

CDRPA RESOLUTION NO. 2022-13

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHELAN DOUGLAS
REGIONAL PORT AUTHORITY APPROVING THE 2023 FINAL BUDGET

Whereas, the proposed 2023 final budget has been presented to and reviewed by the Board of Directors; and

Whereas, the proposed 2023 final budget, including the current expense budget for the Chelan Douglas Regional Port Authority was reviewed at an open public hearing held on November 8, 2022, notice of which was published as required by law.

Be It Resolved by the Board of Directors of the Chelan Douglas Regional Port Authority that the proposed 2023 final budget in the form submitted to the Board on this date, a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference, is hereby approved.

This Resolution shall become effective immediately upon its adoption.

Adopted by the Board of Directors of the Chelan Douglas Regional Port Authority at a regular meeting thereof held this 22nd day of November, 2022.

CHELAN DOUGLAS REGIONAL PORT AUTHORITY



JC Baldwin, Director



Jim Huffman, Director



Donn Etherington, Director



W. Alan Loeb sack, Director



Richard DeRock, Director



Mark Spurgeon, Director

**Chelan Douglas Regional Port Authority
2023 Final Budget**

	<u>2023 Preliminary</u>
OPERATING REVENUES	
BUSINESS PARKS	
<u>CASHMERE MILL DISTRICT</u>	
Building A - Blue Spirits	\$ 163,588
Building B - Hurst International & Blue Spirits	137,700
Utility & Operating Reimbursements	57,750
Misc. Income	2,500
TOTAL CASHMERE MILL DISTRICT	\$ 361,538
<u>CONFLUENCE TECHNOLOGY CENTER</u>	
Office Space Leases	\$ 592,890
CTC South Office Space Leases	22,667
Video Conference/Meeting Room Rentals	200,000
Utility & Operating Reimbursements	35,796
Misc. Income	1,500
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 852,853
<u>COLUMBIA STREET PROPERTIES</u>	
Buildings A/B - Badger Mtn Brewing	\$ 45,360
Buildings G/I - Streamline	143,712
Building F - Streamline	36,000
Misc. Rents	1,200
Utility & Operating Reimbursements	23,500
TOTAL COLUMBIA STREET PROPERTIES	\$ 249,772
<u>MALAGA INDUSTRIAL SITE</u>	
Farm/Land Rents	\$ -
TOTAL MALAGA INDUSTRIAL SITE	\$ -

2023
Preliminary

OLDS STATION BUSINESS PARK

IB 2 - Synergy Food Solutions	\$ 54,871
IB 3 - Confluence Health	76,456
IB 4 - Pregis Corporation	216,949
IB 5 - Chelan County PUD	356,631
IB 6 - ABC Early Learning	13,307
IB 7 & 8 - Pacific Aerospace & Electronics	754,907
IB 9 - Sinclair Systems & Frito Lay	262,278
Utility & Operating Reimbursements	167,500
Misc. Income	2,500
TOTAL OLDS STATION BUSINESS PARK	\$ 1,905,399

PANGBORN AIRPORT

Landing Fees	\$ 20,000
Parking Income	150,000
Aircraft Parking	5,000
Rental Income - Aviation Land	102,575
Rental Income - NonAviation Land	60,565
Rental Income - Terminal/Aviation Building	63,930
Rental Income - NonAviation Buildings	98,045
Rental Income - Hangars	179,175
Glycol Discharge Reimbursement	50,000
Car Rental Concession Fees	59,500
Fuel Flowage Fees	20,000
Misc. Fees and Permits	25,000
TOTAL PANGBORN AIRPORT	\$ 833,790

2023
Preliminary

PANGBORN FBO

FBO Fuel Income	\$ 1,600,000
FBO Income (After hours)	12,500
FBO Misc. Income	10,000
TOTAL PANGBORN FBO	\$ 1,622,500

PANGBORN BUSINESS PARK

Land Leases

Lot 4 - Coca-Cola	\$ 85,778
Lot 17 - Salcido	33,140

Building Leases

3306 - Multi-Tenant	119,675
3310 - Accor Building	360,489

CWICC	202,318
Utility & Operating Reimbursements	9,975
Misc. Income	2,500

TOTAL PANGBORN BUSINESS PARK	\$ 813,875
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REGIONAL PORT OFFICE/AVIATION CENTER

Rental Income - Offices	\$ 31,495
Rental Income - Aviation/Hangar Uses	169,500
Misc. Income	2,500

