

**Chelan Douglas Regional Port Authority
Meeting Agenda
January 25th, 2022
9:00 am**

**In order to maximize social distancing related to COVID-19,
the meeting will be held remotely using Zoom Virtual Conference Room**

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 AGENDAS

CDRPA: Approval of Chelan Douglas Regional Port Authority Minutes of January 11th, 2022 Meeting; and December 2021 Commission Calendar

V. CDRPA ACTION ITEMS

- (1) SR 28 Corridor Study – Interlocal Agreement
- (2) Pangborn Industrial Park – Revised Land Lease Rates
- (3) 2022 Attorney Hourly Rates
- (4) Vamonos Lease

VI. CDRPA INFORMATIONAL ITEMS (Board may take action on any items listed)

- Lineage Working Session Review
- Greater Wenatchee Irrigation District Meeting
- Icicle Irrigation District Meeting

VII. 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

VIII. PUBLIC COMMENT

IX. REVIEW CALENDAR OF EVENTS

X. ITEMS FROM BOARD OF DIRECTORS

XI. 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))

XII. 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
SUGGESTED MOTIONS
January 25th, 2022

IV. CONSENT AGENDA

CDRPA

- To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes of January 11th, 2022 Commission Meeting; and December 2021 Commission Calendar, as presented.

VI. ACTION ITEMS

1. SR 28 Corridor Study – Interlocal Agreement

To authorize the CEO to enter into an Interlocal Agreement with the Chelan-Douglas Transportation Council, the City of Quincy and the Port of Quincy for a SR 28 Transportation Planning Study.

2. Pangborn Industrial Park – Revised Land Lease Rates

To approve the revised Pangborn Industrial Park Land Lease rates, as presented.

3. 2022 Attorney Hourly Billing Rates

To approve the 2022 Regional Port Attorney hourly billing rates, as presented.

4. Vamonos Lease – Pangborn Industrial Park

To authorize the CEO to enter into a Land Lease Agreement with Vamonos Junk Haulers at Pangborn Industrial Park.

Board of Directors
Chelan Douglas Regional Port Authority
Meeting Minutes
January 11th, 2022
9:00 am

Present:

Directors:

JC Baldwin, Director
Rory Turner, Director
Donn Etherington, Director

Jim Huffman, Director
W. Alan Loeb sack, Director
Mark Spurgeon, Director

Staff:

Jim Kuntz, Chief Executive Officer
Trent Moyers, Director of Airports
Ron Criddlebaugh, Dir. of Economic Dev.
Quentin Batjer, Legal Counsel (Zoom)
Cami Harris, Executive Assistant
Bealinda Tidd, Accounting Specialist (Zoom)
Laura Camarillo Reyes, Admin. Assistant (Zoom)

Monica Lough, Dir. of Finance & Admin.
Randy Asplund, Port Engineer (Zoom)
Craig Larsen, Economic Dev. Manager
Stacie de Mestre, Capital Projects Manager
Sarah Deenkik, Comm. Specialist (Zoom)
Tricia Degnan, CTC Manager (Zoom)
Esther McKivor, Acct.Specialist (Zoom)

Guests:

Linda Haglund, Wen. Downtown Assoc. (Zoom)
Brian Jonas, Graham Baba (Zoom)
Brett Baba, Graham Baba (Zoom)
Greg Holbrook (Zoom)

Laura Merrill, City of Wenatchee (Zoom)
Morgan Shook, ECONorthwest (Zoom)
Kyle Lamb, KPQ (Zoom)
Laurel Turner

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

Introductions were made.

Conflict of Interest: None

Due to audio issues at the CTC, the meeting recessed until 10:00 am. Meeting was then reordered to accommodate presenters.

OATH OF OFFICE:

Jim Kuntz read the Oath of Office to Commissioner Rory Turner, and Commissioner Alan Loeb sack. Both Commissioners were re-elected to serve 6-year terms.

PRESENTATION:

Graham Baba – Brian Jonas of Graham Baba, and Morgan Shook of ECONorthwest provided a presentation on their work to date for the Lineage Adaptive Reuse Study. They presented three schemes including:

- Scheme 1 – Minimal Level Development
- Scheme 2 – Mid Level Development
- Scheme 3 – Full Scale Development

Financial Analysis for each scheme was reviewed.

An opportunity for questions & comments was provided. The Board & public offered a host of comments. Board & Staff will meet in a workshop to discuss the project in depth next week.

PODC INDUSTRIAL DEVELOPMENT CORPORATION:

The PODC Industrial Development Corporation meeting was called to order at 11:40 am, and the following actions were taken:

Election of Port of Douglas County Industrial Development Corporation Commission Officer Positions

Motion No. **01-13-22 PODC Industrial Development Corporation**
Moved by: Mark Spurgeon
Seconded by: W. Alan Loeb sack
To nominate and approve the Officer Positions for 2022 as follows: Commissioner Huffman President; Commissioner Loeb sack Vice President; Commissioner Spurgeon Treasurer, and to appoint Executive Director Jim Kuntz as Secretary.

