

**PORT OF ARLINGTON
NOTICE OF BUDGET COMMITTEE MEETING
Lower Gronquist Conference Room
1650 Railroad Ave
Arlington, OR 97812
Thursday, April 11, 2024
5 pm**

A public meeting of the Budget Committee for the Port of Arlington, Gilliam County, State of Oregon, to discuss the budget for the fiscal year July 1, 2024 to June 30, 2025 will be held in the Lower Conference Room of the Gronquist Building, 1650 Railroad Ave, Arlington, Oregon. This meeting will take place on Thursday, the 11th day of April 2024 at 5 pm. The purpose of the meeting is to receive the budget message and to receive public comment on the budget.

A copy of the budget document may be inspected or obtained on or after April 11, 2024 at the Port of Arlington office between the hours of 8:00 am and 5:00 pm.

This is a public meeting where deliberations of Budget Committee will take place. Any person may appear at the meeting to discuss proposed programs with Budget Committee. If needed, a second Budget Committee Meeting will be held Thursday, April 18, 2024 at 5 pm same location.

Published 3/21 and 3/28

Port of Arlington Budget Message 2024-2025

Overview

The Port of Arlington strives to connect suitable development opportunities within Gilliam County. Our focus also involves Workforce Housing as a key factor to enhance Economic Development. The Budget follows established structure. It outlines past patterns, opportunities, and correlation.

Leases

Current leases continue as established. In addition, new leases were achieved for Gravel Quarry, Gronquist Office, and Hangar Building. Increases in revenue are reflected in budget projections. The Insitu Building is vacant, but prior lease close-out revenue covers the transition to new tenant.

Marina & RV Park

The Port Marina & RV Park continues to be maintained well, with positive feedback from patrons. A token-operated shower door was installed to partly recoup maintenance and operational costs. This year, over 700 feet of Walkway will be paved along the Marina, to improve access and use. The RV Park Lift Station Replacement and Dock Repairs are in the Budget, to plan accordingly.

Alkali Ridge

The Port successfully attained Annexation, Tentative Plan, and Partition with the City of Arlington. Then Gilliam County awarded \$1.1M Capital Grant to design and install Subdivision Infrastructure, with the mutual goal to prepare residential lots for Workforce Housing.

Old Condon Grade School

Resources will be used by Sentry and Port to best accomplish Remediation and Redevelopment. Environmental work comes first, which awaits the result of our EPA application for Remediation. Our objective is for Re-Purposed use as Workforce Housing to enhance Economic Development.

Arlington Mesa

Comprehensive review and preparation continue for planned large-scale industrial development. Our budget elements involve conservative estimates, depending on decisions and commitment.

Willow Creek Industrial

The Port contracted with Points Consulting to prepare an Industrial Site Plan for Willow Creek, funded in part by a Technical Assistance Planning Grant from Business Oregon. Pending review, it may be appropriate to budget initial project work, such as leveling, or water and sewer services.

Personnel

The Port has high-quality workers. For this reason, it is important to consider merit-pay increases, together with cost-of-living adjustment. Tasks for Administrative Assistant position were reviewed. A new job description identifies additional duties performed, as Business & Operations Manager. We strive for collaboration and to retain and recruit quality employees who work well together.

Strategic Business Plan

Capital projects and priorities in our Strategic Business Plan correlate with Budget projections.

Summary

The Yearly Budget considers anticipated effects to the General Fund and Economic Development. Projected Revenues correlate with our contracts. Projected Expenses provide needed resources. We appreciate thoughtful participation in planning effectively.

**PORT OF ARLINGTON
BUDGET COMMITTEE MEETING MINUTES**

The meeting was called to order by Chair _____ at 5:___ pm in the Lower Conference Room, Gronquist Building, 1650 Railroad Ave, Arlington, Oregon on **Thursday, April 11, 2024.**

Attendance

Present at the meeting were:

Leah Shannon _____	Denise Ball _____	Jed Crowther _____
Ron Wilson _____	April Aamodt _____	Kayla Rayburn _____
Kathryn Greiner _____	Tim Wetherell _____	
Gibb Wilkins _____	Denny Newell _____	
Kip Krebs _____	Louis Rucker _____	

Nominations

Nominations were made for Committee President. Elected by vote: _____.

Nominations were made for Committee Secretary. Elected by vote: _____.

Budget Message & Proposed Budget

The Budget Message was shared, and the Proposed Budget was presented by staff.

Discussion was held on the Budget Message and Proposed Budget.

Motions

1. *With a motion by _____, seconded by _____, the Budget Committee approved the permanent tax rate of \$0.1425 per thousand.*
Roll Call Vote: _____.

2. *The Proposed Budget was approved (or amended and approved) with a motion by _____, seconded by _____.*
Roll Call Vote: _____.

Adjournment

The Budget Committee meeting was adjourned at _____ pm.

President

Secretary