TOTAL RPA OFFICE/AVIATION CENTER	\$ 203,495
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LAKE CHELAN AIRPORT

Rental Income - Kelly Property	\$ 3,840
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TOTAL LAKE CHELAN AIRPORT	\$ 3,840
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	2023
	Preliminary
<u>MANSFIELD AIRPORT</u>	
Lease Income	\$ -
TOTAL MANSFIELD AIRPORT	\$ -
<u>WATERVILLE AIRPORT</u>	
Lease Income	\$ 2,490
Parcell Hangar	6,000
TOTAL WATERVILLE AIRPORT	\$ 8,490
<u>ORONDO RIVER PARK</u>	
Chelan County PUD	\$ 45,750
Misc. Income	-
TOTAL ORONDO RIVER PARK	\$ 45,750
<u>PYBUS INCUBATOR</u>	
Office Space Lease	\$ 24,863
Misc. Income	-
TOTAL PYBUS INCUBATOR	\$ 24,863
TOTAL BUSINESS PARK REVENUE	\$ 6,926,165
<u>TAX RECEIPTS</u>	
Current Levy	\$ 4,476,575
1.0% of Prior Year Tax	44,766
New Construction	96,765
Tax Refunded (receipts)	5,806
TOTAL TAX RECEIPTS	\$ 4,623,912

2023
Preliminary

NON-OPERATING REVENUES

Cashmere Mill District

Property Sales \$ 50,000

Confluence Technology Center

Sale of Surplus Equipment 1,210,000

Malaga Industrial Sites

Dept of Com - Malaga Waterline Ext (\$1,498,650) 1,198,650

Client Contr - Malaga Waterline Ext (\$8,501,350) 4,070,821

Client Contribution - Cooling Water System 1,700,000

Client Contribution - Hayes Property Acquisition 853,765

Client Contribution - Property Acqu. (Misc.) 5,000,000

Pangborn Airport

FAA Grant Proceeds (Apron Rehab) 1,912,602

FAA Grant Proceeds (Foam Testing Equipment) 25,000

FAA Grant Proceeds (Phase I - Taxiway A Relocation) 10,044,464

FAA Grant Proceeds (Phase II - Taxiway A Relocation) 6,174,214

WSDOT - Taxiway A Relocation 591,306

FAA Grant Proceeds (Taxiway B to Site Development) 1,723,802

Bond Proceeds - GA Terminal 3,000,000

Douglas County .09 - GA Terminal 250,000

National Guard Land Sale 2,473,500

Airlift NW - Capital Facilities Charge 316,300

PFC Capital Funds 85,000

TSA Operating Grant 7,300

	2023
	<u>Preliminary</u>
<u>Pangborn Business Park</u>	
Douglas County Payment - PWTF	80,000
Trades District EDA Grant (\$4,990,967)	3,087,500
Trades District State Capital Grant (\$2,950,000)	2,885,000
Trades District CERB Financing (\$2,500,000)	-
<u>Waterville Airport</u>	
WSDOT Aviation - Lighting Construction	498,354
<u>Economic Development</u>	
ADO Contracts - Dept. of Commerce	150,000
Chelan County .09 Grant - Partnership Projects	20,000
<u>Other</u>	
EPA Brownsfield Grant (\$600,000)	200,000
Dept of Commerce - Chelan PUD Surface Water Study	300,000
PUD 5th Street - Marketing/Legal Reimbursement	10,000
Regional Aquatic Center Study	290,000
Other Tax Income (LHT & Timber Dist.)	10,125
Interest Income	91,750
Other Income	5,000
Sale of Fixed Assets	-
TOTAL NON-OPERATING REVENUES	<u>\$ 48,314,453</u>
TOTAL REVENUES	\$ 59,864,530

2023
Preliminary

BUSINESS PARK EXPENSES

CASHMERE MILL DISTRICT

Debt Service - Buildings A & B (2035)	\$ 219,134
CERB Loan (2031)	75,781
Property Insurance	22,250
Building Maintenance	5,000
Property Maintenance	20,000
Utilities	34,000
Misc. Expenses	2,500
TOTAL CASHMERE MILL DISTRICT	\$ 378,665

CONFLUENCE TECHNOLOGY CENTER

Salaries	\$ 98,500
Employee Benefits	32,600
Payroll Taxes	9,165
Contract Labor	20,000
Building Operational Expenses	461,420
CTC South Building Operational Expenses	23,500
Video Conference Center/Meeting Room Expenses	170,650
Debt Service (2023)	48,529
Misc. Expenses	5,000
TOTAL CONFLUENCE TECHNOLOGY CENTER	\$ 869,364

MALAGA INDUSTRIAL SITE

GBI Property Maintenance	\$ 5,000
Hayes Property Maintenance	5,000
Property Insurance	1,500
Utilities	1,000
Misc. Expenses	5,000
TOTAL MALAGA INDUSTRIAL SITE	\$ 17,500

