

**Chelan Douglas Regional Port Authority  
Meeting Agenda  
May 12<sup>th</sup>, 2020  
9:00 am**

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

**I. CALL TO ORDER**

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

**II. INTRODUCTIONS**

**III. CONFLICT OF INTEREST**

**IV. CONSENT AGENDAS**

**CDRPA:** Approval of Chelan Douglas Regional Port Authority Minutes of April 28<sup>th</sup>, 2020 Meeting; and Check Register Pages #2020-10-#2020-12, including electronic transfers

**POCC CONSENT AGENDA:** Approval of Check Register Page #2020-08

**PODC CONSENT AGENDA:** Approval of Check Register Pages #2020-06-#2020-07; and PODC Resolution No. 2020-03 voiding warrant #1011275

**V. PORT OF CHELAN COUNTY ACTION ITEMS**

- (1) Continuation of Public Hearing declaring certain property located in Chelan County surplus to the needs of the Port of Chelan County – Lineage Property North Node (Columbia Street Property)

**VI. CDRPA ACTION ITEMS**

- (2) Resolution No. 2020-11 Directing the CEO to develop a grant program to temporarily assist regional business impacted by the COVID-19 pandemic
- (3) Review/Authorize Regional Port's Economic Development Initiatives related to COVID-19
- (4) Authorization to submit CERB Planning Grant - former Giga Watt site

**VII. CDRPA INFORMATIONAL ITEMS – COVID-19 Related**

- FAA CARES ACT Grant
- Tenant rent relief requests
- Regional Port revenue impacts
- Working Washington Small Business Grants
- Community Development Block Grants

**VIII. CDRPA INFORMATIONAL ITEMS – Other**

- US Forest Service – Helipad project update
- EPA Grant Award
- Waterville Building
- Airport Terminal Building – parking lot review
- First quarter budget vs. actual
- Executive Flight Building – Space Study Scope of Work

**IX. PUBLIC COMMENT**

**X. REVIEW CALENDAR OF EVENTS**

**XI. ITEMS FROM BOARD OF DIRECTORS**

**XII. 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))

**XIII. 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**  
May 12<sup>th</sup>, 2020**

**I. CDRPA CONSENT AGENDA**

To approve the Chelan Douglas Regional Port Authority (CDRPA) Consent Agenda consisting of Minutes of April 28<sup>th</sup>, 2020 Meeting; and Check Register Pages #2020-10-#2020-12, including electronic transfers, as presented.

**II. POCC CONSENT AGENDA**

To approve the Port of Chelan County (POCC) Consent Agenda consisting of Check Register Page #2020-08, as presented.

**III. PODC CONSENT AGENDA**

To approve the Port of Douglas County (PODC) Consent Agenda consisting of Check Register Pages #2020-06-#2020-07; and PODC Resolution No. 2020-03 voiding warrant #1011275, as presented.

**IV. PORT OF CHELAN COUNTY ACTION ITEMS**

**1. Surplus Property Public Hearing**

To continue the Surplus Property Hearing to June 9<sup>th</sup>, 2020 at 9:00am at the Regional Port office located at One Campbell Parkway, East Wenatchee

**V. CDRPA ACTION ITEMS**

**1. CDRPA Resolution No. 2020-11 Directing the CEO to develop a grant program to temporarily assist regional business impacted by the COVID-19 pandemic**

To adopt CDRPA Resolution No. 2020-11

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**2. Review/Authorize Regional Port's Economic Development Initiatives related to COVID-19**

Possible Motion: To approve the Regional Port's Economic Development Initiatives proposal related to COVID-19 and establish an overall project budget of \$200,000

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3. **Authorization to submit CERB Planning Grant concerning the former Giga Watt Site**

To authorize the CEO to submit a CERB Planning Grant concerning the former Giga Watt Site



**Board of Directors  
Chelan Douglas Regional Port Authority  
Meeting Minutes  
Confluence Technology Center  
285 Technology Center Way  
Wenatchee, WA 98801  
April 28<sup>th</sup>, 2020  
9:00 am**

**Present:**

**Directors**

JC Baldwin, Director (via Zoom)  
Donn Etherington, Director (via Zoom)  
\*Rory Turner, Director

Jim Huffman, Director (via Zoom)  
Alan Loeb sack, Director (via Zoom)  
Mark Spurgeon, Director (via Zoom)

**Staff**

\*Jim Kuntz, Chief Executive Officer  
Monica Lough, Director of Finance & Admin.  
Ron Criddlebaugh, Director of Economic Development  
Craig Larsen, Business Development Manager  
Tricia Degnan, CTC Manager  
Sarah Deenik, Communications Coordinator  
Cami Harris, Executive Assistant  
\*Commissioner Turner, Jim Kuntz, Trent Moyers, Quentin Batjer, and Pete Fraley in person; others via Zoom.

\*Trent Moyers, Director of Airports  
\*Pete Fraley, Legal Counsel  
\*Quentin Batjer, Legal Counsel  
Stacie de Mestre, Property & Facilities Mgr.  
Randy Asplund, Consultant  
Ron Russ, Airport Operations Manager

**Guests:**

Ray Dobbs, City of Chelan (via Zoom)  
Cynthia Weed, K & L Gates (via Zoom)  
Mark Urdahl (via Zoom)  
Carl Florea, Mayor of Leavenworth (via Zoom)  
Chris Herman, WPPA (via Zoom)

**The Chelan Douglas Regional Port Authority (CDRPA) Meeting was called to order at 9:00 am. Due to the Covid-19 virus outbreak, the meeting was held at the Confluence Technology Center via Zoom as previously posted in the required Public Meeting Notice.**

**Conflict of Interest** – Commissioner Turner advised he has a conflict of interest regarding an agenda item: issuance of debt for Executive Flight Building through North Cascades Bank.

**CDRPA CONSENT AGENDA:**

The Consent Agenda consisting of minutes of the Chelan Douglas Regional Port Authority (CDRPA) meeting of March 24<sup>th</sup>, 2020; check register pages #2020-07-#2020-09; March 2020 Commission Calendar; and Resolution No. 2020-09 voiding check #5261 was presented and the following action was taken:

**Motion No.**

Moved by:  
Seconded by:

**04-01-20 CDRPA**

JC Baldwin  
Mark Spurgeon  
To approve the Chelan Douglas Regional Port Authority (CDRPA) Consent Agenda consisting of minutes of March 24<sup>th</sup>, 2020 meeting; check register pages #2020-07-#2020-09; March 2020 Commission Calendar; and CDRPA Resolution No. 2020-09 voiding check #5261, as presented.

Motion passed 6-0.

**PORT OF CHELAN COUNTY CONSENT AGENDA:**

The Port of Chelan County (POCC) consent agenda consisting of check register pages #2020-06-#2020-07 was presented and the following action was taken:

**Motion No.** 04-02-20 POCC  
*Moved by:* JC Baldwin  
*Seconded by:* Rory Turner  
 To approve the Port of Chelan County Consent Agenda consisting of check register pages #2020-06-#2020-07, as presented.

*Motion passed 3-0.*

**PORT OF DOUGLAS COUNTY CONSENT AGENDA:**

The Port of Douglas County (PODC) consent agenda consisting of check register page #2020-05 was presented and the following action was taken:

**Motion No.** 04-03-20 PODC  
*Moved by:* Jim Huffman  
*Seconded by:* Mark Spurgeon  
 To approve the Port of Douglas County Consent Agenda consisting of check register page #2020-05, as presented.

*Motion passed 3-0.*

**PORT OF CHELAN COUNTY ACTION ITEMS:**

**PORT OF CHELAN COUNTY PUBLIC HEARING:**

Port Legal Counsel recommended the Port of Chelan County Surplus Property Public Hearing be continued to May 12, 2020 at 9:00 am.

**Motion No.** 04-04-20 POCC  
*Moved by:* Rory Turner  
*Seconded by:* JC Baldwin  
 To continue the Port of Chelan County Surplus Property Hearing to May 12, 2020 at 9:00am at the Regional Port Authority office located at One Campbell Parkway, East Wenatchee, WA 98802.

*Motion passed 3-0.*

**POCC Resolution No. 2020-07 Authorizing to Reprice Banner Bank Bonds for Cashmere Mill District** – Kuntz presented Resolution No. 2020-07 authorizing the repricing of Banner Bank Bonds for Cashmere Mill District. Discussion ensued and the following action was taken:

**Motion No.** 04-05-2020 POCC  
*Moved by:* JC Baldwin  
*Seconded by:* Rory Turner  
 To adopt POCC Resolution No. 2020-07 authorizing the repricing of Banner Bank Bonds for Cashmere Mill District.

*Motion passed 3-0.*

**POCC Resolution No. 2020-06 Authorizing conversion of unsecured note payable to Executive Flight to a 10 year privately held bond with North Cascades Bank** – Kuntz presented Resolution No. 2020-06 authorizing the conversion of an unsecured note payable to Executive Flight to a 10 year privately held bond with North Cascades Bank. Commissioner Turner left the room and did not participate in the discussion. The following action was taken:

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

**04-06-2020 POCC**  
*JC Baldwin*  
*Donn Etherington*  
*To adopt POCC Resolution No. 2020-06 converting unsecured note payable to Executive Flight to a 10 year privately held bond with North Cascades Bank.*

*Motion passed 2-0.*  
*Commissioner Turner abstained.*

#### **CHELAN DOUGLAS REGIONAL PORT AUTHORITY ACTION ITEMS:**

**Accor Lease Modification** – Kuntz provided information on a proposed Accor lease modification reducing the surety bond from \$650,000 to \$570,000. Discussions ensued and the following action was taken:

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

**04-07-2020 CDRPA**  
*Jim Huffman*  
*Alan Loeb sack*  
*To authorize the CEO to enter into a lease modification with Accor reducing the required lease surety bond from \$650,000 to \$570,000.*

*Motion passed 6-0.*

**Review Final RFP for Lineage North (Columbia Street Property)** – Kuntz provided information on the Lineage North RFP draft proposal. Asplund and de Mestre provided further information on the RFP draft. Discussions ensued and the following action was taken:

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

**04-08-2020 CDRPA**  
*Donn Etherington*  
*Mark Spurgeon*  
*To authorize staff to modify the RFP as discussed and proceed with issuing the request for proposals.*

*Motion passed 6-0.*

**REEF (Republic Parking)** - Kuntz provided information on REEF Parking request to waive minimum parking guarantees for three months at Pangborn Memorial Airport. Moyers provided additional information. Discussion ensued and the following action was taken:

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

**04-09-20 CDRPA**  
*JC Baldwin*  
*Mark Spurgeon*  
*To authorize the CEO to approve REEF Parking (Republic Parking) request to waive minimum parking guarantees for three months (April, May, June) at Pangborn Memorial Airport.*

*Motion passed 6-0.*

**CDRPA Resolution No. 2020-10 authorizing CEO to waive late fees and/or finance charges and defer rents for the remainder of fiscal year 2020** – Kuntz presented CDRPA Resolution No. 2020-10 as drafted by legal counsel that authorizes CEO to waive late fees and/or finance charges and defer rents (up to three months) for the remainder of fiscal year 2020. A typo was noted on page 3 and will be corrected prior to signatures. The following action was taken:

**Motion No.**    **04-10-20 CDRPA**  
*Moved by:*    *Mark Spurgeon*  
*Seconded by:*    *JC Baldwin*  
*To adopt CDRPA Resolution No. 2020-10.*

*Motion passed 6-0.*

**Washington State Department of Commerce Grant Funding for “Working Washington Small Business Grants”** – Kuntz reviewed the status of the grant applications for Washington State Department of Commerce “Working Washington Small Business Emergency Grants.” The Regional Port received over 800 applications from small businesses in Chelan and Douglas Counties. Discussion ensued and the following actions were taken:

**Motion No.**    **04-11-20 CDRPA**  
*Moved by:*    *JC Baldwin*  
*Seconded by:*    *Mark Spurgeon*  
*To authorize the CEO to accept Washington State Department of Commerce Grant funding for “Working Washington Small Business Grants.”*

*Motion passed 6-0.*

**Motion No.**    **04-12-20 CDRPA**  
*Moved by:*    *Mark Spurgeon*  
*Seconded by:*    *JC Baldwin*  
*To authorize the CEO to issue “Working Washington Small Business Grants” to Governor selected small business in Chelan and Douglas Counties.*

*Motion passed 6-0.*

**Community Development Block Grants – Kuntz reported several local governments have an interest in providing the Regional Port with Community Development Grant Funding for small business micro grants. The following action was taken:**

**Motion No.**    **04-13-20 CDRPA**  
*Moved by:*    *Jim Huffman*  
*Seconded by:*    *JC Baldwin*  
*To authorize the CEO to enter into Interlocal Agreements with local governments for Community Block Grant Funding, subject to legal counsel review.*

*Motion passed 6-0.*

**Giga Watt Settlement Agreement** – Kuntz provided an update on a proposed settlement agreement between the Giga Watt Trustee, Mark D. Waldron and the Regional Port. The trustee has agreed to have personal property from their Pangborn Business Park location removed by May 7, 2020 and pay the Chelan Douglas Regional Port Authority \$22,500. Discussion ensued and the following action was taken:

**Motion No.**    **04-14-20 CDRPA**  
*Moved by:*    *Mark Spurgeon*  
*Seconded by:*    *JC Baldwin*  
*To approve the Settlement Agreement and Release between Chelan Douglas Regional Port Authority and Giga Watt Trustee Mark D. Waldron.*

*Motion passed 6-0.*



**Pangborn Memorial Airport Terminal Building Parking Lot Seal Coating and Restriping** – Kuntz and de Mestre provided information on the airport terminal building parking lot seal coating and restriping project. Moe Asphalt and Paving was the apparent low bidder. Discussion ensued and the following actions were taken:

<b>Motion No.</b>	<b>04-15-20 CDRPA</b>
Moved by:	Jim Huffman
Seconded by:	JC Baldwin
	To concur with the CEO awarding the terminal building parking lot seal coating and restriping project to Moe Asphalt Paving and Seal Coating LLC in the amount of \$66,740, plus sales tax.

*Motion passed 6-0.*

<b>Motion No.</b>	<b>04-16-20 CDRPA</b>
Moved by:	Mark Spurgeon
Seconded by:	Jim Huffman
	To establish an overall project budget for the terminal building parking lot seal coating and restriping project in an amount not to exceed \$85,000.

*Motion passed 6-0.*

**Pangborn Terminal Building Capacity Improvement Project** – Kuntz and Russ provided information on the need to increase the budget for the Airport Terminal Building Capacity Project from \$396,354 to \$409,375. Discussions ensued and the following action was taken:

<b>Motion No.</b>	<b>04-17-20 CDRPA</b>
Moved by:	JC Baldwin
Seconded by:	Jim Huffman
	To approve an increase in the airport terminal building capacity improvement project from \$396,354 to \$409,375.

*Motion passed 6-0.*

**Interagency Agreement with WSU for Small Business Development Center** – Kuntz provided information on the renewal of the WSU Small Business Development Center agreement. The agreement provides for a Regional Port contribution of \$40,000 per year for two years. Discussion ensued and the following action was taken:

<b>Motion No.</b>	<b>04-18-20 CDRPA</b>
Moved by:	Jim Huffman
Seconded by:	JC Baldwin
	To authorize the CEO to renew the Interagency Agreement with WSU for the Small Business Development Center.

*Motion passed 6-0.*

**Federal Air Service Grant for Bay Area** – Kuntz reviewed a request from one donor for a refund of their contribution in light of the COVID-19 outbreak and the likelihood of additional air service being delayed. Discussions ensued and the board directed staff to refund the contribution of \$5,000.

**Regional Port Authority Office HVAC update** – Kuntz and de Mestre provided an update on needed HVAC repairs. The goal is to get the repairs complete before the next heating season. Holaday Parks is in the process of completing their evaluation of the system. Commissioner Etherington requested a space study be completed at the same time so that HVAC improvements are consistent with the planned uses of the building.

**CARES Act – Pangborn Memorial Airport** – Kuntz provided information on the CARES Act award in the amount of \$18,120,860 to Pangborn Memorial Airport. The following actions were taken:

<b>Motion No.</b>	<b>04-19-20 CDRPA</b>
<i>Moved by:</i>	<i>JC Baldwin</i>
<i>Seconded by:</i>	<i>Mark Spurgeon</i>
	<i>To authorize the CEO to submit a formal grant application request to the FAA for the CARES Act funding.</i>

*Motion passed 6-0.*

<b>Motion No.</b>	<b>04-20-20 CDRPA</b>
<i>Moved by:</i>	<i>JC Baldwin</i>
<i>Seconded by:</i>	<i>Mark Spurgeon</i>
	<i>Upon receipt of the FAA CARES Grant, to seek reimbursement for Pangborn Airport operational expenses.</i>

*Motion passed 6-0.*

**COVID-19 Impacts on CDRPA tenants** - Kuntz provided a listing of tenants that have been granted rent deferments along with tenants likely to be asking for rent relief.

**COVID-19 Impacts on CDRPA Revenues** – Kuntz provided a report on projected revenue losses from several Regional Port business units. The greatest impact will be Airport terminal building parking lot revenue and Confluence Technology Center meeting room revenue.

**Property Development – LOJO Orchards** – Kuntz provided information on property located in Malaga near Alcoa. The property is well suited for the development into a business park. Discussion ensued and the following action was taken:

<b>Motion No.</b>	<b>04-21-20 CDRPA</b>
<i>Moved by:</i>	<i>JC Baldwin</i>
<i>Seconded by:</i>	<i>Mark Spurgeon</i>
	<i>To authorize the CEO to enter into a Purchase and Sale Agreement with LOJO Orchards.</i>

*Motion Passed 6-0.*

**Property Development - Waterville Library Building** – Kuntz reported several Waterville community leaders has requested the Regional Port purchase from a private owner the Waterville Library building. The Board authorized the CEO to pursue the purchase of the building subject to final approval by the Board.

**Public Comment – An opportunity for public comment was provided; however no public comments were received.**

**ITEMS FROM BOARD OF DIRECTORS: None.**

**The Chelan Douglas Regional Port Authority meeting was adjourned at 12:55 pm.**

Signed and dated this 12<sup>th</sup> day of May, 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

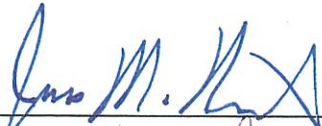
## Chelan Douglas Regional Port Authority Check Register Listing

Issued	Register #	Reason	First #	Last #	Amount
04/15/20	2020-10	Payables	5425	5522	\$ 789,249.61
04/30/20	-	VIMLY Benefit Solutions - HRA		EFT	\$ 3,001.35
04/24/20	-	WA Dept of Rev - Sales Tax		EFT	\$ 2,136.24
04/30/20	-	WA Dept of Rev - Leasehold Tax		EFT	\$ 121,488.41
04/30/20	2020-11	Payroll	5524	5526	\$ 223,784.42
04/30/20	2020-12	Payables	5529	5603	\$ 456,902.42

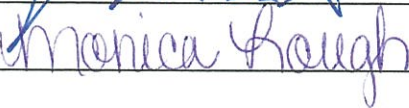
174 checks, EFTPS, and electronic payroll deposits for approval May 12, 2020 total:  
\$ 1,596,562.45

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

Chief Executive Officer

  
\_\_\_\_\_

Dir. of Finance & Admin.

  
\_\_\_\_\_

Director Baldwin

\_\_\_\_\_

Director Etherington

\_\_\_\_\_

Director Huffman

\_\_\_\_\_

Director Loeb sack

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Director Spurgeon

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Director Turner

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**Chelan Douglas Regional Port Authority  
Check Register  
2020-10**

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

For approval April 28 2020, checks 5425 - 5522 in the amount of **\$ 789,249.61**

Jim Kuntz, Chief Executive Officer

Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>CASHMERE MILL DISTRICT</u></b>				
4/15/2020	City of Cashmere	Water/Sewer	5441	285.79
4/15/2020	North Cascades Heating & A/C	Service Bldg A	5490	173.28
4/15/2020	Waste Management	Refuse Pickup	5515	705.44
<b>Net Cashmere Mill District</b>				<b>1,164.51</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
4/15/2020	Amy Lewis	Cancellation - Refund	5428	687.50
4/15/2020	B & C Snowplowing	Snow Removal - CTC	5431	298.38
4/15/2020	Cascade Natural Gas	CTC, PUD	5436	27.25
4/15/2020	City of Wenatchee	Wastewater	5444	334.67
4/15/2020	Crown Paper & Janitorial Supply	Hand Soap/Moisturizer	5450	200.14
4/15/2020	Express Service	Contract Labor	5462	107.85
4/15/2020	Firefly	IT Contract	5465	1,716.47
4/15/2020	Frontier	Telephone Service	5468	639.29
4/15/2020	GFC Services	Custodial Service	5469	5,772.20
4/15/2020	Kelley Connect	Copier Supplies	5476	158.72
4/15/2020	Mastercard - TD	Maintenance & Office Supplies	5486	818.28
4/15/2020	NuClear Building Maintenance	Window Cleaning	5492	1,842.71
4/15/2020	Office Depot	Office Supplies	5493	157.55
4/15/2020	Ogden Murphy Wallace PLLC	Legal	5494	367.50
4/15/2020	Pacific Security	Patrol Service	5497	446.50
4/15/2020	RiverCom911	Cancellation - Refund	5500	492.10
4/15/2020	S & W Irrigation Supply	CTC Ponds	5501	52.07
4/15/2020	TLC Management	Dormant Spray-Junipers & Pear Trees	5506	2,075.77
4/15/2020	Volyn Law Firm PLLC	Cancellation - Refund	5510	324.00
<b>Net Confluence Technology Center</b>				<b>16,518.95</b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
4/15/2020	B & C Snowplowing	Delce - Badger Mtn	5431	244.13
4/15/2020	City of Wenatchee	Utilities	5442	797.86
4/15/2020	Ogden Murphy Wallace, PLLC	Legal - Columbia Street Property	5494	2,340.00
<b>Net Downtown Wenatchee South</b>				<b>3,381.99</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>				
4/15/2020	B & C Snowplowing	Snow Removal-IB3, 5 & 9	5431	553.34
4/15/2020	Cascade Natural Gas	113 #9 East	5435	13.78
4/15/2020	City of Wenatchee	Stormwater	5443	589.01
4/15/2020	Consolidated Electrical Distributors	IB #3- Repairs	5448	3,089.54
4/15/2020	Jerry's Auto Supply	Equipment Supply	5472	2.82
4/15/2020	Keyhole Security	Credit Fire Alarm Systems	5477	(209.22)
4/15/2020	LocalTel Communications	Phone Service	5478	801.82
4/15/2020	Lowe's	Maintenance Supplies	5480	15.53
4/15/2020	Stemilt Organic Recycling	Landscaping	5504	20.00
4/15/2020	Waste Management	Refuse Pickup	5512	245.40
<b>Net Olds Station Business Park</b>				<b>5,122.02</b>

**PANGBORN AIRPORT**

4/15/2020	Ag Supply	M&O Fuel; Irrigation/Aviation Supplies	5426	1,306.01
4/15/2020	AvFuel Corp	Jet A Fuel	5430	14,039.00
4/15/2020	Brian Smith	Payroll Advance	5433	500.00
4/15/2020	Camryn Beidler	Payroll Advance	5434	500.00
4/15/2020	Cintas	Overalls, FBO Uniforms	5440	343.65
4/15/2020	Confluence Health	ARFF Testing	5447	84.00
4/15/2020	Douglas County PUD	Utilities	5454	3,475.00
4/15/2020	Douglas County Treasurer	Irrigation/Stormwater	5455	77,348.12
4/15/2020	East Wenatchee Water District	Water	5456	166.00
4/15/2020	East Wenatchee Water District	Water	5457	874.40
4/15/2020	Edwin Sanchez	Payroll Advance	5460	950.00
4/15/2020	Fastenal Company	Vehicle & Equipment Supplies	5463	306.09
4/15/2020	Firefly	IT Contract	5464	2,025.21
4/15/2020	Home Depot Pro	Terminal Supplies	5523	1,288.10
4/15/2020	Jerry's Auto Supply	Battery, Brake Lights	5473	570.76
4/15/2020	Jorge Ramos	Payroll Advance	5474	1,300.00
4/15/2020	Lowe's	Aviation Maintenance Supplies	5482	54.35
4/15/2020	Mastercard - RR	Conference and Meetings, Membership	5485	136.57
4/15/2020	Mastercard - TM	Conference and Meetings	5487	178.52
4/15/2020	Mastercard - PE	Conference and Meetings	5483	4,999.08
4/15/2020	Moon Security Services, Inc.	Service Call	5488	406.12
4/15/2020	Ogden Murphy Wallace, PLLC	Legal - PMA General Business	5494	2,517.50
4/15/2020	Oxarc	FBO Fire Extinguishers	5495	153.89
4/15/2020	Platt Electric Supply	Cabinet Door Lock	5498	106.33
4/15/2020	RH2 Engineering Inc.	Review/Dev Calculation on Fuel Tank	5499	2,130.04
4/15/2020	S & W Irrigation Supply	Irrigation Supplies	5503	186.99
4/15/2020	USDA, APHIS, Wildlife Services	Regulatory Compliance	5507	2,891.39
4/15/2020	Verizon Wireless	Phone	5509	64.53
4/15/2020	Waste Management	Refuse Pickup	5514	819.82
4/15/2020	Wilbur-Ellis Company LLC	Airfield Maintenance	5518	713.33
4/15/2020	Mastercard - TF	Airport Maintenance, Regulatory	5520	1,101.43

Net Pangborn Airport

121,536.23

**PANGBORN AIRPORT  
BUSINESS PARK**

4/15/2020	Alpines Aire Heating & Cooling Inc	CWICC HVAC	5427	162.45
4/15/2020	B & C Snowplowing	Snow Removal-CWICC, 3310 Bldg.	5431	487.35
4/15/2020	Douglas County PUD	Utilities	5454	4,934.00
4/15/2020	Douglas County Treasurer	Stormwater	5455	3,667.50
4/15/2020	East Wenatchee Water District	Water	5458	196.00
4/15/2020	Harvest Valley Pest Control	3306 Bldg	5470	81.23
4/15/2020	Peaceful Retreat Yard Care	Landscaping	5522	2,842.88

Net Pangborn Airport Business Park

12,371.41

**RPA OFFICE/AVIATION CENTER**

4/15/2020	B & C Snowplowing	Snow Removal-RPA, PABP Sidewalks	5431	216.60
4/15/2020	Douglas County PUD	Utilities	5453	1,061.00
4/15/2020	Douglas County Treasurer	Stormwater	5455	1,417.50
4/15/2020	East Wenatchee Water District	Water	5459	83.00
4/15/2020	Executive Flight Inc	Debt Service-Interest	5461	7,500.00
4/15/2020	Keyhole Security	Fire Inspection-Elevator Hoistway	5477	502.61
4/15/2020	Mastercard - RR	Hangar Door Supplies	5485	700.87
4/15/2020	Mastercard - PE	Building Supply	5483	24.67
4/15/2020	North Cascades Heating & A/C	Service Call	5489	393.39
4/15/2020	Oxarc	Fire Extinguishers	5496	643.63
4/15/2020	Waste Management	Refuse Pickup	5513	162.82

Net RPA Office/Aviation Center

12,706.09

**LAKE CHELAN AIRPORT**

4/15/2020	Chelan County PUD	Utilities - Kelly Property	5439	21.95
4/15/2020	Lowe's	Supplies - Kelly Property	5481	65.41
4/15/2020	Waste Management	Refuse Pickup	5511	143.53

Net Lake Chelan Airport

230.89

**MANSFIELD AIRPORT**

4/15/2020	Douglas County PUD	Utilities	5452	46.00
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Net Mansfield Airport

46.00

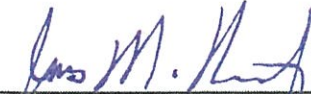
<u>WATERVILLE AIRPORT</u>			
4/15/2020	Douglas County Cemetery District	Q1-2020 Airport Maintenance	5451 1,750.00
	Net Waterville Airport		<u>1,750.00</u>
<u>ORONDO RIVER PARK</u>			
4/15/2020	Peaceful Retreat Yard Care	Landscaping	5521 2,682.19
	Net Orondo River Park		<u>2,682.19</u>
<u>ADMINISTRATIVE &amp; GENERAL</u>			
4/15/2020	Employment Security Department	Q1-2020 Benefits	5425 1,288.77
4/15/2020	Dept of Labor & Industries	Q1-2020 Benefits	5424 8,287.86
4/15/2020	Berk Consulting	Consulting-Wenatchi Landing	5432 2,100.00
4/15/2020	Cascade Quality Water	Supplies	5437 30.11
4/15/2020	Coleman Oil Company	Auto Fuel	5445 66.59
4/15/2020	Commercial Printing Inc.	Thank You Notes	5446 49.40
4/15/2020	CrossRoads Strategies LLC	April Consulting	5449 3,333.33
4/15/2020	Firefly	Computer Software/Hardware	5466 649.75
4/15/2020	Kelley Connect	Copier Supplies	5475 118.60
4/15/2020	LocalTel Communications	Phone Service	5479 141.87
4/15/2020	MasterCard - PE	Memberships, Subscription, Software, Internet	5483 548.40
4/15/2020	Ogden Murphy Wallace, PLLC	Legal - POCC Comp Plan, CDRPA Meetings, General	5494 3,655.50
4/15/2020	RH2 Engineering Inc.	Mapping Support, Project Management	5499 10,673.66
4/15/2020	Ron Cridlebaugh	Payroll Advance	5502 2,000.00
4/15/2020	USPS/Neopost	Postage	5508 500.00
4/15/2020	Xerox	Copier Lease, Meter Charge	5519 510.99
	Net Administrative & General		<u>33,954.83</u>
<u>BUSINESS DEVELOPMENT &amp; MARKETING</u>			
4/15/2020	Mastercard - RC	Office Supplies, Meeting Registration	5484 847.73
4/15/2020	Mastercard - PE	Marketing Materials	5483 122.33
4/15/2020	Wenatchee World	Advertising:Shop Local/Eat Local	5517 1,350.00
	Net Business Development & Marketing		<u>2,320.06</u>
<u>CAPITAL PROJECTS</u>			
4/15/2020	Aspect Consulting LLC	Downtown Wenatchee South-Sampling, Analysis & Reporting	5429 179.74
4/15/2020	Central Service Inc.	Fuel Station-Direct Cost	5438 28,566.08
4/15/2020	Forte Architects, Inc.	Downtown Wenatchee South	5467 9,998.00
4/15/2020	North Cascades Heating & A/C	CTC HVAC Project	5491 522,637.39
4/15/2020	RH2 Engineering Inc	CTC HVAC Project	5499 1,678.18
4/15/2020		Cashmere Mill Site Wetland Improvement	5499 (337.91)
4/15/2020	RH2 Engineering Inc	Lineage Support	5499 238.31
4/15/2020			
4/15/2020	T-O Engineers	Terminal Safety Security Improvements	5505 11,656.89
4/15/2020	Wenatchee World	Legal Ads - Snow Removal Equipment	5516 847.76
	Net Capital Projects		<u>575,464.44</u>
			<u>789,249.61</u>
	VOIDS		5471

**Chelan Douglas Regional Port Authority**  
**Check Register**  
**2020-11**

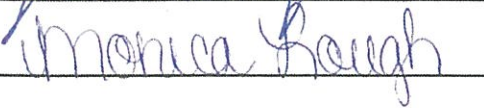
We, the undersigned Directors of Chelan Douglas Regional Port Authority, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval April 30th, 2020, checks 5524 - 5526 in the amount of \$ 223,784.42

Jim Kuntz, Chief Executive Officer


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Monica Lough, Director of Finance & Admin

Date Issued	Claimant	Purpose	Check Number	Amount
<b>Payroll</b>				
04/30/20	Baldwin, JC	April payroll	ACH	1,476.68
04/30/20	Beidler, Camryn	April payroll	ACH	1,687.00
04/30/20	Camarillo Reyes, Laura	April payroll	ACH	2,655.21
04/30/20	Chatriand, Bobbie	April payroll	ACH	2,687.89
04/30/20	Cridlebaugh, Ron	April payroll	ACH	3,669.76
04/30/20	de Mestre, Stacie	April payroll	ACH	4,953.95
04/30/20	Deenik, Sarah	April payroll	ACH	4,547.38
04/30/20	Degnan, Tricia	April payroll	ACH	4,239.60
04/30/20	Etherington, Donn	April payroll	ACH	1,415.13
04/30/20	Flaget, Todd	April payroll	ACH	3,660.33
04/30/20	Harris, Cami	April payroll	ACH	3,001.91
04/30/20	Huffman, James	April payroll	ACH	1,321.14
04/30/20	Kuntz, James	April payroll	ACH	11,280.64
04/30/20	Lamb, Kenneth	April payroll	ACH	3,715.86
04/30/20	Lamb, Shane	April payroll	ACH	2,663.67
04/30/20	Lape, Felicity	April payroll	ACH	4,344.95
04/30/20	Larsen, Craig	April payroll	ACH	6,012.80
04/30/20	Loebsack, W. Alan	April payroll	ACH	542.10
04/30/20	Lough, Monica	April payroll	ACH	7,495.14
04/30/20	Martinez, Rafael	April payroll	ACH	2,788.69
04/30/20	McKivor, Esther	April payroll	ACH	3,580.69
04/30/20	Moyers, Trent	April payroll	ACH	7,147.40
04/30/20	Orr, Marcus	April payroll	ACH	3,641.40
04/30/20	Parks, Lisa	April payroll	ACH	6,892.50
04/30/20	Ramos, Jorge	April payroll	ACH	1,791.56
04/30/20	Russ, Ron	April payroll	ACH	5,504.46
04/30/20	Russell, Justin	April payroll	ACH	3,427.46



04/30/20	Sanchez, Edwin	April payroll	ACH	1,142.63
04/30/20	Scott, Tristan	April payroll	ACH	2,192.36
04/30/20	Smith, Charles	April payroll	ACH	3,327.99
04/30/20	Spurgeon, Mark	April payroll	ACH	678.52
04/30/20	Turner, Rory	April payroll	ACH	1,476.67
04/30/20	Vargas, Manuel	April payroll	ACH	3,886.12
04/30/20	Department of Retirement Systems	April retirement	ACH	34,318.76
04/30/20	Sarah K. Deenik	Sunshine fund	5524	122.00
04/30/20	HRA VEBA Trust	April VEBA	5525	2,000.00
04/30/20	US Treasury	Payroll taxes	EFT	40,518.26
04/30/20	Washington Counties Insurance Fund	May insurance	5526	27,975.81
	<b>Net Payroll</b>			<b><u>223,784.42</u></b>

**Chelan Douglas Regional Port Authority  
Check Register  
2020-12**

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

For approval April 30, 2020 checks 5529-5597 & 5600-5603 in the amount of \$ 456,902.42

Jim Kuntz, Chief Executive Officer 

Monica Lough, Director of Finance & Admin 

Date Issued	Claimant	Purpose	Check Number	Amount
<b><u>CASHMERE MILL DISTRICT</u></b>				
4/30/2020	Chelan County PUD	Fire Suppression	5537	26.87
4/30/2020	LocalTel Communications	Phone	5571	181.77
4/30/2020	Chidester Construction Co	Refund	5600	290.29
<b>Net Cashmere Mill District</b>				<b>498.93</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>				
4/30/2020	Cascade Natural Gas	Natural Gas	5530	13.78
4/30/2020	Chelan County PUD	Electrical and Water	5534	8,606.52
4/30/2020	Evans, Craven & Lackie	Deposit Refund	5551	324.00
4/30/2020	Firefly	Managed Services	5554	488.25
4/30/2020	Firefly	Managed Services	5555	1,844.50
4/30/2020	Kelley Imaging Systems	Copier Lease	5568	168.19
4/30/2020	Keyhole Security	Service Call	5569	115.01
4/30/2020	LocalTel Communications	Phone	5571	517.09
4/30/2020	North Cascades Heating & A/C	Q1-20 HVAC Maintenance	5578	3,594.06
4/30/2020	S & W Irrigation	CTC Pipe Leak	5583	12.69
<b>Net Confluence Technology Center</b>				<b>15,684.09</b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>				
4/30/2020	Cascade Natural Gas	Natural Gas	5532	45.55
4/30/2020	Chelan County PUD	Street Lights	5536	9.94
<b>Net Downtown Wenatchee South</b>				<b>55.49</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>				
4/30/2020	Cascade Natural Gas	Natural Gas	5533	13.78
4/30/2020	Chelan County PUD	Electricity	5535	4,337.63
4/30/2020	Consolidated Electrical Distrib.	Building Maintenance	5542	4,887.93
4/30/2020	LocalTel Communications	Phone	5571	572.88
<b>Net Olds Station Business Park</b>				<b>9,812.22</b>

<b><u>PANGBORN AIRPORT</u></b>				
4/30/2020	Cintas	Laundry	5538	58.61
4/30/2020	Construction Special Inspection	Asphalt Testing	5543	315.80
4/30/2020	Del Vanderhoff	Deposit Refund - T Hangar	5545	231.00
4/30/2020	Employment Security	Payroll Taxes (Employee Claim)	5550	5,390.00
4/30/2020	Firefly	IT	5553	3,743.01
4/30/2020	Glenn Gorst	Deposit Refund - T Hangar	5557	235.00
4/30/2020	Home Depot Pro	Terminal Supplies	5564	601.19
4/30/2020	Kroesen's Inc.	Uniform	5570	259.00
4/30/2020	LocalTel Communications	Phone	5571	844.83
4/30/2020	Lowe's	Supplies	5572	134.82
4/30/2020	Lowe's	Supplies	5573	64.75
4/30/2020	Moon Security Services Inc.	Regulatory Compliance	5576	42.24
4/30/2020	Norco Enterprise, Inc.	PPE Safety Glasses	5577	131.26
4/30/2020	RH2 Engineering Inc.	Auto Gate Proj, General	5581	7,447.76
4/30/2020	T-O Engineers	Alaska Aircraft Parking	5590	556.25
4/30/2020	Valley Tractor & Equipment	String Trimmer	5591	805.67
4/30/2020	Verizon Wireless	Mobile Phone	5592	29.57
4/30/2020	Voltaire Aviation Inc.	Air Service Retainer	5593	4,000.00
4/30/2020	Trevor Larson	Refund	5602	539.37
4/30/2020	Verizon Wireless	Mobile Phone	5603	70.02
<b>Net Pangborn Airport</b>				<b><u>25,500.15</u></b>
<b><u>PANGBORN AIRPORT BUSINESS PARK</u></b>				
4/30/2020	Fire Protection Specialist	Monitor Fire Alarm	5552	34.66
4/30/2020	Harvest Valley Pest Control	Building Pest Control	5561	258.84
4/30/2020	LocalTel Communications	Phone	5571	171.13
4/30/2020	York Building Services	Janitorial Services	5597	1,535.00
<b>Net Pangborn Airport Business Park</b>				<b><u>1,999.63</u></b>
<b><u>RPA OFFICE/AVIATION CENTER</u></b>				
4/30/2020	Cascade Natural Gas	Natural Gas	5531	2,082.55
4/30/2020	Holiday-Parks	Troubleshoot Trane Duct Furnace	5562	1,359.17
4/30/2020	Home Depot Pro	Hand Sanitizer	5563	16.85
4/30/2020	iPro Building Services LLC	Janitorial Services	5565	750.00
4/30/2020	Waste Management	Refuse Pickup	5595	306.30
<b>Net RPA Office/Aviation Center</b>				<b><u>4,514.87</u></b>
<b><u>LAKE CHELAN AIRPORT</u></b>				
4/30/2020	City of Chelan	Q1-20 Maint & Operations Subsidy	5539	11,253.75
<b>Net Lake Chelan Airport</b>				<b><u>11,253.75</u></b>
<b><u>WATERVILLE AIRPORT</u></b>				
4/30/2020	Douglas County PUD	Electricity	5548	32.00
<b>Net Waterville Airport</b>				<b><u>32.00</u></b>
<b><u>ORONDO RIVER PARK</u></b>				
4/30/2020	Douglas County PUD	Electricity	5548	75.00
<b>Net Orondo River Park</b>				<b><u>75.00</u></b>
<b><u>PYBUS INCUBATOR</u></b>				
4/30/2020	Apple Pi Janitorial LLC	Maintenance	5529	999.04
				<b><u>999.04</u></b>
<b><u>ADMINISTRATIVE &amp; GENERAL</u></b>				
4/30/2020	Coleman Oil Company	Auto Fuel	5540	87.13

4/30/2020	Commercial Printing Inc	Laser Checks	5541	519.38
4/30/2020	Davis Arneil Law Firm	General Legal	5544	10,485.00
4/30/2020	Donn Etherington	Travel	5547	31.51
4/30/2020	Firefly	Managed Services	5556	2,258.06
4/30/2020	JC Baldwin	Travel	5566	70.73
4/30/2020	Jim Huffman	Travel	5567	56.81
4/30/2020	LocalTel Communications	Phone System	5571	1,009.89
4/30/2020	Mark Spurgeon	Travel	5575	21.94
4/30/2020	Office Depot	Office Supplies	5579	41.00
4/30/2020	ProEquities, Inc.	Public Investment Services	5580	1,650.00
4/30/2020	RH2 Engineering	Engineering Svces	5581	136.50
4/30/2020	Rory Turner	Travel	5582	46.12
4/30/2020	W Alan Loeb sack	Travel	5594	58.19

**Net Administrative & General**

**16,472.26**

**BUSINESS DEVELOPMENT & MARKETING**

4/30/2020	Davis Arneil Law Firm	Public Records Request	5544	4,160.50
4/30/2020	DOH Associates	Marketing	5546	1,730.00
4/30/2020	Elevated Marketing	Wenatchee World Campaign	5549	260.40
4/30/2020	GWATA	Flywheel ED Agreement (Non-Profit)	5558	11,750.00
4/30/2020	Manson Chamber of Commerce	Q1-20 ED Funding (Non-Profit)	5574	3,750.00
4/30/2020	RH2 Engineering	Real Estate Marketing	5581	10,016.15
4/30/2020	Wenatchee Outdoors	Q1-20 WV Moves Campaign (Non-Profit)	5596	1,750.00
4/30/2020	Coldwell Banker Winthrop Realty	Refund: Air Service Investment	5601	5,000.00

**Net Business Development & Marketing**

**38,417.05**

**CAPITAL PROJECTS**

4/30/2020	Halme Builders Inc.	Capacity Improvements	5559	79,510.04
4/30/2020	Halme Builders Inc.	Security & Safety Improvement	5560	143,244.02
4/30/2020	RH2 Engineering Inc.	Jet A Fuel Improvement	5581	3,005.81
4/30/2020	RH2 Engineering Inc.	Downtown Wenatchee South	5581	191.74
4/30/2020	T-O Engineers	Environment Assessment	5584	66,226.93
4/30/2020	T-O Engineers	Security & Safety Improvement	5585	12,089.18
4/30/2020	T-O Engineers	Snow Removal Equipment-A&E	5586	13,917.66
4/30/2020	T-O Engineers	ALS Planning	5587	1,282.50
4/30/2020	T-O Engineers	USFS Helipad - A&E	5589	2,670.00
4/30/2020	T-O Engineers	Fuel Station Improvement	5588	9,450.06

**Net Capital Projects**

**331,587.94**

**456,902.42**

VOIDS

#5527-5528 & #5598-5599

**Port of Chelan County  
Check Register Log  
Tuesday, May 12th, 2020**

<u>Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>Amount</u>	<u>First #</u>	<u>Last #</u>
4/30/2020	2020-08	Month-end Payables	\$ 9,998.25	5067	5069

3 warrants for approval May 12, 2020 total: **\$ 9,998.25**

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

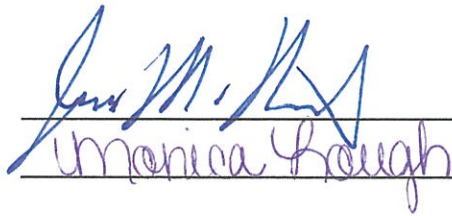
Executive Director

Dir. of Finance & Admin.

Commissioner

Commissioner

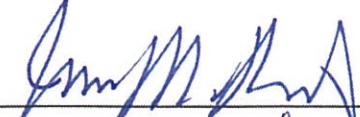
Commissioner

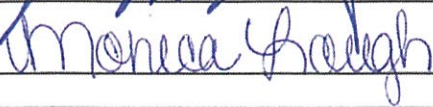
  
\_\_\_\_\_  
Monica Rough  
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**Port of Chelan County  
Check Register  
2020-08**

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

For approval April 30, 2020, checks 5067 - 5069 in the amount of \$ 9,998.25

Jim Kuntz, Executive Director 

Monica Lough, Director of Finance & Admin 

Date Issued	Claimant	Purpose	Check #	Amount
4/30/2020	North Cascades Heating & AC, Inc.	4Q19 Qtrly HVAC Maintenance - CTC	5067 \$	3,590.75
4/30/2020	Ogden Murphy Wallace, PLLC	March Legal Fees - Fibro	5068 \$	157.50
4/30/2020	WSU	1Q20 SBDC	5069 \$	6,250.00

**Port of Douglas County  
Check Register Log  
April 2020**

<u>Issued</u>	<u>Register #</u>	<u>Reason</u>	<u>Amount</u>	<u>First #</u>	<u>Last #</u>
4/15/2020	2020-06	Mid-month Payables	\$ 516.00	5038	5039
4/30/2020	2020-07	End of Month Payables	\$ 5,183.02	5040	5043

6 warrants for approval May 12, 2020 total: **\$ 5,699.02**

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

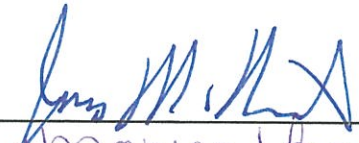
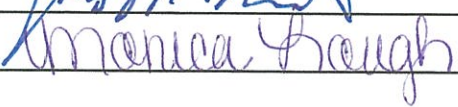
Executive Director

Dir. of Finance & Admin.

Commissioner

Commissioner

Commissioner

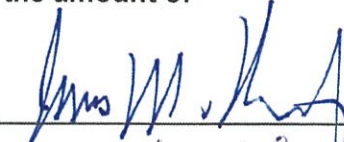
  
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**Port of Douglas County  
Check Register  
2020-06**

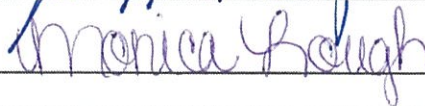
We, the undersigned Port of Douglas County, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval April 28, 2020 checks 5038 & 5039 in the amount of \$ 516.00

Jim Kuntz, Chief Executive Officer



Monica Lough, Director of Finance & Admin



<u>Date Issued</u>	<u>Claimant</u>	<u>Purpose</u>	<u>Check Number</u>	<u>Amount</u>
04/15/20	Chelan Douglas Regional Port Authority	Lease Payment - CWICC	5038	491.00
04/15/20	Dept of Retirement Systems	OASI Admin Expense	5039	25.00

TOTAL 516.00

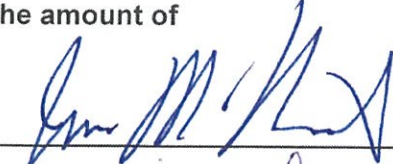


**Port of Douglas County  
Check Register  
2020-07**

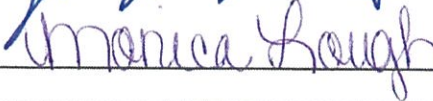
We, the undersigned Port of Douglas County, in the State of Washington, do hereby certify that the merchandise or services hereinafter have been received and that checks listed below are approved for payment.

For approval April 30, 2020 checks 5040 - 5043 in the amount of \$ 5,183.02

Jim Kuntz, Chief Executive Officer



Monica Lough, Director of Finance & Admin



<u>Date Issued</u>	<u>Claimant</u>	<u>Purpose</u>	<u>Check Number</u>	<u>Amount</u>
04/30/20	Chelan Douglas Regional Port Authority	Lease Payment - CWICC	5040	491.00
04/30/20	Davis Arneil Law Firm	Legal - Giga Watt	5041	1,537.00
04/30/20	Hames, Anderson, Whitlow	Legal - Giga Watt	5042	2,575.00
04/30/20	James D Huffman	Reissue-Reimb Travel	5043	580.02

**TOTAL** 5,183.02

**PORT OF DOUGLAS COUNTY RESOLUTION NO. 2020-03  
RESOLUTION TO VOID WARRANT NO. 1011275**

**Whereas** Warrant No. 1011275 in the amount of \$580.02 payable to Jim Huffman on Register 2019-01-02 was created and signed on January 8, 2019.

**Whereas** Warrant No. 1011275 was later deemed to be not received by their respective payee.

**Now, therefore be in resolved** by the Board of Commissioners of the Port of Douglas County, a municipal corporation of the State of Washington, that Warrant No. 1011275 be declared VOID.

