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

Special Meeting Agenda
May 13th, 2024
12:30 p.m.

I. CALL TO ORDER

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

II. INTRODUCTIONS

III. CONFLICT OF INTEREST

IV. PUBLIC COMMENT

V. CONSENT AGENDA

- **CDRPA:** Approval of the April 23rd, 2024 Special Meeting Minutes, CDRPA Check Register Pages #2024-13 through #2024-19, including Electronic Transfers, and Calendar of Events.
- **POCC**- Approval of Port of Chelan County Check Register Page #2024-04

VI. PRESENTATIONS:

- 1:00 p.m.- Annie Rose Favreau- Moss Adams: Regional Port Strategic Plan
- 2:00 p.m.- Nick Popenuk- Tiberius Solutions: Proposed Douglas County TIF District
- 3:00 p.m.- Kirk Duncan- SBDC- Chelan and Douglas County impacts of SBDC activities

VII. CHELAN DOUGLAS REGIONAL PORT AUTHORITY ACTION ITEMS (Public Comment Opportunity)

(1) Authorization to Bid- G.A. Terminal Building Project
(2) Authorization to Award Bid- Malaga Wells 7&8
(3) Ownership Allocation Memo- Baker Property
(4) Authorization to Bid- Executive Flight Terminal Apron Project
(5) Partners in Economic Development- Wenatchee Downtown Association

(6) Authorization to Award Bid- Fire Sprinkler & Backflow Assessment Inspection Maintenance and Repairs
(7) Authorization to Award Bid- Department of Natural Resources Power Service Contract

VIII. SUGGESTED BREAK: 10 MINUTES

IX. INFORMATIONAL ITEMS (Board may act on any item listed)

(8) Cornelius Property Update
(9) FAA Certification Inspection
(10) Blewett Brewing- Lease Agreement Update
(11) Lineage- Potential Capital Improvements
(12) 2024 1st Quarter Budget vs Actual

I. MISCELLANEOUS STAFF REPORTS

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic Development & Capital Projects
- Construction Project Manager
- Property & Maintenance Manager
- CTC Manager
- Economic Development Specialist

II. PUBLIC COMMENT

III. REVIEW CALENDAR OF EVENTS

IV. ITEMS FROM BOARD OF DIRECTORS

V. 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
April 23rd, 2024
9:00 a.m.

Present:

Directors:
Donn Etherington, Director (Zoom)
W. Alan Loebsack, Director
Jim Huffman, Director
Richard DeRock, Director
JC Baldwin, Director
Mark Spurgeon, 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. (Zoom)
Nick Rohrbach, Project Manager
Ron Russ, Maint. & Properties Manager
Julie Avis, Accounting Specialist (Zoom)
Sarah Deenik, Accounting & Admin. Mngr.
Mikenna Scott, Executive Assistant
Lorena Amador, Acct. Specialist (Zoom)
Colby Goodrich, FBO Manager (Zoom)
Laura Camarillo Reyes, Admin. Asst. (Zoom)
Tricia Degnan, CTC Building Manager (Zoom)

Legal Counsel:
None

Guests:
Bob Goedde, Chelan City Council
Chris Mansfield, Ardurra
Mike Mackey, Do. Co. Resident
Jill Leonard, Wenatchee Valley Museum
Marriah Thornock, Wenatchee Valley Museum
Tim Ike, J-U-B Engineers, Inc.
Emily Thornton, Wenatchee World (Zoom)
Kevin Vitulli, Banner Bank (Zoom)
Chaun Binks (Zoom)
Ray Hobson (Phone-in)
Michael Rechnitz- Schuchart Construction (Zoom)

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

Introductions were made.

Conflicts of Interest: None.

Public Comment: An opportunity for public comment was provided. No public comments were received.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY CONSENT AGENDA:
The Chelan Douglas Regional Port Authority Consent Agenda consisting of the April 9th, 2024 Meeting Minutes, CDRPA Resolution 2024-06 Voiding Check #12700, March 2024 Commission Calendar, and Calendar of Events was presented.

Motion No.	***04-10-24 CDRPA***
Moved by:	*Mark Spurgeon*
Seconded by:	*JC Baldwin*
	To approve the Chelan Douglas Regional Port Authority Consent Agenda as presented.

Motion Passed 6-0

PRESENTATION:

- **Wenatchee Valley Museum- Marriah Thornock, Executive Director –** Marriah presented to the Board renderings of the Wenatchee Valley Museum renovation. She discussed their strategic plan, current building challenges, and proposed changes. She reviewed the projected budget, timeline, and estimated completion of 2027-2028.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY ACTION ITEMS:

Authorization to Re-Solicit Bids for the Trades District Construction Project
Kuntz reviewed the status of the Trades District Project. Rohrbach updated the Board on the Trades District contract documents, contract language, alternates, and engineering updates to help reduce project costs. Port staff is proposing to rebid the project with a bid opening on May 29th and award the bid at the Special Board Meeting on May 31st. Discussion ensued, and the following action was taken:

Motion No.	***04-11-24 CDRPA***
Moved by:	*Richard DeRock*
Seconded by:	*Alan Loebsack*
	To authorize the CEO to re-solicit bids for the Trades District Construction Project.

Motion Passed 6-0

Authorization To Solicit Qualified Firms- Accor Building HVAC System Assessment
Rohrbach updated the Board on HVAC systems in the Accor building such as, the age of the HVAC systems, maintenance that has been done previously, and the need for an assessment. The assessment would show what needs to be updated or replaced and provide a plan moving forward. Discussion ensued, and the following action was taken:

Motion No.	***04-12-24 CDRPA***
Moved by:	*JC Baldwin*
Seconded by:	*Mark Spurgeon*
	To authorize the CEO to solicit qualified firms to perform HVAC assessment services of the Accor building.

Motion Passed 6-0

INFORMATIONAL ITEMS:

FAA Title 6 Compliance- Moyers reviewed the details of the Federal Aviation Administration Title 6 compliance requirement for Pangborn Airport. Moyers discussed hiring the Ardurra Group LLC to write the compliance plan that the Port must submit to the Federal Aviation Administration. Moyers explained a grant is available to help cover the costs of hiring a consultant.

Fire Sprinkler and Backflow Assembly Inspection, Maintenance and Repair Services- Russ informed the Board that all fire sprinkler systems need to be inspected for all Regional Port owned buildings. The replacement contract's estimated annual cost is $40,000 for 3 years with the option of a 1-year renewal.

Chelan Airport FAA Meeting Recap – Kuntz reviewed the Chelan Airport's master plan with the Board and the environmental assessment that is taking place. Moyers then updated the board on issues the FAA had with the project and why the meeting was necessary. J-U-B Engineering, Inc is working on a follow-up narrative to send to the FAA to confirm the current status after the meeting.

Data Center Tradeshow Recap– Kuntz and Spurgeon recapped their trip to Washington D.C. for the Data Center World Conference. They reviewed their visit to Sabey Corporation in Ashburn, Virgina and meetings with Elevate Government Affairs.

At 10:27 a.m. Commissioner Huffman called for a 10-minute break.
Commissioner Huffman called the meeting back into order at 10:37 a.m.

MISCELLANEOUS STAFF REPORTS:

Kuntz provided information and updates including:
- Reviewed May 14th Board Meeting agenda
- Ford property in Malaga closed and Baker property will close later this week.
- Malaga waterline update, including valves are currently sealed and they will be jetting the waterline
- Staff is looking into various solutions to improve sound quality for online listeners for Regional Port Board Meetings
- Reviewed Port Electrification Grant Opportunity

Lough provided information and updates including:
- 1st Quarter investment report was included in binder for Board review

Moyers provided information and updates including:
- Army National Guard Motor Pool placement at Executive Flight
- Reviewed a map of land parcels out by the airport & discussed future land use opportunities

Rohrbach provided information and updates including:
- Briefed the Board that he will be assisting Russ with various upcoming projects

Deenik provided information and updates including:
- Updated the Board on Olds Station Business Park Irrigation Repairs that took place in 2023 in the amount of $55,849. Staff is preparing to notify association members of the significant costs incurred and request each member contribute towards repairs on a per-share basis.

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

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

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

Meeting adjourned at 11:48 a.m.

Signed and dated this 13th day of May 2024.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Donn Etherington, Director	Jim Huffman, Director
JC Baldwin, Director	W. Alan Loebsack, Director
Richard DeRock, Director	Mark Spurgeon, Director

Chelan Douglas Regional Port Authority
Check Register Listing
2024-April

Date Issued	Register #	Reason	First #	Last #	Amount
04/04/24	2024-13	Banner Bank - Credit Cards	13088	13089	$14,858.98
04/05/24		Department of Retirement - Additional Benefits		ACH	$313.13
04/08/24	2024-14	IB9 Roof Repairs	13090	13090	$16,783.16
04/15/24	2024-15	Mid-Month Payables	13091	13169	$407,089.38
04/15/24		Malaga Land Purchase - Ford Property		Wire	$371,371.35
04/16/24		Mid-Month Employee Advances		ACH	$5,400.00
04/16/24	2024-16	Governmental Affairs Federal Contract	13170	13170	$8,500.00
04/26/24	2024-18	Q1 2024 Payroll Taxes	13174	13176	$17,513.52
04/29/24		WA Dept of Revenue - Sales Tax		ACH	$7,685.46
04/29/24		Q1 2024 Leasehold Tax		ACH	$126,976.41
04/30/24	2024-17	April 2024 Payroll	13172	13173	$313,547.10
04/30/24	2024-19	Month-End Payables	13171	13244	$656,096.55
Transactions for approval May 13, 2024 total:					$1,946,135.04

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

Chief Executive Officer _____

Dir of Finance & Admin. Monica Lough

Director DeRock _____

Director Baldwin _____

Director Etherington _____

Director Spurgeon _____

Director Huffman _____

Director Loebsack _____

Chelan Douglas Regional Port Authority
Check Register
2024-13

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

For approval April 4, 2024 checks 13088 - 13089 in the amount of **$14,858.98**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check Number	Amount
	PANGBORN FBO			
4/4/2024	Banner Bank - PE	FBO Supplies	13089	91.20
	Net Pangborn FBO			**$91.20**
	ADMINISTRATIVE & GENERAL			
4/4/2024	Banner Bank - JK	Travel/Lodging/Meals/Registration; WA DC, AAAE	13088	6,456.27
4/4/2024	Banner Bank - PE	Lodging/Registration/Supplies/Meals/Moving Expenses	13089	6,010.58
	Net Administrative & General			**$12,466.85**
	BUSINESS DEVELOPMENT & MARKETING			
4/4/2024	Banner Bank - JK	Promotional Hosting; Amazon & Climavision Mtgs	13088	1,365.10
4/4/2024	Banner Bank - PE	Executive Assistant Ad, Chamber Banquet	13089	935.83
	Net Business Development & Marketing			**$2,300.93**
		TOTAL		**$14,858.98**

Chelan Douglas Regional Port Authority
Check Register
2024-14

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

For approval April 08, 2024 check 13090 in the amount of **$ 16,783.16**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check Number	Amount
	CAPITAL PROJECTS			
04/08/2024	M. Vail Company	IB9 Roof Roof Repairs	13090	16,783.16
	Net Capital Projects			**$16,783.16**
		TOTAL		**$16,783.16**

Chelan Douglas Regional Port Authority
Check Register
2024-15

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

For approval April 15, 2024 checks 13091 - 13169 in the amount of **$407,089.38**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
	CASHMERE MILL DISTRICT			
4/15/2024	Banner Bank - SL	Irrigation Supplies	13103	75.08
4/15/2024	Chelan County PUD	Utilities	13110	2,477.96
4/15/2024	City of Cashmere	Utilities	13113	423.68
4/15/2024	Waste Management	Utilities	13163	438.31
	Net Cashmere Mill District			**$3,415.03**
	CONFLUENCE TECHNOLOGY CENTER			
4/15/2024	Avidex	Troubleshoot Audio/Water Intrusion	13098	3,389.27
4/15/2024	Banner Bank - TD	Building Repairs, Office and Maintenance Supplies	13105	3,116.02
4/15/2024	Chelan County PUD	Utilities	13110	10,697.85
4/15/2024	City of Wenatchee	Utilities	13115	917.28
4/15/2024	Consolidated Electrical Distributors, Inc	Maintenance Supplies	13119	158.20
4/15/2024	Crown Paper & Janitorial Supply	Janitorial Supplies	13120	249.50
4/15/2024	Express Services, Inc.	Admin Assistant	13128	585.20
4/15/2024	Firefly	Replacement VCC PC	13130	1,575.75
4/15/2024	GFC Services	Meeting Room Setups/Janitorial Services	13133	7,466.94
4/15/2024	Kelly Connect	Kyocera Copier Usage	13139	145.75
4/15/2024	Lowe's	Landscaping	13143	120.38
4/15/2024	Pacific Security	Patrol Service	13148	444.00
4/15/2024	Waste Management	Utilities	13163	146.83
4/15/2024	Weinstein Beverage Co.	Coffee Supplies	13164	13.49
4/15/2024	Wenatchee Valley Fire Department	Annual Fire Protection	13165	11,457.43
	Net Confluence Technology Center			**$40,483.89**
	DOWNTOWN WENATCHEE SOUTH			
4/15/2024	Anderson Landscaping	Property Maintenance	13095	272.00
4/15/2024	Chelan County PUD	Utilities	13110	988.05
4/15/2024	City of Wenatchee	Utilities	13115	801.48
4/15/2024	D&B Backflow LLC	Building Repairs	13121	731.50
4/15/2024	Home Depot Pro	Maintenance Supplies	13136	155.74
4/15/2024	Inland Fire Protection, Inc.	Annual Maintenance Inspection	13137	3,247.57
4/15/2024	Wenatchee Valley Fire Department	Annual Fire Protection	13165	13,194.30
	Net Downtown Wenatchee South			**$19,390.64**
	OLDS STATION BUSINESS PARK			
4/15/2024	After Hours Plumbing & Heating, Inc.	Building Maintenance	13092	3,515.67
4/15/2024	Banner Bank - SL	Maintenance Supplies	13103	239.10
4/15/2024	Chelan County PUD	Utilities	13110	2,422.75
4/15/2024	City of Wenatchee	Utilities	13115	1,012.01
4/15/2024	Glacier Supply Group	Building Maintenance	13134	163.84
4/15/2024	Local Tel Communications	Alarm Systems	13141	250.37
4/15/2024	Lowe's	Maintenance Supplies	13143	155.00
4/15/2024	Pacific Security	Patrol Service	13148	888.00
4/15/2024	Waste Management	Utilities	13163	146.83
4/15/2024	Wenatchee Valley Fire Department	Annual Fire Protection	13165	13,832.23
	Net Olds Station Business Park			**$22,625.80**

Chelan Douglas Regional Port Authority
Check Register
2024-15

	PANGBORN AIRPORT			
4/15/2024	Amazon Capital Services	Security Expenses	13093	20.17
4/15/2024	Anatek Labs, Inc.	Winter Operations	13094	110.00
4/15/2024	Banner Bank - TF	Aviation and Terminal Maintenance	13106	1,855.74
4/15/2024	Banner Bank - TM	Phone Service, AAAE Conference Registration	13107	1,063.49
4/15/2024	Colby Goodrich	Meals/Travel; NW Aviation Conference	13116	390.40
4/15/2024	Douglas County PUD	Utilities	13125	3,617.00
4/15/2024	Fastenal Company	Maintenance Supplies	13129	23.22
4/15/2024	Firefly	IT Services	13130	25.42
4/15/2024	Fischer & Company	Real Estate Brokerage Fees	13169	16,900.92
4/15/2024	FlashParking, Inc.	Parking Software	13132	10.62
4/15/2024	Harvest Valley Pest Control, Inc.	Pest Control	13135	81.30
4/15/2024	Home Depot Pro	Terminal Maintenance	13136	288.33
4/15/2024	Jerry's Auto Supply	Maintenance Supplies	13138	61.10
4/15/2024	Local Tel Communications	Terminal Maintenance	13141	439.82
4/15/2024	Lowe's	Maintenance Supplies	13143	290.00
4/15/2024	Omnipark Inc.	Parking Software	13146	366.39
4/15/2024	Pacific Security	Patrol Service	13148	444.00
4/15/2024	Platt Electric Supply	Aviation Maintenance	13150	664.42
4/15/2024	Record-USA	Terminal Maintenance	13152	2,325.19
4/15/2024	RH2 Engineering, Inc.	Engineering Services	13153	2,111.86
4/15/2024	Ridgeline Graphics, Inc	Marketing	13154	172.34
4/15/2024	S & W Irrigation Supply	Irrigation Supplies	13155	740.23
4/15/2024	Special Asphalt Products, Inc	Airfield Maintenance	13157	19,211.95
4/15/2024	Star Rentals, Inc.	Equipment Rental	13158	1,456.34
4/15/2024	Trent Moyers	Meals/Mileage; NWAAE FAA Airports Conference	13160	301.62
4/15/2024	USDA, APHIS	Regulatory Compliance	13161	1,857.52
4/15/2024	Valley Tractor & Rentals, Inc.	Equipment Maintenance	13162	757.63
4/15/2024	Waste Management	Utilities	13163	672.32
	Net Pangborn Airport			**$56,259.34**

	PANGBORN FBO			
4/15/2024	AvFuel Corp	Jet A Fuel, AvTank Supplies	13097	72,607.35
4/15/2024	Banner Bank - CG	OSO Membership, FBO Supplies	13099	380.02
4/15/2024	Cintas Corporation	Uniforms	13112	72.37
4/15/2024	Column Software PBC	Request for Proposal; Airport Aviation Fuel Supplier	13118	155.02
4/15/2024	Oxarc Inc.	FBO Supplies	13147	183.69
4/15/2024	Waste Management	Utilities	13163	177.43
	Net Pangborn FBO			**$73,575.88**

	PANGBORN BUSINESS PARK			
4/15/2024	Douglas County PUD	Utilities	13125	2,048.00
4/15/2024	Local Tel Communications	Fire Alarm Services	13142	53.25
4/15/2024	Lowe's	Building Maintenance	13143	105.30
4/15/2024	Platt Electric Supply	Building Maintenance	13150	410.47
4/15/2024	Star Rentals, Inc.	Equipment Rental	13158	1,456.35
4/15/2024	York Building Services, Inc.	Janitorial Services	13167	1,535.00
	Net Pangborn Business Park			**$5,608.37**

	EXECUTIVE FLIGHT BUILDING			
4/15/2024	Consolidated Electrical Distributors, Inc	Building Maintenance	13119	184.96
4/15/2024	Douglas County PUD	Utilities	13125	1,452.00
4/15/2024	Lowe's	Building Maintenance	13143	100.50
4/15/2024	NuClear Property Care Co.	Window Cleaning	13144	2,974.95
4/15/2024	Waste Management	Utilities	13163	588.38
	Net Executive Flight Building			**$5,300.79**

	LAKE CHELAN AIRPORT			
4/15/2024	Chelan County PUD	Utilities	13110	24.87
4/15/2024	Chelan County Treasurer	2024 Irrigation	13111	942.00
4/15/2024	City of Chelan	2nd Quarter Airport Operations	13114	12,014.50
	Net Lake Chelan Airport			**$12,981.37**

Chelan Douglas Regional Port Authority
Check Register
2024-15

	MANSFIELD AIRPORT			
4/15/2024	Banner Bank - TF	Maintenance Supplies	13106	58.95
4/15/2024	Douglas County PUD	Utilities	13125	38.00
	Net Mansfield Airport			**$96.95**
	WATERVILLE AIRPORT			
4/15/2024	Home Depot Pro	Maintenance Supplies	13136	9.44
	Net Waterville Airport			**$9.44**
	MALAGA PROPERTY			
4/15/2024	Chelan County PUD	Utilities	13110	33.16
	Net Malaga Property			**$33.16**
	BUSINESS PARK MAINTENANCE			
4/15/2024	A&E Auto Glass	Windshield Replacement	13091	272.00
4/15/2024	Banner Bank - RR	Small Equipment	13101	143.15
4/15/2024	Coleman Oil Company	Fuel	13117	318.49
4/15/2024	Lowe's	Maintenance Supplies	13143	45.08
	Net Business Park Maintenance			**$778.72**
	ADMINISTRATIVE & GENERAL			
4/15/2024	Amazon Capital Services	Office Supplies	13093	200.56
4/15/2024	Banner Bank - RD	Lodging/Meals; 2024 DC Delegation Trip	13100	1,423.64
4/15/2024	Banner Bank - RR	Moving Expenses, Office Supplies	13101	186.86
4/15/2024	Banner Bank - SD	Lodging/Meals; WEDA Conference	13168	713.66
4/15/2024	Banner Bank - TC	Subscriptions, Software	13104	305.13
4/15/2024	Cascade Quality Water	Bottled Water	13108	24.39
4/15/2024	Cashmere Valley Record	Subscriptions	13109	90.00
4/15/2024	Department of Retirement Systems	2023 OASI	13122	25.00
4/15/2024	Douglas County Elections	2023 General Election Costs	13124	36,552.97
4/15/2024	Elevate Government Affairs, LLC	Governmental Affairs Federal Contract	13126	12,500.00
4/15/2024	Firefly	IT Services	13130	41.96
4/15/2024	GFC Services	Janitorial Service, Carpet Cleaning	13133	5,833.92
4/15/2024	Kelly Create	Moving Xerox Copier	13140	195.84
4/15/2024	Lodestar Strategic LLC	Governmental Affairs State Contract	13142	6,000.00
4/15/2024	ODP Business Solutions LLC	Office Supplies	13145	742.03
4/15/2024	Quadient Finance USA, Inc.	Postage	13151	547.40
4/15/2024	RH2 Engineering, Inc.	Engineering Services	13153	485.85
4/15/2024	Sarah K. Deenik	Mileage, Office Supplies	13156	149.35
	Net Administrative & General			**$66,018.56**
	BUSINESS DEVELOPMENT & MARKETING			
4/15/2024	Banner Bank - SD	Charter Service; Helion Fusion Energy Tour	13168	1,539.02
4/15/2024	Parsons Photography	Business Headshots	13149	359.04
4/15/2024	Wenatchee World	Facility Maintenance Assistant Ad	13166	200.46
	Net Business Development & Marketing			**$2,098.52**
	CAPITAL PROJECTS			
4/15/2024	Ardurra	GA Terminal EA	13096	15,988.32
4/15/2024	Design West Architects	Trades District A & E	13123	11,250.00
4/15/2024	Erlandsen	Ford - Boundary Line Adjustment	13127	948.00
4/15/2024	Erlandsen	Malaga Irrigation Line Easement	13127	1,691.00
4/15/2024	RH2 Engineering, Inc.	Cooling Water Disposal Evaluation A & E	13153	66,641.85
4/15/2024	Tiberius Solutions LLC	Douglas County TIF Consulting	13159	1,893.75
	Net Capital Projects			**$98,412.92**
				$407,089.38

VOID: 13102, 13131

Chelan Douglas Regional Port Authority
Check Register
2024-16

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

For approval April 17, 2024 check 13170 in the amount of **$ 8,500.00**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
	ADMINISTRATIVE & GENERAL			
04/17/2024	Elevate Government Affairs, LLC	Governmental Affairs Federal Contract	13170	8,500.00
	Net Administrative & General			**$8,500.00**
		TOTAL		**$8,500.00**

Chelan Douglas Regional Port Authority
Check Register
2024-17

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

For approval April 30, 2024, checks 13172 - 13173 and electronic payments in the amount of: $ 313,547.10

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
	Payroll			
04/30/24	Amador Lopez, Lorena	April 2024 Payroll	EFT	4,101.84
04/30/24	Asplund, Randy L	April 2024 Payroll	EFT	457.14
04/30/24	Baldwin, Janet L	April 2024 Payroll	EFT	2,465.98
04/30/24	Beidler, Camryn N	April 2024 Payroll	EFT	3,288.29
04/30/24	Burdick-Avis, Julie A	April 2024 Payroll	EFT	2,726.49
04/30/24	Camarillo-Reyes, Laura	April 2024 Payroll	EFT	3,913.44
04/30/24	Chatriand, Bobbie J	April 2024 Payroll	EFT	3,858.31
04/30/24	Day, Skylar	April 2024 Payroll	EFT	3,397.49
04/30/24	de Mestre, Stacie C	April 2024 Payroll	EFT	8,372.02
04/30/24	Deenik, Sarah K	April 2024 Payroll	EFT	6,044.22
04/30/24	Degnan, Tricia E	April 2024 Payroll	EFT	5,409.60
04/30/24	DeRock, Richard A	April 2024 Payroll	EFT	2,733.67
04/30/24	Etherington, Donn	April 2024 Payroll	EFT	2,465.97
04/30/24	Flaget, Todd R	April 2024 Payroll	EFT	4,918.48
04/30/24	Goodrich, Colby A	April 2024 Payroll	EFT	5,006.61
04/30/24	Huffman, James D	April 2024 Payroll	EFT	2,318.29
04/30/24	Kern, Dana	April 2024 Payroll	EFT	3,053.22
04/30/24	Kuntz, James M	April 2024 Payroll	EFT	13,008.59
04/30/24	Lamb, Kennith R	April 2024 Payroll	EFT	5,006.42
04/30/24	Lamb, Shane C	April 2024 Payroll	EFT	5,397.43
04/30/24	Lammert, Emily B	April 2024 Payroll	EFT	2,635.85
04/30/24	Larsen, Craig N	April 2024 Payroll	EFT	5,439.22
04/30/24	Loebsack, W Alan	April 2024 Payroll	EFT	2,077.93
04/30/24	Lough, Monica D	April 2024 Payroll	EFT	8,630.42
04/30/24	Malone, Joshua T	April 2024 Payroll	EFT	959.85
04/30/24	Martinez, Rafael	April 2024 Payroll	EFT	3,605.20
04/30/24	Moyers, Trent D	April 2024 Payroll	EFT	8,871.00
04/30/24	Orr, Marcus J	April 2024 Payroll	EFT	4,762.14
04/30/24	Rohrbach, Nicholas E	April 2024 Payroll	EFT	7,166.11

04/30/24	Rumburg, Concetta A	April 2024 Payroll	EFT	1,508.54
04/30/24	Russ, Ronald R	April 2024 Payroll	EFT	7,034.45
04/30/24	Scott, Mikenna L	April 2024 Payroll	EFT	2,462.35
04/30/24	Smith, Charles B	April 2024 Payroll	EFT	4,182.86
04/30/24	Spurgeon, Mark M	April 2024 Payroll	EFT	2,494.67
04/30/24	Vargas-Mata, Manuel A	April 2024 Payroll	EFT	4,819.34
04/30/24	Warren, Kole A	April 2024 Payroll	EFT	2,953.35
04/30/24	Williams, Jeremy B	April 2024 Payroll	EFT	4,111.75
04/30/24	HRA VEBA Trust	April VEBA	EFT	4,350.00
04/30/24	Mikenna Scott	April Sunshine Fund	13172	125.00
04/30/24	Health Care Authority	May Insurance	13173	47,800.71
04/30/24	Department of Retirement Systems	April Retirement	ACH	42,050.46
04/30/24	US Treasury	April Payroll Taxes	EFTPS	57,562.40
	Net Payroll			**313,547.10**

Chelan Douglas Regional Port Authority
Check Register
2024-18

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

For approval April 26, 2024 checks 13174 - 13176 in the amount of **$ 17,513.52**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin Monica Lough

Date Issued	Claimant	Purpose	Check Number	Amount
4/26/2024	Department of L&I	Payroll Taxes - 1st Quarter 2024	13174	10,228.01
4/26/2024	Employment Security Department	Payroll Taxes - 1st Quarter 2024 (PFML)	13175	3,694.29
4/26/2024	Employment Security Department	Payroll Taxes - 1st Quarter 2024 (WA Cares)	13176	3,591.22
				$17,513.52
		TOTAL		**$17,513.52**

Chelan Douglas Regional Port Authority
Check Register
2024-19

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

For approval April 30, 2024 checks 13171, 13177 - 13244 in the amount of **$656,096.55**

