - Office Closed	All Offices	CDRPA Staff
28-May	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
JUNE 2024				
Date:	Time:	Event:	Location:	Attending:
11-Jun	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
13-Jun	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
18-Jun	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
22-Jun	All Day	Community Dedication Celebration - Army National Guard	Executive Flight	Board of Directors; Staff
25-Jun	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
JULY 2024				
Date:	Time:	Event:	Location:	Attending:
4-Jul	All Day	Independence Day - Office Closed	All Offices	CDRPA Staff
9-Jul	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
11-Jul	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
16-Jul	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
23-Jul	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
AUGUST 2024				
Date:	Time:	Event:	Location:	Attending:
8-Aug	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
13-Aug	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
20-Aug	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
27-Aug	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
SEPTEMBER 2024				
Date:	Time:	Event:	Location:	Attending:
2-Sep	All Day	Labor Day - Office Closed	All Offices	CDRPA Staff
10-Sep	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
12-Sep	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
17-Sep	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington

24-Sep	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
OCTOBER 2024				
Date:	Time:	Event:	Location:	Attending:
8-Oct	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
10-Oct	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
15-Oct	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
22-Oct	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
NOVEMBER 2024				
Date:	Time:	Event:	Location:	Attending:
12-Nov	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
14-Nov	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
19-Nov	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
26-Nov	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
28-Nov	All Day	Thanksgiving Holiday - Office Closed	All Offices	CDRPA Staff
29-Nov	All Day	Thanksgiving Holiday - Office Closed	All Offices	CDRPA Staff
DECEMBER 2024				
Date:	Time:	Event:	Location:	Attending:
10-Dec	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
12-Dec	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
17-Dec	12:00pm	WVCC Board Meeting	Wenatchee Valley Chamber of Commerce	Commissioners Spurgeon & Etherington
24-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff
25-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff