

Chelan Douglas Regional Port Authority

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

**Meeting Agenda
March 23rd, 2022
9:00 am**

I. CALL TO ORDER

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

II. INTRODUCTIONS

III. CONFLICT OF INTEREST

IV. CONSENT AGENDA

CDRPA: Approval of Chelan Douglas Regional Port Authority Minutes of March 8th, 2022 Meeting; and February 2022 Commission Calendar

V. PRESENTATION

- **Aaron Bonck** – Time Value Investments
- **Graham Baba** – Lineage Adaptive Reuse Master Plan

VI. CDRPA ACTION ITEMS

- (1) Pangborn Airport Taxiway A Bid Award
- (2) Orondo River Park Lease and Operating Agreement
- (3) Airport General Consulting Services – Pangborn Airport

VII. POCC ACTION ITEM

- (4) Appointment Process for District #3 Vacancy

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

- Pangborn Airport Glider Meeting
- Airport Terminal Parking Lot Report

IX. MISCELLANEOUS STAFF REPORTS

- CEO
- Director of Finance & Administration
- Director of Airports
- Director of Economic & Business Development
- Public Works & Capital Projects Manager
- Property & Maintenance Manager
- CTC Manager

X. PUBLIC COMMENT

XI. REVIEW CALENDAR OF EVENTS

XII. ITEMS FROM BOARD OF DIRECTORS

XIII. 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))

XIV. 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
March 8, 2022
9:00 am**

Present:

Directors:

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

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

Staff:

Jim Kuntz, Chief Executive Officer
Ron Criddlebaugh, Director of Econ. Dev.
Stacie de Mestre, Capital Projects Mgr. (Zoom)
Sarah Deenik, Comm. Specialist (Zoom)
Craig Larsen, Business Dev. Manager
Laura Camarillo Reyes, Admin. Assistant (Zoom)

Trent Moyers, Director of Airports
Quentin Batjer, Legal Counsel
Cami Harris, Executive Assistant
Esther McKivor, Acct. Specialist (Zoom)
Tricia Degnan, CTC Mgr. (Zoom)
Bealinda Tidd, Acct. Specialist (Zoom)

Guests:

Mayor Jerrilea Crawford
Nevonne McDaniels, Wen. World (Zoom)
JR Norvell, T.O. Engineers (Zoom)

Erik Howe, RH2 (Zoom)
Kyle Lamb, KPQ (Zoom)

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

Introductions were made. Trent Moyers introduced new FBO Manager, Colby Goodrich. The Board welcomed him.

Conflict of Interest: None

CDRPA CONSENT AGENDA:

The Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes of February 23rd, 2022 Meeting; CDRPA Resolution No. 2022-04 Voiding Checks #9268 & #9352; and Check Register Pages #2022-06-#2022-08, including Electronic Transfers, was presented and the following action was taken.

Motion No.

Moved by:
Seconded by:

03-01-22 CDRPA

W. Alan Loeb sack
Mark Spurgeon

To approve the Chelan Douglas Regional Port Authority Consent Agenda consisting of Minutes of February 23rd, 2022 Meeting; CDRPA Resolution No. 2022-04 Voiding Checks #9268 & #9352; and Check Register Pages #2022-06-#2022-08, including Electronic Transfers, as presented.

Motion passed 6-0.

PRESENTATION:

City of East Wenatchee – Mayor Jerrilea Crawford

Mayor Crawford presented the City of East Wenatchee Strategic Plan. Commissioners asked a host of questions. Mayor Crawford thanked the Board & Port Staff for its continued support and collaboration.

CDRPA ACTION ITEMS:

CDRPA Resolution No. 2022-03 –CDRPA Resolution No. 2022-03 approving the amended 2022 CEO Delegation of Authority was presented. The previous version that was adopted in December 2021 omitted authorization for the CEO to sub-delegate certain administrative duties. The updated version includes this authorization. The following action was taken:

Motion No.	03-02-22 CDRPA
Moved by:	Donn Etherington
Seconded by:	Mark Spurgeon
	To adopt CDRPA Resolution No. 2022-03 approving the 2022 CEO Delegation of Authority, as amended.

Motion passed 6-0.

Revised SoCo Crossing Timeline – At the February 23rd Board Meeting, the SPORT Wenatchee LLC Purchase & Sale Addendum #3 revising building permit and proof of financing date to May 1st was approved. Following that meeting, SPORT requested the May 1st date be extended to June 1st. Discussion ensued and the following action was taken:

Motion No.	03-03-22 CDRPA
Moved by:	Donn Etherington
Seconded by:	W. Alan Loeb sack
	To authorize the CEO to negotiate and sign Addendum #3 to the SPORT Wenatchee, LLC Purchase & Sale Agreement addressing the following matters:

- To change the Building Permit & Financing date requirement to June 1, 2022.

Motion passed 6-0.

Authorization to Enter into Purchase & Sale Agreement – Van Well Nursery near Pangborn Airport – Kuntz reported Van Well Nursery recently agreed to the Regional Port’s purchase offer for 9.24 acres near the Airport. Discussion ensued and the following action was taken:

Motion No.	03-04-22 CDRPA
Moved by:	Jim Huffman
Seconded by:	Mark Spurgeon
	To authorize the CEO to enter into a Purchase & Sale Agreement with Van Well Nursery for property near Pangborn Memorial Airport.

Motion passed 6-0.

Memorandum of Understanding – TREAD – Kuntz presented the Memorandum of Understanding with TREAD. The following action was taken:

Motion No.	03-05-22 CDRPA
Moved by:	W. Alan Loepsack
Seconded by:	Donn Etherington
	To authorize the CEO sign the Memorandum of Understanding with TREAD.

Motion passed 6-0.

Waterville Ambulance Service – Request of Temporary Use of Parcels Hangar at Waterville Airport – Kuntz reported the building that currently houses the Waterville Ambulance Service was recently sold and the premises must be vacated by July 1st. The ambulance service is requesting temporary use of the Parcels Hangar at Waterville Airport. Discussions ensued and the following action was taken:

Motion No.	03-06-22 CDRPA
Moved by:	Donn Etherington
Seconded by:	W. Alan Loepsack
	To authorize the Waterville Ambulance Service to use the Nimfa Parcels hangar at the Waterville Airport for a non-aeronautical use for a period not to exceed one year (March 8, 2023) subject to any approvals needed from the Douglas County Planning Department.

Motion passed 6-0.

Authorization to Enter into Purchase & Sale Agreement – GBI Holding Company/Malaga Property – Kuntz reported GBI Holding Company and the Regional Port have agreed to the major economic terms for the Regional Port to Purchase GBI Property in Malaga. Discussion ensued and the following action was taken:

Motion No.	03-07-22 CDRPA
Moved by:	W. Alan Loepsack
Seconded by:	Mark Spurgeon
	To authorize the CEO to enter into a Purchase & Sale Agreement with GBI Holding Company for property in Malaga.

Motion passed 6-0.

CDRPA INFORMATIONAL ITEMS:

Kuntz provided an update on several items including:

- **Taxiway A Project Update** – Kuntz, Moyers, and JR Norvell provided information on the project. There is concern over the rising price of oil and the possible impacts on the overall project costs. A contractor walk-thru was held last week, and the bid opening is March 16th.
- **FAA Capital Improvement Plan** – JR Norvell reviewed a proposed revised Capital Improvement Plan for Pangborn Airport. The Board reviewed and authorized the plan to be submitted to the FAA this Friday. It includes some additional projects to be funded with increased Federal and PFC funding.
- **Airport Contractor Yards & Hangar Pad Development Projects** – Kuntz suggested holding a workshop session to discuss Airport Contractor Yards & Hangar Pad Development Projects. Will review calendar and suggest a date for the workshop.

Director Baldwin called for a 5-minute break at 10:30 am; meeting reconvened at 10:35 am.

MISC STAFF REPORTS:

Kuntz provided information and updates including:

- Representative Mike Steele recently called to report there is \$3 million in the State Capital Budget for the Trades District.
- South End Utilities Group continues to meet regarding utilities in Malaga.
- Army Air National Guard will be at Executive Flight for a site visit on April 21st.
- Effective March 12th, masks are no longer required in most indoor spaces; they will still be required at this time in the Airport Terminal Building.
- Legal Counsel continues work on the BNSF easement for the Lineage Property.
- Partners in Economic Development upcoming events; both events are at the Wenatchee Convention Center and will feature guest speaker John Mitchell:
 - Breakfast March 23rd
 - Lunch March 24th
- Kuntz will serve on a committee to review effectiveness of WPPA.
- Tri Commission Meeting is March 29th – the future of Alcoa will be discussed.

Moyers provided information and updates including:

- Airport Consultant interviews are next week; Director Baldwin & Director Huffman will participate in the selection process.
- Annual FAA inspection of the Airport will be in May.
- Extended an employment offer for the ARFF/Maintenance Position.
- NCW Tech Alliance tour last week of the Executive Flight Building was well attended.
- AAAE Annual Meeting is June 5-8th in Seattle.
- Fuel Reclaim Tank Project meeting this week.

de Mestre provided information and updates including:

- RFP for the Chelan County PUD 5th Street Campus Project is out on the street; proposals are due April 14th.
- Hurst Construction will begin initial work on the Terminal Apron Project March 21st.

Russ provided information and updates including:

- Greater Wenatchee Irrigation District water meter installation work has begun.

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

REVIEW CALENDAR OF EVENTS: Did not review.

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

EXECUTIVE SESSION:

An Executive Session was called at 11:55 am for 10-minutes to discuss with legal counsel matters affecting national security (RCW 42.30.110(1)(a)). Executive Session was extended at 12:05pm for 5-minutes.

Meeting reconvened in Regular Session and was immediately adjourned at 12:10 pm with no action taken.

Signed and dated this 22nd day of March, 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY

JC Baldwin, Director

Jim Huffman, Director

Donn Etherington, Director

Mark Spurgeon, Director

Rory Turner, Director

W. Alan Loeb sack, Director

March 18, 2022

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

**RE: Recommendation of Award
Pangborn Memorial Airport – Taxiway A Realignment Project
AIP No. 3-53-0084-048-2022**

Dear Trent:

Sealed bids for the Terminal Apron Reconstruction project were received and publicly opened at 11:00 am on Wednesday, March 16, 2022, as specified in the contract documents. Three (3) bids were received. We have completed a review of all three bids. A detailed bid tabulation is enclosed for your review.