Dated this 12 day of May, 2020.

PORT OF DOUGLAS COUNTY

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

\_\_\_\_\_  
James D Huffman, Commissioner

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

Copy sent to Douglas County Treasurer's office

Date: \_\_\_\_\_ By: \_\_\_\_\_

**CHELAN DOUGLAS REGIONAL PORT AUTHORITY  
RESOLUTION 2020-11**

**A RESOLUTION OF THE CHELAN DOUGLAS REGIONAL PORT AUTHORITY  
DIRECTING THE CEO TO DEVELOP A GRANT PROGRAM TO TEMPORARILY ASSIST  
REGIONAL BUSINESSES AND ADDRESS ECONOMIC IMPACTS CAUSED BY THE  
COVID-19 PANDEMIC**

**Whereas** COVID-19, a respiratory disease that can result in serious illness or death to vulnerable or at-risk populations, is caused by the SARS-CoV-2 virus, which is a novel strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

**Whereas**, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency for COVID-19, beginning on January 27, 2020; and

**Whereas** on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19; and

**Whereas**, since February 29, 2020, Governor Inslee has issued a series of emergency orders in response to the crisis progressively limiting business and other activities to prevent the spread of the virus, including Proclamation 20-25, "Stay Home, Stay Healthy;" and

**Whereas** on March 11, 2020 the World Health Organization declared COVID-19 a global pandemic; and

**Whereas** Chelan and Douglas Counties have issued county-wide emergency declarations and access restrictions in response to the COVID-19 spread; the Chelan Douglas Health District has also formally activated its emergency response in response to the pandemic; and

**Whereas**, on March 17, 2020, the Washington Attorney General's Office issued a memorandum to state and local governments, attached as Exhibit A, clarifying that public funds may be spent "for the primary purpose of protecting and promoting public health which may have an incidental benefit on private citizens and entities" and that "local governments have broad authority to make expenditures to fight the COVID-19 pandemic without fear of violating the constitutional prohibition on gifts of public funds;" and

**Whereas**, on March 24, 2020, the Chelan Douglas Regional Port Authority adopted Resolution 2020-08 authorizing emergency powers and delegating certain authority to the CEO in response to the outbreak of COVID-19; and

**Whereas**, on April 6, 2020, the Attorney General's Office issued further guidance regarding the gifting of public funds, attached as Exhibit B, concluding that, during the pandemic, local governments may provide grants to small businesses to "prevent the region's economic

collapse from the unprecedented COVID-19 crisis and to ensure compliance with public health guidelines,” provided that the local government demonstrate either a “clear nexus” between the proposed grant and a fundamental government purpose, or a specific public benefit realized by the grant; and

**Whereas**, the economic shock from the pandemic in the region has been sudden and unprecedented. Within the span of a few weeks, many businesses shut down in Chelan and Douglas counties and local unemployment claims skyrocketed. *See Exhibit C, attached*; and

**Whereas**, the COVID-19 pandemic is expected to cause many regional small businesses to close permanently due to the hardship associated with a government-mandated closure, resulting in of continued layoffs and reduced hours for a significant percentage of our workforce; and

**Whereas**, the Board of Directors recognizes that, under RCW 53.08.245, it is a fundamental government purpose for all port districts to engage in economic development programs and to engage in acts relating to economic development; and

**Whereas**, the Board of Directors recognize that helping small businesses survive temporary closure will help reduce the economic hardship caused by the pandemic and encourage small businesses and employees to fully comply with public health guidance; and

**Whereas**, the Board of Directors determined that it is in the best interest of the CDRPA to provide emergency funding to certain businesses to ensure and stimulate economic development in the region.

**Now, Therefore, Be It Resolved** by the Board of Directors of the Chelan Douglas Regional Port Authority as follows:

**NOW THEREFORE**, the Board of Directors of the Chelan Douglas Regional Port Authority resolves as follows.

Section 1.     **Incorporation of Recitals.** The Board of Directors hereby adopts the recitals expressed above as Findings of Fact in support of this Resolution.

Section 2.     **Establishment of Grant Program.** The Board of Directors authorizes and directs the CEO, or his designee, to establish a Regional Emergency Response Grant Program, the particulars of which will be approved by the Board.

Section 3.     **Purpose.** Consistent with the Attorney General’s guidance and state law, the Regional Emergency Response Grant Program shall make designated funds available to eligible small businesses to address the economic impacts of the COVID-19 emergency. In issuing the grants to eligible businesses, the CDRPA will identify specific economic benefits that the public would receive and support those findings with evidence.

**ADOPTED** by the Board of Directors of the Chelan Douglas Regional Port Authority at a regular meeting this 12<sup>th</sup> day of May, 2020.

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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



**Bob Ferguson**  
**ATTORNEY GENERAL OF WASHINGTON**

Administration Division  
PO Box 40100 • Olympia, WA 98504-0100 • (360) 753-6200

**MEMORANDUM**

DATE: March 17, 2020

TO: State Agencies and Local Governments

FROM: Bob Ferguson, Attorney General

SUBJECT: **Guidance on Analyzing Issues Related to Gifts of Public Funds During the COVID-19 Pandemic**

In recent weeks our Office has received a number of inquiries related to steps state agencies and local governments can take to combat the COVID-19 pandemic. Some agencies and local governments have questioned whether certain steps being considered would violate the prohibitions in Washington's Constitution against making gifts of public funds (those steps range from making payments to nonprofits to support childcare services to providing employees with paid leave when they are ordered not to come to work, to give just a few examples). To provide helpful guidance to state agencies and local governments about how to analyze these types of issues in this time of crisis, we are sharing a brief overview of our Office's expert guidance on this question.

In general, constitutional restrictions on use of public funds should not be an impediment to state and local efforts to combat COVID-19, because expenditures being made in furtherance of this effort in this time of crisis further fundamental public purposes, such as protecting the public health and welfare.

Article VIII, sections 5 and 7 of the Washington Constitution each restrict government from giving or loaning public funds to private individuals, companies, or associations. The purpose of the provisions is to prevent public funds from being used to benefit private interests where the public interest is not primarily served. *CLEAN v. State*, 130 Wn.2d 782, 797, 928 P.2d 1054 (1996).

Washington courts "use a two-pronged analysis to determine whether a gift of public funds has occurred." *In re Recall of Burnham*, 194 Wn.2d 68, 77, 448 P.3d 747 (2019); *Brower v. State*, 137 Wn.2d 44, 62, 969 P.2d 42 (1998). "First, courts must ask whether the funds were expended to carry out a fundamental purpose of the government." *Burnham*, 194 Wn.2d at 77. If they were used to carry out a fundamental public purpose, the analysis ends, and there is no gift of public funds. *Id.*; *Brower*, 137 Wn.2d at 62. If they were not used to carry out a fundamental public

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purpose, then the court asks whether the funds were given with donative intent, and what the public received in exchange. *CLEAN*, 130 Wn.2d at 797-98.

While we cannot endeavor to address every situation which may implicate this issue, protecting public health is without question a fundamental purpose of government. *See, e.g., Hudson v. City of Wenatchee*, 94 Wn. App. 990, 995, 974 P.2d 342 (1999) (describing “the preservation of the public health” and “promotion of the public welfare” as fundamental purposes of government). Given the public health crisis our state is facing, there is a strong basis for state and local governments to make expenditures for the primary purpose of protecting and promoting public health which may have an incidental benefit on private citizens and entities.

To give just a few examples, if a local government is concerned about ensuring that healthcare providers or first responders have childcare in order to enable them to continue working to protect the public during the COVID-19 crisis, it seems clear that it would further a fundamental purpose of the government to subsidize childcare for those individuals, whether by contracting with a childcare provider or otherwise. Similarly, if a local government wants to use public funds to subsidize healthcare screening or testing for community members during the COVID-19 pandemic, that would likewise further a fundamental purpose of government. Similarly, if a local government owned underutilized property and wanted to temporarily lend it to a local healthcare facility so that it could expand its capacity to deal with this crisis, that would further a fundamental purpose of government.

This memo is not intended to provide legal advice about any specific factual situation, but rather is intended to highlight that, in general, state agencies and local governments have broad authority to make expenditures to fight the COVID-19 pandemic without fear of violating the constitutional prohibition on gifts of public funds.

Sincerely,

A handwritten signature in blue ink that reads "Bob Ferguson". The signature is fluid and cursive, with a long horizontal stroke extending to the right from the end of the name.

BOB FERGUSON  
Attorney General

RWF/jlg



**Bob Ferguson**  
**ATTORNEY GENERAL OF WASHINGTON**

**MEMORANDUM**

DATE: April 6, 2020

TO: Local Governments in Washington

FROM: The Attorney General's Office

SUBJECT: **Legality of Options for Supporting Small Businesses and Low-Income Individuals During a Public Health Crisis**

**I. INTRODUCTION**

Washington State and the nation are in the midst of a public health and economic crisis related to COVID-19. The Governor recently ordered all non-essential businesses generally to cease operations. The Governor also ordered all people in Washington State to stay home, with limited exceptions. In the midst of this unprecedented crisis, our office has heard from many local governments looking for ways to help the residents and businesses in their communities.

Several local governments have contacted our office to seek guidance about their aid efforts. Our office recently published general guidance that constitutional restrictions on use of public funds should not be an impediment to local efforts to combat COVID-19, as local government expenditures made in furtherance of the effort to combat the virus further fundamental public purposes, such as protecting public health and welfare.

This memorandum follows up on that general guidance by evaluating two potential initiatives some are considering to assist low-income residents and small businesses affected by the crisis. The first initiative would provide cash assistance to low-income individuals who lost their jobs due to COVID-19, or who are struggling financially as a result. The second initiative would provide grants or loans to small businesses struggling to survive the closure of their businesses. The stated goal of the initiatives is to ensure compliance with public health guidelines and to prevent economic hardship in the region.

We conclude that cash grants can be provided to low-income individuals consistent with our state constitution's restriction on gifts of public funds. We also conclude that grants or loans can likely be provided to impacted small businesses, so long as reasonable safeguards are in place to prevent fraud or abuse.



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## II. ISSUES

1. Under article VIII, section 7 of the state constitution, may a local government provide cash assistance to low-income individuals who have lost their jobs or are struggling financially due to COVID-19?
2. Under article VIII, section 7 of the state constitution, may a local government provide grants or loans to small businesses struggling with the State-ordered closure of their businesses?

## III. SHORT ANSWERS

1. Yes. Article VIII, section 7 of the state constitution allows local governments to give money to provide necessary support for the “poor.” Temporary cash assistance to low-income individuals who have lost their jobs or are struggling financially would fit in this category. More broadly, when government carries out its fundamental purposes with public funds, it does not violate article VIII, section 7. Preserving public health and promoting public welfare are fundamental purposes of government. Temporary financial assistance for low-income residents during a public health crisis advances public welfare, so a court would likely not consider it to be an unconstitutional gift.
2. Probably, with sufficient safeguards in place. Given the unprecedented health crisis that Washington faces, loans or grants are likely permissible if a local government can establish a clear nexus between such programs and either protecting the local economy or promoting compliance with public health guidelines.

## IV. FACTUAL BACKGROUND

### A. The Governor Ordered People to Stay Home and Non-Essential Businesses to Close to Limit the Spread of COVID-19

Washington State faces an unprecedented public health and economic crisis related to COVID-19. On January 21, 2020, the Centers for Disease Control and Prevention (CDC) and the Washington State Department of Health announced the first case of COVID-19 in the State. *See* 2019 Novel Coronavirus Outbreak (COVID-19), <https://www.doh.wa.gov/Emergencies/Coronavirus> (last visited April 6, 2020). Since then, the virus has spread rapidly throughout the State. As of April 4, 2020, the State Department of Health has documented 7,984 cases and 338 deaths. *Id.*

The Governor has acted to limit the spread of COVID-19. Most relevant here, on March 23, 2020, the Governor issued the Stay Home – Stay Healthy Proclamation 20-25. *See* Proclamation

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by the Governor Amending Proclamation 20-05. The proclamation described the virus's impact on public health and the economy: "the worldwide COVID-19 pandemic and its progression in Washington State continues to threaten the life and health of our people as well as the economy of Washington State, and remains a public disaster affecting life, health, property or the public peace." *Id.* at 1. The proclamation also described the challenges faced by the state's health care system: "models predict that many hospitals in Washington State will reach capacity or become overwhelmed with COVID-19 patients within the next several weeks unless we substantially slow down the spread of COVID-19 throughout the state." *Id.*

To slow the spread of COVID-19, the Governor ordered people to stop leaving their homes, with limited exceptions, and he ordered non-essential businesses to close:

**All people in Washington State shall immediately cease leaving their home or place of residence except: (1) to conduct or participate in essential activities, and/or (2) for employment in essential business services.** This prohibition shall remain in effect until midnight on April 6, 2020, unless extended beyond that date.

....

**Effective midnight on March 25, 2020, all non-essential businesses in Washington State shall cease operations except for performing basic minimum operations. All essential businesses are encouraged to remain open and maintain operations, but must establish and implement social distancing and sanitation measures established by the United States Department of Labor or the Washington State Department of Health Guidelines.** This prohibition shall remain in effect until midnight on April 8, 2020, unless extended beyond that date.

Proclamation by the Governor Amending Proclamation 20-05 at 3, 4. The Governor has since extended all provisions in this order through May 4, 2020. Proclamation by the Governor Amending Proclamations 20-05 and 20-25 at 2.

COVID-19 is also causing devastating economic effects in Washington and nationwide. During the two weeks from March 15 to March 28, Washingtonians filed 310,937 new claims for unemployment benefits. <https://www.esd.wa.gov/newsroom/news-releases?ReleaseYear=All> (last visited April 6, 2020). Across the nation, workers filed nearly ten million initial unemployment claims from March 15 to March 28. See <https://www.dol.gov/ui/data.pdf> (last visited April 6, 2020) Many small businesses in Washington have already announced plans to close permanently.

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**B. State and Local Governments Are Looking for Ways to Combat the COVID-19 Pandemic**

In recent weeks, our office has received a number of inquiries related to steps state agencies and local governments can take to combat the COVID-19 pandemic and its economic consequences. Our office recently published general guidance on these inquiries. *See* Guidance on Analyzing Issues Related to Gifts of Public Funds During the COVID-19 Pandemic (March 17, 2020), available at [http://mrsc.org/getmedia/37fa7cc7-fb7f-4dc4-88d4-4ad6a8887318/w3agcorona\\_gopf.pdf.aspx](http://mrsc.org/getmedia/37fa7cc7-fb7f-4dc4-88d4-4ad6a8887318/w3agcorona_gopf.pdf.aspx). This memo analyzes two specific ideas some local governments are considering to further ameliorate the effects of the crisis: (i) providing cash assistance to low-income individuals who have become unemployed or are otherwise struggling financially due to COVID-19, and (ii) providing government grants to small businesses that are struggling with government-ordered shut downs.

**V. ANALYSIS**

**A. Background Principles Related to Gifts of Public Funds Under Washington’s Constitution**

Before addressing the specific policies at issue, this memorandum briefly summarizes the constitutional limits on local governments’ ability to give or loan money to individuals or companies. Article VIII, section 7 of the state constitution reads:

No county, city, town or other municipal corporation shall hereafter give any money, or property, or loan its money, or credit to or in aid of any individual, association, company or corporation, except for the necessary support of the poor and infirm, or become directly or indirectly the owner of any stock in or bonds of any association, company or corporation.<sup>1</sup>

Const. art. VIII, § 7.

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<sup>1</sup> The state constitution places similar limits on the State’s use of its “credit.” *See* Const. art. VIII, § 5. “The credit of the state shall not, in any manner be given or loaned to, or in aid of, any individual, association, company or corporation.” *Id.* Because the present inquiry is from a local government, article VIII, section 7 applies, although courts interpret the two provisions “identically.” *See Citizens for Clean Air v. City of Spokane*, 114 Wn.2d 20, 39 n. 8, 785 P.2d 447 (1990).

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Our Supreme Court has recognized that when the constitutional convention adopted article VIII, section 5, the related provision that limits the state's lending of credit, it did not intend to hinder state government from carrying out its "essential function to secure the health and welfare of the state's citizens." See *Wash. State Hous. Fin. Comm'n v. O'Brien*, 100 Wn.2d 491, 495, 671 P.2d 247 (1983). The purpose of article VIII, sections 5 and 7 is "to prevent state funds from being used to benefit private interests where the public interest is not primarily served." *Wash. Pub. Ports Ass'n v. Dep't of Revenue*, 148 Wn.2d 637, 653, 62 P.3d 462 (2003) (quoting *Japan Line, Ltd. v. McCaffree*, 88 Wn.2d 93, 98, 558 P.2d 211 (1977)). A government's use of public funds is presumed constitutional, and the burden of overcoming that presumption lies with the individual making the challenge. *City of Tacoma v. Taxpayers of Tacoma*, 108 Wn.2d 679, 702, 743 P.2d 793 (1987).

Washington courts "use a two-pronged analysis to determine whether a gift of public funds has occurred." *In re Recall of Burnham*, 194 Wn.2d 68, 77, 448 P.3d 747 (2019). First, the court asks whether the funds were expended "to carry out a fundamental purpose of the government." *Id.* If the answer to that question is yes, the analysis ends, and there is no gift of public funds. *Id.*; *CLEAN v. State*, 130 Wn.2d 782, 797-98, 928 P.2d 1054 (1996). If the answer to that question is no, the court asks whether the funds were given with donative intent, and what the public received in exchange (also called "consideration"). *CLEAN*, 130 Wn.2d at 797-98. The consideration that the public receives is the "key factor." *City of Tacoma*, 108 Wn.2d at 703 (quoting *Adams v. Univ. of Wash.*, 106 Wn.2d 312, 327, 722 P.2d 74 (1986)). Unless there is a proof of donative intent or a grossly inadequate return, courts do not inquire into the adequacy of consideration. *City of Tacoma*, 108 Wn.2d at 703.

State courts have not offered a complete list or definition of what constitutes a "fundamental purpose" of government. However, case law applying article VIII, sections 5 and 7 of the state constitution provides several examples. Fundamental purposes of government include collecting taxes, furthering higher education, acquiring real property, controlling floods, enforcing child support obligations, disposing of solid waste, providing and administering workers' compensation, and obtaining and defending guardians ad litem.<sup>2</sup> In contrast, building baseball

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<sup>2</sup> *In re Burnham*, 194 Wn.2d at 77 (acquire real property); *Washington Pub. Ports Ass'n*, 148 Wn.2d at 653 (tax collection for use of public property); *Hadley v. Dep't of Labor & Indus.*, 116 Wn.2d 897, 907, 810 P.2d 500 (1991) (administer industrial insurance); *Citizens for Clean Air*, 114 Wn.2d at 39; *Johnson v. Johnson*, 96 Wn.2d 255, 263-64, 634 P.2d 877 (1981) (enforcing child support obligations); *Citizens Protecting Res. v. Yakima Cnty.*, 152 Wn. App. 914, 922, 219 P.3d 730 (2009) (flood control); *West v. Osborne*, 108 Wn. App. 764, 771, 34 P.3d 816 (2001) (obtaining guardians ad litem); *Major Prods. Co. v. Nw. Harvest Products, Inc.*, 96 Wn. App. 405, 410, 979 P.2d 905 (1999) (furthering higher education); *Dep't of Labor and Indus. v. Wendt*, 47 Wn. App. 427, 435, 735 P.2d 1334 (1987) (providing industrial insurance).

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stadiums, constructing parking garages, and allowing a railroad to use tracks rent free are not fundamental purposes of government.<sup>3</sup>

Entitlement payments are an acceptable means to accomplish a fundamental government purpose. “No unconstitutional gift of public property occurs when funds are expended as entitlement payments, made by the government in carrying out its fundamental purposes.” *City of Tacoma*, 108 Wn.2d at 702. The Court defines “entitlements” as “a form of assistance provided to the public, or a segment of the public, as cash or services, in carrying out a program to further an overriding public purpose or satisfy a moral obligation.” *Id.* at 702 n.15 (quoting *City of Seattle v. State*, 100 Wn.2d 232, 241, 668 P.2d 1266 (1983)). Examples of entitlement payments include payments for day-care services, vaccinations, fare-free bus zones, crime victim compensation, and relocation assistance payments to people or businesses displaced by condemnation. *Id.*

Article VIII, section 7 also allows local governments to give or loan money for the “necessary support of the poor and infirm.” The phrase “poor and infirm” in article VIII, section 7 is read in the disjunctive, meaning the benefitted individual must be “poor” or “infirm,” but does not need to be both. *Wash. Health Care Facilities v. Ray*, 93 Wn.2d 108, 116, 605 P.2d 1260 (1980). State courts generally do not assess who “belongs in the benefitted class” of the “poor and infirm.” *O’Brien*, 100 Wn.2d at 497. Instead, they defer to the legislative determination of what constitutes need, and they assess the reasonableness of that determination. *Id.*

Finally, courts will likely consider a local government’s motive when it gives or loans money, property, or credit to individuals or companies. When analyzing the Legislature’s actions under article VIII, section 5, our Supreme Court has stated that it gives great weight to the government’s stated declaration of purpose. *Id.* at 495–96. The Court does not accept the government’s declaration as conclusive, but it will accept it unless it is arbitrary or unreasonable. *Id.* at 496.

Summarizing these principles, when a local government gives or loans money, property, or credit to an individual or company, the courts are most likely to uphold the local government’s action if one of the following is true: (1) the action is necessary to accomplish a fundamental governmental purpose, (2) the public is receiving something in exchange, (3) the action is necessary to support the poor, or (4) the action is necessary to support the infirm. Additionally, it

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<sup>3</sup> *CLEAN v. City of Spokane*, 133 Wn.2d 455, 469, 947 P.2d 1169 (1997) (parking garage); *CLEAN*, 130 Wn.2d at 797-98 (baseball stadium); *Peterson v. Dep’t of Revenue*, 9 Wn. App. 2d 220, 228, 443 P.3d 818 (2019), review granted sub nom. *Peterson v. Port of Benton*, 194 Wn.2d 1001, 451 P.3d 326 (2019) (rent free use of railroad tracks).

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is advisable for the local government to state why it is taking the action, explain what it expects to accomplish, and describe the benefit the public will receive.

**B. Cash Assistance to Low-Income Individuals Who Have Lost Their Jobs or Are Struggling Financially Due to COVID-19 Comply with Washington’s Constitutional Limitations on Gifts of Public Funds**

Local governments do not violate Washington’s constitutional prohibition on gifts of public funds by providing cash assistance to low-income individuals who have lost their jobs or are struggling financially because of the COVID-19 crisis. This is clear for two independent reasons.

First, Washington’s Constitution does not prohibit local governments from expending resources for “the necessary support of the poor.” Const. art. VIII, § 7. If the local government’s program uses reasonable means to assess who is “poor” when providing cash assistance, a court would almost certainly conclude that such assistance is “the necessary support of the poor” and so not barred by article VIII, section 7. The courts have not clearly defined what “poor” means for purposes of article VIII, section 7, but they generally defer to governmental determinations on this point. *O’Brien*, 100 Wn.2d at 497.

Even if financial assistance to low-income individuals affected by the COVID-19 pandemic would not qualify as “the necessary support of the poor,” it would still not be a gift of public funds because it furthers a fundamental purpose of government. State courts have stated that a core purpose of government is ensuring public health and promoting public welfare. *See, e.g., O’Brien*, 100 Wn.2d at 495 (securing the health and welfare of the state’s citizens is an essential government function); *Hudson v. City of Wenatchee*, 94 Wn. App. 990, 995-96, 974 P.2d 342 (1999) (describing “the preservation of the public health” and “promotion of the public welfare” as fundamental purposes of government).

Temporary cash assistance to the jobless can help to promote public welfare by lessening the financial impact caused by sudden job loss and preventing potentially more intractable problems like long-term unemployment, hunger, and homelessness. Our Supreme Court has concluded that cash assistance can accomplish a fundamental purpose of government when it “further[s] an overriding public purpose or satisf[ies] a moral obligation.” *City of Tacoma*, 108 Wn.2d at 702 n.15 (quoting *City of Seattle*, 100 Wn.2d at 241). The overriding public purpose of temporary cash assistance in this context would be to ameliorate the economic hardship caused by the COVID-19 pandemic and the closure of non-essential businesses, which left many people

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without work, at least temporarily.<sup>4</sup> This in turn could help address local governments' concerns about the economic collapse of the region.

**C. Grants or Loans to Small Businesses That Are Struggling with Government Shutdowns Can Also Likely Be Provided in a Way that Complies With Washington's Constitution**

This question is a closer call than the first one, but we believe there are ways that grants or loans to small businesses affected by the COVID-19 crisis could be provided that would likely comply with Washington's constitutional prohibition on gifts of state funds.

The reason this question is a closer call than the first one is that our state constitution explicitly recognizes the importance of government support for "the poor," but also expresses concern about improper gifts to private businesses. For example, our Supreme Court found a violation of article VIII, section 7 when a county gave money directly to a private corporation for an agricultural fair and maintained "no direct control over how the money was . . . spent." *CLEAN*, 130 Wn.2d at 798 (discussing *Johns v. Wadsworth*, 80 Wash. 352, 355, 141 P. 892 (1914)).

That said, context matters. The context for local governments' proposed programs of small business loans and grants here is not "to enhance the private sector's profit at the taxpayer's expense"—which is clearly impermissible under the state constitution—but to prevent small businesses from having to close permanently due to the hardship associated with government-mandated closure of their businesses. *O'Brien*, 100 Wn.2d at 495. "[T]he health of the state's economy [has] traditionally been [a] concern[] of state government." *Id.* at 496. "The range of remedies available to meet these state problems must necessarily be wide. We leave the wisdom of a chosen remedy in the legislative arena." *Id.*

Local governments' stated purposes for providing grants and loans to small businesses are to prevent the region's economic collapse from the unprecedented COVID-19 crisis and to ensure compliance with public health guidelines. A local government would need to provide a clear nexus between any proposed grants and loans to small businesses and public health and welfare to help explain to a reviewing court why these local efforts accomplish a fundamental government purpose. It seems reasonable to conclude that helping small businesses survive temporary closure will help reduce the economic hardship caused by this crisis and encourage small businesses to comply fully with public health guidelines, but including statements to that effect in authorizing legislation would be helpful. Because there is no case law directly on point,

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<sup>4</sup> This analysis is limited to the context of the COVID-19 crisis. A different analysis might apply if a local government wanted to provide cash assistance at another time.

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this conclusion is somewhat uncertain, but courts would likely recognize the unique circumstances here and the need for strong action.

If the court does not see small business grants and loans as accomplishing a fundamental government purpose, the court would next ask whether the funds were given with donative intent, and what the public received in exchange. *CLEAN*, 130 Wn.2d at 797-98.

A court would analyze the issue of donative intent by asking whether the local government intended to give money to small businesses without receiving anything in return for the public. A gift is a voluntary transfer of property without consideration. *City of Bellevue v. State*, 92 Wn.2d 717, 720, 600 P.2d 1268 (1979). “If intent to give a gift is lacking the elements of a gift are not present, and article 8, section 7 does not apply.” See *CLEAN*, 130 Wn.2d at 798 (quoting *Scott Paper Co. v. City of Anacortes*, 90 Wn.2d 19, 33, 578 P.2d 1292 (1978)). If the court found that the local government intended to receive something in return for the public, it would then ask whether what the public received was “grossly inadequate.” *CLEAN*, 133 Wn.2d at 469.

For the courts to analyze these questions, it would be helpful if local governments identified the specific economic benefits that the public would receive from the grants or loans. Local governments would be wise to ask any small business seeking funds for evidence of public benefit. This could include information like the number of jobs created or saved, the amount of tax revenue created or maintained, whether the business would pay wages or benefits to workers during the government shutdown, whether temporary funding would avoid risks like bankruptcy or permanent closure, or any other relevant information to assess public benefit. If a local government could document benefits to the public along these lines, a court could certainly find that state aid to this circumscribed class of the public (small businesses), in furtherance of legitimate state objectives, provided the necessary “consideration” for the aid. *Id.*



# Unemployment Insurance Initial Claims Weekly Dashboard - Washington State

Weekly initial claims - 2020

Initial claims by industry supersector

Initial claims by county - 2020

County initial claims by industry sector (3 digit NAICS)

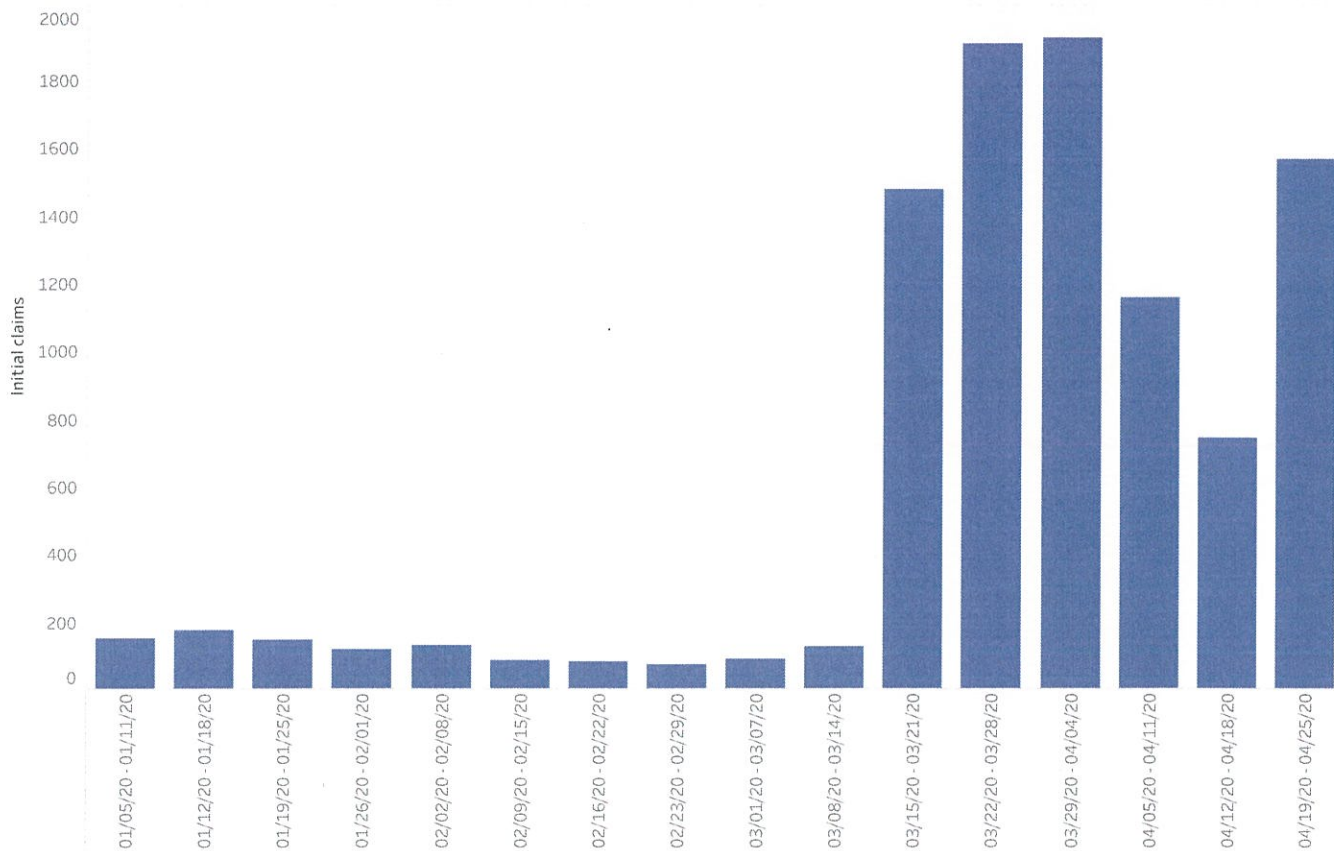
Select County:

CHELAN

Select Year:

2020

Initial claims applications for CHELAN county by week - 2020



**DISCLAIMER:** The data presented will not exactly match data that is presented officially in ETA (federal) reports. There are dozens of nuances, caveats, and assumptions that make tying business logic to a system of record. If we want to subdivide the data into demographic groups (county, industry, etc.), we have used queries that come very close to the ETA number but not exact. All data is subject to future revisions.

# Unemployment Insurance Initial Claims Weekly Dashboard - Washington State

Weekly initial claims - 2020

Initial claims by industry supersector

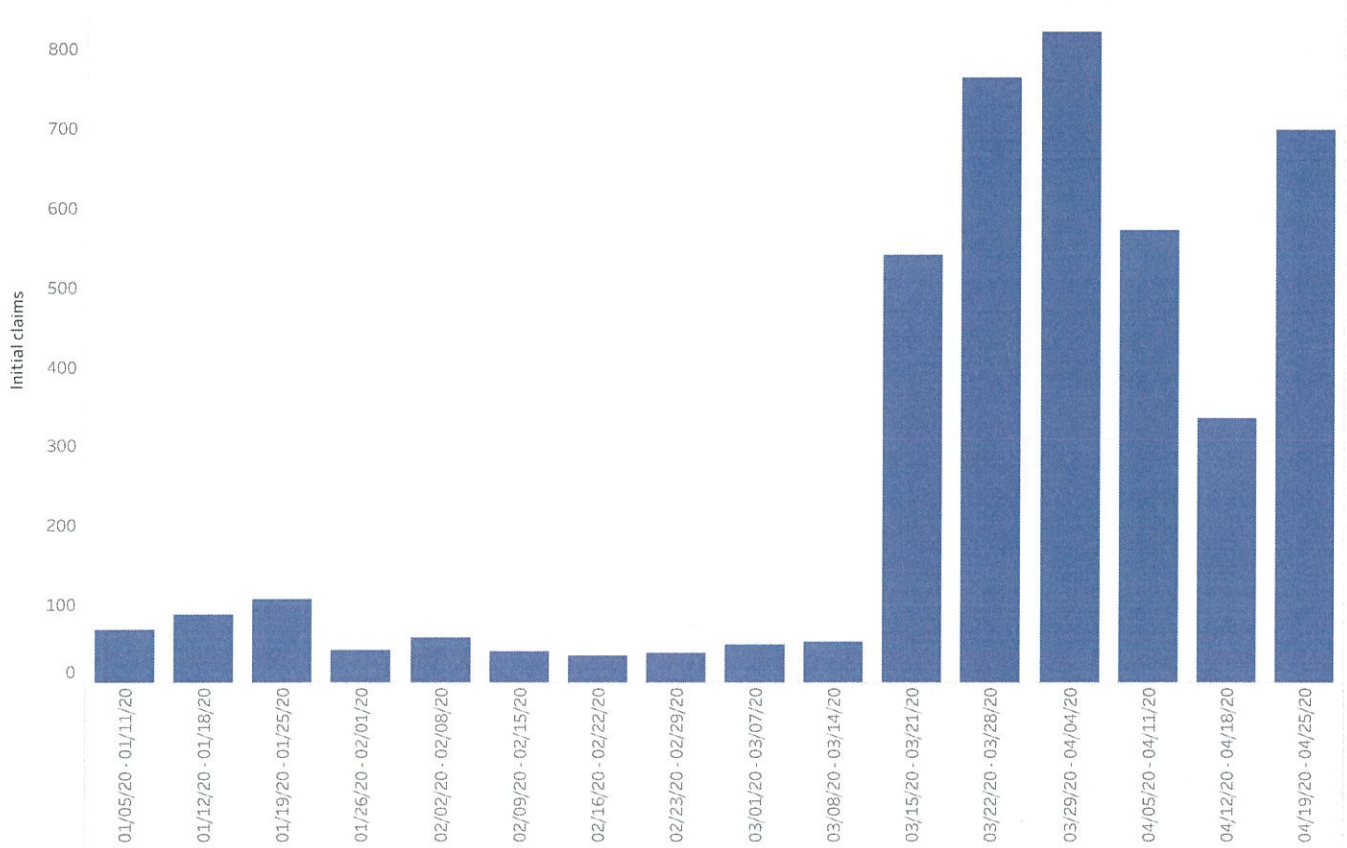
Initial claims by county - 2020

County initial claims by industry sector (3 digit NAICS)

Select County:  
DOUGLAS

Select Year:  
2020

## Initial claims applications for DOUGLAS county by week - 2020



**DISCLAIMER:** The data presented will not exactly match data that is presented officially in ETA (federal) reports. There are dozens of nuances, caveats, and assumptions that make tying business logic to a system of record. If we want to subdivide the data into demographic groups (county, industry, etc.), we have used queries that come very close to the ETA number but not exact. All data is subject to future revisions.

# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**cc:** None

**Date:** May 7, 2020

**Re:** Regional Port Authority Small Business Support Initiative

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The Regional Port Authority is involved in a host of efforts to help small business through the COVID-19 business downturn. The policy question is are we doing enough?

Attached is a proposed “Small Business Support Initiative” that would have the Regional Port become more directly involved.

There are a host of policy considerations that the Board needs to think about.

1. Do we want to cross the red line and use Regional Port tax dollars to help business survive?
2. Would the proposed program (as currently designed) really make a difference? Is \$500 that helpful?
3. Is there a better and more sustainable approach that we should be considering?



**Chelan Douglas Regional Port Authority**  
**Small Businesses Support Initiative – COVID-19**

**CRITERIA**

1. Limited to small businesses as defined as 10 FTE or less within Chelan and Douglas Counties.
2. Must have been in business for a period of one year and provide a UBI number.
3. Available to small businesses that **have not** received any Federal and/or State funding related to the COVID-19 Health Crisis.
4. Qualifying businesses will need to fill out a one-page application. Expenses to be reimbursed once proof of expenditure has been provided. Expenses must have incurred after March 1, 2020.
5. Businesses can participate and apply in **only one** of the programs defined below.
6. Funding will be on a first come first serve basis. Program ends when the money has been fully allocated and/or December 31, 2020 or whichever first occurs.

**HELPING HAND CHOICES**

**1. Small Business Marketing Fund**

Businesses can access money for any type of marketing expenses including: print and radio ads, signage, reprinting of menus, etc.

- CDRPA Budget Cap \$50,000
- \$500 per business cap
- 100 business could be assisted

**2. Rent Participation Fund**

Upon receipt of a letter from the business and landlord declaring they have each made a one-third contribution towards rent, the CDRPA will make a 1/3 contribution.

- CDRPA Budget Cap \$50,000
- \$500 per business cap
- 100 business could be assisted

### **3. Getting Ready to Reopen Fund**

Businesses can seek reimbursement for specific costs for reopening their business. Qualifying expenses are: purchasing masks, gloves, thermometers, washing stations and installation of plexiglass.

- CDRPA Budget Cap \$50,000
- \$500 per business cap
- 100 business could be assisted

### **4. Need Cash Flow Now Fund (Restaurants)**

CDRPA will purchase food gift cards from restaurants and will distributed said cards to individuals in need and/or health care workers.

- CDRPA Budget Cap \$50,000
- \$250 per business cap
- 200 business could be assisted

## **PROGRAM ADMINISTRATION**

1. The CDRPA will contract with Chamber of Commerce's and Downtown Associations to advertise and market the programs to their membership. They will also be responsible for accepting applications and obtaining all necessary reimbursement documentation to provide to the CDRPA. Each Chamber and Downtown Association will be paid \_\_\_\_\_ for administration.

## POLICY QUESTIONS

1. In addition to limiting businesses with 10 or few employees, do we further limit by type of business? For instance, restaurants, gifts shops, hair dressers, and daycare centers would likely apply. Do we want to fund dentist offices, law firms, non-profits, franchised business, and construction companies? Not sure the CDRPA should be limiting the type of business; they all contribute to the economy.
2. In purchasing food gift cards, would this include alcohol as I am sure local wineries would want to participate in the program?
3. Would we want to regionalize the funding distribution, as some chambers could be very aggressive in advertising and implementing the program? Funds could potentially run out before some of the smaller chambers start the program.
4. Should the CDRPA's \$200,000 budget allocation be allowed to be reallocated amongst the above referenced programs depending on popularity or should we keep the category limits unchanged, as some reimbursement receipts could take longer to process?
5. Is \$200,000 enough money to make a difference? If money is quickly expended should we consider additional allocation? We need to be bold.
6. Should we have a reporting requirement for those selected business as to how the money made a difference? Were jobs retained? Did the business survive?
7. How do we want to define FTE's? One way is that if the business has less than 10 FTE's (average 30 hrs per week), it does not matter how many PTE's they have. The other way is to calculate an FTE equivalent, such as 2 PTE equals 1 FTE. The easiest way is the latter and the one the State used for Working Washington Small Business Grants.
8. Is the CDRPA's contribution to the qualifying business subject to being taxed? Do we need to get W9's from all businesses?
9. Need a strategy to reach businesses that are not members of local Chamber of Commerces.
10. Would businesses with multiple locations and/or UBI numbers be considered one business?

## Jim Kuntz

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**From:** Ron Cridlebaugh  
**Sent:** Wednesday, May 6, 2020 1:02 PM  
**To:** Jim Kuntz  
**Subject:** RE: weekly update  
**Attachments:** CERB Planning Grant Information.docx

Jim,

Attached is some information on the CERB grant. There is more info than you need for the Commissioners however I wanted to show you what the application and deliverables will be. That will help the consultant understand what information they will need in the final report and what their fees will be. We will need a resolution from the Commission to apply for the grant if they want us to proceed. Also, since our last planning grant there is a 25% match that will be required. This has to be a cash match.

### Ron Cridlebaugh, EDFP

#### Director of Economic Development

One Campbell Parkway Suite A, East Wenatchee, WA 98802  
☎ 509.884.4700 | Cell: 509-607-1470 | [www.cdrpa.org](http://www.cdrpa.org)



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**From:** Jim Kuntz <[Jim@cdrpa.org](mailto:Jim@cdrpa.org)>  
**Sent:** Tuesday, May 5, 2020 11:31 AM  
**To:** Ron Cridlebaugh <[ron@cdrpa.org](mailto:ron@cdrpa.org)>  
**Subject:** RE: weekly update

Thanks Ron. Can you get to me a short memo on the CERB Planning Grant for the Board of Directors packets that go out on Friday. Thank you.

### Jim Kuntz

#### Chief Executive Officer

One Campbell Parkway Suite A, East Wenatchee, WA 98802  
☎ 509.884.4700 | Cell 509.336.5595 | [www.cdrpa.org](http://www.cdrpa.org)



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**From:** Ron Cridlebaugh <[ron@cdrpa.org](mailto:ron@cdrpa.org)>  
**Sent:** Tuesday, May 5, 2020 10:40 AM  
**To:** Jim Kuntz <[Jim@cdrpa.org](mailto:Jim@cdrpa.org)>  
**Subject:** weekly update

## **CERB Planning Grant**

The Community Economic Revitalization Board CERB provides limited grant funding for studies to evaluate high-priority economic development projects.

A potential applicant must first discuss their project with CERB staff prior to receiving permission to apply.

Important points the CERB Board considers when evaluating a planning grant are potential for job creation, long term economic prosperity/sustainability and could this result in a project eligible for CERB construction funds.

### **Eligible Activities**

- Economic Feasibility
- Environmental impacts
- Capital facilities
- Land use
- Permitting
- Marketing
- Project engineering
- Site planning
- Broadband

### **Eligible Applicants include:**

- Cities and Towns
- Counties
- Federally Recognized Indian Tribes
- Municipal Corporations
- Quasi-Municipal Corporations
- Public Port Districts
- Special Purpose Districts

### **Funding Availability**

CERB offers grants for planning projects up to 75% of the total project cost, not to exceed \$50,000. The applicant must match CERB's funding with at least 25% of the total project cost, in cash. In-kind match is not allowed for this program. Cash matches can come from any funding source however, they may not come from previous CERB-funded projects.

### **Planning study minimum requirements:**

- a. A product market analysis linked to economic development.
- b. A market strategy containing action elements linked to timelines.
- c. Identification of targeted industries.
- d. Identification of the group responsible for implementing the marketing strategy. Describe the group's capacity to complete the responsibility.



- e. The site's appropriateness by addressing, at minimum, appropriate zoning, affect to the state or local transportation system, environmental restrictions, cultural re source review, and the site's overall adequacy to support the anticipated development upon project completion.
- f. A location analysis of other adequately served vacant industrial land.
- g. Total funding for the public facilities improvements is secured or will be secured within a given time frame.
- h. An analysis of how the project will assist local economic diversification efforts.
- i. Indicate the specific issues that will be addressed.
- j. List one or more economic outcomes that you expect from the proposed CERB project.
- k. Describe the specific, quantifiable measures of the outcome(s) that will indicate success. Describe in measurable terms what you expect to be able to show as progress toward the outcome for each year before the whole outcome has been achieved.
- l. Describe what data you will collect to determine whether the outcome is being achieved.
- m. Describe the data collection procedure including when data will be collected, from whom and by whom.
- n. The estimated median hourly wage of the jobs created when development occurs.
- o. If the project is determined to be feasible, the following information must be provided within the final report:
  - 1. Total estimated jobs created (in FTEs).
  - 2. Describe benefits offered to employees.
  - 3. Describe the median hourly wage of the new jobs in relation to the median hourly county wage.
  - 4. The county three-year unemployment rate in relation to the state rate.
  - 5. County population change in the last five years.
  - 6. The estimated jobs created represent what percentage of the county's labor force.
  - 7. The estimated jobs created represent what percentage of the county's unemployed workers.
  - 8. Estimated new annual state and local revenue generated by the private business.
  - 9. Estimated private investment generated by project.

**Application Questions:**

Project Description

Scope of Work

Short Term Benefits – *Describe the projected short-term economic benefits the planning project will have on the local community*

Long-Term Benefits – *Describe the projected long-term benefits the planning project will have on the local community.*

Accomplishments – *What will be accomplished as a result of this project?*

Community Impacts – *Describe the impact on the community in the event the project is NOT funded by CERB*

Project Link with Economic Diversification - *Describe the project's link with the economic diversification strategy and goals of the community. Include whether this project is part of an economic development plan consistent with local and applicable state planning requirements.*

Infrastructure Construction Support – *If infrastructure construction is to be supported by the study, indicated estimated construction schedule and/or project time frame.*

Industry Cluster - *Does this project build on locally identified industry clusters (3,000 characters max)*

Private Investment Interest- *Indicate if there has been private investment interest, if so please describe.*

Consultant Selection Process – *Has a consultant been chosen? If yes, who will be conducting the study?*

If an outside consultant has not yet been chosen, describe the selection process.

Is this plan mandated or required by a statute, law, or regulatory agency?

Schedule

Other Source Funding – list other funding sources considered

Match Funding – minimum cash match of 25% for planning grant (ex. \$16,667 with a \$50,000 CERB planning grant request)

**Required Attachments:**

- Resolution Authorizing CERB application
- Evidence of public notification
- Evidence of local support - statement of support from the local Associated Development Organization (ADO) or the governing body of a Federally Recognized Tribe

**Chelan Douglas Regional  
Port Authority**

# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**cc:** None

**Date:** May 7, 2020

**Re:** Small Business Support Initiative

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Please find attached a recap of the Small Business Grant Programs the Regional Port is involved with.

