



Thursday, January 12, 2023, at 5:00 pm
Location: Gronquist Building, Downstairs Conference Room
1650 Railroad Ave, Arlington, OR

Join Zoom Meeting

<https://us02web.zoom.us/j/9537854875>

Meeting ID: 953 785 4875

One tap mobile

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Regular Commission Meeting Agenda

Thursday, January 12, 2023

- 1. Call Meeting to Order**
- 2. Strategic Business Plan Presentation** (Agenda details attached)
Led by Cori Mikkalo, Fair Winds Consulting, LLC
- 3. Public Comment on Non-Agenda Items**
- 4. Consent Agenda:**
 - 4.1 Approve Regular Meeting Minutes for December 8, 2022
 - 4.2 Approve December 2022 Accounts Payable and Financials
- 5. Director Report**
 - 5.1 Strategic Business Plan
 - 5.2 Condon Grade School Update
 - 5.3 Avangrid Contribution Agreement
- 6. President Report**
- 7. Commissioner Reports**
- 8. Executive Session** (*Placeholder*) **ORS 192.660(2)(e) – To conduct deliberations with persons designated by governing body to negotiate real property transactions.**
- 9. Decision or deliberations on Real Estate Transactions** (*Placeholder*).
- 10. Next Board Meeting –**
Thursday, February 9, 2023 at 5 pm in Arlington
- 11. Adjourn Meeting**

PORT OF ARLINGTON
Profit & Loss Budget Performance

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
5200 - Gronquist Resources					
5216 - Donations / Gifts	0.00	0.00	0.00	35,375.00	35,375.00
5215 - Unanticipated Grant	0.00	0.00	0.00	1,000.00	1,000.00
5214 - Tax Reserve Triple Net	0.00	0.00	0.00	1,000.00	1,000.00
5213 - Office Space #1	2,050.00	0.00	6,150.00	10,000.00	10,000.00
5212 - Office Space Lease #3	0.00	0.00	0.00	9,000.00	9,000.00
5211 - Office Space Lease #2	0.00	0.00	0.00	7,000.00	7,000.00
5210 - Office Space Lease #1	0.00	0.00	0.00	12,300.00	12,300.00
5207 - Cleaning Fee Deposit	0.00	0.00	0.00	20,000.00	20,000.00
5206 - Kitchen Rental	0.00	0.00	0.00	1,500.00	1,500.00
5205 - China Creek Room Rental	0.00	0.00	0.00	0.00	0.00
5204 - Columbia Room Rental	250.00	0.00	790.00	3,500.00	3,500.00
5203 - Shannon Lease	2,250.00	0.00	13,500.00	25,000.00	25,000.00
5202 - Transfer In From General Fund	0.00	0.00	0.00	0.00	0.00
Total 5200 - Gronquist Resources	4,550.00	0.00	20,440.00	124,775.00	124,775.00
GENERAL FUND RESOURCES					
4000 - Carryover Balance	0.00	0.00	0.00	0.00	0.00
4010 - Taxes-Current	0.00	0.00	0.00	0.00	0.00
4011 - Taxes-Prior	0.00	0.00	1,625.46	3,500.00	3,500.00
4020 - Interest - NOW Checking	0.00	0.00	114.86	0.00	0.00
4021 - Interest - Best A/C	0.00	0.00	509.22	0.00	0.00
4022 - Interest - LGIP A/C	0.00	0.00	5,747.96	7,000.00	7,000.00
4030 - Land Rental	0.00	0.00	1,650.00	6,600.00	6,600.00
4050 - Grain Elevator Lease Pymt	0.00	0.00	118,459.81	118,460.00	118,460.00
4110 - Grants Income	0.00	0.00	0.00	0.00	0.00
4111 - OSMB Grant	0.00	0.00	0.00	0.00	0.00
4112 - Connect Oregon Grant	0.00	0.00	0.00	1,000.00	1,000.00
4113 - Gilliam County Grant	0.00	0.00	15,375.00	1,000.00	1,000.00
4114 - Unanticipated Grant Funds	0.00	0.00	0.00	1,000.00	1,000.00
4120 - MAPS Grant	0.00	0.00	0.00	7,000.00	7,000.00
4110 - Grants Income - Other	0.00	0.00	0.00	0.00	0.00
Total 4110 - Grants Income	0.00	0.00	15,375.00	10,000.00	10,000.00
4210 - Marina Revenue	375.00	0.00	5,358.00	10,000.00	10,000.00
4211 - RV Park Revenues					
4211-6 - shower/Donation	0.00	0.00	103.53	0.00	0.00
4211-1 - RV Park Monthly Rent	525.00	0.00	25,450.00	0.00	0.00
4211-2 - RV Park Weekly Rent	0.00	0.00	1,410.00	0.00	0.00
4211-3 - RV Park Daily Rent	0.00	0.00	3,950.00	0.00	0.00
4211-4 - RV Park Dry Camp	30.00	0.00	9,775.00	0.00	0.00
4211-5 - Monthly TV	0.00	0.00	0.00	0.00	0.00
4211 - RV Park Revenues - Other	0.00	0.00	266.22	50,000.00	50,000.00
Total 4211 - RV Park Revenues	555.00	0.00	40,954.75	50,000.00	50,000.00
4213 - Marina Fuel Revenue					
4213-2 - Gasoline Sales	0.00	0.00	554.44	0.00	0.00
4213-1 - Diesel Sales	0.00	0.00	1,189.21	0.00	0.00
4213 - Marina Fuel Revenue - Other	0.00	0.00	11,114.72	15,000.00	15,000.00
Total 4213 - Marina Fuel Revenue	0.00	0.00	12,858.37	15,000.00	15,000.00
4214 - Marina Power and Water Revenue	155.00	0.00	263.75	250.00	250.00
4340 - Willow Creek Rock Sales	0.00	0.00	0.00	0.00	0.00
4350 - Willow Creek Lease Revenue	0.00	0.00	0.00	11,200.00	11,200.00
4400 - Donations/Gifts	0.00	0.00	30.00	100.00	100.00
4500 - Miscellaneous Income	0.00	0.00	150.00	100.00	100.00
Total GENERAL FUND RESOURCES	1,085.00	0.00	203,088.18	232,210.00	232,210.00
5000 - ECONOMIC DEVELOP FUND RESOURCES					
5034 - Taxes Collected for Triple Net	0.00	0.00	3,170.00	9,500.00	9,500.00
5035 - Carryover (cash basis)	0.00	0.00	0.00	0.00	0.00
5030 - Land Rental (Mesa)	0.00	0.00	0.00	1,000.00	1,000.00
5031 - Building Lease 11-002	0.00	0.00	162,838.78	100,000.00	100,000.00
5032 - Building Lease 11-004	0.00	0.00	7,500.00	18,000.00	18,000.00
5033 - Flex Bldg Lease	0.00	0.00	13,000.00	39,000.00	39,000.00
5113 - Grants - Gilliam County	0.00	0.00	0.00	1,000.00	1,000.00
5114 - Unanticipated Grant Funds	0.00	0.00	0.00	1,000.00	1,000.00
5130 - SIP Funds	0.00	0.00	0.00	25,000.00	25,000.00
5600 - Transfer from General Fund	0.00	0.00	0.00	400,000.00	400,000.00
Total 5000 - ECONOMIC DEVELOP FUND RESOURC...	0.00	0.00	188,508.78	594,500.00	594,500.00

Regular Commission Meeting
MINUTES
5:00PM
Port Office, 100 Island Park Rd., Arlington, OR

1. **The Port of Arlington Commission meeting was called to order at 5:01 pm by.**

Present: President Leah Shannon, Vice President Ron Wilson; Commissioners: Kathryn Greiner (via Zoom), Gibb Wilkins (via zoom), Kip Krebs, Jed Crowther; Port Director, and Kayla Rayburn; Admin. Assist.

Absent:

Audience: Cori Mikkalo (via zoom)

2. **Public Comment**

none

3. **Additions to the Agenda**

none

4. **Consent Agenda**

4.1 Approve Regular Meeting Minutes for November 10, 2022

No discussion

4.2 Approve November 2022 Accounts Payable and Financials

No discussion

Motion: Commissioner Wilson moved to approve the regular meeting minutes for November 10, 2022, and the November 2022, accounts payable/financials, motion seconded by Commissioner Wilkins. Motion passed unanimously.

5. **Director Report**

5.1 Strategic Business Plan

Crowther sent an RFP to 8 firms with a deadline for submission by November 30, 2022, there were no submittal by the November 30th deadline. He reached out to all the firms after deadline by phone, and now has 3 credible submittals: BTS Associates, Maul Foster Along, and Fair Winds Consulting, LLC. Shannon would prefer to use a local company if possible. Cori Mikkalo Owner/Lead Consultant of Fair Winds Consulting, LLC, who attended the meeting by zoom stated she has not made a strategic business plan, but she has done strategic plans with her experience in the air force, which is why she is bringing in a financial advisor, Brittany Dark; United Front Financial Coaching, for the project if she was chosen. The advisor served on the strategic business plan team for MCP. There is a 25% match the port will have to put in. Greiner also stated she was in favor of Fair Winds Consulting and liked the idea of a local firm that knows the area. After a lengthy discussion the board agreed to choose Fair Winds Consulting, LLC.

Motion: Commissioner Wilson moved to accept Fair Winds Consulting, LLC's plan and bid as presented for the Port of Arlington's Strategic Business Plan, motion seconded by Commissioner Greiner. Motion passed unanimously.

5.2 Arlington Mesa

The city is reviewing the LOI from the NDA company and are having their engineer and lawyer look over the proposal. As of now the port is waiting to see what they decide. Crowther stated he has

taken a step back and is waiting to hear from them and what role the city would like him to take moving forward.

5.3 Condon Grade School

The Port has contracted with Maul Foster Along, per last meetings motions. In the meantime, Crowther will be seeking the Brownfield grant, and county grants to help finance the Phase I environmental study. The city of Condon has already done a major part of the work for the Port to now expand on and keep moving forward.

5.4 EV Charging Stations Application

The port did not receive the grant for the EV charging stations. There was a high volume of applications submitted. The amenities surrounding the cars are limited where the charging stations would have been located. There is also some complexity having to go through the Corp for approval of charging stations.

5.5 Insurance Options

John Anderson walked through the Ports Policy and the properties with Jed Crowther and Kayla Rayburn this last week. There is an opportunity to save some money with a slightly higher deductible. Greiner is comfortable raising the deductible to \$1000. There is a consensus during the discussion to raise the deductible to \$1,000. Crowther will contact Anderson to make the changes on the Port's policy.

5.6 Events & Promotion

Crowther participated in the Main Street events in both Arlington and Condon and felt there was a good turnout in both cities. There may be some developments that come from the Main Street event, but too soon to tell. He advised there was an inquiry to hold a sailboat event for a sailing club sometime in July. The Board was intrigued by the prospect and were eager to hear more details as they developed with the idea of the Port expanding on it.

5.7 Enterprise Zone Designation

Crowther felt it would be best if it was worked by Gilliam County. Approved modifications with their Enterprise Zone manager. They run a few webinars on how it is run. In his opinion the county has the best resources to run this program. As businesses look at developing here, they need that certainty.

6. Presidents Report

President Shannon announced she was contacted by Bryan Walsh with Avengrid. He is very interested in donating money to the Centre Corp. In her opinion the money can be used for the Condon grade school. Avengrid didn't spend a lot in the county the first time they had a development project here, which had negative feedback for them. She stated has her letter of interest ready for the PCDC, and from what she has heard it sounds like they are already interested in adding her to the board. There is another NDA company who is very interested in coming into the county, and they are specifically looking at 12 acres owned by the county. This could potentially bring in another 175 employees into the county. The company has shown specific interest in being close to WM, with the use of the Rail, and other resources that would be available to them. There is a lot that looks intriguing to them, but there is still the crisis within the county of the lack of housing. Shannon was thinking to potentially use Centre Corp to purchase the derelict housing and buildings around town, with the intention of flipping them, so they are back on the market/useable. Greiner said this is a good idea, but afraid they may run into the same problem as Condon, that the owners will not want to sell. Overall, all the entities need to work together, and move forward.

7. Commissioner Reports

Krebs: is working on airports improvement but he is waiting on a bid back from Doug Potter, and then he can put a plan together and present it to the city. Wilson- attended the county/city/port meeting and was very happy with it. Wilkins- there is some talk to expand the Centre Corps core purpose, and to do that they would have to file an amendment for article 2. Greiner-nothing new, but curious where we are at with the 2 leases discussed at the last meeting. Crowther visited with Jack, and he is coming here for a meeting one Monday, December 12th. Ruben sent them a letter. Ruben has also sent Paul Jayo a

letter and the building is being cleaned up, but he still has cars outside. Greiner stated she also attended the joint meeting, and the city wasn't happy, and she would like to have a meeting in 2023 with the city of Arlington and the Port so we can clear the air and really determine the roles for each entity moving forward. To start rebuilding a cohesive relationship moving forward.

8. Email

Kayla Rayburn advised the Commissioners with the ongoing email issues the Port has been having lately sending/received emails they are looking into a different provider. She has obtained a quote with Microsoft but would like to hear Solutions IT's presentation to the City of Arlington next week before moving forward. The Commissioners felt this was a good idea and advised to keep moving towards a switch to resolve the issues.

9. Executive Session ORS 129.660(2)(e):

Not needed at this meeting.

10. Next Meeting

Next meeting will be Thursday, January 12, 2023, at 5:00pm in Arlington.

11. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 6:00pm.

President Leah Shannon

Vice President Ron Wilson

PORT OF ARLINGTON
Profit & Loss Budget Performance

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
RESERVE FUND RESOURCES					
9000 - Reserve Fund Beginning Balance	0.00	0.00	0.00	0.00	0.00
9001 - Transfer from General Fund	0.00	0.00	0.00	11,846.00	11,846.00
9002 - Interest Earned Reserve Fund	0.00	0.00	441.11	400.00	400.00
Total RESERVE FUND RESOURCES	0.00	0.00	441.11	12,246.00	12,246.00
Total Income	5,635.00	0.00	410,485.07	963,731.00	963,731.00
Expense					
8500 - Gronquist Fund Expenses					
GRONQUIST CAPITOL OUTLAY					
8533 - Grant Match Gilliam County	0.00	0.00	7,200.00	0.00	0.00
8532 - Tenant Improvement/Building Imp	0.00	0.00	0.00	45,125.00	45,125.00
8531 - Land Improvement & Development	0.00	0.00	0.00	1,000.00	1,000.00
Total GRONQUIST CAPITOL OUTLAY	0.00	0.00	7,200.00	46,125.00	46,125.00
8630 - CONTINGENCY	0.00	0.00	0.00	24,650.00	24,650.00
Materials and Services					
8539 - Misc	0.00	0.00	0.00	0.00	0.00
8538 - Cleaning Fee Reimbursed	0.00	0.00	0.00	1,500.00	1,500.00
8537 - Bad Dept Write Off	0.00	0.00	0.00	100.00	100.00
8536 - Property Taxes	0.00	0.00	0.00	5,000.00	5,000.00
8535 - Advertising	0.00	0.00	0.00	1,000.00	1,000.00
8534 - Donations	0.00	0.00	0.00	100.00	100.00
8533 - Miscellaneous	0.00	0.00	0.00	1,000.00	1,000.00
8532 - Pest Control / Fertilizer	0.00	0.00	0.00	300.00	300.00
8531 - Alarm Monitoring	0.00	0.00	324.00	800.00	800.00
85230 - Building Maintenance	0.00	0.00	1,569.59	0.00	0.00
8529 - Fire Suppression System Inspec	0.00	0.00	0.00	3,800.00	3,800.00
8528 - Supplies	0.00	0.00	340.69	1,500.00	1,500.00
8527 - Telephone and Internet	0.00	0.00	384.00	800.00	800.00
8526 - Audit, Budget, Legal Notices	0.00	0.00	0.00	500.00	500.00
8524 - Credit Card Fees	0.00	0.00	0.00	0.00	0.00
8525 - Dues / Subscriptions / Fees	0.00	0.00	40.00	1,000.00	1,000.00
8524 - Insurance - Treasurer Bond	0.00	0.00	0.00	3,000.00	3,000.00
8523 - Legal Fees	0.00	0.00	737.93	1,000.00	1,000.00
8522 - Office Supplies and Equipment	0.00	0.00	4,067.36	10,000.00	10,000.00
8521 - Utilities	0.00	0.00	0.00	0.00	0.00
Total Materials and Services	0.00	0.00	7,463.57	32,400.00	32,400.00
Personnel Services					
8514 - Employee Benefits - Retirement	0.00	0.00	0.00	1,650.00	1,650.00
8513 - Employee Benefits Insurance	0.00	0.00	0.00	4,200.00	4,200.00
8512 - Workers Comp Insurance	0.00	0.00	0.00	550.00	550.00
8511 - Payroll Taxes	0.00	0.00	0.00	2,000.00	2,000.00
8510-3 - Maintenance	0.00	0.00	0.00	13,100.00	13,100.00
8510-2 - Event Coordinator	0.00	0.00	0.00	100.00	100.00
8510-1 - Administrative Assistant	0.00	0.00	0.00	0.00	0.00
8510 - Port Manager	0.00	0.00	0.00	0.00	0.00
Total Personnel Services	0.00	0.00	0.00	21,600.00	21,600.00
8500 - Gronquist Fund Expenses - Other	0.00	0.00	0.00	0.00	0.00
Total 8500 - Gronquist Fund Expenses	0.00	0.00	14,663.57	124,775.00	124,775.00
6560 - Payroll Expenses					
GENERAL FUND EXPENSES					
ADMINISTRATION EXPENSES					
6000 - Personal Services - AD					
6008 - Port Manager	0.00	0.00	0.00	45,500.00	45,500.00
6009 - Administrative Assistant	0.00	0.00	47.25	45,000.00	45,000.00
6011 - Payroll Taxes - Staff	0.00	0.00	104.31	14,000.00	14,000.00
6012 - Training	0.00	0.00	408.17	2,500.00	2,500.00
6013 - Workmens Compensation	0.00	0.00	0.00	1,100.00	1,100.00
6015 - Employee Benefits Insurance	0.00	0.00	47,365.25	53,600.00	53,600.00
6016 - Employee Benefits Retirement	0.00	0.00	0.00	11,500.00	11,500.00
6000 - Personal Services - AD - Other	0.00	0.00	10,577.41	0.00	0.00
Total 6000 - Personal Services - AD	0.00	0.00	58,522.43	173,200.00	173,200.00
6100 - Materials and Services - AD					
6110 - Internet Service	0.00	0.00	0.00	4,000.00	4,000.00
6111 - Utilities	0.00	0.00	3,346.59	6,112.00	6,112.00
6112 - Office Supplies and Equipment	0.00	0.00	2,052.24	8,000.00	8,000.00
6113 - Legal Fees	0.00	0.00	3,008.75	500.00	500.00
6114 - Insurance, Treasurer Bond	0.00	0.00	0.00	0.00	0.00
6115 - Dues, Subscriptions, Fees	0.00	0.00	0.00	0.00	0.00