Motion passed 3-0.

Approval of January 11th, 2022 Meeting Minutes

Motion No. **01-14-22 PODC Industrial Development Corporation**
Moved by: W. Alan Loeb sack
Seconded by: Mark Spurgeon
To approve the Port of Douglas County Industrial Development Corporation minutes of January 11th, 2022, as read by Jim Kuntz.

Motion passed 3-0.

The PODC Industrial Development Corporation meeting was adjourned at 11:45 am.

CDRPA INFORMATIONAL ITEMS:

- **CDRPA 2022 Board Community Liaison Assignment Review** – The Board Assignments for 2022 were reviewed.
- **Partners in Economic Development Application Forms** – Kuntz reviewed the updated Partners in Economic Development Applications forms for both Nonprofits and Municipalities. Both programs will be administered as “opportunity funds” and not the traditional “call for projects” type programs. Discussion ensued and the following action was taken:

Motion No. **01-15-22 CDRPA**
Moved by: Mark Spurgeon
Seconded by: W. Alan Loeb sack
To approve the Partners in Economic Development application forms for both nonprofits & municipalities, as presented.

Motion passed 6-0.

MISC STAFF REPORTS:

Kuntz provided information and updates including:

- Provided various Malaga updates.
- Update on the Trades District and the status of the EDA Grant.
- Update on recent conversation with the Icicle Creek Irrigation District concerning the management of water flow in Brender Creek; planning on further meetings in the near future.
- BNSF has indicated they would like the Regional Port to purchase the property near Lineage South. Legal counsel continues to work with BNSF to secure an easement vs. a purchase. More information will be provided at an upcoming meeting.
- Sent a Land Lease Agreement to Marson & Marson for their laydown yard near Pangborn.

Lough provided information and updates including:

- Will arrange a 2021 Investment Report presentation from Time Value Investments at an upcoming meeting.

Moyers provided information and updates including:

- Reviewed the snow removal statistics from last week's snowstorm.
- Airport Consultant RFQ has been published and submittals are due February 4th.
- Announced Pangborn's FAA Project Manager is leaving.
- Holding FBO Manager interviews this week.

Russ provided information and updates including:

- Reported on a water leak issue in the Hurst space at Cashmere Mill District. More information will be brought back to the Board at an upcoming meeting concerning further repairs needed.
- Reported on possible vandalism at the Executive Flight Building. Exploring additional security camera installations.
- Reports of some water damage/leaks at various Port properties caused by the weather.

Cridlebaugh provided information and updates including:

- Update on a potential tenant for the former Actapio space at the CTC.

Larsen provided information and updates including:

- Reported on a recent meeting with a snack food manufacturing company from Mexico interested in expanding to the United States.

De Mestre provided information and updates including:

- Provided an update on SoCo Crossing.

Degnan provided information and updates including:

- Reviewed the CTC Revenue Report for 2021 compared to the prior two years.

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

REVIEW CALENDAR OF EVENTS: Did not review.

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

Meeting adjourned at 1:10 pm.

Signed and dated this 25th day of January, 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Rory Turner, Director

W. Alan Loeb sack, Director

December 2021								
Date	Meeting	Location	JCB	RT	DE	JH	MS	AL
12/1	WPPA Annual Meeting	Bellevue Hyatt	X	X	X	X	X	X
12/1	CARB Meeting	Zoom	*X					
12/2	WPPA Annual Meeting	Bellevue Hyatt	X	X	X	X	X	X
12/3	WPPA Annual Meeting	Bellevue Hyatt	X	X	X	X	X	X
12/7	Wen. City Council/Travis Hornby	Pybus		X				
12/7	NCW Tech Entrepreneurship Group	Zoom	X					
12/8	WV Chamber Reception	Chamber Office			X			
12/8	Meeting w/Deenik re: Rotary	Ex. Flight		X				
12/8	NCWEDD Meeting	Zoom				X		
12/9	WSBO Broadband App Review	Teams	X					
12/10	NCW Tech Dig. Navigator Grant	Zoom	X					
12/13	P/U Binder	Ex. Flight		X				
12/14	CDRPA Board Meeting	CTC/Zoom	X	X	X	X	X	X
12/14	WSBO Broadband App Review	Zoom	*X					
12/14	NCW Tech Digital Navigator Debrief	Zoom	*X					
12/14	Avangrid	Viscontis	*X					
12/15	CDRPA Christmas Lunch	Highlander	X	X		X	X	X
12/15	NCW Tech Board Meeting	Mercantile	*X					
12/15	Douglas Cty Leadership Ad. Mtg.	CTC				*X		
12/17	Broadband Action Team Exploration	Zoom	X					
12/22	District 1 Meeting	Zoom			X			
*	denotes multiple meetings on same day							
Approval 01-25-2022 Commission Meeting								

Memo

To: Board of Directors

From:  Jim Kuntz

Date: January 20, 2022

Re: Interlocal Agreement – Chelan Douglas Transportation
Council/SR 28 Corridor Study

The Board has previously expressed an interest in participating in the SR 28 Corridor Study.

