



**Board of Directors  
Chelan Douglas Regional Port Authority  
Board Retreat Meeting Minutes  
Pybus Event Center  
November 3<sup>rd</sup>, 2022  
10:00 am**

**Present:**

**Directors**

JC Baldwin, Director  
Richard DeRock, Director  
Donn Etherington, Director

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

**Staff**

Jim Kuntz, Chief Executive Officer  
Monica Lough, Director of Finance & Admin.  
Ron Cridlebaugh, Dir. of Economic Dev.  
Tricia Degnan, CTC Manager  
Brooke Lammert, Executive Assistant  
Colby Goodrich, FBO Manager

Trent Moyers, Director of Airports  
Ron Russ, Property Mgr.  
Craig Larsen, Business Dev. Mgr.  
Stacie de Mestre, Capital Projects Mgr.  
Sarah Deenik, Marketing & Com.  
Laura Camarillo Reyes, Admin Assistant

**Guest**

Don Flick

**The Chelan Douglas Regional Port Authority Board Retreat was called to order at 10:00 am.**

**CEO Kuntz reviewed the agenda for the day.**

**CDRPA Retreat** –Topics and discussions included:

- **2022 in Review**
- **2023 Budget Outlook**
  - Cash Carry Forward Balance Projections
  - Revenue & Expense Pie Charts
  - Cash Reserve Policy
  - Ports Tax Levy Rates
  - Debt Service Schedules
  - Levy Allocation per Community
  - Tenant Lease Expiration Dates
  - Business Park – Profit/Loss
  - 2022 Supplemental/2023 Preliminary Budget
- **Investment Philosophy**
  - Use of Tax Levy
  - What Matters
  - Capital Allocation Matrix
  - Return on Investment


- **Specific Project Reviews**
  - FAA Projects
    - 5-Year Capital Improvement Plan
    - Passenger Facility Charges – Use Plan
  
- **Review Proposed 2023 Capital Projects** - Staff reviewed proposed Capital Projects. The Board provided input and requested Staff incorporate their input into the draft 2023 Budget.
  
- **2023 Legislative Priorities**
  - State
  - Federal
  
- **Miscellaneous Discussions**
  - Regional Port Check In
  - Partners in Economic Development Programs
  - Air Service
  - Other

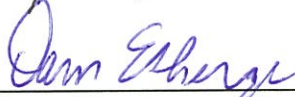
No action was taken during the retreat.


**The meeting was adjourned at 3:30 pm.**

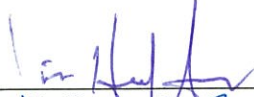
Signed and dated this 22<sup>nd</sup> day of November, 2022.


**CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

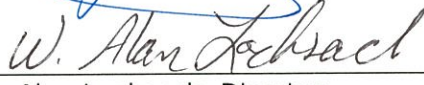
  
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