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

Contractor	Bid Schedule A
Selland Construction, Inc.	\$16,444,627.44
Goodfellow Bros, LLC	\$17,695,490.06
Hurst Construction, LLC	\$19,589,682.94
Engineer's Estimate	\$17,622,000.00

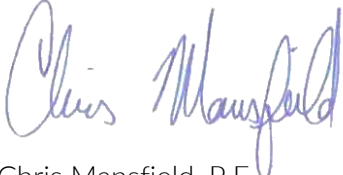
The apparent low bidder is Selland Construction, Inc. Two technicalities were found in Selland's bid during our review: An error was found with the sum of the tax and the subtotal to the difference of \$0.04. Corrected values are included in the table above and in the attached bid tabulation. The other technicality is that there is no email address on the Bid Proposal Form – Article 9 Bid Submittal.

Per the Instructions to Bidders Article 22, the successful bidder is the responsive bidder who submits the low bid for the sum of the FAA AIP-eligible work. In our opinion, the technicalities above do not constitute an irregular bid proposal. Selland Construction, Inc. is a licensed contractor with the Washington State Dept of Labor & Industries (WA UBI No. 048 006 249).

Based on our evaluation, we recommend awarding the project to Selland Construction, Inc; in the amount of \$16,444,627.44 including tax. The award is contingent on FAA concurrence with the recommendation of award, and the availability of federal funds.

If you have any questions regarding the bid, bid results, or award process, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Chris Mansfield". The signature is fluid and cursive.

Chris Mansfield, P.E.
Project Manager

cc: Jacob Hamilton, FAA
Stacie de Mestre, Chelan Douglas Regional Port Authority

Encl: Bid Tabulation (4 pages)

BID TABULATION

Pangborn Memorial Airport TAXIWAY A REALIGNMENT

FAA AIP No. 3-53-0084-048-2022
Bids Opened on March 16, 2022 at 11:00 PST
at Executive Flight - East Wenatchee, WA

ITEM	Selland Construction, Inc	Goodfellow Bros LLC	Hurst Construction LLC	Engineer's Estimate T-O Engineers, Inc. Spokane, WA
Bid Schedule A - AIP	\$15,184,328.20	\$16,339,326.00	\$18,088,349.90	\$16,271,468.14
Washington State Sales Tax (8.3%)	\$1,260,299.24	\$1,356,164.06	\$1,501,333.04	\$1,350,531.86
Total Bid Schedule A + WSST	\$16,444,627.44	\$17,695,490.06	\$19,589,682.94	\$17,622,000.00
Basis of Award: (Schedule A + WSST)	\$16,444,627.44	\$17,695,490.06	\$19,589,682.94	\$17,622,000.00
Bidder's Checklist (filled, signed, dated)	✓	✓	✓	
Bid Proposal Form	✓	✓	✓	
Bid Schedule A	✓	✓	✓	
Designation of Subcontractors	✓	✓	✓	
Non-Collusion Affidavit	✓	✓	✓	
Joint Venture Statement	N/A	N/A	N/A	
Disadvantaged Business Enterprise Utilization	✓	✓	✓	
Bidder Has / Has Not Met DBE Contract Goals	Yes	Yes	No	
Letter(s) of Intent	✓	✓	✓	
Good Faith Effort	✓	✓	✓	
Certificate of Buy American Compliance for Manufactured Products	✓	✓	✓	
Certification of Nonsegregated Facilities	✓	✓	✓	
Certification of Offerer/Bidder Regarding Tax Delinquency and Felony Convictions	✓	✓	✓	
Certification of Compliance with Wage Payment Statutes	✓	✓	✓	
Bidder's Contractor License Number	✓	✓	✓	
Bidders List Information	✓	✓	✓	
Bid Security (Bid Bond)	✓	✓	✓	
Qualification of Bidder Information	✓	No	✓	
Addendum No. 1 Acknowledged	✓	✓	✓	
Addendum No. 2 Acknowledged	✓	✓	✓	
Addendum No. 3 Acknowledged	✓	✓	✓	
Addendum No. 4 Acknowledged	✓	✓	✓	
Responsive	Yes	No	Yes	

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

Prepared by: TKV

Date: 03/18/22

BID TABULATION
Pangborn Memorial Airport
TAXIWAY A REALIGNMENT
FAA AIP No. 3-53-0084-048-2022
Bids Opened on March 16, 2022 at 11:00 PST
Bid Schedule A - AIP

Item	Description	SPEC SECTION	Estimated Quantity	Unit Measure	Selland Construction, Inc		Goodfellow Bros LLC		Hurst Construction LLC		Engineer's Estimate	
					Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
A-1	General Construction											
A	Mobilization	C-105	1	L.S.	\$1,245,000.00	\$1,245,000.00	\$1,620,000.00	\$1,620,000.00	\$1,158,000.00	\$1,158,000.00	\$1,260,116.14	\$1,260,116.14
B	Contractor Quality Control Program (CQCP)	C-100	1	L.S.	\$200,000.00	\$200,000.00	\$325,000.00	\$325,000.00	\$265,000.00	\$265,000.00	\$350,000.00	\$350,000.00
C	Temporary Water Pollution, Soil Erosion, and Siltation Control	C-102	1	L.S.	\$500,000.00	\$500,000.00	\$350,000.00	\$350,000.00	\$345,000.00	\$345,000.00	\$150,000.00	\$150,000.00
D	Engineer/RPR Field Office	C-105	1	L.S.	\$40,000.00	\$40,000.00	\$50,000.00	\$50,000.00	\$20,000.00	\$20,000.00	\$50,000.00	\$50,000.00
E	Construction Safety and Phasing	013513	1	L.S.	\$400,000.00	\$400,000.00	\$570,000.00	\$570,000.00	\$162,500.00	\$162,500.00	\$400,000.00	\$400,000.00
F	Contractor Survey	017123	1	L.S.	\$135,000.00	\$135,000.00	\$200,000.00	\$200,000.00	\$150,000.00	\$150,000.00	\$320,000.00	\$320,000.00
A-2	Sitework											
A	Pavement Removal	P-101	35,100	S.Y.	\$4.50	\$157,950.00	\$6.50	\$228,150.00	\$7.45	\$261,495.00	\$15.00	\$526,500.00
B	Cold Milling	P-101	1,600	S.Y.	\$5.00	\$8,000.00	\$10.00	\$16,000.00	\$12.00	\$19,200.00	\$30.00	\$48,000.00
C	Removal of Pipe and Other Buried Structures	P-101	1	L.S.	\$10,000.00	\$10,000.00	\$100,000.00	\$100,000.00	\$74,500.00	\$74,500.00	\$300,000.00	\$300,000.00
D	Removal of Electrical Items	P-101	1	L.S.	\$125,000.00	\$125,000.00	\$160,000.00	\$160,000.00	\$138,667.00	\$138,667.00	\$200,000.00	\$200,000.00
E	Unclassified Excavation	P-152	110,000	C.Y.	\$10.50	\$1,155,000.00	\$9.00	\$990,000.00	\$23.60	\$2,596,000.00	\$13.00	\$1,430,000.00
F	Unsuitable Excavation	P-152	5,000	C.Y.	\$15.00	\$75,000.00	\$12.00	\$60,000.00	\$37.00	\$185,000.00	\$50.00	\$250,000.00
G	Subgrade Preparation	P-152	58,000	S.Y.	\$3.50	\$203,000.00	\$6.25	\$362,500.00	\$4.85	\$281,300.00	\$2.00	\$116,000.00
H	Subbase Course	P-154	7,900	C.Y.	\$85.00	\$671,500.00	\$65.00	\$513,500.00	\$65.00	\$513,500.00	\$50.00	\$395,000.00
I	Separation Geotextile	P-154	7,400	S.Y.	\$2.00	\$14,800.00	\$2.00	\$14,800.00	\$2.70	\$19,980.00	\$2.25	\$16,650.00
J	Geogrid	P-154	55,800	S.Y.	\$2.00	\$111,600.00	\$2.00	\$111,600.00	\$2.05	\$114,390.00	\$3.75	\$209,250.00
A-3	Base Courses											
A	Aggregate Base Course	P-208	1,100	C.Y.	\$80.00	\$88,000.00	\$70.00	\$77,000.00	\$72.50	\$79,750.00	\$65.00	\$71,500.00
B	Crushed Aggregate Base Course	P-209	19,400	C.Y.	\$70.00	\$1,358,000.00	\$62.00	\$1,202,800.00	\$84.00	\$1,629,600.00	\$75.00	\$1,455,000.00
A-4	Flexible Pavements											
A	Asphalt Mix Pavement Course	P-401	41,000	TONS	\$145.00	\$5,945,000.00	\$140.00	\$5,740,000.00	\$151.00	\$6,191,000.00	\$120.00	\$4,920,000.00
A-5	Rigid Pavement											
A	Cement Concrete Pavement, 11-inch Thick	P-501	300	S.Y.	\$330.00	\$99,000.00	\$300.00	\$90,000.00	\$280.00	\$84,000.00	\$275.00	\$82,500.00
A-6	Miscellaneous											
A	Emulsified Asphalt Tack Coat	P-603	14,000	GAL.	\$3.00	\$42,000.00	\$3.00	\$42,000.00	\$3.35	\$46,900.00	\$3.00	\$42,000.00
B	Protect Irrigation Crossing	P-610	1	L.S.	\$30,000.00	\$30,000.00	\$200,000.00	\$200,000.00	\$15,200.00	\$15,200.00	\$50,000.00	\$50,000.00
C	Permanent Runway and Taxiway Marking	P-620	32,700	S.F.	\$1.04	\$34,008.00	\$0.70	\$22,890.00	\$1.16	\$37,932.00	\$4.00	\$130,800.00
D	Temporary Runway and Taxiway Marking	P-620	32,700	S.F.	\$1.10	\$35,970.00	\$0.70	\$22,890.00	\$1.23	\$40,221.00	\$4.00	\$130,800.00
E	Pre-formed Markings	P-620	888	S.F.	\$34.65	\$30,769.20	\$40.00	\$35,520.00	\$39.00	\$34,632.00	\$25.00	\$22,200.00
F	Segmented Circle	344325	1	EA.	\$80,000.00	\$80,000.00	\$100,000.00	\$100,000.00	\$85,600.00	\$85,600.00	\$80,000.00	\$80,000.00
G	Removal of Pavement Markings	P-620	1	L.S.	\$16,000.00	\$16,000.00	\$12,000.00	\$12,000.00	\$17,200.00	\$17,200.00	\$25,000.00	\$25,000.00

BID TABULATION
Pangborn Memorial Airport
TAXIWAY A REALIGNMENT
FAA AIP No. 3-53-0084-048-2022
Bids Opened on March 16, 2022 at 11:00 PST
Bid Schedule A - AIP

Item	Description	SPEC SECTION	Estimated Quantity	Unit Measure	Selland Construction, Inc		Goodfellow Bros LLC		Hurst Construction LLC		Engineer's Estimate	
					Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
A-8	Drainage											
A	12-inch RCP, Class V	D-701	2,300	L.F.	\$72.00	\$165,600.00	\$95.00	\$218,500.00	\$141.00	\$324,300.00	\$150.00	\$345,000.00
B	18-inch RCP, Class V	D-701	500	L.F.	\$100.00	\$50,000.00	\$110.00	\$55,000.00	\$168.00	\$84,000.00	\$250.00	\$125,000.00
C	24-inch RCP, Class V	D-701	290	L.F.	\$125.00	\$36,250.00	\$185.00	\$53,650.00	\$242.00	\$70,180.00	\$350.00	\$101,500.00
D	30-inch RCP, Class V	D-701	300	L.F.	\$150.00	\$45,000.00	\$250.00	\$75,000.00	\$266.00	\$79,800.00	\$450.00	\$135,000.00
E	Flared End Section, 12-inch	D-701	1	EA.	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$6,650.00	\$6,650.00	\$5,000.00	\$5,000.00
F	Flared End Section, 18-inch	D-701	1	EA.	\$2,400.00	\$2,400.00	\$2,500.00	\$2,500.00	\$7,400.00	\$7,400.00	\$7,500.00	\$7,500.00
G	Flared End Section, 30-inch	D-701	1	EA.	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$8,500.00	\$8,500.00	\$10,000.00	\$10,000.00
H	Clean and CCTV Existing Storm Drain Pipe	D-701	1,200	L.F.	\$4.50	\$5,400.00	\$15.00	\$18,000.00	\$14.45	\$17,340.00	\$5.00	\$6,000.00
I	6-inch Perforated Pipe Including Porous Backfill and Filter Fabric	D-705	11,075	L.F.	\$25.00	\$276,875.00	\$34.00	\$376,550.00	\$33.00	\$365,475.00	\$30.00	\$332,250.00
J	6-inch Solid Edge Drain Pipe	D-705	250	L.F.	\$31.00	\$7,750.00	\$40.00	\$10,000.00	\$50.00	\$12,500.00	\$30.00	\$7,500.00
K	Edge Drain Outlet to Drywell	D-705	14	EA.	\$600.00	\$8,400.00	\$1,500.00	\$21,000.00	\$1,125.00	\$15,750.00	\$1,000.00	\$14,000.00
L	Drywell 10-ft Depth, 6-ft x 6-ft Gravel Base	D-751	10	EA.	\$10,000.00	\$100,000.00	\$20,000.00	\$200,000.00	\$20,000.00	\$200,000.00	\$20,000.00	\$200,000.00
M	Drywell 10-ft Depth, 10-ft x 10-ft Gravel Base	D-751	7	EA.	\$15,000.00	\$105,000.00	\$24,000.00	\$168,000.00	\$27,500.00	\$192,500.00	\$25,000.00	\$175,000.00
N	Drywell 14-ft Depth, 14-ft x 14-ft Gravel Base	D-751	3	EA.	\$25,000.00	\$75,000.00	\$50,000.00	\$150,000.00	\$54,000.00	\$162,000.00	\$30,000.00	\$90,000.00
O	Drywell 14-ft Depth, 16-ft x 16-ft Gravel Base	D-751	3	EA.	\$24,000.00	\$72,000.00	\$60,000.00	\$180,000.00	\$60,000.00	\$180,000.00	\$35,000.00	\$105,000.00
P	Drywell 18-ft Depth, 23-ft x 23-ft Gravel Base	D-751	3	EA.	\$68,000.00	\$204,000.00	\$100,000.00	\$300,000.00	\$65,000.00	\$195,000.00	\$40,000.00	\$120,000.00
Q	Manhole 48-inch Diameter, Type 3	D-751	9	EA.	\$5,600.00	\$50,400.00	\$5,500.00	\$49,500.00	\$10,000.00	\$90,000.00	\$7,000.00	\$63,000.00
R	Manhole 96-inch Diameter, Type 3	D-751	1	EA.	\$11,000.00	\$11,000.00	\$15,000.00	\$15,000.00	\$16,500.00	\$16,500.00	\$10,000.00	\$10,000.00
S	Replace Structure Lid	D-751	1	EA.	\$1,800.00	\$1,800.00	\$1,300.00	\$1,300.00	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00
A-9	Turfing											
A	Seeding, Mulching, and Fertilizer	T-901	30	ACRE	\$4,300.00	\$129,000.00	\$3,500.00	\$105,000.00	\$3,900.00	\$117,000.00	\$5,500.00	\$165,000.00
B	Topsoil (Obtained On-Site)	T-905	15,400	C.Y.	\$6.50	\$100,100.00	\$8.00	\$123,200.00	\$23.00	\$354,200.00	\$15.00	\$231,000.00

BID TABULATION
Pangborn Memorial Airport
TAXIWAY A REALIGNMENT
FAA AIP No. 3-53-0084-048-2022
Bids Opened on March 16, 2022 at 11:00 PST
Bid Schedule A - AIP

Item	Description	SPEC SECTION	Estimated Quantity	Unit Measure	Selland Construction, Inc		Goodfellow Bros LLC		Hurst Construction LLC		Engineer's Estimate	
					Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
A-10	Lighting Installation											
A	Type L-807, Style I-B, Size 2 Wind Cone and Foundation	L-107	1	EA.	\$14,000.00	\$14,000.00	\$17,000.00	\$17,000.00	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00
B	#8 AWG, 5kV, L-824, Type C Cable, Installed in Conduit	L-108	26,988	L.F.	\$2.00	\$53,976.00	\$2.00	\$53,976.00	\$2.05	\$55,325.40	\$1.50	\$40,482.00
C	#8 AWG, 5 kV, L-824, Type C Cable, Temporary Jumper Installed in Existing Conduit	L-108	150	L.F.	\$3.00	\$450.00	\$35.00	\$5,250.00	\$3.50	\$525.00	\$1.80	\$270.00
D	#8 AWG, 5 kV, L-824, Type C Cable, Temporary Jumper Installed in Conduit above Ground	L-108	5,800	L.F.	\$11.00	\$63,800.00	\$8.00	\$46,400.00	\$11.85	\$68,730.00	\$2.50	\$14,500.00
E	#6 AWG, Solid, Bare Counterpoise Wire, Installed Including Ground Rods and Ground Connectors	L-108	14,600	L.F.	\$2.25	\$32,850.00	\$5.00	\$73,000.00	\$2.50	\$36,500.00	\$3.00	\$43,800.00
F	Pavement Sensor Communication Cable	L-108	1,800	L.F.	\$2.00	\$3,600.00	\$3.00	\$5,400.00	\$2.40	\$4,320.00	\$1.40	\$2,520.00
G	1W-2" PVC Conduit, Schedule 40, CLSM Encased	L-110	10,940	L.F.	\$25.00	\$273,500.00	\$23.00	\$251,620.00	\$28.00	\$306,320.00	\$20.00	\$218,800.00
H	1W-2" PVC Conduit, Schedule 40, Concrete Encased	L-110	1,750	L.F.	\$27.00	\$47,250.00	\$21.00	\$36,750.00	\$30.00	\$52,500.00	\$35.00	\$61,250.00
I	1W-2" PVC Conduit, Schedule 40, Direct Bury	L-110	1,910	L.F.	\$23.00	\$43,930.00	\$18.00	\$34,380.00	\$25.75	\$49,182.50	\$13.00	\$24,830.00
J	L-868 Junction Can, Size C	L-115	5	EA.	\$1,000.00	\$5,000.00	\$2,500.00	\$12,500.00	\$1,100.00	\$5,500.00	\$1,750.00	\$8,750.00
K	Relocate Airfield Guidance Sign on New Base, 2 Module	L-125	2	EA.	\$3,700.00	\$7,400.00	\$2,500.00	\$5,000.00	\$4,150.00	\$8,300.00	\$7,500.00	\$15,000.00
L	New Airfield Guidance Sign Panel in Existing Sign	L-125	3	EA.	\$500.00	\$1,500.00	\$5,500.00	\$16,500.00	\$550.00	\$1,650.00	\$10,000.00	\$30,000.00
M	New Airfield Guidance Sign on New Base, 2 Module, Size 1	L-125	1	EA.	\$5,200.00	\$5,200.00	\$30,000.00	\$30,000.00	\$5,800.00	\$5,800.00	\$3,200.00	\$3,200.00
N	New Airfield Guidance Sign on New Base, 3 Module, Size 1	L-125	22	EA.	\$6,800.00	\$149,600.00	\$7,500.00	\$165,000.00	\$7,600.00	\$167,200.00	\$3,500.00	\$77,000.00
O	New LED Elevated Medium Intensity Taxiway Edge Light on Existing Base	L-125	25	EA.	\$620.00	\$15,500.00	\$1,500.00	\$37,500.00	\$700.00	\$17,500.00	\$2,000.00	\$50,000.00
P	New LED Elevated Medium Intensity Taxiway Edge Light on New Base	L-125	115	EA.	\$1,400.00	\$161,000.00	\$1,200.00	\$138,000.00	\$1,530.00	\$175,950.00	\$3,000.00	\$345,000.00
Q	Retroreflector Markers	L-125	80	EA.	\$300.00	\$24,000.00	\$400.00	\$32,000.00	\$313.00	\$25,040.00	\$250.00	\$20,000.00
R	L-829 Constant Current Regulator, 20 kW, 3 Step, 480V, In-Place	NS-151.1	1	EA.	\$20,000.00	\$20,000.00	\$35,000.00	\$35,000.00	\$22,345.00	\$22,345.00	\$17,000.00	\$17,000.00
Subtotal, Bid Schedule A						\$15,184,328.20		\$16,339,326.00		\$18,088,349.90		\$16,271,468.14
WSST (8.3%)						\$1,260,299.24		\$1,356,164.06		\$1,501,333.04		\$1,350,531.86
TOTAL, BID SCHEDULE A						\$16,444,627.44		\$17,695,490.06		\$19,589,682.94		\$17,622,000.00

Submitted amount
\$16,444,627.40
Correct total shown above

Submitted amount
\$19,589,681.97
Correct total shown above

Memo

To: Board of Directors

From: Stacie de Mestre

Date: March 17, 2022

Re: Orondo River Park Lease and Operating Agreement

Staff has been working with Chelan County Public Utility District to draft a new Lease and Operating Agreement as the previous agreement was dated July 19, 1979. Please see attached for the proposed agreement.

Key components of the agreement include:

- CDRPA agrees to manage/operate the park as defined in an annual management program which defines:
 - Park operating season and hours
 - Capital improvements including identification of the funding sources and management responsibilities
 - Annual report of the previous year
 - Annual budget
- Starting in 2022 Chelan PUD agrees to reimburse CDRPA for 50% of the operating costs up to \$30,750. The reimbursement amount will increase by 2.5% each year.
- Insurance requirements have been updated to meet current coverage recommendations.
- This is a 10-year agreement, with a review at year 5. Either party can terminate without cause with 180 days written notice.

Legal counsel was involved in the drafting and negotiation of this agreement.

**LEASE AND OPERATING AGREEMENT
(ORONDO RIVER PARK)**

LEASE AND OPERATING AGREEMENT (“Agreement”), entered into this _____ day of _____, 2022 by and between PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON, hereinafter referred to as the “District,” and the CHELAN DOUGLAS REGIONAL PORT AUTHORITY, hereinafter referred to as “CDRPA.” The District and CDRPA are sometimes referred to hereinafter collectively as “Parties,” and individually as “Party.”

RECITALS

1. The Port of Douglas County and the Port of Chelan County entered into an Interlocal Cooperation Agreement, dated June 11, 2019, for the functional consolidation of the Ports, including finances, management and operations. The Ports formed the Chelan Douglas Regional Port Authority (“CDRPA”), granting and extending to the CDRPA the full authority to manage, control and maintain the Ports’ real property to the same extent as either Port could do acting alone.
2. District and the Port of Douglas County entered into a Lease and Operating Agreement dated July 19, 1979 (“Prior Lease”) for the operation and maintenance of the Orondo River Park (“Park”). This Agreement replaces the Prior Lease in full.
3. The District is required by the Federal Energy Regulatory Commission (“FERC”) to provide recreational facilities as a condition of its license for the Rocky Reach Hydroelectric Project (“Project”) pursuant to its revised Recreation resources Management Plan approved by FERC on October 12, 2010, which included \$25,000 towards upgrading the irrigation system for the Park and required the District continue to ensure the operation and maintenance of the portion of Park it owns.
4. The Orondo River Park is located on real property parts of which are owned by the District and by the Port of Douglas County. The District owns that portion of Orondo River Park depicted at Exhibit A, and described at Exhibit B and the Port of Douglas County owns that portion of Orondo River Park depicted at Exhibit A, and described at Exhibit B, both attached hereto.
5. That portion of Orondo River Park owned by the Port of Douglas County is currently encumbered by Recreation and Conservation Office (“RCO”) grant funding which obligates CDRPA to operate the land for recreational purposes until such time as the obligation is moved to another location, or removed by RCO.
6. The District and CDRPA desire to enter into a new Lease and Operating Agreement to provide for CDRPA’s lease of the District-owned property, and operation and maintenance of Orondo River Park.

7. CDRPA may require fees for use of the premises, including but not limited to, use of shelters and boat launch, which fees and charges it intends to direct to CDRPA's benefit for operation and maintenance of the Park Premises as defined herein.
8. The District has made improvements to the Park Premises in accordance with FERC License Order for Rocky Reach Hydroelectric Project No. 2145, dated February 19, 2009, and the Parties may make future improvements, subject to District approval.

NOW, THEREFORE, in consideration of the recitals set forth above and Exhibits attached hereto, which are incorporated herein by this reference, mutual covenants and agreements herein provided, the Parties agree as follows:

1. Definitions.

- a. "Agreement" is this Lease and Operating Agreement, together with any and/or all exhibits, addenda, and/or revisions thereto.
- b. "Orondo River Park", or "Park," is the park and recreational facilities constructed and maintained as Orondo River Park on District-owned property and CDRPA-owned property.
- c. "FERC" is the Federal Energy Regulatory Commission and its successors.
- d. "FERC License" is the FERC license for the Rocky Reach Hydroelectric Project No. 2145, dated February 19, 2009, on file at the District offices, and as such license may hereafter be amended, superseded or replaced.
- e. "Park Premises" is the real property generally depicted in Exhibit A and described in Exhibit "B", being that real property upon which Orondo River Park has been developed, all the improvements thereon, related submerged lands, along with boat launch and two docks extending into the Columbia River.
- f. "Person" is any individual, company, association, partnership or corporation.
- g. "Project" is the Rocky Reach Hydroelectric Project, FERC No. 2145.
- h. "RCO" is the Washington State Recreation and Conservation Office and its successors.

2. Operating Duties. CDRPA shall, during the term of this Agreement, manage, administer, maintain and operate, subject to the provisions of this Agreement, all of the Park Premises and recreational facilities, and unless otherwise stated in this Agreement be responsible

for all costs and expenses in performing these duties, the upkeep of the Park Premises, and of Orondo River Park operations as provided herein.

3. Leasehold of District Property. The District hereby demises and leases to CDRPA that portion of the Park Premises owned by the District, described in Exhibit B attached hereto, and all improvements and recreational facilities located thereon, for the purposes of managing, administering, maintaining and operating thereon certain recreational facilities as a part of the Orondo River Park in accordance with CDRPA's obligations under this Agreement including, without limitation, Sections 2, 5, and 8, herein.

4. Recitals. The Recitals are incorporated into this Agreement as if fully stated herein.

5. Term. The term of this Agreement shall commence on April 1, 2022, and shall be in effect for an initial term of ten (10) years and may be renewed every 5 years thereafter upon the written agreement of both parties. Notwithstanding the above, the agreement shall not extend past the term of the FERC License. This Agreement may be terminated by either Party pursuant to Section 29 below.

6. Ownership.

- a. District: The land and facilities purchased and installed by the District on District-owned land shall remain the property of the District. All improvements and facilities placed on District-owned land by CDRPA shall become the property of the District at the expiration or termination of this Agreement. Any such improvements and/or facilities must be consistent with the District's FERC License, state and local laws and regulations, and approved in writing by the District, which approval may be withheld in the District's sole discretion, in advance of construction and placement by CDRPA.
- b. CDRPA: The land and facilities purchased and installed by the Port of Douglas County on Port-owned land shall remain the property of the Port of Douglas County but shall be administered by the CDRPA as provided for in Section 2, 5 and 8, herein. All improvements and facilities placed on Port of Douglas County-owned land by District shall become the property of the Port of Douglas County at the expiration or termination of this Agreement. Any such improvements and/or facilities must be consistent with the District's FERC License, state and local laws and regulations, and approved in writing by the District, which approval may be withheld in the District's sole discretion, in advance of construction and placement by CDRPA.

7. Compliance with Law. The Parties shall fulfill their obligations hereunder in compliance with all pertinent federal or state laws, regulations, rules, conditions or restrictions

promulgated by FERC or any other federal, state, county or local state agency having jurisdiction over the Park Premises or the Project.

8. Management Program. CDRPA, at its sole expense, shall manage, administer, maintain and operate the Park Premises in accordance with an annual management program to be mutually agreed upon between CDRPA and the District prior to issuance of this Permit. The Parties shall meet annually, prior to October 31st to discuss the previous season and modify the annual management plan, if needed. The management program should include, but is not limited to, the following:

- a. A mutually agreed upon Park Premises Operating Season.
- b. A plan for management activities to be undertaken solely by either Party, or jointly with the District, including capital improvements and other improvements and other facilities to be constructed thereon.
- c. An annual report on the management, budget, maintenance, capital development and other accomplishments, and problems of the preceding year.
- d. Proposals for modification of management policies or procedures or any other part of the management program.
- e. A recording system providing an accounting of public use of the Park Premises.
- f. A budget approved by CDRPA to enable it to carry out its management responsibilities for the next annual period, including an accounting of any reserve funds retained by CDRPA in accordance with this Agreement.

9. Facilities and Services. CDRPA shall, either directly or through agreements with third parties, provide the services, personnel and equipment necessary to make the improvements and facilities of the Park Premises available to the public. All agreements concerning the Park between CDRPA and third parties shall expressly state that they are subject to all the terms and conditions of this Agreement. Before becoming effective said agreements shall be expressly subject to the District's prior written approval.

10. Utilities. CDRPA shall be responsible for paying for all utilities, including, but not limited to the maintenance and operation of the well, irrigation water assessments, electricity, domestic water, wastewater, stormwater, telephone and internet services for the Park Premises.

11. Admission or User Fees. CDRPA will notify the District on all current Park Premises user fees, if any.

12. Use of Revenues from Concessions and User Fees. Revenues from Park Premises fees, including without limitation those from concessions and other user fees, shall be expended

on, or used to offset/reimburse, the Parties' costs and expenses, including employee and contractor expense, for maintenance and operations and to improve the Park Premises.

13. District Contribution. Except as provided herein, the District agrees to reimburse CDRPA for a portion of CDRPA's expenses specific to the operation and maintenance of the Park Premises, in amounts approved by the District, up to but not to exceed a total of Thirty Thousand Seven Hundred Fifty and /100 Dollars (\$30,750.00) per each year of this Agreement ("Contribution"), or the amount agreed to by the Parties as defined in Section 14. Contributions provided by the District must be used solely for the operation and maintenance of the Park Premises and may include, but are not limited to, employee costs for work performed at the Park Premises, administrative or executive employee costs for time spent specifically on the operation and maintenance of the Park Premises, construction of other facilities, approved by District and used for operation and maintenance of the Park Premises. CDRPA shall submit a written request for reimbursement to District ("Reimbursement Request"). Said Reimbursement Request shall itemize all expenses and set out the purpose for said expenditures, identifying the specific purpose related to the operation and maintenance of the Park Premises to which the expenditure is related. Approval of the Reimbursement Request shall be at District's sole discretion. Should District approve the Reimbursement Request, or a portion of, payment shall be made by District within 30 days of said approval.

At CDRPA's discretion, CDRPA may submit a Reimbursement Request as frequently as once per quarter, however, the final Reimbursement Request for any calendar year must be submitted by December 5th for that year's expenses.

14. Annual Increase and Review. The Contributions shall increase by two and one half percent (2.5%) per year. Notwithstanding the foregoing, the Contribution provisions of this Agreement shall be subject to review by Parties every five years. Upon request for such review, CDRPA shall provide the District its actual expenditures for maintaining and operating the Park premises during the previous five-year period. By mutual agreement of the Parties, the Contribution obligations and provisions of this Agreement shall be subject to increase in amount, decrease in amount, or elimination. Any changes to the Contribution shall be made in writing and shall be acknowledged by both Parties.

15. Alterations, Upgrades and/or New Facilities. CDRPA shall not make any alterations and/or upgrades, including the placement or construction of new facilities, to the Park Premises without first submitting a written proposal to the District and obtaining the prior written approval of the District. Any and all alterations, improvements and/or new facilities shall fully comply with the terms and conditions of this Agreement, any and all local, county, state and federal laws, rules, regulations, ordinances, conditions and requirements, the FERC License, and any additional conditions deemed appropriate by the District, in its sole discretion, as a condition of approval of said alterations, upgrades, and/or new facilities. Unless otherwise agreed in writing, all costs, fees, including application fees, expenses, studies, inspections, plans, preconditions, and the costs of construction related to any alteration, improvements, and/or new facilities shall be borne by, and at the sole and exclusive expense of CDRPA. Should the District approve any

alterations, upgrades, and/or new facilities, the District shall at the time of approval provide CDRPA notice of whether District will require CDRPA, at CDRPA's sole expense, to restore the Park Premises by restoring the altered or upgraded facility to its previous condition or state and/or removing the new facility upon termination of this Agreement.

16. River Level Sensor. CDRPA specifically permits the placement of a River Level Sensor ("Sensor") on a pier at the end of the existing dock along with the installation of controls for the sensor in the restroom facility and a repeater antenna on the restroom facility roof. It is understood that in the event the dock is modified and/or removed, moving the Sensor to another location agreeable to both Parties shall be at the sole expense of the District. In addition, any damage caused to the CDRPA's improvements by the operation and maintenance of the Sensor shall be repaired by the District. The District shall have the right of re-entry for the operation, maintenance, repair and replacement of the Sensor.

17. Use of Alternative Funding Sources. The use of alternative funding sources for any purpose shall be approved in writing in advance by the District. In no instance shall funding sources be allowed to encumber that portion of the Park Premises owned by the District.

18. Development and Landscaping. CDRPA agrees that all development and landscaping will be in accordance with plans approved by the District in advance and shall be in conformance with appropriate building and health codes.

19. Reservation of Right of Re-Entry and Access. The District reserves the right for its officers, agents and employees to enter upon the portion of the Park Premises owned by the District at any time and for any purpose necessary or convenient to its operation of the Project or other District operations. The District expressly reserves the right to make such other use of those portions of the Park Premises the District owns as may be necessary in connection with the purpose of the Project. If the District elects to re-enter and retake this land for any lawful purpose connected with the Project, CDRPA shall have no claim for damages of any character on account thereof against the District or any of its agents, officers or employees.

20. Indemnification. To the extent of its comparative liability, each party agrees to indemnify, defend and hold the other party, its elected and appointed officials, employees, agents and volunteers, harmless from and against any and all claims, damages, losses and expenses, including but not limited to court costs, attorney's fees and alternative dispute resolution costs, for any personal injury, for any bodily injury, sickness, disease or death and for any damage to or destruction of any property (including the loss of use resulting therefrom) which are alleged or proven to be caused by an act or omission, negligent or otherwise, of its elected and appointed officials, employees, agents or volunteers.

A party shall not be required to indemnify, defend, or hold the other party harmless if the claim, damage, loss or expense for personal injury, for any bodily injury, sickness, disease or death or for any damage to or destruction of any property (including the loss of use resulting therefrom) is caused by the sole act or omission of the other party. In the event of any concurrent

act or omission of the parties, negligent or otherwise, each party shall pay its proportionate share of any damages awarded based upon comparative liability. The parties agree to maintain a consolidated defense to claims made against them and to reserve all indemnity claims against each other until after liability to the claimant and damages, if any, are adjudicated. If any claim is resolved by voluntary settlement and the parties cannot agree upon apportionment of damages and defense costs, they shall submit apportionment to binding arbitration.

This indemnification includes, without limitation, any liability for injury to the person or property of each party, their agents, officers, employees, invitees', contractors or subcontractors. Each party specifically waives any immunity provided by Title 51 RCW, Washington's Industrial Insurance Act. The provisions of this section shall survive the expiration or termination of this instrument.

Liability, Fire, Worker's Compensation Insurance. Each Party shall at all times during the term of this Agreement, at its sole expense, keep in force the following insurance coverage, equivalent self-insurance or municipal insurance pool

21. for those portions of the Park Premises which it owns:
 - a. Commercial general liability insurance in the standard form covering the Park Premises as well as the CDRPA's administration, operation, and maintenance of the Park Premises and all improvements and facilities thereon or subsequently added thereto, along with the boat launch and docks, (all collectively referenced herein as the "Facilities") and the Equipment and insuring against liability of any party, including the District, CDRPA, their agents, employees, and officers for bodily injury, personal injury and death and property damage occasioned by accident or disaster in the amount of not less than \$4,000,000 with respect to any one accident or disaster and \$5,000,000 aggregate. Said insurance shall provide "Occurrence" coverage, not "Claims Made" coverage and verification of occurrence coverage must be indicated on the Certificate of Insurance or letter of self-insurance.
 - b. The Parties will carry and maintain automobile liability insurance covering any auto, truck or other licensed motor vehicle used by CDRPA and/or any of its employees, agents, officers, or representatives in connection with the fulfillment of CDRPA's obligations under this Agreement, including without limitation CDRPA's use, operation, maintenance and administration of the Park Premises, Facilities, and/or Equipment. Such coverage shall have a combined single limit per occurrence for bodily injury and property damage of not less than \$1,000,000.
 - c. The general liability and employer's liability insurance required by this Agreement shall include the other Party as an additional insured. If coverage is placed commercially, a copy of the additional insured endorsement shall be submitted with the Certificate of Insurance. The coverage afforded each Party as an additional insured shall be primary and not excess or contributing to any insurance

held by that Party or any self-insurance program used by that Party. The insurance provided shall apply separately to each insured. This separate coverage requirement may be met by a cross liability clause, a severability of interest clause, or an acceptable definition of the term “Insured.” Evidence of primary coverage and cross liability clause shall be included on the Certificate of Insurance.

- d. Prior to the utilization of the subject property, each Party shall provide the other Party with written evidence of insurance certifying compliance with the provisions of this section.
- e. All liability insurance policies shall include a provision to the effect that the insurance policy shall not be subject to cancellation, lapse, or to reduction in the required limits of liability or amount of insurance until notice has been mailed to the other Party by the insuring company stating the date that such cancellation, lapse or reduction shall be effective, which date shall be not less than thirty (30) days after the mailing of such notice. It is each Party’s responsibility to ensure that the evidence of insurance (in the form of either a letter of insurance or a certificate of self-insurance) is provided to the other Party and kept current for the duration of the Agreement
- f. Neither Party shall cause any insurance policy required under this Agreement to be canceled or permit any such policy to lapse.
- g. CDRPA shall require in any construction contracts that any contractor under which work will be performed on the Park Premises and any subcontractors carry and maintain liability insurance with minimum limits as specified above for the duration of the construction project. CDRPA shall require that the District and CDRPA be named as additional insured’s under the contractor’s (or any subcontractors’) liability insurance policies in connection with any construction project.
- h. The Parties may review and adjust the insurance coverage requirements annually by agreement.

22. Workers Compensation Insurance. In addition to such other insurance as may be required under this Agreement, each Party, at its own expense, shall also maintain Worker’s Compensation Insurance in an amount and type required by law for all employees under this Agreement who may come within the protection of worker’s compensation laws. Each Party shall maintain employer’s liability insurance with a limit not less than \$1,000,000 for the benefit of all employees not protected by worker’s compensation laws. Verification of worker’s compensation insurance and employer’s liability coverage will be included on the Certificate of Insurance and evidence thereof shall be provided to the other Party. The parties hereto covenant that no insurer shall hold any right of subrogation against the parties hereto by virtue of such insurance policy.

23. Insurance Shall Not Limit Liability. The insurance coverage, limits and benefits required by this Agreement, or in any other Agreement related to the use, operation,

maintenance, alteration and/or improvement of the Park Premises or the Orondo River Park, shall not be deemed to limit CDRPA's liability to the District or any third party.

24. Property Insurance. Neither Party assumes responsibility for the other Party's real and personal property located on the Park Premises. Insurance for each parcel is the sole responsibility of the Party which owns the parcel.

25. Encumbrances. This Agreement is subject to all existing easements and all easements subsequently granted by the District for purposes consistent with the duties and obligations of the District under its FERC License as granted by the Federal Energy Regulatory Commission to the District for the operation of the Project. The District expressly reserves the right to grant any and all such easements which, in its sole discretion, it deems necessary. This Agreement shall in no way limit the District from granting such easements.

26. Assignability of Rights and Delegation of Duties. Neither CDRPA's rights nor its duties hereunder shall be assignable or delegable without prior written approval of the District.

27. Non-Discrimination. Neither CDRPA nor its contractors, subcontractors, concessionaires, employees, agents, officers or representatives shall discriminate against any person or persons because of race, creed, color, sex or national origin in the management, administration, operations or maintenance of the Park Premises and/or the Orondo River Park. CDRPA and its employees, agents, officer and representatives shall comply with all local, county, state and federal statutes, laws, regulations and ordinances regarding discrimination and equal protection.

28. Delays Beyond Control of Parties. Neither of the parties hereto shall be liable to the other party on account of any delay or inability to perform when such delay or inability is due in whole or in part to any cause beyond the control of the party in default. If any delay is caused for the above reason, CDRPA shall have the power to extend the time for performance of any act required by the District, and the District shall have the power to extend the time for performance of any act required of CDRPA.

29. Termination. Either Party may terminate the Lease upon the default of any provision of this Lease and Operating Agreement by the other Party, provided that any such default continues and persists for a period of sixty (60) days after written notice of the particular violation is given to the defaulting Party. Either Party may terminate this Lease and Operating Agreement without cause, upon one hundred and eighty (180) days written notice to the other of intent to terminate.

30. Effect of Termination. On or before the date of expiration of this Lease and Operating Agreement or its termination for any reason, CDRPA shall vacate the Park Premises owned by the District and return them to the District in a good condition, normal wear and tear excepted. If this Lease is terminated by the District for non-performance by CDRPA, CDRPA shall vacate the Park Premises owned by the District and restore them within such time as designated by the District. In either case, any damage or excess wear and tear will be repaired by CDRPA.