PORT OF ARLINGTON
Profit & Loss Budget Performance

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
6115-1 - Credit Card Fees	0.00	0.00	1,501.90	3,800.00	3,800.00
6115 - Dues, Subscriptions, Fees - Other	0.00	0.00	2,226.75	7,000.00	7,000.00
Total 6115 - Dues, Subscriptions, Fees	0.00	0.00	3,728.65	10,800.00	10,800.00
6116 - Audit, Budget, Legal Notices	0.00	0.00	308.50	10,000.00	10,000.00
6117 - Telephone and Internet Srv.	0.00	0.00	1,340.20	2,000.00	2,000.00
6118 - Advertising - AD	0.00	0.00	0.00	250.00	250.00
6119 - Commissioner Fees/Expenses	0.00	0.00	1,551.84	3,000.00	3,000.00
6120 - Medi/SS for Commissioners	0.00	0.00	200.00	1,000.00	1,000.00
6121 - Donations	43.31	0.00	222.99	2,000.00	2,000.00
6122 - Meetings and Elections	0.00	0.00	164.99	200.00	200.00
6123 - Miscellaneous - AD	0.00	0.00	75.00	1,000.00	1,000.00
6124 - Consultant Services	0.00	0.00	0.00	100,000.00	100,000.00
6125 - Training	0.00	0.00	0.00	3,000.00	3,000.00
6126 - Contingency	0.00	0.00	0.00	500.00	500.00
6127 - Commissioner Conference & Trave	0.00	0.00	288.56	700.00	700.00
6128 - Staff Travel/Food/Lodging	0.00	0.00	60.00	100.00	100.00
6129 - Postage	0.00	0.00	0.00	0.00	0.00
6130 - Bad Debt Write Off	0.00	0.00	0.00	0.00	0.00
6100 - Materials and Services - AD - Other	43.31	0.00	16,348.31	153,462.00	153,462.00
Total 6100 - Materials and Services - AD	43.31	0.00	16,348.31	153,462.00	153,462.00
6150 - Capital Outlay - AD	0.00	0.00	0.00	100,000.00	100,000.00
6151 - Land/Improvements/Developments	0.00	0.00	0.00	50,000.00	50,000.00
6152 - Engineering and Survey	0.00	0.00	0.00	0.00	0.00
6154 - Office Equipment	0.00	0.00	760.70	150,000.00	150,000.00
Total 6150 - Capital Outlay - AD	0.00	0.00	760.70	150,000.00	150,000.00
6170 - Transfers Out of General Fund	0.00	0.00	0.00	411,846.00	411,846.00
Total ADMINISTRATION EXPENSES	43.31	0.00	75,631.44	888,508.00	888,508.00
ISLAND PARK					
6600 - Personal Services	0.00	0.00	0.00	1,650.00	1,650.00
6615 - Employee Retirement	0.00	0.00	0.00	4,200.00	4,200.00
6614 - Employee Benefits	0.00	0.00	0.00	13,100.00	13,100.00
6610 - Maintenance Person	0.00	0.00	0.00	2,000.00	2,000.00
6611 - Payroll Taxes	0.00	0.00	0.00	550.00	550.00
6612 - Worker's Comp Insurance	0.00	0.00	0.00	0.00	0.00
6613 - Other	0.00	0.00	0.00	0.00	0.00
Total 6600 - Personal Services	0.00	0.00	0.00	21,500.00	21,500.00
6620 - Materials & Services	0.00	0.00	0.00	5,000.00	5,000.00
6621 - Water Fees	0.00	0.00	0.00	1,500.00	1,500.00
6622 - Sanitation	0.00	0.00	507.00	3,000.00	3,000.00
6623 - Comfort Station Supplies	0.00	0.00	592.51	5,000.00	5,000.00
6624 - Park Electricity	0.00	0.00	618.72	1,000.00	1,000.00
6625 - Pest Control / Chem & Fert.	0.00	0.00	0.00	2,500.00	2,500.00
6626 - Insurance	0.00	0.00	0.00	100.00	100.00
6627 - Park Maintenance & Supplies	0.00	0.00	1,719.46	4,000.00	4,000.00
6628 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
6620 - Materials & Services - Other	0.00	0.00	32.20	100.00	100.00
Total 6620 - Materials & Services	0.00	0.00	3,489.89	22,100.00	22,100.00
6630 - Capital Outlay	0.00	0.00	0.00	0.00	0.00
6616 - Marine Board Grant Match	0.00	0.00	0.00	0.00	0.00
6618 - Grant Match/ISI/Erosion Repair	0.00	0.00	0.00	0.00	0.00
6634 - Construction Grant	0.00	0.00	0.00	0.00	0.00
6631 - Park Improvements	0.00	0.00	851.92	5,000.00	5,000.00
6632 - Engineering & Surveying	0.00	0.00	0.00	500.00	500.00
6633 - Island Park Construction Grant	0.00	0.00	0.00	0.00	0.00
Total 6630 - Capital Outlay	0.00	0.00	851.92	5,500.00	5,500.00
Total ISLAND PARK	0.00	0.00	4,321.81	49,100.00	49,100.00
MARINA					
6700 - Personal Services	0.00	0.00	0.00	1,100.00	1,100.00
6714 - Employee Retirement	0.00	0.00	0.00	8,800.00	8,800.00
6710 - Maintenance Person	0.00	0.00	0.00	1,300.00	1,300.00
6711 - Payroll Taxes	0.00	0.00	0.00	200.00	200.00
6712 - Worker's Comp Insurance	0.00	0.00	0.00	2,800.00	2,800.00
6713 - Other	0.00	0.00	0.00	0.00	0.00
6700 - Personal Services - Other	0.00	0.00	0.00	14,200.00	14,200.00
Total 6700 - Personal Services	0.00	0.00	0.00	14,200.00	14,200.00