Jim Kuntz, Chief Executive Officer _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check Number	Amount
	CASHMERE MILL DISTRICT			
4/30/2024	Correct Equipment	Building Maintenance	13191	1,626.30
4/30/2024	Local Tel Communications	Fire Alarm Service	13216	76.04
	Net Cashmere Mill District			**$1,702.34**
	CONFLUENCE TECHNOLOGY CENTER			
4/30/2024	Cascade Natural Gas	Utilities	13184	13.78
4/30/2024	Crown Paper & Janitorial Supply	Janitorial Supplies	13192	340.99
4/30/2024	Express Services, Inc.	Admin Assistant	13204	270.09
4/30/2024	Firefly	Managed Services, Cloud/Backup Services	13206	4,069.01
4/30/2024	Go USA, Inc.	Marketing	13207	451.03
4/30/2024	Keyhole Security Inc.	Maintenance Supplies	13215	108.69
4/30/2024	Local Tel Communications	Telephone, Fire Suppression & Sprinkler	13216	767.27
4/30/2024	Lowe's	Maintenance Supplies	13218	30.53
4/30/2024	Status Controls, LTD	CTC Projector & Video Routing	13234	1,500.00
4/30/2024	Veritext Legal Solutions	Tenant Security Deposit	13238	365.00
4/30/2024	Waste Management	Utilities	13240	1,115.84
4/30/2024	Weinstein Beverage Co.	Coffee Supplies	13241	544.62
	Net Confluence Technology Center			**$9,576.85**
	DOWNTOWN WENATCHEE SOUTH			
4/30/2024	Cascade Natural Gas	Utilities	13184	16.41
4/30/2024	D&B Backflow LLC	Building Repairs	13193	339.89
4/30/2024	Local Tel Communications	Utilities	13216	397.14
4/30/2024	Lowe's	Maintenance Supplies	13218	90.15
	Net Downtown Wenatchee South			**$843.59**
	OLDS STATION BUSINESS PARK			
4/30/2024	Cascade Natural Gas	Utilities	13184	13.78
4/30/2024	Chelan County PUD	Utilities	13185	1,343.68
4/30/2024	Local Tel Communications	Alarm Systems	13216	152.36
4/30/2024	Stemilt World Famous Compost	Landscaping	13235	30.00
	Net Olds Station Business Park			**$1,539.82**

Chelan Douglas Regional Port Authority
Check Register
2024-19

	PANGBORN AIRPORT			
4/30/2024	Ag Supply Co.	Fuel, Diesel, Irrigation Supplies	13178	3,847.65
4/30/2024	Amazon Capital Services	Security Expenses	13180	65.02
4/30/2024	Banner Bank - TC	Security Expenses	13182	400.00
4/30/2024	Douglas County Sewer District No. 1	Sewer, Glycol Disposal	13199	2,783.03
4/30/2024	East Wenatchee Water District	Water	13200	390.90
4/30/2024	Firefly	Managed Services	13206	3,410.71
4/30/2024	Home Depot Pro	Maintenance Supplies	13209	99.02
4/30/2024	Hood Clean, LLC	Terminal Maintenance	13210	542.00
4/30/2024	Jerry's Auto Supply	Maintenance Supplies	13213	76.15
4/30/2024	Local Tel Communications	Phone/Internet/Cable	13216	530.95
4/30/2024	Lowe's	Maintenance Supplies	13218	320.31
4/30/2024	Moon Security Services, Inc	Security Expenses	13221	70.89
4/30/2024	Ogden Murphy Wallace, PLLC	Legal Services	13224	1,738.80
4/30/2024	Rodda Paint Co.	Airfield Maintenance	13230	1,239.88
4/30/2024	S & W Irrigation Supply	Irrigation Supplies	13231	163.95
4/30/2024	Virtower LLC	VirTower Tracking Software	13239	400.00
	Net Pangborn Airport			**$16,079.26**

	PANGBORN FBO			
4/30/2024	Amazon Capital Services	FBO Supplies	13180	106.46
4/30/2024	AvFuel Corp	Jet A Fuel	13181	35,240.07
4/30/2024	Cintas Corporation	Uniforms	13186	309.14
4/30/2024	Daily Journal of Commerce	RFP - Airport Aviation Fuel Supplier	13194	142.10
4/30/2024	Local Tel Communications	Utilities	13216	250.79
	Net Pangborn FBO			**$36,048.56**

	PANGBORN BUSINESS PARK			
4/30/2024	Douglas County Sewer District No. 1	Sewer	13199	52.50
4/30/2024	East Wenatchee Water District	Water	13200	638.30
4/30/2024	Harvest Valley Pest Control, Inc.	Pest Control	13208	127.76
4/30/2024	Local Tel Communications	Fire Alarm Service	13216	37.74
4/30/2024	Lowe's	Maintenance Supplies	13218	57.86
	Net Pangborn Business Park			**$914.16**

	EXECUTIVE FLIGHT BUILDING			
4/30/2024	Cascade Natural Gas	Utilities	13184	629.20
4/30/2024	Douglas County Sewer District No. 1	Sewer	13199	84.00
4/30/2024	East Wenatchee Water District	Water	13200	269.50
4/30/2024	Lowe's	Building Maintenance	13218	220.09
4/30/2024	Platt Electric Supply	Building Maintenance	13226	24.80
4/30/2024	S & W Irrigation Supply	Building Maintenance	13231	57.77
4/30/2024	Star Rentals, Inc.	Building Maintenance	13233	154.07
4/30/2024	United Rental	Building Maintenance	13237	408.13
	Net Executive Flight Building			**$1,847.56**

	MANSFIELD AIRPORT			
4/30/2024	Virtower LLC	VirTower Tracking Software	13239	400.00
	Net Mainsfield Airport			**$400.00**

Chelan Douglas Regional Port Authority
Check Register
2024-19

	BUSINESS PARK MAINTENANCE			
4/30/2024	Coleman Oil Company	Fuel	13187	231.60
4/30/2024	Employment Security Department	Benefit Charges - K Martin	13203	3,249.81
	Net Business Park Maintenance			**$3,481.41**
	WATERVILLE AIRPORT			
4/30/2024	Brian Thorpe	Tenant Deposit Refund	13183	420.00
4/30/2024	Douglas County PUD	Utilities	13198	54.00
4/30/2024	Local Tel Communications	Utilities	13216	48.94
4/30/2024	Virtower LLC	VirTower Tracking Software	13239	400.00
	Net Waterville Airport			**$922.94**
	CHELAN AIRPORT			
4/30/2024	Virtower LLC	VirTower Tracking Software	13239	400.00
	Net Chelan Airport			**$400.00**
	ORONDO RIVER PARK			
4/30/2024	Consolidated Electrical Distributors, Inc	Repairs	13190	567.79
4/30/2024	Douglas County PUD	Utilities	13198	68.00
4/30/2024	Ferguson Enterprises, Inc.	Repairs	13205	91.02
4/30/2024	Keyhole Security Inc.	Repairs	13215	52.06
4/30/2024	Local Tel Communications	Internet	13216	65.90
	Net Orondo River Park			**$844.77**
	MALAGA PROPERTIES			
4/30/2024	Lockwood & Canaday Irrigation Co.	Utilities	13217	234.00
	Net Malaga Property			**$234.00**
	ADMINISTRATIVE & GENERAL			
4/30/2024	Alan Loebsack	Mileage	13179	260.09
4/30/2024	Amazon Capital Services	Office Supplies	13180	219.77
4/30/2024	Banner Bank - TC	Subscriptions, Software	13182	311.65
4/30/2024	Commercial Printing, Inc.	Business Cards - S Deenik	13189	78.09
4/30/2024	Davis Arneil Law Firm, LLP	Legal Services	13195	6,053.60
4/30/2024	Donn Etherington	Mileage	13197	124.75
4/30/2024	Emily B. Lammert	Mileage	13202	52.53
4/30/2024	Firefly	Managed Services	13206	4,990.73
4/30/2024	J. C. Baldwin	Mileage	13211	192.29
4/30/2024	James Kuntz	Travel/Meals; Data Center Conf., AAAE Mtg	13212	908.09
4/30/2024	Kelley Create	Xerox Copier	13214	195.84
4/30/2024	Local Tel Communications	Telephone	13216	572.49
4/30/2024	Mark M Spurgeon	Mileage	13219	70.48
4/30/2024	Mikenna Scott	Mileage, Office Supplies	13220	105.31
4/30/2024	NCW Economic Development Dist.	2024 Membership	13222	3,000.00
4/30/2024	Ogden Murphy Wallace, PLLC	Legal Services	13224	1,020.60
4/30/2024	Richard DeRock	Mileage	13228	36.85
4/30/2024	Ricoh USA, Inc	Ricoh Copier Maintenance	13229	286.96
4/30/2024	Xerox Corporation	Printer Usage	13244	301.39
	Net Administrative & General			**$18,781.51**

Chelan Douglas Regional Port Authority
Check Register
2024-19

	BUSINESS DEVELOPMENT & MARKETING			
4/30/2024	Davis Arneil Law Firm, LLP	Public Records Request	13195	1,352.40
4/30/2024	Emily B. Lammert	Partners in Economic - Presenter Photos	13202	5.80
4/30/2024	Mikenna Scott	Chamber Banquet Supplies	13220	42.37
4/30/2024	Wenatchee Convention Center	Partner in Economic Development Event	13242	9,564.38
	Net Business Development & Marketing			**$10,964.95**
	ECONOMIC DEVELOPMENT CONTRACTS - NON PROFITS			
4/30/2024	Wenatchee Valley Sports Foundation	2024 Special Olympics Contribution	13243	5,000.00
	Net Economic Development Contracts			**$5,000.00**
	CAPITAL PROJECTS			
4/30/2024	After Hours Plumbing & Heating, Inc.	CWICC Shower Enclosure Replacement	13177	15,489.98
4/30/2024	Ardurra	Taxiway A Realignment	13171	16,952.31
4/30/2024	Ardurra	Terminal Apron Reconstruction	13171	45,273.23
4/30/2024	Ardurra	Runway Reconstruction Design	13171	49,626.97
4/30/2024	Ardurra	Taxiway B Extension CM Services	13171	4,043.02
4/30/2024	Ardurra	National Guard Land Release	13171	1,018.00
4/30/2024	Ardurra	UST Removal Project	13171	45,585.34
4/30/2024	Banner Bank - TC	Airlift NW Hangar - Boundary Line Adjustment	13182	674.45
4/30/2024	Column Software PBC	Advertisement for Bids - Malaga Water Improv.	13188	271.39
4/30/2024	DOH Associates	IB #9 Roof Repair	13196	298.00
4/30/2024	DOH Associates	Airlift NW Hangar Project	13196	10,055.08
4/30/2024	Elite Flooring Installations LLC	EF Carpet Replacement	13201	5,395.07
4/30/2024	Ogden Murphy Wallace, PLLC	Terminal Apron Project	13224	579.60
4/30/2024	Ogden Murphy Wallace, PLLC	Trades District	13224	3,445.40
4/30/2024	Ogden Murphy Wallace, PLLC	Malaga Property Rezone	13224	1,416.80
4/30/2024	Ogden Murphy Wallace, PLLC	Microsoft	13224	3,542.00
4/30/2024	Ogden Murphy Wallace, PLLC	Malaga Water System	13224	18,676.00
4/30/2024	Ogden Murphy Wallace, PLLC	Malaga Industrial Cooling Plant	13224	154.50
4/30/2024	Ogden Murphy Wallace, PLLC	Firing Range Association Property	13224	644.00
4/30/2024	Ogden Murphy Wallace, PLLC	Malaga Springs LLC Property Purchase	13224	32.20
4/30/2024	Ogden Murphy Wallace, PLLC	Baker Property Purchase	13224	159.13
4/30/2024	Peak Environmental, LLC	UST Removal Project	13225	210,528.39
4/30/2024	RH2 Engineering, Inc.	Firing Range Association Property ESA	13227	4,246.94
4/30/2024	RH2 Engineering, Inc.	Malaga Water System Improvements	13227	54,578.61
4/30/2024	Standard Paint and Flooring	CWICC Carpet Replacement	13232	53,197.17
4/30/2024	Tiberius Solutions LLC	Douglas County TIF Consulting	13236	631.25
	Net Capital Projects			**$546,514.83**
		TOTAL		**$656,096.55**

VOID: 13223

Port of Chelan County
Check Register Log
2024 - April

Date Issued	Register #	Reason	First #	Last #	Amount
4/22/2024	2024-04	Property Purchase - Malaga	NA	NA	$ 791,562.71

One Transaction for approval May 14, 2024 total: $791,562.71

Voided checks: None

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

Executive Director _____

Dir. of Finance & Admin. Monica Kough

Commissioner DeRock _____

Commissioner Baldwin _____

Commissioner Etherington _____

Port of Chelan County
Check Register
2024-04

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

For approval April 22, 2024 - Electronic transfer in the amount of $ 791,562.71

Jim Kuntz, Executive Director _____

Monica Lough, Director of Finance & Admin _____

Date Issued	Claimant	Purpose	Check #	Amount
4/22/2024	CW Title and Escrow	Malaga Property Purchase - Ford	Wire	$ 791,562.71
	Voided Checks: None		Total:	$ 791,562.71

CHELAN DOUGLAS Regional Port AUTHORITY

Memo

To: Board of Directors

From: Stacie de Mestre

Date: May 9, 2024

Re: Authorization to Seek Bids – Pangborn General Aviation Terminal Remodel

---

During Q1 of 2024 the CDRPA was notified that we received two additional grants for the Pangborn General Aviation Terminal Remodel – one via congressionally directed spending (the FAA will administer the grant) and one via Washington State Department of Commerce.

At the March 26, 2024 Board of Directors meeting staff was given direction to proceed with updating the General Aviation Terminal Remodel documents to meet FAA requirements in preparation to bid the project. The plans and specifications have been updated and the FAA has provided approval. Attached please find select drawings from the bid set for your reference. I have also included photos showing the existing building and renderings of the proposed new building.

Below is the proposed project schedule:

Advertise for Bids:	**5/16/24 and 5/23/24**
Pre-Bid Meeting:	**5/30/24**
Bids Due:	**6/19/24**
Start Construction:	**July 2024**
Construction Complete:	**March 2025**

The current engineer's estimate is $5,553,576 for the base bid work including Washington State Sales Tax. Please see attached for the current overall project budget and funding scenario based on the engineer's estimate.

Staff is seeking Board approval to seek bids for the Pangborn General Aviation Terminal Remodel project.

ALSC ARCHITECTS

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

BID SET

05/08/24

ALSC ARCHITECTS
Architect
Jacob Simonson
jsimonson@alscarchitects.com
253 N. Washington St., Ste. 400
Spokane, WA 99201
(509) 838-6588

DCI ENGINEERS
Structural
Kelly Anderson
kanderson@dci-engineers.com
707 W 2nd Ave
Spokane, WA 99201
P. (509) 455-4448

MSI ENGINEERS
Mechanical
Jess Stauffenberg
jess@msi-engineers.com
108 N Washington St Suite 505
Spokane, WA 99201
P. (509) 624-1050

COFFMAN ENGINEERS
Electrical
Aaron Bagley
aaron.bagley@coffman.com
10 N Post St #500
Spokane, WA 99201
P. (509) 328-2994

SCJ ALLIANCE
Civil / Landscape Architecture
Chris Overdorf
chris.overdorf@scjalliance.com
108 N Washington St Ste 300
Spokane, WA 99201
P. (509) 835-2770

DRAWING INDEX VOLUME 1

GENERAL
G-001 COVER AND DRAWING INDEX
G-002 SYMBOLS AND ABBREVIATIONS
LS001 LIFE SAFETY PLAN(S)

CIVIL
C-101 CIVIL - DEMO & TESC
C-201 CIVIL - SITE PLAN
C-202 BID ALTERNATE 1 CIVIL - SITE AND UTILITY PLAN
C-301 CIVIL - UTILITY PLAN
C-451 ON-SITE SEPTIC SYSTEM DESIGN
C-452 ON-SITE SEPTIC SYSTEM DESIGN
C-501 CIVIL STANDARD DETAILS
C-502 CIVIL STANDARD DETAILS
C-503 CIVIL STANDARD DETAILS
C-504 CIVIL STANDARD DETAILS
C-505 CIVIL STANDARD DETAILS
C-506 CIVIL STANDARD DETAILS
C-507 CIVIL STANDARD DETAILS

LANDSCAPE
LS-101 LANDSCAPE - OVERALL SITE AND ENTRY
LS-102 LANDSCAPE MATERIALS & LAYOUT PLAN - TERMINAL
LS-201 LANDSCAPE - TERMINAL PLANTING PLAN & SCHEDULE
LS-301 IRRIGATION SCHEMATIC AND DETAILS
LS-401 LANDSCAPE DETAILS
LS-402 LANDSCAPE DETAILS - FENCING
LS-403 LANDSCAPE DETAILS - STAIRS

STRUCTURAL
S-001 GENERAL NOTES
S-002 GENERAL NOTES
S-003 SPECIAL INSPECTIONS
S-100 FOUNDATION PLAN
S-101 MEZZANINE FRAMING PLAN
S-102 ROOF FRAMING PLAN
S-103 SNOW DRIFT DIAGRAM
S-201 FOUNDATION DETAILS
S-202 FOUNDATION DETAILS
S-301 FRAMING DETAILS
S-302 FRAMING DETAILS
S-303 FRAMING DETAILS

ARCHITECTURAL DEMOLITION
AD100 OVERALL DEMO FLOOR PLAN
AD101 OVERALL DEMO ROOF PLAN
AD200 DEMO ELEVATIONS
AD201 DEMO ELEVATIONS

ARCHITECTURAL
A-050 BUILDING ENVELOPE ASSEMBLIES
A-051 PARTITION TYPES
A-052 AIR BARRIER BOUNDARY
A-053 AIR BARRIER SYSTEM
A-100 OVERALL FLOOR PLAN
A-101 OVERALL MEZZANINE PLAN
A-102 OVERALL RCP
A-103 OVERALL ROOF PLAN
A-104 FLOOR FINISH PLAN
A-200 OVERALL EXTERIOR ELEVATIONS
A-201 OVERALL EXTERIOR ELEVATIONS
A-202 OVERALL EXTERIOR ELEVATIONS
A-250 INTERIOR ELEVATIONS TERMINAL
A-251 INTERIOR ELEVATIONS
A-252 INTERIOR ELEVATIONS
A-253 INTERIOR ELEVATIONS
A-254 INTERIOR ELEVATIONS
A-300 BUILDING SECTIONS
A-301 BUILDING SECTIONS
A-350 WALL SECTIONS
A-351 WALL SECTIONS
A-352 WALL SECTIONS
A-400 ENLARGED RESTROOM FLOOR PLANS
A-401 ENLARGED RESTROOM FLOOR PLANS
A-402 ALT #2 FLOOR PLAN, ELEVATION, DETAILS
A-450 ENLARGED ELEVATOR & STAIR PLANS, SECTIONS & DETAILS
A-500 PLAN DETAILS
A-501 PLAN DETAILS
A-502 PLAN DETAILS
A-510 EXTERIOR DETAILS
A-511 EXTERIOR DETAILS
A-520 ROOF DETAILS
A-521 ROOF DETAILS
A-550 INTERIOR DETAILS
A-551 INTERIOR DETAILS CASEWORK
A-552 INTERIOR DETAILS RECEPTION DESK
A-553 RECEPTION DESK DETAILS
A-560 INTERIOR DETAILS
A-600 DOOR SCHEDULE & FRAME TYPES
A-610 GLAZING TYPES

PLUMBING
P-001 PLUMBING LEGENDS, ABBREVIATIONS, AND NOTES
P-100 FOUNDATION PLAN - PLUMBING - NEW
P-101 FLOOR PLAN - PLUMBING - NEW
P-201 MEZZANINE PLAN - PLUMBING - NEW
P-501 PLUMBING DETAILS
P-601 PLUMBING SCHEDULES

MECHANICAL
M-001 MECHANICAL LEGENDS, ABBREVIATIONS, AND NOTES
M-100 FLOOR PLAN - MECHANICAL - NEW
M-101 MEZZANINE PLAN - MECHANICAL - NEW
M-200 FLOOR PLAN - PIPING
M-201 MEZZANINE PLAN - PIPING
M-300 MECHANICAL SECTIONS
M-301 MECHANICAL SECTIONS
M-302 MECHANICAL SECTIONS
M-500 MECHANICAL DETAILS
M-501 MECHANICAL DETAILS
M-510 MECHANICAL CONTROL DIAGRAMS
M-600 MECHANICAL SCHEDULES

Electrical
E-001 ABBREVIATIONS, GENERAL SYMBOLS, AND SHEET INDEX
E-002 GENERAL NOTES
E-101 UTILITY SITE PLAN
E-102 SITE PLAN
E-111 FIRST FLOOR LIGHTING PLAN
E-112 MEZZININE LIGHTING PLAN
E-121 FIRST FLOOR POWER PLAN
E-122 MEZZININE POWER PLAN
E-131 FIRST FLOOR SYSTEMS PLAN
E-132 MEZZININE SYSTEMS PLAN
E-501 ELECTRICAL DETAILS
E-601 ELECTRICAL SCHEDULES
ED101 ELECTRICAL DEMO PLAN

ALSC ARCHITECTS

REGISTERED ARCHITECT
TROY H. BISHOP
STATE OF WASHINGTON

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

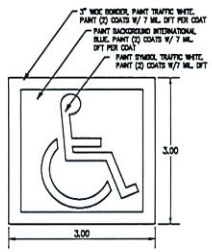
REV	DATE	DESCRIPTION
1	05/08/24	ARU REVISIONS

PROJ. NO.	2022-021
DRAWN	CS, RM
PROJ MNGR	JS
DATE	05/08/24

© ALSC ARCHITECTS, P.S.

COVER AND DRAWING INDEX

G-001



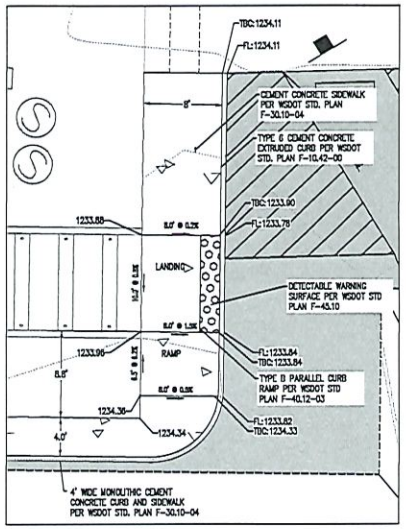
ACCESSIBILITY SYMBOL
N.T.S.

NOTE: MOUNTING HEIGHT TO BOTTOM OF SIGN (R7-8P) SHALL BE BETWEEN 27-INCHES MIN. AND 80-INCHES MAX.

ADA VAN PARKING SIGNS
N.T.S.

NOTE: MOUNTING HEIGHT TO BOTTOM OF SIGN SHALL BE BETWEEN 27-INCHES MIN. AND 80-INCHES MAX.

ADA PARKING SIGNS
N.T.S.



PARALLEL CURB RAMP ENLARGEMENT
SCALE: 1" = 5'

LEGEND

- COMMERCIAL HMA (DETAIL ON SHEET C-501)
- CEMENT CONCRETE SIDEWALK
- SAWCUT LINE
- WHEELSTOP (DETAIL ON SHEET C-501)

ABBREVIATION NOTES:

TBC: TOP BACK OF CURB
TOC: FINISHED GRADE OUTSIDE PLANTER
TOP: TOP OF PLANTER
FL: FLOW LINE

GENERAL NOTES:

1. THE DESIGN SHOWN IS BASED UPON THE ENGINEER'S UNDERSTANDING OF THE EXISTING CONDITIONS. THE EXISTING CONDITIONS SHOWN ON THIS PLAN SHEET ARE BASED UPON SURVEY, PREPARED BY OTHERS. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING FIELD CONDITIONS PRIOR TO BIDDING THE PROPOSED WORK IMPROVEMENTS. IF CONFLICTS ARE DISCOVERED, THE CONTRACTOR SHALL NOTIFY THE OWNER OR ENGINEER PRIOR TO INSTALLATION OF ANY PORTION OF THE WORK WHICH WOULD BE AFFECTED.
2. CAUTION – NOTICE TO CONTRACTOR

   THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON THE PROJECT SURVEY AND OTHER RECORDS OF UTILITIES. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. CONTRACTOR TO CALL 1-800-424-5555 48 HOURS PRIOR TO PLANNED EXCAVATION.
3. CONTRACTOR SHALL FURNISH AND INSTALL ALL MATERIALS AND EQUIPMENT NECESSARY TO COMPLETE THIS WORK.

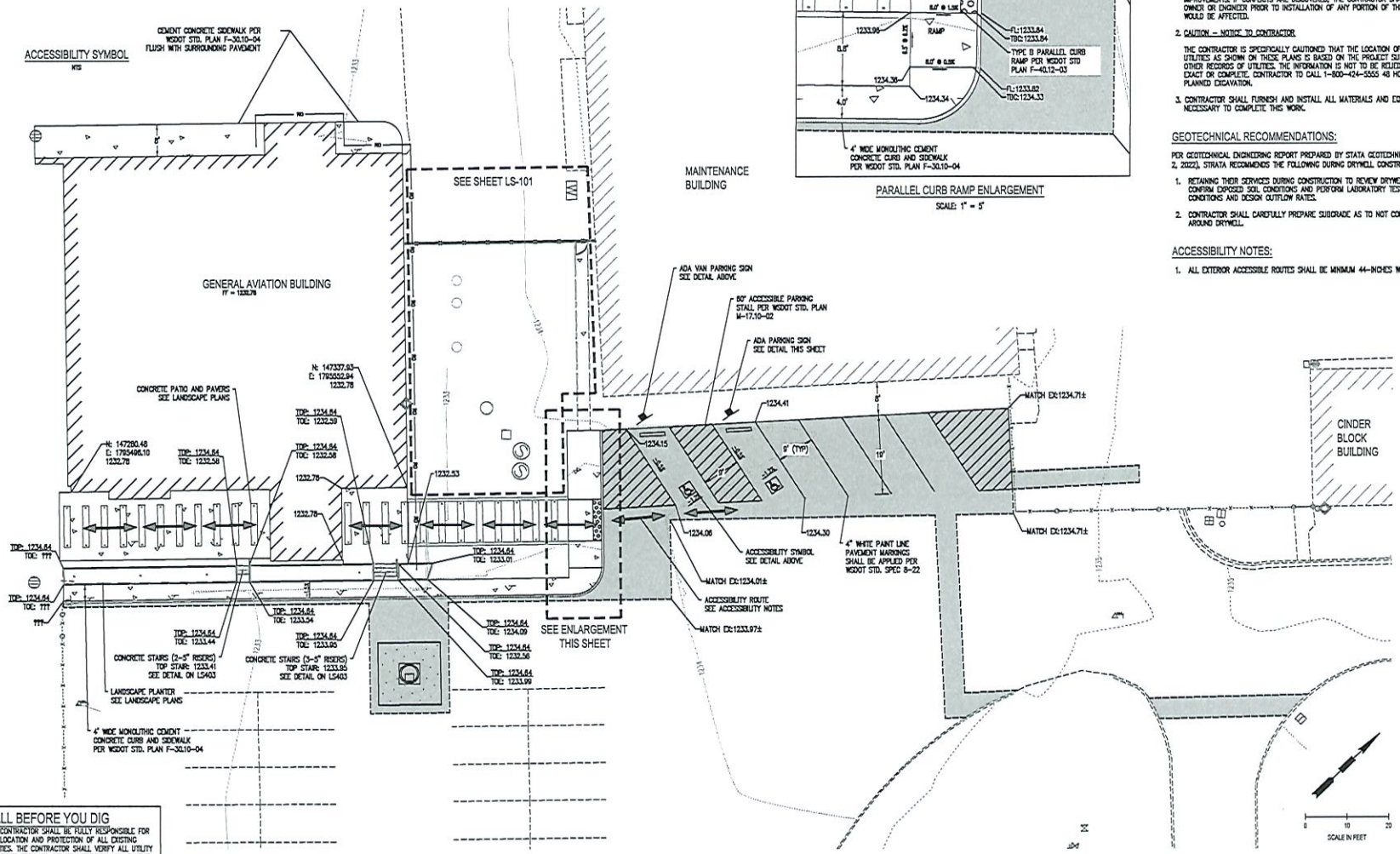
GEOTECHNICAL RECOMMENDATIONS:

PER GEOTECHNICAL ENGINEERING REPORT PREPARED BY STATA GEOTECHNICAL (DATED SEPTEMBER 2, 2022), STRATA RECOMMENDS THE FOLLOWING DURING DRYWELL CONSTRUCTION:

1. RETAINING THEIR SERVICES DURING CONSTRUCTION TO REVIEW DRYWELL EXCAVATIONS TO CONFIRM EXPOSED SOIL CONDITIONS AND PERFORM LABORATORY TESTING TO CONFIRM SOIL CONDITIONS AND DESIGN OUTFLOW RATES.
2. CONTRACTOR SHALL CAREFULLY PREPARE SUBGRADE AS TO NOT COMPACT SOIL BENEATH OR AROUND DRYWELL.

ACCESSIBILITY NOTES:

1. ALL EXTERIOR ACCESSIBLE ROUTES SHALL BE MINIMUM 44-INCHES WIDE.



CALL BEFORE YOU DIG

THE CONTRACTOR SHALL BE FULLY RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS PRIOR TO CONSTRUCTION BY CALLING THE UNDERGROUND LOCATE LINE AT 811 OR 1.800.342.1585 A MINIMUM OF 48 HOURS PRIOR TO ANY EXCAVATION.

ALSC ARCHITECTS

SCJ ALLIANCE
CONSULTING SERVICES
25 N WENATCHEE AVE., SUITE 238
WENATCHEE, WA 98801
P: 509.886.3265 F: 360.352.1509
SCJALLIANCE.COM

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

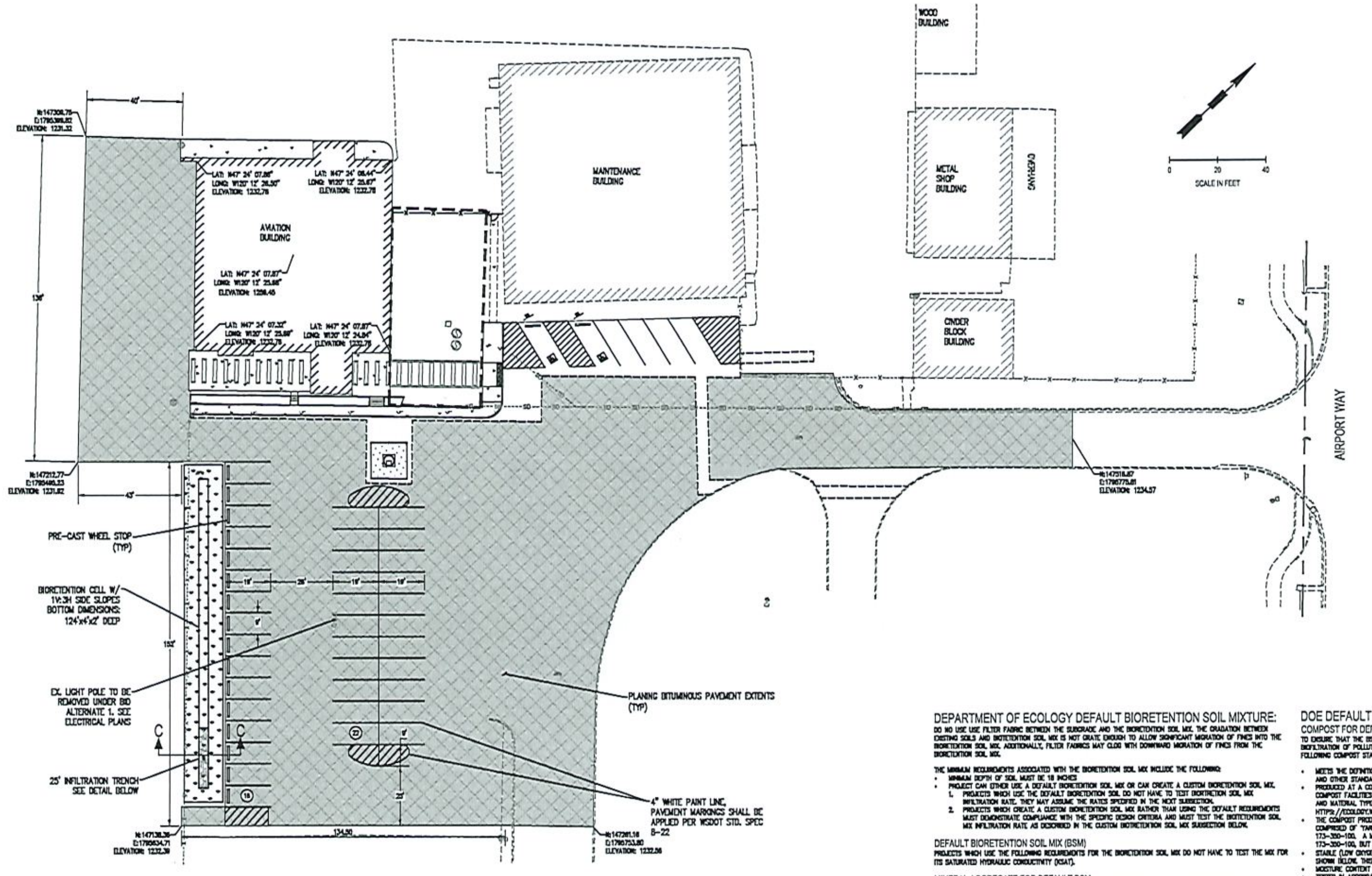
BID SET

REV	DATE	DESCRIPTION

PROJ. NO. 23-200483
DRAWN D. JONES, P.E.
PROJ MNGR C. OVERDORF, P.L.A.
DATE 05/08/24

CIVIL - SITE PLAN

C-201

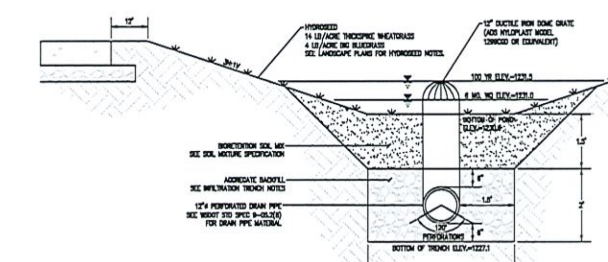


LEGEND

- PLANING BITUMINOUS PAVEMENT (2" DEPTH)
- COMMERCIAL HMA PAVEMENT OVERLAY (2" DEPTH)
- 4" WIDE, WHITE PAINT LINE
- SAWCUT LINE
- WHEELSTOP (DETAIL ON SHEET C-501)

GENERAL NOTES:

1. ALL WORK INDENTIFIED ON SHEET IS INCLUDED AS PART OF BID ALTERNATE 1. SEE BID PROPOSAL
2. WHERE NEW ASPHALT JOINS EXISTING, THE EXISTING ASPHALT SHALL BE CUT TO A NEAT VERTICAL EDGE AND TACKED AND SEALED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS INCLUDING PLANING.



INFILTRATION TRENCH NOTES

1. AGGREGATE BACKFILL SHOULD CONSIST OF A CLEAN AGGREGATE WITH A MAXIMUM DIAMETER OF 1.5 INCHES AND MINIMUM DIAMETER OF ¾ INCHES CONFORMING TO THE GRAVEL BACKFILL FOR DRYWELLS SPECIFICATION IN THE CURRENT WSDOT STANDARD SPECIFICATION.
2. CONTRACTOR TO ENSURE TRENCH BOTTOMS ARE NOT COMPACTED.
3. PREVENT NATURAL OR FILL SOILS FROM INTERMIXING WITH STONE AGGREGATE.

BIORETENTION CELL & INFILTRATION TRENCH
SECTION C-C
NTS

DEPARTMENT OF ECOLOGY DEFAULT BIORETENTION SOIL MIXTURE:

DO NO USE USE FILTER FABRIC BETWEEN THE SUBGRADE AND THE BIORETENTION SOIL MIX. THE GRADATION BETWEEN EXISTING SOILS AND BIORETENTION SOIL MIX IS NOT GRATE ENOUGH TO ALLOW SIGNIFICANT MIGRATION OF FINES INTO THE BIORETENTION SOIL MIX. ADDITIONALLY, FILTER FABRICS MAY CLOG WITH DOWNWARD MIGRATION OF FINES FROM THE BIORETENTION SOIL MIX.

THE MINIMUM REQUIREMENTS ASSOCIATED WITH THE BIORETENTION SOIL MIX INCLUDE THE FOLLOWING:

- MINIMUM DEPTH OF SOIL MUST BE 18 INCHES
- PROJECT CAN EITHER USE A DEFAULT BIORETENTION SOIL MIX OR CAN CREATE A CUSTOM BIORETENTION SOIL MIX.
  1. PROJECTS WHICH USE THE DEFAULT BIORETENTION SOIL DO NOT HAVE TO TEST BIORETENTION SOIL MIX INFILTRATION RATE. THEY MAY ASSUME THE RATES SPECIFIED IN THE NEXT SUBSECTION.
  2. PROJECTS WHICH CREATE A CUSTOM BIORETENTION SOIL MIX RATHER THAN USING THE DEFAULT REQUIREMENTS MUST DEMONSTRATE COMPLIANCE WITH THE SPECIFIC DESIGN CRITERIA AND MUST TEST THE BIORETENTION SOIL MIX INFILTRATION RATE AS DESCRIBED IN THE CUSTOM BIORETENTION SOIL MIX SUBSECTION BELOW.

DEFAULT BIORETENTION SOIL MIX (BSM)

PROJECTS WHICH USE THE FOLLOWING REQUIREMENTS FOR THE BIORETENTION SOIL MIX DO NOT HAVE TO TEST THE MIX FOR ITS SATURATED HYDRAULIC CONDUCTIVITY (KSAT).

MINERAL AGGREGATE FOR DEFAULT BSM

PERCENT FINES: A RANGE OF 2 TO 4 PERCENT PASSING THE #200 SIEVE IS IDEAL AND FINES SHOULD NOT BE ABOVE 5 PERCENT FOR A PROPER FUNCTIONING SPECIFICATION ACCORDING TO ASTM D422.

AGGREGATE GRADATION FOR DEFAULT BSM

THE AGGREGATE PORTION OF THE BSM SHOULD BE WELL-GRADED. ACCORDING TO ASTM D 2487-98 (CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES (UNIFIED SOIL CLASSIFICATION SYSTEM)), WELL-GRADED SAND SHOULD HAVE THE FOLLOWING GRADATION COEFFICIENTS:

- COEFFICIENT OF UNIFORMITY (CU = D60/D10) EQUAL TO OR GREATER THAN 4, AND
- COEFFICIENT OF CURVE (CC = (D30)2/D60 X D10) GREATER THAN OR EQUAL TO 1 AND LESS THAN OR EQUAL TO 3.

TABLE V-5.2: GENERAL GUIDELINE FOR MINERAL AGGREGATE GRADATION PROVIDES A GRADATION GUIDELINE FOR THE AGGREGATE COMPONENT OF THE DEFAULT BIORETENTION SOIL MIX (HINMAN, 2009). THE SAND GRADATION BELOW IS OFTEN SUPPLIED AS A WELL-GRADED UTILITY OR SCREENED. WITH COMPOST THIS BLEND PROVIDES ENOUGH FINES FOR ADEQUATE WATER RETENTION, HYDRAULIC CONDUCTIVITY WITHIN RECOMMENDED RANGE (SEE BELOW), POLLUTANT REMOVAL CAPABILITY, AND PLANT GROWTH CHARACTERISTICS FOR MEETING DESIGN GUIDELINES AND OBJECTIVES.

TABLE V-5.2: GENERAL GUIDELINE FOR MINERAL AGGREGATE GRADATION

SIEVE SIZE	PERCENT PASSING
3/8"	100
#4	95-100
#10	75-90
#40	25-40
#100	4-10
#200	2-5

WHERE EXISTING SOILS MEET THE ABOVE AGGREGATE GRADATION, THOSE SOILS MAY BE AMENDED RATHER THAN IMPORTING MINERAL AGGREGATE.

COMPOST TO AGGREGATE RATIO, ORGANIC MATTER CONTENT, AND CATION EXCHANGE CAPACITY FOR DEFAULT BSM

- COMPOST TO AGGREGATE RATIO: 60-65 PERCENT MINERAL AGGREGATE, 35 - 40 PERCENT COMPOST BY VOLUME.
- ORGANIC MATTER CONTENT: 5 - 8 PERCENT BY WEIGHT.
- CATION EXCHANGE CAPACITY (CEC) MUST BE > 5 MILLIEQUIVALENTS/100 G DRY SOIL. NOTE: SOIL MIXES MEETING THE ABOVE SPECIFICATIONS DO NOT HAVE TO BE TESTED FOR CEC. THEY WILL READILY MEET THE MINIMUM CEC.

DOE DEFAULT BIORETENTION SOIL MIXTURE CONT.:

COMPOST FOR DEFAULT BSM

TO ENSURE THAT THE BSM WILL SUPPORT HEALTHY PLANT GROWTH AND ROOT DEVELOPMENT, CONTRIBUTE TO BIOFILTRATION OF POLLUTANTS, AND NOT RESTRICT INFILTRATION WHEN USED IN THE PROPORTIONS CITED HEREIN, THE FOLLOWING COMPOST STANDARDS ARE REQUIRED.

- MEETS THE DEFINITION OF "COMPOSTED MATERIAL" IN WAC 173-350-100 AND COMPLIES WITH TESTING PARAMETERS AND OTHER STANDARDS IN WAC 173-350-220.
- PRODUCED AT A COMPOSTING FACILITY THAT IS PERMITTED BY THE JURISDICTIONAL HEALTH AUTHORITY. PERMITTED COMPOST FACILITIES IN WASHINGTON ARE INCLUDED IN A SPREADSHEET TITLED WASHINGTON COMPOSTING FACILITIES AND MATERIAL TYPES - 2017 AT THE FOLLOWING WEB ADDRESS: HTTPS://ECOLOGY.WA.GOV/WASTE-TOXICS/REDUCING-RECYCLING-WASTE/ORGANIC-MATERIALS/MANAGING-ORGANICS-COMPOST
- THE COMPOST PRODUCT MUST ORIGINATE A MINIMUM OF 65 PERCENT BY VOLUME FROM RECYCLED PLANT WASTE COMPRISED OF "YARD DEBRIS," "CROP RESIDUES," AND "BULKING AGENTS" AS THOSE TERMS ARE DEFINED IN WAC 173-350-100. A MAXIMUM OF 35 PERCENT BY VOLUME OF "POST-CONSUMER FOOD WASTE" AS DEFINED IN WAC 173-350-100, BUT NOT INCLUDING BIOSOLIDS OR MANURE, MAY BE SUBSTITUTED FOR RECYCLED PLANT WASTE.
- STABLE (LOW OXYGEN USE AND CO2 GENERATION) AND MATURE (CAPABLE OF SUPPORTING PLANT GROWTH) BY TESTS SHOWN BELOW. THIS IS CRITICAL TO PLANT SUCCESS IN BIORETENTION SOIL MIXES.
- MOISTURE CONTENT RANGE: NO VISIBLE FREE WATER OR DUST PRODUCED WHEN HANDLING THE MATERIAL.
- TESTED IN ACCORDANCE WITH THE U.S. COMPOSTING COUNCIL "TEST METHOD FOR THE EXAMINATION OF COMPOST AND COMPOSTING" (TMECC), AS ESTABLISHED IN THE COMPOSTING COUNCIL'S "SEAL OF TESTING ASSURANCE" (STA) PROGRAM. MOST WASHINGTON COMPOST FACILITIES NOW USE THESE TESTS.
- SCREENED TO THE FOLLOWING SIZE GRADATIONS FOR FINE COMPOST WHEN TESTED IN ACCORDANCE WITH TMECC TEST METHOD 02.02-B, SAMPLE SIEVING FOR AGGREGATE SIZE CLASSIFICATION."

FINE COMPOST SHALL MEET THE FOLLOWING GRADATION BY DRY WEIGHT

MINIMUM PERCENT PASSING 2":	100%
MINIMUM PERCENT PASSING 1":	99%
MINIMUM PERCENT PASSING 5/8":	90%
MINIMUM PERCENT PASSING ¼":	75%

PH BETWEEN 6.0 AND 8.5 (TMECC 04.11-A). "PHYSICAL CONTAMINANTS" (AS DEFINED IN WAC 173-350-100) CONTENT LESS THAT 1% BY WEIGHT (TMECC 03.08-A) TOTAL, NOT TO EXCEED 0.25 PERCENT FILM PLASTIC BY DRY WEIGHT.
MINIMUM ORGANIC MATTER CONTENT OF 40% (TMECC 05.07-A 1.055 ON IGNITION)
SOLUBLE SALT CONTENT LESS THAN 4.0 DS/M (MMHOS/CM) (TMECC 04.10-A "ELECTRICAL CONDUCTIVITY, 1:5 SLURRY METHOD, MASS BASIS")
MATURITY INDICATORS FROM A CUCUMBER BIOASSAY (TMECC 05.05-A "SEEDLING EMERGENCE AND RELATIVE GROWTH") MUST BE GREATER THAN 80%FOR BOTH EMERGENCE AND VIGOR")
STABILITY OF 7 MG CO2-C/G OM/DAY OR BELOW (TMECC 05.08-B "CARBON DIOXIDE EVOLUTION RATE")
CARBON TO NITROGEN RATIO (TMECC 05.02A "CARBON TO NITROGEN RATIO" WHICH USES 04.01 "ORGANIC CARBON" AND 04.02D "TOTAL NITROGEN BY OXIDATION") OF LESS THAN 25:1. THE C:N RATIO MAY BE UP TO 35:1 FOR PLANTINGS COMPOSED ENTIRELY OF PUGET SOUND LOWLAND NATIVE SPECIES AND UP TO 40:1 FOR COARSE COMPOST TO BE USED AS A SURFACE MULCH (NOT IN A SOIL MIX).

CUSTOM BIORETENTION SOIL MIX

PROJECTS WHICH PREFER TO CREATE A CUSTOM BIORETENTION SOIL MIX RATHER THAN USING THE DEFAULT BIORETENTION SOIL MIX DESCRIBED ABOVE MUST DEMONSTRATE COMPLIANCE WITH THE FOLLOWING CRITERIA USING THE SPECIFIED EST METHOD:

- CEC ≥ 5 MEQ/100 GRAMS OF DRY SOIL; USEPA 9081
- PH BETWEEN 5.5 AND 7.0
- 5 - 8 PERCENT ORGANIC MATTER CONTENT BEFORE AND AFTER THE SATURATED HYDRAULIC CONDUCTIVITY TEST; ASTM D2974 (STANDARD TEST METHOD FOR MOISTURE, ASH, AND ORGANIC MATTER OF PEAT AND OTHER ORGANIC SOILS)
- 2-5 PERCENT FINES PASSING THE 200 SIEVE; TMECC 04.11-A
- MEASURED (INITIAL) SATURATED HYDRAULIC CONDUCTIVITY (KSAT) OF LESS THAN 12 INCHES PER HOUR; ASTM D 2434 (STANDARD TEST METHOD FOR PERMEABILITY OF GRANULAR SOILS (CONSTANT HEAD)) AT 85% COMPACTION PER ASTM D 1557 (STANDARD TEST METHOD S FOR LABORATORY COMPACTION CHARACTERISTICS OF SOIL USING MODIFIED EFFORT). ALSO, USE RECOMMENDED MODIFICATIONS TO ASTM D 2434 WHEN MEASURING HYDRAULIC CONDUCTIVITY FOR BIORETENTION SOIL MIXES (AS DETAILED ABOVE).
- DESIGN (LONG-TERM) SATURATED HYDRAULIC CONDUCTIVITY OF MORE THAN 1 INCH PER HOUR. NOTE:DESIGN SATURATED HYDRAULIC CONDUCTIVITY IS DETERMINED BY APPLYING THE APPROPRIATE INFILTRATION CORRECTION FACTORS AS EXPLAINED ABOVE UNDER DETERMINING THE BIORETENTION SOIL MIX DESIGN INFILTRATION RATE.
- IF COMPOST IS USED IN CREATING THE CUSTOM BIORETENTION SOIL MIX, IT MUST MEET ALL OF THE SPECIFICATIONS LISTED ABOVE IN COMPOST FOR DEFAULT BSM, EXCEPT FOR THE GRADATION SPECIFICATION. AN ALTERNATIVE GRADATION SPECIFICATION MUST INDICATE THE MINIMUM PERCENT PASSING FOR A RANGE OF SIMILAR PARTICLE SIZES.

ALSC ARCHITECTS

SCJ ALLIANCE
CONSULTING SERVICES
25 N WENATCHEE AVE., SUITE 238
WENATCHEE, WA 98801
P: 509.886.3265 F: 360.352.1509
SCJALLIANCE.COM

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

BID SET

REV	DATE	DESCRIPTION

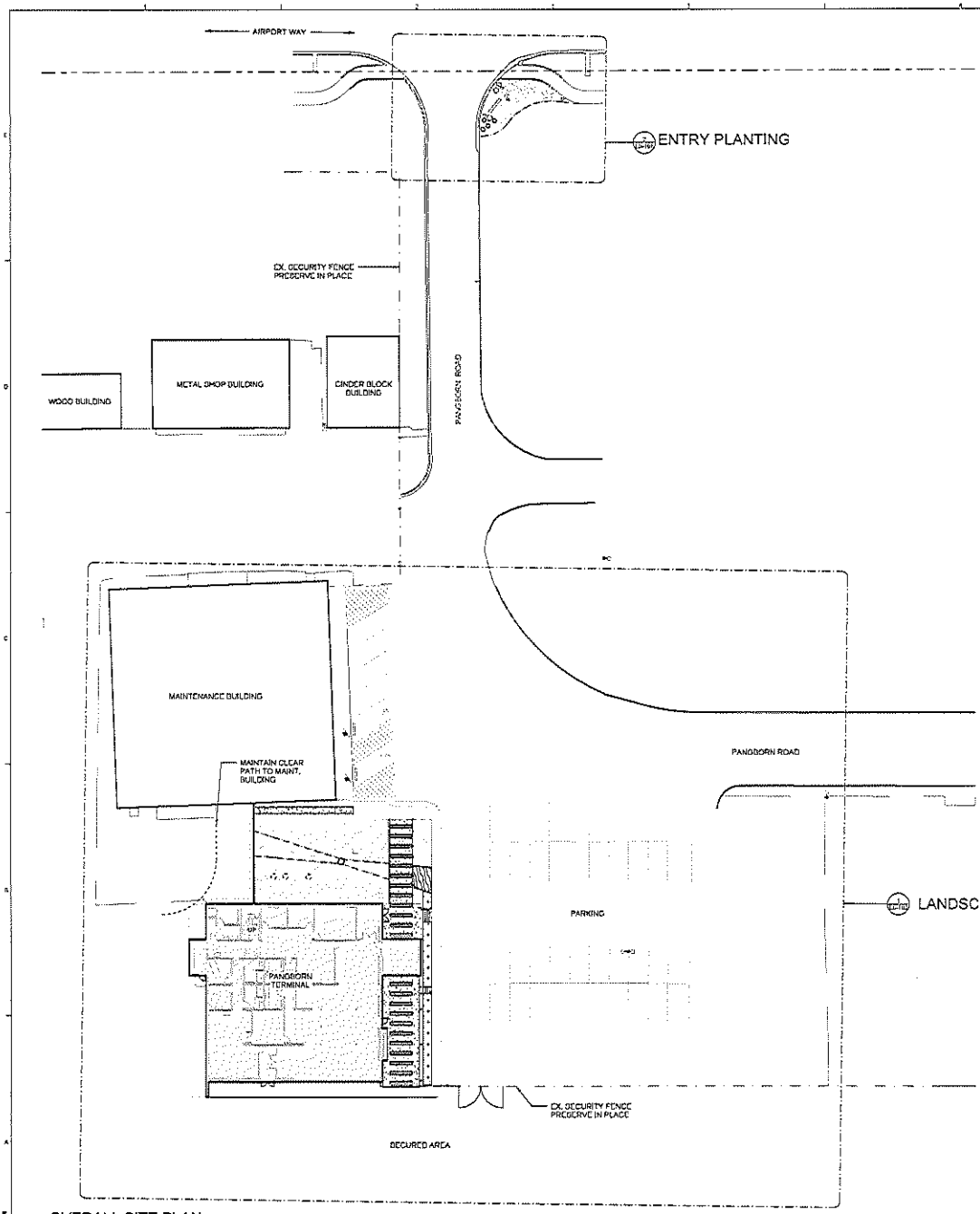
PROJ. NO.	22-000483
DRAWN	D. JONES, P.E.
PROJ MNGR	C. OVERDORF, P.L.A.
DATE	05/08/24

© SCJ ALLIANCE

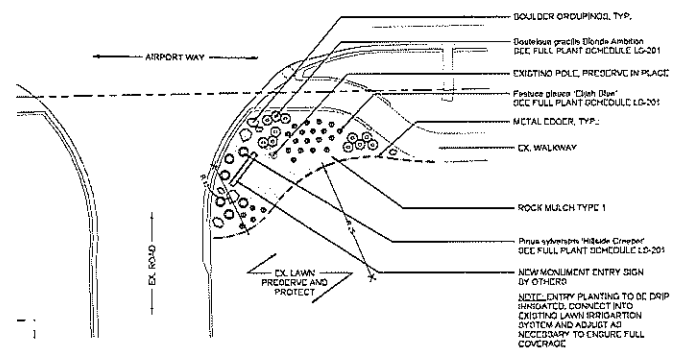
BID ALTERNATE 1

CIVIL - SITE AND UTILITY PLAN

C-202



1 OVERALL SITE PLAN
1" = 20'-0"



2 ENTRY PLANTING ENLARGMENT
1" = 10'-0"

ALSC ARCHITECTS

SCJ ALLIANCE
CONSULTING SERVICES

STATE OF WASHINGTON
CHRISTOPHER L. OVERDORF
NO. 929 EXP. 07/24/2024
LANDSCAPE ARCHITECT

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

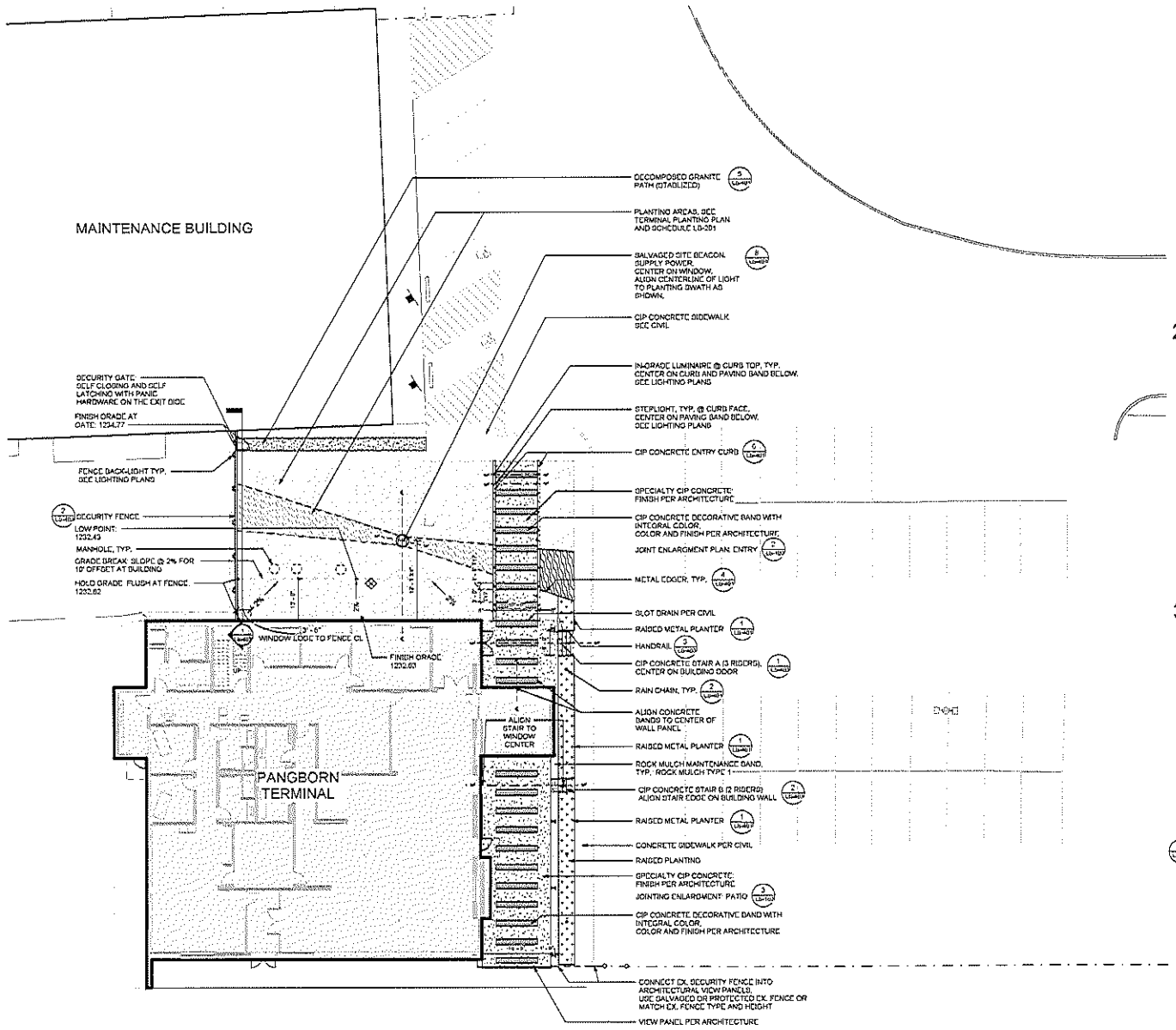
REV	DATE	DESCRIPTION

PROJ. NO. 22-000483
DRAWN LH
PROJ MNGR C. OVERDORF, P.L.A.
DATE 09/08/24

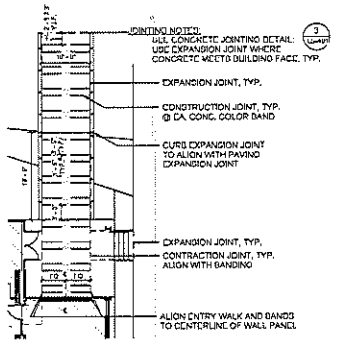
© ALSC ARCHITECTS, P.S.

LANDSCAPE-OVERALL SITE AND ENTRY

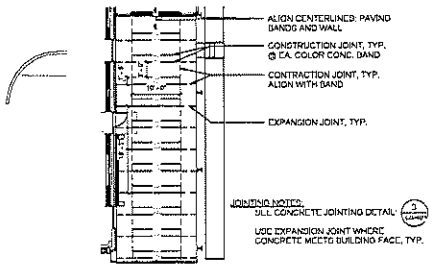
LS-101



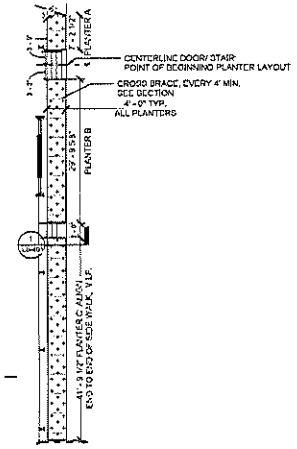
1 LANDSCAPE MATERIALS PLAN & LAYOUT-
1" = 10'-0"



2 JOINTING LAYOUT - ENTRY
1" = 10'-0"



3 JOINTING LAYOUT- PATIO
1" = 10'-0"



4 PLANTER LAYOUT PLAN
1" = 10'-0"

ALSC ARCHITECTS

SCJ ALLIANCE
CONSULTING SERVICES

STATE OF WASHINGTON
CHRISTOPHER L. OVERDORF
LANDSCAPE ARCHITECT
EXP. 07/24/2014

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

REV	DATE	DESCRIPTION

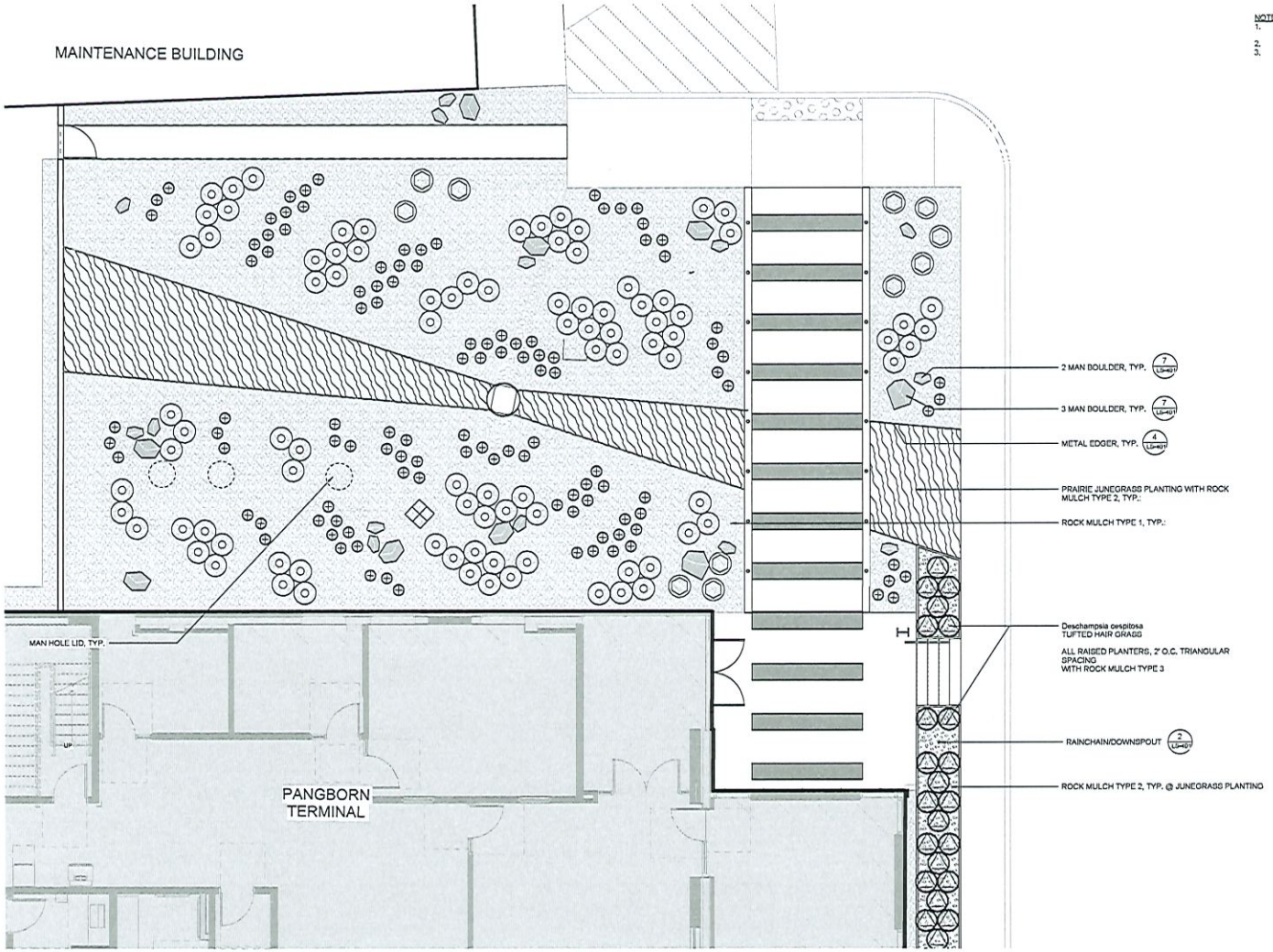
PROJ. NO. 23-000483
DRAWN LH
PROJ MNGR C. OVERDORF, P.L.A.
DATE 05/09/14

© ALSC ARCHITECTS, P.S.

LANDSCAPE MATERIALS & LAYOUT PLAN-TERMINAL

LS-102

NOTES:
1. PLANT AREAS TO BE DRIP IRRIGATED, SEE IRRIGATION SCHEMATIC ON LS-301
2. ROCK MULCH TYPES PER SPECIFICATIONS.
3. TOP OF ROCK MULCH TO MATCH FINISH GRADE PER CIVIL GRADING PLANS.



1 LANDSCAPE- TERMINAL PLANTING PLAN ENLARGEMENT
1/4" = 1'-0"

Full Planting Schedule

BOTANICAL NAME	COMMON NAME	SIZE	SPACING	Count
Bouteloua gracilis Blonde Ambition	BLOND AMBITION GRASS	1 GAL.	24" O.C.	102
Deschampsia cespitosa	TUFTED HAIR GRASS	1 GAL	24" O.C.	62
Festuca glauca 'Elijah Blue'	ELIJAH BLUE FESCUE	10 CI PLUG	18" O.C.	135
Pinus sylvestris 'Hillside Creeper	HILLSIDE CREEPER SCOTCH PINE	2 GAL.	AS SHOWN	20
Koeleria Macrantha	PRAIRIE JUNEGRASS	10 CI PLUG	18" O.C.	230

TERMINAL ENTRY PLANTING AREA:
ELIJAH BLUE FESCUE, BLONDE AMBITION GRASS & HILLSIDE CREEPER SCOTH PINE (EVERGREEN) IN LOOSE GROUPINGS CIRCLING THE BEACON WITH ROCK MULCH TYPE 1 AND BOULDERS PER PLAN

'LIGHT' AT BEACON:
PRAIRIE JUNEGRASS (NATIVE)
DENSE SWATH IN ROCK MULCH TYPE 2

RAISED METAL PLANTERS:
TUFTED HAIR GRASS (NATIVE)
IN ROCK COBBLE; CAN TOLERATE WET OR DRY CONDITIONS.

ALSC ARCHITECTS

SCJ ALLIANCE
CONSULTING SERVICES

STATE OF WASHINGTON
CHRISTOPHER L. OVERDORF
LANDSCAPE ARCHITECT
EXP. 07/24/2024

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

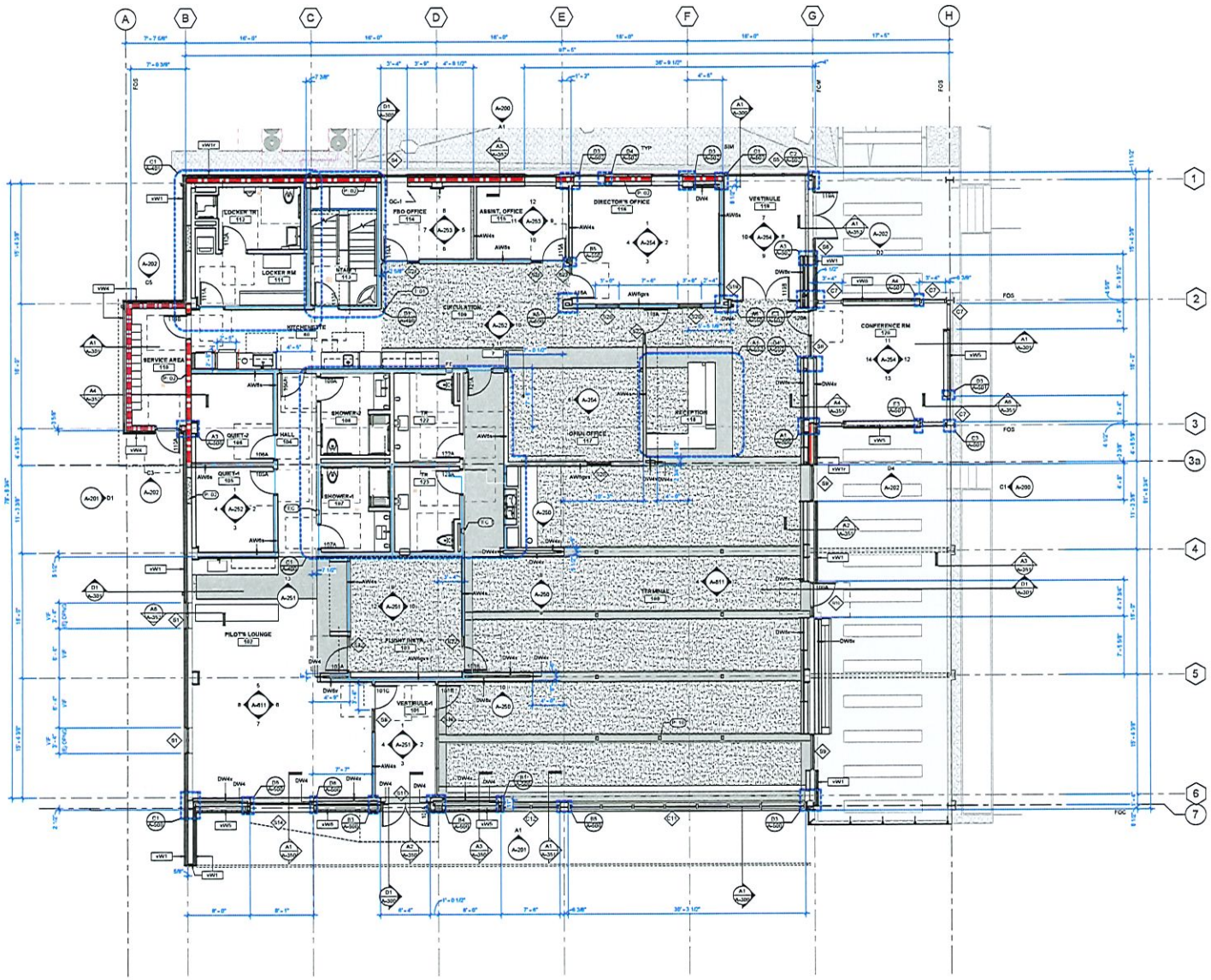
REV	DATE	DESCRIPTION

PROJ. NO. 22-000483
DRAWN LH
PROJ MNGR C. OVERDORF, P.L.A.
DATE 05/06/24

© ALSC ARCHITECTS, P.S.

LANDSCAPE- TERMINAL PLANTING PLAN & SCHEDULE

LS-201



A1 LEVEL 1 FLOOR PLAN
SCALE: 3/16" = 1'-0"

NORTH

GENERAL NOTES

1. DIMENSIONS ARE TO FACE OF STUD AT PARTITIONS, GRID LINES, FACE OF CMU, AND CENTERLINE OF COLUMNS UNO. CLR DIMENSIONS INDICATE CLEAR DIMENSIONS FROM FACE OF WALL FINISH
2. CLR DIMENSIONS INDICATE CLEAR DIMENSIONS FROM FACE OF WALL FINISH
3. WALL TYPES DEFINE THE ENTIRE LENGTH OF A WALL ON THE WALL SIDE NOTED FROM CORNER TO CORNER UNO. SEE SHEET A-051 FOR WALL TYPES LEGEND. ALL WALLS NOT DESIGNATED WITH A WALL TYPE OR NOTED OTHERWISE SHALL BE 'AW4s' (SEE WALL TYPE LEGEND)
4. MASONRY DIMENSIONS ARE NOMINAL, VERIFY ACTUAL DIMENSIONS
5. SEE DOOR SCHEDULE FOR DOOR AND RELITE FRAME TYPES AND DETAIL REFERENCES
6. SEE SHEETS L8001 FOR RATED WALL LOCATIONS. PROVIDE FIRE STOPPING TO MEET FIRE RATINGS REQUIRED, WHERE OPENINGS ARE OVERSIZED, PROVIDE WALL INFILL TO MEET WALL FIRE RATINGS
7. SEE ENLARGED PLANS FOR ADDITIONAL NOTES, INTERIOR ELEVATION CALLOUTS AND OTHER DETAILS WITHIN THE CALLOUT AREA
8. SEE SITE PLAN FOR KNOX BOX LOCATIONS. VERIFY LOCATIONS WITH THE FIRE DEPARTMENT

CODED NOTES

NUMBER	DESCRIPTION
I-01	CG#1 CORNER GUARD
P-02	INFILL OPENING IN (E) CMU WALL TO MATCH
P-10	ELECTRICAL FLOOR BOX, TYP RE: ELEC

ALSC ARCHITECTS

11625 REGISTERED ARCHITECT
TROY H. BISHOP
STATE OF WASHINGTON

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

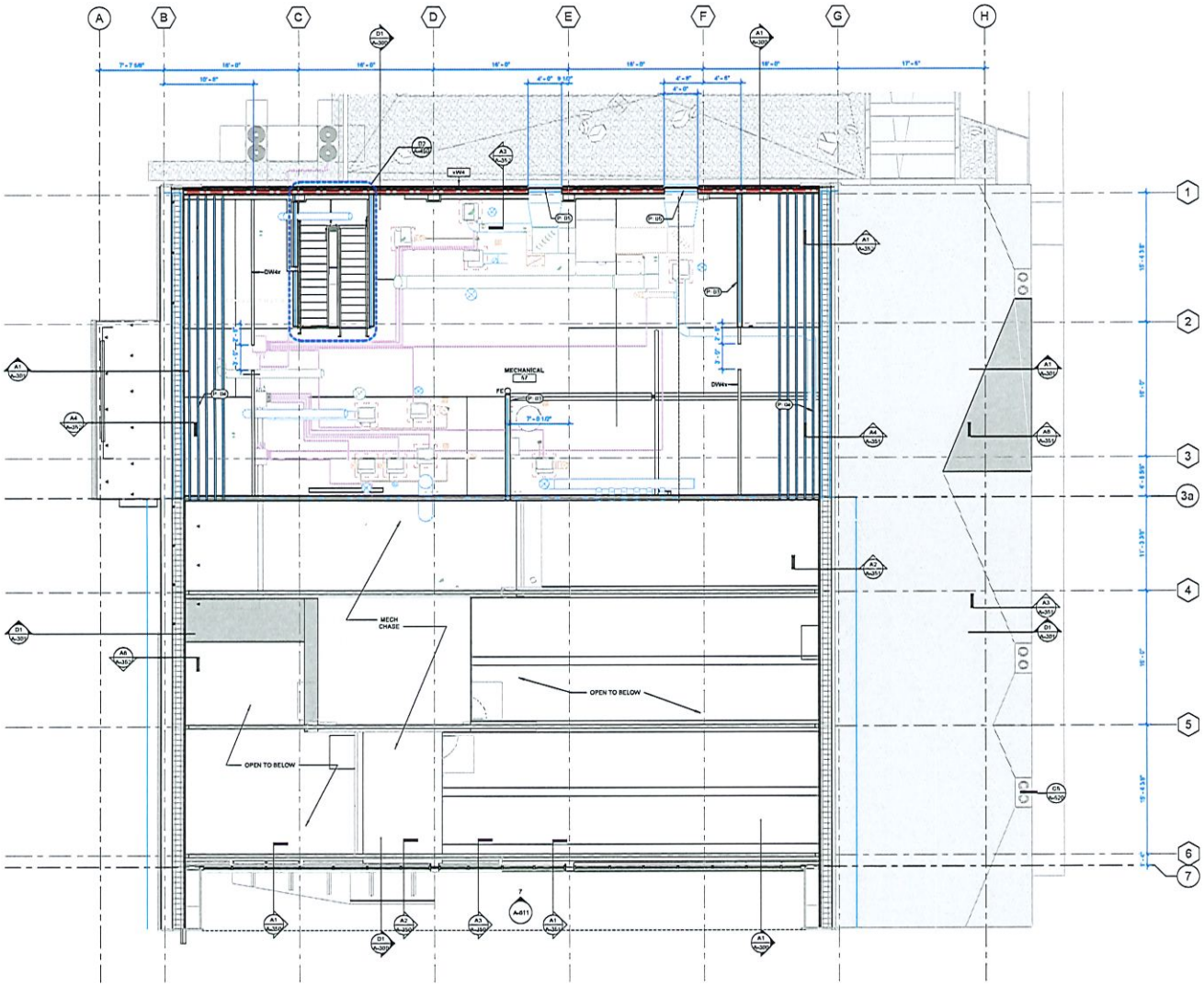
REV	DATE	DESCRIPTION
1	06/08/24	ARJ REVISIONS

PROJ. NO.	2022-021
DRAWN	CS, RM
PROJ MNGR	JS
DATE	05/08/24

© ALSC ARCHITECTS, P.S.

OVERALL FLOOR PLAN

A-100



A1 LEVEL 2
SCALE: 3/16" = 1'-0"

NORTH

GENERAL NOTES

1. DIMENSIONS ARE TO FACE OF STUD AT PARTITIONS, GRID LINES, FACE OF CMU, AND CENTERLINE OF COLUMNS UNO. CLR DIMENSIONS INDICATE CLEAR DIMENSIONS FROM FACE OF WALL FINISH
2. CLR DIMENSIONS INDICATE CLEAR DIMENSIONS FROM FACE OF WALL FINISH
3. WALL TYPES DEFINE THE ENTIRE LENGTH OF A WALL ON THE WALL SIDE NOTED FROM CORNER TO CORNER UNO. SEE SHEET A-051 FOR WALL TYPES LEGEND. ALL WALLS NOT DESIGNATED WITH A WALL TYPE OR NOTED OTHERWISE SHALL BE 'AW4x' (SEE WALL TYPE LEGEND)
4. MASONRY DIMENSIONS ARE NOMINAL, VERIFY ACTUAL DIMENSIONS
5. SEE DOOR SCHEDULE FOR DOOR AND RELITE FRAME TYPES AND DETAIL REFERENCES
6. SEE SHEETS LS001 FOR RATED WALL LOCATIONS. PROVIDE FIRE STOPPING TO MEET FIRE RATINGS REQUIRED. WHERE OPENINGS ARE OVERSIZED, PROVIDE WALL INFILL TO MEET WALL FIRE RATINGS
7. SEE ENLARGED PLANS FOR ADDITIONAL NOTES, INTERIOR ELEVATION CALLOUTS AND OTHER DETAILS WITHIN THE CALLOUT AREA
8. SEE SITE PLAN FOR KNOX BOX LOCATIONS, VERIFY LOCATIONS WITH THE FIRE DEPARTMENT

CODED NOTES

NUMBER	DESCRIPTION
P 03	SHEAR WALL RE. STRUCT.
P 04	ROOF FRAMING ABOVE RE. STRUCT.
P 05	MECH. LOUVER RE. MECH

ALSC ARCHITECTS

11625 REGISTERED ARCHITECT TROY H. BISHOP STATE OF WASHINGTON

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

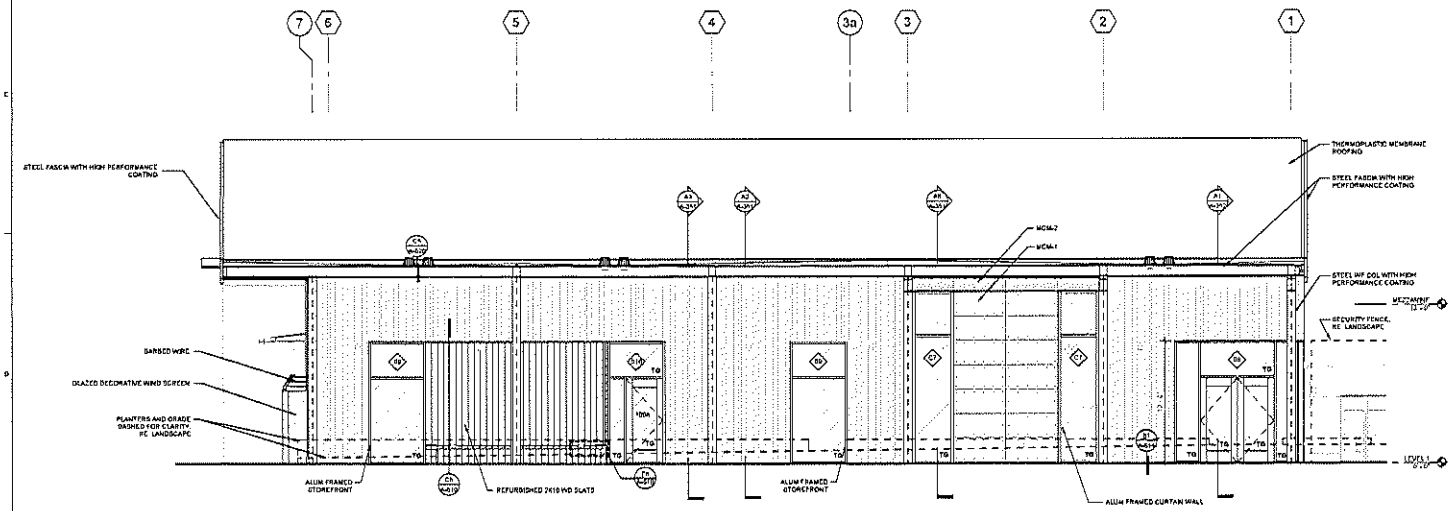
REV	DATE	DESCRIPTION
1	04/08/23	AHJ REVISIONS

PROJ. NO.	2022-021
DRAWN	CS
PROJ MNGR	JS
DATE	05/08/24

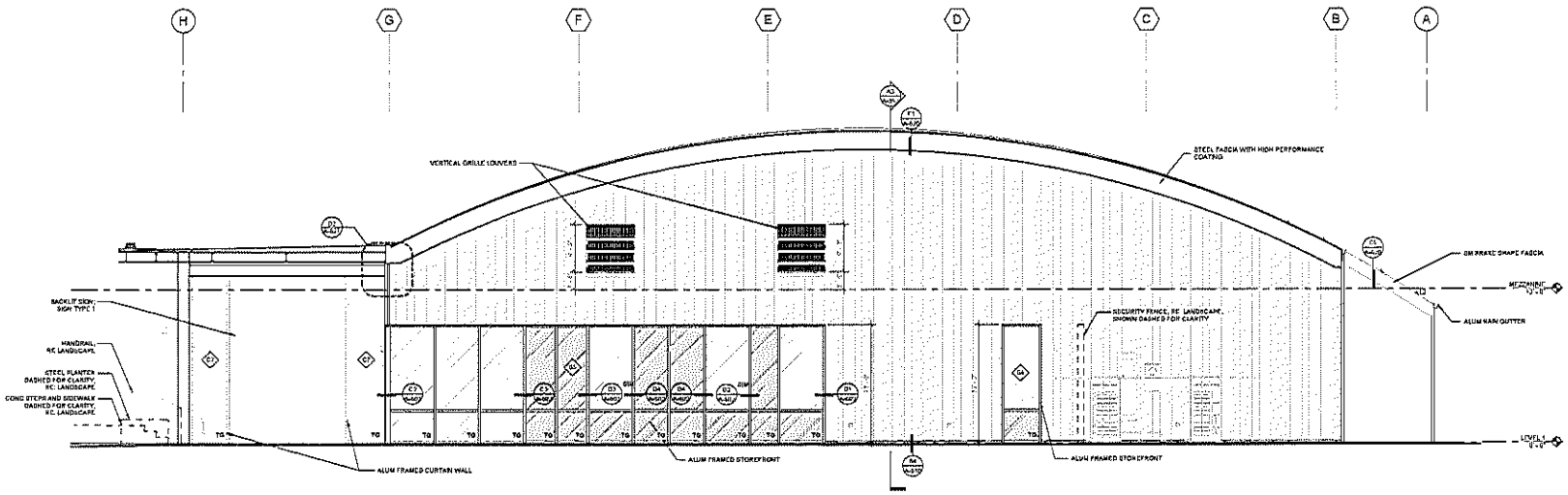
© ALSC ARCHITECTS, P.S.