Chelan Douglas Regional Port Authority  
COVID-19 Small Business Grant Program

<u>Working Washington Small Business Emergency Grants</u>	<u>Dollar</u> <u>Amount</u>	<u># of</u> <u>Businesses</u>
Small Businesses with 10 FTE or less In Business for one year Must have a UBI# Grant cap of \$5,000 per business	\$669,400	143
<u>Chelan/Douglas County Community Development Block Grant (Micro Grant Program)</u>	\$71,990	14
Limited to small business outside the City limits of City of Wenatchee & City of East Wenatchee Median family income restrictions. See attachment 5 FTE or less Not to exceed \$10,000 per business		
<u>Chelan County Grant</u>	\$80,000	16
Limited to Chelan County businesses Use Working Washington Small Business Grant Criteria		
<u>City of Wenatchee – Community Development Block Grant (Micro Grant Program)</u>	\$65,000	13
Small business within City of Wenatchee City limits Median family income restrictions. See attachment 5 FTE or less Not to exceed \$10,000 per business		
<u>City of East Wenatchee – Community Development Block Grant and/or CARES Grant</u>	\$40,000	8
<b>TOTALS</b>	<b>\$926,390</b>	<b>194</b>

## 2019 Income Limits

(For non-entitlement communities served by the Washington State CDBG Program)

County	Income Level and %	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Adams	Very Low 30%	13,550	16,910	21,330	25,750	30,170	34,590	39,010	42,450
	Low 50%	22,550	25,750	28,950	32,150	34,750	37,300	39,900	42,450
	Moderate 80%	36,050	41,200	46,350	51,450	55,600	59,700	63,800	67,950
Asotin	Very Low 30%	13,300	16,910	21,330	25,750	30,170	34,590	39,010	41,650
	Low 50%	22,100	25,250	28,400	31,550	34,100	36,600	39,150	41,650
	Moderate 80%	35,350	40,400	45,450	50,500	54,550	58,600	62,650	66,700
Benton	Very Low 30%	16,400	18,750	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	27,300	31,200	35,100	39,000	42,150	45,250	48,400	51,500
	Moderate 80%	43,700	49,950	56,200	62,400	67,400	72,400	77,400	82,400
Chelan	Very Low 30%	14,350	16,910	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	23,950	27,400	30,800	34,200	36,950	39,700	42,450	45,150
	Moderate 80%	38,300	43,800	49,250	54,700	59,100	63,500	67,850	72,250
Clallam	Very Low 30%	14,000	16,910	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	23,300	26,600	29,950	33,250	35,950	38,600	41,250	43,900
	Moderate 80%	37,250	42,600	47,900	53,200	57,500	61,750	66,000	70,250
Columbia	Very Low 30%	13,550	16,910	21,330	25,750	30,170	34,590	39,010	42,450
	Low 50%	22,550	25,750	28,950	32,150	34,750	37,300	39,900	42,450
	Moderate 80%	36,050	41,200	46,350	51,450	55,600	59,700	63,800	67,950
Cowlitz	Very Low 30%	14,350	16,910	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	23,950	27,350	30,750	34,150	36,900	39,650	42,350	45,100
	Moderate 80%	38,300	43,750	49,200	54,650	59,050	63,400	67,800	72,150
Douglas	Very Low 30%	14,350	16,910	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	23,950	27,400	30,800	34,200	36,950	39,700	42,450	45,150
	Moderate 80%	38,300	43,800	49,250	54,700	59,100	63,500	67,850	72,250
Ferry	Very Low 30%	13,550	16,910	21,330	25,750	30,170	34,590	39,010	42,450
	Low 50%	22,550	25,750	28,950	32,150	34,750	37,300	39,900	42,450
	Moderate 80%	36,050	41,200	46,350	51,450	55,600	59,700	63,800	67,950

**Chelan Douglas Regional  
Port Authority**

# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**cc:** None

**Date:** May 7, 2020

**Re:** EPA Grant

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Please find attached additional information on the EPA Grant recently awarded to the Regional Port.

## Jim Kuntz

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**From:** Stacie De Mestre  
**Sent:** Thursday, May 7, 2020 8:53 AM  
**To:** Jim Kuntz  
**Subject:** Fwd: EPA selects nine projects in Oregon and Washington for \$4.75 million in Brownfields funding

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**From:** Ben Johnson <bjohnson@maulfoster.com>  
**Sent:** Thursday, May 7, 2020 8:42:02 AM  
**To:** Stacie De Mestre <stacie@cdrpa.org>  
**Subject:** RE: EPA selects nine projects in Oregon and Washington for \$4.75 million in Brownfields funding

Hi Stacie,

Congratulations again on being awarded the grant! We are excited to continue to assist you and the other coalitions partners. Below are some quick summaries that should help you communicate the next steps and grant requirements to others at the Port. I would like to set up a follow-up call soon, with the MFA team and folks from the Port, to address your questions in a bit more depth.

- **Next Steps:** In the coming weeks you will be assigned an EPA project manager who will be the point of contact throughout the grant. The next step will be to create a work plan for the grant that outlines a scope of work for each project site, as well as additional, overall grant information, much of which is taken from the grant application. The catalyst projects that we identified in the grant application are not binding, so this work plan is an opportunity to shift around projects if needed.
- **Staff Time:** Once the grant is in place, staff time is very manageable. The role of staff is primarily a review and oversight function and typically includes quarterly check-ins with your consultant and coalition members as well as reporting and communicating with the EPA Program Manager. There is more work at the beginning of the process to get the project set up, but after that it is more periodic, but we estimate an average of 4 hours per week.
- **Reporting:** Grant reporting is done through the EPA's online system ACRES. Additionally, as work products are completed with grant funds, you would submit those reports and such through ACRES, as they are completed. The port will also be required to prepare quarterly reports and an annual report for the grant, and there is a more detailed close out report at the end of the grant cycle. On grants that MFA has been involved in, we often draft these reports according to EPA's requirements that are then reviewed, finalized, and submitted by the client.
- **Training:** The EPA likes recipients to attend State and National brownfield conferences. In the application budget, we set aside funds to have two coalition partner staff attend a national conference (which happens every other year) and four attend a State brownfield conference.
- **How long the \$ is available:** The grant period is three years with the option to request an extension if needed. It is not uncommon for our clients with these grants to request and receive that extension, and for some of our current grants, the EPA is offering an extension as a result of challenges related to COVID-19.
- **How closely we have to stick to the projects listed in the application:** The catalyst projects that were identified in the grant application help to demonstrate to the EPA that the grant recipient have put significant thought into

how the grant funds could be used, but those projects are not binding. There is some flexibility to refocus funds if needed or adjust the project mix.

Please let me know when would be a good time to schedule a follow-up call.

Best,

**Ben Johnson** | MAUL FOSTER & ALONGI, INC.  
Staff Planner  
m. 206 507 9420

I'm working from home in response to COVID-19. Maul Foster & Alongi, Inc. is fully operational and responsive to all projects. Please note there may be a delay if you send hard copy mail to our offices. We are happy to connect with you via email, phone, or videoconference at this time.



2815 2nd Ave #540, Seattle, WA 98121  
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## Jim Kuntz

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**From:** Stacie De Mestre  
**Sent:** Wednesday, May 6, 2020 8:55 AM  
**To:** Jim Kuntz  
**Subject:** FW: EPA selects nine projects in Oregon and Washington for \$4.75 million in Brownfields funding

**Importance:** High

Jim:

Below is the official announcement on the grant award. Please let me know if you'd like me to share with anyone or print for the meeting packet.

### Stacie de Mestre

#### Facility and Property Development Manager

One Campbell Parkway Suite A, East Wenatchee, WA 98802

☎ 509.884.4700 | Cell 509.630.2545 | [www.cdrpa.org](http://www.cdrpa.org)



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**From:** Sanders-Curry, Madison <sanders-curry.madison@epa.gov> **On Behalf Of** R10 Brownfields  
**Sent:** Wednesday, May 6, 2020 8:52 AM  
**To:** Vicki Cummings <vcummings@ghcog.org>; paulm@pgst.nsn.us; 'bryan.snodgrass@cityofvancouver.us' <bryan.snodgrass@cityofvancouver.us>; Stacie De Mestre <stacie@cdrpa.org>  
**Cc:** Griffith, Terri <Griffith.Terri@epa.gov>; Sanders-Curry, Madison <sanders-curry.madison@epa.gov>  
**Subject:** EPA selects nine projects in Oregon and Washington for \$4.75 million in Brownfields funding  
**Importance:** High

Greetings FY2020 Region 10 Assessment, Revolving Loan Fund and Cleanup (ARC) selectees –

Congratulations on your selections!

### It's Announcement Day!



#### The results of the FY20 ARC Grant Competition are now public.

The EPA national news release is available in the EPA Newsroom (<https://www.epa.gov/newsreleases/epa-announces-selection-155-grants-communities-receive-over-65-million-total-grant>) and the Office of Brownfields and Land Revitalization (OBLR) webpage (<https://www.epa.gov/brownfields/applicants-selected-fy-2020-brownfields-assessment-revolving-loan-fund-and-cleanup-0>).

Additionally, the [OBLR webpage](#) includes the list of selected applicants, a link to the Grant Fact Sheets, and the list of all applicants (those selected and not selected), and our newly published map of selected communities.

The Office of Brownfields and Land Revitalization will email individual applicants with the competition results today (if you have not received it already).

The **EPA Region 10 news release** will be posted today (see below). We will release on our EPA Region 10 News Releases webpage as well as on Twitter and Facebook. Please amplify on your web and social media platforms as much as possible!

- You may add your quotes when you share our social media posts, or you can do your own posts with quotes (which EPA R10 will try to share if we see them). We won't have a direct link to the release until a bit later after it's on the web.
- EPA Region 10 News Releases webpage - [https://www.epa.gov/newsreleases/search/field\\_press\\_office/region-10](https://www.epa.gov/newsreleases/search/field_press_office/region-10)
- Facebook - <https://www.facebook.com/eparegion10>
- Twitter - <https://twitter.com/EPAnorthwest>

### **Next Steps**

**EPA Region 10 Application Process emails** will go out in about a week to each selectee with detailed information on next steps in the application and award process as well as providing an EPA Region 10 point of contact.

We look forward to working with you!

Please reach out with any questions or concerns.

# **EPA selects nine projects in Oregon and Washington for \$4.75 million in Brownfields funding**

*Washington grants(\$2.1 million) are part of nationwide \$65.6 million Brownfields funding rollout*

05/6/2020

Contact: Mark MacIntyre EPA/Seattle 206-553-7302 [macintyre.mark@epa.gov](mailto:macintyre.mark@epa.gov)

(Seattle) Today, the U.S. Environmental Protection Agency (EPA) is announcing that nine Northwest communities and tribes will receive a total of \$4.75 million to assess and clean up contaminated properties under the agency's Brownfields Program.

"I've seen EPA Brownfields funding work absolute magic for states, tribes and communities across the Northwest," said EPA Regional Administrator, Chris Hladick. "It brings groups together, helps solve longstanding redevelopment puzzles and leverages funding to expand the local impact like few other programs. As a former city manager in Alaska, I know that getting abandoned, neglected and undervalued parcels back into productive use and back on the tax rolls is hard to argue with."

[Nationwide](#), 151 state & tribal communities are selected to receive grant awards totaling over \$65.6 million in EPA brownfields funding through our [Assessment, Revolving Loan Fund, and Cleanup Grant Programs](#).

In Washington, four projects have been selected to move forward:

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### **Grays Harbor Council of Governments, Grays Harbor County, WA - Assessment Grant - \$600,000**

Community-wide grant funds will be used to conduct about 12 Phase I and nine Phase II environmental site assessments. Grant funds also will be used to inventory and prioritize sites in the Westhaven Drive and West Main Street target areas, develop five cleanup plans, one site reuse plan, two area-wide plans, and support community outreach activities. Assessment activities will focus on the cities of Aberdeen and Hoquiam, which are located in [Qualified Opportunity Zones](#), as well as the cities of Cosmopolis, Westport, and Elma, all of which represent the historically industrial and commercial centers of Grays Harbor County and are the coalition partners for this project. **Contact:** Vicki Cummings (360) 537-4386

### **Port Gamble S'Klallam Tribe, WA - Assessment Grant - \$300,000**

Community-wide grant funds will be used to conduct up to five Phase I and up to five Phase II environmental site assessments. Grant funds also will be used to enhance and maintain a brownfields inventory, develop four cleanup plans, and support community outreach activities. Assessment activities will focus on sites within the Port Gamble S'Klallam Indian Reservation. Priority sites include the Point Julia historic tribal village, The Bars beach area, a shooting range, and multiple dump sites. **Contact:** Paul McCollum (360) 297-6237

### **Port of Chelan County, WA - Assessment Grant - \$600,000**

Community-wide grant funds will be used to conduct 10 Phase I and five Phase II environmental site assessments. Grant funds also will be used to inventory brownfield sites, prepare cleanup plans for four sites, and support community outreach activities. Assessment activities will focus on the neighborhoods of Downton Wenatchee and South Wenatchee, the City of Rock Island, and the unincorporated community of Malaga, all of which are located in Qualified Opportunity Zones. Target sites include a 300,000 square-foot former cold storage warehouse, the Public Utility District Operations Center, an agricultural chemical facility, the Mission Street Corridor, a former silicon smelter, and a former orchard. Coalition partners are the Port of Douglas County, the City of Wenatchee, and the City of Rock Island. **Contact:** Stacie De Mestre (509) 630-2545

## Vancouver, WA -Assessment Grant - \$600,000

Community-wide grant funds will be used to conduct at least 10 Phase I and eight Phase II environmental site assessments. Grant funds also will be used to update and expand a brownfield site inventory, prepare two cleanup plans, develop up to two area-wide plans, and conduct community outreach activities. Assessment activities will focus on the Fourth Plain Boulevard Corridor, which includes three Qualified Opportunity Zones. Priority sites include a former radiator shop, a public-works operations center, a former mechanic shop, and a former dry cleaner/office park. The city's coalition partners are Clark County Public Health and the Vancouver Housing Authority. **Contact:** Bryan Snodgrass (360) 487-7946

Grants awarded by EPA's Brownfields Program provide communities across the country with an opportunity to transform contaminated sites into community assets that attract jobs and achieve broader economic development outcomes, while taking advantage of existing infrastructure. For example, brownfields grants are shown to:

- **Increase Local Tax Revenue:** A study of 48 brownfields sites found that an estimated \$29 million to \$97 million in additional local tax revenue was generated in a single year after cleanup. This is two to seven times more than the \$12.4 million EPA contributed to the cleanup of these sites.
- **Increase Residential Property Values:** Another study found that property values of homes near revitalized brownfields sites increased between 5 and 15 percent following cleanup.

### Background

A brownfield is a property for which the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. There are estimated to be more than 450,000 brownfields in the United States. EPA's Brownfields Program began in 1995 and has provided nearly \$1.6 billion in brownfield grants to assess and clean up contaminated properties and return blighted properties to productive reuse. To date, brownfields investments have leveraged more than \$31 billion in cleanup and redevelopment. Over the years, the relatively small investment of federal funding leveraged, from both public and private sources, more than 160,000 jobs.

The next National Brownfields Training Conference will be held on April 26-30, 2021 in Oklahoma City, Oklahoma. Offered every two years, this conference is the largest gathering of stakeholders focused on cleaning up and reusing former commercial and industrial properties. EPA co-sponsors this event with the International City/County Management Association (ICMA).

What they're saying in WASHINGTON about EPA Brownfields ARC funding community impact:

#### **Washington Congressional Delegation:**

"This is tremendous news for Chelan County. This funding will support the development of industrial, commercial and technology hubs in North Central Washington, along with adding some much-needed housing. In addition, it will also create a cleaner, more sustainable environment for 8th district residents. Thank you to the EPA for their recognition of the work being done in Chelan County. This funding will go a long way."

- Congresswoman Kim Schrier (WA-08)

#### **CHELAN DOUGLAS REGIONAL PORT AUTHORITY**

**"The Chelan Douglas Regional Port Authority is appreciative for EPA's funding support. This Brownfields funding will allow our region to repurpose property back into productive uses. As we look at jump starting**

our economy from the COVID-19 health crisis, this funding will serve as an important economic stimulus for North Central Washington.”

- Rory Turner, President, Chelan Douglas Regional Port Authority Board of Directors

#### **PORT GAMBLE S’KLALLAM TRIBE**

“We are grateful and appreciate EPA's support immensely. With brownfield assessment funding from the EPA, the Port Gamble S'Klallam Tribe will be able to better protect its resources for future generations, particularly vulnerable shellfish and finfish resources that have been impacted by contamination for many decades,” said Paul McCollum, Natural Resources Director for the Tribe. “We look forward to ensuring that Tribal members can safely engage in traditional activities without fear of encountering soil contaminants or dangerous debris from this site.”

- Paul McCollum, Natural Resources Director, Port Gamble S’Klallam Tribe, Kingston, WA

#### **GRAYS HARBOR COUNTY**

“Here in Grays Harbor County our Community-Wide Brownfields Coalition has been very successful in empowering community redevelopment and revitalization”, said Jim Sorensen, Mayor of Elma and Chair of the Grays Harbor Council of Governments. “We are very grateful to the EPA for our second grant award and the opportunity to expand our coalition to help more communities realize their true potential.”

- Hon. Jim Sorensen, Mayor, City of Elma, WA

List of the FY 2020 applicants selected for funding: <https://go.usa.gov/xvwjc>

For more on the brownfields grants: <https://www.epa.gov/brownfields/types-brownfields-grant-funding>

For more on EPA’s Brownfields Program: <https://www.epa.gov/brownfields>

For information on the studies related to the Brownfields Program’s environmental and economic benefits: <https://www.epa.gov/brownfields/brownfields-program-environmental-and-economic-benefits>

#### **Madison Sanders-Curry**

BROWNFIELDS PROJECT MANAGER

U.S. ENVIRONMENTAL PROTECTION AGENCY • REGION 10

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## News Releases from Headquarters > Land and Emergency Management (OLEM)

### EPA Announces the Selection of 155 Grants for Communities to Receive Over \$65 Million in Total Grant Funding for Brownfield Assessments and Cleanups Across the Nation

05/06/2020

Contact Information:  
Press@epa.gov

**WASHINGTON** — Today, The U.S. Environmental Protection Agency (EPA) is announcing the selection of 155 grants for communities and tribes totaling over \$65.6 million in EPA brownfields funding through the agency's Assessment, Revolving Loan Fund, and Cleanup Grant Programs.

These EPA grant programs support community revitalization in under-served and economically disadvantaged communities.

“Grants awarded by EPA’s Brownfield Program provide communities and tribes across the country with an opportunity to transform contaminated sites into community assets,” **said EPA Administrator Andrew Wheeler**. “Under President Trump’s leadership, EPA has delivered approximately \$287 million in Brownfield grants directly to communities and nonprofits for cleanup and redevelopment, job creation, and economic development through the award of over 948 grants.”

Of the communities selected this year, 118 can potentially assess or clean up brownfield sites in census tracts designated as federal Opportunity Zones. An Opportunity Zone is a designated economically distressed census tract where new private investment, under certain conditions, may be eligible for preferential tax treatment. Nearly 30% of the communities selected are receiving brownfields funding for the first time.

Communities that previously received brownfields grants used these resources to fund assessments and cleanups of brownfields and successfully leveraged 8.5 jobs per \$100,000 of EPA brownfield grant funds spent. Brownfields grant funding is found to:

- **Increase Local Tax Revenue:** A study of 48 brownfields sites found that an estimated \$29 million to \$97 million in additional local tax revenue was generated in a single year after cleanup. This is two to seven times more than the \$12.4 million EPA contributed to the cleanup of these sites.
- **Increase Residential Property Values:** Another study found that property values of homes near revitalized brownfields sites increased between 5% and 15% following cleanup.

List of the FY 2020 Applicants Selected for Funding: <https://www.epa.gov/brownfields/applicants-selected-fy-2020-brownfields-assessment-revolving-loan-fund-and-cleanup-0>

## **Background**

A brownfield is a property for which the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. There are estimated to be more than 450,000 brownfields in the United States. EPA's Brownfields Program began in 1995 and has provided nearly \$1.6 billion in brownfield grants to assess and clean up contaminated properties and return blighted properties to productive reuse. To date, brownfields investments have leveraged more than \$31 billion in cleanup and redevelopment. Over the years, the relatively small investment of federal funding, from both public and private sources, leveraged more than 160,000 jobs.

The Brownfields Program has supported many successful projects around the country, such as the Love Link Ministriēs site in Oklahoma City, Oklahoma, where a former dry-cleaning facility was transformed into a multi-purpose event space for a religious and social organization that provides food and social services to homeless, low-income, and unemployed persons. The city, state, non-profit organization collaborated with EPA to execute the project. In Fairborn, Ohio, an EPA cleanup grant provided funding for the transformation of a former cement mill and manufacturing plant into the National Center for Medical Readiness. The center is an education, training, product testing and research facility for medical and non-medical civilian and military personnel operated by Wright State University.

The next National Brownfields Training Conference will be held on April 26-30, 2021, in Oklahoma City. Offered every two years, this conference is the largest gathering of stakeholders focused on cleaning up and reusing former commercial and industrial properties. EPA co-sponsors this event with the International City/County Management Association.

For more on the brownfields grants: <https://www.epa.gov/brownfields/types-brownfields-grant-funding>

For more on EPA's Brownfields Program: <https://www.epa.gov/brownfields>

For more information about EPA's role in Opportunity Zones: <https://www.epa.gov/opportunity-zones>

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 1</b>			
<b>Connecticut</b>			
Capitol Region Council of Governments, Hartford, CT	Assessment	Community-wide	\$300,000
Middletown, CT	Assessment	Community-wide	\$300,000
Naugatuck Valley Council of Governments, Waterbury, CT	Revolving Loan Fund	Community-wide	\$800,000
New Haven, CT	Assessment	Community-wide	\$200,000
Shelton, CT	Cleanup	Former Star Pin Manufacturing	\$500,000
	Assessment	Community-wide	\$200,000
<b>Maine</b>			
Androscoggin Valley Council of Governments, Western Maine	Assessment	Community-wide	\$300,000
Our Katahdin, Millinocket, ME	Assessment	Former Great Northern Paper Company site	\$350,000
	Cleanup	Administration Building - Former Great Northern Paper Company	\$500,000
Portland, ME	Assessment	Community-wide	\$250,000
<b>Massachusetts</b>			
Chicopee, MA	Assessment	Community-wide	\$300,000
Great Barrington, MA	Cleanup	Ried Cleaners	\$500,000
Lawrence, MA	Cleanup	Tombarello Site Lot #2	\$500,000
Lowell, MA	Assessment	Community-wide	\$300,000
New Bedford, MA	Revolving Loan Fund	Community-wide	\$800,000
Peabody, MA	Assessment	Community-wide	\$300,000
<b>Vermont</b>			
Green Mountain Economic Development Corporation, Bethel, VT	Cleanup	Valley Motor Sales Site	\$500,000
Southern Windsor County Regional Planning Commission, Springfield and Windsor, VT	Assessment	Community-wide	\$300,000



## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 2</b>			
<b>New Jersey</b>			
Camden, NJ	Cleanup	Former Borden Chemical Site	\$500,000
Cooper's Ferry Partnership Inc., Camden, NJ	Assessment	Community-wide	\$299,451
Jersey City, NJ	Cleanup	Mill Creek	\$500,000
New Jersey Economic Development Authority	Revolving Loan Fund	Community-wide	\$800,000
<b>New York</b>			
Broome County Industrial Development Agency, NY	Assessment	Community-wide	\$300,000
Glens Falls, NY	Assessment	Community-wide	\$300,000
Gowanda, NY	Assessment	Community-wide	\$300,000
Ithaca, NY	Assessment	Community-wide	\$300,000
Montgomery County, NY	Assessment	Community-wide	\$300,000
Rochester, NY	Cleanup	Multi-site: 24 York Street and 32 York Stret	\$408,000
Sullivan County Land Bank Corporation, Monticello, NY	Cleanup	Monticello Manor	\$500,000
Wayne County, NY	Assessment	Coalition	\$600,000
<b>Puerto Rico</b>			
Toa Alta, PR	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 3</b>			
<b>Pennsylvania</b>			
Beaver County, PA	Assessment	Coalition	\$600,000
Clearfield County Economic Development Corporation, Curwensville, PA	Cleanup	Former Howes Leather Site	\$500,000
Earth Conservancy, Hanover Township, PA	Cleanup	Espy Run, Segment F	\$500,000
Greenville, PA	Assessment	Coalition	\$600,000
Johnstown, PA	Assessment	Coalition	\$600,000
Montgomery County Redevelopment Authority, Pottstown, PA	Assessment	Community-wide	\$300,000
Oil Region Alliance of Business, Industry and Tourism, Emlenton, Parker, and Foxburg, PA	Assessment	Community-wide	\$300,000
Philadelphia Authority for Industrial Development, PA	Assessment	Community-wide	\$300,000
<b>Virginia</b>			
Altavista, VA	Assessment	Community-wide	\$300,000
Bristol, VA	Assessment	Community-wide	\$300,000
Pulaski, VA	Assessment	Community-wide	\$300,000
Saltville Industrial Development Authority, VA	Cleanup	Former Saltville Town Shop	\$250,000
The Nature Conservancy, Jonesville, VA	Cleanup	Former Russell Sawmill Tract	\$208,000
Waynesboro, VA	Assessment	Community-wide	\$300,000
<b>West Virginia</b>			
Braxton County Development Authority, Gassaway and Sutton, WV	Assessment	Community-wide	\$300,000
Brooke-Hancock Region XI Regional Planning and Development Council, Weirton and Wellsburg, WV, and Steubenville and Mingo Junction, OH	Assessment	Coalition	\$600,000
Cornerstone Community Development Corporation, Huntington, WV	Cleanup	Prichard Building	\$462,590
Huntington, WV	Assessment	ACF Industries	\$350,000
New River Gorge Regional Development Authority, Hinton, WV	Cleanup	Former Hinton Ice House Property	\$442,320
West Virginia Department of Environmental Protection, Central Kanawha River Valley, WV	Assessment	Community-wide	\$300,000
West Virginia Land Stewardship Corporation, Morgantown, WV	Cleanup	Smokestacks property	\$500,000
West Virginia University Research Corporation, Grafton, WV	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 4</b>			
<b>Alabama</b>			
Bessemer, AL	Assessment	Community-wide	\$300,000
Dothan, AL	Cleanup	Former Electrical Substation	\$297,000
Mobile, AL	Assessment	Community-wide	\$300,000
<b>Georgia</b>			
Albany Museum of Art, Albany, GA	Cleanup	Belk Building	\$350,000
Albany, GA	Revolving Loan Fund	Community-wide	\$800,000
Atlanta, GA	Assessment	Community-wide	\$300,000
Invest Atlanta, GA	Cleanup	Segment 2 of the Southside Corridor of the Atlanta BeltLine	\$500,000
<b>Kentucky</b>			
Frankfort, KY	Assessment	Community-wide	\$300,000
Kentucky River Area Development District, Hazard, KY	Assessment	Community-wide	\$300,000
Louisville/Jefferson County Metro Government, Louisville, KY	Assessment	Community-wide	\$300,000
Middlesboro Main Street, Middlesboro and Pineville, KY	Assessment	Coalition	\$500,000
Northern Kentucky Area Development District, Covington and Newport, KY	Assessment	Community-wide	\$300,000
<b>Mississippi</b>			
Canton, MS	Assessment	Community-wide	\$300,000
Three Rivers Planning and Development District Inc., New Albany, Pontotoc, and Tupelo, MS	Assessment	Coalition	\$600,000
Vicksburg, MS	Assessment	Community-wide	\$300,000
West Point Consolidated School District, Cedar Bluff, MS	Cleanup	West Clay Elementary School	\$264,000
<b>North Carolina</b>			
Gastonia, NC	Assessment	Community-wide	\$300,000
Kinston, NC	Assessment	Community-wide	\$300,000
Salisbury, NC	Cleanup	Former Kesler Mill/Fieldcrest Cannon Plant #7	\$500,000
Upper Coastal Plain Council of Governments, Littleton and Roanoke Rapids, NC	Assessment	Community-wide	\$300,000
<b>South Carolina</b>			
Anderson, SC	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>South Carolina (continued)</b>			
Central, SC	Cleanup	Multi-site: Central Garage; Central Laundromat; Public Health Building	\$149,338
Rock Hill, SC	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 5</b>			
<b>Illinois</b>			
Chicago, IL	Cleanup	1807-1815 North Kimball Avenue site	\$500,000
Peoria, IL	Cleanup	Former Tabor Property	\$500,000
Rockford, IL	Cleanup	Multi-Site: Former Rockford Watch Factory Site; Former Lloyds Hearing Building	\$275,000
<b>Indiana</b>			
Crawfordsville, IN	Assessment	Community-wide	\$300,000
Greenfield, IN	Assessment	Community-wide	\$300,000
Henry County, IN	Assessment	Coalition	\$400,000
Logansport, IN	Assessment	Coalition	\$600,000
River Hills Economic Development District and Regional Planning Commission, Corydon, Charlestown, and New Albany, IN	Assessment	Community-wide	\$300,000
Southern Indiana Development Commission, Washington, Vincennes, and Bedford, IN	Assessment	Coalition	\$504,000
Terre Haute, IN	Assessment	Community-wide	\$300,000
<b>Michigan</b>			
Calhoun County Land Bank Authority, Battle Creek and Albion, MI	Assessment	Coalition	\$600,000
Calhoun County, MI	Cleanup	The Mound site	\$500,000
Crawford County, MI	Assessment	Community-wide	\$300,000
Downriver Community Conference, Southeastern Michigan	Assessment	Coalition	\$600,000
Jackson County, MI	Assessment	Community-wide	\$300,000
Macomb County, MI	Assessment	Community-wide	\$300,000
Oakland County, MI	Assessment	Coalition	\$600,000
Ottawa County, MI	Assessment	Community-wide	\$300,000
St. Joseph County, MI	Assessment	Community-wide	\$300,000
<b>Minnesota</b>			
Arrowhead Regional Development Commission, Northeast Minnesota	Assessment	Coalition	\$600,000
<b>Ohio</b>			
Defiance County Land Reutilization Corporation, Defiance, OH	Cleanup	former SK Hand Tool property	\$475,000
Lawrence Economic Development Corporation, Lawrence County, OH	Assessment	Coalition	\$600,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Ohio (continued)</b>			
Mid-Ohio Regional Planning Commission, Columbus Metropolitan Area, OH	Assessment	Coalition	\$600,000
The Port, Hamilton County, OH	Revolving Loan Fund	Community-wide	\$800,000
<b>Wisconsin</b>			
Brillion, WI	Cleanup	Former Brillion Iron Works Property	\$500,000
Green Bay, WI	Revolving Loan Fund	Community-wide	\$800,000
Washington County, WI	Revolving Loan Fund	Coalition	\$800,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 6</b>			
<b>Arkansas</b>			
Pulaski County, AR	Assessment	Community-wide	\$300,000
Southwest Arkansas Planning and Development District Inc., El Dorado, AR	Assessment	Community-wide	\$300,000
<b>Louisiana</b>			
Alexandria, LA	Assessment	Community-wide	\$300,000
Louisiana Department of Environmental Quality	Revolving Loan Fund	Community-wide	\$800,000
<b>New Mexico</b>			
Bernalillo County, NM	Assessment	Coalition	\$600,000
<b>Oklahoma</b>			
Cheyenne and Arapaho Tribes, Concho, OK	Cleanup	Multi-Site: Building 10 (former Post Office); Building 11 (former Treatment Center)	\$260,000
Oklahoma Corporation Commission, Okemah, OK	Assessment	Community-wide	\$300,000
<b>Texas</b>			
Dallas, TX	Assessment	Coalition	\$600,000
El Paso Downtown Management District, TX	Assessment	Coalition	\$600,000
Fort Worth, TX	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 7</b>			
<b>Iowa</b>			
Council Bluffs, IA	Assessment	Community-wide	\$300,000
East Central Intergovernmental Association, East Central Iowa	Assessment	Coalition	\$600,000
Waterloo, IA	Assessment	Community-wide	\$300,000
<b>Missouri</b>			
Kansas City, MO	Revolving Loan Fund	Coalition	\$800,000
Land Clearance for Redevelopment Authority of St. Louis County, Ferguson, Dellwood, Jennings, and Pine Lawn, MO	Assessment	Community-wide	\$300,000
Mid-America Regional Council, Jackson County and Kansas City, MO, and Kansas City, KS	Assessment	Coalition	\$600,000
Missouri Department of Natural Resources	Assessment	Community-wide	\$300,000
St. Louis Development Corporation, MO	Assessment	Community-wide	\$300,000



## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 8</b>			
<b>Colorado</b>			
Pueblo, CO	Assessment	Community-wide	\$300,000
<b>Montana</b>			
Bear Paw Development Corporation of Northern Montana	Assessment	Community-wide	\$300,000
Blackfoot Tribe, Browning, MT	Assessment	Community-wide	\$300,000
Fort Peck Assiniboine and Sioux Tribes, Wolf Point, Poplar, and Brockton, MT	Assessment	Community-wide	\$300,000
Great Falls Development Authority, Cascade County, MT	Assessment	Community-wide	\$300,000
Missoula, MT	Revolving Loan Fund	Community-wide	\$800,000
	Cleanup	MRL Triangle	\$326,725
North Cheyenne Tribe, Lame Deer, MT	Cleanup	Multi-site: Former IHS Housing Site, Former Tribal Office Building, Julene Redneck Site, Food Bank Site, Old Chamber of Commerce Site, Air Force Housing Site	\$364,500
<b>North Dakota</b>			
Spirit Lake Tribe, Fort Totten, St. Michael, and Sheyenne, ND	Cleanup	Multi-Site: Sheyenne Houses; Ross Acres Burnout Houses; Whitetail House; Bradley Thompson House; Cora Whitman House; Johnson House; Building 75; Employment and Training Building	\$310,000
Turtle Mountain Band of Chippewa Indians, Belcourt, ND	Cleanup	L'BelCour (Old Housing/Barnesville) Housing [Buildings #10, 11, 12, 15, 16, 19 and 20]	\$500,000
<b>South Dakota</b>			
Aberdeen, SD	Assessment	Community-wide	\$300,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 9</b>			
<b>American Samoa</b>			
American Samoa Environmental Protection Agency, Pago Pago Harbor	Assessment	Community-wide	\$300,000
<b>Arizona</b>			
Phoenix, AZ	Assessment	Coalition	\$600,000
	Revolving Loan Fund	Community-wide	\$800,000
South Tucson, AZ	Assessment	Community-wide	\$300,000
<b>California</b>			
California Department of Toxic Substances Control, San Bernardino, CA	Assessment	Community-wide	\$300,000
Fresno, CA	Revolving Loan Fund	Community-wide	\$800,000
Lodi, CA	Assessment	Community-wide	\$300,000
Los Angeles, CA	Cleanup	Paseo del Rio Project Area	\$500,000
Mt. Shasta, CA	Cleanup	The Landing - Roseburg Commerce Park	\$500,000
Richmond Community Foundation, CA	Assessment	Community-wide	\$300,000
Sacramento Housing and Redevelopment Agency, CA	Cleanup	Mirasol Village Light Rail Station	\$350,000
Sierra Institute for Community and Environment, Crescent Mills, CA	Cleanup	Crescent Mills Former LP Mill Site	\$500,000
Susanville Indian Rancheria, Susanville, CA	Cleanup	Gutierrez Ranch	\$441,545
<b>Nevada</b>			
Reno, NV	Assessment	Coalition	\$600,000

## FY20 Brownfields Grants - Selections

Applicant Name	Type of Application	Site Name	Approved Total Funding
<b>Region 10</b>			
<b>Oregon</b>			
Baker Technical Institute, Baker City, OR	Cleanup	Central Building Property	\$500,000
Coquille Indian Tribe/Mith-Ih-Kwuh Economic Development Corporation, North Bend, OR	Assessment	Ko'Kwel Wharf Property	\$350,000
Harney County, OR	Assessment	Coalition	\$600,000
Metro, Portland, OR	Assessment	Coalition	\$600,000
The Dalles, OR	Assessment	Coalition	\$600,000
<b>Washington</b>			
Grays Harbor Council of Governments, Grays Harbor County, WA	Assessment	Coalition	\$600,000
Port Gamble S'Klallam Tribe, WA	Assessment	Community-wide	\$300,000
Port of Chelan County, WA	Assessment	Coalition	\$600,000
Vancouver, WA	Assessment	Coalition	\$600,000

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b>OPERATING REVENUES</b>																	
<b>BUSINESS PARKS</b>																	
<b><u>CASHMERE MILL DISTRICT</u></b>																	
Building A - Blue Spirits	\$ 76,234	\$ 19,059	\$ 6,353	\$ 6,353	\$ 9,245										\$ 21,951	\$ (54,283)	\$ 2,892
Building B - Hurst International	65,970	9,896	3,217	3,217	3,217										9,651	(56,319)	(245)
Misc. Income	-	-	2,111	2,527	6,871										11,509	11,509	11,509
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>142,204</b>	<b>28,955</b>	<b>11,681</b>	<b>12,097</b>	<b>19,333</b>	-	-	-	-	-	-	-	-	-	<b>43,111</b>	<b>(99,093)</b>	<b>14,156</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>																	
Office Space Leases	1,225,638	306,410	102,916	102,081	101,529										306,526	(919,112)	116
Video Conference/Meeting Room Rentals	210,000	52,500	12,947	9,941	7,703										30,591	(179,409)	(21,909)
Utility & Operating Reimbursements	280,120	70,030	22,756	22,973	23,216										68,945	(211,175)	(1,085)
Misc. Income	-	-	-	-	-										-	-	-
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>1,715,758</b>	<b>428,940</b>	<b>138,619</b>	<b>134,995</b>	<b>132,448</b>	-	-	-	-	-	-	-	-	-	<b>406,062</b>	<b>(1,309,696)</b>	<b>(22,878)</b>
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>																	
Misc. Rents	9,900	9,900	3,562	3,562	3,562										10,686	786	786
	-	-	-	-	1,618										1,618	1,618	1,618
<b>TOTAL DOWNTOWN WENATCHEE SOUTH</b>	<b>9,900</b>	<b>9,900</b>	<b>3,562</b>	<b>3,562</b>	<b>5,180</b>	-	-	-	-	-	-	-	-	-	<b>12,304</b>	<b>2,404</b>	<b>2,404</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>																	
IB 2 - HOM Solutions	40,491	10,123	3,392	3,392	3,392										10,176	(30,315)	53
IB 3 - Confluence Health & POCC Office	63,646	15,780	5,398	5,398	5,398										16,194	(47,452)	414
IB 4 - Pregis Corporation	198,539	49,635	16,545	16,545	16,545										49,635	(148,904)	-
IB 5 - Chelan County PUD & Ultra Polymers	202,800	50,700	24,700	25,121	25,121										74,942	(127,858)	24,242
IB 6 - ABC Early Learning	13,255	3,308	1,109	1,109	1,109										3,327	(9,928)	19
IB 7 & 8 - Pacific Aerospace & Electronics	695,083	173,771	58,231	58,231	58,231										174,693	(520,390)	922
IB 9 - Sinclair Systems	126,390	31,392	10,526	10,526	10,526										31,578	(94,812)	186
Fire Protection Assessment	5,935	5,935	-	5,278	-										5,278	(657)	(657)
Utility & Operating Reimbursements	145,000	36,250	4,681	6,021	7,515										18,217	(126,783)	(18,033)
Misc. Income	-	-	-	390	411										801	801	801
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>1,491,139</b>	<b>376,894</b>	<b>124,582</b>	<b>132,011</b>	<b>128,248</b>	-	-	-	-	-	-	-	-	-	<b>384,841</b>	<b>(1,106,298)</b>	<b>7,947</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>PANGBORN AIRPORT</u></b>																	
Landing Fees	85,313	21,328	5,841	5,821	5,724										17,386	(67,927)	(3,942)
Parking Income (2018 Gross receipts \$461,599)	384,646	96,162	29,026	34,182	15,243										78,451	(306,195)	(17,711)
Aircraft Parking	5,000	1,250	-	-											-	(5,000)	(1,250)
Rental Income - Aviation Land	58,535	14,634	49,919	4,997	5,173										60,089	1,554	45,455
Rental Income - NonAviation Land	97,351	24,338	54,542	208	208										54,958	(42,393)	30,620
Rental Income - Terminal Building	181,711	45,428	14,351	12,323	9,695										36,369	(145,342)	(9,059)
Rental Income - NonAviation Buildings	-	-	9,460	9,460	9,853										28,773	28,773	28,773
Rental Income - Hangars	239,646	59,912	26,004	9,163	13,699										48,866	(190,780)	(11,046)
Fuel Flowage Fees	20,000	5,000	1,193	768	1,744										3,705	(16,295)	(1,295)
FBO Income (After hours, Horizon into Tank)	78,520	19,630	3,128	2,908	2,162										8,198	(70,322)	(11,432)
FBO Fuel Income	1,113,330	278,333	95,829	71,229	57,334										224,392	(888,938)	(53,941)
FBO Misc. Income	3,015	754	2,391	678	629										3,698	683	2,944
Misc. Fees and Permits	31,555	7,889	1,030	4,610	327										5,967	(25,588)	(1,922)
<b>TOTAL PANGBORN AIRPORT</b>	<b>2,298,622</b>	<b>574,658</b>	<b>292,714</b>	<b>156,347</b>	<b>121,791</b>	-	-	-	-	-	-	-	-	-	<b>570,852</b>	<b>(1,727,770)</b>	<b>(3,806)</b>
<b><u>PANGBORN AIRPORT BUSINESS PARK</u></b>																	
<b><u>Land Leases</u></b>																	
Lot 4 - Coca-Cola	85,778	-	-	-	-										-	(85,778)	-
Lot 17 - Salcido	51,042	51,042	51,042	-	-										51,042	-	-
<b><u>Building Leases</u></b>																	
3306 - Multi - Tenant	97,614	24,404	8,273	8,273	8,273										24,819	(72,795)	415
3310 - Accor Building	344,316	86,079	28,409	28,409	28,409										85,227	(259,089)	(852)
CWICC	191,602	47,901	15,887	15,887	15,887										47,661	(143,941)	(240)
Utility & Operating Reimbursements	86,200	21,550	-	4,582	4,782										9,364	(76,836)	(12,186)
Contribution in Aid of Construction	128,854	-	-	-	-										-	(128,854)	-
Misc. Income	1,101	275	-	-	-										-	(1,101)	(275)
<b>TOTAL PANGBORN AIRPORT BUSINESS PARK</b>	<b>986,507</b>	<b>231,251</b>	<b>103,611</b>	<b>57,151</b>	<b>57,351</b>	-	-	-	-	-	-	-	-	-	<b>218,113</b>	<b>(768,394)</b>	<b>(13,138)</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>																	
Rental Income - Offices	12,000	3,000	1,000	1,000	1,000										3,000	(9,000)	-
Rental Income - Aviation/Hangar Uses	168,600	42,150	12,910	12,910	12,050										37,870	(130,730)	(4,280)
Misc. Income	-	-	-	-	-										-	-	-
<b>TOTAL RPA OFFICE/AVIATION CENTER</b>	<b>180,600</b>	<b>45,150</b>	<b>13,910</b>	<b>13,910</b>	<b>13,050</b>	-	-	-	-	-	-	-	-	-	<b>40,870</b>	<b>(139,730)</b>	<b>(4,280)</b>
<b><u>LAKE CHELAN AIRPORT</u></b>																	
Rental Income - Kelly Property	9,000	2,250	275	275	275										825	(8,175)	(1,425)
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>9,000</b>	<b>2,250</b>	<b>275</b>	<b>275</b>	<b>275</b>	-	-	-	-	-	-	-	-	-	<b>825</b>	<b>(8,175)</b>	<b>(1,425)</b>
<b><u>MANSFIELD AIRPORT</u></b>																	
Lease Income	-	-	-	-	-										-	-	-
<b>TOTAL MANSFIELD AIRPORT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	-	-	-	-	-	-	-	<b>-</b>	<b>-</b>	<b>-</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>WATERVILLE AIRPORT</u></b>																	
Lease Income	3,678	920	-	-	450	-	-	-	-	-	-	-	-	-	450	(3,228)	(470)
<b>TOTAL WATERVILLE AIRPORT</b>	<b>3,678</b>	<b>920</b>	<b>-</b>	<b>-</b>	<b>450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>450</b>	<b>(3,228)</b>	<b>(470)</b>
<b><u>ORONDO RIVER PARK</u></b>																	
Chelan County PUD	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-
Misc. Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ORONDO RIVER PARK</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(25,000)</b>	<b>-</b>
<b><u>PYBUS INCUBATOR</u></b>																	
Office Space Lease	11,375	9,750	3,250	3,250	3,250	-	-	-	-	-	-	-	-	-	9,750	(1,625)	-
<b>TOTAL PYBUS INCUBATOR</b>	<b>11,375</b>	<b>9,750</b>	<b>3,250</b>	<b>3,250</b>	<b>3,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,750</b>	<b>(1,625)</b>	<b>-</b>
<b>TOTAL BUSINESS PARK REVENUE</b>	<b>6,873,783</b>	<b>1,708,668</b>	<b>692,204</b>	<b>513,598</b>	<b>481,376</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,687,178</b>	<b>(5,186,605)</b>	<b>(21,490)</b>
<b><u>TAX RECEIPTS</u></b>																	
Current Levy	4,127,912																
1% at Prior Year Tax	41,249																
New Construction	83,599																
Tax Refunded (receipts)	14,028																
<b>TOTAL TAX RECEIPTS</b>	<b>4,266,788</b>	<b>332,500</b>	<b>11,371</b>	<b>20,492</b>	<b>300,508</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>332,371</b>	<b>(3,934,417)</b>	<b>(129)</b>
<b><u>NON-OPERATING REVENUES</u></b>																	
ADO Contracts - Dept. of Commerce	109,286	27,322	-	-	27,322	-	-	-	-	-	-	-	-	-	27,322	(81,964)	1
FAA AIP Grant Proceeds	2,014,342	238,500	-	147,067	91,797	-	-	-	-	-	-	-	-	-	238,864	(1,775,478)	364
PFC Capital Funds (2020 \$250,000 + Reserves \$277,935)	527,935	20,836	23,861	19,508	326	-	-	-	-	-	-	-	-	-	43,695	(484,240)	22,859
TSA Operating Grant	14,550	3,638	1,310	1,235	1,360	-	-	-	-	-	-	-	-	-	3,905	(10,645)	267
USFS Helipad Reimbursement	-	-	-	-	4,320	-	-	-	-	-	-	-	-	-	4,320	4,320	4,320
Douglas County Payment - PWTF	80,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(80,000)	-
Chelan County - .09 Funds Pass-thru	-	-	-	-	60,000	-	-	-	-	-	-	-	-	-	60,000	60,000	60,000
WSDOT Aviation - Pangbom	108,076	9,650	-	6,350	3,311	-	-	-	-	-	-	-	-	-	9,661	(98,415)	11
WSDOT Aviation - Mansfield	112,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(112,500)	-
WSDOT Aviation - Waterville	135,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(135,000)	-
Other Tax Income (LHT & Timber Dist.)	12,385	3,096	-	2,061	1,000	-	-	-	-	-	-	-	-	-	3,061	(9,324)	(35)
Interest Income	185,000	46,250	1,066	-	17,315	-	-	-	-	-	-	-	-	-	18,381	(166,619)	(27,869)
Other Income	5,000	1,250	-	165	4,211	-	-	-	-	-	-	-	-	-	4,376	(624)	3,126
Sale of Fixed Assets	-	-	10,800	10,800	-	-	-	-	-	-	-	-	-	-	21,600	21,600	21,600
<b>TOTAL NON-OPERATING REVENUES</b>	<b>3,304,074</b>	<b>350,542</b>	<b>37,037</b>	<b>187,186</b>	<b>210,962</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>435,185</b>	<b>(2,868,889)</b>	<b>84,644</b>
<b>TOTAL REVENUES</b>	<b>14,444,645</b>	<b>2,391,710</b>	<b>740,612</b>	<b>721,276</b>	<b>992,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,454,734</b>	<b>(11,989,911)</b>	<b>63,025</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b>BUSINESS PARK EXPENSES</b>																	
<b><u>CASHMERE MILL DISTRICT</u></b>																	
Debt Service - Buildings A & B	219,134	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(219,134)	-
CERB Loan	75,781	75,781	75,781	-	-	-	-	-	-	-	-	-	-	-	75,781	-	-
Property Insurance	20,615	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(20,615)	-
Building Maintenance	2,500	625	103	328	211	-	-	-	-	-	-	-	-	-	642	(1,858)	17
Property Maintenance	25,000	6,250	4,846	-	-	-	-	-	-	-	-	-	-	-	4,846	(20,154)	(1,404)
Utilities	10,000	2,500	2,691	3,728	1,412	-	-	-	-	-	-	-	-	-	7,831	(2,169)	5,331
Misc. Expenses	2,500	625	3,314	2,400	-	-	-	-	-	-	-	-	-	-	5,714	3,214	5,089
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>355,530</b>	<b>85,781</b>	<b>86,735</b>	<b>6,456</b>	<b>1,623</b>	-	-	-	-	-	-	-	-	-	<b>94,814</b>	<b>(260,716)</b>	<b>9,033</b>
<b><u>CONFLUENCE TECHNOLOGY CENTER</u></b>																	
Salaries	128,835	32,209	10,847	11,215	11,313	-	-	-	-	-	-	-	-	-	33,375	(95,460)	1,166
Employee Benefits	28,755	7,189	3,884	2,778	2,778	-	-	-	-	-	-	-	-	-	9,440	(19,315)	2,251
Payroll Taxes	11,570	2,893	952	985	1,006	-	-	-	-	-	-	-	-	-	2,943	(8,627)	50
Contract Labor	17,500	4,375	1,096	883	612	-	-	-	-	-	-	-	-	-	2,591	(14,909)	(1,784)
Building Operational Expenses	421,574	105,394	28,426	17,397	29,424	-	-	-	-	-	-	-	-	-	75,247	(346,327)	(30,147)
Video Conference Center/Meeting Room Expenses	214,165	53,541	12,744	18,053	4,574	-	-	-	-	-	-	-	-	-	35,371	(178,794)	(18,170)
Debt Service	48,529	48,529	48,529	-	-	-	-	-	-	-	-	-	-	-	48,529	-	-
Misc. Expenses	5,000	1,250	-	-	-	-	-	-	-	-	-	-	-	-	-	(5,000)	(1,250)
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>875,928</b>	<b>255,380</b>	<b>106,478</b>	<b>51,311</b>	<b>49,707</b>	-	-	-	-	-	-	-	-	-	<b>207,496</b>	<b>(668,432)</b>	<b>(47,884)</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>																	
Salaries (Maintenance)	57,485	14,371	5,478	4,517	4,961	-	-	-	-	-	-	-	-	-	14,956	(42,529)	585
Employee Benefits	21,500	5,375	2,832	1,628	1,684	-	-	-	-	-	-	-	-	-	6,144	(15,356)	769
Payroll Taxes	7,790	1,948	638	540	598	-	-	-	-	-	-	-	-	-	1,776	(6,014)	(172)
Building Maintenance & Repairs	32,500	8,125	402	5,232	1,577	-	-	-	-	-	-	-	-	-	7,211	(25,289)	(914)
Property & Grounds	7,500	1,875	4,090	30	1,783	-	-	-	-	-	-	-	-	-	5,903	(1,597)	4,028
Small Equipment	5,000	1,250	13	-	3	-	-	-	-	-	-	-	-	-	16	(4,984)	(1,234)
Utilities	53,550	13,388	1,759	10,433	6,492	-	-	-	-	-	-	-	-	-	18,684	(34,866)	5,296
Fire Protection in lieu of taxes	8,706	8,706	9,634	-	-	-	-	-	-	-	-	-	-	-	9,634	928	928
Property Insurance	71,838	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(71,838)	-
Misc. Expenses	5,000	1,250	-	-	-	-	-	-	-	-	-	-	-	-	-	(5,000)	(1,250)
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>270,869</b>	<b>56,288</b>	<b>24,846</b>	<b>22,380</b>	<b>17,098</b>	-	-	-	-	-	-	-	-	-	<b>64,324</b>	<b>(206,545)</b>	<b>8,036</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>DOWNTOWN WENATCHEE SOUTH</u></b>																	
Building Operational Expenses	25,000	6,250	4,073	2,981	1,836										8,890	(16,110)	2,640
Property Insurance	25,000	8,500	-	8,544	-										8,544	(16,456)	44
Misc. Expenses	50,000	-	-	-	-										-	(50,000)	-
<b>TOTAL DOWNTOWN WENATCHEE SOUTH</b>	<b>100,000</b>	<b>14,750</b>	<b>4,073</b>	<b>11,525</b>	<b>1,836</b>	-	-	-	-	-	-	-	-	-	<b>17,434</b>	<b>(82,566)</b>	<b>2,684</b>
<b><u>PESHASTIN PROPERTY</u></b>																	
Property Maintenance	3,250	813	85	-	-										85	(3,165)	(728)
<b>TOTAL PESHASTIN PROPERTY</b>	<b>3,250</b>	<b>813</b>	<b>85</b>	-	-	-	-	-	-	-	-	-	-	-	<b>85</b>	<b>(3,165)</b>	<b>(728)</b>
<b><u>PANGBORN AIRPORT</u></b>																	
Salaries	714,815	178,704	57,450	57,367	60,173										174,990	(539,825)	(3,714)
Salaries - Overtime	44,830	11,208	6,021	2,876	3,368										12,265	(32,565)	1,057
Employee Benefits	247,030	61,758	27,048	18,564	18,995										64,607	(182,423)	2,849
Payroll Taxes	107,455	26,864	7,276	6,972	12,683										26,931	(80,524)	67
Engineering/Professional Fees	100,000	25,000	6,371	8,648	15,741										30,760	(69,240)	5,760
Non-Aviation Maintenance	6,325	1,581	3,074	-	-										3,074	(3,251)	1,493
Aviation Maintenance	28,975	7,244	1,023	702	9,434										11,159	(17,816)	3,915
Terminal Maintenance	30,000	7,500	2,751	440	5,233										8,424	(21,576)	924
Airfield Maintenance	28,800	7,200	776	252	3,950										4,978	(23,822)	(2,222)
Vehicle & Equipment Maintenance	38,000	9,500	498	3,877	571										4,946	(33,054)	(4,554)
Utilities	148,981	37,245	7,455	6,011	6,408										19,874	(129,107)	(17,371)
Property Insurance	116,777	33,000	33,153	-	-										33,153	(83,624)	153
FBO Expenses	38,478	9,620	2,782	2,086	999										5,867	(32,611)	(3,753)
Fuel (Resale)	750,300	187,575	69,665	56,603	48,768										175,036	(575,264)	(12,539)
Fuel (M&O)	45,000	11,250	5,142	843	2,134										8,119	(36,881)	(3,131)
Regulatory Compliance	53,200	13,300	1,237	448	590										2,275	(50,925)	(11,025)
Winter Operations	36,000	18,000	14,211	-	-										14,211	(21,789)	(3,789)
Memberships & Subs	7,494	1,874	3,280	94	15										3,389	(4,105)	1,515
Marketing	14,625	3,656	2,286	796	-										3,082	(11,543)	(574)
Conferences, Training & Meetings	37,500	9,375	-	3,483	5,300										8,783	(28,717)	(592)
Information Technology	42,002	10,501	11,659	3,743	3,758										19,160	(22,842)	8,659
Credit Card Fees	11,620	2,905	1,869	1,625	1,811										5,305	(6,315)	2,400
Debt Service (Runway Extension)	229,975	-	-	-	-										-	(229,975)	-
ULID - Douglas County Treasurer	10,368	-	-	-	-										-	(10,368)	-
Misc. Expenses	15,000	3,750	-	658	728										1,386	(13,614)	(2,364)
<b>TOTAL PANGBORN AIRPORT</b>	<b>2,903,550</b>	<b>678,610</b>	<b>265,027</b>	<b>176,088</b>	<b>200,659</b>	-	-	-	-	-	-	-	-	-	<b>641,774</b>	<b>(2,261,776)</b>	<b>(36,836)</b>