PORT OF ARLINGTON
Profit & Loss Budget Performance

December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
6720 - Materials & Services					
6721 - Marina Electricity	0.00	0.00	0.00	5,000.00	5,000.00
6722 - OMB Repairs - 1/2 MAPS	0.00	0.00	0.00	0.00	0.00
6723 - Insurance	0.00	0.00	0.00	2,700.00	2,700.00
6724 - Marina Maint. & Supplies	0.00	0.00	83.70	5,000.00	5,000.00
6725 - Miscellaneous	0.00	0.00	0.00	500.00	500.00
6726 - Contractual Services	0.00	0.00	1,199.00	5,000.00	5,000.00
6727 - Marina Fuel					
6727-2 - Marina Diesel	0.00	0.00	4,490.00	0.00	0.00
6727-1 - Marina Gas	0.00	0.00	8,975.37	0.00	0.00
6727 - Marina Fuel - Other	0.00	0.00	421.00	25,000.00	25,000.00
Total 6727 - Marina Fuel	0.00	0.00	13,886.37	25,000.00	25,000.00
6720 - Materials & Services - Other					
6720 - Materials & Services	0.00	0.00	19.89	43,200.00	43,200.00
Total 6720 - Materials & Services	0.00	0.00	15,188.96	43,200.00	43,200.00
6730 - Capital Outlay					
6731 - Marina Improvements	0.00	0.00	375.00	100.00	100.00
6732 - Engineering & Surveying	0.00	0.00	0.00	100.00	100.00
6733 - Marina Equipment	0.00	0.00	201.31	0.00	0.00
6734 - Marina Improvements Other	0.00	0.00	0.00	100.00	100.00
Total 6730 - Capital Outlay	0.00	0.00	576.31	300.00	300.00
MARINA - Other	0.00	0.00	0.00	0.00	0.00
Total MARINA	0.00	0.00	15,765.27	57,700.00	57,700.00
RV PARK EXPENSES					
6314 - Employee Retirement	0.00	0.00	0.00	1,100.00	1,100.00
6300 - Personal Services - RV					
6310 - Maintenance Person - RV	0.00	0.00	0.00	8,800.00	8,800.00
6311 - Payroll Taxes, Maintenance - RV	0.00	0.00	0.00	1,300.00	1,300.00
6312 - Workmens Compensation - RV	0.00	0.00	0.00	200.00	200.00
6313 - Employee Benefits- RV	0.00	0.00	0.00	2,800.00	2,800.00
Total 6300 - Personal Services - RV	0.00	0.00	0.00	13,100.00	13,100.00
6320 - Materials & Services - RV					
6321 - Water Fees - RV	0.00	0.00	508.00	5,000.00	5,000.00
6322 - Sanitation - RV	0.00	0.00	1,120.00	2,000.00	2,000.00
6323 - Electricity - RV Park	0.00	0.00	0.00	13,000.00	13,000.00
6324 - WIFI - RV	0.00	0.00	780.00	1,000.00	1,000.00
6325 - Advertising - RV	0.00	0.00	0.00	1,000.00	1,000.00
6326 - Maintenance & Supplies - RV	0.00	0.00	390.02	5,000.00	5,000.00
6327 - Insurance - RV	0.00	0.00	0.00	2,000.00	2,000.00
6328 - Misc. - RV	0.00	0.00	0.00	250.00	250.00
6329 - Sewer	0.00	0.00	2,551.16	6,500.00	6,500.00
6330 - Donations & Gifts Expense	0.00	0.00	1,100.00	0.00	0.00
6320 - Materials & Services - RV - Other	0.00	0.00	1,506.87	35,750.00	35,750.00
Total 6320 - Materials & Services - RV	0.00	0.00	6,845.07	35,750.00	35,750.00
6340 - Capital Outlay - RV					
6341 - RV Park Const Improv	0.00	0.00	0.00	100.00	100.00
6343 - Grant Match	0.00	0.00	0.00	100.00	100.00
6344 - RV Park Equipment	0.00	0.00	0.00	10,000.00	10,000.00
Total 6340 - Capital Outlay - RV	0.00	0.00	0.00	10,200.00	10,200.00
RV PARK EXPENSES - Other	0.00	0.00	-105.00	0.00	0.00
Total RV PARK EXPENSES	0.00	0.00	6,740.07	60,150.00	60,150.00
WILLOW CREEK QUARRY					
6520 - Materials & Services - WQ					
6523 - Miscellaneous - WQ	0.00	0.00	0.00	4,000.00	4,000.00
6524 - Travel	0.00	0.00	0.00	100.00	100.00
6525 - Contractual Services	0.00	0.00	1,260.00	4,100.00	4,100.00
Total 6520 - Materials & Services - WQ	0.00	0.00	1,260.00	4,100.00	4,100.00
6540 - Capital Outlay - WQ					
6542 - Engineering & Surveying	0.00	0.00	0.00	48,000.00	48,000.00
6540 - Capital Outlay - WQ - Other	0.00	0.00	0.00	547,900.00	547,900.00
Total 6540 - Capital Outlay - WQ	0.00	0.00	0.00	595,900.00	595,900.00
Total WILLOW CREEK QUARRY	0.00	0.00	1,260.00	600,000.00	600,000.00

