



**Port of Arlington
AGENDA
5:00 pm
Tuesday, December 10, 2019
Meeting Location:
Port of Arlington
100 Port Island Road**

- 1. Call meeting to order**
- 2. Public Comment on non-agenda items**
- 3. Consent Agenda:**
 - Approval of November 12, 2019 Commission meeting minutes
 - Approval of November 2019 payables
- 4. Presidents Report**
- 5. Commissioner's Reports**
- 6. Hanger Building Lease**
- 7. Depot Project Update**
- 8. EDO Report**

Upcoming Meetings:

Regular Commission Meeting on Tuesday, January 14, 2019 at 5pm – Gilliam County Courthouse, Condon, Or

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting Kelly.margheim@portofarlington.com / 541-454-2868

Posted: Tuesday, December 3, 2019: Bank of Eastern Oregon - Condon & Arlington; U.S. Post Office - Condon & Arlington; Condon Times-Journal; Arlington City Hall; Port Office and Website.

PO Box 279, Arlington, Oregon 97812

**Regular Commission Meeting
MINUTES
Port of Arlington
November 12, 2019
5 p.m.
Port Office – 100 Port Island Rd.
Arlington, OR**

- 1. The Port of Arlington Commission meeting was called to order at 5:05 pm by President Wilson.**

Those Present: President Wilson; Commissioner Shaffer; Commissioner Hunking; Commissioner McGuire; Port Manager / Economic Development Officer, Peter Mitchell; Admin. Asst. Kelly Margheim; Attorney Ruben Cleaveland;

Absent: Vice President Kennedy

Audience: Paul Jayo, Kathryn Greiner, Sherri Wilkins

- 2. Public Comment on non-agenda items-** Kathryn Greiner thanked the Port for responding to her Public Records request in a timely manner. Kathryn stated that she feels the Port should be more transparent. Kathryn also stated that she would like the Board to go back and edit the October minutes and state what company the Board approved for payment in the amount of \$77,151.00.

Kathryn said that from the time she put in her request to serve on the Board she has reviewed the Port's minutes for the past year and feels the Board has went into executive session at every board meeting and when coming out of executive session there is no action or projects. While she understands the need for executive session she states the Board needs to make the Port's plans more public to receive public support. Kathryn said she has heard rumors about several projects the Port might be looking into.

Kathryn also gave the Board an update on the Condon Airport water and sewer plan. (Pauling Field) The Department of Aviation just finished their Master Plan thru 2022

- 3. Consent Agenda:**

- Approval of October 8, 2019 Commission Meeting Minutes
- Approval of October 2019 Payables and Financials

Commissioner Hunking moved to approve the consent agenda and Commissioner McGuire seconded. The motion carried 4-0.

- 4. Chairman's Report:** Thanksgiving Turkeys for Staff. Commissioner Hunking moved to give Thanksgiving turkey's to staff and Commissioner Shaffer seconded. Motion carried 4-0.

Christmas Bonus for Staff – Commissioner Hunking moved to give \$150 Christmas Bonus to staff and Commissioner Shaffer seconded. Motion carried 4-0.

President Wilson shared a donation request from Arlington Education Foundation. Commissioner Hunking declared a potential conflict of interest and abstained from making comments, motions, or voting on the discussion. AEF is building a foundation for our youth's futures. AEF is a non-profit organization. AEF is working towards an endowment for scholarships to help Arlington's graduates for the future. Commissioner Shaffer moved to donate \$300.00 to AEF and Commissioner McGuire seconded. The motion carried 3-0

5. **Commissioner Reports:** Commissioner Shaffer declared he may have a potential conflict as he is employed by Mid-Columbia Producers, one of the Port's tenants. He will recuse himself from any Grain Elevator decisions that might come up in the future.

6. **Hanger Building**

6.1 The Port received the tax bill for the hanger building as the tenants vacated the building. The tax bill is \$1231.62. Commissioner Hunking moved to pay the tax bill. And, in the future to collect monthly prorated dollar amounts for annual tax assessment from tenants. Commissioner Shaffer seconded.

The motion carried 4-0

6.2 Paul Jayo would like to lease the Hanger building located at 1520 Airport Rd. Paul seeks to restore old cars. There will be no scrap at this location. This facility will be in addition to Arlington Towing and Repair facility on Highway 19 that he operates with John Salle assistance. Paul Jayo needs three phase power to be installed. Consensus is to put a lease agreement together at \$1,250.00 per month for the first year. The second and third years at \$1,500.00 per month. Option for two additional three year terms. Commencing on the first day of any extension term and thereafter, the lease shall increase 3% annually from the prior year rental rate. Paul Jayo would like early possession to start cleaning and working on the building. Commissioner Hunking moved to allow Paul Jayo to be given keys to start on building and Commissioner Shaffer seconded. The motion carried 4-0.

- 7.0 **EDO Report** – EDO Mitchell shared with the Board the Small Business description and what it takes to apply for a Port grant. The program has been successful in assisting numerous business start, expand, or maintain their operations.
Marina moorage has nearly been leased out all of the larger boat slips. Two new boats arrived this month. The historic Coast Guard boat "Point Adams" has returned to port and a 48' Cooper Maple Leaf Sailing Vessel now calls the Port of Arlington home.

Fuel sales are even with last year dollar wise, but the Port had 15% more customers. The Port did not get an opportunity to fuel any cruise ships this year with diesel as we did last year, so diesel sale are below last year's sales.

The Port did not get approval for Island Park water and sewer line extension grant request from Gilliam County. The Port will move forward on the bathroom project without including the extension project.

Water has been a big topic around the state lately. EDO Mitchell attended several meetings where the central topic was around water infrastructure, water visioning, and water planning. Oregon is preparing a 100 year water vision and is holding community conversations. Gilliam County Soil and Water Conservation district is deep into a place base study of the Lower John Day Basin. The third phase of the report is now available from the Gilliam County Soil and Water district office or online at lowerjohndaypbp.com.

- 8.0 Executive Session per ORS 192.660(2)(g):** To consider preliminary negotiations involving matters of trade of commerce in which the governing body is in competition with governing bodies in other states or nations.

Recess to Executive Session at 5:40 pm

Reconvene to Regular Session at 5:48pm
Port Board does not have a final decision

9.0 Administration

9.1 Commissioner Hunking moved to approve the Port's Audit Plan of Action, the GAS Report and findings, the Summary of Revenues and Expenditures submitted by Solutions Certified Public Accountants. Commissioner Shaffer seconded. The motion carried 4-0.

Meeting adjourned 6pm

President Ron Wilson

Commissioner Hunking

**Port of Arlington
Regular Monthly Commission Meeting
Tuesday, December 10, 2019
NOVEMBER 2019 PAYABLES**

Resources:

Deposits and Credits through 11/30/2019 (see attached detail)

Total Deposits and Credits– All Accounts \$30,299.86

Expenses:

Checks Written: 9206 through 9223

Includes Direct Deposit Payroll And Electronic Fund Transfers (See attached Check Detail)

Total Expenses and Transfers– All Accounts (\$30,299.86)

Bank Balance Information:

Ending Balance as of 11/30/19: Bank of Eastern Oregon Checking: \$ 254,955.68
Bank of E. Oregon Reserve Fund: \$ 64,459.65
Bank of E. Oregon Muni Market Fund: \$ 365,598.97
LGIP: (08/31/19) \$1,281,995.30

Commission President Ron Wilson

Vice President Dewey Kennedy

2019 Port of Arlington fuel Sales

Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-19	\$ 3.90	11	109	\$ 413.84	\$ 2.69	0	0	\$ -
February-19	\$ 3.90	12	154	\$ 583.47	\$ 2.69	0	0	\$ -
March-19	\$ 3.90	13	91	\$ 337.40	\$ 2.69	0	0	\$ -
April-19	\$ 3.90	33	268	\$ 1,004.21	\$ 2.69	0	0	\$ -
May-19	\$ 4.59	41	291	\$ 1,256.28	\$ 2.69	0	0	\$ -
June-19	\$ 4.59	40	331	\$ 1,528.44	\$ 2.69	0	0	\$ -
July-19	\$ 3.99	46	443	\$ 1,872.21	\$ 2.69	1	13	\$ 35.49
August-19	\$ 3.99	57	618	\$ 2,442.36	\$ 2.69	3	108	\$ 290.91
September-19	\$ 3.99	45	465	\$ 1,757.99	\$ 2.69	5	46	\$ 123.11
October-19	\$ 3.99	38	422	\$ 1,576.03	\$ 2.69	4	184	\$ 472.91
November-19	\$ 3.99	24	229	\$ 914.15	\$ 2.69	0	0	\$ -
December-19								
YTD Totals		360	3,420	\$ 13,686.38		13	352	\$ 922.42

2018 Port of Arlington fuel Sales

Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-18	\$ 3.46	8	101	\$ 348.57	\$ 2.69	0	0	\$ -
February-18	\$ 3.46	8	75	\$ 258.03	\$ 2.69	0	0	\$ -
March-18	\$ 3.89	16	171	\$ 642.94	\$ 2.69	0	0	
April-18	\$ 3.89	28	251	\$ 890.77	\$ 2.69	0	0	\$ -
May-18	\$ 3.89	31	295	\$ 1,148.39	\$ 2.69	1	109	\$ 294.09
June-18	\$ 3.99	31	491	\$ 1,952.05	\$ 2.69	0	0	\$ -
July-18	\$ 3.99	45	431	\$ 1,729.80	\$ 2.69	2	325	\$ 876.54
August-18	\$ 3.99	42	465	\$ 1,860.38	\$ 2.69	3	155	\$ 417.42
September-18	\$ 4.09	30	296	\$ 1,150.99	\$ 2.69	3	94	\$ 254.24
October-18	\$ 4.09	53	573	\$ 2,352.91	\$ 2.69	4	905	\$ 2,441.98
November-18	\$ 4.09	13	126	\$ 516.79	\$ 2.69	0	0	
December-18	\$ 3.80	7	86	\$ 336.71	\$ 2.69	0	0	
YTD Totals		312	3,360	\$ 13,188.33		13	1588	\$ 4,284.27

2017 Port of Arlington fuel Sales

Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-17	\$ 3.44	3	38	\$ 130.34	\$ 2.69		0	\$ -
February-17	\$ 3.44	1	5	\$ 18.83	\$ 2.69		0	
March-17	\$ 3.44	13	168	\$ 336.75	\$ 2.69		0	
April-17	\$ 3.44	28	209	\$ 714.91	\$ 2.69	1	100	\$ 269.96
May-17	\$ 3.44	39	379	\$ 1,311.08	\$ 2.69	0	0	
June-17	\$ 3.95	39	408	\$ 1,480.35	\$ 2.69	4	504	\$ 1,359.18
July-17	\$ 3.95	27	267	\$ 1,056.33	\$ 2.69	3	145	\$ 391.04
August-17	\$ 3.65	47	578	\$ 2,141.55	\$ 2.69	2	93	\$ 250.00
September-17	\$ 3.65	30	239	\$ 873.58	\$ 2.69	0	0	\$ -
October-17	\$ 3.46	27	281	\$ 979.78	\$ 2.69	0	0	\$ -
November-17	\$ 3.46	21	260	\$ 900.39	\$ 2.69	0	0	\$ -
December-17	\$ 3.46	4	53	\$ 184.69	\$ 2.69	0	0	\$ -
YTD Totals		275	2,833	\$ 9,943.89		9	742	\$ 2,270.18

9:16 AM

12/02/19

PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		11/06/2019	QuickBooks Payrol...		1001 · Bank of E/O ...		-1.75
					6560 · Payroll Expe...	-1.75	1.75
TOTAL						-1.75	1.75
Liability Check		11/27/2019	QuickBooks Payrol...		1001 · Bank of E/O ...		-9,360.07
					6560 · Payroll Expe...	-3.50	3.50
			QuickBooks Payroll ...		2111 · Direct Deposi...	-9,356.57	9,356.57
TOTAL						-9,360.07	9,360.07
Check	DD	11/07/2019	Peter Mitchell		1001 · Bank of E/O ...		-664.45
					8421 · Travel/Food/...	-553.45	553.45
					8427 · Telephone & ...	-111.00	111.00
TOTAL						-664.45	664.45
Check	EFT	11/01/2019	Heartland Payment...		1001 · Bank of E/O ...		-209.52
					6115-1 · Credit Card...	-209.52	209.52
TOTAL						-209.52	209.52
Check	EFT	11/08/2019	Pacific Power		1001 · Bank of E/O ...		-876.31
					6111 · Utilities	-120.00	120.00
					6323 · Electricity - R...	-355.42	355.42
					6721 · Marina Electri...	-45.00	45.00
					6624 · Park Electricity	-39.59	39.59
					6721 · Marina Electri...	-30.15	30.15
					6721 · Marina Electri...	-286.15	286.15
TOTAL						-876.31	876.31

