



DIRECTOR REPORT

October 6, 2022

4.1 Recreational Vehicle Park Rules & Regulations

Please view Draft Resolution for consideration. Approval recommended upon acceptable review.

To adopt by motion; Resolution 2022-153.

4.2 Arlington Mesa

Port staff continues communication with a non-disclosure company to plan for the Arlington Mesa. I believe that this can become a monumental game-changer for development in Gilliam County. Many advantages for added construction jobs and long-term business operations employment.

Our goal is to set a tone to *welcome* and *invite* development that benefits Gilliam County residents. We anticipate letters of interest that may potentially include core plans for industrial development, together with specific real estate purchase offers. Another factor that may be involved is support for community programs and/or facilities; such as workforce development, housing, and day care.

Meanwhile, we monitor news for development, with negative views shared about tax incentives. However, it is paramount not to dismiss this incredible opportunity without fair consideration. Proposals will be reviewed thoughtfully, as further details become available.

4.3 Conferences

Staff attended Oregon Public Ports Association (OPPA) Conference in Newport Sept 30-Oct 1. We enjoyed beautiful weather on the coast and networking with other Ports was valuable for us. Upcoming Brownfields and Infrastructure Summit in Bend on Oct 23-25.

4.4 Condon Grade School

The City of Condon has performed admirable work to consider suitable redevelopment options. The next step is environmental assessment and remediation, which may be a key role by the Port.

Condon City Administrator Kathryn Greiner created a timeline of the Condon Grade School project and shared redevelopment concepts and diagrams. We will work together to partner resources, and to utilize brownfield grants effectively.

4.5 Performance Evaluation

Typically, public entities are very careful not to have public discussions about personnel matters. However, review of the executive director position is unique, as it pertains directly to management. Therefore, my six-month review is voluntarily attached for feedback that helps me to improve. Successful completion of the six-month probationary period is proposed.

4.6 Hydrogen Hub Concept by Obsidian Renewables

Obsidian Renewables is now beginning the hydrogen grant submittal process by a concept paper due by November 7. The Port is a member of CREA which has developed broad regional support for the hydrogen hub concept by Obsidian Renewables. Recent Congressional action by the Inflation Reduction Act includes a significant incentive for hydrogen distribution development by a \$3 per kilogram tax subsidy benefit. If desired, a vote of support by the Port of Arlington and other regional partners may help to add credibility and depth to their application.

PORT OF ARLINGTON, OREGON

RESOLUTION NO. 2022-153

**A RESOLUTION SETTING A POLICY FOR THE RECREATIONAL
VEHICLE PARK AND ESTABLISHING RULES AND REGULATIONS.**

WHEREAS, the Port of Arlington operates a recreational vehicle park for public use; and

WHEREAS, the Port of Arlington desires to maintain safe and orderly operation, and to provide consistent standards to govern use, and to welcome enjoyment of our facilities;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Port of Arlington hereby adopts the following policy:

\Recreational Vehicle Park Rules & Regulations.

ADOPTED by the Board of Commissioners for the Port of Arlington on this **13th** day of **October, 2022.**

President

ATTEST:

Secretary-Treasurer

Port of Arlington Recreational Vehicle Park Rules and Regulations

RV rules are established to provide access, maintain safety, and invite use by park visitors to the Port. Our goal is to assure beneficial use of public facilities, and to promote order, safety, and cleanliness.

RV Quality

1. RVs must be in good working condition and appearance, subject to management's discretion. No vehicles are allowed that are not in good operating condition and appearance.
2. RV and/or camper exteriors must be in good condition, no broken or painted windows or doors, and free from rust. An RV is subject to management's approval after visual inspection if needed. A certificate of insurance for the RV must be made available to management staff as requested.
3. All RVs shall be towed and parked in RV space by owner's vehicle unless by prior arrangement.
4. Motorcycles are permitted only as transportation entering or exiting park. No skateboards.

Designated Locations

1. The paved parking lot is primarily designated for access to boats and for boat launch parking.
2. RVs are restricted to park in the RV Park with a valid reservation or gravel space in Dry Camp. Extended-stay parking is restricted and is subject to Corps of Engineer lease term conditions.
3. Motors or generators are not allowed in the full hook-up RV Park, but they are allowed at the west end of the Island Park peninsula for Dry Campers.
4. No heavy mechanical repair on any vehicle may be done in the park. No storage of vacant RVs.
5. No business operations, including owner rental of their RV's, are to take place in the park.
6. No parking on streets, lawns, landscaped areas or in empty RV spaces. Please do not block vehicle entrances or exits, to maintain central access for emergency response and fire safety.