The study would prepare an economic market study to estimate future travel demand. The study would also develop a planning-level cost estimate to expand SR 28 from two lanes to four lanes (City of Rock Island to Interstate 90).

The Port's contribution would be \$10,000 and be funded from the Regional Port's "Other Professional Service" budget line item that has a \$40,000 allocation for 2022.

Cami Harris

From: Jim Kuntz
Sent: Thursday, January 20, 2022 9:35 AM
To: Cami Harris
Subject: FW: SR 28 Corridor Study Draft ILA
Attachments: Interlocal Agreement SR28 Corridor Study v1.docx

Jim Kuntz

Chief Executive Officer

One Campbell Parkway Suite A, East Wenatchee, WA 98802

☎ 509.884.4700 | Cell 509.336.5595 | www.cdrpa.org



From: Jeff Wilkens <jeff@chelan-douglas.org>
Sent: Wednesday, January 12, 2022 3:35 PM
To: Patrick Haley <phaley@quincywashington.us>; Jim Kuntz <Jim@cdrpa.org>
Cc: Paul Worley <pworley@quincywashington.us>; Chad Daggett <chad@chelan-douglas.org>
Subject: SR 28 Corridor Study Draft ILA

Hello Jim and Pat:

It took some time to finalize the scope/budget for the SR 28 Corridor Study contract supplement that you've agreed to help us fund ... attached is a draft ILA that represents our mutual financial contributions. For your awareness, the \$232,923 this document shows as the amount CDTC is spending includes a roughly \$40,000 contribution WSDOT is making through a separate agreement we have with the state. CDTC in actuality will expend \$190,000, I've just included WSDOT's contribution in our funding commitment figure for purposes of this ILA, since the state isn't party to this ILA.

I don't have a staff contact for Port of Quincy so please forward this to the appropriate person on their end. The format and scope matches previous ILAs we've entered into with local municipalities for similar studies, but I'm flexible on content adjustments/corrections as needed per your review.

Thanks again for your partnership on this effort, let me know if you have any questions and I'll look forward to edits or a "looks good" so we can get this thing finalized.

Best Regards,
Jeff



Jeff Wilkens, Director
Chelan-Douglas Transportation Council

INTERLOCAL AGREEMENT

THIS AGREEMENT is made between **Chelan-Douglas Transportation Council (CDTC)**, and the **Chelan-Douglas Regional Port Authority (CDRPA)**, the **City of Quincy** and the **Port of Quincy** (known collectively as Participating Entities) for the purpose of sharing costs to conduct a transportation planning study.

RECITALS:

A. The Interlocal Cooperation Act, RCW 39.34, authorizes public agencies to enter into agreements with one another for cooperative action. The CDTC, CDRPA, City of Quincy and Port of Quincy qualify as public agencies for purposes of RCW 39.34.

B. The CDTC, CDRPA, City of Quincy and Port of Quincy desire to work together on the following described project for the benefit of the region. CDTC is serving as the lead agency to conduct a transportation planning study to evaluate safety and capacity improvements to the SR 28 highway corridor between East Wenatchee and Interstate 90. The CDRPA, City of Quincy and Port of Quincy desire to contribute funding toward to cost of the transportation planning study.

C. CDTC will administer the agreement through a supplement to a preexisting contract with Perteet.

D. The total cost of the transportation planning study including the supplement for the tasks described below in AGREEMENT sections 4.a and 4.b is \$252,923.

E. The total combined amount of funding to be contributed CDRPA, City of Quincy and the Port of Quincy is \$20,000, with individual shares itemized below in this Agreement.

F. Through this Interlocal Agreement, CDTC, CDRPA, the City of Quincy and the Port of Quincy desire to proceed with the transportation planning study and to fairly allocate the cost between them.

AGREEMENT:

In consideration of the terms that this Interlocal Agreement contains, CDTC, CDRPA, the City of Quincy and the Port of Quincy agree as follows:

1. Term. This Agreement shall be deemed effective on recording with the Douglas County Auditor and Grant County Auditor. It shall terminate upon completion of the transportation planning study, or no later than June 30, 2022.

2. Administration of Agreement. Jeff Wilkens, CDTC Executive Director, shall administer this Agreement. The designated representative of each Participating Entity shall be responsible to report to their respective governing body.