\$30,299.86

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12/02/19

PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	EFT	11/26/2019	United States Trea...		1001 · Bank of E/O ...		-2,886.98
				2100 · Payroll Liabili...		-875.00	875.00
				2100 · Payroll Liabili...		-815.30	815.30
				2100 · Payroll Liabili...		-815.30	815.30
				2100 · Payroll Liabili...		-190.69	190.69
				2100 · Payroll Liabili...		-190.69	190.69
TOTAL						-2,886.98	2,886.98
Paycheck	DD1150	11/29/2019	Margheim, Kelly L		1001 · Bank of E/O ...		0.00
				6560 · Payroll Expe...		-3,217.72	3,217.72
				6560 · Payroll Expe...		-314.41	314.41
				6560 · Payroll Expe...		-362.56	362.56
				6560 · Payroll Expe...		-226.60	226.60
				6560 · Payroll Expe...		-150.00	150.00
				6560 · Payroll Expe...		-1,833.66	1,833.66
				2100 · Payroll Liabili...		1,833.66	-1,833.66
				6560 · Payroll Expe...		-116.46	116.46
				2100 · Payroll Liabili...		116.46	-116.46
				6560 · Payroll Expe...		-512.55	512.55
				2100 · Payroll Liabili...		512.55	-512.55
				6560 · Payroll Expe...		-4.01	4.01
				2100 · Payroll Liabili...		4.01	-4.01
				2100 · Payroll Liabili...		4.27	-4.27
				2100 · Payroll Liabili...		236.00	-236.00
				6560 · Payroll Expe...		-264.82	264.82
				2100 · Payroll Liabili...		264.82	-264.82
				2100 · Payroll Liabili...		264.82	-264.82
				6560 · Payroll Expe...		-61.93	61.93
				2100 · Payroll Liabili...		61.93	-61.93
				2100 · Payroll Liabili...		61.93	-61.93
				2100 · Payroll Liabili...		236.00	-236.00
				2111 · Direct Deposi...		2,254.38	-2,254.38
				2111 · Direct Deposi...		1,213.89	-1,213.89
TOTAL						0.00	0.00

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PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	DD1151	11/29/2019	Mitchell, Peter D		1001 · Bank of E/O ...		0.00
				6560 · Payroll Expe...		-5,696.26	5,696.26
				6560 · Payroll Expe...		-1,780.08	1,780.08
				6560 · Payroll Expe...		-150.00	150.00
				6560 · Payroll Expe...		-915.16	915.16
				2100 · Payroll Liabili...		915.16	-915.16
				6560 · Payroll Expe...		-1,833.66	1,833.66
				2100 · Payroll Liabili...		1,833.66	-1,833.66
				6560 · Payroll Expe...		-116.46	116.46
				2100 · Payroll Liabili...		116.46	-116.46
				6560 · Payroll Expe...		-3.07	3.07
				2100 · Payroll Liabili...		3.07	-3.07
				2100 · Payroll Liabili...		7.63	-7.63
				2100 · Payroll Liabili...		639.00	-639.00
				6560 · Payroll Expe...		-472.83	472.83
				2100 · Payroll Liabili...		472.83	-472.83
				2100 · Payroll Liabili...		472.83	-472.83
				6560 · Payroll Expe...		-110.58	110.58
				2100 · Payroll Liabili...		110.58	-110.58
				2100 · Payroll Liabili...		110.58	-110.58
				2100 · Payroll Liabili...		508.00	-508.00
				2111 · Direct Deposi...		5,888.30	-5,888.30
TOTAL						0.00	0.00
Check	9206	11/08/2019	Pacific Power		1001 · Bank of E/O ...		-17.59
				8425 · Utilities		-17.59	17.59
TOTAL						-17.59	17.59
Check	9207	11/08/2019	Bank of Eastern Or...		1001 · Bank of E/O ...		-80.40
				6129 · Postage		-5.05	5.05
				8421 · Travel/Food/...		-15.40	15.40
				8422 · Training/Sem...		-26.95	26.95
				8422 · Training/Sem...		-33.00	33.00
TOTAL						-80.40	80.40

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PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9208	11/08/2019	Bank of Eastern Or...		1001 · Bank of E/O ...		-166.66
				6115 · Dues, Subscr...		-99.99	99.99
				6112 · Office Suppli...		-51.68	51.68
				6115 · Dues, Subscr...		-14.99	14.99
TOTAL						-166.66	166.66
Check	9209	11/08/2019	Gilliam County Tre...		1001 · Bank of E/O ...		-1,012.00
				8441 · Loan - Principal		-784.47	784.47
				8442 · Loan - Interest		-227.53	227.53
TOTAL						-1,012.00	1,012.00
Check	9210	11/08/2019	Meadow Outdoor A...		1001 · Bank of E/O ...		-1,353.00
				8426 · Advertising &...		-1,353.00	1,353.00
TOTAL						-1,353.00	1,353.00
Check	9211	11/08/2019	Loop Net		1001 · Bank of E/O ...		-69.00
				8426 · Advertising &...		-69.00	69.00
TOTAL						-69.00	69.00
Check	9212	11/08/2019	Arlington T.V. Coop		1001 · Bank of E/O ...		-120.00
				8427 · Telephone & ...		-20.00	20.00
				6117 · Telephone an...		-80.00	80.00
				6324 · WIFI - RV		-20.00	20.00
TOTAL						-120.00	120.00
Check	9213	11/08/2019	Gilliam County Tax...		1001 · Bank of E/O ...		-1,231.62
				8430-4 · Property Ta...		-1,231.62	1,231.62
TOTAL						-1,231.62	1,231.62

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PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9214	11/08/2019	Pillar Consulting G...		1001 · Bank of E/O ...		-837.00
					8432 · Engineering ...	-837.00	837.00
TOTAL						-837.00	837.00
Check	9215	11/07/2019	City of Arlington		1001 · Bank of E/O ...		-54.96
					8425 · Utilities	-54.96	54.96
TOTAL						-54.96	54.96
Check	9216	11/07/2019	City of Arlington		1001 · Bank of E/O ...		-740.24
					6111 · Utilities	-44.00	44.00
					8425 · Utilities	-44.00	44.00
					6321 · Water Fees - ...	-192.60	192.60
					6329 · Sewer	-324.64	324.64
					6322 · Sanitation - RV	-104.00	104.00
					6622 · Sanitation	-31.00	31.00
TOTAL						-740.24	740.24
Check	9217	11/07/2019	VanKoten & Cleave...		1001 · Bank of E/O ...		-1,088.50
					6113 · Legal Fees	-572.25	572.25
					8423 · Legal Fees	-516.25	516.25
TOTAL						-1,088.50	1,088.50
Paycheck	9218	11/29/2019	Wilson, Ron		1001 · Bank of E/O ...		-277.05
					6560 · Payroll Expe...	-300.00	300.00
					6560 · Payroll Expe...	-18.60	18.60
					2100 · Payroll Liabili...	18.60	-18.60
					2100 · Payroll Liabili...	18.60	-18.60
					6560 · Payroll Expe...	-4.35	4.35
					2100 · Payroll Liabili...	4.35	-4.35
					2100 · Payroll Liabili...	4.35	-4.35
TOTAL						-277.05	277.05

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PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9219	11/29/2019	Winters, Russell S		1001 - Bank of E/O ...		-138.37
				6560 - Payroll Expe...		-150.00	150.00
				2100 - Payroll Liabili...		0.15	-0.15
				6560 - Payroll Expe...		-9.30	9.30
				2100 - Payroll Liabili...		9.30	-9.30
				2100 - Payroll Liabili...		9.30	-9.30
				6560 - Payroll Expe...		-2.18	2.18
				2100 - Payroll Liabili...		2.18	-2.18
				2100 - Payroll Liabili...		2.18	-2.18
TOTAL						-138.37	138.37
Paycheck	9221	11/29/2019	Davis, Calvin A		1001 - Bank of E/O ...		-317.53
				6560 - Payroll Expe...		-202.50	202.50
				6560 - Payroll Expe...		-150.00	150.00
				6560 - Payroll Expe...		-0.38	0.38
				2100 - Payroll Liabili...		0.38	-0.38
				6560 - Payroll Expe...		-21.85	21.85
				2100 - Payroll Liabili...		21.85	-21.85
				2100 - Payroll Liabili...		21.85	-21.85
				6560 - Payroll Expe...		-5.12	5.12
				2100 - Payroll Liabili...		5.12	-5.12
				2100 - Payroll Liabili...		5.12	-5.12
				2100 - Payroll Liabili...		8.00	-8.00
TOTAL						-317.53	317.53
Paycheck	9222	11/29/2019	Kennedy, Jr., Dewe...		1001 - Bank of E/O ...		-138.52
				6560 - Payroll Expe...		-150.00	150.00
				6560 - Payroll Expe...		-9.30	9.30
				2100 - Payroll Liabili...		9.30	-9.30
				2100 - Payroll Liabili...		9.30	-9.30
				6560 - Payroll Expe...		-2.18	2.18
				2100 - Payroll Liabili...		2.18	-2.18
				2100 - Payroll Liabili...		2.18	-2.18
TOTAL						-138.52	138.52

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12/02/19

PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	9223	11/29/2019	McGuire, Rodney H		1001 · Bank of E/O ...		-277.05
				6560 · Payroll Expe...		-300.00	300.00
				6560 · Payroll Expe...		-18.60	18.60
				2100 · Payroll Liabili...		18.60	-18.60
				2100 · Payroll Liabili...		18.60	-18.60
				6560 · Payroll Expe...		-4.35	4.35
				2100 · Payroll Liabili...		4.35	-4.35
				2100 · Payroll Liabili...		4.35	-4.35
TOTAL						-277.05	277.05
Liability Check	9224	11/26/2019	Fidelity Brokerage ...		1001 · Bank of E/O ...		-1,427.71
				2100 · Payroll Liabili...		-1,427.71	1,427.71
TOTAL						-1,427.71	1,427.71
Liability Check	9225	11/26/2019	Oregon Departmen...		1001 · Bank of E/O ...		-752.00
				2100 · Payroll Liabili...		-752.00	752.00
TOTAL						-752.00	752.00
Check	9226	11/26/2019	SDIS		1001 · Bank of E/O ...		-3,900.24
				2100 · Payroll Liabili...		-1,833.66	1,833.66
				2100 · Payroll Liabili...		-116.46	116.46
				2100 · Payroll Liabili...		-1,833.66	1,833.66
				2100 · Payroll Liabili...		-116.46	116.46
TOTAL						-3,900.24	3,900.24
Check	9227	11/26/2019	The City of Arlington		1001 · Bank of E/O ...		-1,800.00
				8430 · City of Arlingt...		-1,800.00	1,800.00
TOTAL						-1,800.00	1,800.00

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12/02/19

PORT OF ARLINGTON
Check Detail
 November 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9228	11/26/2019	Arlington Educatio...		1001 · Bank of E/O ...		-300.00
					6121 · Donations	-300.00	300.00
TOTAL						-300.00	300.00
Check	9229	11/26/2019	Gorge Networks		1001 · Bank of E/O ...		-201.34
					8427 · Telephone & ...	-49.58	49.58
					6324 · WIFI - RV	-50.58	50.58
					6117 · Telephone an...	-50.57	50.57
					6117 · Telephone an...	-50.61	50.61
TOTAL						-201.34	201.34

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PORT OF ARLINGTON
Deposit Detail
 November 2019

Type	Num	Date	Name	Account	Amount
Deposit		11/05/2019		1001 - Bank of E/O ...	87.92
			Heartland Payment ...	4213-2 - Gasoline S...	-90.06
			Heartland Payment ...	6115-1 - Credit Card...	2.14
TOTAL					-87.92
Deposit		11/12/2019		1001 - Bank of E/O ...	626.85
			Heartland Payment ...	4213-2 - Gasoline S...	-39.62
			Heartland Payment ...	6115-1 - Credit Card...	0.30
			Heartland Payment ...	4211-1 - RV Park M...	-350.00
			Heartland Payment ...	6115-1 - Credit Card...	4.63
			Heartland Payment ...	4210 - Marina Reve...	-250.00
			Heartland Payment ...	6115-1 - Credit Card...	7.84
TOTAL					-626.85
Deposit		11/12/2019		1001 - Bank of E/O ...	677.00
			Cash Sales	4210 - Marina Reve...	-400.00
			Cash Sales	4210 - Marina Reve...	-120.00
			Cash Sales	4210 - Marina Reve...	-100.00
			Cash Sales	4211-3 - RV Park D...	-30.00
			Cash Sales	4211-4 - RV Park Dr...	-9.00
Payment	2020	11/12/2019	James Wright	1499 - Undeposited ...	-18.00
TOTAL					-677.00
Deposit		11/15/2019		1001 - Bank of E/O ...	218.04
			Heartland Payment ...	4213-2 - Gasoline S...	-23.70
			Heartland Payment ...	6115-1 - Credit Card...	0.68
			Heartland Payment ...	4210 - Marina Reve...	-200.00
			Heartland Payment ...	6115-1 - Credit Card...	4.98
TOTAL					-218.04

\$16,760.41

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PORT OF ARLINGTON
Deposit Detail
 November 2019

Type	Num	Date	Name	Account	Amount
Deposit		11/19/2019		1001 · Bank of E/O ...	655.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-2 · RV Park W...	-125.00
			Cash Sales	4211-2 · RV Park W...	-125.00
Payment	13789	11/19/2019	The City of Arlington	1499 · Undeposited ...	-30.00
TOTAL					-655.00
Deposit		11/20/2019		1001 · Bank of E/O ...	610.11
			Heartland Payment ...	4213-2 · Gasoline S...	-122.62
			Heartland Payment ...	6115-1 · Credit Card...	3.02
			Heartland Payment ...	4211-1 · RV Park M...	-375.00
			Heartland Payment ...	4211-2 · RV Park W...	-125.00
			Heartland Payment ...	6115-1 · Credit Card...	9.49
TOTAL					-610.11
Deposit		11/21/2019		1001 · Bank of E/O ...	490.94
			Heartland Payment ...	4213-2 · Gasoline S...	-376.11
			Heartland Payment ...	6115-1 · Credit Card...	7.28
			Heartland Payment ...	4211-2 · RV Park W...	-125.00
			Heartland Payment ...	6115-1 · Credit Card...	2.89
TOTAL					-490.94
Deposit		11/27/2019		1001 · Bank of E/O ...	125.50
			Heartland Payment ...	4213-2 · Gasoline S...	-77.68
			Heartland Payment ...	6115-1 · Credit Card...	0.80
			Heartland Payment ...	4210 · Marina Reve...	-50.00
			Heartland Payment ...	6115-1 · Credit Card...	1.38
TOTAL					-125.50

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PORT OF ARLINGTON
Deposit Detail
 November 2019

Type	Num	Date	Name	Account	Amount
Deposit		11/27/2019		1001 · Bank of E/O ...	12,014.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	5031 · Building Leas...	-7,600.00
			Cash Sales	5033 · Flex Bldg Lea...	-4,000.00
TOTAL					-12,014.00
Paycheck	DD1150	11/29/2019	Margheim, Kelly L	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expe...	3,217.72
				6560 · Payroll Expe...	314.41
				6560 · Payroll Expe...	362.56
				6560 · Payroll Expe...	226.60
				6560 · Payroll Expe...	150.00
				6560 · Payroll Expe...	1,833.66
				2100 · Payroll Liabili...	-1,833.66
				6560 · Payroll Expe...	116.46
				2100 · Payroll Liabili...	-116.46
				6560 · Payroll Expe...	512.55
				2100 · Payroll Liabili...	-512.55
				6560 · Payroll Expe...	4.01
				2100 · Payroll Liabili...	-4.01
				2100 · Payroll Liabili...	-4.27
				2100 · Payroll Liabili...	-236.00
				6560 · Payroll Expe...	264.82
				2100 · Payroll Liabili...	-264.82
				2100 · Payroll Liabili...	-264.82
				6560 · Payroll Expe...	61.93
				2100 · Payroll Liabili...	-61.93
				2100 · Payroll Liabili...	-61.93
				2100 · Payroll Liabili...	-236.00
				2111 · Direct Deposi...	-2,254.38
				2111 · Direct Deposi...	-1,213.89
TOTAL					0.00

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PORT OF ARLINGTON
Deposit Detail
 November 2019

Type	Num	Date	Name	Account	Amount
Paycheck	DD1151	11/29/2019	Mitchell, Peter D	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expe...	5,696.26
				6560 · Payroll Expe...	1,780.08
				6560 · Payroll Expe...	150.00
				6560 · Payroll Expe...	915.16
				2100 · Payroll Liabili...	-915.16
				6560 · Payroll Expe...	1,833.66
				2100 · Payroll Liabili...	-1,833.66
				6560 · Payroll Expe...	116.46
				2100 · Payroll Liabili...	-116.46
				6560 · Payroll Expe...	3.07
				2100 · Payroll Liabili...	-3.07
				2100 · Payroll Liabili...	-7.63
				2100 · Payroll Liabili...	-639.00
				6560 · Payroll Expe...	472.83
				2100 · Payroll Liabili...	-472.83
				2100 · Payroll Liabili...	-472.83
				6560 · Payroll Expe...	110.58
				2100 · Payroll Liabili...	-110.58
				2100 · Payroll Liabili...	-110.58
				2100 · Payroll Liabili...	-508.00
				2111 · Direct Deposi...	-5,888.30
TOTAL					0.00
Deposit		11/30/2019		1001 · Bank of E/O ...	830.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-5 · Monthly TV	-20.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-3 · RV Park D...	-60.00
TOTAL					-830.00
Deposit		11/30/2019		1001 · Bank of E/O ...	349.11
			Heartland Payment ...	4213-2 · Gasoline S...	-107.36
			Heartland Payment ...	6115-1 · Credit Card...	0.43
			Heartland Payment ...	4211-2 · RV Park W...	-250.00
			Heartland Payment ...	6115-1 · Credit Card...	7.82
TOTAL					-349.11

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PORT OF ARLINGTON
Deposit Detail
November 2019

Type	Num	Date	Name	Account	Amount
Deposit		11/30/2019		1001 - Bank of E/O ...	75.94
			Heartland Payment ...	4213-2 - Gasoline S...	-77.00
			Heartland Payment ...	6115-1 - Credit Card...	1.06
TOTAL					-75.94

PORT OF ARLINGTON
Profit & Loss Prev Year Comparison
July 1 through December 2, 2019

	Sep 19	Sep 18	\$ Change	% Change	Oct 19	Oct 18	\$ Change	% Change	Nov 19	Nov 18	\$ Change	% Change
4210 - Marina Revenue	370.00	1,402.00	-1,032.00	-73.61%	1,316.00	586.00	730.00	124.57%	1,120.00	170.00	950.00	558.82%
4211 - RV Park Revenues												
4211-1 - RV Park Monthly Rent	2,457.00	3,375.00	-918.00	-27.2%	2,575.00	2,875.00	-300.00	-10.44%	2,225.00	3,000.00	-775.00	-25.83%
4211-2 - RV Park Weekly Rent	0.00	0.00	0.00	0.0%	125.00	775.00	-650.00	-83.87%	750.00	0.00	750.00	100.0%
4211-3 - RV Park Daily Rent	1,350.00	1,165.00	185.00	15.88%	750.00	300.00	450.00	150.0%	120.00	208.00	-88.00	-42.31%
4211-4 - RV Park Dry Camp	264.00	499.00	-235.00	-47.09%	64.00	119.00	-55.00	-46.22%	18.00	20.00	-2.00	-10.0%
4211-5 - Monthly TV	20.00	20.00	0.00	0.0%	40.00	20.00	20.00	100.0%	20.00	40.00	-20.00	-50.0%
Total 4211 - RV Park Revenues	4,091.00	5,059.00	-968.00	-19.13%	3,554.00	4,089.00	-535.00	-13.08%	3,133.00	3,268.00	-135.00	-4.13%
4213 - Marina Fuel Revenue												
4213-2 - Gasoline Sales	1,895.46	1,150.99	744.47	64.68%	1,557.39	2,352.91	-795.52	-33.81%	914.15	516.79	397.36	76.89%
4213-1 - Diesel Sales	123.11	254.24	-131.13	-51.58%	472.91	2,441.98	-1,969.07	-80.63%	0.00	0.00	0.00	0.0%
4213 - Marina Fuel Revenue - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 4213 - Marina Fuel Revenue	2,018.57	1,405.23	613.34	43.65%	2,030.30	4,794.89	-2,764.59	-57.66%	914.15	516.79	397.36	76.89%
4214 - Marina Power and Water Revenue	140.00	20.00	120.00	600.0%	60.00	20.00	40.00	200.0%	0.00	0.00	0.00	0.0%
4340 - Willow Creek Rock Sales	862.04	5,343.92	-4,481.88	-83.87%	48,625.88	1,579.32	47,046.56	2,978.91%	0.00	910.89	-910.89	-100.0%

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Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '19 - Jun 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL FUND RESOURCES			
4000 · Carryover Balance	1,385,623.23	1,237,387.00	112.0%
4010 · Taxes-Current	327.25	100,000.00	0.3%
4011 · Taxes-Prior	1,582.68	500.00	316.5%
4020 · Interest - NOW Checking	41.00	0.00	100.0%
4021 · Interest - Best A/C	1,993.34	0.00	100.0%
4022 · Interest - LGIP A/C	13,777.78	10,000.00	137.8%
4030 · Land Rental	1,500.00	16,000.00	9.4%
4050 · Grain Elevator Lease Pymt	108,407.50	108,407.00	100.0%
4110 · Grants Income			
4111 · OSMB Grant	0.00	346,160.00	0.0%
4113 · Gilliam County Grant	0.00	100.00	0.0%
4114 · Unanticipated Grant Funds	0.00	100.00	0.0%
4115 · Safety Grant	0.00	100.00	0.0%
4120 · MAPS Grant	7,000.00	7,000.00	100.0%
4110 · Grants Income - Other	0.00	0.00	0.0%
Total 4110 · Grants Income	7,000.00	353,460.00	2.0%
4210 · Marina Revenue	5,414.00	5,000.00	108.3%
4211 · RV Park Revenues			
4211-1 · RV Park Monthly Rent	11,387.00	0.00	100.0%
4211-2 · RV Park Weekly Rent	1,250.00	0.00	100.0%
4211-3 · RV Park Daily Rent	4,624.00	0.00	100.0%
4211-4 · RV Park Dry Camp	962.00	0.00	100.0%
4211-5 · Monthly TV	80.00		
4212 · RV Park fee Refund	0.00	0.00	0.0%
4211 · RV Park Revenues - Other	0.00	40,000.00	0.0%
Total 4211 · RV Park Revenues	18,303.00	40,000.00	45.8%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	8,682.57	7,000.00	124.0%
4213-1 · Diesel Sales	922.42	3,000.00	30.7%
4213 · Marina Fuel Revenue - Other	13.54		
Total 4213 · Marina Fuel Revenue	9,618.53	10,000.00	96.2%
4214 · Marina Power and Water Revenue	400.00	250.00	160.0%
4340 · Willow Creek Rock Sales	99,374.20	20,000.00	496.9%
4350 · Willow Creek Lease Revenue	10,300.00	0.00	100.0%
4400 · Donations/Gifts	0.00	100.00	0.0%
4500 · Miscellaneous Income	16,438.10	100.00	16,438.1%
Total GENERAL FUND RESOURCES	1,680,100.61	1,901,204.00	88.4%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5005 · Carryover (cash basis)	412,813.17	180,340.00	228.9%
5031 · Building Lease 11-002	45,600.00	91,200.00	50.0%
5032 · Building Lease 11-004	1,700.00	1,000.00	170.0%
5033 · Flex Bldg Lease	20,000.00	48,000.00	41.7%
5113 · Grants - Gilliam County	40,000.00	40,000.00	100.0%
5114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
5116 · Grants - Other	7,848.00	7,800.00	100.6%
5130 · SIP Funds	0.00	25,000.00	0.0%
5600 · Transfer from General Fund	0.00	0.00	0.0%
Total 5000 · ECONOMIC DEVELOP FUND RESOURCES	527,961.17	394,340.00	133.9%
RESERVE FUND RESOURCES			
9000 · Reserve Fund Beginning Balance	53,072.76	51,650.00	102.8%
9001 · Transfer from General Fund	10,841.00	10,841.00	100.0%
9002 · Interest Earned Reserve Fund	545.89	400.00	136.5%
Total RESERVE FUND RESOURCES	64,459.65	62,891.00	102.5%
Total Income	2,272,521.43	2,358,435.00	96.4%
Expense			
6560 · Payroll Expenses	1.75	0.00	100.0%