PORT OF ARLINGTON
Profit & Loss Budget Performance
December 2022

	Dec 22	Budget	Jul - Dec 22	YTD Budget	Annual Budget
GENERAL FUND EXPENSES - Other					
Total GENERAL FUND EXPENSES	0.00		439.06		0.00
6999 - Uncategorized Expenses	43.31				1,655,458.00
1500 - Unappropriated Ending Fund Bal.		0.00	104,157.65		
Total 6999 - Uncategorized Expenses	0.00	0.00	0.00	390,694.00	390,694.00
8400 - ECON.DEVELOP.FUND EXPENSES					
PERSONNEL SERVICES					
8410 - Officer	0.00	0.00	0.00	60,760.00	60,760.00
8410-1 - Admin. Asst. 1/3	0.00	0.00	0.00	45,500.00	45,500.00
8411 - Payroll Taxes	0.00	0.00	0.00	0.00	0.00
8412 - Worker's Comp Ins.	0.00	0.00	0.00	6,900.00	6,900.00
8413 - Employee Benefits - Insurance	0.00	0.00	0.00	660.00	660.00
8414 - Employee Benefits - Retirement	0.00	0.00	0.00	2,200.00	2,200.00
Total PERSONNEL SERVICES	0.00	0.00	0.00	5,500.00	5,500.00
MATERIALS AND SERVICES					
8421 - Travel/Food/Lodging	0.00	0.00	0.00	4,000.00	4,000.00
8422 - Training/Seminars/Conventions	0.00	0.00	0.00	1,000.00	1,000.00
8423 - Legal Fees	0.00	0.00	0.00	5,000.00	5,000.00
8424 - Office Supplies & Equipment	0.00	0.00	0.00	2,000.00	2,000.00
8424-3 - Consultant	6,000.00	0.00	6,000.00	500.00	500.00
8425 - Utilities	0.00	0.00	0.00	3,500.00	3,500.00
8426 - Advertising & Marketing	0.00	0.00	365.00	1,500.00	1,500.00
8426-1 - Dues & Subscriptions	0.00	0.00	0.00	500.00	500.00
8426-2 - A Town Throw Down	0.00	0.00	0.00	2,100.00	2,100.00
8427 - Telephone & Internet Service	0.00	0.00	0.00	1,500.00	1,500.00
8428 - Website Develop. & Maint.	0.00	0.00	0.00	2,500.00	2,500.00
8429 - Building Insurance	0.00	0.00	0.00	15,000.00	15,000.00
8430 - City of Arlington Insitu Lease	0.00	0.00	3,600.00	0.00	0.00
8430-2 - Grant Match	0.00	0.00	0.00	1,000.00	1,000.00
8430-4 - Property Taxes	0.00	0.00	22,575.26	11,000.00	11,000.00
8433 - Telecom Infrastr Creation	0.00	0.00	0.00	0.00	0.00
8439 - Contingency	0.00	0.00	0.00	102,344.00	102,344.00
Total MATERIALS AND SERVICES	6,000.00	0.00	32,560.26	153,444.00	153,444.00
CAPITAL OUTLAY					
8431 - Land Improvements/Development	0.00	0.00	0.00	617,000.00	617,000.00
8432 - Engineering & Surveying	0.00	0.00	0.00	45,000.00	45,000.00
8435 - Building Projects/Tenant Improv	0.00	0.00	0.00	65,500.00	65,500.00
Total CAPITAL OUTLAY	0.00	0.00	0.00	727,500.00	727,500.00
DEBT SERVICE					
8441 - Loan - Principal	0.00	0.00	4,857.60	9,839.00	9,839.00
8442 - Loan - Interest	0.00	0.00	1,214.40	2,306.00	2,306.00
Total DEBT SERVICE	0.00	0.00	6,072.00	12,145.00	12,145.00
8400 - ECON.DEVELOP.FUND EXPENSES - Other					
Total 8400 - ECON.DEVELOP.FUND EXPENSES	6,000.00	0.00	36,632.26	953,849.00	953,849.00
RESERVE FUND EXPENSES					
9500 - Repair, Maint., Grant Match	0.00	0.00	0.00	90,194.00	90,194.00
Total RESERVE FUND EXPENSES	0.00	0.00	0.00	90,194.00	90,194.00
Total Expense	35,791.02	0.00	312,669.06	3,214,970.00	3,214,970.00
Net Ordinary Income	-30,156.02	0.00	97,819.01	-2,251,239.00	-2,251,239.00
Net Income	-30,156.02	0.00	97,819.01	-2,251,239.00	-2,251,239.00

**PORT OF ARLINGTON
Check Detail
December 2022**

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Source Name</u>	<u>Account</u>	<u>Original Amount</u>
13245	Liability Check	12/29/2022	QuickBooks Payrol...	1001 · Bank of E/O ...	-166.50
			QuickBooks Payroll ...	2111 · Direct Deposi...	166.50
TOTAL					166.50
13329	Liability Check	12/29/2022	QuickBooks Payrol...	1001 · Bank of E/O ...	-11,881.50
			QuickBooks Payroll ...	2111 · Direct Deposi...	11,881.50
TOTAL					11,881.50
13330	Liability Check	12/30/2022	Fidelity Brokerage ...	1001 · Bank of E/O ...	-1,824.97
			Fidelity Brokerage S...	2100 · Payroll Liabili...	1,824.97
TOTAL					1,824.97
13331	Liability Check	12/30/2022	Oregon Departmen...	1001 · Bank of E/O ...	-1,056.00
			Oregon Department ...	2100 · Payroll Liabili...	1,056.00
TOTAL					1,056.00
13332	Liability Check	12/30/2022	United States Trea...	1001 · Bank of E/O ...	-3,418.86
			United States Treas...	2100 · Payroll Liabili...	1,092.00
			United States Treas...	2100 · Payroll Liabili...	942.91
			United States Treas...	2100 · Payroll Liabili...	942.91
			United States Treas...	2100 · Payroll Liabili...	220.52
			United States Treas...	2100 · Payroll Liabili...	220.52
TOTAL					3,418.86
13333	Liability Check	12/30/2022	Oregon Departmen...	1001 · Bank of E/O ...	-28.13
			Oregon Department ...	2100 · Payroll Liabili...	28.13
TOTAL					28.13
13243	Paycheck	12/30/2022	Metzker, James L	1001 · Bank of E/O ...	0.00
TOTAL					0.00
13244	Paycheck	12/30/2022	Rayburn, Kayla R	1001 · Bank of E/O ...	0.00
			Rayburn, Kayla R	6560 · Payroll Expe...	3,082.23
			Rayburn, Kayla R	2100 · Payroll Liabili...	-3,082.23
			Rayburn, Kayla R	6560 · Payroll Expe...	138.12
			Rayburn, Kayla R	2100 · Payroll Liabili...	-138.12
			Rayburn, Kayla R	6560 · Payroll Expe...	200.00
			Rayburn, Kayla R	2100 · Payroll Liabili...	-0.20
			Rayburn, Kayla R	6560 · Payroll Expe...	12.40
			Rayburn, Kayla R	2100 · Payroll Liabili...	-12.40
			Rayburn, Kayla R	2100 · Payroll Liabili...	-12.40
			Rayburn, Kayla R	6560 · Payroll Expe...	2.90
			Rayburn, Kayla R	2100 · Payroll Liabili...	-2.90
			Rayburn, Kayla R	2100 · Payroll Liabili...	-2.90
			Rayburn, Kayla R	2100 · Payroll Liabili...	-18.00
			Rayburn, Kayla R	2111 · Direct Deposi...	-166.50