OVERALL MEZZANINE PLAN

A-101



C1 EAST ELEVATION
SCALE: 1/8"=1'-0"



A1 NORTH ELEVATION
SCALE: 1/8"=1'-0"

GENERAL NOTES

1. AT ALL FLASHING THAT IS NOT CONTINUOUS (ABOVE OR BELOW OPENINGS IN THE WALL, THRUWALL FLASHING TERMINATION AT DOOR JAMBS, ETC.) PROVIDE FLASHING END DAM.
2. TG DENOTES TEMPERED GLAZING FOR AREAS OF GLASS THAT ARE CONSIDERED HAZARDOUS AREAS PER 2406.4

MATERIAL LEGEND - EXTERIOR

NOTE: SEE FINISHES LEGEND FOR ADDITIONAL INFORMATION

- [WM1] METAL PANEL: MWP-1
- [WM1] METAL PANEL: MCM-1
- [WM1] METAL PANEL: MCM-2
- [WM1] METAL PANEL: MCM-1
- [WM1] WOOD SLAT REFURBISHED 2x10 PURLINS
- GLAZING
- SPANDREL GLAZING

ALSC ARCHITECTS

REGISTERED ARCHITECT
TROY H. BISHOP
STATE OF WASHINGTON

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

Chelan Douglas Regional Port Authority

BID SET

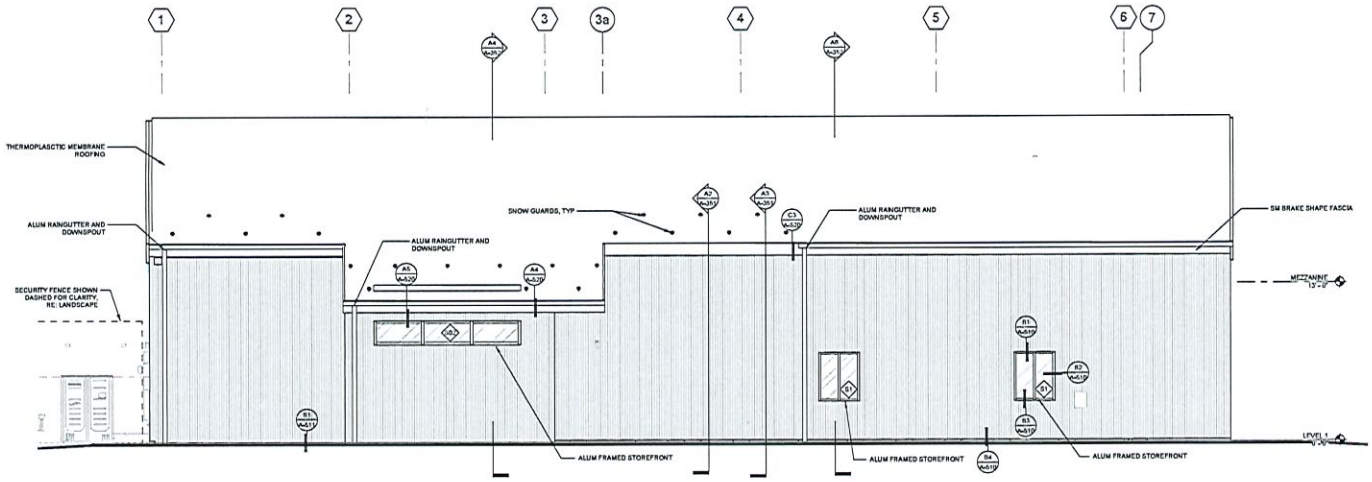
REV	DATE	DESCRIPTION
	05/09/24	BID REVISIONS

PROJ. NO. 2022-027
DRAWN RM
PROJ. MNGR JB
DATE 05/09/24

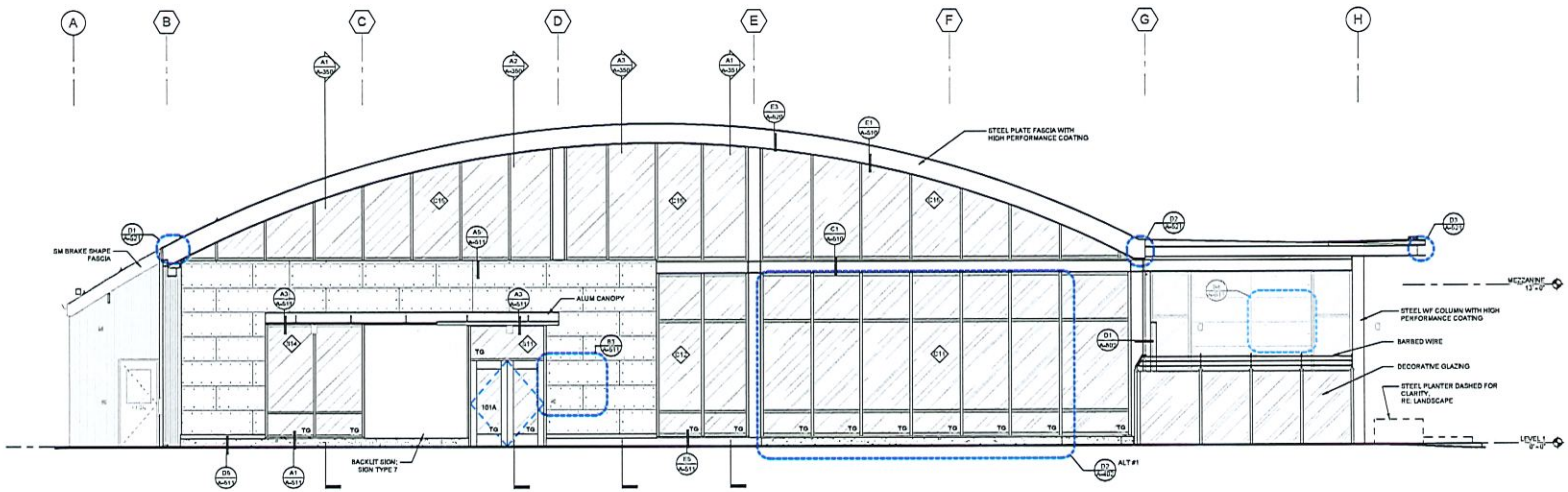
© ALSC ARCHITECTS, P.S.

OVERALL EXTERIOR ELEVATIONS

A-200



D1 WEST ELEVATION
SCALE: 1/4" = 1'-0"



A1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

GENERAL NOTES

1. AT ALL FLASHING THAT IS NOT CONTINUOUS (ABOVE OR BELOW OPENINGS IN THE WALL, THRU-WALL FLASHING TERMINATION AT DOOR JAMBS, ETC.) PROVIDE FLASHING END DAM.
2. TG DENOTES TEMPERED GLAZING FOR AREAS OF GLASS THAT ARE CONSIDERED HAZARDOUS AREAS PER 2406.4

MATERIAL LEGEND - EXTERIOR

NOTE: SEE FINISHES LEGEND FOR ADDITIONAL INFORMATION

- [VW1] METAL PANEL: MWP-1
- [VW5] METAL PANEL: MCM-1
- [VW3] METAL PANEL: MCM-2
- [VW5] METAL PANEL: MCM-1
- [VW7] WOOD SLAT: REFURBISHED 2x10 PURLINS
- GLAZING
- SPANDREL GLAZING

ALSC ARCHITECTS

REGISTERED ARCHITECT
TROY H. BISHOP
STATE OF WASHINGTON

PANGBORN GENERAL AVIATION TERMINAL RENOVATION

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

CHELAN DOUGLAS Regional Port AUTHORITY

BID SET

REV	DATE	DESCRIPTION
1	08/08/23	AHJ REVISIONS

PROJ. NO.	2022-021
DRAWN	RM
PROJ MNGR	JS
DATE	05/08/24

© ALSC ARCHITECTS, P.S.

OVERALL EXTERIOR ELEVATIONS

A-201

EXISTING CONDITIONS

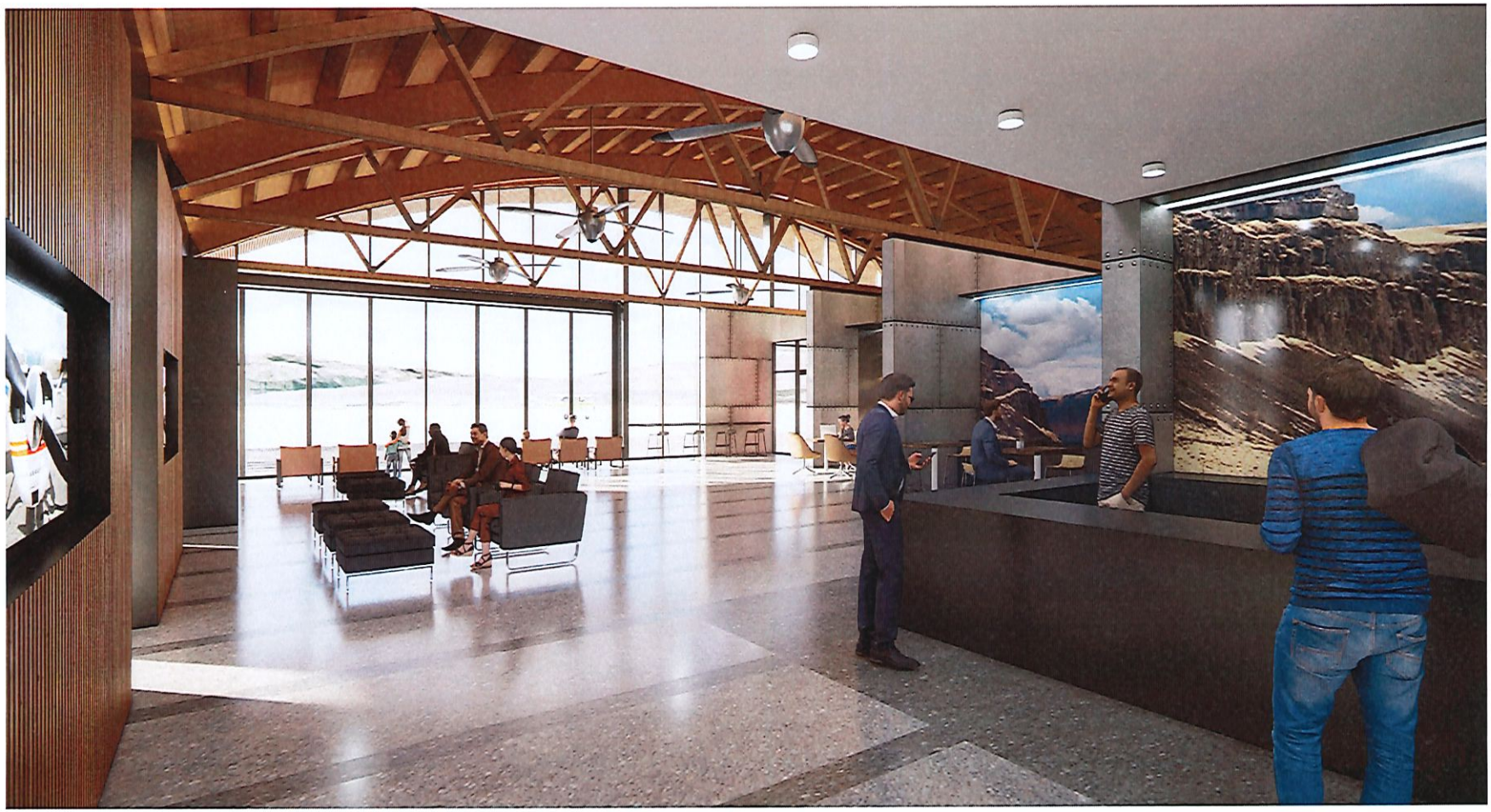
The "saddle bag" addition was badly damaged by water due to poor site drainage. Exterior CMU (paint and mortar joint) had prevelant water damage. Metal siding shows significant wear and tear including holes, dents, etc. Steel windows were in good condition.

LANDSIDE ENTRY

A covered entry creates a presence and aides in wayfinding from the street. Landscaping wil be provided to soften the transition from parking to building and assist with site drainage.

AIRSIDE ENTRY

A glazed SW facade offers views of the surrounding landscape and blend the indoor/outdoor environment. A branded airside entry will help with wayfinding. Outdoor space is protected from the elements by a roof and glass windscreens.

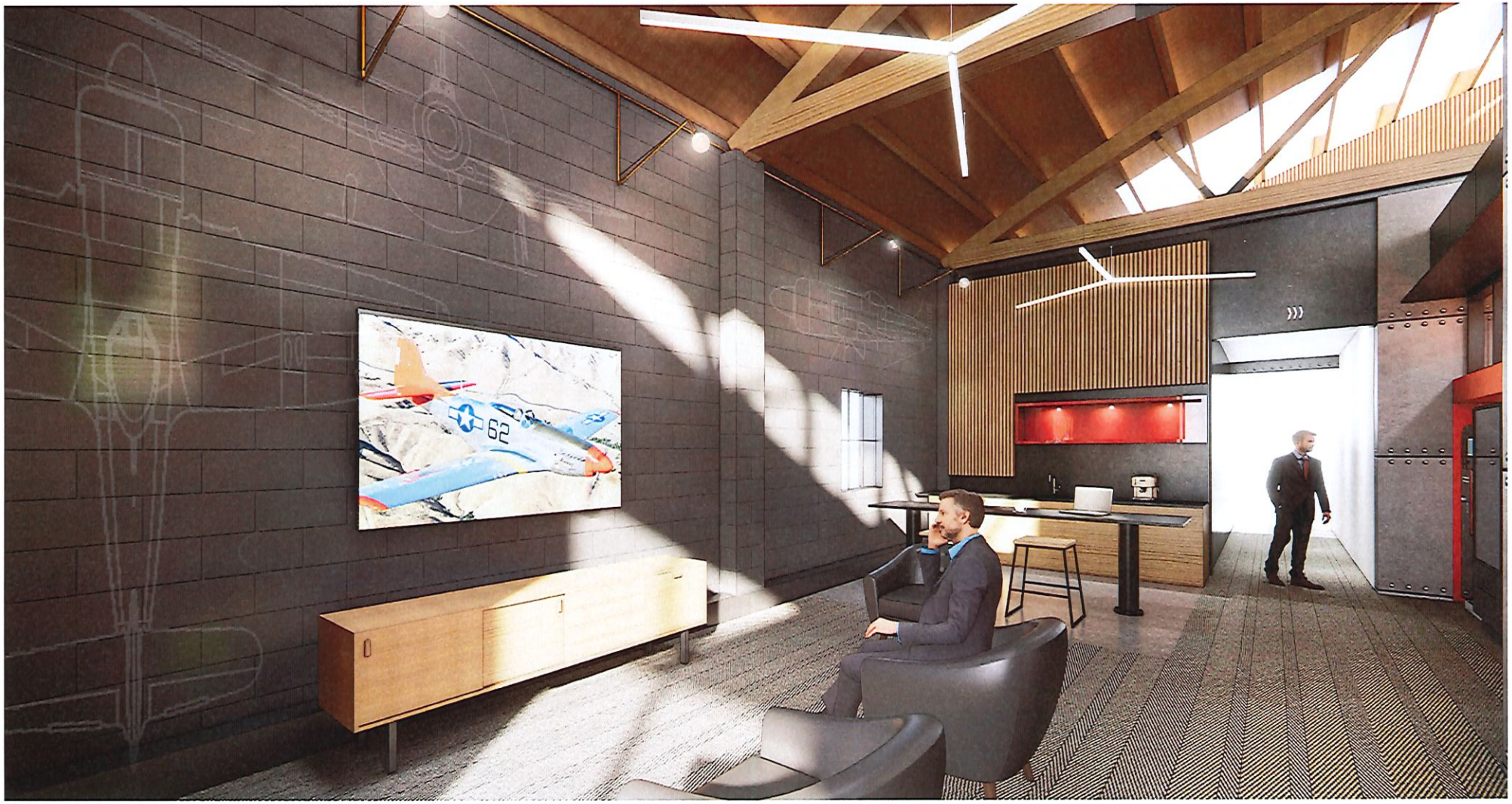


TERMINAL

ALSC ARCHITECTS

GA TERMINAL RENOVATION

Pilot's Lounge



ADMINISTRATION

ALSC ARCHITECTS

General Aviation Terminal Building

Current Budget and Funding Scenario

Design and Construction Administration	**$**	**474,258**
Environmental Assessment	**$**	**159,883**
FAA AIP Compliance (Estimate)	***$***	***64,000***
Eng. Est. Base Bid (w/ WSST)	**$**	**5,553,576**
Eng. Est. Alt #1 Parking Lot (w/ WSST)	**$**	**301,872**
Eng. Est. Alt #2 Glass Door (w/ WSST)	**$**	**16,207**
Furnishings (Estimate w/ WSST)	***$***	***350,000***
Total Project Cost Estimate:	**$**	**6,919,796**

Confirmed Funding

Douglas County .09 Sales Tax Funding	**$**	**250,000**
FY 24 CDS Grant	**$**	**3,096,000**
Dept Commerce Grant	**$**	**500,000**
	$	**3,846,000**
***Regional Port**	**$**	**3,073,796**

***Proceeds from Airport Land Sale to Army National Guard**	**$**	**1,273,500**
Port Capital Contribution	**$**	**1,800,296**
	$	**3,073,796**

Note:

Design Phase 2022 Expenditures $474,258 (Not reimburasble)

CHELAN DOUGLAS Regional Port AUTHORITY

Memo

To: Board of Directors

From: Stacie de Mestre

Date: May 6, 2024

Re: Malaga Vicinity Wells 7 and 8 – Authorization to Award Contract and Establish Overall Project Budget

---

Please see attached for RH2's evaluation of bids received and recommendation of award for the Malaga Vicinity Wells 7 and 8.

Staff is proposing the following overall project budget to be established:

RH2 Engineering – Design/CA:	$ 126,600.00
Gregory Drilling:	$ 633,013.50
Subtotal:	$ 759,613.50
10% Contingency:	$ 75,961.35
Total (rounded):	$ 835,575.00

This project is identified in the Phase 1 Development and Reimbursement Agreement with Microsoft and has a line-item budget of $1,223,407.

Staff is seeking Board approval to award the Malaga Vicinity Wells 7 and 8 Project to Gregory Drilling in the amount of $633,013.50 (including WSST) and to establish an overall project budget not to exceed $835,575.00.

RH2 ENGINEERING
EAST WENATCHEE
300 Simon Street SE, Suite 5
East Wenatchee, WA 98802
1.800.720.8052 / rh2.com

May 2, 2024

Ms. Stacie DeMestre
Chelan Douglas Regional Port Authority
285 Technology Center Way
Wenatchee, WA 98801

Sent Via: *Email*

Subject: Evaluation of Bids and Recommendation of Award
Malaga Vicinity Well 7 and 8

Dear Stacie:

This letter summarizes our review of the bids received for the subject project and presents our recommendation for award. Presented below is our evaluation and review of the bids based on the attached summary of the bid tabulation for the project.

The Chelan Douglas Regional Port Authority (CDRPA) received two proposals at the time of the bid opening at 11:00 AM on Tuesday, April 30, 2024. Of the two responsive bidders, Gregory Drilling of Richland, WA was the apparent low bidder at $633,013.50. This number includes applicable sales tax. The low bid is approximately 10% under the Engineer's estimate.

We find Gregory Drilling to be qualified to perform the work. Contingent on CDRPA approval, we recommend award of the project to Gregory Drilling.

Please do not hesitate to contact me with any questions you may have.

Sincerely,

RH2 ENGINEERING, INC.

Erik Howe, P.E.
Assoc. Director

EH/

WASHINGTON LOCATIONS
Bellingham
Bothell (Corporate)
East Wenatchee
Issaquah
Richland
Tacoma

OREGON LOCATIONS
Medford
Portland

Regional Port Authority
Malaga Vicinity Well 7 & 8
Bid Tabs - April 30, 2024

Item No.	Description	Total Quantity	Unit	Engineer's Estimate		Apparent Low		Other Bidders	
						Gregory Drilling		Empire Well Drilling	
				Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
1	MOBILIZATION	1	L.S.	$ 60,000.00	$ 60,000.00	$ 94,000.00	$ 94,000.00	$ 100,000.00	$ 100,000.00
2	FURNISH AND INSTALL 16-INCH WELL	500	L.F.	$ 420.00	$ 210,000.00	$ 415.00	$ 207,500.00	$ 350.00	$ 175,000.00
3	FURNISH AND INSTALL 20-INCH SANITARY SEAL	2	E.A.	$ 25,000.00	$ 50,000.00	$ 15,000.00	$ 30,000.00	$ 25,000.00	$ 50,000.00
4	FURNISH, ASSEMBLE, AND INSTALL 14-INCH TELESCOPING WELL SCREEN	100	L.F.	$ 850.00	$ 85,000.00	$ 400.00	$ 40,000.00	$ 600.00	$ 60,000.00
5	WELL DEVELOPMENT AND OTHER AUTHORIZED WORK	100	H.R.	$ 1,200.00	$ 120,000.00	$ 800.00	$ 80,000.00	$ 750.00	$ 75,000.00
6	METERS	2	E.A.	$ 18,000.00	$ 36,000.00	$ 30,000.00	$ 60,000.00	$ 30,000.00	$ 60,000.00
7	PUMP TEST OPERATION	16	H.R.	$ 975.00	$ 15,600.00	$ 800.00	$ 12,800.00	$ 1,000.00	$ 16,000.00
8	MONITORING WELL INSTALLATION AND COMPLETION	1	L.S.	$ 50,000.00	$ 50,000.00	$ 35,000.00	$ 35,000.00	$ 40,000.00	$ 40,000.00
9	DECOMISSIONING LENNSTROM WELL	1	L.S.	$ 25,000.00	$ 25,000.00	$ 20,000.00	$ 20,000.00	$ 50,000.00	$ 50,000.00
10	STANDBY TIME	8	Hr.	$ 350.00	$ 2,800.00	$ 650.00	$ 5,200.00	$ 550.00	$ 4,400.00
				Bid Total	**$ 654,400.00**	**Bid Total**	**$ 584,500.00**	**Bid Total**	**$ 630,400.00**
				Sales Tax	$ 54,315.20	Sales Tax	$ 48,513.50	Sales Tax	$ 52,323.20
				Total Bid	**$ 708,715.20**	**Total Bid**	**$ 633,013.50**	**Total Bid**	**$ 682,723.20**

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

CHELAN DOUGLAS REGIONAL PORT AUTHORITY
OWNERSHIP ALLOCATION MEMO
BAKER PROPERTY ACQUISITION
REAL PROPERTY ACQUIRED AFTER JANUARY 1, 2020
CHELAN COUNTY, WA PARCEL #222135210175

On November 12, 2019, the Chelan Douglas Regional Port Authority Board of Directors adopted a policy governing capital investments. Section 3 of the policy addresses real property acquired after January 1, 2020. Under that section, the Board of Directors is required to adopt in advance an Ownership Allocation Memo as a means to allocate the percentage ownership of real property.

The Board of Directors approved the purchase of the Joseph and Keri Bakey property located in Malaga, Washington with a parcel number of 222135210175. The property encompasses approximately 1.16 acres with an acquisition price of $800,000.00.

Because this property is located within Chelan County and the Port of Chelan County had the financial resources to acquire the property using its own resources, the Board hereby approves the allocation of 100% of the Joseph and Keri Baker property to the Port of Chelan County.

The Chelan Douglas Regional Port Authority shall manage the Joseph and Keri Baker property pursuant to and consistent with CDRPA Resolution No. 2020-02.

Board approved and signed this 13th day of May, 2024.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

_____	_____
Donn Etherington, Director	W. Alan Loebsack, Director
_____	_____
Richard DeRock, Director	Mark Spurgeon, Director
_____	_____
JC Baldwin, Director	Jim Huffman, Director

CHELAN DOUGLAS Regional Port AUTHORITY

Memo

To: Board of Directors

From: Nick Rohrbach

Date: May 13, 2024

Re: Authorization to Solicit Competitive Formal Bids for the Executive Flight Building Apron Project

---

CDRPA staff has recently received updated plans and engineer cost estimates related to the Executive Flight Building Apron Project. The project consists of replacing sections of the building apron pavement and improving subsurface/surface water drainage. CDRPA staff has reviewed the most current information from the engineer, which includes the base bid tasks, as well as Additive #1 and #2 tasks (see attached Figure C2.0). The estimated costs associated with completing all project options appear to be greater than $350,000 (including tax and other engineering fees), as presented in the attached email description.

Because project costs are estimated greater than the Port's planned budget, we are proposing a formal competitive bid solicitation from contractors. Construction is planned to be completed late summer/early fall 2024 to better accommodate the new building tenant (Army National Guard).

Below is the proposed schedule for Soliciting Formal Bids for the Executive Flight Building Apron Project:

Issue Bid Solicitation: 05/21/2024 (complete 2 week solicitation)
Bids Due: 06/04/2024
Review Bids/Select Apparent Low Bid: 06/05 to 06/07/2024
Board Approval on Contract Award: 06/11/2024 (Board Meeting)
Project Estimated Completion: Q3 2024 (estimated September 2024)

Per the CDRPA Purchasing and Contracting Policy, Staff is seeking Board approval to solicit competitive bids for the Executive Flight Building Apron Project.

Nick Rohrbach

From: Matias Rudback <matias@pacificengineering.net>
Sent: Friday, May 3, 2024 8:52 AM
To: Nick Rohrbach
Cc: Ron Russ
Subject: Executive Flight apron project update
Attachments: 23037CA_C2.0_2024-05-03.pdf

Good morning, Nick –

Please see attached update to the Overall Site Plan showing:

- Base Bid with perimeter asphalt scope held back even with the south edge of concrete replacement.
- Additive 1 being the extension of that perimeter asphalt replacement down to 15' past the south end of trench drain.
- Additive 2 being replacement of asphalt around the existing catch basin the trench drain empties into and asphalt south of the peninsula, along with insertion of a new catch basin inline into the existing storm drain pipe and regrading to minimize ponding between the peninsula and concrete apron to south.

We've updated out cost estimate to reflect these changes and incorporate fresh WSDOT unit bid info. I will add the caveat that there is limited public bid information available covering projects of this small scope, and our estimate for airport-related cost premium is a best guess. With that in mind, our estimates (including sales tax and 10% contingency) are:

- Base Bid: $285,000
- Additive 1: $27,000
- Additive 2: $115,000

Let me know if you have any questions or would like a copy of the cost estimate spreadsheet.

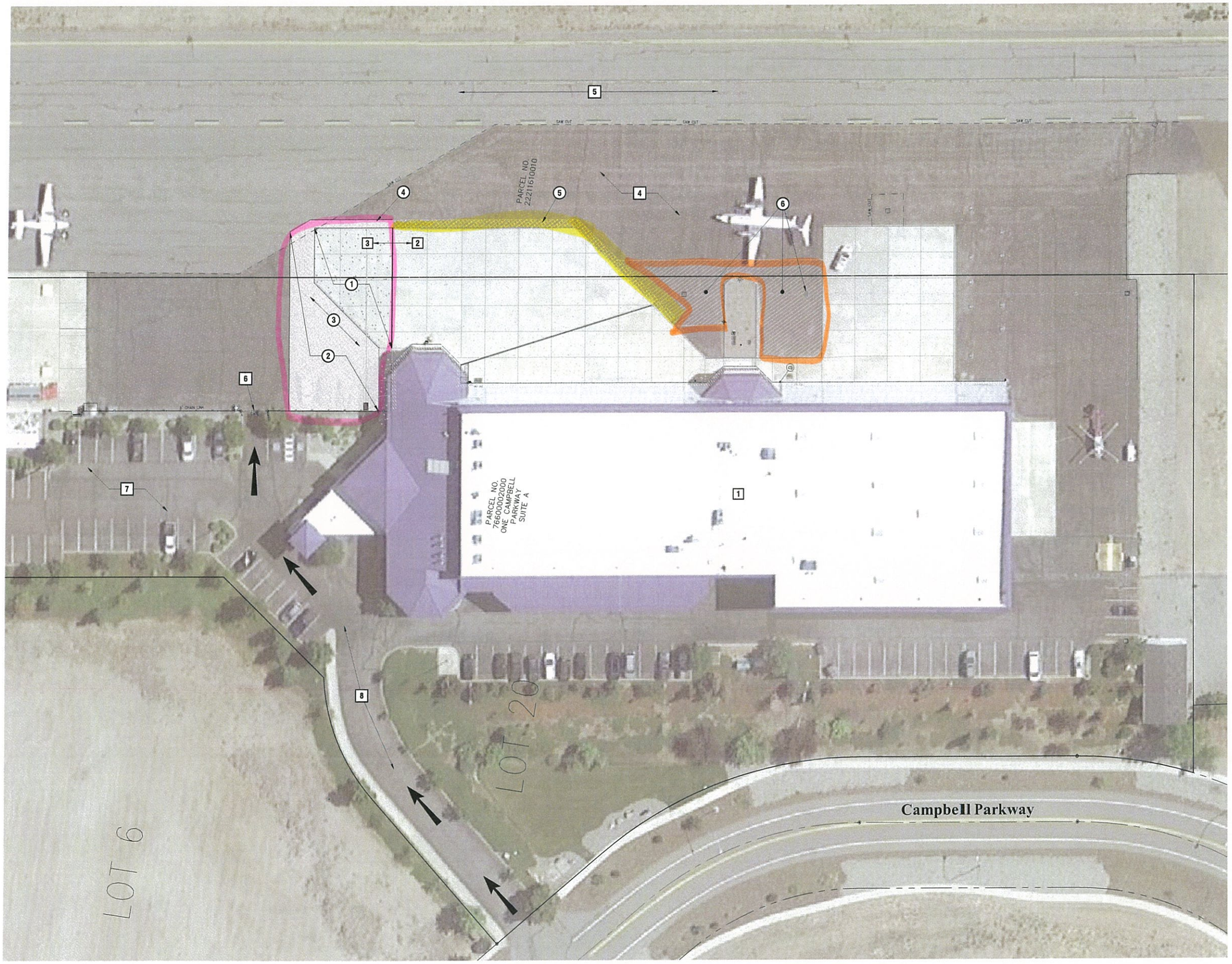
Please take this information into consideration and let us know if you'd like us to include the additive work on the construction plans, along with any other feedback. We have drafting availability next week and should be able to turn the associated sheet edits around pretty quickly once we have your input.