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Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '19 - Jun 20	Budget	% of Budget
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	9,382.95	23,700.00	39.6%
6009 · Administrative Assistant	13,785.29	32,200.00	42.8%
6011 · Payroll Taxes - Staff	1,790.58	5,300.00	33.8%
6012 · Training	0.00	500.00	0.0%
6013 · Workmens Compensation	173.65	250.00	69.5%
6015 · Employee Benefits Insurance	8,109.31	26,250.00	30.9%
6016 · Employee Benefits Retirement	2,780.18	6,500.00	42.8%
Total 6000 · Personal Services - AD	36,021.96	94,700.00	38.0%
6100 · Materials and Services - AD			
6111 · Utilities	864.68	3,500.00	24.7%
6112 · Office Supplies and Equipment	1,328.13	3,000.00	44.3%
6113 · Legal Fees	3,004.75	12,000.00	25.0%
6114 · Insurance, Treasurer Bond	0.00	500.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	1,608.95	3,000.00	53.6%
6115 · Dues, Subscriptions, Fees - Other	3,034.63	3,000.00	101.2%
Total 6115 · Dues, Subscriptions, Fees	4,643.58	6,000.00	77.4%
6116 · Audit, Budget, Legal Notices	7,419.00	9,000.00	82.4%
6117 · Telephone and Internet Srv.	855.57	3,000.00	28.5%
6118 · Advertising - AD	0.00	250.00	0.0%
6119 · Commissioner Fees/Expenses	898.66	3,000.00	30.0%
6120 · Medi/SS for Commissioners	57.36	300.00	19.1%
6121 · Donations	500.00	1,000.00	50.0%
6122 · Meetings and Elections	53.54	2,000.00	2.7%
6123 · Miscellaneous - AD	130.00	200.00	65.0%
6124 · Consultant Services	0.00	2,000.00	0.0%
6126 · Contingency	0.00	22,833.00	0.0%
6127 · Commissioner Conference & Trave	176.06	3,000.00	5.9%
6128 · Staff Travel/Food/Lodging	229.91	500.00	46.0%
6129 · Postage	167.15	1,000.00	16.7%
6130 · Bad Debt Write Off	0.00	100.00	0.0%
Total 6100 · Materials and Services - AD	20,328.39	73,183.00	27.8%
6170 · Transfers Out of General Fund	10,841.00	10,841.00	100.0%
Total ADMINISTRATION EXPENSES	67,191.35	178,724.00	37.6%
ISLAND PARK			
6600 · Personal Services			
6610 · Maintenance Person	5,093.61	12,500.00	40.7%
6611 · Payroll Taxes	402.66	750.00	53.7%
6612 · Worker's Comp Insurance	-44.21	500.00	-8.8%
Total 6600 · Personal Services	5,452.06	13,750.00	39.7%
6620 · Materials & Services			
6621 · Water Fees	0.00	1,200.00	0.0%
6622 · Sanitation	182.20	1,000.00	18.2%
6623 · Comfort Station Supplies	289.42	1,800.00	16.1%
6624 · Park Electricity	218.72	1,500.00	14.6%
6625 · Pest Control / Chem & Fert.	0.00	200.00	0.0%
6626 · Insurance	0.00	2,000.00	0.0%
6627 · Park Maintenance & Supplies	706.01	2,800.00	25.2%
6628 · Miscellaneous	0.00	100.00	0.0%
6620 · Materials & Services - Other	26.84		
Total 6620 · Materials & Services	1,423.19	10,600.00	13.4%
6630 · Capital Outlay			
6635 · Grant Match Isl.Erosion Repair	0.00	229,720.00	0.0%
6634 · Grant Island Erosion Repair	0.00	346,180.00	0.0%
6631 · Park Improvements	5,125.00	200,000.00	2.6%
6632 · Engineering & Surveying	0.00	20,000.00	0.0%
Total 6630 · Capital Outlay	5,125.00	795,880.00	0.6%
Total ISLAND PARK	12,000.25	820,230.00	1.5%

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Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '19 - Jun 20	Budget	% of Budget
MARINA			
6700 · Personal Services			
6710 · Maintenance Person	0.00	3,700.00	0.0%
6711 · Payroll Taxes	21.81	250.00	8.7%
6712 · Worker's Comp Insurance	-50.67	50.00	-101.3%
6700 · Personal Services - Other	282.99		
Total 6700 · Personal Services	254.13	4,000.00	6.4%
6720 · Materials & Services			
6721 · Marina Electricity	1,174.80	3,000.00	39.2%
6722 · OMB Repairs - 1/2 MAPS	0.00	2,000.00	0.0%
6723 · Insurance	0.00	2,500.00	0.0%
6724 · Marina Maint. & Supplies	81.94	2,500.00	3.3%
6725 · Miscellaneous	0.00	500.00	0.0%
6727 · Marina Fuel			
6727-2 · Marina Diesel	0.00	5,000.00	0.0%
6727-1 · Marina Gas	7,542.82	11,000.00	68.6%
6727 · Marina Fuel - Other	0.00	0.00	0.0%
Total 6727 · Marina Fuel	7,542.82	16,000.00	47.1%
Total 6720 · Materials & Services	8,799.36	26,500.00	33.2%
6730 · Capital Outlay			
6731 · Marina Improvements	0.00	0.00	0.0%
Total 6730 · Capital Outlay	0.00	0.00	0.0%
Total MARINA	9,053.49	30,500.00	29.7%
RV PARK EXPENSES			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	282.99	3,000.00	9.4%
6311 · Payroll Taxes, Maintenance - RV	19.08	300.00	6.4%
6312 · Workmens Compensation - RV	212.56	200.00	106.3%
Total 6300 · Personal Services - RV	514.63	3,500.00	14.7%
6320 · Materials & Services - RV			
6321 · Water Fees - RV	1,419.00	4,000.00	35.5%
6322 · Sanitation - RV	533.80	2,000.00	26.7%
6323 · Electricity - RV Park	2,541.27	9,000.00	28.2%
6324 · WIFI - RV	313.17	1,000.00	31.3%
6325 · Advertising - RV	0.00	500.00	0.0%
6326 · Maintenance & Supplies - RV	173.23	1,000.00	17.3%
6327 · Insurance - RV	0.00	1,500.00	0.0%
6328 · Misc. - RV	0.00	250.00	0.0%
6329 · Sewer	1,763.88	4,000.00	44.1%
Total 6320 · Materials & Services - RV	6,744.35	23,250.00	29.0%
6340 · Capital Outlay - RV			
6341 · RV Park Const Improv	1,000.00	45,000.00	2.2%
Total 6340 · Capital Outlay - RV	1,000.00	45,000.00	2.2%
Total RV PARK EXPENSES	8,258.98	71,750.00	11.5%
WILLOW CREEK QUARRY			
6520 · Materials & Services - WQ			
6523 · Miscellaneous - WQ	1,079.27	2,000.00	54.0%
6524 · Travel	0.00	100.00	0.0%
Total 6520 · Materials & Services - WQ	1,079.27	2,100.00	51.4%
6540 · Capital Outlay - WQ			
6542 · Engineering & Surveying	0.00	50,000.00	0.0%
6540 · Capital Outlay - WQ - Other	0.00	747,900.00	0.0%
Total 6540 · Capital Outlay - WQ	0.00	797,900.00	0.0%
Total WILLOW CREEK QUARRY	1,079.27	800,000.00	0.1%
Total GENERAL FUND EXPENSES	97,583.34	1,901,204.00	5.1%