2023
Preliminary

OLDS STATION BUSINESS PARK

Building Maintenance & Repairs	\$ 12,000
Property & Grounds	42,500
Utilities	54,000
Fire Protection in lieu of taxes	11,030
Property Insurance	71,385
Misc. Expenses	7,500
TOTAL OLDS STATION BUSINESS PARK	\$ 198,415

COLUMBIA STREET PROPERTIES

Building Maintenance & Repairs	\$ 10,000
Property & Grounds	7,500
Fire Protection in lieu of taxes	10,520
Property Insurance	61,300
Misc. Expenses	50,000
TOTAL COLUMBIA STREET PROPERTIES	\$ 139,320

2023
Preliminary

PANGBORN AIRPORT

Salaries	\$ 592,500
Salaries - Overtime	30,000
Employee Benefits	188,500
Payroll Taxes	73,245
Engineering/Professional Fees	65,000
Air Service Development	48,000
Non-Aviation Maintenance	10,000
Aviation Maintenance	16,000
Terminal Maintenance	35,000
Airfield Maintenance	60,000
Vehicle & Equipment Maintenance	35,000
Small Tools & Equipment	3,500
Utilities	170,735
Aviation Ramp Glycol Disposal	50,000
Security Expenses	20,000
Property/Liability Insurance	136,750
Fuel (M&O)	65,000
Regulatory Compliance	45,000
Winter Operations	35,000
Memberships & Subscriptions	5,500
Marketing	25,000
Conferences, Training & Meetings	30,000
Information Technology	57,500
Parking Lot Expenses	20,000
Credit Card Fees	30,000
COVID-19 Compliance	5,000
Misc. Expenses	15,000
TOTAL PANGBORN AIRPORT	\$ 1,867,230

2023
Preliminary

PANGBORN FBO

Salaries	\$ 271,500
Salaries - Overtime	20,000
Employee Benefits	117,810
Payroll Taxes	39,250
FBO Building Maintenance	10,000
FBO Building Utilities	10,000
FBO Expenses	50,000
Fuel (Resale)	1,200,000
Supplies (Resale)	10,000
TOTAL PANGBORN FBO	\$ 1,728,560

PANGBORN BUSINESS PARK

Building Maintenance & Repairs	\$ 32,500
Property & Grounds	57,500
Utilities	29,000
Storm Water	4,220
Property Insurance	47,050
Debt Service (2023)	82,264
Misc. Expenses	2,000
TOTAL PANGBORN BUSINESS PARK	\$ 254,534

REGIONAL PORT OFFICE/AVIATION CENTER

Building Maintenance & Repairs	\$ 45,000
Property & Grounds	12,000
Utilities	52,500
Insurance	39,775
Misc. Expenses	5,000
Total RPA OFFICE/AVIATION CENTER	\$ 154,275

2023
Preliminary

LAKE CHELAN AIRPORT

Maintenance & Operations Subsidy (City of Chelan)	\$ 47,116
Aircraft Counter/Operations Report	4,800
Environmental Assessment	11,735
Maintenance (Kelly Property)	8,500
Insurance	810
Utilities	350
Misc. Expenses (Kelly Property)	1,500
TOTAL LAKE CHELAN AIRPORT	\$ 74,811

MANSFIELD AIRPORT

Property Maintenance	\$ 10,500
Utilities	1,000
Property Insurance	4,500
Aircraft Counter/Operations Report	4,800
Misc. Expenses	1,500
TOTAL MANSFIELD AIRPORT	\$ 22,300

WATERVILLE AIRPORT

Property Maintenance	\$ 7,500
Utilities	1,000
Property Insurance	4,750
Aircraft Counter/Operations Report	4,800
Misc. Expenses	1,500
TOTAL WATERVILLE AIRPORT	\$ 19,550

2023
Preliminary

ORONDO RIVER PARK

Building Maintenance	\$ 3,000
Property Maintenance	30,000
Water System Management	3,000
Security Patrol	6,500
Utilities	2,750
Property Insurance	1,900
Misc. Expenses	1,500
TOTAL ORONDO RIVER PARK	\$ 48,650

CDRPA BUSINESS PARK MAINTENANCE

Salaries	\$ 138,475
Employee Benefits	18,570
Payroll Taxes	16,900
Auto Expenses	7,500
Small Equipment	5,000
TOTAL CDRPA BUSINESS PARK MAINT.	\$ 186,445