4. Purpose. The purpose of this Interlocal Agreement is to accomplish a transportation planning study to evaluate safety and capacity improvements to the SR 28 highway corridor between East Wenatchee and Interstate 90 that includes the following specific consultant tasks:

a) to prepare an economic market study and development forecast for the SR 28 highway corridor to include the Wenatchee Valley and City of Quincy for purposes of estimating future travel demand on SR 28; and

NOTARY INFORMATION:

STATE OF WASHINGTON
County of Douglas

On this ____ day of _____, _____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____ and _____ to me known to be the Interlocal Agreement and acknowledged that _____ signed the same as _____ free and voluntary act and deed, for the uses and purposes therein mentioned.

WITNESS my hand and official seal hereto affixed the day and year first above written.

Notary Signature

Print Notary's Name

Notary Public in and for the State of Washington,
Residing at: _____

My commission expires: _____



NOTARY INFORMATION:

STATE OF WASHINGTON
County of Douglas

On this ____ day of _____, _____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____ and _____ to me known to be the Interlocal Agreement and acknowledged that _____ signed the same as _____ free and voluntary act and deed, for the uses and purposes therein mentioned.

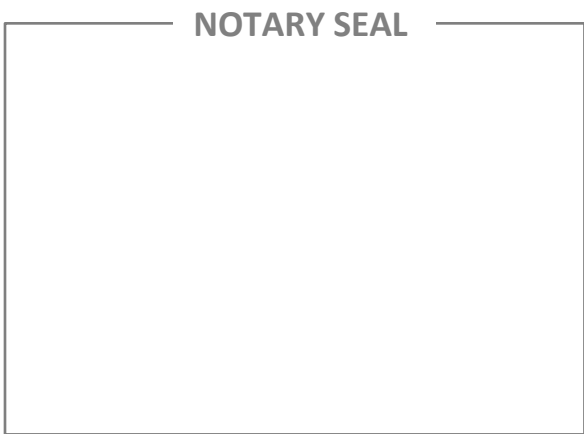
WITNESS my hand and official seal hereto affixed the day and year first above written.

Notary Signature

Print Notary's Name

Notary Public in and for the State of Washington,
Residing at: _____

My commission expires: _____



NOTARY INFORMATION:

STATE OF WASHINGTON
County of Grant

On this ____ day of _____, _____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____ and _____ to me known to be the Interlocal Agreement and acknowledged that _____ signed the same as _____ free and voluntary act and deed, for the uses and purposes therein mentioned.

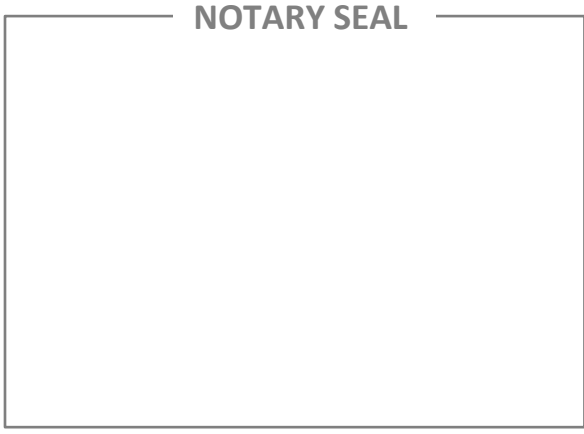
WITNESS my hand and official seal hereto affixed the day and year first above written.

Notary Signature

Print Notary's Name

Notary Public in and for the State of Washington,
Residing at: _____

My commission expires: _____



NOTARY INFORMATION:

STATE OF WASHINGTON
County of Grant

On this ____ day of _____, _____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared _____ and _____ to me known to be the Interlocal Agreement and acknowledged that _____ signed the same as _____ free and voluntary act and deed, for the uses and purposes therein mentioned.

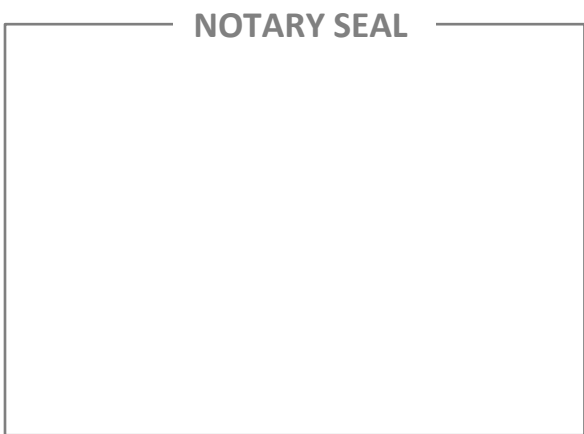
WITNESS my hand and official seal hereto affixed the day and year first above written.

Notary Signature

Print Notary's Name

Notary Public in and for the State of Washington,
Residing at: _____

My commission expires: _____



Memo

To: Board of Directors

From:  Jim Kuntz

Date: January 20, 2022

Re: Pangborn Industrial Park – Revised Land Lease Rates

The current land lease rate at Pangborn Airport Business Park is \$0.25 per square foot per year. So, to lease an acre of property is \$10,890 per year, plus State Leasehold Tax at \$12.84.