Regards,

Matias Rudback, PE
Principal, Senior Civil Engineer
Licensed in WA

PACIFIC ENGINEERING

Pacific Engineering & Design, PLLC
200 South Columbia Street, Suite 300
Wenatchee, WA 98801
P 509.662.1161 I www.pacificengineering.net



N

OVERALL SITE PLAN
SCALE: 1" = 30'

KEYED NOTES - EXISTING

1. EXECUTIVE FLIGHT BUILDING
2. HEATED CONCRETE APRON
3. UNHEATED CONCRETE APRON
4. ASPHALT APRON
5. TAXIWAY B
6. ACCESS GATE
7. NORTH PARKING LOT
8. DRIVEWAY / HAUL ROUTE FROM CAMPBELL PARKWAY

KEYED NOTES - PROPOSED

1. REPLACED CONCRETE APRON
2. REPLACED ASPHALT APRON
3. ASPHALT APRON DRAINAGE SWALE
4. APRON PERIMETER ASPHALT REPLACEMENT
5. ADDITIVE 1: EXTEND APRON PERIMETER ASPHALT REPLACEMENT
6. ADDITIVE 2: APRON ASPHALT REPLACEMENT AND ADD CATCH BASIN

LEGEND

- RIGHT-OF-WAY LINE
- EASEMENT LINE
- PROPOSED HOT MIX ASPHALT
- PROPOSED CONCRETE
- PROPOSED CRUSHED SURFACING
- PROPOSED GRASS OR LANDSCAPING

REV	DATE	DESCRIPTION
0	12/15/2023	OWNER REVIEW SET
1	5/2/2024	OWNER REVISION SET

REV	DATE	DESCRIPTION

PACIFIC ENGINEERING
CIVIL STRUCTURAL
200 S. COLUMBIA STREET, SUITE 300, WENATCHEE, WA 98801
(509) 662-1161 www.pacificengineering.net

PRELIMINARY

CDRPA
EXECUTIVE FLIGHT FACILITY
EAST WENATCHEE, WA
PROJECT NO. 23037CA

IF NOT ONE INCH ON THIS SHEET ADJUST SCALE ACCORDINGLY
0 1"

OVERALL SITE PLAN

C2.0

Memo

To: Board of Directors

From: Brooke Lammert

Cc: Jim Kuntz and Stacie de Mestre

Date: May 8, 2024

Re: Partners in Economic Development Request – Wenatchee Downtown Association

---

We have received a request from the Wenatchee Downtown Association for the 2024 Partners in Economic Development Application, seeking $10,000 in funding. As of now, there is $35,000 remaining in the 2024 budget allocated for nonprofit requests.

The $10,000 request is intended to support two Wenatchee Downtown Association Programs. The first $5,000 will be allocated to fund the Possibilities Tour, an event that the Regional Port has historically financially supported. The remaining $5,000 will be used to finance Activation Grants aimed at aiding downtown businesses adversely affected by ongoing construction.

Building upon the achievements of past Possibilities Tour events and pop-up initiatives, these programs aim to promote economic growth through innovative strategies. They include facilitating networking opportunities between property owners and potential buyers, supporting pop-up businesses, and alleviating the effects of construction disruptions through the Activation Grant Program.

CHELAN DOUGLAS Regional Port AUTHORITY

2024 Partners in Economic Development
Non-Profits

Budget:	$	50,000
Projects Approved:		
WV Sports Foundation - Winter Special Olympics (Prior Year Approval)	$	5,000
Lake Chelan Wine & Jazz Festival	$	10,000
	$	15,000
Available Funding:	$	35,000
Pending Requests:		
Wenatchee Downtown Association	$	10,000

Selection Criteria

Measurably contribute to the economic development of Chelan and Douglas Counties. Examples include projects that will:

1) Retain and/or create living-wage jobs.
2) Stimulate private sector capital investments.
3) Infrastructure investments that directly support economic development.
4) Strategic planning efforts which have a strong probability of achieving measurable economic development results.

PARTNERS IN ECONOMIC DEVELOPMENT
NON PROFITS

PROGRAM PURPOSE

The Chelan Douglas Regional Port Authority (CDRPA) is a regional leader in efforts to achieve long-term economic vitality for Chelan and Douglas Counties.

Effective economic development requires a dynamic synergy of people and organizations working together. The CDRPA acknowledges that nonprofits play a unique role, extending deeply into communities in a way no other entity can. The CDRPA has created the Partners in Economic Development Program to make strategic financial investments in nonprofits contributing to economic development.

The Partners in Economic Development Program is an annual grant program created to:

- Help start, scale, and/or improve programs that measurably contribute to the economic vitality of Chelan and Douglas Counties; and
- Fund capacity building to enhance long-term sustainability of organizations that have missions contributing to economic development in Chelan and Douglas Counties.
- Support tourism efforts that attract visitors from outside Chelan and Douglas Counties.

ELIGIBLE ORGANIZATIONS

To qualify for potential funding through this program, an organization must be a nonprofit and provide proof of a current/active Washington State Secretary of State corporate registration. For organizations with an IRS tax-exempt status, they must be in good standing and provide proof of submission of their most recent Form 990.

ELIGIBLE PROGRAMS

Programs that qualify must:

- Measurably contribute to the economic development of Chelan and Douglas Counties. Examples include projects that will:
    - Retain and/or create living-wage jobs.
    - Stimulate private sector capital investments.
    - Infrastructure investments that directly support economic development.

- Strategic planning efforts which have a strong probability of achieving measurable economic development results.
- Support tourism efforts that attract visitors from outside Chelan and Douglas Counties, when possible. Funding can be used if necessary, to cover event expenses, that without Regional Port support, the event could not be held.

PRIORITIES

The CDRPA will prioritize proposals that fulfill one or more of the following:

- Address a proven need or gap;
- Illustrate a strong proof-of-concept for achieving measurable economic development impact;
- Demonstrate sustainability without continued financial support from the CDRPA;
- Demonstrate collaboration/partnership with other public and private entities;
- Clearly contributes to the long-term sustainability of an organization whose mission furthers economic development;
- Has membership dues as part of their funding structure;
- Nonprofit organizations that serve rural communities in Chelan and Douglas Counties.

REQUEST GUIDELINES

- Proposals are typically funded between $5,000 and $20,000.
- Partial funding for a larger program may be requested; however the proposal must clearly demonstrate how the remainder of the project will be funded.
- Multi-year programs may be submitted, but a new proposal must be submitted each year with subsequent requests contingent upon availability of funds and satisfactory progress toward meeting program objectives.

FUNDING & DISBURSEMENT

- For fiscal year 2024, the CDRPA has set aside $50,000. Applications can be submitted for funding at any time until the fund is fully allocated.
- The CDRPA will reimburse funds quarterly by invoice. If an up-front investment is required, organizations should indicate the distribution plan necessary (and why) on the Application Form.
- Total Tourism Funding Requests are limited to 50% ($25,000 for 2024) in any fiscal year.

- Successful tourism grants are limited to no more than two approved requests over a five-year period.

PROPOSAL REQUIREMENTS

An organization must submit the **Application Form** to:

Chelan Douglas Regional Port Authority
Attn: Brooke Lammert
285 Technology Center Way, Suite 202
Wenatchee, WA 98801
brooke@cdrpa.org

EVALUATION CRITERIA

- Adherence to proposal and submission requirements.
- Retain and/or create living wage jobs. - Activation Grants
- Stimulate private sector capital investments. - Possibilities Tour
- Infrastructure investments that directly support economic development.
- Strategic planning efforts which have a strong probability of achieving measurable economic development results.
- Tourism related applications must be able to demonstrate strategies for attracting visitors from areas outside Chelan and Douglas Counties.

FUNDED PARTNER EXPECTATIONS

- Organization will enter into Partner Agreement defining expectations and Scope of Work
- Verbal presentation may be requested at a CDRPA Board of Directors Meeting

PROPOSAL TIMELINE

Grant Applications will be evaluated by Regional Port staff and provided to the Board of Directors during an open public meeting for approval.

QUESTIONS

Questions related to this program should be directed to Brooke Lammert, Economic Development Specialist, 509-884-4700 or via email at brooke@cdrpa.org.

Partners in Economic Development Program
Nonprofits Application Form

Organization Name:
Wenatchee Downtown Association

Organization Address:
103 Palouse Street Ste. 35

Organization Phone Number:
509-662-0059

Program Title:
Downtown Possibilities Tour & Revitalization Outreach

Program Contact:
Rosa Pulido

Contact Phone:
509-662-0059 or 509-929-9280 (cell)

Contact E-mail:
rosa@downtownwenatchee.org

Contact Title/Position:
Executive Director

Is the Organization a dues paying entity? (Do members pay dues as part of membership requirement) ☑ Yes ☐ No

Investment request is to fund:

☑ Starting, scaling, and/or improving program/project

☐ Capacity Building (Investment in future sustainability)

☐ Other (Please Specify Below)

Provide a program description, including: Justification (how this program/project will improve economic development in Chelan and Douglas Counties); Methodology, including if/how program/project will be sustainably maintained; Work to date (if any); Partners committed, if any (commitment letters required for partners); and Deliverables defined.

Answers attached.

Program Start Date (if applicable): Spring 2024

Program End Date (if applicable): Funding will be used by the end of 2024

Program timeline/milestones (by quarter):

2nd Quarter: Begin outreach to property owners for Possibilities Tour. Create activation grant program and send out to downtown businesses (review applications as needed). The Possibilities Tour will be held during this quarter.

3rd Quarter: Award activation grants.

4th Quarter: Continue providing support to businesses (activation grants). Review outcomes, investment and assess downtown business needs.

Total Program Cost: $15,000

Requested Port Funding: $10,000

Budget total, broken out by category. (Note: Indirect costs are not allowed)

Possibilities Tour: $5,000
Activation Grants: $5,000

Our total budget for this project is $15,000, of which we are requesting $10,000 from the Regional Port. The additional $5,000 will serve as a contingency fund, allowing us the flexibility to support more downtown businesses as needed. This year, we have already allocated $3,200 in grants to significant initiatives like the Museum's Historic Wine Tours, Ground Control's Passport to the Ave program, and Norwood's Night Market. These efforts have significantly contributed to promoting our downtown district, attracting tourism, and fostering a vibrant creative economy. We plan to continue this momentum by potentially extending further grants to other projects. This additional $5,000 will be sourced directly from the Wenatchee Downtown Association's general budget. We acknowledge that construction can occasionally impede access to the downtown area and impact local businesses. We just want to be ready to help support businesses who may be negatively impacted by the construction.

Is this request for partial funding of a larger project? If so, identify other funding **requested** for this project (entity, amount requested and anticipated award date), and other funding **secured** for this project (source, amount secured).

We are continually exploring various avenues to enhance our revenue streams, which include applying for grants, pursuing sponsorship opportunities, and receiving generous donations. Historically, the Possibilities Tour has been exclusively sponsored by the Port Authority. While the Port Authority remains our primary sponsor, we are open to engaging additional sponsors should the need arise to expand the event's reach and impact. Our vision for growing the Possibilities Tour includes collaborating with real estate agents to really target and attract potential investors and partnering with an architect. These relationships will help us showcase the possibilities within our downtown vacancies more effectively, providing inspiration and practical insights to potential business owners about transforming challenging spaces into vibrant businesses.

Is this a multi-year project? If yes, what are the anticipated funding needs for future years?

The Possibilities Tour is held annually. We anticipate that the need for additional funding to support downtown businesses will span over the next two years, coinciding with the duration of the ongoing construction projects. While the revitalization efforts are ongoing, the impact of construction disruptions on businesses is expected to be most acute during this period. Therefore, the request for additional funding is primarily aimed at providing crucial support to businesses during this transitional phase.

If this program is not funded at the full requested amount, how will the organization adjust for less funding?

If the program is not fully funded, we will continue to explore other grant opportunities aimed at supporting businesses during construction disruption.

Expenses are reimbursed quarterly by invoice/report; explain if another option is needed:

N/A

Definition of success of the project/program, including metrics used to evaluate success (may be quantitative and/or qualitative) and method for gathering metrics. If a tourism related project, please provide how your organization will substantiate attracting visitors outside Chelan or Douglas Counties:

Evaluation metrics for the Possibilities Tour and Activation Grants will include:

1. Creation and Dissemination of Property Flyers:Documenting the process of creating and distributing property flyers to promote the tour and featured spaces.
2. Number of Attendees: Tracking the attendance numbers for the tour to gauge interest and participation.
3. Spaces Leased from Tour: Recording the number of spaces that were leased as a result of being featured on the tour, indicating the effectiveness of the tour in connecting businesses with potential tenants.
4. Activation Grant Spreadsheet: Maintaining a spreadsheet to track the allocation and usage of activation grants, ensuring transparency and accountability in grant distribution.
5. Reports from Sponsored Events: Gathering reports from each event sponsored by the activation grants, highlighting the impact and outcomes of the sponsored events on the community and businesses.

A success story from last year's event is the Norwood Night Market. The event started small during winter of 2022. I approached Josh last year to see if we could help sponsor or just help grow the event. The event went from 300 people to a little over 2,000.

Has this organization received previous funding from the Port of Chelan County and/or Port of Douglas County? If so, list other funding received and when:

Yes, last year we received $4,000 to support our Possibilities Tour and Pop-Up market.

In addition to a completed Application Form, please provide the following:

1. Strategic Plan including mission and goals;
2. Current year budget (including all income and expenses by category);
3. Upcoming (proposal) year budget (including all income and expenses by category);
4. List sources of support (especially if public sector);
5. List of Board members;
6. Active WA Secretary of State corporate registration;
7. IRS Tax Determination Letter (if none, explain); and
8. Most recent federal tax filing (IRS 990 cover page or 990-N post card), if applicable.

Add additional pages, as needed, to complete questions, but please do not exceed a five page application (excluding the attachments requested above).

Questions related to this program should be directed to Brooke Lammert, Economic Development Specialist, 509-884-4700 or via email at brooke@cdrpa.org.

Mission

Strengthen and enrich the downtown experience, for **all.**

Vision

Champion the vitality and diversity of new and existing business, honor our history, and ensure our Downtown is the pinnacle of experience and opportunity.

Transformational Strategies

Together Downtown - Emphasizing collaboration, business support, and community engagement through the three F's:
Strategy 1: Create Forums for Collaboration and Communication
Strategy 2: Focus on Business Disruption Mitigation
Strategy 3: Use Fun to Promote Civic Engagement

Strategy 1: Create Forums for Collaboration and Communication
There is a tremendous amount of change coming at downtown Wenatchee. Main Street organizations, like WDA, are experts in leading through change. Establish regular forums for both public and business owners to discuss new developments downtown; encourage dialogue on issues like vacancies, increasing rents, and community cohesion among business owners; utilize traditional and innovative communication channels to ensure inclusivity and reach underserved demographics; provide education and resources for business owners to navigate changes.

Strategy 2: Focus on Business Disruption Mitigation
Implement financial, informational, and marketing support to businesses to maintain viability and visibility during construction and other disruptions to the normal course of business. Find and share access to loans, grants, and other financial resources to supplement relocation costs, marketing, and other forms of support. Foster business incubation that provides affordable workspace/discounted rent to support new and/or underserved entrepreneurs. Our focus is on support through promotional, financial, and informational channels.

Strategy 3: Use Fun to Promote Civic Engagement
With major changes on the horizon, it will be increasingly important to find ways for the community to feel connected to Downtown. We will employ fun to help solve sticky issues and invite people to engage in the district. Approach concerns about transit, parking, and construction by implementing creative solutions; create opportunities for groups (such as downtown workers) to play together downtown; and celebrate contributions of volunteers through awards, appreciation events, and public acknowledgements.

1. **Program Description:**

Justification:

The proposed program builds upon the successful initiatives supported by previous grants, notably the annual Possibilities Tour and pop-up events, which have played a crucial role in promoting economic development in Chelan and Douglas Counties. By leveraging these proven strategies, along with addressing emerging challenges such as construction disruptions, the program will further enhance economic vitality in the region.

Methodology:

Building on the success of past events like the Possibilities Tour and pop-up initiatives, the program will continue to foster economic growth through innovative approaches. This includes facilitating networking opportunities between property owners and prospective buyers, supporting pop-up businesses, and mitigating the impacts of construction disruptions through the Activation Grant Program.

Sustainability:

The sustainability of the program is bolstered by partnerships, such as the ongoing support from the Port for the Possibilities Tour and the collaboration with local businesses for the pop-up events. Additionally, the Activation Grant Program will be a key component in sustaining support for businesses during construction, ensuring their long-term viability.

Work to Date:

Previous grants have facilitated the successful implementation of initiatives like the Possibilities Tour and pop-up events, showcasing available vacancies and providing opportunities for businesses to thrive. These efforts have garnered support from both the community and key stakeholders, laying a solid foundation for the proposed program.

Partners Committed:

We are grateful for the continued partnership with the Port, which has been instrumental in supporting initiatives like the Possibilities Tour. Additionally, local businesses have expressed their commitment to participating in the Activation Grant Program, further strengthening the collaborative efforts to support economic development in the face of construction challenges.

Deliverables Defined:

The program's deliverables include hosting successful downtown events like the Possibilities Tour, facilitating pop-up opportunities for businesses, implementing the

Activation Grant Program to support businesses during construction, and investing in other downtown events and festivals to stimulate economic activity. These deliverables will be documented through the following efforts:

1. Creation and Dissemination of Property Flyers: Documenting the process of creating and distributing property flyers to promote the tour and featured spaces.

2. Number of Attendees: Tracking the attendance numbers for the tour to gauge interest and participation.

3. Spaces Leased from Tour: Recording the number of spaces that were leased as a result of being featured on the tour, indicating the effectiveness of the tour in connecting businesses with potential tenants.

4. Activation Grant Spreadsheet: Maintaining a spreadsheet to track the allocation and usage of activation grants, ensuring transparency and accountability in grant distribution.

5. Reports from Sponsored Events: Gathering reports from each event sponsored by the activation grants, highlighting the impact and outcomes of the sponsored events on the community and businesses.

By building upon past successes and addressing current challenges, the proposed program will continue to drive economic development in Chelan and Douglas Counties, fostering a vibrant and resilient downtown community.

Program Start Date: Spring 2024

Program End Date: We see this as an annual program for the WDA. (Possibilities Tour and Activation Grants provided by the WDA)

2. **Is this request for partial funding of a larger project? If so, identify other funding requested for this project (entity, amount requested and anticipated award date), and other funding secured for this project (source, amount secured).**

Project Description: The grant application seeks partial funding to support the Activation Grant component of our larger downtown revitalization support project.

Components Requiring Funding:

- Activation grants/construction support for downtown businesses affected by ongoing construction.
- Facade improvement grants for businesses seeking enhancements such as additional signage, painting, and flower pots.

- Marketing funds for businesses concerned about survival during the construction period.
- Revamping communication outlets (website, newsletter, etc.) to ensure effective dissemination of construction updates and funding opportunities to the entire district.

EXAMPLE: ACTIVATION GRANT APPLICATION

Downtown Activation Grant

Seeking sponsorship support for downtown initiatives or events? Please fill out the following form with essential details to process your request, highlighting how the grant will support economic development in the area.

***Required Information**

Business/Organization Name*:

Contact Name*:

Email*:

Phone Number:

Event/Program Details*:

Who is your Target Audience? *

How many attendees do you anticipate? *

EXAMPLE: ACTIVATION GRANT APPLICATION

Please provide the proposed dates/times of the activity. *

MM DD YYYY

/ /

How much funding is your business/organization requesting? *

What is the total anticipated cost of the activity? *

Are you planning to collaborate with one or more neighboring businesses/organizations on your activity? *

How does your activation grant promote/support Economic Development? *

How will you promote your activity? *

EXAMPLE: ACTIVATION GRANT APPLICATION RECIPIENT LOG

Business/ Organization	Contact Name	Program/ Activity	Amount Requested	What will funds be used for?	How does your activiation grant promote economic development?
EXAMPLE: Norwood Wine Bar	Josh Thaut	Night Market on the Ave	$2,000	Cost of stage, barriers, permits	Promoting economic development by attracting locals and tourists, boosting foot traffic for local businesses. For example, by offering local artisans and food vendors a platform to showcase their products, the night market can increase sales for these businesses and create a vibrant, bustling atmosphere that encourages spending in the area. Additionally, the night market can serve as a cultural hub, celebrating the community's heritage and attracting visitors interested in unique experiences, further boosting the local economy.

CHELAN DOUGLAS Regional Port AUTHORITY

Memo

To: Board of Directors

From: Ron Russ

Date: May 9, 2024

Re: Fire Sprinkler & Backflow Assembly Inspection, Maintenance, and Repair Services

---

Staff have solicited bids for Fire Sprinkler & Backflow Assembly Inspection, Maintenance, and Repair Services. This was a competitive solicitation advertised in the Wenatchee World and the Seattle Daily Journal of Commerce. In addition, we reached out directly to several qualified contractors to encourage participation.

Despite our efforts, we have received only one bid for this work from Patriot Fire Protection, Inc., with a total 3-year value of $227,456. Patriot has offices in Tacoma, Vancouver, and Spokane Valley, WA. They would service this contract out of their Spokane Valley office.

To my knowledge, Plumbco, Inc. is the only contractor in the Wenatchee Valley with the qualifications and capability to perform this work. They requested a copy of the bid documents but did not submit a bid.

Previously this work was performed by 4 different contractors.

- Inland Fire Protection (fire sprinklers – all buildings except CTC)
- Fire Chief (fire sprinklers, backflow assemblies & clean agent systems - CTC)
- D&B Backflow (backflow assemblies – all buildings except CTC)
- The Foam Guy (foam system at EFI)

The aggregate value of these 4 contracts over a 3-year period is approximately $78,000.

BID SUMMARY

CDRPA Fire Sprinkler and Backflow Assembly Inspection, Maintenance and Repair

				2024 Bid		Previous Contracts					
				Bidder 1 - Patriot Fire		Inland Fire Protection - 2021		Fire Chief - 2020		D&B Backflow 2021	
Bid Item	Bid Item Description	Quantity	Units	Price	Cost	Price	Cost	Price	Cost	Price	Cost
Annual Inspection & Testing											
Olds Station Business Park											
1	IB3	2	LS	$ 1,556.00	$ 3,112.00	$ 1,003.00	$ 2,006.00		$ -	$ 55.00	$ 495.00
2	IB3 w/ full dry trip	1	LS	$ 4,146.00	$ 4,146.00	$ 1,003.00	$ 1,003.00		$ -		$ -
3	IB5	3	LS	$ 1,188.00	$ 3,564.00	$ 432.00	$ 1,296.00		$ -	$ 55.00	$ 165.00
4	IB9	3	LS	$ 1,386.00	$ 4,158.00	$ 432.00	$ 1,296.00		$ -	$ 55.00	$ 165.00
5	CTC	2	LS	$ 10,752.00	$ 21,504.00		$ -	$ 5,467.00	$ 10,934.00		$ -
6	CTC w/ full dry trip	1	LS	$ 14,639.00	$ 14,639.00		$ -	$ 5,467.00	$ 5,467.00		$ -
		Subtotal for OSBP			$ 51,123.00		$ 5,601.00		$ 16,401.00		$ 825.00
Cashmere Mill District											
7	Building A	2	LS	$ 4,366.00	$ 8,732.00	$ 1,723.00	$ 3,446.00		$ -	$ 55.00	$ 330.00
8	Building A w/ full dry trip	1	LS	$ 5,711.00	$ 5,711.00	$ 1,723.00	$ 1,723.00		$ -		$ -
9	Building B	3	LS	$ 2,676.00	$ 8,028.00	$ 417.00	$ 1,251.00		$ -	$ 55.00	$ 495.00
		Subtotal for Cashmere			$ 22,471.00		$ 6,420.00		$ -		$ 825.00
Columbia Street, Wenatchee											
10	Building A	3	LS	$ 1,463.00	$ 4,389.00	$ 432.00	$ 1,296.00		$ -	$ 55.00	$ 495.00
11	Building B/C	2	LS	$ 1,390.00	$ 2,780.00	$ 1,142.00	$ 2,284.00		$ -	$ 55.00	$ 330.00
12	Building B/C w/ full dry trip	1	LS	$ 5,213.00	$ 5,213.00	$ 1,142.00	$ 1,142.00		$ -		$ -
13	Building D/E	2	LS	$ 1,025.00	$ 2,050.00	$ 571.00	$ 1,142.00		$ -	$ 55.00	$ 330.00
14	Building D/E w/ full dry trip	1	LS	$ 3,418.00	$ 3,418.00	$ 571.00	$ 571.00		$ -		$ -
15	Building F	2	LS	$ 1,030.00	$ 2,060.00	$ 571.00	$ 1,142.00		$ -	$ 55.00	$ 495.00
16	Building F w/ full dry trip	1	LS	$ 3,433.00	$ 3,433.00	$ 571.00	$ 571.00		$ -		$ -
17	Building G/I	2	LS	$ 1,036.00	$ 2,072.00	$ 571.00	$ 1,142.00		$ -	$ 55.00	$ 495.00
18	Building G/I	1	LS	$ 3,281.00	$ 3,281.00	$ 571.00	$ 571.00		$ -		$ -
19	Building H	2	LS	$ 3,522.00	$ 7,044.00	$ 2,855.00	$ 5,710.00		$ -	$ 55.00	$ 495.00
20	Building H	1	LS	$ 9,509.00	$ 9,509.00	$ 2,855.00	$ 2,855.00		$ -		$ -
		Subtotal for Columbia St.			$ 45,249.00		$ 18,426.00		$ -		$ 2,640.00
Pangborn Memorial Airport											
13	WAARNG	2	LS	$ 28,435.00	$ 56,870.00	$ 4,351.00	$ 8,702.00	$ 3,100.00	$ 6,200.00	$ 55.00	$ 825.00
14	WAARNG w/ full dry trip	1	LS	$ 30,833.00	$ 30,833.00	$ 4,351.00	$ 4,351.00	$ 3,100.00	$ 3,100.00		$ -
14	Airport Fire Station	3	LS	$ 2,694.00	$ 8,082.00	$ 432.00	$ 1,296.00		$ -		$ -
15	Pangborn Business Park	3	LS	$ 2,726.00	$ 8,178.00		$ -		$ -	$ 55.00	$ 495.00
		Subtotal for PMA			$ 103,963.00		$ 14,349.00		$ 9,300.00		$ 1,320.00
Additional Services											
16	Additional Backflow Assembly Testing	2	LS	$ 165.00	$ 330.00		$ -		$ -	$ 55.00	$ 110.00
17	Sprinkler Fitters, Journey Level, regular time	10	HR	$ 355.00	$ 3,550.00	$ 139.00	$ 1,390.00		$ -		$ -
18	Sprinkler Fitters, Journey Level, overtime @ 1.5x	1	HR	$ 375.00	$ 375.00	$ 208.50	$ 208.50		$ -		$ -
19	Sprinkler Fitters, Journey Level, overtime @ 2x	1	HR	$ 395.00	$ 395.00		$ -		$ -		$ -
20	Plumbers & Pipefitters, Journey Level, regular time	10	HR		$ -		$ -		$ -		$ -
21	Plumbers & Pipefitters, Journey Level, overtime @	1	HR		$ -		$ -		$ -		$ -
22	Plumbers & Pipefitters, Journey Level, overtime @ 2x	1	HR		$ -		$ -		$ -		$ -
		Subtotal Additional Services			$ 4,650.00		$ 1,598.50		$ -		$ 110.00
		Grant Total:			$ 227,456.00		$ 46,394.50		$ 25,701.00		$ 5,720.00
				$ 227,456.00		$ 77,815.50					

CHELAN DOUGLAS Regional Port AUTHORITY

Memo

To: Board of Directors

From: Ron Russ

Date: May 9, 2024

Re: Closed Runway Power Installation (to support WA-DNR Airbase)

Staff have solicited bids for the Closed Runway Power Installation project to support a seasonal airbase for the WA Department of Natural Resources (WA-DNR) on the west end of the closed crosswind runway.

We have received two bids for this project as summarized in the attached bid tabulation. Farmers Electric is the apparent low bidder at $32,520, including WSST.

Staff recommend awarding a Limited Public Works Contract to Farmers Electric in the amount of $32,520.

The WA-DNR has committed up to $30,000 to reimburse the CDRPA for the costs to install the power service.

BID TABULATION

Project: Closed Runway Power Installation

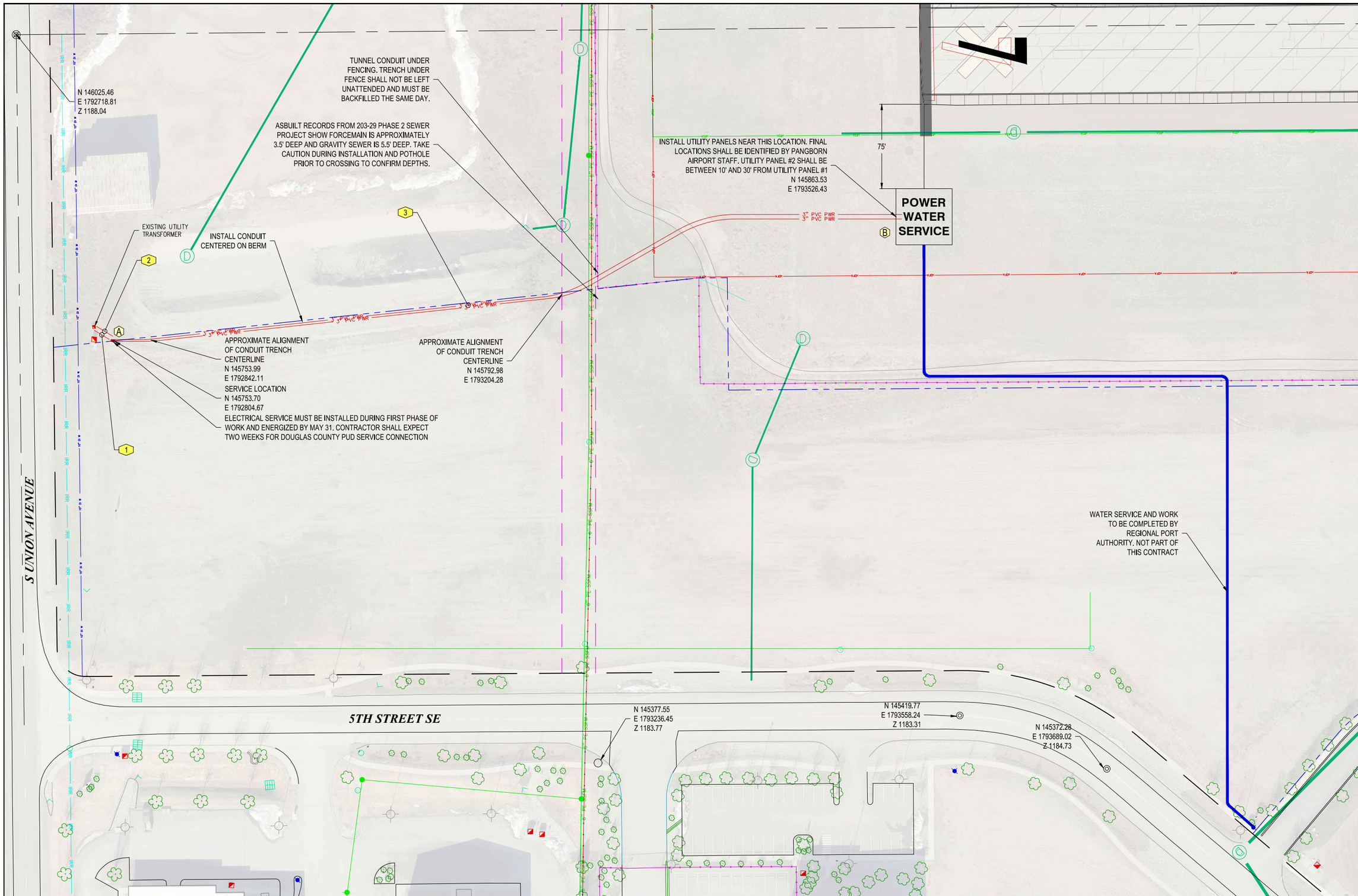
Bid Due: May 8, 2024 at 2:00 pm

Project Location: Pangborn Airport, East Wenatchee, WA

Contract #: 2024-31 **Opened By: Ron Russs** **Recorded By: Ron Russ**

Bidder Name City, State	Item 1	Sales Tax (8.4%)	Total Bid
Farmers Electric Othello, WA	$30,000.00	$2,520.00	$32,520.00
Neppel Electric Moses Lake, WA	$44,570.00	$3,743.88	$48,313.88
Leavenworth Electric & Excavation Leavenworth, WA	No bid		
Wyatt Electrical Services Wenatchee, WA	No bid		

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



SITE PLAN

1" = 40'

RH2

DEVON FEE
STATE OF WASHINGTON
52164
REGISTERED PROFESSIONAL ENGINEER

SIGNED: 04/29/2024

PANGBORN MEMORIAL AIRPORT
RUNWAY ELECTRICAL CONNECTION

CITY OF WENATCHEE

SITE PLAN

JOB NO.: 20-0026
CLIENT: RPA
FILENAME: DNR-P-PLANS.DWG
SAVE DATE: Apr 29, 2024
PLOT DATE: Apr 29, 2024
ENGINEER: DEP
REVIEWED: ERH

REVISIONS

NO.	DATE	DESCRIPTION	BY	REVIEW

SCALE: SHOWN

0" 1" 2"

DRAWING IS FULL SCALE WHEN BAR MEASURES 2"

DWG NO.: C01

SHEET NO.: 2 / 3

Chelan Douglas Regional Port Authority
Budget vs Actual
For the Period Ending: March 31, 2024

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
OPERATING REVENUES									
BUSINESS PARKS									
CASHMERE MILL DISTRICT									
Building A - Blue Spirits	$ 81,792	$ 20,448	$ 40,897				$ 40,897	$ (40,895)	$ 20,449
Building B - Hurst International & Blue Spirits	107,454	26,864	35,073				35,073	(72,381)	8,209
Utility & Operating Reimbursements	72,500	18,125	20,559				20,559	(51,941)	2,434
Misc. Income	2,500	625	-				-	(2,500)	(625)
TOTAL CASHMERE MILL DISTRICT	**$ 264,246**	**$ 66,062**	**$ 96,529**	**$ -**	**$ -**	**$ -**	**$ 96,529**	**$ (167,717)**	**$ 30,467**
CONFLUENCE TECHNOLOGY CENTER									
Office Space Leases	$ 172,929	$ 86,982	$ 141,249				$ 141,249	$ (31,680)	$ 54,267
CTC South Office Space Leases	23,903	5,976	5,439				5,439	(18,464)	(537)
Video Conference/Meeting Room Rentals	240,000	60,000	91,427				91,427	(148,573)	31,427
Utility & Operating Reimbursements	5,200	1,300	11,838				11,838	6,638	10,538
Misc. Income	1,500	375	45				45	(1,455)	(330)
TOTAL CONFLUENCE TECHNOLOGY CENTER	**$ 443,532**	**$ 154,633**	**$ 249,998**	**$ -**	**$ -**	**$ -**	**$ 249,998**	**$ (193,534)**	**$ 95,365**
COLUMBIA STREET PROPERTIES									
Building A - Badger Mtn Brewing	$ 22,680	$ 11,340	$ 11,340				$ 11,340	$ (11,340)	$ -
Buildings G/I - Streamline	155,688	38,922	38,922				38,922	(116,766)	-
Buildings C/D - Streamline	50,352	12,588	12,588				12,588	(37,764)	-
Building E - Streamline	27,000	6,750	6,750				6,750	(20,250)	-
Building F - Streamline	57,600	14,400	14,400				14,400	(43,200)	-
Building B - Streamline	44,496	11,124	11,124				11,124	(33,372)	-
Misc. Rents	1,200	300	300				300	(900)	-
Utility & Operating Reimbursements	44,725	11,181	15,666				15,666	(29,059)	4,485
TOTAL COLUMBIA STREET PROPERTIES	**$ 403,741**	**$ 106,605**	**$ 111,090**	**$ -**	**$ -**	**$ -**	**$ 111,090**	**$ (292,651)**	**$ 4,485**
MALAGA INDUSTRIAL SITE									
Farm/Land Rents	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL MALAGA INDUSTRIAL SITE	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
OLDS STATION BUSINESS PARK									
IB 2 - Synergy Food Solutions	$ 57,305	$ 14,326	$ 14,115				$ 14,115	$ (43,190)	$ (211)
IB 3 - Confluence Health	78,795	19,699	19,454				19,454	(59,341)	(245)
IB 4 - Pregis Corporation	223,458	55,865	55,864				55,864	(167,594)	(1)
IB 5 - Chelan County PUD	60,766	60,766	91,149				91,149	30,383	30,383
IB 6 - ABC Early Learning	18,282	4,571	4,571				4,571	(13,711)	-
IB 7 & 8 - Pacific Aerospace & Electronics	777,554	194,389	194,388				194,388	(583,166)	(1)
IB 9 - Sinclair Systems & Frito Lay	325,350	81,338	80,550				80,550	(244,800)	(788)
Utility & Operating Reimbursements	172,500	43,125	29,705				29,705	(142,795)	(13,420)
Misc. Income	2,500	625	3,000				3,000	500	2,375
TOTAL OLDS STATION BUSINESS PARK	**$ 1,716,510**	**$ 474,704**	**$ 492,796**	**$ -**	**$ -**	**$ -**	**$ 492,796**	**$ (1,223,714)**	**$ 18,092**
PANGBORN AIRPORT									
Landing Fees	$ 45,000	$ 11,250	$ 26,295				$ 26,295	$ (18,705)	$ 15,045
Parking Income	200,000	50,000	115,993				115,993	(84,007)	65,993
Aircraft Parking	12,000	3,000	2,512				2,512	(9,488)	(488)
Rental Income - Aviation Land	102,550	25,638	64,508				64,508	(38,042)	38,870
Rental Income - NonAviation Land	70,005	17,501	68,378				68,378	(1,627)	50,877
Rental Income - Terminal/Aviation Building	138,605	34,651	38,142				38,142	(100,463)	3,491
Rental Income - NonAviation Buildings	265,012	66,253	67,243				67,243	(197,769)	990
Rental Income - Hangars	172,075	43,019	63,259				63,259	(108,816)	20,240
Glycol Discharge Reimbursement	25,000	6,250	3,322				3,322	(21,678)	(2,928)
Car Rental Concession Fees	77,500	19,375	18,200				18,200	(59,300)	(1,175)
Fuel Flowage Fees	25,000	6,250	4,817				4,817	(20,183)	(1,433)
Festival of Flight	20,000	5,000	-				-	(20,000)	(5,000)
Misc. Fees and Permits	47,500	11,875	17,200				17,200	(30,300)	5,325
TOTAL PANGBORN AIRPORT	**$ 1,200,247**	**$ 300,062**	**$ 489,869**	**$ -**	**$ -**	**$ -**	**$ 489,869**	**$ (710,378)**	**$ 189,807**
PANGBORN FBO									
FBO Fuel Income	$ 1,600,000	$ 400,000	$ 394,675				$ 394,675	$ (1,205,325)	$ (5,325)
FBO Income (After hours)	12,500	3,125	9,265				9,265	(3,235)	6,140
FBO Misc. Income	12,500	3,125	2,491				2,491	(10,009)	(634)
TOTAL PANGBORN FBO	**$ 1,625,000**	**$ 406,250**	**$ 406,431**	**$ -**	**$ -**	**$ -**	**$ 406,431**	**$ (1,218,569)**	**$ 181**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
PANGBORN BUSINESS PARK									
Land Leases									
Lot 4 - Coca-Cola	$ 88,351	$ -	$ -				$ -	$ (88,351)	$ -
Lot 17 - Salcido	33,803	8,451	8,451				8,451	(25,352)	-
Building Leases									
3306 - Multi-Tenant	120,294	30,074	31,045				31,045	(89,249)	971
3310 - Accor Building	365,901	91,475	90,456				90,456	(275,445)	(1,019)
CWICC	225,157	56,289	55,640				55,640	(169,517)	(649)
Utility & Operating Reimbursements	17,250	4,313	7,953				7,953	(9,297)	3,640
Misc. Income	2,500	625	-				-	(2,500)	(625)
TOTAL PANGBORN BUSINESS PARK	**$ 853,256**	**$ 191,227**	**$ 193,545**	**$ -**	**$ -**	**$ -**	**$ 193,545**	**$ (659,711)**	**$ 2,318**
EXECUTIVE FLIGHT BUILDING									
Rental Income - Offices	$ 441,599	$ 110,400	$ 89,940				$ 89,940	$ (351,659)	$ (20,460)
Rental Income - Aviation/Hangar Uses	-	-	37,240				37,240	37,240	37,240
Utility & Operating Reimbursements	53,500	13,375	-				-	(53,500)	(13,375)
Misc. Income	-	-	-				-	-	-
TOTAL EXECUTIVE FLIGHT BUILDING	**$ 495,099**	**$ 123,775**	**$ 127,180**	**$ -**	**$ -**	**$ -**	**$ 127,180**	**$ (367,919)**	**$ 3,405**
LAKE CHELAN AIRPORT									
Rental Income - Kelly Property	$ 4,800	$ 1,200	$ 960				$ 960	$ (3,840)	$ (240)
TOTAL LAKE CHELAN AIRPORT	**$ 4,800**	**$ 1,200**	**$ 960**	**$ -**	**$ -**	**$ -**	**$ 960**	**$ (3,840)**	**$ (240)**
MANSFIELD AIRPORT									
Lease Income	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
TOTAL MANSFIELD AIRPORT	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
WATERVILLE AIRPORT									
Lease Income	$ 2,596	$ 649	$ 1,042				$ 1,042	$ (1,554)	$ 393
Parcell Hangar	8,820	2,205	1,399				1,399	(7,421)	(806)
TOTAL WATERVILLE AIRPORT	**$ 11,416**	**$ 2,854**	**$ 2,441**	**$ -**	**$ -**	**$ -**	**$ 2,441**	**$ (8,975)**	**$ (413)**
ORONDO RIVER PARK									
Chelan County PUD	$ 32,306	$ 8,077	$ 522				$ 522	$ (31,784)	$ (7,555)
Misc. Income	-	-	-				-	-	-
TOTAL ORONDO RIVER PARK	**$ 32,306**	**$ 8,077**	**$ 522**	**$ -**	**$ -**	**$ -**	**$ 522**	**$ (31,784)**	**$ (7,555)**
TOTAL BUSINESS PARK REVENUE	**$ 7,050,153**	**$ 1,835,449**	**$ 2,171,361**	**$ -**	**$ -**	**$ -**	**$ 2,171,361**	**$ (4,878,792)**	**$ 335,912**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
Chelan Douglas Unified Tax Levy									
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	**$ 4,790,887**	**$ 1,197,722**	**$ 347,079**	**$ -**	**$ -**	**$ -**	**$ 347,079**	**$ (4,443,808)**	**$ (850,643)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
NON-OPERATING REVENUES									
Cashmere Mill District									
Chelan County .09 Grant	$ 244,600	$ -	$ -				$ -	$ (244,600)	$ -
Confluence Technology Center									
	-	-	-				-	-	-
Columbia Street Properties									
	-	-	-				-	-	-
Malaga Industrial Sites									
Dept of Com - Malaga Waterline Ext ($1,498,650)	-	-	-				-	-	-
Client Contr - Malaga Waterline Ext ($8,501,350)	3,164,094	106,751	106,751				106,751	(3,057,343)	-
Client Overhead Reimb. - Waterline Ext ($300,000)	150,000	5,338	5,338				5,338	(144,662)	-
Client Contribution - Cooling Water System	5,691,286	212,243	212,243				212,243	(5,479,043)	-
Client Overhead Reimb. - Cooling Water System	213,200	10,613	10,613				10,613	(202,587)	-
Option to Purchase Deposits	476,223	476,223	476,223				476,223	-	-
Firing Range Property Replacement Reimbursement	3,000,000	-	-				-	(3,000,000)	-
Pangborn Airport									
FAA Grant Proceeds (Apron Rehab)	1,866,320	1,100,437	1,100,437				1,100,437	(765,883)	-
Engineering Settlement (Apron Project)	111,000	-	-				-	(111,000)	-
FAA Grant Proceeds (Phase I - Taxiway A Realignment)	1,033,953	-	-				-	(1,033,953)	-
FAA Grant Proceeds (Phase II - Taxiway A Realignment)	1,303,324	-	-				-	(1,303,324)	-
FAA Grant Proceeds (Taxiway B to Site Development)	208,330	-	-				-	(208,330)	-
FAA Grant Proceeds - Runway Reconstruction Design	1,041,400	-	-				-	(1,041,400)	-
FAA Grant Proceeds - Snow Removal Equipment	895,284	-	-				-	(895,284)	-
National Guard Land Sale	1,997,500	-	-				-	(1,997,500)	-
CWICC Generator Reimbursement	75,000	-	-				-	(75,000)	-
GSA/TSA Office Remodel Reimbursement	100,000	-	-				-	(100,000)	-
PFC Capital Funds	127,500	31,875	66,243				66,243	(61,257)	34,368
TSA Operating Grant	18,750	4,688	7,788				7,788	(10,962)	3,100

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
Pangborn Business Park									
Trades District EDA Grant ($4,990,967)	4,990,967	-	-				-	(4,990,967)	-
Trades District State Capital Grant ($2,950,000)	2,950,000	-	-				-	(2,950,000)	-
Trades District CERB Financing ($2,500,000)	2,500,000	-	-				-	(2,500,000)	-
Trades District SBIF Grant ($1,000,000)	250,000	-	-				-	(250,000)	-
Waterville Airport									
	-	-	-				-	-	-
Economic Development									
ADO Contracts - Dept. of Commerce	150,000	37,500	37,500				37,500	(112,500)	-
Other									
Regional Aquatic Center Study	210,810	59,141	59,141				59,141	(151,669)	-
NCWEDD Salary Reimbursement	-	-	13,560				13,560	13,560	13,560
City of Wenatchee - Gov't Affairs Reimbursement	-	-	13,871				13,871	13,871	13,871
Other Tax Income (LHT & Timber Dist.)	13,250	3,313	3,560				3,560	(9,690)	247
Interest Income	47,500	11,875	63,582				63,582	16,082	51,707
Other Income	5,000	1,250	-				-	(5,000)	(1,250)
Sale of Fixed Assets	-	-	-				-	-	-
TOTAL NON-OPERATING REVENUES	**$ 32,835,291**	**$ 2,061,247**	**$ 2,176,850**	**$ -**	**$ -**	**$ -**	**$ 2,176,850**	**$ (30,658,441)**	**$ 115,603**
TOTAL REVENUES	**$ 44,676,331**	**$ 5,094,418**	**$ 4,695,290**	**$ -**	**$ -**	**$ -**	**$ 4,695,290**	**$ (39,981,041)**	**$ (399,128)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
BUSINESS PARK EXPENSES									
CASHMERE MILL DISTRICT									
Debt Service - Buildings A & B (2035)	$ 219,134	$ -	$ -				$ -	$ (219,134)	$ -
CERB Loan (2031)	75,781	75,781	75,781				75,781	-	-
Property Insurance	25,300	-	-				-	(25,300)	-
Building Maintenance	20,000	5,000	168				168	(19,832)	(4,832)
Property Maintenance	20,000	5,000	2,742				2,742	(17,258)	(2,258)
Utilities	37,500	9,375	13,996				13,996	(23,504)	4,621
Misc. Expenses	2,500	625	-				-	(2,500)	(625)
TOTAL CASHMERE MILL DISTRICT	**$ 400,215**	**$ 95,781**	**$ 92,687**	**$ -**	**$ -**	**$ -**	**$ 92,687**	**$ (307,528)**	**$ (3,094)**
CONFLUENCE TECHNOLOGY CENTER									
Salaries	$ 112,275	$ 28,069	$ 27,960				$ 27,960	$ (84,315)	$ (109)
Employee Benefits	33,875	8,469	8,613				8,613	(25,262)	144
Payroll Taxes	10,500	2,625	2,610				2,610	(7,890)	(15)
Internship Opportunities	15,000	3,750	3,400				3,400	(11,600)	(350)
Contract Labor	20,000	5,000	3,309				3,309	(16,691)	(1,691)
Building Operational Expenses	468,739	117,185	113,977				113,977	(354,762)	(3,208)
CTC South Building Operational Expenses	23,500	5,875	4,502				4,502	(18,998)	(1,373)
Video Conference Center/Meeting Room Expenses	211,815	52,954	55,236				55,236	(156,579)	2,282
Misc. Expenses	5,000	1,250	-				-	(5,000)	(1,250)
TOTAL CONFLUENCE TECHNOLOGY CENTER	**$ 900,704**	**$ 225,177**	**$ 219,607**	**$ -**	**$ -**	**$ -**	**$ 219,607**	**$ (681,097)**	**$ (5,570)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
MALAGA INDUSTRIAL SITE									
Property Maintenance	$ 5,000	$ 1,250	$ -				$ -	$ (5,000)	$ (1,250)
Property Insurance	1,500	-	-				-	(1,500)	-
Utilities	1,500	375	2,293				2,293	793	1,918
Misc. Expenses	5,000	1,250	45				45	(4,955)	(1,205)
TOTAL MALAGA INDUSTRIAL SITE	**$ 13,000**	**$ 2,875**	**$ 2,338**	**$ -**	**$ -**	**$ -**	**$ 2,338**	**$ (10,662)**	**$ (537)**
OLDS STATION BUSINESS PARK									
Building Maintenance & Repairs	$ 15,000	$ 3,750	$ 8,500				$ 8,500	$ (6,500)	$ 4,750
Property & Grounds	35,000	8,750	6,788				6,788	(28,212)	(1,962)
Utilities	54,750	13,688	19,255				19,255	(35,495)	5,567
Fire Protection in lieu of taxes	14,500	-	-				-	(14,500)	-
Property Insurance	77,500	-	-				-	(77,500)	-
Misc. Expenses	5,000	1,250	2,755				2,755	(2,245)	1,505
TOTAL OLDS STATION BUSINESS PARK	**$ 201,750**	**$ 27,438**	**$ 37,298**	**$ -**	**$ -**	**$ -**	**$ 37,298**	**$ (164,452)**	**$ 9,860**
COLUMBIA STREET PROPERTIES									
Building Maintenance & Repairs	$ 15,000	$ 3,750	$ 4,751				$ 4,751	$ (10,249)	$ 1,001
Property & Grounds	7,500	1,875	2,416				2,416	(5,084)	541
Fire Protection in lieu of taxes	13,750	-	-				-	(13,750)	-
Property Insurance	69,715	-	-				-	(69,715)	-
Utilities	35,000	8,750	7,791				7,791	(27,209)	(959)
Misc. Expenses	15,000	3,750	-				-	(15,000)	(3,750)
TOTAL COLUMBIA STREET PROPERTIES	**$ 155,965**	**$ 18,125**	**$ 14,958**	**$ -**	**$ -**	**$ -**	**$ 14,958**	**$ (141,007)**	**$ (3,167)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
PANGBORN AIRPORT									
Salaries	$ 642,500	$ 160,625	$ 176,642				$ 176,642	$ (465,858)	$ 16,017
Salaries - Overtime	37,500	9,375	8,971				8,971	(28,529)	(404)
Employee Benefits	197,500	49,375	55,016				55,016	(142,484)	5,641
Payroll Taxes	79,750	19,938	20,970				20,970	(58,780)	1,032
Engineering/Professional Fees	50,000	12,500	15,052				15,052	(34,948)	2,552
Real Estate Commission (Lease Negotiation)	-	-	16,901				16,901	16,901	16,901
Air Service Development	40,000	10,000	4,000				4,000	(36,000)	(6,000)
Non-Aviation Maintenance	15,000	3,750	370				370	(14,630)	(3,380)
Aviation Maintenance	15,000	3,750	3,568				3,568	(11,432)	(182)
Terminal Maintenance	35,000	8,750	13,056				13,056	(21,944)	4,306
Airfield Maintenance	60,000	15,000	22,183				22,183	(37,817)	7,183
Vehicle & Equipment Maintenance	45,000	11,250	5,084				5,084	(39,916)	(6,166)
Small Tools & Equipment	4,000	1,000	371				371	(3,629)	(629)
Utilities	70,000	17,500	20,253				20,253	(49,747)	2,753
Irrigation	66,000	66,000	71,426				71,426	5,426	5,426
Stormwater	46,000	46,000	44,460				44,460	(1,540)	(1,540)
Aviation Ramp Glycol Disposal	25,000	6,250	7,459				7,459	(17,541)	1,209
Security Expenses	15,000	3,750	4,808				4,808	(10,192)	1,058
Property/Liability Insurance	165,000	33,892	33,892				33,892	(131,108)	-
Fuel (M&O)	65,000	16,250	18,763				18,763	(46,237)	2,513
Regulatory Compliance	40,000	10,000	1,879				1,879	(38,121)	(8,121)
Winter Operations	70,000	17,500	512				512	(69,488)	(16,988)
Memberships & Subscriptions	4,000	1,000	909				909	(3,091)	(91)
Marketing	25,000	6,250	3,655				3,655	(21,345)	(2,595)
Conferences, Training & Meetings	30,000	7,500	5,268				5,268	(24,732)	(2,232)
Information Technology	53,500	13,375	10,966				10,966	(42,534)	(2,409)
Parking Lot Expenses	20,000	5,000	8,217				8,217	(11,783)	3,217
Credit Card Fees (Parking/Fuel Sales)	37,500	9,375	12,294				12,294	(25,206)	2,919
Line of Credit - Interest Expense	62,500	-	-				-	(62,500)	-
Taxiway B CARB Loan (Deferred to 2027)	-	-	-				-	-	-
Furniture/Supplies	20,000	5,000	-				-	(20,000)	(5,000)
Horizon - Minimum Revenue Guarantee	500,000	-	-				-	(500,000)	-
Misc. Expenses	15,000	3,750	3,456				3,456	(11,544)	(294)
TOTAL PANGBORN AIRPORT	**$ 2,550,750**	**$ 573,705**	**$ 590,401**	**$ -**	**$ -**	**$ -**	**$ 590,401**	**$ (1,960,349)**	**$ 16,696**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
PANGBORN FBO									
Salaries	$ 290,000	$ 72,500	$ 66,782				$ 66,782	$ (223,218)	$ (5,718)
Salaries - Overtime	22,500	5,625	1,943				1,943	(20,557)	(3,682)
Employee Benefits	107,500	26,875	19,675				19,675	(87,825)	(7,200)
Payroll Taxes	39,750	9,938	8,384				8,384	(31,366)	(1,554)
FBO Building Maintenance	10,000	2,500	-				-	(10,000)	(2,500)
FBO Building Utilities	10,000	2,500	752				752	(9,248)	(1,748)
FBO Expenses	60,000	15,000	6,721				6,721	(53,279)	(8,279)
Fuel (Resale)	1,200,000	300,000	295,273				295,273	(904,727)	(4,727)
Supplies (Resale)	10,000	2,500	2,719				2,719	(7,281)	219
TOTAL PANGBORN FBO	**$ 1,749,750**	**$ 437,438**	**$ 402,249**	**$ -**	**$ -**	**$ -**	**$ 402,249**	**$ (1,347,501)**	**$ (35,189)**
PANGBORN BUSINESS PARK									
Building Maintenance & Repairs	$ 37,500	$ 9,375	$ 10,418				$ 10,418	$ (27,082)	$ 1,043
Property & Grounds	42,500	10,625	-				-	(42,500)	(10,625)
Utilities	30,750	7,688	9,064				9,064	(21,686)	1,376
Storm Water	3,950	3,950	3,668				3,668	(282)	(282)
Property Insurance	50,180	-	-				-	(50,180)	-
Trades District CERB Loan (Deferred to 2025)	-	-	-				-	-	-
Misc. Expenses	2,500	625	-				-	(2,500)	(625)
TOTAL PANGBORN BUSINESS PARK	**$ 167,380**	**$ 32,263**	**$ 23,150**	**$ -**	**$ -**	**$ -**	**$ 23,150**	**$ (144,230)**	**$ (9,113)**
EXECUTIVE FLIGHT BUILDING									
Building Maintenance & Repairs	$ 37,500	$ 9,375	$ 15,063				$ 15,063	$ (22,437)	$ 5,688
Property & Grounds	12,000	3,000	-				-	(12,000)	(3,000)
Utilities	72,500	18,125	31,651				31,651	(40,849)	13,526
Insurance	42,500	-	-				-	(42,500)	-
Misc. Expenses	5,000	1,250	203				203	(4,797)	(1,047)
TOTAL EXECUTIVE FLIGHT BUILDING	**$ 169,500**	**$ 31,750**	**$ 46,917**	**$ -**	**$ -**	**$ -**	**$ 46,917**	**$ (122,583)**	**$ 15,167**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
LAKE CHELAN AIRPORT									
Maintenance & Operations Subsidy (City of Chelan)	$ 48,058	$ 12,015	$ 12,015				$ 12,015	$ (36,043)	$ -
Aircraft Counter/Operations Report	4,800	1,200	1,200				1,200	(3,600)	-
Environmental Assessment	-	-	-				-	-	-
FAA Pavement Maintenance Project	-	-	-				-	-	-
Maintenance (Kelly Property)	8,750	2,188	-				-	(8,750)	(2,188)
Insurance	925	-	-				-	(925)	-
Utilities	500	125	76				76	(424)	(49)
Misc. Expenses (Kelly Property)	2,500	625	-				-	(2,500)	(625)
TOTAL LAKE CHELAN AIRPORT	**$ 65,533**	**$ 16,153**	**$ 13,291**	**$ -**	**$ -**	**$ -**	**$ 13,291**	**$ (52,242)**	**$ (2,862)**
MANSFIELD AIRPORT									
Property Maintenance	$ 7,500	$ 1,875	$ 59				$ 59	$ (7,441)	$ (1,816)
Utilities	1,500	375	100				100	(1,400)	(275)
Property Insurance	4,500	4,500	5,545				5,545	1,045	1,045
Aircraft Counter/Operations Report	4,800	1,200	1,200				1,200	(3,600)	-
Misc. Expenses	1,500	375	-				-	(1,500)	(375)
TOTAL MANSFIELD AIRPORT	**$ 19,800**	**$ 8,325**	**$ 6,904**	**$ -**	**$ -**	**$ -**	**$ 6,904**	**$ (12,896)**	**$ (1,421)**
WATERVILLE AIRPORT									
Property Maintenance	$ 12,000	$ 3,000	$ 34				$ 34	$ (11,966)	$ (2,966)
Utilities	1,200	300	308				308	(892)	8
Property Insurance	4,750	4,750	5,545				5,545	795	795
Aircraft Counter/Operations Report	4,800	1,200	1,200				1,200	(3,600)	-
Misc. Expenses	1,500	375	-				-	(1,500)	(375)
TOTAL WATERVILLE AIRPORT	**$ 24,250**	**$ 9,625**	**$ 7,087**	**$ -**	**$ -**	**$ -**	**$ 7,087**	**$ (17,163)**	**$ (2,538)**
ORONDO RIVER PARK									
Building Maintenance	$ 3,500	$ 875	$ -				$ -	$ (3,500)	$ (875)
Property Maintenance	30,000	7,500	-				-	(30,000)	(7,500)
Water System Management	3,000	750	-				-	(3,000)	(750)
Security Patrol	6,000	1,500	-				-	(6,000)	(1,500)
Utilities	3,000	750	413				413	(2,587)	(337)
Property Insurance	1,765	-	-				-	(1,765)	-
Misc. Expenses	1,500	375	-				-	(1,500)	(375)
TOTAL ORONDO RIVER PARK	**$ 48,765**	**$ 11,750**	**$ 413**	**$ -**	**$ -**	**$ -**	**$ 413**	**$ (48,352)**	**$ (11,337)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
CDRPA BUSINESS PARK MAINTENANCE									
Salaries	$ 187,500	$ 46,875	$ 40,282				$ 40,282	$ (147,218)	$ (6,593)
Employee Benefits	37,500	9,375	14,311				14,311	(23,189)	4,936
Payroll Taxes	22,750	5,688	7,725				7,725	(15,025)	2,037
Auto Expenses	15,000	3,750	2,572				2,572	(12,428)	(1,178)
Small Equipment	5,000	1,250	376				376	(4,624)	(874)
TOTAL CDRPA BUSINESS PARK MAINT.	**$ 267,750**	**$ 66,938**	**$ 65,266**	**$ -**	**$ -**	**$ -**	**$ 65,266**	**$ (202,484)**	**$ (1,672)**
TOTAL BUSINESS PARK EXPENSES	**$ 6,735,112**	**$ 1,557,343**	**$ 1,522,566**	**$ -**	**$ -**	**$ -**	**$ 1,522,566**	**$ (5,212,546)**	**$ (34,777)**
ADMINISTRATIVE & GENERAL EXPENSES									
Salaries	$ 1,322,250	$ 330,563	$ 310,231				$ 310,231	$ (1,012,019)	$ (20,332)
Commissioners' Compensation, Benefits & Taxes	346,275	86,569	77,374				77,374	(268,901)	(9,195)
Employee Benefits	395,000	98,750	99,107				99,107	(295,893)	357
Payroll Taxes	120,000	30,000	28,752				28,752	(91,248)	(1,248)
Internship Opportunities	15,000	-	-				-	(15,000)	-
Professional Services									
Legal	175,000	43,750	30,400				30,400	(144,600)	(13,350)
Engineering/Architectural	50,000	12,500	1,403				1,403	(48,597)	(11,097)
WA State Audit Costs	62,500	9,619	9,619				9,619	(52,881)	-
Government Affairs Representation - State	80,000	20,000	18,000				18,000	(62,000)	(2,000)
Government Affairs Representation - Federal	107,100	26,775	36,767				36,767	(70,333)	9,992
Other Professional Services	37,500	9,375	2,024				2,024	(35,476)	(7,351)
Conferences, Training, and Meetings	20,000	5,000	10,698				10,698	(9,302)	5,698
Commission Conferences & Travel	32,500	8,125	17,235				17,235	(15,265)	9,110
County Election Expenses	-	-	-				-	-	-
Memberships and Subscriptions	52,500	13,125	44,985				44,985	(7,515)	31,860
Travel (Reimbursement)	25,000	6,250	10,552				10,552	(14,448)	4,302
Office Expense									
Supplies	25,000	6,250	9,862				9,862	(15,138)	3,612
Telephone	14,250	3,563	2,427				2,427	(11,823)	(1,136)
Computers/Hardware	13,100	3,275	972				972	(12,128)	(2,303)
Software/Backup/Internet	24,535	6,134	4,776				4,776	(19,759)	(1,358)
Managed Services/Maintenance	43,045	10,761	15,036				15,036	(28,009)	4,275
Insurance (Public Officials, General Liability, etc)	133,515	-	-				-	(133,515)	-
Line of Credit - Interest Expense	41,500	-	-				-	(41,500)	-
Moving Expenses	-	-	43,856				43,856	43,856	43,856
Misc. Expenses	10,000	2,500	3,659				3,659	(6,341)	1,159
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	**$ 3,145,570**	**$ 732,884**	**$ 777,735**	**$ -**	**$ -**	**$ -**	**$ 777,735**	**$ (2,367,835)**	**$ 44,851**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
BUSINESS DEVELOPMENT & MARKETING EXPENSES									
Marketing & Communications	$ 50,000	$ 12,500	$ 31,406				$ 31,406	$ (18,594)	$ 18,906
Business Recruitment & Trade Shows	20,000	5,000	4,568				4,568	(15,432)	(432)
Real Estate Marketing	25,000	6,250	-				-	(25,000)	(6,250)
Douglas County GIS	12,000	-	-				-	(12,000)	-
Chelan-Douglas Trends	7,000	-	-				-	(7,000)	-
Small Business Development Center (WSU)	60,000	15,000	-				-	(60,000)	(15,000)
Promotional Hosting	7,500	1,875	1,769				1,769	(5,731)	(106)
TOTAL BUSINESS DEVELOPMENT & MARKETING EXPENSES	**$ 181,500**	**$ 40,625**	**$ 37,743**	**$ -**	**$ -**	**$ -**	**$ 37,743**	**$ (143,757)**	**$ (2,882)**
ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)									
WV Sports Foundation - Winter Special Olympics	$ 5,000	$ 5,000	$ 5,000				$ 5,000	$ (5,000)	$ -
Community Nonprofit ED Projects	45,000	-	-				-	(45,000)	-
TOTAL ECONOMIC DEVELOPMENT CONTRACTS	**$ 50,000**	**$ 5,000**	**$ 5,000**	**$ -**	**$ -**	**$ -**	**$ 5,000**	(45,000)	**$ -**
COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)									
City of Entiat	$ 7,500	$ -	$ -				$ -	$ (7,500)	$ -
Douglas County - Intersection Improvement Project	50,000	-	-				-	(50,000)	-
Opportunity Placeholder	-	-	-				-	-	-
TOTAL COMMUNITY PARTNERSHIP PROJECTS	**$ 57,500**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (57,500)**	**$ -**
OTHER EXPENDITURES									
Regional Aquatic Center Study	$ 210,810	$ -	$ -				$ -	$ (210,810)	$ -
TOTAL OTHER EXPENDITURES	**$ 210,810**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (210,810)**	**$ -**
TOTAL EXPENSES	**$ 10,380,492**	**$ 2,335,852**	**$ 2,343,044**	**$ -**	**$ -**	**$ -**	**$ 2,343,044**	**$ (8,037,448)**	**$ 7,192**
LESS OPERATING REVENUES	**$ 44,676,331**	**$ 5,094,418**	**$ 4,695,290**	**$ -**	**$ -**	**$ -**	**$ 4,695,290**	**$ (39,981,041)**	**$ (399,128)**
NET RESULTS BEFORE CAPITAL PROJECTS	**$ 34,295,839**	**$ 2,758,566**	**$ 2,352,246**	**$ -**	**$ -**	**$ -**	**$ 2,352,246**	**$ (31,943,593)**	**$ (406,320)**

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
CAPITAL PROJECTS									
Cashmere Mill District									
South Parcels Infrastructure - Design/Construction	$ 489,200	$ -	$ -				$ -	$ (489,200)	$ -
Sidewalk Repairs	150,000	-	-				-	(150,000)	-
Confluence Technology Center									
Office Buildout & Furniture	750,000	-	-				-	(750,000)	-
SVSI Component Replacement	25,000	-	-				-	(25,000)	-
Salvage, Demo & Restoration (Carryover)	-	-	3,339				3,339	3,339	3,339
Malaga Industrial Site									
Waterline Extension Project - Phase I	3,164,094	196,685	196,685				196,685	(2,967,409)	-
Cooling Water System - Phase I	5,691,286	212,399	212,399				212,399	(5,478,887)	-
Property Acquisition									
Adcock	1,028,950	601	601				601	(1,028,349)	-
Firing Range Property Replacement	3,000,000	48,555	48,555				48,555	(2,951,445)	-
Baker Property (2023 Budget)	-	-	320				320	320	320
Mobile Home/Orchard Removal	200,000	-	-				-	(200,000)	-
Other Malaga Fees	-	-	14,413				14,413	14,413	14,413
TIF District Analysis	75,000	-	-				-	(75,000)	-
Olds Station Business Park									
IB #6 Exterior Improvements Design	30,000	-	-				-	(30,000)	-
IB #9 Canopy/Roofing Repairs/Replacement	140,000	78,620	78,620				78,620	(61,380)	-

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
Pangborn Airport									
Terminal Apron	50,000	50,000	53,797				53,797	3,797	3,797
Taxiway A Reconstruction	175,000	105,265	105,265				105,265	(69,735)	-
Taxiway B/Hangar Site Development	47,295	28,418	28,418				28,418	(18,877)	-
MALSR Carryover	-	-	4,304				4,304	4,304	4,304
Runway Reconstruction Phase I - Design	1,157,111	122,416	122,416				122,416	(1,034,695)	-
Airlift NW Hangar - Design	75,000	75,000	101,716				101,716	26,716	26,716
Snow Removal Equipment - Rotary Plow	960,260	-	-				-	(960,260)	-
Hangar Doors Maintenance/Replacement	50,000	-	-				-	(50,000)	-
Baggage Screening Remodel	82,500	-	-				-	(82,500)	-
TSA Office Improvements	100,000	-	-				-	(100,000)	-
Removal of Underground Storage Tanks	496,000	301,323	301,323				301,323	(194,677)	-
National Guard Land Costs	25,000	2,141	2,141				2,141	(22,859)	-
Maintenance Office HVAC	20,000	-	-				-	(20,000)	-
Fed Ex Building Remodel	100,000	-	-				-	(100,000)	-
CWICC Generator	75,000	-	-				-	(75,000)	-
CWICC Carpet Replacement	95,000	58,603	58,603				58,603	(36,397)	-
TIF District Analysis	75,000	8,873	8,873				8,873	(66,127)	-
Fire Truck PFOS Removal	100,000	-	-				-	(100,000)	-
GA Terminal Remodel (Priority On-Hold)	-	-	63				63	63	63
Pangborn FBO									
Aircraft Recovery Tire Dollies	15,000	-	-				-	(15,000)	-
Pangborn Business Park									
Trades District	10,768,085	21,056	21,056				21,056	(10,747,029)	-
Accor HVAC Assessment	50,000	-	-				-	(50,000)	-
Executive Flight Building									
Roof Repair/Gutter Modification	383,000	980	980				980	(382,020)	-
Fire Sprinkler Repair/Foam Conversion	500,000	14,266	14,266				14,266	(485,734)	-
Apron Repair	331,000	2,337	2,337				2,337	(328,663)	-
Building Generator	60,000	-	-				-	(60,000)	-
Orondo River Park									
Well Pump/Chlorination System	105,000	457	457				457	(104,543)	-

	2024 Final	1st Qtr YTD Budget	January - March	April - June	July - September	October - December	YTD Actual	Annual Budget Variance	YTD Budget Variance
Vehicles/Equipment									
Snowplow for Pickup	15,000	-	-				-	(15,000)	-
Mower	60,000	-	-				-	(60,000)	-
Kubota Mower (2023 Budget)	-	-	47,453				47,453	47,453	47,453
2024 F250 Truck (2023 Budget)	-	-	58,736				58,736	58,736	58,736
Other									
Chelan Waterline Extension	50,000	-	-				-	(50,000)	-
Strategic Plan	150,000	588	588				588	(149,412)	-
TOTAL CAPITAL PROJECTS	**$ 30,913,781**	**$ 1,328,583**	**$ 1,487,724**	**$ -**	**$ -**	**$ -**	**$ 1,487,724**	**$ (29,426,057)**	**$ 159,141**
NET RESULTS AFTER CAPITAL PROJECTS	**$ 3,382,058**	**$ 1,429,983**	**$ 864,522**	**$ -**	**$ -**	**$ -**	**$ 864,522**	**$ (2,517,536)**	**$ (565,461)**

NAPOLI SHKOLNIK
ATTORNEYS AT LAW

Paul J. Napoli, Partner
(347) 379-1340

March 15, 2024

URGENT INFORMATION – DO NOT DELAY
AFFF Contamination of Part 139 Airports

I write to provide you with an important update concerning AFFF Firefighting Foam ("foam") contaminating Part 139 airports. **Airports across the country are at risk of facing massive costs resulting from airport remediation costs and the expenses associated with remediating contaminated drinking water wells in the community.** A growing number of general aviation and Part 139 airports are filing lawsuits. These lawsuits seek damages and penalties from the manufacturers of firefighting foam, including the 3M Co., Tyco Fire Products L.P., National Foam, Inc., Buckeye Fire Protection, Chemguard, E.I. Du Pont De Nemours and Company and The Chemours Company.

As you know, foam is used for fire suppression, particularly at Part 139 airports for training purposes and to combat jet fuel spills. However, many foam products contain PFAS chemicals. For decades, there was a mandate that Part 139 airports use foam which contained PFAS when extinguishing fires, and more often, for fire training purposes. This resulted in long-standing, uncontrolled releases of highly toxic and persistent PFAS. Human exposure to these toxic substances, through use or contaminated drinking water, can lead to an increased risk for cancers and other injuries. The foam used has caused these chemicals to leach into underground aquifers and surface water bodies used for drinking water across the country.

Through no fault of their own, many airports are finding out the prior use of foam has contaminated their property and surrounding areas, requiring cleanup. The expense of lengthy and costly remediation of contaminated water should not be borne by the airports or the local taxpayers, but by the manufacturers of the chemicals who knowingly introduced these defective chemicals into the water.

Several states have taken affirmative actions to implement their own binding regulatory detection level of PFAS in drinking water and on March 14, 2023, EPA proposed national, mandatory Maximum Contaminant Levels (MCLs) of 4 ppt (parts per trillion) for PFOA and PFOS. Part 139 airports will become more affected as future mandatory remediations and standards are put in place.

As you may know, we have recently achieved a significant milestone by successfully negotiating settlements with the 3M Company and DuPont concerning PFAS contamination in public water systems' drinking water supplies. This achievement marks a crucial step in our ongoing efforts to address and mitigate environmental contamination and ensure the safety of our water resources. Building on this progress, we are now focusing our efforts on addressing similar issues affecting airports. Our team is dedicated to ensuring that all impacted communities receive the support and resources necessary to remediate PFAS contamination effectively.

We strongly encourage you to contact me directly at (347) 379-1340 for more information on how to become involved in this litigation.

Very truly yours,
NAPOLI SHKOLNIK

Paul J. Napoli

Attorney Advertising. Prior Results Do Not Guarantee Similar Outcomes.

CHELAN DOUGLAS
Regional Port
AUTHORITY

285 Technology Center Way, Suite 202 | Wenatchee, WA 98801 | Phone: 509.884.4700 | Fax: 509.662.5151 | www.cdrpa.org

April 26, 2024

Michaela Walsh Taylor
Paralegal
Gatens Green Weidenbach, PLLC
305 Aplets Way
Cashmere, WA 98815
michaela@ggw-law.com

Re: Public Record Request Dated April 23, 2024

Dear Ms. Walsh:

This letter acknowledges receipt of your public records request to the Chelan Douglas Regional Port Authority ("CDRPA") at 9:35 a.m. on Tuesday, April 23, 2024 ("Request") via email. The CDRPA is interpreting your Request under Chapter 42.56 RCW, which is the current Washington Public Records Act. *See* RCW 42.56.020.

You have requested the following:

> *"Produce a complete copy of all documents, regardless of format, and including, but not limited to all electronic or digital communications, texts, SMS messages, emails, direct messages and/or "DMs" via any and all social media or electronic communication platforms related to or referencing the following:*
>
> *-David Quick*
> *-Badger Mountain Brewing, LLC*
> *-The real property located at 1 Orondo Avenue, Wenatchee*
> *-Blewett Brewing Company, LLC*
> *-Eric Peterson (of Blewett Brewing Company, LLC)*
>
> *Please produce all documents for the time period June 1, 2023, to current."*

Pursuant to RCW 42.56.520, the CDRPA is notifying you that it anticipates fulfilling your Request by **July 31, 2024**. This time is necessary to locate records that may be responsive to your Request, and to determine whether any exemptions might apply to those records. Please be advised that the CDRPA may also need to notify third parties of your Request before it discloses

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 Loebsack, Commissioner, Douglas County Dist. 2 | **Richard DeRock,** Commissioner, Chelan County Dist. 3 | **Mark Spurgeon,** Commissioner, Douglas County Dist. 3

certain records. This anticipated date is only an estimate and may need to be revised as the CDRPA processes the Request.

As may be necessary, the CDRPA may respond to your Request on an installment basis pursuant to RCW 42.56.080. Additionally, the CDRPA may contact you for clarification regarding your Request.

Sincerely,

Sarah Deenik
Public Records Officer
info@cdrpa.org

CC Jim Kuntz, Chief Executive Officer
Monica Lough, Director of Finance & Administration
Quentin Batjer, Legal Counsel

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 Loebsack, Commissioner, Douglas County Dist. 2 | **Richard DeRock,** Commissioner, Chelan County Dist. 3 | **Mark Spurgeon,** Commissioner, Douglas County Dist. 3

Chelan Douglas Regional Port Authority

Current Available Space for Lease

Meeting: May 13, 2024

Current Available Space for Lease		
Space Available	**SQFT or Acres**	**Details**
CTC South Suite A-103	138 sq ft $26 per sq ft 2024	Unfurnished
CTC South Suite A-106	98 sq ft $26 per sq ft 2024	Unfurnished
CTC – South Suite A-107	126 sq ft $26 per sq ft 2024	Unfurnished
CTC South Suite A-108	1070 sq ft $26 per sq ft 2024	Unfurnished & Windowless
CTC Suite #110	319 sq ft $26 per sq ft 2024	Unfurnished or Furnished with TWO work-stations
CTC Suite #137	130 sq ft $26 per sq ft 2024	Unfurnished
CTC Suite #138	130 sq ft $26 per sq ft 2024	Unfurnished
CTC Suite LL1	9,430 sq ft $14 per sq ft 2024	Unfinished
CTC Suite #202	8,810 sq ft $28 per sq ft 2024	Potential CDRPA Admin Space
Cashmere Mill District Building B	3,056 sq ft	Demising wall may be needed
Waterville Hangar Space Suite A	48' x 58'	Hangar
Kelly Property Barn Chelan, WA	7,200 sq ft	Barn

Chelan Douglas Regional Port Authority

Space Available Soon for Lease

Meeting: May 13, 2024

Space Available Soon for Lease		
Space Available	**SQFT or Acres**	**Details**
CTC Suite LL2	9,240 sq ft $14 per sq ft 2024	Unfurnished / TI Needed Available June 1, 2024

Note: : For CTC Spaces, if less than the full floor is leased a building load factor of 13% will be added to the square feet.

2024 CDRPA Calendar of Events

MAY 2024

Date:	Time:	Event:	Location:	Attending:
13-May	12:30pm	CDRPA Special Board Meeting	CTC	Board of Directors; Staff
15-17 May	All Day	WPPA 2024 Spring Meeting	Skamania Lodge - Stevenson, WA	Commissioner Etherington, Commissioner Baldwin, Commissioner Spurgeon, Kuntz, and Lough
17-May	1:30pm-3:00pm	Chelan County Leadership Meeting	CTC	
21-May	12:00pm	Wenatchee Downtown Kiwanis- CDRPA Presentation	Pybus Market	Kuntz, Deenik
21-May	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	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
30-May	10:00am-2:00pm	WSDOT & Regional Port Presentation & Tour	CTC	WSDOT Members, Kuntz, Commissioner Baldwin, Moyers, Lammert
31-May	9:00am	CDRPA Special Board Meeting - Trades District Bid Award	CTC	Board of Directors; Staff - Commissioner Baldwin excused absence

JUNE 2024				
Date:	Time:	Event:	Location:	Attending:
11-Jun	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
12-Jun	9:00am	Meet with Timi Starkweather Executive Director, Manson Chamber of Commerce	Manson Parks Dept. Building	Kuntz, Commissioner DeRock
13-Jun	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
18-Jun	7:00am	Wenatchee Sunrise Rotary Club- CDRPA Presentation	Pybus Market	Kuntz, Deenik
18-Jun	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	Commissioners Spurgeon & Etherington
18-20 Jun	All Day	WEDA 2024 Summer Conference	Spokane, WA	Lammert
19-Jun	2:30pm-4:00pm	Douglas County Leadership Meeting	CTC	Commissioner Huffman & Kuntz
21-22 June		Pangborn Festival of Flight	Pangborn Airport	Board of Directors; Staff
22-Jun	All Day	Community Dedication Celebration - Army National Guard	Executive Flight	Board of Directors; Staff
23-25 Jun	All Day	Summer Fancy Food Show	New York, NY	Kuntz
25-Jun	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff
26-28 Jun	All Day	WPPA 2024 Finance & Administration Seminar	AC Hotel by Marriot - Vancouver, WA	Lough & Deenik

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
11-12 Jul	All Day	WPPA 2024 Directors Seminar	McMenamins Kalama Harbor Lodge	Kuntz
16-Jul	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	Commissioners Spurgeon & Etherington
19-Jul	1:30pm-3:00pm	Chelan County Leadership Meeting	CTC	Commissioner DeRock & Kuntz
23-Jul	9:00am	CDRPA Board Meeting- Strategic Plan Focus	CTC	Board of Directors; Staff

AUGUST 2024				
Date:	Time:	Event:	Location:	Attending:
4-6 Aug	All Day	AAAE General Aviation Conference	Renton, WA	Goodrich
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	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	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	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	Commissioners Spurgeon & Etherington
17-20 Sep	All Day	Washington Finance Officers Association	Yakima	Lough
18-Sep	2:30pm-4:00pm	Douglas County Leadership Meeting	CTC	Commissioner Huffman & Kuntz
20-Sep	1:30pm-3:00pm	Chelan County Leadership Meeting	CTC	Commissioner Baldwin & Kuntz
19-20 Sep	All Day	WPPA 2024 Environmental Seminar	Marcus Whitman Hotel & Conference Center, Walla Walla	
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
8-11 Oct	All Day	NWAAAE Annual Conference	Boise, ID	Moyers
10-Oct	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
15-Oct	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	Commissioners Spurgeon & Etherington
22-Oct	9:00am	CDRPA Board Meeting	CTC	Board of Directors; Staff

5/10/2024 9:22 AM

24-25	**All Day**	**WPPA 2024 Small Ports Seminar**	**Campbell's Resort - Lake Chelan**	

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
15-Nov	1:30pm-3:00pm	Chelan County Leadership Meeting	CTC	Commissioner Etherington & Kuntz
19-Nov	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	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
11-13 Dec	All Day	WPPA 2024 Annual Meeting	Hyatt Regency - Bellevue	
12-Dec	9:00am-11:00am	CDTC Board Meeting	CTC	Commissioner DeRock
17-Dec	12:00pm	Wenatchee Valley Chamber of Commerce Board Meeting	WVCC	Commissioners Spurgeon & Etherington
18-Dec	2:30pm-4:00pm	Douglas County Leadership Meeting	CTC	Commissioner Huffman & Kuntz
24-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff
25-Dec	All Day	Christmas - Office Closed	All Offices	CDRPA Staff