**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>PANGBORN AIRPORT BUSINESS PARK</u></b>																	
Maintenance	83,600	20,900	9,012	3,799	5,240										18,051	(65,549)	(2,849)
Supplies	2,500	625	-	-	-										-	(2,500)	(625)
Equipment	1,500	375	-	-	-										-	(1,500)	(375)
Repairs (Unanticipated)	12,000	3,000	-	-	-										-	(12,000)	(3,000)
Utilities	80,000	20,000	5,755	5,396	5,587										16,738	(63,262)	(3,262)
Storm Water	5,200	-	-	-	-										-	(5,200)	-
Property Insurance	35,000	-	-	-	-										-	(35,000)	-
CIAC Payments to PUD	92,038	-	-	-	-										-	(92,038)	-
Debt Service (Princ, Int, Fees)	658,100	84,858	84,858	-	-										84,858	(573,242)	-
Misc. Expenses	-	-	-	-	-										-	-	-
<b>TOTAL PANGBORN AIRPORT BUSINESS PARK</b>	<b>969,938</b>	<b>129,758</b>	<b>99,625</b>	<b>9,195</b>	<b>10,827</b>	-	-	-	-	-	-	-	-	-	<b>119,647</b>	<b>(850,291)</b>	<b>(10,111)</b>
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>																	
Building Maintenance & Repairs	10,000	2,500	4,972	1,048	1,645										7,665	(2,335)	5,165
Mobile Equipment Maintenance & Repairs	5,000	1,250	-	-	-										-	(5,000)	(1,250)
Utilities	34,100	8,525	5,731	5,487	4,612										15,830	(18,270)	7,305
Insurance	22,500	-	-	-	-										-	(22,500)	-
Landscape Maintenance	15,000	3,750	1,782	-	217										1,999	(13,001)	(1,751)
Debt Service	90,000	22,500	7,500	7,500	7,500										22,500	(67,500)	-
Misc. Expenses	10,000	2,500	291	-	-										291	(9,709)	(2,209)
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>186,600</b>	<b>41,025</b>	<b>20,276</b>	<b>14,035</b>	<b>13,974</b>	-	-	-	-	-	-	-	-	-	<b>48,285</b>	<b>(138,315)</b>	<b>7,260</b>
<b><u>LAKE CHELAN AIRPORT</u></b>																	
Maintenance & Operations Subsidy (City of Chelan)	45,015	11,254	11,254	-	-										11,254	(33,761)	-
Misc. Expenses (City of Chelan)	5,000	1,250	-	-	-										-	(5,000)	(1,250)
Maintenance (Kelly Property)	6,000	1,500	67	73	231										371	(5,629)	(1,129)
Misc. Expenses (Kelly Property)	1,500	375	-	-	-										-	(1,500)	(375)
<b>TOTAL LAKE CHELAN AIRPORT</b>	<b>57,515</b>	<b>14,379</b>	<b>11,321</b>	<b>73</b>	<b>231</b>	-	-	-	-	-	-	-	-	-	<b>11,625</b>	<b>(45,890)</b>	<b>(2,754)</b>
<b><u>MANSFIELD AIRPORT</u></b>																	
Maintenance	5,195	1,299	-	-	-										-	(5,195)	(1,299)
Supplies	505	126	-	-	-										-	(505)	(126)
Repairs	505	126	-	-	-										-	(505)	(126)
Utilities	707	177	54	49	46										149	(558)	(28)
Property Insurance	4,051	-	-	-	-										-	(4,051)	-
Misc. Expenses	5,000	1,250	-	-	-										-	(5,000)	(1,250)
<b>TOTAL MANSFIELD AIRPORT</b>	<b>15,963</b>	<b>2,978</b>	<b>54</b>	<b>49</b>	<b>46</b>	-	-	-	-	-	-	-	-	-	<b>149</b>	<b>(15,814)</b>	<b>(2,829)</b>

Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>WATERVILLE AIRPORT</u></b>																	
Outside Maintenance	7,210	1,803	-	-	1,750										1,750	(5,460)	(53)
Supplies	505	126	-	-	-										-	(505)	(126)
Repairs	505	126	-	-	-										-	(505)	(126)
Utilities	707	177	38	74	32										144	(563)	(33)
Property Insurance	4,051	-	-	-	-										-	(4,051)	-
Misc. Expenses	5,000	1,250	-	-	-										-	(5,000)	(1,250)
<b>TOTAL WATERVILLE AIRPORT</b>	<b>17,978</b>	<b>3,482</b>	<b>38</b>	<b>74</b>	<b>1,782</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,894</b>	<b>(16,084)</b>	<b>(1,588)</b>
<b><u>ORONDO RIVER PARK</u></b>																	
<b>Outside Services</b>																	
Engineering	4,000	1,000	-	-	-										-	(4,000)	(1,000)
Maintenance	29,000	7,250	-	-	2,682										2,682	(26,318)	(4,568)
Other	17,000	4,250	-	-	-										-	(17,000)	(4,250)
Supplies	5,000	1,250	-	-	-										-	(5,000)	(1,250)
Equipment	2,000	500	-	-	-										-	(2,000)	(500)
Repairs	5,500	1,375	-	-	-										-	(5,500)	(1,375)
Utilities	2,000	500	90	174	75										339	(1,661)	(161)
Property Insurance	1,395	-	-	-	-										-	(1,395)	-
Misc. Expenses	5,000	1,250	-	-	-										-	(5,000)	(1,250)
<b>TOTAL ORONDO RIVER PARK</b>	<b>70,895</b>	<b>17,375</b>	<b>90</b>	<b>174</b>	<b>2,757</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,021</b>	<b>(67,874)</b>	<b>(14,354)</b>
<b><u>PYBUS INCUBATOR</u></b>																	
Misc. Expenses	6,000	1,500	380	380	1,005										1,765	(4,236)	265
<b>TOTAL PYBUS INCUBATOR</b>	<b>6,000</b>	<b>1,500</b>	<b>380</b>	<b>380</b>	<b>1,005</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,765</b>	<b>(4,236)</b>	<b>265</b>
<b>TOTAL BUSINESS PARK EXPENSES</b>	<b>5,834,016</b>	<b>1,302,119</b>	<b>619,028</b>	<b>291,740</b>	<b>301,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,212,313</b>	<b>(4,621,704)</b>	<b>(89,807)</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>ADMINISTRATIVE &amp; GENERAL EXPENSES</u></b>																	
Salaries	950,610	237,653	82,674	82,572	82,810										248,056	(702,554)	10,403
Commissioners' Compensation, Benefits & Taxes	207,845	51,961	19,092	17,610	14,887										51,589	(156,256)	(372)
Employee Benefits	238,250	59,563	28,867	19,968	19,996										68,831	(169,419)	9,268
Payroll Taxes	78,640	19,660	6,800	6,747	6,835										20,382	(58,258)	722
Internship Opportunities	10,000	2,500	-	-	-										-	(10,000)	(2,500)
Professional Services																	
Legal	135,000	33,750	20,333	16,928	20,209										57,470	(77,530)	23,720
Engineering	117,500	29,375	7,700	10,674	7,837										26,211	(91,289)	(3,164)
Government Relations - Federal	40,000	10,000	3,333	3,333	3,333										9,999	(30,001)	(1)
WA State Audit Costs	70,500	-	-	-	-										-	(70,500)	-
Other Professional Services	42,500	10,625	3,557	4,266	1,750										9,573	(32,927)	(1,052)
Conferences, Training, and Meetings	20,000	5,000	-	-	125										125	(19,875)	(4,875)
Commission Conferences & Travel	35,000	8,750	844	2,194	288										3,326	(31,674)	(5,424)
Memberships and Subscriptions	50,000	12,500	23,445	16	371										23,832	(26,168)	11,332
Travel	15,000	3,750	221	123	348										692	(14,308)	(3,058)
Office Expense																	
Supplies	33,650	8,413	3,922	2,650	1,512										8,084	(25,566)	(329)
Telephone	22,850	5,713	1,926	848	1,130										3,904	(18,946)	(1,809)
Computers/Hardware	7,421	1,855	-	205	576										781	(6,640)	(1,074)
Software/Backup/Internet	21,777	5,444	20,874	60	620										21,554	(223)	16,110
Managed Services/Maintenance	26,942	6,736	3,598	3,221	2,400										9,219	(17,723)	2,483
Insurance (Public Officials, General Liability, etc)	53,398	-	-	-	-										-	(53,398)	-
Auto Expense	7,500	1,875	356	4,545	269										5,170	(2,330)	3,295
Misc. Expenses	30,000	7,500	10	239	345										594	(29,406)	(6,906)
<b>TOTAL ADMINISTRATIVE &amp; GENERAL EXPENSES</b>	<b>2,214,383</b>	<b>522,623</b>	<b>227,552</b>	<b>176,199</b>	<b>165,641</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>569,392</b>	<b>(1,644,991)</b>	<b>46,769</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>BUSINESS DEVELOPMENT &amp; MARKETING EXPENSES</u></b>																	
Marketing & Communications	50,000	12,500	2,280	5,202	5,915										13,397	(36,603)	897
Business Recruitment & Trade Shows	30,000	7,500	1,025	4,918	926										6,869	(23,131)	(631)
Existing Business Outreach	15,000	3,750	254	384	-										638	(14,362)	(3,112)
Air Service Investment Program	25,000	6,250	-	-	-										-	(25,000)	(6,250)
Real Estate Marketing	20,000	5,000	14,671	54	11,746										26,471	6,471	21,471
Chelan-Douglas Trends	7,000	7,000	32	-	7,000										7,032	32	32
Small Business Development Center (WSU)	40,000	10,000	31	-	6,250										6,281	(33,719)	(3,719)
Promotional Hosting	15,000	3,750	-	346	127										473	(14,527)	(3,277)
<b>TOTAL BUSINESS DEVELOPMENT &amp; MARKETING EXPENSE</b>	<b>202,000</b>	<b>55,750</b>	<b>18,293</b>	<b>10,904</b>	<b>31,964</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>61,161</b>	<b>(140,839)</b>	<b>5,411</b>
<b><u>ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)</u></b>																	
Community Nonprofit ED Projects	180,000	45,000	-	-	17,250										17,250	(162,750)	(27,750)
Initiative for Rural Innovation & Stewardship (IRIS)	3,000	3,000	3,000	-	-										3,000	-	-
Our Valley Our Future	10,000	-	-	-	-										-	(10,000)	-
WV Sports Foundation - Winter Special Olympics	7,000	-	-	-	5,000										5,000	(2,000)	5,000
<b>TOTAL ECONOMIC DEVELOPMENT CONTRACTS</b>	<b>200,000</b>	<b>48,000</b>	<b>3,000</b>	<b>-</b>	<b>22,250</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,250</b>	<b>(174,750)</b>	<b>(22,750)</b>
<b><u>COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)</u></b>																	
Opportunity Placeholder	200,000	50,000	-	-	-										-	(200,000)	(50,000)
<b>TOTAL COMMUNITY PARTNERSHIP PROJECTS</b>	<b>200,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(200,000)</b>	<b>(50,000)</b>
<b>TOTAL EXPENSES</b>	<b>8,650,399</b>	<b>1,978,492</b>	<b>867,873</b>	<b>478,843</b>	<b>521,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,868,116</b>	<b>(6,782,284)</b>	<b>(110,377)</b>
<b>LESS OPERATING REVENUES</b>	<b>14,444,645</b>	<b>2,391,710</b>	<b>740,612</b>	<b>721,276</b>	<b>992,846</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,454,734</b>	<b>(11,989,911)</b>	<b>63,025</b>
<b>NET RESULTS BEFORE CAPITAL PROJECTS</b>	<b>5,794,246</b>	<b>413,218</b>	<b>(127,261)</b>	<b>242,433</b>	<b>471,446</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>586,619</b>	<b>(5,207,627)</b>	<b>173,401</b>

**Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b>CAPITAL PROJECTS</b>																	
<b><u>CASHMERE MILL DISTRICT</u></b>																	
Tenant Improvements	200,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(200,000)	-
Brender Creek Management	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(40,000)	-
Capital Projects - Other	-	-	2,484	272	1,678	-	-	-	-	-	-	-	-	-	4,434	4,434	4,434
<b>TOTAL CASHMERE MILL DISTRICT</b>	<b>240,000</b>	<b>-</b>	<b>2,484</b>	<b>272</b>	<b>1,678</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,434</b>	<b>(235,566)</b>	<b>4,434</b>
<b><u>Confluence Technology Center</u></b>																	
HVAC Unit Replacement	601,575	550,000	463	418	547,548	-	-	-	-	-	-	-	-	-	548,429	(53,146)	(1,571)
Window Sealant Project	40,175	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(40,175)	-
Tree Removal/Replacement	22,765	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(22,765)	-
Capital Projects - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL CONFLUENCE TECHNOLOGY CENTER</b>	<b>664,515</b>	<b>550,000</b>	<b>463</b>	<b>418</b>	<b>547,548</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>548,429</b>	<b>(116,086)</b>	<b>(1,571)</b>
<b><u>OLDS STATION BUSINESS PARK</u></b>																	
IB #2 Fence & Perimeter Landscaping	5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(5,000)	-
IB #3 Sealant Joint Replacement	17,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(17,000)	-
Olds Station Tree Removal/Replacement	15,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(15,000)	-
Technology Center Way Landscaping	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(10,000)	-
Capital Projects - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OLDS STATION BUSINESS PARK</b>	<b>47,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(47,000)</b>	<b>-</b>

**Cheilan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020**

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>PANGBORN AIRPORT - CAPITAL</u></b>																	
FAA Sponsored Projects																	
Environmental Assessment	605,966	193,225	45,262	81,733	66,227										193,222	(412,744)	(3)
Term Bldg Security Improvements	419,859	412,000	163,102	85,877	162,266										411,245	(8,614)	(755)
Term Bldg Capacity Improvements	184,865	171,500	55,345	86,878	29,176										171,399	(13,466)	(101)
Snow Removal Equipment	1,555,555	35,500	5,610	15,086	14,765										35,461	(1,520,094)	(39)
Reimbursed Projects																	
USFS Helipad	-	-	1,650	299	2,670										4,619	4,619	4,619
CDRPA Funded Projects																	
Parking Lot Sealcoat/Striping	65,000	-	-	-	-										-	(65,000)	-
Loop Road/Parking Lot Signage	40,000	-	-	-	-										-	(40,000)	-
Terminal Radio Repeater	50,000	-	-	-	-										-	(50,000)	-
Jet A Reclaim Tank	15,000	-	-	-	-										-	(15,000)	-
Jet A Tank Pump/Drive Testing & Replacement	-	-	11,902	-	3,006										14,908	14,908	14,908
Crack Sealing Machine	60,000	-	-	-	-										-	(60,000)	-
Air Compressor	25,000	-	-	-	-										-	(25,000)	-
Airport Vehicle (Pickup Replacement)	35,000	-	-	-	-										-	(35,000)	-
Dump Trailer	20,000	-	-	-	-										-	(20,000)	-
Genie Lift	55,000	-	-	-	-										-	(55,000)	-
Snow Blower for John Deere	13,000	-	-	-	-										-	(13,000)	-
Addl CCTV Cameras	25,000	-	-	-	-										-	(25,000)	-
Gate 4 - Pavement Repair	200,000	-	-	-	-										-	(200,000)	-
Airport Approach Lighting System Study	37,000	7,500	-	6,166	1,283										7,449	(29,551)	(51)
Fuel Station - Carryover	-	-	36,677	3,188	9,450										49,315	49,315	49,315
Capital Projects Other	-	-	-	-	-										-	-	-
<b>TOTAL PANGBORN AIRPORT - CAPITAL</b>	<b>3,406,245</b>	<b>819,725</b>	<b>319,548</b>	<b>279,227</b>	<b>288,843</b>	-	-	-	-	-	-	-	-	-	<b>887,618</b>	<b>(2,518,627)</b>	<b>67,893</b>
<b><u>PANGBORN BUSINESS PARK - CAPITAL</u></b>																	
Landscape Rehab	27,000	-	-	-	-										-	(27,000)	-
3310 HVAC Unit	8,000	-	-	-	-										-	(8,000)	-
3306/3310 Crack Seal/Sealcoat/Stripe	30,000	-	-	-	-										-	(30,000)	-
<b>TOTAL PANGBORN BUSINESS PARK - CAPITAL</b>	<b>65,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(65,000)</b>	<b>-</b>

Chelan Douglas Regional Port Authority  
Budget vs Actual  
For the Period Ending March 31, 2020

	2020 Approved Budget	YTD Budget	January	February	March	April	May	June	July	August	September	October	November	December	YTD Actual	Annual Budget Variance	YTD Budget Variance
<b><u>REGIONAL PORT OFFICE/AVIATION CENTER</u></b>																	
Building Improvements	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(150,000)	-
Trench Drain Sewer Connection	65,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(65,000)	-
HVAC Review/Evaluation	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-
Upgrade Access Control System	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(50,000)	-
Space Study	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-
Servers (2)	23,804	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(23,804)	-
Digitize Record Drawings	8,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(8,000)	-
<b>Total RPA OFFICE/AVIATION CENTER</b>	<b>346,804</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(346,804)</b>	<b>-</b>
<b><u>LAKE CHELAN AIRPORT - CAPITAL</u></b>																	
Repair Site Lighting (Kelly Property)	7,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(7,500)	-
Capital Projects - Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL LAKE CHELAN AIRPORT - CAPITAL</b>	<b>7,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(7,500)</b>	<b>-</b>
<b><u>MANSFIELD AIRPORT - CAPITAL</u></b>																	
Pavement	125,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(125,000)	-
<b>TOTAL MANSFIELD AIRPORT - CAPITAL</b>	<b>125,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(125,000)</b>	<b>-</b>
<b><u>WATERVILLE AIRPORT - CAPITAL</u></b>																	
Pavement	150,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(150,000)	-
<b>TOTAL WATERVILLE AIRPORT - CAPITAL</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(150,000)</b>	<b>-</b>
<b><u>OPPORTUNITY PLACEHOLDERS</u></b>																	
Downtown Wenatchee South	150,000	27,000	10,299	3,462	13,205	-	-	-	-	-	-	-	-	-	26,966	(123,034)	(34)
Rock Island - Acquisition Strategy	135,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(135,000)	-
Capital Projects - Other	457,182	105	-	-	106	-	-	-	-	-	-	-	-	-	106	(457,076)	1
<b>TOTAL OPPORTUNITY PLACEHOLDER</b>	<b>742,182</b>	<b>27,105</b>	<b>10,299</b>	<b>3,462</b>	<b>13,311</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>27,072</b>	<b>(715,110)</b>	<b>(33)</b>
<b><u>TOTAL CAPITAL PROJECTS</u></b>	<b>5,794,246</b>	<b>1,396,830</b>	<b>332,794</b>	<b>283,379</b>	<b>851,380</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,467,553</b>	<b>(4,326,693)</b>	<b>70,723</b>
<b><u>NET AFTER CAPITAL PROJECTS</u></b>	<b>(0)</b>	<b>(983,613)</b>	<b>(460,055)</b>	<b>(40,946)</b>	<b>(379,934)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(880,935)</b>	<b>(880,934)</b>	<b>102,678</b>

# Memo

**To:** Board of Directors

**From:**  Jim Kuntz

**cc:** None

**Date:** May 5, 2020

**Re:** Executive Flight Building – Space Study

---

At the last Board of Directors meeting, staff was asked to proceed with a space study for the Executive Flight Building. This makes sense as we do not to revamp the HVAC system without a clear understanding of how we may repurpose the interior layout.