During the past several years industrial property sales in Douglas County have been increasing. Ron Cridlebaugh has done an analysis of property sales which you can find attached.

Ron and I believe the land lease rate at Pangborn Airport Business Park needs to be increased. Our recommendation is in the range between \$0.32 to \$0.35 per square foot per year. This equates to \$13,939 to \$15,246 per acre per year.

A revised land lease rate would impact new tenants, not existing tenants.

Jim Kuntz

From: Ron Cridlebaugh
Sent: Wednesday, December 29, 2021 10:16 AM
To: Jim Kuntz
Subject: Douglas County Industrial Property Pricing
Attachments: Property Sales - GI 2019 - 2021.xlsx

Jim,

Attached is an analysis of the general industrial property sold in Douglas County over the past three years. Based on sales records and site readiness, I think the Pangborn lots should be leasing for \$0.32 to \$0.35 per s/f (\$13,939 to \$15,246 annually).

Ron Cridlebaugh, EDFP

Director of Economic Development

One Campbell Parkway Suite A, East Wenatchee, WA 98802

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Parcel #	Size	Sale Price	Date of Sale	Price per acre	Price per s/f	Owner	Zoning	
PISA								
22210840016	4.25	\$436,800	6/30/2021	\$102,776	\$2.36	CDRPA	G-I	
22210840002	4.53	\$650,000	9/1/2021	\$143,488	\$3.29	Cornelius Holdings	"	Originally sold to TAL Holdings in 2020 same price
22210930008	13.00	\$871,200	1/6/2021	\$67,015	\$1.54	Western Sunset	"	Site needed grading and utilities brought in
22210920002	8.97	\$834,400	1/6/2021	\$93,021	\$2.14	"	"	Asking price for completed lots will be \$4.50 s/f
22210930007	26.23	\$1,600,000	2/22/2021	\$60,999	\$1.40	CDRPA	"	
22211610074	3.65	\$750,000	5/19/2021	\$205,479	\$4.72	Longitude 120	G-I	
93700000400	3.95	\$420,000	12/1/2020	\$106,329	\$2.44	DJ Reichert	G-I	
93700000300	4.29	\$580,000	10/26/2020	\$135,198	\$3.10	Veedol, LLC	G-I	
22210940010	3.80	\$568,000	10/29/2020	\$149,474	\$3.43	North Face Properties	G-I	
22210920007	6.30	\$933,000	4/26/2019	\$148,095	\$3.40	DC	G-I	
"	5.00	\$609,840	1/30/2020	\$121,968	\$2.80	DC	G-I	BLA to combine two parcels

* Average selling price for General Industrial in the PISA: \$3.19 s/f

22211520016 16.7 Lot is for sale - asking \$2.49 M or \$3.42 s/f with no utilities on the site. Water is in the street no sewer.

Baker Flats

23201420001	5.00	\$100,000	9/21/2020	\$20,000	\$0.46	A & G Bros	G-I	Part of lot used for storm water retention
23201130001	13.20	\$1,030,000	10/30/2020	\$78,030	\$1.79	Ice Lake	AG-5	Part of future Northern Fruit Complex
78000001901	10.00	\$1,900,000	9/3/2019	\$190,000	\$4.36	"	"	"
23201130002	19.69	\$1,399,900	8/26/2019	\$71,097	\$1.63	"	"	"
23200240013	1.27	\$229,000	4/30/2021	\$180,315	\$4.14	Roy Mejia	G-I	
23200210006	37.62	\$2,148,000	11/8/2019	\$57,097	\$1.31	DC PUD	G-I	2 parcels purchased together
23200210005	"	"	"	"	"	"	"	"

** Average selling price for General Industrial in Baker Flats: \$2.65 s/f

*Note: The property purchased by Western Sunset for development was removed from the average because it required roads, extensive grading, lot creation and utilities to be brought to the newly created lots.
 CDRPA Fibro property purchase was removed from average
 Microsoft purchases were excluded from the average. (191.35 acres Ave. price \$2.74 s.f)

**Note: Lot sold to A & G Bros was removed due to reduced selling price from storm water retention impacts
 Baker Flats has municipal water only, no sewer

Memo

To: Board of Directors

From:  Jim Kuntz

Date: January 20, 2022

Re: Legal Billing Rates 2022

The Regional Port's two law firms have kept their billing rates at \$265.00 per hour in 2020 & 2021. For attendance at Board meetings, the rates are \$240.00 per hour.

Both firms have represented the Regional Port well. Attached is the allocation of legal responsibilities that was agreed to when the Regional Port was formed.

I believe an adjustment in the hourly billing rates for 2022 should be considered by the Board. My suggestion is as follows:

- General Legal Rate = \$295.00 per hour
- Board Meeting Attendance = \$270.00 per hour

Chelan Douglas Regional Port Authority

Allocation of Legal Responsibilities

Davis Arneil	OMW
Governance	Real Estate
Port Commission Meeting Attendance (primary)	Planning
Open Public Meeting Act	Development
Public Records	Applications
Review/Draft Resolutions & Motions	Purchase & Sale Agreements
Review Minutes	Leases
Public Hearings	Development Agreements
Interlocal Agreements	Environmental
Contracting	Misc.
Architect & Engineering Agreements	FAA & Other Airport Related Grants
Personnel Services Contracts	Airport Compliance Issues
Maintenance Contracts	WSDOT-Aviation Grants
General Purpose Public Works Contracts	
Personnel	
Hiring/Termination	
Descriptions	
Personnel Policies	
Misc.	
Stay Informed on Laws Impacting Ports	
Existing Litigation	Existing Litigation
Giga Watt	Fibro
Current Conflicts	Current Conflicts
City of Wenatchee	East Wenatchee Sewer District
City of Waterville	City of Rock Island
City of Chelan	City of Bridgeport
	City of Cashmere

Notes:

- The represents an initial allocation of legal responsibilities. The Board of Directors may revisit over time.
- Future Litigation: Board of Directors will determine legal counsel based on the particular legal issues which may include using outside legal counsel.
- In the event of a dispute between the Ports, or termination of the RPA, Davis Arneil may represent the Port of Douglas County and Ogden Murphy Wallace may represent the Port of Chelan County.

Approved by the Chelan Douglas Regional Port Authority on October 22nd, 2019

Memo

To: Board of Directors

From:  Jim Kuntz

Date: January 20, 2022

Re: Vamonos Junk Haulers

Vamonos is back wanting to lease property at Pangborn Airport for their business. Please find attached a proposed term sheet.

Pangborn Industrial Park Term Sheet

- Location:** Located on parcel # 42900800400
- Size:** 43,560 s/f (1 acre)
- Term:** 5 Years with 2-5-year options
- Rent:** \$0.25 s/f (annual) NNN + Leasehold Excise Tax (LHT)
\$907.50 + 116.52 (LHT) = \$1,024.02 per month
Lease will have an annual increase of 3%
- Surety Deposit:** \$1,024.02
- Tenant:** Tenant acknowledges the site is “as is” and will be responsible for grading, gravel and stormwater retention. Tenant will also fence and screen the site with chain link fencing and pave a 20 ft. apron for the entrance into the site from the existing paved roadway
Any lighting for the site must be downward facing.
- Timelines:** Prior to occupancy the site will be graded, graveled and stormwater retention improvements will be made.

No later than April 1, 2022, an entrance off 8th St. shall be paved with a 20 ft. apron

No later than June 1, 2022, a chain link fence with screening shall be installed. The design of said fence shall be approved by the Regional Port.
- Port:** Port will mark the corner points for the site
- Permitting:** Obtain all necessary permitting and approvals required from Douglas County Planning Department.

Final Lease Agreement: Subject to Regional Port Board approval.

Other: No subleasing is authorized
No storage of personal property, boats, motorhomes etc. shall be allowed. Use of property is restricted for business purposes only.

Higher or Better Use Clause: In the event the Regional Port needs said property for other uses, Regional Port may terminate the Lease with a one-year written notice.





Acct Name: CHELAN DOUGLAS REGIONAL PORT

SUMMARY - USD

Page 1

Acct Number: XXXXXXX013

For period 12/01/2021 - 12/31/2021

ACTIVITY - Settled/Cleared Cash Activity

Transaction Type	Amount
Purchases	0.00
Purchase Reversals	0.00
Sales	0.00
Sale Reversals	0.00
Withdrawals	0.00
Receipts	0.00
Deliveries	0.00
Principal Reversals	0.00
Interest	11,562.50
Interest Reversals	0.00
Interest Adjustments	0.00
Maturities	0.00
Calls	0.00
Puts	0.00
Paydowns	0.00
Paydown Adjustments	0.00
Payups	0.00
Payup Adjustments	0.00
Cash Dividends	0.00
Balance Changes	0.00
Stock Dividends	0.00
Closeouts	0.00
Closeout Dividends	0.00
Net Activity	11,562.50

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

Statement Contents

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

HOLDINGS - Custody

Category	Par/Shares	Original Face	Principal Cost	Market Value
Treasury Obligations	500,000.00000	500,000.00000	491,972.66	484,551.00
US Government Agency Securities	3,500,000.00000	3,500,000.00000	3,593,716.50	3,580,154.00
Total Custody Holdings	4,000,000.00000	4,000,000.00000	4,085,689.16	4,064,705.00



Acct Name: CHELAN DOUGLAS REGIONAL PORT
Acct Number: XXXXXXX013

ACTIVITY - USD
Settled/Cleared Cash Activity

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For period 12/01/2021 - 12/31/2021