31. Notification. Except for emergency notice, which shall be supplied either by telephone and/or e-mail to the numbers and e-mail addresses below, all notices or demand or other communication required or permitted to be given pursuant to this Lease and Operating Agreement or applicable law shall be effective if in writing, properly addressed, and either delivered in person, or by a recognized courier service, or deposited with the USPS as first-class certified mail, postage prepaid, return receipt requested, via facsimile or by electronic mail, to the Parties addresses, fax numbers and e-mail addresses provided as follows:

CDRPA:

Chelan Douglas Regional Port Authority
Attn: Chief Executive Officer
One Campbell Parkway, Suite A
East Wenatchee, WA 98802

District:

Public Utility District No. 1 of Chelan County
Attn: Managing Director – District Services
PO Box 1231
Wenatchee, WA 98807-1231

Copy to:

Click or tap here to enter text.

Copy to:

Director, Hydro License & Compliance

Telephone: (509) 884-4700

FAX: (509) 662-5151

E-mail: Jim@cdrpa.org

Telephone: (509) 661-4180

FAX: (509) 661-8152

E-mail: Michelle.Smith@chelanpud.org

Emergency notices shall be provided as set out below:

Telephone: Click or tap here to enter text.

Cell Phone: Click or tap here to enter text.

E-mail (Business Hours):

Click or tap here to enter text.

Telephone: (509) 661-4495

Cell Phone: (509) 881-1594

E-mail (Business Hours):

Ryan.Baker@chelanpud.org

Notices shall be effective upon receipt or four business days after mailing, whichever is earlier. The Notice address as provided herein may be changed by Notice given as provided above.

32. No Partnership/Independent Contractors. The Parties hereto, in the performance of this Agreement, will be acting in their individual, corporate or governmental capacities and not as agents, employees, partners, joint venturers, or associates of one another. The Parties intend that an independent contractor relationship will be created by this Agreement. **The employees or agents of one Party shall not be deemed or construed to be the employees or agents of the other Party for any purpose whatsoever.**

35. Entire Agreement – Modification. This Agreement constitutes the entire agreement between the Parties and supersedes all previous communications between the Parties, either verbal or written, with respect to such subject matter. No modifications of this Agreement shall be binding upon the Parties or either of them unless such modifications are in

writing signed by authorized representatives of each Party. This Agreement supersedes and replaces all other, prior and/or existing Agreements related to the Park Premises.

36. Binding Effect. This Agreement shall be binding upon the Parties hereto and their successors and assigns.

37. Applicable Law – Venue. This Agreement shall be governed by the laws of the State of Washington, and in the event legal action becomes necessary to enforce any provision hereof, venue shall be in Chelan County, Washington.

The parties agree to incorporate the requirements of 41 C.F.R. §§ 60-1.4(a) 29 C.F.R. Part 471, Appendix A to Subpart A, 41 C.F.R. § 60-300.5(a)ii and 41 C.F.R. §60-741.5(a), if applicable.

This contractor and subcontractor shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

38. Attorney’s Fees. In the event it is necessary for either Party to utilize the services of an attorney to enforce any of the terms of this Agreement, such enforcing Party shall be entitled to compensation for its reasonable attorney’s fees and costs. In the event of litigation regarding any of the terms of this Agreement, the substantially prevailing Party shall be entitled, in addition to other relief, to such reasonable attorney’s fees and costs as determined by the court.

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals on the day and year first above written.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY
COUNTY

PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN

By: _____
James Kuntz
Chief Executive Officer

By: _____
Justin Erickson
Managing Director, District Services

State of Washington

County of Chelan

I certify that I know or have satisfactory evidence that JUSTIN ERICKSON is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Managing Director, District Services of Public Utility District No. 1 of Chelan County, Washington to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2022.

Signature _____

_____, Notary Public

My Appointment Expires _____

State of Washington

County of Chelan

I certify that I know or have satisfactory evidence that James Kuntz is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Chief Executive Officer of Chelan Douglas Regional Port Authority to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2022.

Signature _____

_____, Notary Public

My Appointment Expires _____

EXHIBIT A – GENERAL DEPICTION OF PARK PREMISES

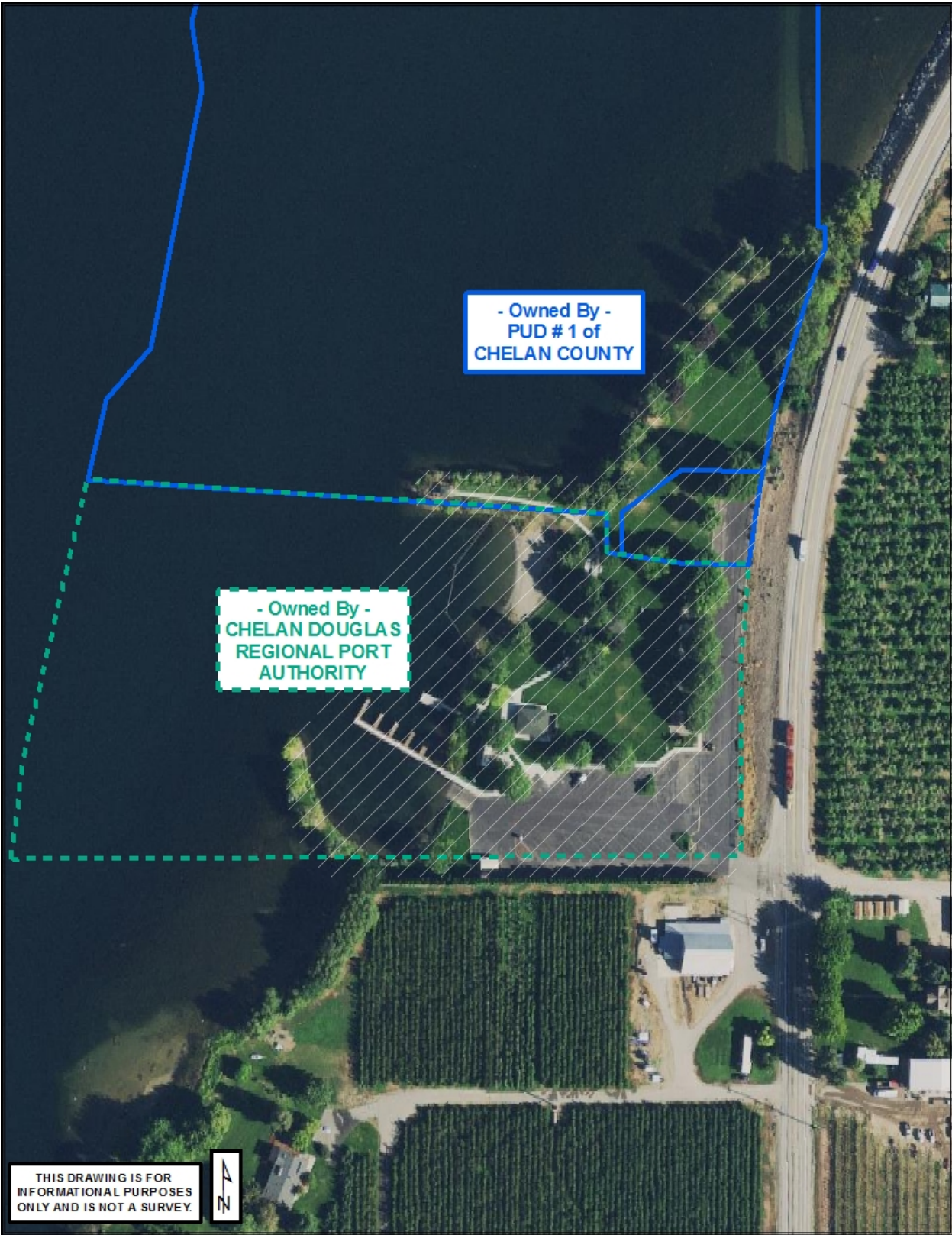


EXHIBIT B – LEGAL DESCRIPTION FOR PARK PREMISES

(Page 1 of 2)

Public Utility District No. 1 of Chelan County – Legal Description:

That part of Government Lot 7, Section 16, Township 25 North, Range 21 East of the Willamette Meridian, Douglas County, Washington, described as follows, to-wit:

Beginning at the southwest corner of said Lot 7; thence East along the South line of said Lot 7 a distance of 62.12 rods; thence in a northerly direction parallel with the East boundary line of said Lot 7 a distance of 78 rods; thence West parallel with the North boundary line of said Lot 7 to the East bank of the Columbia River a distance of about 47 rods; thence in a southerly direction along the East bank of said river to the Point of Beginning, EXCEPT right-of-way of State Highway No. 10, EXCEPT A parcel of land in Government Lot 7, Section 16, Township 25 North, Range 21 East of the Willamette Meridian, Douglas County, Washington, further described as follows:

Beginning at a point where the North right-of-way line of the County Road intersects the East bank of the Columbia River, said point being 30 feet from the section line common to Section 16 and Section 21; then North 89°48'45" East on a line parallel to the said section line to a point on the line that lies 30 feet at right angles from Monument No. 59 on the said section line. (Monument No. 59 set on the intersection of the traverse line of the Rocky Reach Project and the line common to Section 21 and said Section 16.) Continuing on the same parallel line 80.1 feet to the West right-of-way line of State Highway 10D (formerly Highway No. 10); thence northeasterly along the westerly right-of-way of said highway to a point lying 390 feet from the above described County Road right-of-way line when projected East and measured North 00°49'00" West thereto; thence South 89°48'45" West (parallel to said County Road right-of-way line) for 99.6 feet; thence North 81°49'00" West for 95.5 feet; thence North 02°36'00" East for 60.4 feet; thence North 86°32'00" West for 241 feet, more or less, to a point on the line approximately 18 feet from the water line created by the Rocky Reach Dam, continuing on this same bearing (North 86°32'00" West) to intersection with the East bank of the Columbia River; thence southerly along the East bank of said river to the Point of Beginning; excepting therefrom the State Highway right-of-way.

EXHIBIT B – LEGAL DESCRIPTION FOR PARK PREMISES

(Page 2 of 2)

Chelan Douglas Regional Port Authority – Legal Description:

A parcel of land in Government Lot 7, Section 16, Township 25 North, Range 21 East of the Willamette Meridian, Douglas County, Washington, further described as follows:

Beginning at a point where the North right-of-way line of the County Road intersects the East bank of the Columbia River, said point being 30 feet from the section line common to Section 16 and Section 21; then North 89°48'45" East on a line parallel to the said section line to a point on the line that lies 30 feet at right angles from Monument No. 59 on the said section line. (Monument No. 59 set on the intersection of the traverse line of the Rocky Reach Project and the line common to Section 21 and said Section 16.) Continuing on the same parallel line 80.1 feet to the West right-of-way line of State Highway 10D (formerly Highway No. 10); thence northeasterly along the westerly right-of-way of said highway to a point lying 390 feet from the above described County Road right-of-way line when projected East and measured North 00°49'00" West thereto; thence South 89°48'45" West (parallel to said County Road right-of-way line) for 99.6 feet; thence North 81°49'00" West for 95.5 feet; thence North 02°36'00" East for 60.4 feet; thence North 86°32'00" West for 241 feet, more or less, to a point on the line approximately 18 feet from the water line created by the Rocky Reach Dam, continuing on this same bearing (North 86°32'00" West) to intersection with the East bank of the Columbia River; thence southerly along the East bank of said river to the Point of Beginning; excepting therefrom the State Highway right-of-way.

Memo

To: Board of Directors

From:  Jim Kuntz

Date: March 17, 2022

Re: Port of Chelan County Commission Vacancy – District 3

With Commissioner Turner's pending resignation, the Port of Chelan County needs to start the process of filling this vacancy. Please find attached a draft process for your consideration.

Would like to thank the Port of Benton County and Port of Camas-Washougal for sharing with us their process and application forms. Both Ports had to fill vacancies over the past year.



Application for Appointment
Port of Chelan County Commission, District 3

Thank you for your interest in serving as a commissioner for the Port of Chelan County and the Chelan Douglas Regional Port Authority Board of Directors. The position vacancy is for District 3 and must be filled by a resident of District 3; residency requirements must be met by the time of appointment to the Commission.

In-Person Submission: Delivery of applications in-person must be received between 8:00 a.m. and 5:00 p.m., Monday through Friday, with the last opportunity to submit in-person at 3:00 p.m. on Friday, April 8th, 2022, to Chelan Douglas Regional Port Authority, One Campbell Parkway Suite A, East Wenatchee, Washington 98802.

Emailed Submission: Applications submitted by email must be received by email at 3:00 p.m. on Friday, April 8th, 2022. If submitting by email, all included attachments must be formatted as a PDF file type. Please attach your application and supporting materials to an email with the subject line “Commissioner Vacancy” and send to Jim Kuntz at jim@cdrpa.org.

To verify whether you reside in Chelan County District 3, please view the maps at <https://www.cdrpa.org/commission-maps>. In addition to residency in District 3, you must be a registered voter in Chelan County. You may also confer with the Chelan County Auditor to determine your eligibility.

The Port Commission will review all applications for content and completeness. At a public meeting, on Tuesday, April 12th, 2022, the Commission will review applications and narrow the pool down to a handful of finalists. The exact number of finalists selected will be at the discretion of the Commission. The Port Commission will interview each finalist during the public meeting on Tuesday, April 26th, 2022. The interview questions will not be provided in advance.

March 28 th , 2022	Applications posted on the CDRPA website and available in the Port offices.
April 8 th , 2022 – 3:00 p.m.	Deadline to submit application for vacancy.
April 12 th , 2022	Commission meeting to review applications and announce finalists for interview.
April 20 th , 2022	Public presentation by Port staff on budget and current projects to finalists.
April 26 th , 2022	Interviews held at commission meeting. Announcement of appointment of District 3 Commissioner – date to be determined.

Commissioner Eligibility, Requirements & Public Disclosure

Please Note that:

- Once a commissioner application is filed with the Port of Chelan County, it is a public record.
- The applications received from all candidates will be posted on the Chelan Douglas Regional Port Authority's website.
- If appointed, you will be required by state law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov).
- If you hold, participate in or are involved in any contract(s) with the Port of Chelan County or the Chelan Douglas Regional Port Authority, please explain your involvement in your cover letter.
- If you hold any other elected public office, please state what office and where in your cover letter.

Commissioner Duties

The Port of Chelan County functionally consolidated with the Port of Douglas County, effective January 1, 2020, into the Chelan Douglas Regional Port Authority. The Chelan Douglas Regional Port Authority is a municipal corporation which exercises local governmental powers. The Port of Chelan County has a three-member commission which acts as the Port's policy-making and regulatory body. The Commission is part of the six-member Board of Directors for the Chelan Douglas Regional Port Authority, with the Port of Douglas County. Information on the legal authority of port districts and the role of port commissioners is available through the Municipal Research and Services Center and Washington Public Ports Association (links below).

Board duties include, but are not limited to:

- Required attendance at regular Port Commission meetings, which are held on the second and fourth Tuesday of each month, beginning at 9am. Meetings can last more than four hours. From time to time, the Regional Port Board President may call special meetings.
- Board Members are expected to serve on regional boards and commissions, and to represent the Port Commission at various community functions. On occasion, some limited out-of-town travel will be necessary.
- Establish direction and policies of the Regional Port. Approve operating budgets, capital expenditure plans, and comprehensive plans.
- Advise the Chief Executive Officer as yearly operational plans are executed. Help prioritize and strategize as new economic development opportunities present themselves.

The monthly District 3 Commissioner salary is \$1,000 per month and health insurance is provided. In addition, commissioners are also paid a stipend \$128 per meeting, up to 96 meetings per year (one paid meeting per day only). Mileage is also reimbursed to and from Port-related business.

Helpful Links:

[Washington Public Ports Association – Commissioner Resource Guide](#)

[Municipal Research & Services Center of Washington \(MRSC\) – Port District Resources](#)

Name of Applicant			
Address			
City		State	
Phone		Email	
Are you over the age of eighteen (18)?			<input type="checkbox"/> Yes <input type="checkbox"/> No

Use a separate page as necessary to complete your response to the following questions. Each answer should be no more than 250 words each.

In addition, please attach a résumé of no more than two pages with your application.

1. Describe why you're interested in serving on the Port of Chelan County Commission and Chelan Douglas Regional Port Authority Board.

2. What is your current (or former, if retired) occupation, and are there any relevant skills of that occupation you feel are relevant experience to serve as a commissioner?

3. What other qualifications do you hold that you consider relevant to this position?

4. What is your experience holding elected or appointed public office (if any)? If you have held public office, what leadership roles or executive leadership team experience do you have in that office?

Examples may include serving on City Council, County Commission, Advisory Boards and Commissions, appointments to Community Boards (e.g. Chamber of Commerce, etc.)

5. Do you, your spouse, or another closely-related party have a financial interest in, or are an employee or affiliate of, any business or agency which does business with the Port of Chelan County and/or the Chelan Douglas Regional Port Authority? If so, please explain.

6. From what you have learned about the Port of Chelan County, Chelan Douglas Regional Port Authority, and the community/region, how are you the ideal match for this position?

7. Explain your experience with property management, leases, real estate transactions and business proposals? What is your experience with airports or other specialty service areas?

8. Is there anything in your background we should know about that would have a negative impact on you or the Port if you were appointed? Please explain.

Alternate Proposed Schedule

Friday April 15th

Initial applications are due

Tuesday April 19th

Special Commission Meeting – make determination on candidates to interview

Monday April 25th

Staff presentation on budget & current projects

Tuesday April 26th

Regional Port Board interviews candidates



Terminal Parking Activity Report
May 2021 – February 2022

Pangborn Memorial Airport Terminal Parking Lot

First Year of Operations

Overall Parking Revenues				
	<i>Gross</i>	<i>Fees</i>	<i>Net</i>	
<i>May</i>	\$ 26,776.76	\$ 1,477.84	\$ 25,298.92	
<i>June</i>	\$ 31,168.79	\$ 1,854.92	\$ 29,313.87	
<i>July</i>	\$ 31,242.32	\$ 2,066.51	\$ 29,175.81	
<i>August</i>	\$ 32,798.53	\$ 2,258.54	\$ 30,539.99	
<i>September</i>	\$ 38,534.00	\$ 2,758.89	\$ 35,775.11	
<i>October</i>	\$ 38,174.00	\$ 2,553.90	\$ 35,620.10	
<i>November</i>	\$ 33,595.14	\$ 2,417.68	\$ 31,177.46	
<i>December</i>	\$ 31,832.00	\$ 2,408.03	\$ 29,423.97	
<i>January</i>	\$ 28,534.00	\$ 1,875.10	\$ 26,658.90	
<i>February</i>	\$ 32,443.00	\$ 2,362.18	\$ 30,080.82	
<i>Total</i>	\$ 325,098.54	\$ 22,033.59	\$ 303,064.95	

# of Transactions by Payment Method						
	<i>Arrive</i>		<i>Flash</i>		<i>Other</i>	
	<i>Scan to Pay</i>	<i>Website</i>	<i>Text to Pay</i>	<i>Kiosk</i>	<i>EGOV</i>	<i>Total</i>
	<i>Apps</i>	<i>Widget</i>				
<i>May</i>	203	69	81	208	6	567
<i>June</i>	196	133	54	222	14	619
<i>July</i>	239	140	60	202	7	648
<i>August</i>	275	168	52	178	5	678
<i>September</i>	277	261	48	217	10	813
<i>October</i>	294	204	56	214	12	780
<i>November</i>	246	202	45	178	13	684
<i>December</i>	195	216	41	179	12	643
<i>January</i>	152	185	35	119	9	500
<i>February</i>	212	180	32	192	9	625
<i>Total</i>	2289	1758	504	1909	97	6557

Number of Tickets			
	<i>Paid</i>	<i>Paid Amount</i>	<i>Overall Outstanding Notices</i>
<i>May</i>	180	\$ 2,031.00	
<i>June</i>	210	\$ 2,189.00	
<i>July</i>	129	\$ 1,376.00	
<i>August</i>	175	\$ 1,881.00	
<i>September</i>	165	\$ 1,698.00	
<i>October</i>	225	\$ 2,439.00	
<i>November</i>	103	\$ 1,153.00	
<i>December</i>	94	\$ 1,172.00	
<i>January</i>	96	\$ 1,233.00	
<i>February</i>	188	\$ 2,035.00	
<i>Total</i>	1565	\$ 17,207.00	
			714 \$ 8,565
			Delinquency Rate: 2.5670%

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

Month of February 2022

Arrive

Tap to Pay Apps & Widget on PMA Website

		Num. of transactions
Income:	Long Term Widget \$ 10,160.00	180
	Long Term Scan to Pay Apps \$ 9,580.00	172
	Short Term Scan to Pay Apps \$ 1,118.00	40
	<u>\$ 20,858.00</u>	<u>392</u>
Fees:	Short Term \$ 84.56	
	Long Term \$ 1,875.10	
	<u>\$ 1,959.66</u> 9.40%	
Net:	\$ 18,898.34	