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Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '19 - Jun 20	Budget	% of Budget
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	28,148.80	69,000.00	40.8%
8410-1 · Admin. Asst. 1/3	7,101.50	16,600.00	42.8%
8410-2 · Lab Technician	0.00	0.00	0.0%
8411 · Payroll Taxes	2,718.30	7,000.00	38.8%
8412 · Worker's Comp Ins.	264.30	300.00	88.1%
8413 · Employee Benefits - Insurance	9,713.33	31,100.00	31.2%
8414 · Employee Benefits - Retirement	4,230.03	10,100.00	41.9%
Total PERSONNEL SERVICES	52,176.26	134,100.00	38.9%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	1,834.78	6,000.00	30.6%
8422 · Training/Seminars/Conventions	59.95	3,000.00	2.0%
8423 · Legal Fees	2,667.25	15,000.00	17.8%
8424 · Office Supplies & Equipment	99.98	1,500.00	6.7%
8424-3 · Consultant	0.00	2,000.00	0.0%
8425 · Utilities	248.55	2,500.00	9.9%
8426 · Advertising & Marketing	10,773.30	20,000.00	53.9%
8426-1 · Dues & Subscriptions	0.00	500.00	0.0%
8426-2 · A Town Throw Down	430.00	0.00	100.0%
8427 · Telephone & Internet Service	1,144.73	2,500.00	45.8%
8428 · Website Develop. & Maint.	0.00	1,000.00	0.0%
8429 · Building Insurance	0.00	9,000.00	0.0%
8430 · City of Arlington Insitu Lease	9,000.00	21,600.00	41.7%
8430-1 · Feasibility Studies	0.00	1,000.00	0.0%
8430-2 · Grant Match	0.00	1,000.00	0.0%
8430-3 · Business Start Up Program	10,000.00	20,000.00	50.0%
8430-4 · Property Taxes	1,231.62	0.00	100.0%
8439 · Contingency	0.00	19,496.00	0.0%
Total MATERIALS AND SERVICES	37,490.16	126,096.00	29.7%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	0.00	17,000.00	0.0%
8432 · Engineering & Surveying	8,520.00	45,000.00	18.9%
8435 · Building Construction	0.00	60,000.00	0.0%
Total CAPITAL OUTLAY	8,520.00	122,000.00	7.0%
DEBT SERVICE			
8441 · Loan - Principal	3,909.22	9,533.00	41.0%
8442 · Loan - Interest	1,150.68	2,611.00	44.1%
Total DEBT SERVICE	5,059.90	12,144.00	41.7%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	103,246.32	394,340.00	26.2%
RESERVE FUND EXPENSES			
9500 · Repair, Maint., Grant Match	0.00	62,891.00	0.0%
Total RESERVE FUND EXPENSES	0.00	62,891.00	0.0%
Total Expense	200,831.41	2,358,435.00	8.5%
Net Ordinary Income	2,071,690.02	0.00	100.0%
Net Income	2,071,690.02	0.00	100.0%

Port Manager/ Economic Development Report December 10, 2019

The Port of Arlington's mission is to *support the creation, retention, expansion, and recruitment of businesses and jobs that will enhance the economy and quality of life of Gilliam County.*

This report covers recent activities of the Port of Arlington including developments at Arlington Mesa, Island Park and Willow Creek industrial parks.

Administration

Microsoft will no longer be supporting Windows 7 which makes it a good time to upgrade to Microsoft's newest operating system and for the Port to upgrade the Admin office computer. End of year computer sales make the switchover a very reasonable proposition.

Railroad Avenue

The Watco Depot building project has received its building permit. Yea! This effort was a long time in the making. Congratulations to China Creek, Watco, and Pillar Consulting for their hard work, patience and persistence in bringing this project to fruition. Ground breaking will occur soon!

Economic Development

Construction work has slowed considerably off the hectic pace from this summer with the completion of the Montague Wind Farm, I-84 paving overlay project, and others. Many local businesses reported record sales this summer. This pace has quickly slowed. This holiday season please remember to shop and dine locally.

The City of Arlington's sidewalk project is advancing nicely with work crews pouring concrete as fast as possible. The Port assisted the City in acquiring the grant with strong support from Representative Greg Smith. The new sidewalks will be a very nice addition to the city and give students safe pathways to school.

Staff worked with tenant on upgrades to Hanger building to accommodate his business needs.

Up Coming Dates:

- December 4 - City of Arlington, 6:30 p.m.
- December 10 - Port BOD meeting, Arlington, 5 p.m.
- December 15-16 - Leadership Summit, Portland
- December 17 - Lower John Day Watershed Placed Based Planning, 10 a.m.
- December 25 - Christmas, Port office closed.