Date Ticket	Activity	Description	Rate Maturity	Par/Shares Price/NAV	Security ID	Amount
12/09/2021 392209429	Interest	FEDERAL HOME LOAN BANK 12/09/22	1.875 12/09/2022		313381BR5	4,687.50
12/20/2021 392209428	Interest	FEDERAL HOME LOAN MTG CORP 06/19/23	2.750 06/19/2023		3137EAEN5	6,875.00
Net Activity						11,562.50



Acct Name: CHELAN DOUGLAS REGIONAL PORT

ACTIVITY - USD

Acct Number: XXXXXXX013

Projected Activity for Next Statement Period

Date Ticket	Activity	Description	Rate Maturity	Par/Shares Price/NAV	Security ID	Amount
01/07/2022 392209425	Interest	FEDERAL NATL MORTGAGE ASSN 01/07/25	1.625 01/07/2025		3135G0X24	4,062.50
01/21/2022 392209431	Interest	FEDERAL FARM CREDIT BANK 01/21/22	1.600 01/21/2022		3133ELHR8	4,000.00
01/21/2022 392209431	Maturity	FEDERAL FARM CREDIT BANK 01/21/22	1.600 01/21/2022		3133ELHR8	500,000.00
Net Projected Activity						508,062.50



Acct Name: CHELAN DOUGLAS REGIONAL PORT

HOLDINGS AS OF 12/31/2021 - USD

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Acct Number: XXXXXXX013

CUSTODY

Maturity	Security ID Ticket	Rate Acq Date	Description	Par/Shares Original Face	Principal Cost	Market Value NAV
Treasury Obligations						
08/31/2025	9128CAJ0 392218130	.250 08/21	U.S. Treasury Notes .250, 08/31/2025	500,000.00 500,000.00	491,972.66	484,551.00
Treasury Obligations Total				500,000.00000	491,972.66	484,551.00
US Government Agency Securities						
01/21/2022	3133ELHR8 392209431	1.600 02/20	FEDERAL FARM CREDIT BANK 01/21/22	500,000.00 500,000.00	501,833.00	500,402.00
10/13/2022	3133ELGN8 392209430	1.600 02/20	FEDERAL FARM CREDIT BANK 10/13/22	500,000.00 500,000.00	502,900.00	505,083.50
12/09/2022	313381BR5 392209429	1.875 02/20	FEDERAL HOME LOAN BANK 12/09/22	500,000.00 500,000.00	506,935.00	506,896.50
06/19/2023	3137EAEN5 392209428	2.750 02/20	FEDERAL HOME LOAN MTG CORP 06/19/23	500,000.00 500,000.00	522,897.50	515,716.50
02/05/2024	3135G0V34 392209427	2.500 02/20	FEDERAL NATL MORTGAGE ASSN 02/05/24	500,000.00 500,000.00	521,402.50	517,710.50
09/13/2024	3130A2UW4 392209426	2.875 02/20	FEDERAL HOME LOAN BANK 09/13/24	500,000.00 500,000.00	532,965.00	525,384.50
01/07/2025	3135G0X24 392209425	1.625 02/20	FEDERAL NATL MORTGAGE ASSN 01/07/25	500,000.00 500,000.00	504,783.50	508,960.50
US Government Agency Securities Total				3,500,000.00000	3,593,716.50	3,580,154.00
Total Custody Holdings				4,000,000.00000	4,085,689.16	4,064,705.00



Acct Name: CHELAN DOUGLAS REGIONAL PORT

CASH FLOW PROJECTIONS - USD

Acct Number: XXXXXXXX013

For The Next 12 Months

Last Pay Date	Ticket	Jan 22	Feb 22	Mar 22	Apr 22
Security ID		May 22	Jun 22	Jul 22	Aug 22
Description		Sep 22	Oct 22	Nov 22	Dec 22
01/21/2022	392209431	504,000.00	0.00	0.00	0.00
3133ELHR8		0.00	0.00	0.00	0.00
FEDERAL FARM CREDIT BANK		0.00	0.00	0.00	0.00
10/13/2022	392209430	0.00	0.00	0.00	4,000.00
3133ELGN8		0.00	0.00	0.00	0.00
FEDERAL FARM CREDIT BANK		0.00	504,000.00	0.00	0.00
12/09/2022	392209429	0.00	0.00	0.00	0.00
313381BR5		0.00	4,687.50	0.00	0.00
FEDERAL HOME LOAN BANK		0.00	0.00	0.00	504,687.50
06/19/2023	392209428	0.00	0.00	0.00	0.00
3137EAEN5		0.00	6,875.00	0.00	0.00
FEDERAL HOME LOAN MTG CORP		0.00	0.00	0.00	6,875.00
02/05/2024	392209427	0.00	6,250.00	0.00	0.00
3135G0V34		0.00	0.00	0.00	6,250.00
FEDERAL NATL MORTGAGE ASSN		0.00	0.00	0.00	0.00
09/13/2024	392209426	0.00	0.00	7,187.50	0.00
3130A2UW4		0.00	0.00	0.00	0.00
FEDERAL HOME LOAN BANK		7,187.50	0.00	0.00	0.00
01/07/2025	392209425	4,062.50	0.00	0.00	0.00
3135G0X24		0.00	0.00	4,062.50	0.00
FEDERAL NATL MORTGAGE ASSN		0.00	0.00	0.00	0.00
08/31/2025	392218130	0.00	625.00	0.00	0.00
91282CAJ0		0.00	0.00	0.00	625.00
U.S. Treasury Notes		0.00	0.00	0.00	0.00
		508,062.50	6,875.00	7,187.50	4,000.00
		0.00	11,562.50	4,062.50	6,875.00
		7,187.50	504,000.00	0.00	511,562.50
Total Projected Cash Flow		1,571,375.00			