TOTAL BUSINESS PARK EXPENSES **\$ 5,959,619**

2023
Preliminary

ADMINISTRATIVE & GENERAL EXPENSES

Salaries	\$ 1,210,300
Commissioners' Compensation, Benefits & Taxes	262,175
Employee Benefits	402,395
Payroll Taxes	108,220
Professional Services	
Legal	220,000
Engineering/Architectural	75,000
WA State Audit Costs	72,630
Government Affairs Representation - State	80,000
Government Affairs Representation - Federal	80,000
Other Professional Services	30,000
Conferences, Training, and Meetings	15,000
Commission Conferences & Travel	25,000
County Election Expenses	75,000
Memberships and Subscriptions	55,000
Travel (Reimbursement)	15,000
Office Expense	
Supplies	25,000
Telephone	14,250
Computers/Hardware	13,100
Software/Backup/Internet	22,030
Managed Services/Maintenance	40,546
Insurance (Public Officials, General Liability, etc)	118,120
Misc. Expenses	10,000
TOTAL ADMINISTRATIVE & GENERAL EXPENSES	<u>\$ 2,968,766</u>

2023
Preliminary

BUSINESS DEVELOPMENT & MARKETING EXPENSES

Marketing & Communications	\$ 50,000
Business Recruitment & Trade Shows	20,000
Real Estate Marketing	25,000
Douglas County GIS	11,150
Chelan-Douglas Trends	7,000
Small Business Development Center (WSU)	80,000
Promotional Hosting	7,000
TOTAL BUSINESS DEVELOPMENT & MARKETING EXPENSES	\$ 200,150

ECONOMIC DEVELOPMENT CONTRACTS (NON-PROFITS)

Our Valley, Our Future	\$ 20,000
WV Sports Foundation - Winter Special Olympics	7,000
Lake Chelan Wine Valley Alliance	11,123
Leavenworth Museum	5,100
Community Nonprofit ED Projects	50,000
TOTAL ECONOMIC DEVELOPMENT CONTRACTS	\$ 93,223

COMMUNITY PARTNERSHIP PROJECTS (MUNICIPALITIES)

Opportunity Placeholder	\$ 40,000
TOTAL COMMUNITY PARTNERSHIP PROJECTS	\$ 40,000

	2023
	Preliminary
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<u>OTHER EXPENDITURES</u>	
EPA Brownsfield Grant - Consultant Services	\$ 200,000
Chelan County PUD - Surface Water Study	300,000
Regional Aquatic Center Study	300,000
PUD 5th Street Campus - Marketing & Legal	10,000
TOTAL OTHER EXPENDITURES	<hr/> \$ 810,000 <hr/>
 TOTAL EXPENSES	 \$ 10,071,758
 LESS OPERATING REVENUES	 \$ 59,864,530 <hr/>
 NET RESULTS BEFORE CAPITAL PROJECTS	 \$ 49,792,771

2023
Preliminary

CAPITAL PROJECTS

Confluence Technology Center

Avidex Audio System (Approved in 2022)		120,000
Salvage, Demo & Restoration	-	4,257,257
CDRPA Office Build Out		130,000
Meeting Center Cameras		74,000
Cameras/Security System		64,000

Malaga Industrial Site

Waterline Extension Project	5,269,471	5,269,471
Cooling Water Disposal Project	1,700,000	1,700,000
Property Acquisition	5,000,000	5,000,000

Olds Station Business Park

IB #9 Emergency Power Shut Off		45,000
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Pangborn Airport

Terminal Apron Change Order	400,000	533,278
Taxiway A	16,809,984	18,678,699
Taxiway B/Hangar Site Development	2,040,102	4,229,156
GA Terminal Remodel	4,523,500	5,140,742
MALSR Carryover & Equipment		252,705
Foam Testing Equipment	25,000	30,000
Snow Removal Equipment A&E		35,000
Commercial Air Service Support/Equipment		150,000
Baggage Screening Remodel		82,500
Terminal Radio Repeater		150,000
Removal of Underground Storage Tanks		160,000
FBO - Deice Truck (Used)		90,000

Pangborn Business Park

Trades District	5,972,500	5,972,500
CWICC Carpet Replacement		95,000
Accor HVAC Design Phase I		50,000

		2023
		<u>Preliminary</u>
<u>Regional Port Office/Aviation Center</u>		
Roof Repair/Gutter Modification		50,000
Hangar Foam Suppression System Conversion		50,000
Surveillance Camera System		19,875
<u>Chelan Airport</u>		
Waterline Extension		670,000
<u>Waterville Airport</u>		
Lighting Project Construction	498,354	555,003
<u>Orondo River Park</u>		
Well Pump/Chlorination System		150,000
<u>Vehicles/Equipment</u>		
Engine for Elgin Vac Truck		18,000
Subcompact Tractor w/Mower Deck		50,000
SxS UTV		15,000
Small to Mid-size Pesticide Sprayer		5,000
Mower with 72" Deck , Blower, Broom		40,000
Fleet Vehicle		45,000
<u>Other</u>		
Administrative - Copier		15,000
Opportunity Fund - Other		250,000
TOTAL CAPITAL PROJECTS		<u>\$ 54,242,186</u>
NET RESULTS AFTER CAPITAL PROJECTS		<u><u>\$ (4,449,415)</u></u>