PORT OF ARLINGTON
Check Detail
December 2022

<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Source Name</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					0.00
13319	Paycheck	12/12/2022	Metzker, James L	1001 · Bank of E/O ...	-184.50
			Metzker, James L	6560 · Payroll Expe...	1,081.48
			Metzker, James L	2100 · Payroll Liabili...	-1,081.48
			Metzker, James L	6560 · Payroll Expe...	75.56
			Metzker, James L	2100 · Payroll Liabili...	-75.56
			Metzker, James L	6560 · Payroll Expe...	200.00
			Metzker, James L	2100 · Payroll Liabili...	-0.20
			Metzker, James L	6560 · Payroll Expe...	12.40
			Metzker, James L	2100 · Payroll Liabili...	-12.40
			Metzker, James L	2100 · Payroll Liabili...	-12.40
			Metzker, James L	6560 · Payroll Expe...	2.90
			Metzker, James L	2100 · Payroll Liabili...	-2.90
			Metzker, James L	2100 · Payroll Liabili...	-2.90
TOTAL					184.50
13320	Check	12/12/2022	Fair Winds consult...	1001 · Bank of E/O ...	-6,000.00
			Fair Winds consultin...	8424-3 · Consultant	6,000.00
TOTAL					6,000.00
13322	Bill Pmt -Check	12/12/2022	H2Oregon	1001 · Bank of E/O ...	-43.31
13321	Bill	12/12/2022	H2Oregon	6122 · Meetings and...	43.31
TOTAL					43.31
13326	Paycheck	12/30/2022	Crowther, Jed N	1001 · Bank of E/O ...	0.00
			Crowther, Jed N	6560 · Payroll Expe...	7,083.33
			Crowther, Jed N	6560 · Payroll Expe...	500.00
			Crowther, Jed N	6560 · Payroll Expe...	910.00
			Crowther, Jed N	2100 · Payroll Liabili...	-910.00
			Crowther, Jed N	6560 · Payroll Expe...	2,162.97
			Crowther, Jed N	2100 · Payroll Liabili...	-2,162.97
			Crowther, Jed N	6560 · Payroll Expe...	188.33
			Crowther, Jed N	2100 · Payroll Liabili...	-188.33
			Crowther, Jed N	6560 · Payroll Expe...	4.98
			Crowther, Jed N	2100 · Payroll Liabili...	-4.98
			Crowther, Jed N	2100 · Payroll Liabili...	-7.58
			Crowther, Jed N	2100 · Payroll Liabili...	-617.00
			Crowther, Jed N	6560 · Payroll Expe...	470.17
			Crowther, Jed N	2100 · Payroll Liabili...	-470.17
			Crowther, Jed N	2100 · Payroll Liabili...	-470.17
			Crowther, Jed N	6560 · Payroll Expe...	109.95
			Crowther, Jed N	2100 · Payroll Liabili...	-109.95
			Crowther, Jed N	2100 · Payroll Liabili...	-109.95
			Crowther, Jed N	2100 · Payroll Liabili...	-531.00
			Crowther, Jed N	2111 · Direct Deposi...	-5,847.63
TOTAL					0.00
13327	Paycheck	12/30/2022	Metzker, James L	1001 · Bank of E/O ...	0.00
			Metzker, James L	6560 · Payroll Expe...	3,520.80
			Metzker, James L	6560 · Payroll Expe...	108.00
			Metzker, James L	6560 · Payroll Expe...	172.80
			Metzker, James L	6560 · Payroll Expe...	456.19
			Metzker, James L	2100 · Payroll Liabili...	-456.19
			Metzker, James L	6560 · Payroll Expe...	1,081.48