Order and Cleanliness

1. Each RV space or Dry Camping site shall maintain their area clean and avoid sprawl of their belongings beyond 5 feet from their RV unit. Only lawn-type furniture is allowed outside.
2. All garbage and trash must be wrapped or bagged in plastic and placed inside garbage cans.
3. Check-out time is by 12:00 noon.
4. Quiet times are from 10:00 p.m. until 7:00 a.m. (no loud noise or music allowed at any time).
5. All pets must be under control of owner; leashes recommended to protect your pet and others. Do not leave pets unattended. Pets are not allowed inside any park buildings or left tied up. Please pick up and deposit all droppings in receptacles provided by the Port. If an animal is unruly or barking, the owner may be asked to leave the RV Park.
6. Guests will be required to pay for any damages that they or their visitors may cause to property; i.e., damage to faucets, water pipes, picnic tables, etc.
7. No food, drinking or loitering in the rest room. Please accompany children using the rest rooms. Please help us keep all areas clean. Please report any damage or untidiness to management.
8. No washing of clothes or dishes is allowed in restrooms, and no clotheslines are permitted.
9. Smoking is not allowed in any park buildings. Rowdiness or drunkenness is prohibited and can result in eviction.
10. No firearms and fireworks or other lethal weapons are to be discharged inside the park.
11. \$25.00 late fee added on the 5th day after payment is due unless prior arrangements are made.
12. **During winter months, guests are responsible for wrapping their water lines with heat tape and insulation. Contact the office if you need assistance.**

Participants and visitors are asked to please follow Port of Arlington RV Park Rules and Regulations. Violators may be subject to reminders, warnings, and dismissal. Please enjoy a fun and safe RV Park.

PORT OF ARLINGTON – EMPLOYEE PERFORMANCE EVALUATION

Employee Name: Jed Crowther, Executive Director	Evaluation for the Period: Mar 28, 2022 thru Oct 5, 2022
Supervisor: Leah Shannon, Port Board President	Department: Port of Arlington Management
PRIMARY TASKS	
<ol style="list-style-type: none"> 1. Develop Port strategy for business attraction, retention, and expansion in Gilliam County. 2. Manage and complete existing and future Port projects. 3. Coordinate activities and prepare reports with and for the Port Board of Commissioners, Gilliam County Court, and the Cities of Arlington and Condon, as needed. 4. Develop County, State, and Federal Grant and Loan requests and applications. 5. Perform financial analysis on appropriate prospects and develop recommendations for incentive packages and contracts. Provide high quality experiences for prospect visits. 6. Coordinate a quality Port marketing strategy and website development. 	
GOALS AND OBJECTIVES DURING THE EVALUATION PERIOD 1=Poor, 2=Fair, 3=Satisfactory, 4=Good, 5=Exceptional	
1. ORGANIZATION – Maintain contracts, files, and agreements. Create orderly patterns.	1 2 3 4 5
2. COMMUNICATION – Inform clearly. Follow-up promptly. Create vision. Build teamwork.	1 2 3 4 5
3. TEAMWORK – Work together with Staff and Commissioners. Interact in the community.	1 2 3 4 5
4. LEADERSHIP – Build consensus. Follow policy. Update procedures. Provide clear reports.	1 2 3 4 5
5. COORDINATION – Connect partnerships. Manage resources. Sync efforts. Value input.	1 2 3 4 5
6. INITIATIVE – Seek economic development opportunities. Position the Port for the future.	1 2 3 4 5
7. PRIORITIES – Be consistent, diligent, and responsive. Resolve any concerns properly.	1 2 3 4 5
8. BUDGET – Prepare draft review, chart a path forward, conduct hearings, receive input.	1 2 3 4 5
GOALS, ACHIEVEMENTS, ACCOMPLISHMENTS, AND RESPONSIBILITIES <i>(completed by employee)</i>	
<ol style="list-style-type: none"> 1. ORGANIZATION – Researched leases, coordinated with Kayla for cohesive file management and website. Completed Insitu lease termination with Ruben, resolved city obligations. Obtained Municipal Audit firm services. 2. COMMUNICATION – Provided accurate agenda packets with regular monthly updates, both written and verbal. Prepared informational and promotional materials. Connected with Legislators and news media. 3. TEAMWORK – Outlined mutual goals and activities. Developed a good start towards working together. Coordinated repairs with James for fence, backflow, doors, and pad. Installed benches and fish cleaning station. 4. LEADERSHIP – Careful start to follow policy and defer to past practice/board input. Progressively more decisive. 5. COORDINATION – Started outreach with multiple state agencies; including Business Oregon, OPPA, and SDAO. US Army Corps of Engineers Seasonal Camping Program, Oregon State Marine Board Clean Marina Program. Gilliam County, City of Arlington, City of Condon, Pioneer Community Development Corporation, Frontier Chamber, Columbia Renewable Energy Association (CREA). 6. INITIATIVE – Contacted Waterbear Energy, Obsidian Renewables, Painted Hills Natural Beef, NDA Company. Created Marina Moorage Rules & Regulations. Submitted Grant Applications; Gronquist and EV charging stations. 7. PRIORITIES – Followed direction, provided basic response. More guidance via upcoming Strategic Plan Update. 8. BUDGET – Moved through budget process correctly with cooperative help from others and by mutual teamwork. 	
STRENGTHS AND AREAS FOR DEVELOPMENT <i>(completed by reviewers)</i>	
STRENGTHS:	
IMPROVEMENT:	
RECOMMENDATION	
Successful completion of probationary period. Finalize signed contract.	
EMPLOYEE SIGNATURE	SUPERVISOR SIGNATURE
Name: <i>J. Crowther</i>	Name:
Date: 10-5-2022	Date:

