



*Working Together to Enhance the Economic Vitality of North Central Washington*

**Chelan Douglas Regional Port Authority  
Meeting Agenda  
January 14<sup>th</sup>, 2020  
9:00 am  
One Campbell Parkway, East Wenatchee, WA 98802**

**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**

Approval of Chelan Douglas Regional Port Authority Minutes of December 17<sup>th</sup>, 2019 Meeting

**V. PRESENTATIONS**

- IRIS – Nancy Warner

**VI. CDRPA ACTION ITEMS**

- (1) Election of Board of Director Officer Positions
- (2) Resolution No. 2020-01 – Local Government Investment Pool
- (3) Community Partners in Economic Development Awards

**VII. PORT OF CHELAN COUNTY**

- (4) **Consent Agenda:** Approval of Minutes of December 17<sup>th</sup>, 2019 Special Commission Meeting; Register Pages #4012-#4019; Minutes of Pangborn Memorial Airport Governing Board December 17<sup>th</sup>, 2019 Special Meeting; and Pangborn Memorial Airport Register Pages #1924-#1928
- (5) **Action Items:**
  - a. Election of Officers
  - b. POCC Resolution No. 2020-02 – Local Government Investment Pool

**VIII. PORT OF CHELAN COUNTY INDUSTRIAL DEVELOPMENT CORP**

- (6) Election of Officers
- (7) Approval of Minutes of January 14<sup>th</sup>, 2020

**IX. PORT OF DOUGLAS COUNTY**

- (8) **Consent Agenda:** Approval of Minutes of December 10<sup>th</sup>, 2019 Commission Meeting; warrant register page 2019-12-02; Minutes of Pangborn Memorial Airport Governing Board December 17<sup>th</sup>, 2019 Special Meeting; and Pangborn Memorial Airport Register Pages #1924-#1928
- (9) **Action Items:**
  - a. Election of Officers
  - b. PODC Resolution No. 2019-16 Regarding Administration of Comprehensive Plans
  - c. PODC Resolution No. 2020-01 – Local Government Investment Pool

**X. PORT OF DOUGLAS COUNTY INDUSTRIAL DEVELOPMENT CORP**

- (10) Approval of Minutes of January 8<sup>th</sup>, 2019 and May 14<sup>th</sup>, 2019
- (11) Election of Officers
- (12) Authorize signers on Bank Account
- (13) Approval of Minutes of January 14<sup>th</sup>, 2020

**XI. CDRPA INFORMATIONAL ITEMS**

- (14) Website Review
- (15) Lineage Update
- (16) Douglas County PUD Proposed Rate Increases
- (17) 2019 Year End Passenger Enplanement Report
- (18) Misc. Updates

**XII. PUBLIC COMMENT**

**XIII. STAFF REPORTS/MISC. ADMINISTRATIVE ITEMS**

- CEO
- Director of Finance & Administration
- Director of Economic & Business Development
- Director of Airports
- Facilities & Property Development Manager
- CTC Manager

**XIV. REVIEW CALENDAR OF EVENTS**

**XV. ITEMS FROM BOARD OF DIRECTORS**

- XVI. 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. 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.



**Chelan Douglas Regional Port Authority  
Board of Directors  
**SUGGESTED MOTIONS**  
January 14<sup>th</sup>, 2019**

**I. CDRPA CONSENT AGENDA**

To approve the Chelan Douglas Regional Port Authority (CDRPA) Consent Agenda consisting of minutes of December 17<sup>th</sup>, 2019 meeting, as presented.

**II. CDRPA ACTION ITEMS**

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**1. Selection of CDRPA Board of Director Officer Positions**

To nominate and approve the Board of Directors Officer Positions for 2020 as follows: Commissioner Turner President; Commissioner Loeb sack Vice President; and Commissioner Baldwin Secretary.

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**2. Resolution No. 2020-01 Local Government Investment Pool**

To adopt Resolution No. 2020-01 authorizing investment of Chelan Douglas Regional Port Authority monies in the Local Government Investment Pool.

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**3. Community Partners in Economic Development Grant Awards**

To approve the 2020 Community Partners in Economic Development Grant Awards for Non-Profits & Local Governments, as presented.

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**PORT OF CHELAN COUNTY**

**1. POCC CONSENT AGENDA**

To approve the Port of Chelan County Consent Agenda consisting of minutes of December 17<sup>th</sup>, 2019 Commission meeting; Register Page #4012-#4019; minutes of the Pangborn Memorial Airport Governing Board meeting of December 17<sup>th</sup>, 2019; and Pangborn Memorial Airport Register Pages #1924-#1928, as presented.

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**2. Election of Port of Chelan County Commissioner Officer Positions**

To nominate and approve the Port Commissioner Officer Positions for 2020 as follows: Commissioner Etherington President; Commissioner Turner Vice President; and Commissioner Baldwin Secretary.

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**3. POCC Resolution No. 2020-02 – Local Government Investment Pool**

To adopt POCC Resolution No. 2020-02 authorizing investment of Port of Chelan County monies in the Local Government Investment Pool.

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**PORT OF CHELAN COUNTY INDUSTRIAL DEVELOPMENT CORP.**

**1. Election of Port of Chelan County Industrial Development Corporation Commissioner Officer Positions**

To nominate and approve the Officer Positions for 2020 as follows: Commissioner Etherington President; Commissioner Turner Vice President; and Commissioner Baldwin Treasurer, and to appoint CEO Jim Kuntz as secretary.

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**2. Approval of Minutes of January 14<sup>th</sup>, 2020 Meeting Minutes**

To approve the Port of Chelan County Industrial Development Corporation Minutes of January 14<sup>th</sup>, 2020; as presented

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**PORT OF DOUGLAS COUNTY**

**1. PODC CONSENT AGENDA**

To approve the Port of Douglas County Consent Agenda consisting of minutes of December 10<sup>th</sup>, 2019 Commission meeting; warrant register page 2019-12-02; minutes of the Pangborn Memorial Airport Governing Board meeting of December 17<sup>th</sup>, 2019; and Pangborn Memorial Airport Register Pages #1924-#1928, as presented.

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**2. Election of Port of Douglas County Commissioner Officer Positions**

To nominate and approve the Port Commissioner Officer Positions for 2020 as follows: Commissioner Loeb sack President; Commissioner Spurgeon Vice President; and Commissioner Huffman Secretary.

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**3. PODC Resolution No. 2019-16 Regarding Administration of Comprehensive Plans**

To adopt PODC Resolution No. 2019-16 regarding administration of Comprehensive Plans.

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**4. PODC Resolution No. 2020-01 – Local Government Investment Pool**

To adopt PODC Resolution No. 2020-01 authorizing investment of Port of Douglas County monies in the Local Government Investment Pool.

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**PORT OF DOUGLAS COUNTY INDUSTRIAL DEVELOPMENT CORP.**

**1. PODC INDUSTRIAL DEVELOPMENT CORP. CONSENT AGENDA**

To approve the Port of Douglas County Industrial Development Corporation Minutes of January 8<sup>th</sup>, 2019; May 14<sup>th</sup>, 2019, as presented.

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**2. Election of Port of Douglas County Industrial Development Corporation Commissioner Officer Positions**

To nominate and approve the Officer Positions for 2020 as follows: Commissioner Loeb sack President; Commissioner Spurgeon Vice President; and Commissioner Huffman Treasurer, and to appoint CEO Jim Kuntz as secretary.

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**3. Authorize Signers on Bank Account**

To authorize signers on the Port of Douglas County Industrial Development Corporation bank accounts as follows: Commissioners Loeb sack, Spurgeon, and Huffman; Director of Finance & Administration; and CEO Jim Kuntz.

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**4. Approval of Minutes of January 14<sup>th</sup>, 2020 Meeting Minutes**

To approve the Port of Douglas County Industrial Development Corporation Minutes of January 14<sup>th</sup>, 2020; as presented



**Board of Directors  
Chelan Douglas Regional Port Authority  
Meeting Minutes  
Executive Flight Inc.  
One Campbell Parkway  
East Wenatchee, WA 98802  
December 17<sup>th</sup>, 2019  
1:30 pm**

**Present:**

**Port of Chelan County**

JC Baldwin, President  
Donn Etherington, Vice President  
Rory Turner, Secretary  
Jim Kuntz, Executive Director  
Monica Lough, Director of Finance & Admin.  
Craig Larsen, Business Development Director  
Pete Fraley, Legal Counsel  
Tricia Degnan, CTC Manager  
Stacie de Mestre, Facilities & Property Development Mgr.  
Sarah Deenik, Accounting Assistant

**Port of Douglas County**

Jim Huffman, President  
Mark Spurgeon, Vice President  
Alan Loeb sack, Secretary  
Lisa Parks, via phone  
Ron Cridlebaugh, Development Director  
Quentin Batjer, Legal Counsel

**Pangborn Memorial Airport**

Trent Moyers, Airport Director

**Guests**

Paul Jarvis, Time Value Investments

**Commissioner Baldwin reconvened the Port of Chelan County meeting at 1:30 pm; Commissioner Huffman called to order the Port of Douglas County meeting at 1:30 pm; and Commissioner Baldwin called the Chelan Douglas Regional Port Authority (CDRPA) meeting to order at 1:30 pm. Introductions were made.**

**CONSENT AGENDA:**

The Consent Agenda consisting of minutes of the Chelan Douglas Regional Port Authority (CDRPA) meeting of November 12<sup>th</sup>, 2019 was presented and the following action was taken:

**Motion No.**

Moved by:

Seconded by:

**12-01-19 CDRPA**

Jim Huffman

Mark Spurgeon

To approve the Chelan Douglas Regional Port Authority (CDRPA) Consent Agenda consisting of minutes of November 12<sup>th</sup>, 2019 Meeting, as presented.

Motion passed 6-0.

**ACTION ITEMS:**

**Commissioner Oath of Office** – Kuntz read the Oath of Office to Commissioner Huffman and Commissioner Etherington and both were sworn in for their next terms.

**PRESENTATION** – Paul Jarvis of Time Value Investments provided an investment advisory presentation including an overview of the proposed investment process as it relates to the CDRPA.

**INFORMATION:**

**Pre-determination of Airport Ownership** – Kuntz reviewed with Commissioners a draft conceptual plan for determining ownership of Airport properties along with associated debts. Discussion ensued and the Board lacked consensus on the proposed plan. Staff will continue to work on other options.

**ACTION ITEMS:**

**Adoption of Financial Management Guidelines** – The Financial Management Guidelines were presented, and the following action was taken:

<b>Motion No.</b>	<b>12-02-19 CDRPA</b>
Moved by:	Alan Loeb sack
Seconded by:	Mark Spurgeon
	To adopt the CDRPA Financial Management Guidelines, as presented.

*Motion passed 6-0.*

**Resolution No. 2019-23 Adoption of Investment Policy** – Resolution No. 2019-23 was presented. Discussion ensued and the following action was taken:

<b>Motion No.</b>	<b>12-03-19 CDRPA</b>
Moved by:	Jim Huffman
Seconded by:	Mark Spurgeon
	To approve Resolution No. 2019-23 adopting a CDRPA Investment Policy.

*Motion passed 6-0.*

**Resolution No. 2019-22 Authorizing the Opening of an Investment Account with US Bank** – Resolution No. 2019-22 was presented, and the following action was taken:

<b>Motion No.</b>	<b>12-04-19 CDRPA</b>
Moved by:	Mark Spurgeon
Seconded by:	Alan Loeb sack
	To adopt Resolution No. 2019-22 authorizing the opening of an investment account with US Bank.

*Motion passed 6-0.*

**Adoption of CDRPA Internal Control Policies** – The CDRPA Internal Control Policies were presented, and the following action was taken:

<b>Motion No.</b>	<b>12-05-19 CDRPA</b>
Moved by:	Rory Turner
Seconded by:	Jim Huffman
	To adopt the CDRPA Internal Control Policies, as presented.

*Motion passed 6-0.*





**The Pangborn Memorial Airport Governing Board Meeting was called to order at 3:38 pm.**

**PANGBORN MEMORIAL AIRPORT GOVERNING BOARD CONSENT AGENDA AND ACTION ITEMS ON SEPARATE MINUTES TO BE APPROVED BY THE AIRPORT GOVERNING BOARD.**

**PANGBORN INFORMATIONAL ITEMS/DISCUSSION:**

**Moyers provided updates and information including:**

- November Enplanements
- November Car Rental Activity
- November Fuel Sales

**CDRPA INFORMATION & UPDATES:**

**Kuntz provided information and updates including:**

- Welcomed new FBO Employee Camryn Beidler.
- Committee to review Economic Development Grants will be Commissioner Baldwin and Commissioner Spurgeon along with Staff.
- Review of Commissioner Committee Assignments for 2020.
- Provided an update on the Douglas County PUD meeting regarding rate increases.

**Review Calendar of Events** – WPPA Port Day is January 28<sup>th</sup>, so it was decided to move the January 28<sup>th</sup> CDRPA meeting to Monday, January 27<sup>th</sup>.

**Public Comment – None**

**Items from Board of Directors - None**

**Port of Chelan County; Port of Douglas County; Pangborn Memorial Airport Governing Board; and the Chelan Douglas Regional Port Authority meetings were adjourned at 4:58 pm.**

Signed and dated this 14<sup>th</sup> day of January, 2020.

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

\_\_\_\_\_  
JC Baldwin, Director

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Jim Huffman, Director

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Donn Etherington, Director

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Mark Spurgeon, Director

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Rory Turner, Director

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W. Alan Loeb sack, Director

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY  
RESOLUTION NO. 2020-01**

**A RESOLUTION AUTHORIZING INVESTMENT  
OF CHELAN DOUGLAS REGIONAL PORT AUTHORITY MONIES IN THE  
LOCAL GOVERNMENT INVESTMENT POOL**

**Whereas**, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

**Whereas**, from time to time it may be advantageous to the authorized governmental entity, Chelan Douglas Regional Port Authority, the "governmental entity", to contribute funds available for investment in the LGIP; and

**Whereas**, the investment strategy for the LGIP is set forth in its policies and procedures; and

**Whereas**, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Chelan Douglas Regional Port Authority, the "governing body" or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

**Whereas**, the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

**Whereas**, the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

**Whereas**, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

**Now Therefore, Be It Resolved** that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

**Be It Further Resolved** that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Director of Finance & Administration and incorporates said form into this resolution by reference and does hereby attest to its accuracy.



**Be It Further Resolved** that the governmental entity designates the Director of Finance & Administration, the “authorized individual” to authorize all amendments, changes, or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

**Be It Further Resolved** that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual’s instructions until such time as said notice has been provided.

**Be It Further Resolved** that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual’s delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

**Be It Further Resolved** that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

**Passed and Adopted** by the Board of Directors of the Chelan Douglas Regional Port Authority at a regular meeting thereof held on this 14th day of January, 2020.

\_\_\_\_\_  
JC Baldwin, Director

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Jim Huffman, Director

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Donn Etherington, Director

\_\_\_\_\_  
Mark Spurgeon, Director

\_\_\_\_\_  
Rory Turner, Director

\_\_\_\_\_  
W. Alan Loeb sack, Director

# Memo

**To:** Board of Directors

**From:** Jim Kuntz

**cc:** None

**Date:** January 9, 2020

**Re:** Partners in Economic Development - Grant Awards

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Please find enclosed the recommendations from our sub-committee on grant awards for our Partners in Economic Development Program for Non-Profits and Municipalities.

The sub-committee members were: Commissioner Baldwin, Commissioner Spurgeon, Monica Lough, Ron Cridlebaugh, and Sarah Deenik.

We will provide a more detailed briefing at the Board meeting.



**Partners In Economic Development  
Non-Profit  
Year 2020**

Budget	\$ 200,000
Call for Projects Funding Round 1	\$(133,473)
Previously Committed	\$ (20,000)
IRIS: \$3,000	
Our Valley Our Future: \$10,000	
Special Olympics: \$7,000	
<b>Remaining Opportunity Fund:</b>	<b>\$ 46,527</b>

**Partners In Economic Development  
Municipalities  
Year 2020**

Budget	\$ 200,000
Call for Projects Funding Round 1	\$(135,000)
Previously Committed	\$ -
<b>Remaining Opportunity Fund:</b>	<b>\$ 65,000</b>





**Partners In Economic Development  
Non-Profit  
Year 2020**

Scoring Criteria	Maximum Point Value
Complete Application	5
Aligns with CDRPA Vision, Mission, Values and Goals	20
Addresses a Proven Need or Gap	15
Ability to achieve Measurable Economic Impact	20
Demonstrates Sustainability	15
Demonstrates Collaboration or Partnership	10
Financial Match	5
Membership Dues/ Long-Term Sustainability	10
<b>Total</b>	<b>100</b>

**Partners In Economic Development  
Municipalities  
Year 2020**

Scoring Criteria	Maximum Point Value
Complete Application	5
Aligns with CDRPA Vision, Mission, Values and Goals	20
Addresses a Proven Need or Gap	15
Ability to achieve Measurable Economic Impact	20
Demonstrates Sustainability	10
Demonstrates Collaboration or Partnership	5
Financial Match	5
Contributes to the Economic Vitality of the Community	20
<b>Total</b>	<b>100</b>



**Partners In Economic Development  
Non-Profit - Year 2020**

Organization	Propose to Fund (Y/N)	Requested Funding	CDRPA Proposed Funding	Project Description	Notes
Cashmere Museum	N	\$ 6,100	\$ -	Three-part concert series designed to support local artist and musicians	1
Cascade Foothills Farmland Association	Y	\$ 30,000	\$ 27,000	Formation of a strategic planning group, organizational strategic plan, 50,000 tasting maps	2
Cashmere Chamber of Commerce	Y	\$ 13,500	\$ 13,500	Events, website redesign, advertising	N/A
Chelan-Douglas Community Action Council	N	\$ 10,000	\$ -	Literacy Council Program Director (Americorp member 40 hrs per week for 10-1/2 months)	3
Chelan-Douglas Land Trust	Y	\$ 29,500	\$ 5,500	Stewardship Assistant (32 hrs per week for 37 weeks) & software	4
Columbia Valley Affordable Homeownership	N	\$ 12,000	\$ -	Hire, train & certify a Spanish speaking Homeownership Counselor	5
Entiat Valley Chamber of Commerce	Y	\$ 20,000	\$ 10,000	Tourism marketing, business recruitment, rent for a makers retail space	6
GWATA	Y	\$ 37,000	\$ 37,000	Flywheel, Flywheel Angel Network and ongoing programs	N/A
Lake Chelan Wine Alliance	N	\$ 22,500	\$ -	2 Day wine event in Chelan & participation in the Annual Taste Washington Event	N/A
Manson Chamber of Commerce	Y	\$ 30,000	\$ 15,000	Events	7
North Central WA Economic Development District	N	\$ 15,000	\$ -	Supernova and North Star Opportunity Zone support	8
Our Valley Our Future	Y	\$ 10,000	\$ 10,000	Tech Hub Strategic Plan	N/A
Spirit of Wenatchee	Y	\$ 5,473	\$ 5,473	ADS-B equipment for Miss Veedol as required by the FAA	9
TREAD	N	\$ 50,000	\$ -	TREAD Comprehensive Trails Plan	10
Wenatchee Downtown Association	Y	\$ 3,000	\$ 3,000	Possibility Tours (Downtown Buildings) as part of the DTA economic development efforts	N/A
Wenatchee Outdoors	Y	\$ 7,000	\$ 7,000	Tourism and outdoor recreation marketing campaign	N/A
<b>Totals</b>		<b>\$ 301,073</b>	<b>\$ 133,473</b>		





**Partners in Economic Development**

**Non-Profit**

**Year 2020**

**Notes**

- 1. The Cashmere Museum request was to fund three concerts in August with an anticipated attendance of 300. Using scoring criteria based on the application, the committee did not feel this request met the economic impact threshold to fund.**
- 2. The Cascade Foothills Farmland Association has received significant funding for the past several years and the committee was willing to fund them one more year for deliverable 2, a Chelan/Douglas County Agfa strategic plan, and deliverable 3, production and distribution of 50,000 tasting maps. The committee's view is that the organization will need to find sustainable funding for both the organization and the map in future years.**
- 3. The Chelan/Douglas Community Action Council's request, although a worthwhile program was to add personnel and therefore the request was not funded. Also, not a good fit for the Regional Port Authority's economic development mission.**
- 4. The Chelan Douglas Land Trust's request was \$24,000 for personnel and \$5,500 for a stewardship software program. The committee funded the software program however it did not fund the request for new personnel.**
- 5. Columbia Valley Affordable Homeownership application although a very worthwhile program does not fit well with**



**the RCW's that govern Port Authorities and was also a request to add personnel. Therefore, it was not funded.**

- 6. The Entiat Valley Chamber of Commerce's program fit well with the CDRPA's Economic Development Plan for 2020. However, due to the lack of complete application documents, which the CDRPA will need prior to awarding the grant, and past performance from the Entiat Chamber of Commerce, the committee felt it should only award half the amount requested.**
- 7. Recognizing the importance of tourism to the region the Port of Chelan has been funding the Manson Chamber of Commerce annually to help with their tourism efforts. Although the funding for 2020 is half of what was requested, it is still more than they have received in prior years.**
- 8. From the application provided by the North Central Washington Economic Development District the committee felt the Supernova Business Launch Competition, aimed at start-ups and small businesses, is a good idea. However, the committee felt this project is still in its infancy and has not been fully fleshed out and lacks the necessary detail to be successfully executed. The committee would like to support a request for the North Star Opportunity Zone however, they were unable to determine what the financial request was for that program. The committee will encourage the NCWEDD to fully develop the Supernova program and resubmit an application once completed in 2020 or 2021. The committee will also ask the NCWEDD to clarify what the request is for the North Star OZ.**
- 9. Although the Spirit of Wenatchee is not a typical tourism application, the CDRPA owns and operates several airports including Pangborn Memorial Airport. The committee finds that the Spirit of Wenatchee does promote both general aviation tourism as well as the commercial air service to**

**Pangborn. The application was funded at the actual cost estimates for the upgrades the plane needs.**


- 10. Although TREAD's application did a good job addressing a need that supports outdoor recreation, the application did not explain the how/who to address the need. The budget breakdown to address the need was also lacking. The committee will recommend TREAD flesh out the details to their plan and budget to address the need they have identified and reapply after March 31<sup>st</sup>.**





**Partners In Economic Development  
Municipalities - Year 2020**

Organization	Propose to Fund (Y/N)	Requested Funding	CDRPA Proposed Funding	Project Description	Notes
City of Bridgeport	Y	\$ 20,000	\$ 20,000	Economic Revitalization Plan for SR 173 Corridor	N/A
City of Cashmere	Y	\$ 20,000	\$ 20,000	Economic Development Plan for the former wastewater lagoons	N/A
City of Cashmere #2	Y	\$ 15,000	\$ 15,000	Design and engineering to extend water and wastewater to the City owned property on Pariroad Ave	N/A
City of Chelan	Y	\$ 30,000	\$ 30,000	Implement a city-wide wayfinding program	N/A
East Wenatchee Water District	Y	\$ 30,000	\$ 30,000	1,330' of 12" water main from Goldcrest to 35th in Wenatchi Landing	N/A
Eastmont Metropolitan Parks District	Y	\$ 30,000	\$ 20,000	Installation of an instructional kitchen in the Eastmont Community Center	1
City of Entiat	N	\$ 30,000	\$ -	Park Economic Destination Improvement Plan	2
Town of Mansfield	N	\$ 30,000	\$ -	Retro fit the recycle center into a public works facility	Lack Legal Authority
<b>Totals</b>		<b>\$ 205,000</b>	<b>\$ 135,000</b>		

 CHELAN DOUGLAS  
**Regional Port**  
AUTHORITY  
Partners in Economic Development  
Municipalities  
Year 2020  
Notes

- 1. The Eastmont Metro Parks project is a benefit to the entire community and therefore should be funded by more than just the Regional Port Authority and Confluence Health.**
- 2. The City of Entiat was not funded due to poor Financial Audit Reports from the State Auditor's Office. The Committee will encourage the City of Entiat to submit a new application after March 31<sup>st</sup> confirming their desire to move forward with their project and detailing how they have addressed the State Auditor's Findings.**
- 3. Legal Counsel could not find any Port related authority that would allow the Regional Port Authority to fund the Town of Mansfield project. Commissioner Baldwin will work with staff to try and identify other potential funding options from the State, including the Public Works Trust Fund and Dept. of Commerce.**



**PORT OF CHELAN COUNTY  
Board of Commissioners  
Special Meeting Minutes  
One Campbell Parkway, East Wenatchee, WA 98802  
December 17<sup>th</sup>, 2019  
9:00 am**

**Present:** JC Baldwin, President  
Donn Etherington, Vice President  
Rory Turner, Secretary  
Jim Kuntz, Executive Director  
Monica Lough, Director of Finance & Admin.  
Stacie de Mestre, Facilities & Prop. Dev. Mgr.

Trent Moyers, Airport Director  
Tricia Degnan, CTC Manager  
Craig Larsen, Business Development Director  
Sarah Deenik, Accounting Assistant  
Pete Fraley, Legal Counsel

**Guests:** W. Alan Loeb sack, Port of Douglas County Commissioner  
Randy Asplund, RH2 Engineers

**Commissioner Baldwin called the Port Commission meeting to order at 9:03 am.**

**Introductions were made.**

**DISCLOSURE REGARDING CONFLICT OF INTEREST:** None.

**CONSENT AGENDA:**

The Port of Chelan County Consent Agenda consisting of minutes of November 26<sup>th</sup>, 2019 Special Commission Meeting; Minutes of December 3<sup>rd</sup>, 2019 Special Commission Meeting; and November 2019 Commission Calendar\* was presented for approval and the following action was taken:

*\*Two errors on the November 2019 Commission Calendar were corrected.*

**Motion No.**  
*Moved by:*  
*Seconded by:*

**12-06-19**  
*Donn Etherington*  
*JC Baldwin*  
*To approve the Port of Chelan County Consent Agenda consisting of minutes of November 26th, 2019 Tri Commission Meeting; minutes of December 3rd, 2019 Special Commission Meeting; and November 2019 Commission Calendar, as amended.*

*Motion passed 3-0.*

**PUBLIC HEARING – Commissioner Baldwin opened the Public Hearing for the Port of Chelan County 2019 Supplemental Budget at 9:06 am.**

**PORT ACTION ITEMS:**

**2019 Port of Chelan County Supplemental Budget** – Lough presented the 2019 Port of Chelan County Supplemental Budget noting highlights. Discussion ensued.

**An opportunity for public comment was provided, however, no public comments were received. Commissioner Baldwin closed the Public Hearing at 9:25 am.**

**Resolution No. 2019-22 Adopting the 2019 Supplemental Budget** – Resolution No. 2019-22 Adopting the 2019 Supplemental Budget was presented and the following action was taken:

<b>Motion No.</b>	<b>12-07-19</b>
Moved by:	Donn Etherington
Seconded by:	Rory Turner
	To adopt Resolution No. 2019-22 approving the 2019 Supplemental Budget.

*Motion passed 3-0.*

**Authorization to Purchase Lineage South Property** – De Mestre and Randy Asplund of RH2 provided updates on the environmental review of the property. The test results on the stained concrete areas are remnants of past spills and can be cleaned up using a cleaning product. A ground penetrating radar was used to check under the surface in one of the parking lots, and test holes were dug in the area. Nothing of concern was found. Pete Fraley gave an update on the title report. Kuntz provided updates related to next steps and a subdivision plan. Discussions ensued and the following action was taken:

<b>Motion No.</b>	<b>12-08-19</b>
Moved by:	Rory Turner
Seconded by:	Donn Etherington
	To approve the purchase of the Lineage South Property and authorize the Executive Director and/or Director of Finance & Administration to execute all necessary documents on behalf of the Port.

*Motion passed 3-0.*

**Resolution No. 2019-23 Regarding Administration of Comprehensive Plans** - Fraley provided information regarding administration of Comprehensive Plans. The following action was taken:

<b>Motion No.</b>	<b>12-09-19</b>
Moved by:	Rory Turner
Seconded by:	Donn Etherington
	To adopt Resolution No. 2019-23 regarding Administration of Comprehensive Plans.

*Motion passed 3-0.*





# Memo

**To:** Port of Chelan County Commissioner  
Director of Finance and Administration

**From:** Sarah Deenik, Accounting Assistant

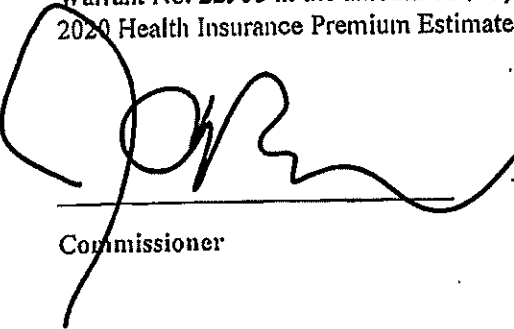
**Date:** 11/19/2019

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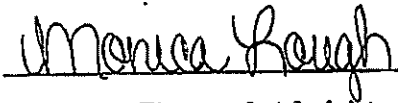
## Special Register Page No. 4012

Special Register Page No. 4012 is requested today to pay:

Warrant No. 22906 in the amount of \$25,516.77 to Washington Counties Insurance Fund for the January 2020 Health Insurance Premium Estimate.



Commissioner

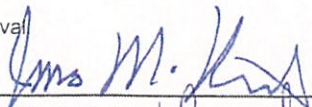
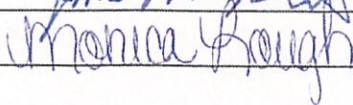


Director of Finance & Administration

WARRANT REGISTER  
WARRANT APPROVAL

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. 1945 thru 1947, the EFTPS, the DRS Transfers, and the electronic payroll deposits are approved in the amount of \$88,947.58 this 17th day of December 2019.

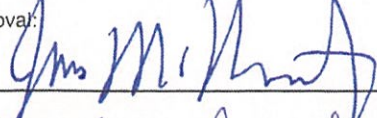
Approval , Executive Director  
, Dir. of Finance & Admin.

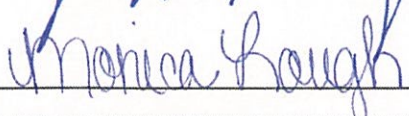
Date Issued	Claimant	Purpose	Warrant No.	Amount
11/29/2017	Camille L. Harris	Salary -- November 2019	Transfer	2,897.84
11/29/2017	Craig N. Larsen	Salary -- November 2019	Transfer	5,476.13
11/29/2017	Donn Etherington	Salary -- November 2019	Transfer	1,136.24
11/29/2017	James Kuntz	Salary -- November 2019	Transfer	9,734.33
11/29/2017	Janet L. Baldwin	Salary -- November 2019	Transfer	1,040.24
11/29/2017	Laura Camarillo Reyes	Salary -- November 2019	Transfer	2,187.48
11/29/2017	Manuel A. Vargas	Salary -- November 2019	Transfer	3,264.41
11/29/2017	Monica D Lough	Salary -- November 2019	Transfer	6,263.72
11/29/2017	Rory A. Turner	Salary -- November 2019	Transfer	796.04
11/29/2017	Sarah K. Deenik	Salary -- November 2019	Transfer	3,831.99
11/29/2017	Shane C. Lamb	Salary -- November 2019	Transfer	1,531.40
11/29/2017	Stacie C. de Mestre	Salary -- November 2019	Transfer	4,680.88
11/29/2017	Tricia E. Degnan	Salary -- November 2019	Transfer	4,114.01
11/29/2017	AFLAC	Insurance payroll deduction - November 2019	1945	79.73
11/29/2017	Health Care Authority	Health insurance coverage - November 2019	1946	14,427.66
11/29/2017	Port Sunshine Fund	Staff requested payroll deduction - November 2019	1947	65.00
11/29/2017	Retirement Systems	Retirement and benefits - November 2019	Transfer	11,943.08
11/29/2017	Washington State Treasurer	Deferred compensation - November 2019	Transfer	1,462.50
11/29/2017	United States Treasury (EFTPS)	FICA & FWH electronic transmittal - November 2019	EFTPS	14,014.90

**WARRANT REGISTER  
WARRANT APPROVAL**

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. 22907 - 22945 are approved in the amount of **\$84,397.23** this 17th day of December 2019.

Approval:  \_\_\_\_\_, Executive Director

 \_\_\_\_\_, Director of Finance & Admin.

Date Issued	Claimant	Purpose	Warrant No.	Amount
11/29/2019	Allen Construction	demo of trailers - kelly property	22907	\$ 6,021.33
11/29/2019	Beckstead Electric, Inc.	reinstallation of lighting/conduit - ib3	22908	\$ 735.60
11/29/2019	Cascade Natural Gas	utilities - osbp/ctc/ef	22909	\$ 1,295.40
11/29/2019	Chelan County Natural Resource Department	refund due to meeting cancellation	22910	\$ 14.00
11/29/2019	Chelan County PUD	utilities - osbp	22911	\$ 987.72
11/29/2019	Coleman Oil Company	fuel	22912	\$ 207.52
11/29/2019	Commercial Printing, Inc.	2020 rate sheets - vcc	22913	\$ 223.56
11/29/2019	Consolidated Electrical Distributors, Inc	maintenance supplies - ctc	22914	\$ 66.69
11/29/2019	Craig Larsen	mileage reimbursement	22915	\$ 30.33
11/29/2019	Crown Paper & Janitorial Supply	bathroom supplies - ctc	22916	\$ 292.46
11/29/2019	DOH Associates, PS	professional services - ctc masonry/cashmere	22917	\$ 4,458.24
11/29/2019	Donn Etherington	mileage reimbursement	22918	\$ 160.54
11/29/2019	Douglas County Sewer District No. 1	utilities - executive flight	22919	\$ 166.52
11/29/2019	Eagle Transfer Company Inc.	moving expense - pocc	22920	\$ 2,609.63
11/29/2019	Express Services	ctc support staff - vcc	22921	\$ 688.08
11/29/2019	Firefly	managed services - ctc/vcc/pocc	22922	\$ 4,598.33
11/29/2019	Frontier	alarm systems - osbp	22923	\$ 240.70
11/29/2019	GCA Services Group, Inc.	room setups - vcc - october 2019	22924	\$ 3,120.00
11/29/2019	GeoEngineers, Inc.	environmental due diligence - ib9e	22925	\$ 2,886.05
11/29/2019	J Rivera Associates	newsletter translation	22926	\$ 176.58
11/29/2019	J. C. Baldwin	mileage reimbursement	22927	\$ 187.92
11/29/2019	James Kuntz.	mileage reimbursement	22928	\$ 241.81
11/29/2019	Kelley Imaging Systems	copier maintenance - pocc	22929	\$ 162.60
11/29/2019	Kelley Imaging Systems, Inc.	copier lease - ctc	22930	\$ 168.03
11/29/2019	Keyhole Security, Inc.	scramblepox replacement - ctc	22931	\$ 1,785.35
11/29/2019	LocalTel Communications	telephone services - pocc/sbdc	22932	\$ 910.63
11/29/2019	Monica Lough	mileage & logo wear reimbursement	22933	\$ 232.85
11/29/2019	North Central E. S. D.	november 2019, per contract	22934	\$ 11,340.00
11/29/2019	NuClear Building Maintenance	window cleaning - ctc	22935	\$ 2,193.95
11/29/2019	Office Depot	office supplies - ctc/pocc	22936	\$ 120.52
11/29/2019	Ogden Murphy Wallace, PLLC	legal fees - october 2019	22937	\$ 20,611.00
11/29/2019	RH2 Engineering, Inc.	professional fees	22938	\$ 11,014.10
11/29/2019	Rory Turner	mileage reimbursement	22939	\$ 37.35
11/29/2019	Sarah K. Deenik	mileage & logo wear reimbursement	22940	\$ 261.64
11/29/2019	Stacie de Mestre.	mileage & logo wear reimbursement	22941	\$ 228.39
11/29/2019	Sternilt Organic Recycling Center	yard waste - osbp	22942	\$ 25.00
11/29/2019	VISA	business expenses	22943	\$ 4,019.01
11/29/2019	Weinstein Beverage Co.	ctc coffee supplies	22944	\$ 404.69
11/29/2019	Chelan County PUD	utilities - cashmere	22945	\$ 1,473.11

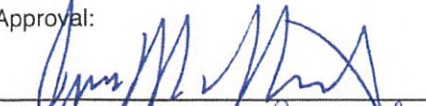


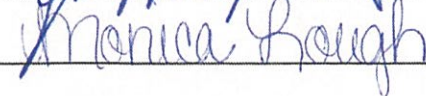
**WARRANT REGISTER  
WARRANT APPROVAL**

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. **22946 - 22983** are approved in the amount of **\$383,533.18** this **14th day of January 2020**.

Approval:

  
\_\_\_\_\_, Executive Director

  
\_\_\_\_\_, Director of Finance & Admin.


Date Issued	Claimant	Purpose	Warrant No.	Amount
12/19/2019	A Central, LLC	asbestos removal - kelly property	22946 \$	8,231.50
12/19/2019	VOID	VOID	22947	VOID
12/19/2019	Apple Pi Janitorial LLC	janitorial - pybus incubator	22948 \$	379.52
12/19/2019	Cascade Industrial Services, Inc.	masonry repairs - ctc	22949 \$	87,137.00
12/19/2019	Chelan County PUD	utilities - cashmere, osbp, kelly property	22950 \$	5,806.75
12/19/2019	Cherry Creek Media	advertising - vcc	22951 \$	1,000.00
12/19/2019	CI Information Management	document shredding - pocc	22952 \$	39.24
12/19/2019	City of Cashmere	utilities - cashmere	22953 \$	277.85
12/19/2019	City of Wenatchee	utilities - osbp/ctc	22954 \$	898.93
12/19/2019	Coleman Oil Company	fuel - osbp	22955 \$	88.95
12/19/2019	Crossroads Strategies, LLC	consulting fees, per agreement	22956 \$	3,333.33
12/19/2019	Crown Paper & Janitorial Supply	bathroom supplies - ctc	22957 \$	386.11
12/19/2019	DOH Associates, PS	professional services	22958 \$	5,916.75
12/19/2019	Douglas County PUD	utilities - executive flight	22959 \$	667.00
12/19/2019	East Wenatchee Water District	utilities - executive flight	22960 \$	200.32
12/19/2019	Entiat Valley Chamber of Commerce	3q19, per agreement	22961 \$	4,070.00
12/19/2019	Executive Flight, Inc.	interest only payment 3% - 2 of 36; payroll costs	22962 \$	22,137.92
12/19/2019	Express Services, Inc.	ctc support staff	22963 \$	665.39
12/19/2019	FBO Partners, LLC	consulting fees, per agreement	22964 \$	361.57
12/19/2019	Firefly	technology set up - executive flight	22965 \$	14,218.45
12/19/2019	GCA Services Group, Inc.	janitorial - november 2019 - ctc	22966 \$	3,811.00
12/19/2019	Graybeal Signs, Inc.	ib3 monument sign update	22967 \$	564.76
12/19/2019	Home Depot Credit Services	maintenance supplies	22968 \$	214.39
12/19/2019	Inland Fire Protection, Inc.	fire sprinkler inspection - ospb	22969 \$	986.46
12/19/2019	Jerry's Auto Supply	auto maintenance supplies	22970 \$	14.27
12/19/2019	JR Carter Consulting, LLC	consulting fees, per agreement	22971 \$	4,326.56
12/19/2019	Keyhole Security, Inc.	alarm systems - ospb	22972 \$	209.03
12/19/2019	Landline Surveyors	professional services	22973 \$	1,218.75
12/19/2019	LiftOff LLC	technology licenses	22974 \$	2,460.00
12/19/2019	Lowe's	maintenance supplies	22975 \$	31.37
12/19/2019	MailFinance	postage machine lease - pocc	22976 \$	234.35
12/19/2019	Maul Foster Alongi, Inc.	brownfield redevelopment grant prep	22977 \$	2,500.00
12/19/2019	NCW Media, Inc.	advertising	22978 \$	834.91
12/19/2019	North Central E. S. D.	december 2019, per contract; computers	22979 \$	13,692.00
12/19/2019	Office Depot	office supplies - ctc,vcc	22980 \$	142.01
12/19/2019	Pacific Security	guard/patrol service - ctc	22981 \$	390.74
12/19/2019	Pangborn Airport.	fuel station loan req #3; m&o grant #12	22982 \$	195,544.00
12/19/2019	Port of Chelan Co.	replenish small checking	22983 \$	542.00

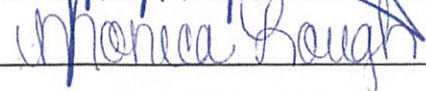
**WARRANT REGISTER  
WARRANT APPROVAL**

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. **22984 - 22993** are approved in the amount of **\$21,648.93** this **14th day of January 2020**.

Approval:

  
\_\_\_\_\_, Executive Director

  
\_\_\_\_\_, Director of Finance & Admin.

Date Issued	Claimant	Purpose	Warrant No.	Amount
12/19/2019	RH2 Engineering, Inc.	professional services	22984 \$	14,206.44
12/19/2019	Sherwin-Williams	maintenance supplies	22985 \$	17.97
12/19/2019	Stemilt World Famous Compost	yard waste - osbp	22986 \$	15.00
12/19/2019	Thrifty Supply	maintenance supplies	22987 \$	173.99
12/19/2019	TLC Management, Inc	landscape maintenance - ctc	22988 \$	1,831.69
12/19/2019	USPS/Neopost	postage - pocc	22989 \$	500.00
12/19/2019	Washington Public Ports Association	annual meeting conference - comm/staff	22990 \$	1,680.00
12/19/2019	Waste Management of Wenatchee	garbage services - osbp, exe flight, ctc	22991 \$	2,184.91
12/19/2019	Weinstein Beverage Co. (Inc)	ctc coffee supplies	22992 \$	243.93
12/19/2019	Wenatchee World	advertising	22993 \$	795.00



# Memo

**To:** Port of Chelan County Commissioner  
Director of Finance and Administration

**From:** Sarah Deenik, Accounting Assistant

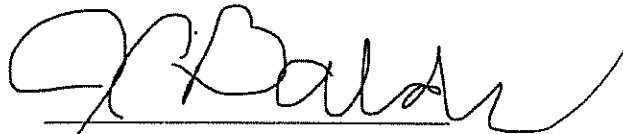
**Date:** 12/23/2019

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## Special Register Page No. 4017

Special Register Page No. 4017 is requested today to pay:

Warrant No. 22994 in the amount of \$4,457,268.19 to First American Title Company for the closing of purchase of the Lineage Properties.


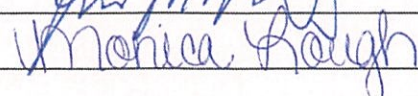
  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Director of Finance & Administration

**WARRANT REGISTER  
WARRANT APPROVAL**

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. 1948 thru 1950, the EFTPS, the DRS Transfers, and the electronic payroll deposits are approved in the amount of \$89,198.98 this 14th day of January 2020.

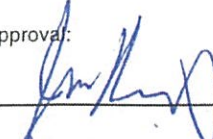
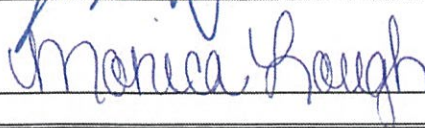
Approval:   
 \_\_\_\_\_, Executive Director  
  
 \_\_\_\_\_, Dir. of Finance & Admin.

Date Issued	Claimant	Purpose	Warrant No.	Amount
12/31/2019	Camille L. Harris	Salary - - December 2019	Transfer	2,897.87
12/31/2019	Craig N. Larsen	Salary - - December 2019	Transfer	5,476.16
12/31/2019	Donn Etherington	Salary - - December 2019	Transfer	1,136.24
12/31/2019	James Kuntz	Salary - - December 2019	Transfer	9,734.33
12/31/2019	Janet L. Baldwin	Salary - - December 2019	Transfer	1,040.23
12/31/2019	Laura Camarillo Reyes	Salary - - December 2019	Transfer	2,383.48
12/31/2019	Manuel A. Vargas	Salary - - December 2019	Transfer	3,405.36
12/31/2019	Monica D Lough	Salary - - December 2019	Transfer	6,263.73
12/31/2019	Rory A. Turner	Salary - - December 2019	Transfer	1,104.65
12/31/2019	Sarah K. Deenik	Salary - - December 2019	Transfer	3,723.76
12/31/2019	Shane C. Lamb	Salary - - December 2019	Transfer	1,104.50
12/31/2019	Stacie C. de Mestre	Salary - - December 2019	Transfer	4,680.89
12/31/2019	Tricia E. Degnan	Salary - - December 2019	Transfer	4,114.00
12/31/2019	AFLAC	Insurance payroll deduction - December 2019	1950	79.73
12/31/2019	Health Care Authority	Health insurance coverage - December 2019	1948	14,427.66
12/31/2019	Port Sunshine Fund	Staff requested payroll deduction - December 2019	1949	65.00
12/31/2019	Retirement Systems	Retirement and benefits - December 2019	Transfer	12,003.97
12/31/2019	Washington State Treasurer	Deferred compensation - December 2019	Transfer	1,462.50
12/31/2019	United States Treasury (EFTPS)	FICA & FWH electronic transmittal - December 2019	EFTPS	14,094.92

**WARRANT REGISTER  
WARRANT APPROVAL**

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned Commissioners of the Port of Chelan County, Chelan County, Washington, do hereby certify that the merchandise or service hereinafter specified have been received and that Warrant Nos. 22995 - 23037 are approved in the amount of \$132,518.15 this 14th day of January 2020.

Approval:  \_\_\_\_\_, Executive Director  
 \_\_\_\_\_, Director of Finance & Admin.

Date Issued	Claimant	Purpose	Warrant No.	Amount
12/31/2019	Cascade Natural Gas	utilities - osbp/ctc/ef	22995	\$ 5,166.62
12/31/2019	Chelan County PUD	utilities - osbp/ctc	22996	\$ 9,407.71
12/31/2019	Chelan County Treasurer	2019 election costs	22997	\$ 20,513.00
12/31/2019	Coleman Oil Company	fuel	22998	\$ 107.81
12/31/2019	Consolidated Electrical Distributors, Inc	light replacement supplies - ctc	22999	\$ 3,727.88
12/31/2019	Craig Larsen	mileage reimbursement	23000	\$ 31.84
12/31/2019	Crown Paper & Janitorial Supply	bathroom supplies - ctc	23001	\$ 248.07
12/31/2019	D & B Maintenance	carpet cleaning - ib3	23002	\$ 844.00
12/31/2019	Donn Etherington	mileage reimbursement	23003	\$ 277.24
12/31/2019	Door Tech, Inc.	door repair - ef/ib5	23004	\$ 797.84
12/31/2019	eGov Strategies, LLC	credit card swipe devices - cdrpa	23005	\$ 396.00
12/31/2019	Elevated Marketing	marketing - ib9	23006	\$ 135.00
12/31/2019	Executive Flight, Inc.	land updates - ef	23007	\$ 9,992.27
12/31/2019	Executive Flight, Inc.	december payroll costs - ef	23008	\$ 20,509.53
12/31/2019	Express Services, Inc.	ctc support staff - vcc	23009	\$ 535.76
12/31/2019	Firefly	managed services - ctc/vcc/pocc	23010	\$ 4,652.48
12/31/2019	Frontier	telephone services - ctc	23011	\$ 646.97
12/31/2019	Frontier	alarm systems - osbp	23012	\$ 249.70
12/31/2019	GCA Services Group, Inc.	janitorial - ib9; room set-ups (november) - vcc	23013	\$ 2,710.00
12/31/2019	HRA VEBA Trust	sick pay accrual, per policy	23014	\$ 636.96
12/31/2019	Interwest Communications	annual refuge testing - ctc	23015	\$ 284.03
12/31/2019	J. C. Baldwin	mileage reimbursement	23016	\$ 382.22
12/31/2019	Julie Aynn Photography	photography services - cdrpa	23017	\$ 324.90
12/31/2019	Kelley Imaging Systems	copier supplies - pocc	23018	\$ 557.31
12/31/2019	Kelley Imaging Systems, Inc.	copier lease - ctc	23019	\$ 168.03
12/31/2019	LocalTel Communications	telephone/shoretel installation - ef	23020	\$ 10,624.16
12/31/2019	Monica Lough	expense reimbursement	23021	\$ 121.26
12/31/2019	North Cascades Heating & AC, Inc.	hvac maintenance - ctc; service call - ef	23022	\$ 3,713.97
12/31/2019	Office Depot	office supplies - pocc	23023	\$ 724.83
12/31/2019	Ogden Murphy Wallace, PLLC	legal fees - november 2019	23024	\$ 14,640.49
12/31/2019	Onsite Environmental, Inc.	environmental analysis - lineage	23025	\$ 1,188.00
12/31/2019	Rory Turner	mileage & logo wear reimbursement	23026	\$ 563.47
12/31/2019	Sarah K. Deenik	mileage reimbursement	23027	\$ 26.33
12/31/2019	Stacie de Mestre.	mileage reimbursement	23028	\$ 90.48
12/31/2019	Star Rentals, Inc.	scissor rental - light project - ctc	23029	\$ 265.58
12/31/2019	Stemilt World Famous Compost	yard waste - osbp	23030	\$ 15.00
12/31/2019	Thrifty Supply	filters - ib3	23031	\$ 173.99
12/31/2019	Tricia Degnan.	mileage reimbursement	23032	\$ 47.09
12/31/2019	VISA	business expenses	23033	\$ 10,946.07
12/31/2019	Weinstein Beverage Co.	ctc coffee supplies	23034	\$ 93.10
12/31/2019	Wells and Wade Mechanical	maintenance - ib5	23035	\$ 1,439.16
12/31/2019	Wenatchee World	legal advertising - supplemental budget	23036	\$ 55.27
12/31/2019	Zoom Video Communications, Inc	annual service fee - meeting center	23037	\$ 4,486.73



**Pangborn Memorial Airport  
Joint Governing Board Special Meeting Minutes  
Executive Flight Commission Room  
One Campbell Parkway  
East Wenatchee, WA 98802  
December 17<sup>th</sup>, 2019  
1:30 pm**

**Present:**

**Port of Chelan County**

JC Baldwin, President  
Donn Etherington, Vice President  
Rory Turner, Secretary  
Jim Kuntz, Executive Director  
Monica Lough, Director of Finance & Admin.  
Craig Larsen, Business Development Director  
Pete Fraley, Legal Counsel  
Tricia Degnan, CTC Manager  
Stacie de Mestre, Facilities & Property Mgr.  
Sarah Deenik, Accounting Assistant

**Pangborn Memorial Airport**

Trent Moyers, Airport Director

**Port of Douglas County**

Jim Huffman, President  
Mark Spurgeon, Vice President  
Alan Loeb sack, Secretary  
Lisa Parks, Executive Director via phone  
Ron Cridlebaugh, Development Director  
Quentin Batjer, Legal Counsel

**Guests**

Paul Jarvis

**The Pangborn Memorial Airport Governing Board Special Meeting was called to order during the Chelan Douglas Regional Port Authority Meeting at 3:38 pm.**

**CONSENT AGENDA:**

The Pangborn Memorial Airport Governing Board Consent Agenda consisting of Minutes of November 12<sup>th</sup>, 2019 Governing Board Special Meeting was presented and the following action was taken:

**Motion No.**

Moved by:

Seconded by:

**12-01-19 PMA**

Mark Spurgeon

Jim Huffman

To approve the Pangborn Memorial Airport Governing Board Consent Agenda consisting of Minutes of November 12<sup>th</sup>, 2019 Governing Board Special Meeting, as presented.

*Motion passed 6-0.*

**PMA Resolution No. 2019-010 and CDRPA Resolution No. 2019-25 approving Airport Rules & Regulations will be and brought back to the January 14<sup>th</sup>, 2019 CDRPA meeting for approval.**

**PMA Resolution No. 2019-008 Adopting Airport 2020 Rates & Charges** – PMA Resolution 2019-008 was presented for approval and the following action was taken:

<b>Motion No.</b>	<b>12-02-19 PMA</b>
Moved by:	Rory Turner
Seconded by:	Alan Loeb sack
	To adopt Resolution No. 2019-008 adopting 2020 Airport Rates and Charges.

*Motion passed 6-0.*

**PMA Resolution No. 2019-009 Adopting the 2019 Supplemental Budget** – Resolution No. 2019-009 adopting the 2019 Supplemental Budget was presented and the following action was taken:

<b>Motion No.</b>	<b>12-03-19 PMA</b>
Moved by:	Alan Loeb sack
Seconded by:	Mark Spurgeon
	To adopt Resolution No. 2019-009 adopting the 2019 Supplemental Budget.

*Motion passed 6-0.*

The Joint Governing Board meeting was adjourned at 4:58 pm.

Signed and dated this 14<sup>th</sup> day of January, 2020.

**PORT OF CHELAN COUNTY**

\_\_\_\_\_  
Donn Etherington, President

\_\_\_\_\_  
Rory Turner, Vice President

\_\_\_\_\_  
JC Baldwin, Secretary

**PORT OF DOUGLAS COUNTY**

\_\_\_\_\_  
Mark Spurgeon, President

\_\_\_\_\_  
W. Alan Loeb sack, Vice President

\_\_\_\_\_  
Jim Huffman, Secretary



PANGBORN MEMORIAL AIRPORT

WARRANT REGISTER LISTING

DATE ISSUED	REGISTER PAGE	WARRANT BEGINNING #	WARRANT ENDING #	PAYMENT TOTAL
12/18/2019 Payables	1924	24408	24433	\$ 379,479.11
12/18/2019 Payables	1925	24434	24440	\$ 5,301.05
12/18/2019 Sales Tax	ACH	-	-	\$ 4,873.30
12/26/2020 Payroll	1926	24441	24443	\$ 59,056.41
12/26/2019 Payroll Tax	ACH	-	-	\$ 14,493.56
12/31/2019 Payroll	1927	24444	24450	\$ 16,437.42
12/31/2019 Payroll Tax	ACH	-	-	\$ 623.80
12/31/2019 Payables	1928	24451	24461	\$ 71,689.81

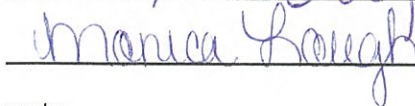
For approval January 14th, 2020, 54 warrants in the amount of \$ 551,954.46

We, the undersigned Commissioners of Pangborn Memorial Airport Governing Board, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that Vouchers listed above are approved for payment.

Airport Director



Airport Auditor



Port of Chelan County

Commissioner

Commissioner

Commissioner

WARRANT REGISTER

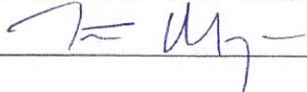
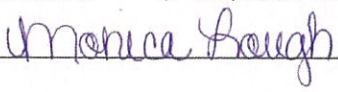
Page No.

1924

Date issued	Claimant	Purpose	Warrant Number	Amount
12/18/2019	AFTER HOURS PLUMBING & HEAT	Septic Problems/ARFF Stn	24408	2,042.28
12/18/2019	AG SUPPLY COMPANY	377 Gal Unleaded, 447 Gal Diesel, Locl	24409	2,759.25
12/18/2019	ALLIED PLUMBING AND PUMPS	Septic Problems/ARFF Stn	24410	634.76
12/18/2019	APPLE VALLEY SERVICES INC	Septic Pumping	24411	330.01
12/18/2019	AVFUEL CORP	10,500 Gallons Jet A	24412	27,410.00
12/18/2019	CENTRAL SERVICE, INC	Fuel Station Project	24413	158,084.36
12/18/2019	CINTAS CORPORATION #607	FBO Uniform, M&O Coveralls, Towels	24414	190.72
12/18/2019	DOUGLAS COUNTY FIRE DISTRICT	Reimb Hotel Exp/ARFF Septic	24415	172.48
12/18/2019	FEDERAL EXPRESS CORP	Shipping/ALP to FAA	24416	39.30
12/18/2019	FIREFLY	Contract, Non-Contract IT	24417	2,632.60
12/18/2019	FRANCE & COMPANY	Clean-up/ARFF Septic	24418	3,161.42
12/18/2019	GCR TIRES & SERVICES	Tires/Jet A Truck	24419	2,132.39
12/18/2019	HALME BUILDERS, INC.	Terminal Capacity, Security Projects	24420	49,495.19
12/18/2019	JERRY'S AUTO SUPPLY	Batteries, Block Heater, Bulb	24421	764.31
12/18/2019	L N CURTIS & SONS INC	AIP 41/ARFF Gear	24422	7,379.24
12/18/2019	LOWE'S	Grinder, Vacuum, Insulation	24423	680.92
12/18/2019	MEAD & HUNT	AIP 38/ Master Plan Final Pmt	24424	71,934.30
12/18/2019	OFFICE DEPOT	Office Supplies	24425	71.73
12/18/2019	OGDEN MURPHY WALLACE	November Legal Services	24426	5,008.50
12/18/2019	OXARC INC.	Fire Extinguisher Service	24427	733.60
12/18/2019	PORT OF CHELAN COUNTY	Reimb/Ex Flight FBO Staff - November	24428	14,637.92
12/18/2019	PUD NO 1 OF DOUGLAS COUNTY	November Electricity	24429	3,444.00
12/18/2019	T-O ENGINEERS	Terminal Capacity, Security, USFS, ACC	24430	15,417.17
12/18/2019	THE HOME DEPOT PRO	Janitorial Supplies	24431	474.93
12/18/2019	THE WENATCHEE WORLD	Legal Ad/2019 Supp Budget	24432	168.18
12/18/2019	TWO RIVERS TERMINAL, LLC	2.204 Tons Sodium Formate, Potassiur	24433	9,679.55

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned, do hereby certify that the merchandise or services herinafter have been received and that Voucher No. 24408 through No. 24433 are approved for payment in the amount of \$ 379,479.11 on 12-18-2019

Airport Director:  Airport Auditor: 

## WARRANT REGISTER

Page No.

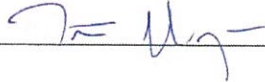
1925

Date issued	Claimant	Purpose	Warrant Number	Amount
12/18/2019	VOLAIRE AVIATION INC	December Air Service Retainer	24434	4,000.00
12/18/2019	WAGeworks	November FSA Admin Fee	24435	100.00
12/18/2019	WASTE MANAGEMENT OF WEN	Terminal Refuse	24436	342.33
12/18/2019	WASTE MANAGEMENT OF WEN -	FBO Refuse	24437	171.16
12/18/2019	WASTE MANAGEMENT OF WEN -	Misc Refuse	24438	62.07
12/18/2019	WASTE MANAGEMENT OF WENA1	Tenant Refuse	24439	306.29
12/18/2019	WORLD FUEL SERVICES	Total FBO Monthly Fee	24440	319.20

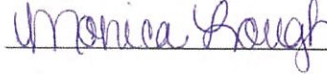
To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned, do hereby certify that the merchandise or services herinafter have been received and that Voucher No. 24434 through No. 24440 are approved for payment in the amount of \$ 5,301.05 on 12-18-2019

Airport Director:



Airport Auditor:

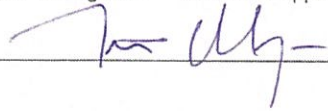


Date issued	Claimant	Purpose	Warrant Number	Amount
12/26/2019	PANGBORN MEMORIAL AIRPORT	November Payroll	24441	45,156.31
12/26/2019	AFLAC	AFLAC Contributions	24442	631.16
12/26/2019	HEALTH CARE AUTHORITY	November Medical Insurance	24443	13,268.94

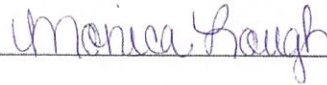
To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned, do hereby certify that the merchandise or services herinafter have been received and that Voucher No. 24441 through No. 24443 are approved for payment in the amount of \$ 59,056.41 on 12-26-2019

Airport Director:



Airport Auditor:





## WARRANT REGISTER

Page No.

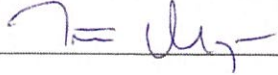
1927

Date issued	Claimant	Purpose	Warrant Number	Amount
12/31/2019	Beidler, Camryn N	December Addt'l Payroll	24444	27.55
12/31/2019	Lamb, Kenneth R	December Addt'l Payroll	24445	611.05
12/31/2019	Martinez, Rafael	December Addt'l Payroll	24446	34.15
12/31/2019	Orr, Marcus J	December Addt'l Payroll	24447	463.94
12/31/2019	Russell, Justin J	December Addt'l Payroll	24448	559.97
12/31/2019	Scott, Tristan L	December Addt'l Payroll	24449	423.17
12/31/2019	Smith, Charles B	December Addt'l Payroll	24450	115.29
12/31/2019	WASH STATE TREASURER	Deferred Comp	EFT	1,100.00
12/31/2019	WASH ST DEPT OF RETIREMENT	PERS/LEOFF	EFT	13,102.30

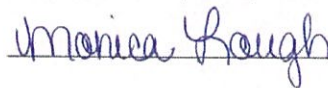
To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned, do hereby certify that the merchandise or services herinafter have been received and that Voucher No. 24444 through No. 24450 are approved for payment in the amount of \$ 16,437.42 on 12-31-2019

Airport Director: \_\_\_\_\_



Airport Auditor: \_\_\_\_\_



## WARRANT REGISTER

Page No.

1928

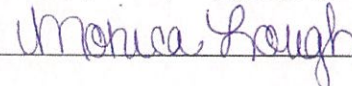
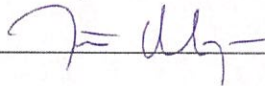
Date issued	Claimant	Purpose	Warrant Number	Amount
12/31/2019	AVFUEL CORP	20,919 Gallons Jet A	24451	54,614.26
12/31/2019	EAST WENATCHEE WATER DIST	October/November Water	24452	835.01
12/31/2019	L N CURTIS & SONS INC	AIP 41/ARFF Gear	24453	570.58
12/31/2019	LINZY STONE	Reimb Text Book/ARFF Septic	24454	110.33
12/31/2019	OFFICE DEPOT	Office Supplies	24455	81.14
12/31/2019	TWO RIVERS TERMINAL, LLC	Potassium Acetate, Calcium Chloride	24456	7,508.50
12/31/2019	VISA - FL	OnCall, Smartphones, HotSpots, JetPa	24457	651.71
12/31/2019	VISA - GE	Replenish TSC Account, Logo Wear	24458	1,513.69
12/31/2019	VISA - RR	ARFF Septic Expenses, Pesticide Licens	24459	1,123.24
12/31/2019	VISA - TF	Absorbent Mat/Roll, Light Bulbs	24460	611.74
12/31/2019	VISA - TM	Travel - FAA, WSDOT, Airline Meetings	24461	4,069.61

To the TREASURER OF CHELAN COUNTY, WASHINGTON

We, the undersigned, do hereby certify that the merchandise or services herinafter have been received and that  
 Voucher No. 24451 through No. 24461 are approved for payment in the amount of \$ 71,689.81 on 12-31-2019

Airport Director: \_\_\_\_\_

Airport Auditor: \_\_\_\_\_



**RESOLUTION NO. 2020-02**

**RESOLUTION AUTHORIZING INVESTMENT  
OF PORT OF CHELAN COUNTY MONIES IN THE  
LOCAL GOVERNMENT INVESTMENT POOL**

**Whereas**, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

**Whereas**, from time to time it may be advantageous to the authorized governmental entity, Port of Chelan County, the "governmental entity", to contribute funds available for investment in the LGIP; and

**Whereas**, the investment strategy for the LGIP is set forth in its policies and procedures; and

**Whereas**, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Port of Chelan County, the "governing body" or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

**Whereas**, the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

**Whereas**, the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

**Whereas**, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

**Now Therefore, Be It Resolved** that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

**Be It Further Resolved** that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Director of Finance & Administration and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

**Be It Further Resolved** that the governmental entity designates the Director of Finance & Administration, the "authorized individual" to authorize all amendments, changes,

or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

**Be It Further Resolved** that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided.

**Be It Further Resolved** that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

**Be It Further Resolved** that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

**Passed and Adopted** by the Board of Commissioners of the Port of Chelan County at a regular meeting thereof held this 14<sup>th</sup> day of January, 2020.

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Donn Etherington, President

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Rory Turner, Vice President

---

JC Baldwin, Secretary



**PORT OF CHELAN COUNTY  
MINUTES OF THE PORT OF CHELAN COUNTY  
INDUSTRIAL DEVELOPMENT CORPORATION MEETING**

Tuesday, January 14<sup>th</sup>, 2020  
One Campbell Parkway, Suite A  
East Wenatchee, WA 98802

Present:

JC Baldwin, Commissioner  
Donn Etherington, Commissioner  
Rory Turner, Commissioner

Alan Loeb sack, Port of Douglas Commission  
Mark Spurgeon, Port of Douglas Commission  
Jim Huffman, Port of Douglas Commission  
Jim Kuntz, Chief Executive Officer  
Monica Lough, Director of Finance & Admin.  
Ron Cridlebaugh, Director of Economic & Business Dev  
Trent Moyers, Director of Airports  
Ron Russ, Airport Operations Manager  
Craig Larsen, Business Development Manager  
Stacie de Mestre, Facilities & Property Mgr.  
Tricia Degnan, CTC Manager  
Sarah Deenik, Communications Coordinator  
Cami Harris, Executive Assistant  
Quentin Batjer, Legal Counsel

Commissioner Etherington called the meeting to order at XX:XX am.

**ELECTION OF OFFICERS**

Commissioner Etherington called for the nominations and election of officers. Commissioner Baldwin moved, and Commissioner Turner seconded, and the Board of Directors of the Port of Chelan County Industrial Development Corporation cast a unanimous ballot for Donn Etherington as President, Rory Turner as Vice President, and JC Baldwin as Treasurer for 2020. Motion Passed 3-0. The Board of Directors appointed Jim Kuntz as Secretary.

**APPROVAL OF MINUTES**

Secretary Kuntz read the minutes of the January 14<sup>th</sup>, 2020 meeting, which were moved for adoption by Commissioner Baldwin and seconded by Commissioner Turner. Motion passed 3-0.

**The Port of Chelan County Industrial Development Corporation meeting was adjourned at XX:XX am.**

**Signed this 14<sup>th</sup>, day of January, 2020**

**PORT OF CHELAN COUNTY INDUSTRIAL DEVELOPMENT CORPORATION BOARD OF DIRECTORS**

---

Donn Etherington, President

---

Rory Turner, Vice President

---

JC Baldwin, Secretary

**PORT OF DOUGLAS COUNTY  
MINUTES OF THE REGULAR PORT COMMISSION MEETING**

Tuesday, December 10, 2019  
Port of Douglas Conference Room  
One Campbell Parkway, Suite D  
East Wenatchee, WA 98802

Present: Jim Huffman, Commission President  
Mark Spurgeon, Commission Vice President  
Alan Loeb sack, Commission Secretary  
Jim Kuntz, Interim Executive Director  
Monica Lough, Director of Finance & Administration  
Ron Cridlebaugh, Economic Development Manager  
Esther McKivor, Accounting & Administrative Assistant  
Quentin Batjer, Legal Counsel  
Cami Harris, Port of Chelan County  
Craig Larsen, Port of Chelan County

Commissioner Huffman called the meeting to order at 9:00 a.m.

**Consent Agenda**

Warrant Register 2019-12-01	#1011880 – 1011894	\$	33,942.37
Payroll Register PR 2019-12-15	#1011870 – 1011875	\$	11,346.18
Payroll Register PR 2019-12-31	#1011876 – 1011879	\$	6,222.15
Payroll Register PR-RBT 2019-12-15		\$	5,222.38
Payroll Register PR-RBT 2019-12-31		\$	1,644.24
Meeting Minutes November 26, 2019			

**Motion 12-10-01**

Motion: To approve the consent agenda as presented.

Moved: Mark Spurgeon

Seconded: Alan Loeb sack

Motion carried unanimously.

**GUEST REPORT –**

No guest reports

**OLD BUSINESS –**

No old business

**Public Hearing – Proposed 2019 Supplemental Budget**

Commissioner Huffman opened the Public Hearing at 9:03 am.

An opportunity for public comment was provided; however, no public comments were given.

Ms. Lough reviewed the 2019 Supplemental Budget noting some highlights.

Commissioner Huffman closed the Public Hearing at 9:13 am.

**MINUTES OF THE REGULAR PORT COMMISSION MEETING**

December 10, 2019

**NEW BUSINESS – Resolution No. 2019-15 Adoption of 2019 Supplemental Budget**

**Motion 12-10-02**

Motion: To approve Resolution No. 2019-15 adopting the 2019 Supplemental Budget.

Moved: Mark Spurgeon

Seconded: Alan Loeb sack

Motion carried unanimously.

**REPORTS – Commissioners provided updates on their recent meetings and activities.**

**REPORTS – Port of Chelan County Economic Development Manager**

Mr. Larsen provided an update on the Douglas County PUD proposed rate increase. A meeting was held on December 9<sup>th</sup> to discuss the proposed increase. The PUD is holding a meeting on December 23<sup>rd</sup> to hear public comment. The Regional Port Authority has retained Bill Gaines, former Tacoma Public Utility District CEO to assist in drafting comments.

*Out at 9:55 a.m., Craig Larsen*

**REPORTS – Interim Executive Director**

Mr. Kuntz provided updates and information including:

- Pre-determination of Airport ownership/proposed concept of ownership of between the two Ports and debts should the Regional Port Authority dissolve.
- Giga Watt site visit (lots 8 & 9) on December 9<sup>th</sup>. The intent is for the trustee to remove all items on the property so the properties can be available to lease again.

**REPORTS – Port of Chelan County Director of Finance & Administration, Monica Lough**

Ms. Lough provided updates and information including:

- Credit card availability
- Business cards on order
- FBO person hired

**EXECUTIVE SESSION - No Executive Session**

There being no further business, the meeting was adjourned at 10:30 a.m.

DOUGLAS COUNTY PORT COMMISSION

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James D. Huffman, President

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Mark M. Spurgeon, Vice President

---

W. Alan Loeb sack, Secretary





**PORT OF CHELAN COUNTY RESOLUTION NO. 2019-23  
PORT OF DOUGLAS COUNTY RESOLUTION NO. 2019-16  
CHELAN DOUGLAS REGIONAL PORT AUTHORITY RESOLUTION NO. 2019-24**

**A JOINT RESOLUTION OF THE PORT OF CHELAN COUNTY, THE PORT OF  
DOUGLAS COUNTY, AND THE CHELAN DOUGLAS REGIONAL PORT AUTHORITY  
REGARDING ADMINISTRATION OF THE COMPREHENSIVE PLANS FOR THE PORT  
OF CHELAN COUNTY AND THE PORT OF DOUGLAS COUNTY**

WHEREAS the Port of Chelan County and the Port of Douglas County (the "Ports") entered into an Interlocal Agreement for the functional consolidation of the Ports, including finances, management and operations, dated June 11, 2019 (the "2019 ILA");

WHEREAS in furtherance of the 2019 ILA, the Ports formed the Chelan Douglas Regional Port Authority ("CDRPA") on June 30, 2019, setting a functional consolidation date effective January 1, 2020;

WHEREAS the Port of Chelan County ("POCC") adopted a Comprehensive Scheme of Harbor Improvements on November 17, 2017 ("POCC Comp Plan");

WHEREAS the Port of Douglas County ("PODC") adopted a Comprehensive Scheme of Harbor Improvements on December 22, 2015 ("PODC Comp Plan"). Collectively, the POCC Comp Plan and the PODC Comp Plan shall be referred to as the "Plans";

WHEREAS the Ports desire the CDRPA to administer the Plans;

WHEREAS pursuant to the 2019 ILA specific authority is specifically reserved to the respective Ports, including the sale of real property; and

WHEREAS consistent with the 2019 ILA, the POCC will be responsible for amendments to the POCC Comp Plan and the PODC will be responsible for amendments to the PODC Comp Plan.

NOW, THEREFORE, the Commissioners for the POCC and the PODC, and Board of Directors of the CDRPA hereby resolve as follows:

1. The Plans shall remain in place and are not amended as a result of the functional consolidation of the POCC and the PODC pursuant to the 2019 ILA.
2. The CDRPA shall administer the Plans and to the maximum extent possible take the Plans into consideration when making decisions.
3. The POCC shall retain the sole authority to amend the POCC Comp Plan and to declare property owned by the POCC as surplus to the needs of the POCC. The

PODC shall retain the sole authority to amend the PODC Comp Plan and to declare property owned by the PODC as surplus to the needs of the PODC.

- 4. In the event of a conflict between one of the Plans and a proposed action by the CDRPA, the conflict shall be identified and discussed prior to the CDRPA taking action and, if necessary, the POCC or the PODC, as the case may be, shall evaluate amending their Plan to address the conflict prior to the CDRPA taking action.

DATED: 12-17-19

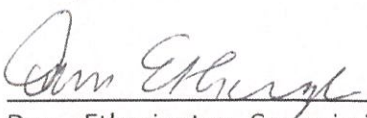
DATED: \_\_\_\_\_

PORT OF CHELAN COUNTY

PORT OF DOUGLAS COUNTY

  
\_\_\_\_\_  
J.C. Baldwin, Commissioner

\_\_\_\_\_  
Jim Huffman, Commissioner

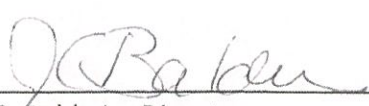
  
\_\_\_\_\_  
Donn Etherington, Commissioner

\_\_\_\_\_  
W. Alan Loeb sack, Commissioner

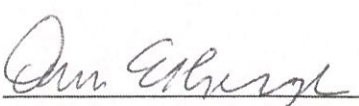
  
\_\_\_\_\_  
Rory Turner, Commissioner

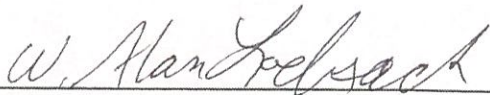
\_\_\_\_\_  
Mark M. Spurgeon, Commissioner

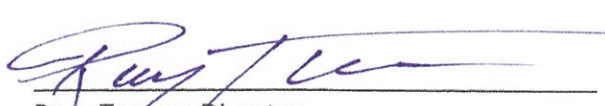
CHELAN DOUGLAS REGIONAL PORT AUTHORITY:


  
\_\_\_\_\_  
J.C. Baldwin, Director

  
\_\_\_\_\_  
Jim Huffman, Director

  
\_\_\_\_\_  
Donn Etherington, Director

  
\_\_\_\_\_  
W. Alan Loeb sack, Director

  
\_\_\_\_\_  
Rory Turner, Director

  
\_\_\_\_\_  
Mark M. Spurgeon, Director

**RESOLUTION NO. 2020-01**

**RESOLUTION AUTHORIZING INVESTMENT  
OF PORT OF DOUGLAS COUNTY MONIES IN THE  
LOCAL GOVERNMENT INVESTMENT POOL**

**Whereas**, pursuant to Chapter 294, Laws of 1986, the Legislature created a trust fund to be known as the public funds investment account (commonly referred to as the Local Government Investment Pool (LGIP)) for the contribution and withdrawal of money by an authorized governmental entity for purposes of investment by the Office of the State Treasurer; and

**Whereas**, from time to time it may be advantageous to the authorized governmental entity, Port of Douglas County, the “governmental entity”, to contribute funds available for investment in the LGIP; and

**Whereas**, the investment strategy for the LGIP is set forth in its policies and procedures; and

**Whereas**, any contributions or withdrawals to or from the LGIP made on behalf of the governmental entity shall be first duly authorized by the Port of Douglas County, the “governing body” or any designee of the governing body pursuant to this resolution, or a subsequent resolution; and

**Whereas**, the governmental entity will cause to be filed a certified copy of said resolution with the Office of the State Treasurer; and

**Whereas**, the governing body and any designee appointed by the governing body with authority to contribute or withdraw funds of the governmental entity has received and read a copy of the prospectus and understands the risks and limitations of investing in the LGIP; and

**Whereas**, the governing body attests by the signature of its members that it is duly authorized and empowered to enter into this agreement, to direct the contribution or withdrawal of governmental entity monies, and to delegate certain authority to make adjustments to the incorporated transactional forms, to the individuals designated herein.

**Now Therefore, Be It Resolved** that the governing body does hereby authorize the contribution and withdrawal of governmental entity monies in the LGIP in the manner prescribed by law, rule, and prospectus.

**Be It Further Resolved** that the governing body has approved the Local Government Investment Pool Transaction Authorization Form (Form) as completed by the Director of Finance & Administration and incorporates said form into this resolution by reference and does hereby attest to its accuracy.

**Be It Further Resolved** that the governmental entity designates the Director of Finance & Administration, the “authorized individual” to authorize all amendments, changes,



or alterations to the Form or any other documentation including the designation of other individuals to make contributions and withdrawals on behalf of the governmental entity.

**Be It Further Resolved** that this delegation ends upon the written notice, by any method set forth in the prospectus, of the governing body that the authorized individual has been terminated or that his or her delegation has been revoked. The Office of the State Treasurer will rely solely on the governing body to provide notice of such revocation and is entitled to rely on the authorized individual's instructions until such time as said notice has been provided.

**Be It Further Resolved** that the Form as incorporated into this resolution or hereafter amended by delegated authority, or any other documentation signed or otherwise approved by the authorized individual shall remain in effect after revocation of the authorized individual's delegated authority, except to the extent that the authorized individual whose delegation has been terminated shall not be permitted to make further withdrawals or contributions to the LGIP on behalf of the governmental entity. No amendments, changes, or alterations shall be made to the Form or any other documentation until the entity passes a new resolution naming a new authorized individual; and

**Be It Further Resolved** that the governing body acknowledges that it has received, read, and understood the prospectus as provided by the Office of the State Treasurer. In addition, the governing body agrees that a copy of the prospectus will be provided to any person delegated or otherwise authorized to make contributions or withdrawals into or out of the LGIP and that said individuals will be required to read the prospectus prior to making any withdrawals or contributions or any further withdrawals or contributions if authorizations are already in place.

**Passed and Adopted** by the Board of Commissioners of the Port of Douglas County at a regular meeting thereof held on this 14<sup>th</sup> day of January, 2020.

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W. Alan Loeb sack, President

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Mark Spurgeon, Vice President

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Jim Huffman, Secretary

**DOUGLAS COUNTY DEVELOPMENT CORPORATION  
MINUTES OF THE ANNUAL DIRECTOR'S MEETING**

Tuesday, January 8, 2019

Port of Douglas Conference Room  
One Campbell Parkway, Suite D  
East Wenatchee, WA 98802

Present: Alan Loeb sack, Director  
Jim Huffman, Director  
Mark Spurgeon, Director  
Lisa Parks, Administrative Officer  
Ron Cridlebaugh, Port Economic Development Manager  
Doug Provo, Port Business Manager  
Esther McKivor, Port Accountant & Administrative Assistant  
Quentin Batjer, Legal Counsel

Director Loeb sack called the meeting to order at 11:00 a.m.

**Consent Agenda**

Approval of 2019 Officers:

President	Director Jim Huffman
Vice President	Director Mark Spurgeon
Secretary	Director Alan Loeb sack

Meeting Minutes January 9, 2018  
Meeting Minutes May 22, 2018

**Motion: 01-08-01**

Motion: To approve the Consent Agenda.

Moved: Mark Spurgeon

Seconded: Alan Loeb sack

Motion carried unanimously.

**NEW BUSINESS – Approval of 2019 Budget**

**Motion: 01-08-02**

Motion: To adopt the 2019 Budget as presented.

Moved: Mark Spurgeon

Seconded: Alan Loeb sack

Motion carried unanimously.

There being no further business to discuss, the meeting was adjourned at 11:05 a.m.

DOUGLAS COUNTY DEVELOPMENT CORPORATION

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James D. Huffman, Director

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Mark M. Spurgeon, Director

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W. Alan Loeb sack, Director

**DOUGLAS COUNTY DEVELOPMENT CORPORATION  
SPECIAL MINUTES OF THE DIRECTOR'S MEETING**

Tuesday, May 14, 2019

Port of Douglas Conference Room  
One Campbell Parkway, Suite D  
East Wenatchee, WA 98802

Present: Jim Huffman, Director  
Mark Spurgeon, Director  
Alan Loeb sack, Director  
Lisa Parks, Administrative Officer  
Ron Cridlebaugh, Port Economic Development Manager  
Doug Provo, Port Business Manager  
Esther McKivor, Port Accountant & Administrative Assistant  
Quentin Batjer, Legal Counsel

Director Huffman called the meeting to order at 9:15 a.m.

**NEW BUSINESS – Approval of 2018 Financial Report**

The Port's new accounting consultant, Christine Smith, CPA of Teresa D Johnson CPA completed the preparation of the 2018 Financial Report for DCDC. Through the process of preparing the report, Ms. Smith received advice from the State Auditor's Office that DCDC will from hereon, file a separate financial report from the Port District. In the past, staff received inconsistent advice from the state auditors during different audit periods.

**Motion: 05-14-01**

Motion: To approve the 2018 Financial Report as presented.

Moved: Mark Spurgeon

Seconded: Alan Loeb sack

Motion carried unanimously.

There being no further business to discuss, the meeting was adjourned at 11:05 a.m.

DOUGLAS COUNTY DEVELOPMENT CORPORATION

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James D. Huffman, Director

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Mark M. Spurgeon, Director

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W. Alan Loeb sack, Director

**PORT OF DOUGLAS COUNTY  
MINUTES OF THE PORT OF DOUGLAS COUNTY  
INDUSTRIAL DEVELOPMENT CORPORATION MEETING**

Tuesday, January 14<sup>th</sup>, 2020  
One Campbell Parkway, Suite A  
East Wenatchee, WA 98802

Present:

Alan Loeb sack, Commissioner  
Mark Spurgeon, Commissioner  
Jim Huffman, Commissioner

JC Baldwin, Port of Chelan Commission  
Donn Etherington, Port of Chelan Commission  
Rory Turner, Port of Chelan Commission  
Jim Kuntz, Chief Executive Officer  
Monica Lough, Director of Finance & Admin.  
Ron Cridlebaugh, Director of Economic & Business Dev  
Trent Moyers, Director of Airports  
Ron Russ, Airport Operations Manager  
Craig Larsen, Business Development Manager  
Stacie de Mestre, Facilities & Property Mgr.  
Tricia Degnan, CTC Manager  
Sarah Deenik, Communications Coordinator  
Cami Harris, Executive Assistant  
Quentin Batjer, Legal Counsel

Commissioner Loeb sack called the meeting to order at X:XX am.

**APPROVAL OF MINUTES**

Approval of Minutes of January 8<sup>th</sup>, 2019; and Minutes of May 14<sup>th</sup>, 2019 were moved for adoption by Commissioner Huffman, and seconded by Commissioner Spurgeon. Motion passed 3-0.

**ELECTION OF OFFICERS**

Commissioner Loeb sack called for the nominations and election of officers. Commissioner Spurgeon moved, and Commissioner Huffman seconded, and the Board of Directors of the Port of Douglas County Industrial Development Corporation cast a unanimous ballot for Alan Loeb sack as President, Mark Spurgeon as Vice President, and Jim Huffman as Treasurer for 2020. Motion Passed 3-0. The Board of Directors appointed Jim Kuntz as Secretary.

**APPROVAL OF MINUTES**

Secretary Kuntz read the minutes of the January 14<sup>th</sup>, 2020 meeting, which were moved for adoption by Commissioner Huffman and seconded by Commissioner Spurgeon. Motion passed 3-0.

**The Port of Douglas County Industrial Development Corporation meeting was adjourned at X:XX am.**

**Signed this 14<sup>th</sup>, day of January, 2020**

**PORT OF DOUGLAS COUNTY INDUSTRIAL DEVELOPMENT CORPORATION BOARD OF DIRECTORS**

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W. Alan Loeb sack, President

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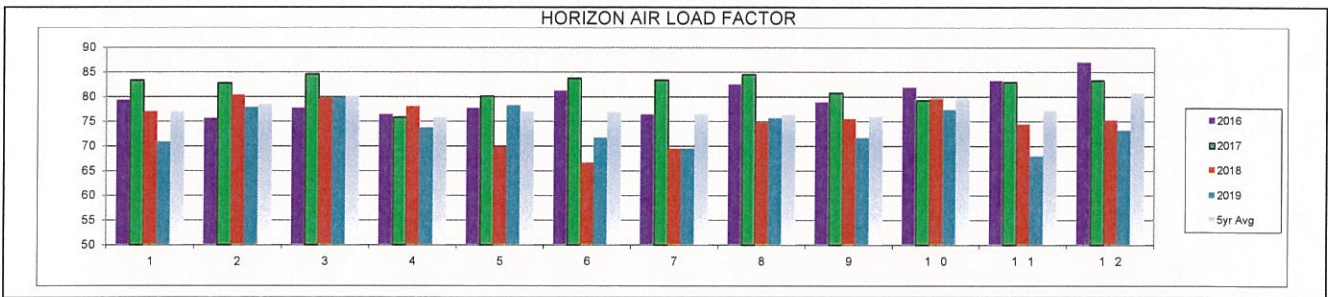
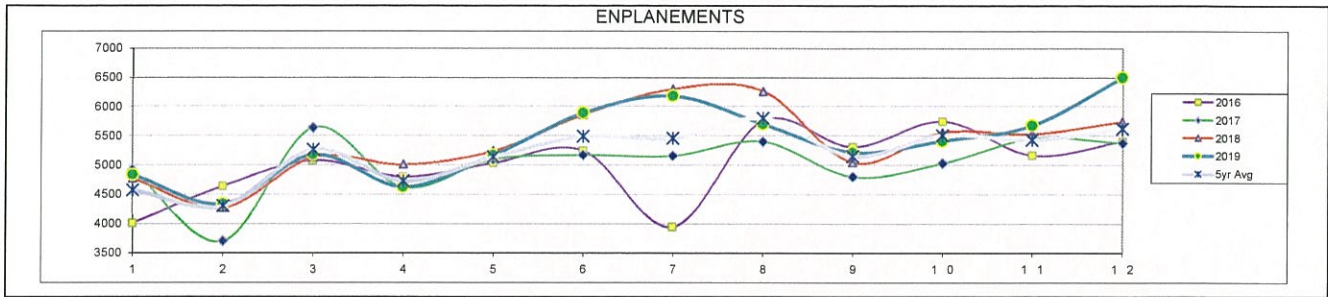
Mark Spurgeon, Vice President

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James Huffman, Treasurer



Pangborn Memorial Airport  
December 2019 Airlines Activity Report

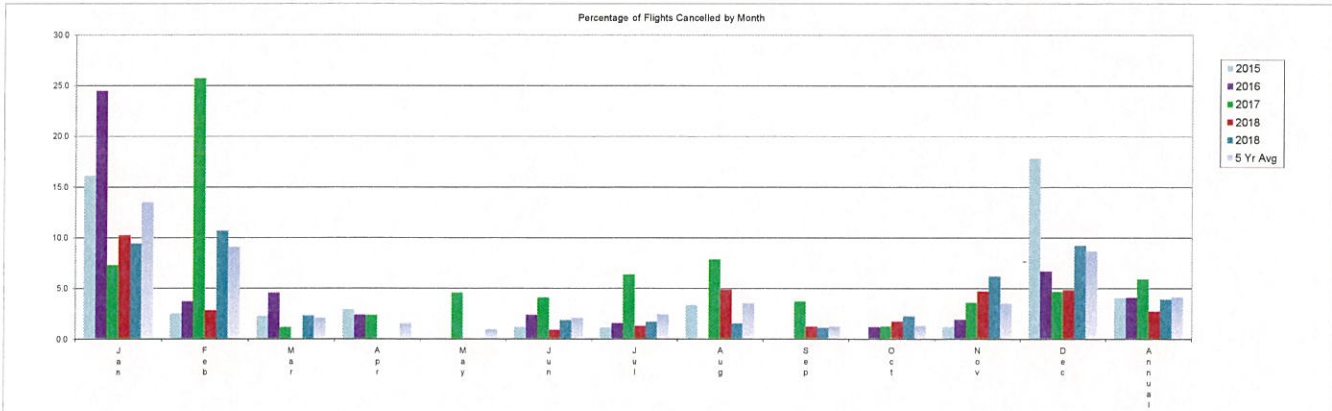


MONTH	2018			2019 PASSENGERS			%2019 Vs 2018		
	On	Off	Total	On	Off	Total	On	Off	Total
Jan	4,766	4,526	9,292	4,831	4,526	9,357	101.4%	100.0%	100.7%
Feb	4,268	4,270	8,538	4,331	4,123	8,454	101.5%	96.6%	99.0%
Mar	5,131	5,339	10,470	5,173	5,276	10,449	100.8%	98.8%	99.8%
Apr	5,008	5,177	10,185	4,624	4,941	9,565	92.3%	95.4%	93.9%
May	5,239	5,504	10,743	5,168	5,412	10,580	98.6%	98.3%	98.5%
Jun	5,859	5,661	11,520	5,888	5,808	11,696	100.5%	102.6%	101.5%
Jul	6,296	6,301	12,597	6,180	6,276	12,456	98.2%	99.6%	98.9%
Aug	6,256	6,009	12,265	5,701	5,617	11,318	91.1%	93.5%	92.3%
Sep	5,042	4,644	9,686	5,213	4,791	10,004	103.4%	103.2%	103.3%
Oct	5,555	4,960	10,515	5,413	5,038	10,451	97.4%	101.6%	99.4%
Nov	5,529	4,920	10,449	5,674	5,356	11,030	102.6%	108.9%	105.6%
Dec	5,740	5,563	11,303	6,494	6,113	12,607	113.1%	109.9%	111.5%
TO DATE	64,689	62,874	127,563	64,690	63,277	127,967	100.0%	100.6%	100.3%
TOTALS	64,689	62,874	127,563						

Note: August 2018 had 4 flights for most of the month, 2019 only through the 12th.

Pangborn Memorial Airport  
Cancelled Flight Summary

Alaska Airlines # of Flights	2015				2016				2017				2018				2019			
	EAT	SEA	Mech.	Total	EAT	SEA	Mech.	Total	EAT	SEA	Mech.	Total	EAT	SEA	Mech.	Total	EAT	SEA	Mech.	Total
	2160				2010				2027				2317				2382			
January	28	0	0	28	40	0	1	41	8	4	0	12	18	0	0	18	18	0	0	18
February	4	0	0	4	6	0	0	6	28	11	0	39	2	2	0	4	2	15	0	17
March	0	0	4	4	6	0	2	8	2	0	0	2	0	0	0	0	4	0	0	4
April	0	1	4	5	4	0	0	4	2	0	2	4	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	2	4	2	8	0	0	0	0	0	0	0	0
June	0	0	2	2	2	2	0	4	0	6	1	7	0	1	1	2	0	2	2	4
July	0	0	2	2	0	0	2	2	0	10	1	11	0	2	1	3	0	0	4	4
August	0	2	6	8	0	0	0	0	0	14	0	14	4	5	2	11	0	3	0	3
September	0	0	0	0	0	0	0	0	0	4	2	6	0	2	0	2	0	0	2	2
October	0	0	0	0	2	0	0	2	0	2	0	2	0	3	0	3	2	2	0	4
November	2	0	0	2	2	1	0	3	4	2	0	6	4	5	0	9	12	0	2	14
December	26	4	2	32	8	3	0	11	8	0	0	8	7	2	1	10	8	0	15	23
<b>Total</b>	<b>60</b>	<b>7</b>	<b>20</b>	<b>87</b>	<b>70</b>	<b>6</b>	<b>5</b>	<b>81</b>	<b>54</b>	<b>57</b>	<b>8</b>	<b>119</b>	<b>35</b>	<b>22</b>	<b>5</b>	<b>62</b>	<b>46</b>	<b>22</b>	<b>25</b>	<b>93</b>
% Cancelled	2.8%	0.3%	0.9%	4.0%	3.5%	0.3%	0.2%	4.0%	2.7%	2.8%	0.4%	5.9%	1.5%	0.9%	0.2%	2.7%	1.9%	0.9%	1.0%	3.9%





CHELAN DOUGLAS  
**Regional Port**  
AUTHORITY

To: Board of Directors  
From: Monica Lough, Director of Finance  
Date: January 14, 2020  
Re: CDRPA Processes

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As of January 1, 2020, all new processes and responsibilities are being implemented. Below is a brief summary of those that directly affect the Board of Directors, as well as a reminder of policies that have been approved. This may not cover every single question or situation, so please feel free to ask questions or request clarification whenever needed.

#### Board of Director Reporting

Cami will be responsible for all reporting and assisting with Director items, including, but not limited to:

- Calendars of meeting attendance turned in by the 10<sup>th</sup> of following month.
- Expense reports, including mileage, turned in by the 10<sup>th</sup> of the following month.
- All visa receipts to be turned in as incurred, or weekly at a minimum.
- Conferences and travel reservations and arrangements.

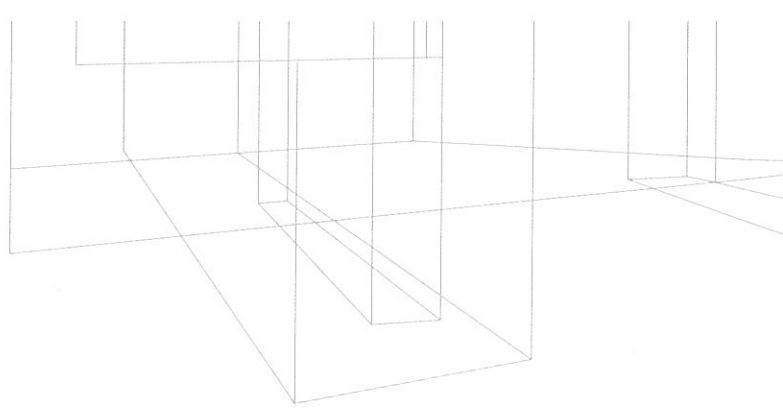
#### Travel and Expense Policies

- Board of Director travel outside Washington must be approved in advance by the Port Authority Board of Directors, with the exclusion of unique or unanticipated circumstances.
- Original itemized receipts and supporting documentation must be provided for all visa and expense report items (which includes detailed meal receipts).
- Personal charges on business credit cards are strictly prohibited, as this constitutes lending of the Port Authority's credit.



- Authorized air travel shall be coach class, or equivalent, unless specific conditions are met.
- Valet parking will be reimbursed at the self-park rates unless self-park is full, is not available, or is approximately the same rate.
- Business meal receipts must include the business purpose, as well as the names and titles of attendees.
- In place of using a Port Authority credit card or supplying itemized meal receipts, the GSA per diem allowance for the area of travel may be used.
- Alcohol is not reimbursable, unless incurred during promotional hosting activities.
- When a meal is provided as part of a conference or package, costs for a related meal elsewhere are not allowable.
- Tips for meals are authorized up to 20%. Those in excess of 20% are required to be paid personally.
- Port Authority Board Directors shall not personally make expenditures for industrial and trade development, promotional hosting, or seek reimbursement, except when such expenditures are approved by the Port Authority Board of Directors.

This just summarizes some key points in our policies. Please refer to the Travel & Meal Policy and/or Promotional Hosting Policy, which can be found on the CDRPA website, if you would like full detail.



January 2, 2020

Jim Kuntz  
Executive Director  
Port of Chelan County  
238 Olds Station Road, Suite A  
Wenatchee, WA 98801

RE: Lineage Wenatchee to Port of Chelan County Sale

Jim –

Congratulations for closing the southerly Lineage Wenatchee properties sale. You and your organization at the Port of Chelan County performed very well during your due diligence period and didn't deviate from your commitments under the PSA with Lineage through closing of sale, which Lineage and I greatly appreciate.

I hope your plans for the subject property result in additional companies coming to downtown Wenatchee, or expansion of firms already there, and bring additional jobs to the city.

Thank you for your efforts in making the subject transaction take place.

Sincerely,

Best Regards,

 **Kidder  
Mathews**

David N. Speers  
Executive Vice President | Shareholder



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

Updated as of 01-09-2019

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attending</i>	<i>Cami RSVP arrangements if applicable</i>
January 14	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
January 15	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
January 16	Thursday	Economic Leadership Roundtable Lunch; 11:30 am ; 230 N. Georgia, E. Wen.		
January 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
January 22	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
January 27	Monday	CDRPA Board Meeting; 9:00 AM; Executive Flight		Revised Date
January 28 - 29	Tuesday - Wednesday	Port Day Olympia	Commissioner Baldwin,	Hotel booked for JC
February 4	Tuesday	Kiwanis Presentation, 11:30am - 1:30pm, Elks Lodge Wenatchee	Jim Kuntz	
February 4	Tuesday	Craig at ADO Winter Meeting - Olympia		Port Car Reserved
February 5-6	Wednesday - Thursday	Pacific Northwest Aerospace Association Convention Lynwood	Craig Larsen	Hotel & Conference Booked ; Port Car Reserved
February 5-6	Wednesday - Thursday	WEDA Winter Conference, Hilton Garden Inn, Olympia		
February 11	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
February 12	Wednesday	NCWEDD Board Meeting; 9 am - 11 am. Chelan City Hall		
February 13	Thursday	CDTC, 9-11am, CTC		
February 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
February 19	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
February 22-23	Saturday - Sunday	NW Aviation Conference & Trade Show, Puyallup	Trent	
February 25	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
February 26	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
February 27	Thursday	Chamber Business After Hours; Ex. Flight		CDRPA Hosting Event

March 1-5	Sunday-Thursday	Pacific Northwest Waterways Association - Mission to DC		
March 5	Thursday	Chamber Banquet, 5:30 pm-9:00 pm, Convention Center		
March 12	Thursday	CDTC, 9-11am, CTC		
March 10	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
March 11	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
March 17	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
March 18	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
March 24	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
March 25	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
March 26	Thursday	Partners Breakfast; 7:30am; Convention Center		
March 26	Thursday	GA Meeting; 6:00 pm - 8:00 pm, Executive Flight		
April 8	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
April 9	Thursday	CDTC Executive Committee Meeting, CTC, time TBD		
April 14	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
April 15	Wednesday	GWATA Pre-Event Flywheel		
April 15-17	Wednesday - Friday	Volaire Air Service Forum St. Augustine, FL		
April 16	Thursday	GWATA Flywheel		
April 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
April 22	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
April 23	Thursday	Economic Leadership Roundtable Lunch; 11:30 am ; 230 N. Georgia, E. Wen.		
April 28	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
May 6-8	Wed-Friday	WPPA Spring Meeting; Skamania Lodge; Stevenson		
May 10-13	Sunday-Wednesday	AAAE Annual Conference; Denver, CO		

May 12	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
May 13	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
May 14	Thursday	CDTC, 9-11am, CTC		
May 19	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
May 20	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
May 26	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
May 27	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
May 30	Saturday	Aviation Day - Pangborn Airport		
June 1-3	Monday - Wednesday	WA Airport Manager's Assn; Winthrop, WA		
June 9	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
June 10	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
June 10-12	Wed-Friday	WPPA Finance Seminar; Campbell's Resort		
June 11	Thursday	CDTC, 9-11am, CTC		
June 16	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
June 17	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
June 23	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
June 24	Wednesday	Partners Breakfast; 7:30am; Convention Center		
June 24	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
June 25	Thursday	GA Meeting; 6:00 pm - 8:00pm, Executive Flight		
July 8	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
July 9	Thursday	CDTC, 9-11am, CTC		
July 9-10	Thur-Friday	WPPA Director's Seminar; Location TBD		
July 14	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
July 15	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
July 16	Thursday	Economic Leadership Roundtable Lunch; 11:30 am ; 230 N. Georgia, E. Wen.		
July 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
July 20-22	Tues-Friday	WPPA Commissioners Seminar; Marcus Whitman, Walla Walla		
July 22	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		

July 28	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
August 11	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
August 12	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
August 13	Thursday	CDTC, 9-11am, CTC		
August 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
August 19	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
August 25	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
August 26	Wednesday	Douglas County Community Leadership Advisory Group; 2:20-4:30p		
September 8	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
September 9	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
September 10	Thursday	CDTC, 9-11am, CTC		
September 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
September 16	Wednesday	GWATA Board Meeting, 3-5pm		
September 22	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
September 23	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
September 24	Thursday	Partners Breakfast; 7:30am; Convention Center		
September 24	Thursday	GA Meeting; 6:00 pm - 8:00pm, Executive Flight		
September 24-25	Thur-Friday	WPPA Environmental Seminar; Alderbrook Resort		
October 4-7	Sun - Thurs	NWAAAE Annual Conference; Jackson Hole, WY		
October 8	Thursday	CDTC, 9-11am, CTC		
October 13	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
October 14	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
October 15	Thursday	Economic Leadership Roundtable Lunch; 11:30 am ; 230 N. Georgia, E. Wen.		
October 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
October 21	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
October 22-23	Thur-Friday	WPPA Small Ports Seminar; Enzian Leavenworth		
October 27	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
October 28	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		

November 10	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
November 11	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
November 12	Thursday	CDTC, 9-11am, CTC		
TBD	TBD	Wenatchee Valley Chamber Board Retreat - TBD		
November 18	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
November 24	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
November 25	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		
November 26-27	Thur-Friday	Thanksgiving Holiday Office Closed		
December 2-4	Tuesday - Friday	WPPA Annual Meeting, Hyatt Regency, Bellevue		
December 8	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
December 9	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am		
December 10	Thursday	CDTC, 9-11am, CTC		
December 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room		
December 16	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
December 22	Tuesday	CDRPA Board Meeting; 9:00 AM; Executive Flight		
December 23	Wednesday	Douglas County Community Leadership Advisory Meeting, Executive Flight, 2:30 pm - 4:00 pm		

Dates Pending