Flash Parking

Text to Pay & Terminal Kiosk (Long Term Only)

		Num. of transactions
Income:	Text to Pay \$1,260.00	32
	Kiosk <u>\$7,640.00</u>	<u>192</u>
	\$ 8,900.00	224
Customer Fees:	Text to Pay \$ 11.20	
	Kiosk \$ -	
	<u>\$ 11.20</u>	
Merchant Fees:	\$ 331.48	
Net:	\$ 8,568.52	
Payable to Flash (Pre-Tax):	\$ 11.20	

OmniPark Enforcement

PayMyNotice Webpage or Mail in Payment

		Notices by Lot	
Income:	Credit Card \$ 1,728.00	141 LT	\$ 1,433.00
	Cash/Check \$ 307.00	47 ST	\$ 602.00
	<u>\$ 2,035.00</u>	188	<u>\$ 2,035.00</u>
Merchant Fees:	\$ 71.04		
Net:	\$ 1,963.96		

Other

Monthly Parking Permit Holders \$650.00

Total Gross Revenue Received: \$ 32,443.00
Total Net Revenue Received: \$ 30,080.82

Pangborn Memorial Airport Terminal Parking Lot

First Year of Parking Operations

Flight Data Comparison

	<i>Parking Transactions</i>	<i>Enplanements</i>		<i>Plane Departures</i>
<i>May</i>	567	4,215	13.45%	62
<i>June</i>	619	4,849	12.77%	72
<i>July</i>	648	5,749	11.27%	93
<i>August</i>	678	5,112	13.26%	78
<i>September</i>	813	4,593	17.70%	83
<i>October</i>	780	4,150	18.80%	68
<i>November</i>	684	3,404	20.09%	48
<i>December</i>	643	3,922	16.39%	58
<i>January</i>	500	3,401	14.70%	54
<i>February</i>	625	3,314	18.86%	56
<i>Total</i>	<u>6,557</u>	<u>42,709</u>		<u>512</u>

Average Enplanement % 15.73%

Chelan Douglas Regional Port Authority
Parking Revenue Historical Data

	2021/2022			2020/2021			2019/2020			2018/2019		
	CDRPA (Net)	Gross	Credit Card Fees	Net to CDRPA	Gross	Credit Card Fees	Net to CDRPA	Gross	Credit Card Fees	Net to CDRPA		
May	25,298.92	1,475.85	214.22	860.51	40,292.05	1,010.96	26,611.83	39,916.82	1,095.11	26,393.24		
June	29,313.87	2,661.46	197.06	1,659.61	37,591.50	1,088.48	24,664.86	34,758.78	1,087.52	22,808.57		
July	29,175.81	4,134.35	125.00	2,766.10	36,938.08	1,016.83	24,386.20	34,821.94	1,093.80	22,887.38		
August	30,539.99	8,138.50	166.75	5,440.08	33,294.64	988.63	21,956.70	37,072.09	1,041.48	24,484.45		
September	35,775.11	9,080.66	401.58	5,943.00	36,857.08	919.57	24,349.08	39,698.71	1,137.98	26,184.68		
October	35,620.10	13,355.26	407.12	8,874.90	44,336.91	1,091.00	31,037.51	42,902.96	984.37	30,089.91		
November	31,177.46	15,032.32	489.51	9,930.66	44,111.57	1,451.86	33,541.18	42,066.54	1,171.87	32,132.09		
December	29,423.97	13,803.05	425.87	9,095.33	41,556.29	1,500.63	31,655.94	35,229.21	1,255.81	26,732.21		
January	26,367.95	12,975.99	396.23	8,532.73	34,184.84	1,290.41	25,967.41	35,603.51	1,090.48	27,151.52		
February	30,080.82	19,494.00	301.21	13,093.30	40,893.53	1,138.28	31,275.66	38,916.82	894.46	29,910.90		
YTD	302,774.00	100,151.44	3,124.55	66,196.22	390,056.49	11,496.65	275,446.37	380,987.38	10,852.88	268,774.95		
March		25,932.59	1,052.38	16,770.43	16,685.77	1,312.32	12,212.61	46,664.51	1,053.35	35,917.38		
April		27,158.20	945.13	17,691.61	1,239.37	659.00	493.97	36,310.54	1,209.36	27,610.46		
Republic Share		153,242.23	5,122.06	100,658.26	407,981.63	13,467.97	288,152.95	463,962.43	13,115.59	332,302.79		
				47,461.91			106,360.71			118,544.05		

Comments:

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

70% of receipts up to \$225,000

80% of receipts over \$225,000

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

CHELAN DOUGLAS
Regional Port
AUTHORITY

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

March 18, 2022

Mrs. Nimfa Parcels
P.O. Box 694
Waterville, WA 98858-0694

Dear Mrs. Parcels,

This letter is in response to the hangar you own at the Waterville Airport. We understand the Waterville Ambulance Service wants to use your hangar on a temporary basis until they can secure a new location.

The Lease Agreement between the Port of Douglas County and you provides as follows: "Said hangar may only be used to store aircraft and related equipment unless there is express written approval by Landlord to store other items or equipment in the aircraft hangar."

The Port of Douglas County hereby consents to allow the Waterville Ambulance Service to use your hangar for a period not to exceed March 8, 2023. After said date, the requirement to use the hangar to store aircraft is hereby reinstated.

As part of this approval, we request you contact the Douglas County Planning Department to ensure said use is allowable.

Sincerely,



James M. Kuntz
CEO
Cell: 509-336-5595
Work 509-884-4700

CC: Waterville Ambulance Service
Tyler Greenwood, Chair
P.O. Box 577
Waterville, WA 98858-0577

BOARD OF DIRECTORS

Donn Etherington, Chelan County Dist. 1 Jim Huffman, Douglas County Dist. 1 JC Baldwin, Chelan County Dist. 2
W. Alan Loeb sack, Douglas County Dist. 2 Mark Spurgeon, Douglas County Dist. 3 Rory Turner, Chelan County Dist. 3

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

Updated 3/14/2022

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attends</i>	<i>RSVP arrangements if applicable</i>
2022				
March 2022				
March 22	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
March 23	Wednesday	Partner Breakfast;Convention Center; 7:30am-9am	Board of Directors; staff	Speaker Confirmed
March 24	Thursday	Partner Lunch;Convention Center; 11:30-1p	Board of Directors; staff	Speaker Confirmed
March 28	Monday	Wacoka Kiwanis Cashmere; 6:30pm	Commissioner Baldwin presentation	
March 31	Thursday	Wen. Valley Chamber Annual Banquet; Convention Center	Commissioners Baldwin, Loebsack, Etherington; J. Kuntz; C. Larsen	
April 2022				
April 12	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
April 13	Wednesday	NCWEDD Meeting	Commissioner Huffman	
April 14	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
April 19	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
April 20	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
April 22	Friday	Cashmere Chamber Annual Auction & Dinner	Commissioner Baldwin	
April 26	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
April 27	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)	Board of Directors; staff	
May 2022				
May 4-6	Wed-Friday	WPPA Spring Meeting; Skamania Lodge	Baldwin, Spurgeon, J. Kuntz	Rooms booked ; Reg not open as of 3/14
May 9-11	Mon-Wed	WAMA 2022 Annual Conference; Sun Mt. Lodge, Winthrop	Moyers	
May 10	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
May 11	Wednesday	NCWEDD Meeting	Commissioner Huffman	
May 12	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
May 17	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
May 18	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
May 19	Thursday	NCW Tech Alliance Flywheel Conference; Conv. Center	Commissioner Baldwin	
May 24	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	

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May 25	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
May 30	Monday	Memorial Day Holiday Office Closed		
June 2022				
June 5-8	Sun-Tuesday	AAAE 94th Annual Conference; Seattle	Baldwin, Etherington, Spurgeon, J. Kuntz, Moyers	Rooms and Conference conference booked
June 8-10	Wed-Friday	WPPA Finance Seminar; Campbells Reort	M. Lough	Reg. not yet open as of 3/14/22
June 8	Wednesday	NCWEDD Meeting	Commissioner Huffman	
June 9	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
June 14	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
June 15	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
June 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
June 22	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
June 28	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 2022				
July 4	Monday	4th of July Holiday Office Closed		
July 12	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 13	Wednesday	NCWEDD Meeting	Commissioner Huffman	
July 14	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
July 19	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
July 20	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
July 26	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
July 27	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
August 2022				
August 6	Saturday	Wings n' Wheels / Aviation Day		
August 9	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
August 10	Wednesday	NCWEDD Meeting	Commissioner Huffman	
August 11	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
August 16	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
August 17	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		

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August 23	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
August 24	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
September 2022				
September 5	Monday	Labor Day Office Closed		
September 8	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
September 13	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
September 14	Wednesday	NCWEDD Meeting	Commissioner Huffman	
Septembr 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
September 21	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
September 27	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
September 27-29	Tues - Thurs	NW AAE - Jackson Hole, WY	Trent Moyers	
September 28	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
October 2022				
October 11	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 12	Wednesday	NCWEDD Meeting	Commissioner Huffman	
October 13	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
October 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
October 19	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
October 25	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
October 26	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)	Cancel???	
October 26	Wednesday	Partner Breakfast;Convention Center; 7:30am-9am	Center Confirmed	
October 27	Thursday	Ec. Dev. Lunch; Convention Center; 11:30am-1pm	Center Confirmed	
November 2022				
November 8	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 9	Wednesday	NCWEDD Meeting	Commissioner Huffman	
November 10	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	

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November 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
November 16	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
November 22	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
November 23	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
November 24	Thursday	Thanksgiving/Office Closed		
November 25	Friday	Thanksgiving/Office Closed		
December 2022				
December 8	Thursday	CDTC Board Meeting 9:00 AM	Commissioner Baldwin	
December 13	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
December 14	Wednesday	NCWEDD Meeting	Commissioner Huffman	
December 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am	Commissioner Spurgeon & Etherington	
December 21	Wednesday	NCW Tech Alliance Board Meeting; 3:00 PM		
December 23	Friday	Christmas Eve Holiday Observed Office Closed	?	
December 26	Monday	Christmas Day Holiday Observed Office Closed	?	
December 27	Tuesday	CDRPA Board Meeting; 9:00 am	Board of Directors; staff	
December 28	Wednesday	DC Community Leadership Advisory Meeting - CTC; 2:30p (4th Weds)		
2023				
January 2023				
January 2	Monday	New Years Day 2023 Observed Office Closed	?	