Before proceeding, we need Board input on what the scope of work should entail. Please find attached some preliminary thoughts.



**Executive Flight Building**  
**Space Study Scope of Work**

**Phase One**

An initial review of the building could be transformed/repurposed into an Airport Terminal Building. Focus would be on the interior layout of the building to determine if it could accommodate the various use requirements. Provide some initial rendering and layout for Board Review.

If feasible and if Board wants to pursue further, the CDPRA would hire an airport consultant to review all land side issues, such as vehicle parking and aviation ramp.

**Phase Two**

**Overall Goal** – To maximize the amount of leasable space that would allow the CDRPA to attract multiple tenants and produce a positive cash flow while maintaining the architectural character of the building.

**Issues to Review**

- Appears to be a lot of wasted space and non-productive open spaces.
- Offices seem to be overly large in size.
- Future layouts and tenant access points need to recognize security restrictions of the aviation ramp.
- New camera system and access control system should be considered.
- Building accessible 24 hours 7 days per week.

- Review existing power supply issues. CDRPA staff regularly tripping breakers.
- Building appears to be lacking insulation. CDRPA wants the building to be energy efficient.
- Metal seam roof flexes with noise penetrating into office spaces.
- Revised office space layouts should maximize natural light and incorporate post COVID-19 design features. Offices should be attractive and have a reputation for being top-quality office rental space.
- Important to retain lobby area and functions for corporate airplane customers (if not converted to a passenger terminal building).
- Barrier free bathrooms would be desirable, if feasible.
- High speed fiber should be available throughout the entire building.
- HVAC study has just been completed. Review work with the HVAC consultant.
- Good balance of offices and conference rooms needed. Tenant storage space as well. Conference rooms to have latest technology incorporated into them.
- Current rooms devoted to HVAC systems likely to be abandoned with units relocating onto roof top. Review said space for repurposing.
- Review any building code compliance issues with new layout.
- Scope of review is the entire building with the exception of the two airplane hangars and production areas that directly serve said hangars. However new camera system and access control system should be planned for the entire complex.
- HVAC system improvements will also incorporate the entire building.

- CDRPA has initially selected a Board of Directors meeting room location and layout. Please review and suggest and/or confirm location and layout.
- The building has several garages. How can this space be best used to generate revenue. Small business distribution type space or up charging tenants for covered parking.
- Building has a large kitchen, and a host of smaller sinks/coffee bars. What is the right mix with a multi-tenant building?
- Building layout and costs to remodel must factor in a return on investment. Can the greater Wenatchee market support the rent structure needed to recover remodel costs over time?

### Work Product

#### Phase Two

- Produce some preliminary design and layout concepts to share with the Board. Include some renderings.
- Use Board preferred layout to develop detailed cost estimates. Present costs estimates to the Board. Also provide some phasing recommendations to accomplish the work over time.

## Jim Kuntz

---

**From:** Tricia Degnan  
**Sent:** Tuesday, May 5, 2020 11:24 AM  
**To:** Jim Kuntz  
**Cc:** Tricia Degnan  
**Subject:** CTC Water Feature - Water Intrusion  
**Attachments:** 95759526\_3056887811044852\_8056333511616888832\_n.jpg; 96246388\_3056887901044843\_4320768951253467136\_n.jpg

Jim,  
As I informed you previously, we have had some recent water in the lower level of the CTC. I'm including a couple photos of when that occurred on April 23<sup>rd</sup>. This is the floor of what we call out Meet Me Room. It is hard to see but the water is pooling. This room is right below the lobby of the CTC but close to the elevators. There is PUD space on the other side of that wall.

Shane thinks he has identified the source as the water feature out front of the building. He has lowered the water and dug in the vicinity and sees some significant cracks in the concrete of the ponds. Also, the water level outside the pond is staying about equal to what is inside.

Options:

1. We enlist DOH or RH2 to investigate further. Shane thinks we may need to dig up the cement leading up to the doors. There are three cracks in the walk-way cement as well. Water could be leaking between the ponds.
2. Hire a contractor to remove all the rock, patch the cracks, seal the ponds, and see if that works. We did this in 2014. So, it could be a 5-6 year fix.
3. Change the water feature from "ponds" to more of a zeroscape planting area.
  - a. We could look into changing the fountain portion to re-use the water, more like what they have done at the bank that is kitty-corner to the old Hastings building.

Looking through Laura Jaecks documents, water intrusion into the lower level seems to have dated back to 2008. After much investigation, in 2017 we contracted with Smith Excavation to a trench dam in the parking lot, remove two trees in the front planning area, install bentonite dams and inspection ports. We paid Smith \$44,000. That didn't include A&E fees for that project or the prior years of investigation. Water intrusion did stop after this fix. So, I believe this is a separate issue.

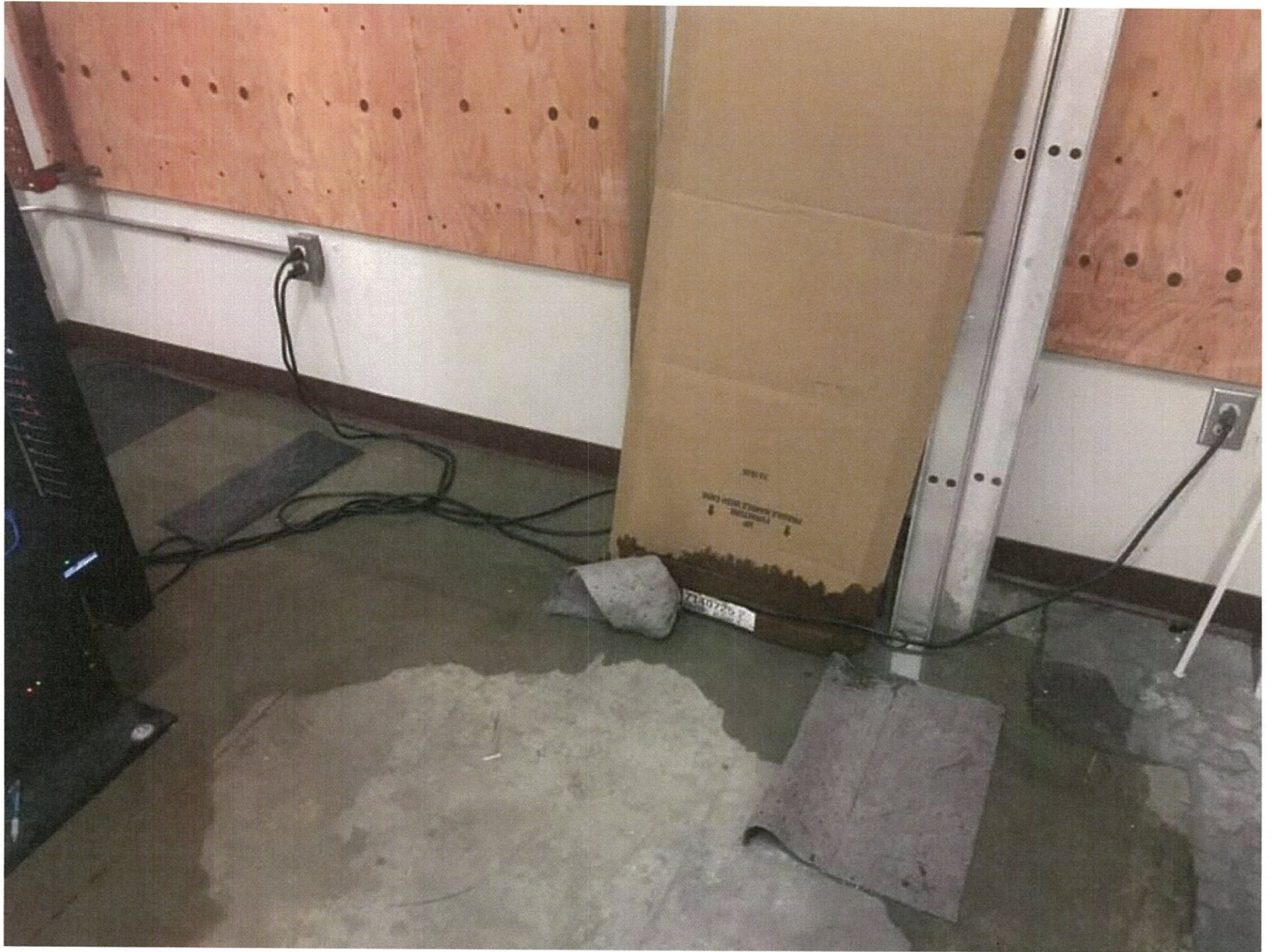
This isn't an emergency situation. We have turned the fountains off and removed the majority of the water. I assume we will want to bring this to the board when appropriate.

**Tricia Degnan**  
**CTC Building Manager**

285 Technology Center Way, Suite 102, Wenatchee, WA 98801  
☎ 509.661.3118 | [www.ncwctc.com](http://www.ncwctc.com) | [www.cdrpa.org](http://www.cdrpa.org)

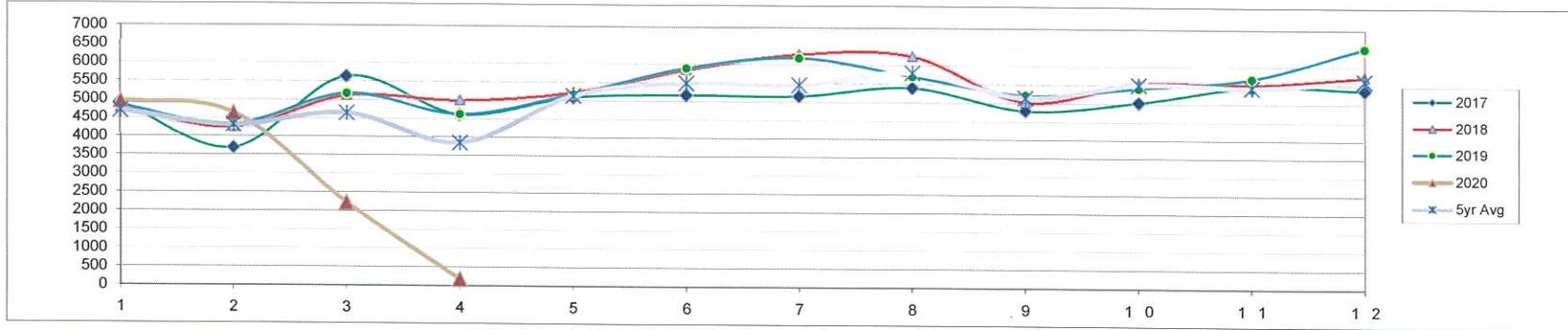




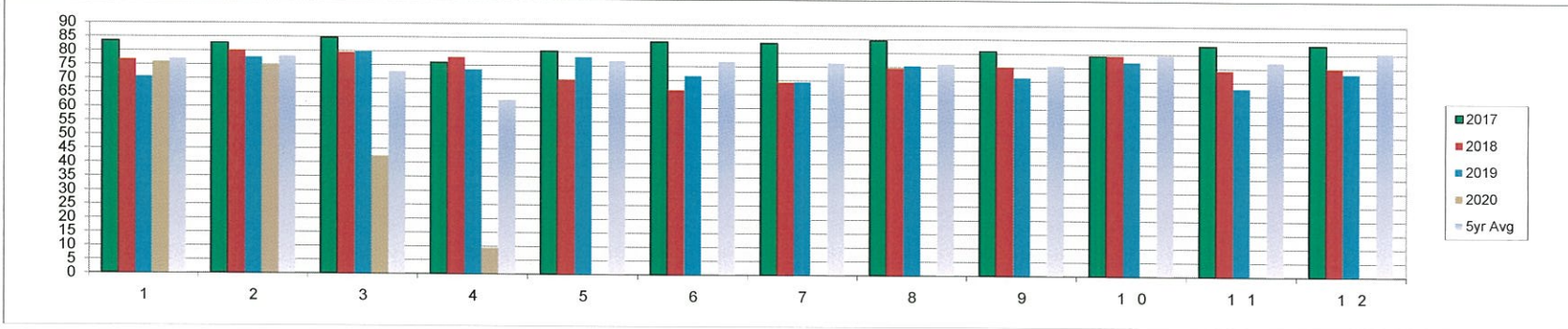


Pangborn Memorial Airport  
April 2020 Airlines Activity Report

ENPLANEMENTS



HORIZON AIR LOAD FACTOR



HORIZON AIR MONTH	2019			2020 PASSENGERS			%2020 Vs 2019		
	On	Off	Total	On	Off	Total	On	Off	Total
Jan	4,831	4,526	9,357	4,957	4,510	9,467	102.6%	99.6%	101.2%
Feb	4,331	4,123	8,454	4,640	4,586	9,226	107.1%	111.2%	109.1%
Mar	5,173	5,276	10,449	2,235	2,929	5,164	43.2%	55.5%	49.4%
Apr	4,624	4,941	9,565	186	215	401	4.0%	4.4%	4.2%
May	5,168	5,412	10,580						
Jun	5,888	5,808	11,696						
Jul	6,180	6,276	12,456						
Aug	5,701	5,617	11,318						
Sep	5,213	4,791	10,004						
Oct	5,413	5,038	10,451						
Nov	5,674	5,356	11,030						
Dec	6,494	6,113	12,607						
TO DATE	64,690	63,277	37,825	12,018	12,240	24,258	18.6%	19.3%	64.1%
TOTALS	64,690	63,277	127,967						

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

Boeing & Aerospace  
**The Seattle Times**

# Cash crunch from coronavirus crisis will force Alaska Air to shrink

May 5, 2020 at 8:49 am | Updated May 6, 2020 at 12:35 pm



Alaska Airlines planes at Seattle-Tacoma International Airport. The airline is preparing significant cuts because of the... (Ellen M. Banner / The Seattle Times, 2018) **More** ✓



By **Dominic Gates** 

*Seattle Times aerospace reporter*

Alaska Air Group, the parent company of Alaska Airlines, on Tuesday reported its first quarterly loss in more than a decade and warned of significant cuts that will downsize the airline.

Alaska CEO Brad Tilden said the airline industry faces “one of the greatest challenges in the history of commercial aviation” as he announced a first-quarter net loss of \$232 million.

With the coronavirus pandemic cutting passenger traffic by more than 90%, operating an airline has become a business with deep and mounting losses. The bigger U.S. airlines have also reported red ink for the first quarter: American Airlines lost \$2.2 billion, United lost \$1.7 billion, Delta lost \$534 million and Southwest lost \$94 million.

United plans to cut at least 3,400 management and administrative positions in October and has told pilots their ranks will be reduced by about 30%, according to internal memos obtained by Reuters. In another internal memo obtained by CNN, United Chief Operations Officer Greg Hart asked employees to “seriously consider” leaving the company voluntarily.



For Alaska to survive this industrywide crisis, CEO Tilden said, a priority is to reduce the rate at which the company is burning through cash.

Through Tuesday, Alaska has this year paid out \$467 million more than the cash it brought in, said Chief Financial Officer Shane Tackett in a conference call with Wall Street analysts. Though the first two months generated positive cash flow, in March the company spent \$400 million more than the cash it collected.

Since then, Alaska has cut out advance payments to Boeing, parked 80% of its jet fleet, reduced salaries of senior management and offered voluntary 60-day unpaid leave incentives that were accepted by more than 5,000 of its 23,000 employees. That reduced the cash burn in April to \$260 million.

If the cash bleed were to continue at that rate, Tackett said that with \$2.9 billion of cash on hand — including a \$992 million grant from the U.S. government's Coronavirus Aid, Relief and Economic Security (CARES) Act Payroll Support Program — the company's cash would run out after just 11.2 months.

So the immediate goal is to reduce the cash outflow further to \$200 million next month and to reach zero cash burn by year-end.

“We actually don't know the exact path to get there. We don't know exactly what revenue is going to be,” Tackett said, but added that the company must make whatever cuts are necessary to get to that point.

Alaska Airlines President Ben Minicucci said the prospect is for “a smaller industry and a potentially smaller company.”

Tackett said the size of the workforce reduction isn't clear yet and that management will be talking with its labor unions about that over the next few months.

Asked what would happen if air travel demand stays as it is now through year-end, Tackett indicated that would mean bigger cuts to reach zero cash burn. “There's no scenario under which we assume we cannot get to our target,” he said.

“It's going to be painful,” warned CEO Tilden, adding that stanching the cash bleed is necessary for survival. “If we can achieve a break-even cash burn rate, our destiny is back squarely in our control,” he said.

The \$992 million relief grant from the U.S. government will ensure employees are retained and paid through the end of September.

Tackett said that, in addition to the \$2.9 billion in cash on hand, Alaska could access additional loans worth more than \$4 billion if needed, including a separate \$1.1 billion federal loan through the CARES Act. He said Alaska can use its aircraft, its real estate and its frequent flyer credit card program as collateral.

He said that Alaska will permanently retire from its fleet a dozen Airbus jets: ten A319s that were among its smallest and least profitable aircraft, and two leased A320s that had not been reconfigured from the Virgin America to the Alaska interior.

An additional seven unmodified A320s are parked and unlikely to return to scheduled service.

But that's only the first step in the fleet reduction. "The rest of the parked aircraft are being stored and maintained so they can reenter service. We will make decisions about when and how many of them do return to service in the future," Tackett said.

The retirement of the Airbus jets looks like good news for Boeing. Formerly an all-Boeing airline, Alaska has been operating a mixed fleet since it inherited the Airbus planes from [its 2016 acquisition of Virgin America](#). It has been undecided on what to do in the future.

However, as analyst Michael Linenberg of Deutsche Bank put it on the conference call, the impact of the pandemic has meant that the fleet decision on whether to stick with a dual fleet or revert to all Boeing "is being made in real time" and in Boeing's favor.

As a result of parking the Airbus planes, Alaska is going to use the current pilot downtime to retrain 240 of its Airbus pilots to fly the Boeing 737.

However, the company still has 10 larger Airbus A321s that it considers very efficient, so those may stay in the fleet long term.

Alaska president Minicucci said management intends to "restructure the company" for low-cost operation and that a dual Airbus/Boeing fleet is "a higher cost for us."

But he added that "the Airbus 321 is a great airplane. We like it a lot."

"We're going to look at how we're going to reconfigure this company for the best success," he said. "As the months play out, we'll get more clear on what our direction is."

Just a month before the pandemic, Alaska was [internally discussing buying 200 new jets for the decade ahead](#). Now that plan is likely dead.

Alaska has 32 Boeing 737 MAXs on order and it's negotiating with the jetmaker to take the first few of those with no new money down, using instead the pre-delivery advance payments it's already paid for many of those aircraft.

But as for that former plan for future fleet expansion, Alaska's vice president of finance Christopher Berry said on the teleconference that the company has "eliminated" all capital spending on new aircraft for the immediate future.

Tilden said that while the months ahead look bleak, "we plan to bridge what is essentially an economic closure across our country to a future where Alaska is stronger and better."

To achieve that, he said the company has to rein in the mounting debt needed to cover the cash burn.

"That burden saddles the company," he said. "We just don't want it to be \$6 billion, \$7 billion of debt on our balance sheet. That would be a difficult thing for us to manage."

**Dominic Gates:** 206-464-2963 or [dgates@seattletimes.com](mailto:dgates@seattletimes.com); on Twitter: [@dominicgates](https://twitter.com/dominicgates).

 [View 95 Comments](#)

## Chelan Douglas Regional Port Authority Calendar of Events

Updated as of 05-07-2020

<i>Date</i>	<i>Day</i>	<i>Event / Location / Time</i>	<i>Attending</i>	<i>Cami RSVP arrangements if applicable</i>
May 12	Tuesday	CDRPA Board Meeting; 9:00 AM; VIA Zoom		
May 13	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
May 14	Thursday	CDTC, 9-11am, CTC	JC Baldwin	
May 14	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
May 16	Saturday	Bridgeport Economic Dev. Open House, 10a-2pm		
May 19	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
May 20	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
May 21	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
May 26	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
May 27	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
May 28	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
June 1-3	Monday - Wednesday	WA Airport Manager's Assn; Winthrop, WA		
June 4	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
June 9	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
June 10	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
June 10-12	Wed-Friday	WPPA Finance Seminar; Campbell's Resort		
June 11	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
June 11	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
June 13	Saturday	Aviation Day - Pangborn Airport		
June 16	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	

June 17	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
June 18	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
June 20	Saturday	Stehekin Airport Volunteer Clean-up Day		
June 23	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
June 24	Wednesday	Partners Breakfast; 7:30am; Convention Center	CANCELLED	
June 24	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
June 25	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
June 25	Thursday	GA Meeting; 6:00 pm - 8:00pm, CDRPA Office		
July 2	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
July 8	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
July 9	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
July 9	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
July 9-10	Thur-Friday	WPPA Director's Seminar; Location TBD		
July 14	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
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 16	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
July 21	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
July 20-22	Tues-Friday	WPPA Commissioners Seminar; Marcus Whitman, Walla Walla		
July 22	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
July 23	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
July 28	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
August 6	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
August 11	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		

August 12	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
August 13	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
August 13	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
August 18	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
August 19	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
August 20	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
August 25	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
August 26	Wednesday	Douglas County Community Leadership Advisory Group; 2:20-4:30p	Jim Kuntz, Ron C.	
August 27	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
September 3	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
September 8	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
September 9	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
September 10	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
September 10	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
September 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
September 16	Wednesday	GWATA Board Meeting, 3-5pm		
September 17	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
September 22-25	Tuesday - Friday	WFOA Conference	Monica	Hotel Booked
September 22	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
September 23	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
September 24	Thursday	Partners Breakfast; 7:30am; Convention Center		

September 24	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
September 24	Thursday	GA Meeting; 6:00 pm - 8:00pm, CDRPA Office		
September 24-25	Thur-Friday	WPPA Environmental Seminar; Alderbrook Resort		
October 1	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
October 4-7	Sun - Thurs	NWAAAE Annual Conference; Jackson Hole, WY		
October 8	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
October 8	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
October 13	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
October 14	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
October 15	Thursday	Economic Leadership Roundtable Lunch; 11:30 am ; 230 N. Georgia, E. Wen.		
October 15	Thursday	Airport Planning Meeting; 2:00 pm		
October 20	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
October 21	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
October 22	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
October 23	Friday	Cashmere Chamber of Commerce Banquet; 5:30pm-8:30pm		Tickets are \$35 each
October 22-23	Thur-Friday	WPPA Small Ports Seminar; Enzian Leavenworth		
October 27	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
October 28	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
November 5	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
November 10	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
November 11	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
November 12	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	

November 12	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
TBD	TBD	Wenatchee Valley Chamber Board Retreat - TBD	Commissioner Spurgeon	
November 18	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
November 19	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
November 24	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
November 25	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	
November 26-27	Thur-Friday	Thanksgiving Holiday Office Closed		
December 2-4	Tuesday - Friday	WPPA Annual Meeting, Hyatt Regency, Bellevue		
December 3	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
December 8	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
December 9	Wednesday	NCWEDD Board Meeting, Chelan City Hall; 9:00 am	Craig, Commissioner Huffman	
December 10	Thursday	CDTC, 9-11am, CTC	Commissioner Baldwin	
December 10	Thursday	Economic Development Planning Meeting; 2:00 pm	CDRPA Staff	
December 15	Tuesday	Wenatchee Valley Chamber Board Meeting; 6:30 am, Chamber Conference Room	Commissioner Spurgeon	
December 16	Wednesday	GWATA Board Meeting, 3-5pm, Mercantile		
December 17	Thursday	Airport Planning Meeting; 2:00 pm	CDRPA Staff	
December 22	Tuesday	CDRPA Board Meeting; 9:00 AM; CDRPA Office		
December 23	Wednesday	Douglas County Community Leadership Advisory Meeting, CDRPA Office , 2:30 pm - 4:00 pm	Jim Kuntz, Ron C.	