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

**Chelan Douglas Regional Port Authority
Calendar of Events**

Updated 1/21/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
2022				
January 2022				
January 25	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
January 25	Tuesday	WPPA Port Day Olympia		
January 26	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
February 2022				
February 2	Wednesday	GA Tenant Meeting; 6pm; Ex. Flight		
February 8	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
February 9	Wednesday	NCWEDD Meeting	Commissioner Huffman	
February 10	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
February 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
February 16	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
February 21	Monday	President's Day Office Closed		
February 22	Tuesday	CDRPA Board Meeting; 9:00 am		
February 23	Wednesday	Wenatchee Downtown Assoc. Annual Dinner; time?	Convention Center	
February 23	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
March 2022				
March 3-4	Thursday-Friday	ACI-NA/AAAE Washington Legislative Conference; Washington DC		
March 8	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
March 9	Wednesday	NCWEDD Meeting	Commissioner Huffman	
March 10	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
March 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
March 16	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
March 22	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
March 23	Wednesday	Partner Breakfast;Convention Center; 7:30am-9am	Board of Directors; staff	
March 23	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
March 24	Thursday	Partner Lunch;Convention Center; 11:30-1p	Board of Directors; staff	

**Chelan Douglas Regional Port Authority
Calendar of Events**

Updated 1/21/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
March 31	Thursday	Wen. Valley Chamber Annual Banquet	Convention Center	
April 2022				
April 12	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
April 13	Wednesday	NCWEDD Meeting	Commissioner Huffman	
April 13	Wednesday	Partner Breakfast; Convention Center; 7:30am-9am	Center Confirmed	cancel if March dates continue
April 14	Thursday	Ec. Dev. Lunch; Convention Center; 11:30am-1pm	Center Confirmed	cancel if March dates continue
April 14	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
April 19	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
April 20	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
April 26	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
April 27	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
May 2022				
May 4-6	Wed-Friday	WPPA Spring Meeting; Skamania Lodge		
May 9-11		WAMA 2022 Annual Conference; Sun Mt. Lodge, Winthrop		
May 10	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
May 11	Wednesday	NCWEDD Meeting	Commissioner Huffman	
May 12	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
May 17	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
May 18	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
May 24	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
May 25	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
May 30	Monday	Memorial Day Holiday Office Closed		
June 2022				
June 5-8	Sun-Tuesday	AAAE 94th Annual Conference; Seattle		
June 8-10	Wed-Friday	WPPA Finance Seminar; Campbells Reort		
June 8	Wednesday	NCWEDD Meeting	Commissioner Huffman	
June 9	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
June 14	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
June 15	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		

**Chelan Douglas Regional Port Authority
Calendar of Events**

Updated 1/21/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
June 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
June 22	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
June 28	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 2022				
July 4	Monday	4th of July Holiday Office Closed		
July 12	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 13	Wednesday	NCWEDD Meeting	Commissioner Huffman	
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 26	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 27	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
July 13	Wednesday	Partner Breakfast; Convention Center; 7:30am-9am	Center Confirmed	
July 14	Thursday	Ec. Dev. Lunch; Convention Center; 11:30am-1pm	Center Confirmed	
August 2022				
August 9	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
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	
August 17	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
August 23	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
August 24	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
September 2022				
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	

**Chelan Douglas Regional Port Authority
Calendar of Events**

Updated 1/21/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
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 AAE - Jackson Hole, WY	Trent Moyers	
September 28	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
October 2022				
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 25	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 26	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)	Cancel???	
October 26	Wednesday	Partner Breakfast;Convention Center; 7:30am-9am	Center Confirmed	
October 27	Thursday	Ec. Dev. Lunch; Convention Center; 11:30am-1pm	Center Confirmed	
November 2022				
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	
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 23	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
November 24	Thursday	Thanksgiving/Office Closed		
November 25	Friday	Thanksgiving/Office Closed		
December 2022				

**Chelan Douglas Regional Port Authority
Calendar of Events**

Updated 1/21/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
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	
December 28	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
2023				
January 2023				
January 2	Monday	New Years Day 2023 Observed Office Closed	?	