PORT OF ARLINGTON
Check Detail
December 2022

Trans #	Type	Date	Source Name	Account	Original Amount
			Metzker, James L	2100 · Payroll Liabili...	-1,081.48
			Metzker, James L	6560 · Payroll Expe...	75.56
			Metzker, James L	2100 · Payroll Liabili...	-75.56
			Metzker, James L	6560 · Payroll Expe...	4.79
			Metzker, James L	2100 · Payroll Liabili...	-4.79
			Metzker, James L	2100 · Payroll Liabili...	-3.80
			Metzker, James L	2100 · Payroll Liabili...	-309.00
			Metzker, James L	6560 · Payroll Expe...	235.70
			Metzker, James L	2100 · Payroll Liabili...	-235.70
			Metzker, James L	2100 · Payroll Liabili...	-235.70
			Metzker, James L	6560 · Payroll Expe...	55.13
			Metzker, James L	2100 · Payroll Liabili...	-55.13
			Metzker, James L	2100 · Payroll Liabili...	-55.13
			Metzker, James L	2100 · Payroll Liabili...	-266.00
			Metzker, James L	2111 · Direct Deposi...	-2,931.97
TOTAL					0.00
13328	Paycheck	12/30/2022	Rayburn, Kayla R	1001 · Bank of E/O ...	0.00
			Rayburn, Kayla R	6560 · Payroll Expe...	3,477.60
			Rayburn, Kayla R	6560 · Payroll Expe...	172.80
			Rayburn, Kayla R	6560 · Payroll Expe...	172.80
			Rayburn, Kayla R	6560 · Payroll Expe...	458.78
			Rayburn, Kayla R	2100 · Payroll Liabili...	-458.78
			Rayburn, Kayla R	6560 · Payroll Expe...	3,082.23
			Rayburn, Kayla R	2100 · Payroll Liabili...	-3,082.23
			Rayburn, Kayla R	6560 · Payroll Expe...	138.12
			Rayburn, Kayla R	2100 · Payroll Liabili...	-138.12
			Rayburn, Kayla R	6560 · Payroll Expe...	4.73
			Rayburn, Kayla R	2100 · Payroll Liabili...	-4.73
			Rayburn, Kayla R	2100 · Payroll Liabili...	-3.82
			Rayburn, Kayla R	2100 · Payroll Liabili...	-166.00
			Rayburn, Kayla R	6560 · Payroll Expe...	237.04
			Rayburn, Kayla R	2100 · Payroll Liabili...	-237.04
			Rayburn, Kayla R	2100 · Payroll Liabili...	-237.04
			Rayburn, Kayla R	6560 · Payroll Expe...	55.44
			Rayburn, Kayla R	2100 · Payroll Liabili...	-55.44
			Rayburn, Kayla R	2100 · Payroll Liabili...	-55.44
			Rayburn, Kayla R	2100 · Payroll Liabili...	-259.00
			Rayburn, Kayla R	2111 · Direct Deposi...	-3,101.90
TOTAL					0.00



DIRECTOR REPORT

January 5, 2023

5.1 Strategic Business Plan

The Kickoff Meeting for Strategic Business Plan will be the focus of our January monthly meeting. Cori Mikkalo with Fair Winds Consulting, LLC will lead discussion and perform a SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats). Her reports/outlines are included in the packet. We appreciate her valuable planning expertise, coupled with her local passion for Gilliam County. Since it is our Plan, please come prepared to show ownership and to discuss goals and direction.

5.2 Condon Grade School Update

Gilliam County recently awarded Capital Facilities Grant in the amount of \$487,500 as requested. We appreciate their support and collaboration. The first step is environmental review/remediation, to be followed by redevelopment, with a goal for workforce housing.

5.3 Avangrid Contribution

Avangrid is working with Gilliam County Court for a PILOT (Payment in Lieu of Taxes) Agreement for their upcoming Oregon Trail Solar project, which adds on to their larger Montague solar project. As part of this process, Avangrid proposes contributing funds to the Port or to our non-profit Environmental Sentry Corp with an aim to develop expanded workforce housing in Gilliam County.

Avangrid prepared a draft agreement for our consideration, to be coordinated with Gilliam County. The structure of the agreement, together with associated emails, provides background for review. County Court Judge Liz Farrar-Campbell gave input to provide clear expectations of contributions. As details develop, we anticipate action to accept Avangrid contributions at a suitable amount.

From: Elizabeth Farrar <elizabeth.farrar@co.gilliam.or.us>
Sent: Thursday, January 5, 2023 1:37 PM
To: Walsh, Brian; Hutchinson, Matthew
Cc: Delaney Watkins; Miranda Rees; Pat Shannon; Leah Watkins; Herb Winters; jed.crowther@portofarlington.com; Chet Wilkins; lshanno3@wm.com
Subject: RE: Revised Draft RUA for Oregon Trail Solar

Good afternoon,

The County Court did hold additional discussions regarding the PILOT Agreement yesterday; however, no action was taken.

The consensus that emerged from that discussion was:

- (1) The County Court is willing to support the PILOT Agreement at the proposed \$5500 per megawatt level; however,
- (2) The contributions made to the community organizations need to equal the savings Avangrid is receiving on the PILOT. That is, the County Court requests Avangrid commit to providing \$750 per megawatt per organization; \$1500 per megawatt combined.

Based on subsequent staff meetings after the County Court's discussion, we would also like to explore Avangrid providing these funds upfront upon ODOE's approval of the pending amendment as these payments are really in response to Gilliam County's concerns raised in the amendment process; not the PILOT negotiations themselves. This would mean Avangrid would provide \$461,250 (\$750 x 41 megawatts x 15 years) per organization in a one-time lump sum contribution. This will enable both organizations to better leverage the investment to provide community benefit (for instance, utilizing Avangrid's investment as match to bring in additional federal and state funds).

The PILOT, as you are aware, would provide Avangrid will substantial tax benefits. So much so, that what Gilliam County is requesting will be made back in tax abatement in approximately three years and is, of course, a drop in the bucket compared to the tens of millions of dollars in tax abatement Gilliam County has provided on your previous developments over the years.

The County Court was firm on point #2 above, but may be open to entertaining alternative payment schedule options, so please feel free to provide feedback and/or a counterproposal on that piece. If the County Court is to move forward on the PILOT Agreement during our January 18th meeting, we would need to have documents finalized **no later than 5pm on Wednesday, January 11th**. And, of course, we would love to be able to submit comments indicating an agreement has been reached, and our concerns alleviated, prior to the January 19th amendment proceedings.

Hope you're both having a wonderful week!

Liz

jed.crowther@portofarlington.com

From: Shannon, Leah <lshanno3@wm.com>
Sent: Thursday, January 5, 2023 9:34 AM
To: Elizabeth Farrar; jed.crowther@portofarlington.com
Cc: Delaney Watkins; Ruben Cleaveland; Leah Watkins; Pat Shannon; Miranda Rees
Subject: RE: Avangrid/Oregon Trail Solar - Community Donation

Thanks Liz

Leah Shannon
Environmental Protection Manager
CWMNW/CRLRC
Arlington, Oregon
O. 541 454 3211
lshanno3@wm.com



Did you know that....."Waste Management's landfills provide over 27,000 acres of protected land for wetlands, wildlife habitat and 132 are certified by the Wildlife Habitat Council."
*"Waste Management has produced over 10 million gallons of Natural Gas from just one of its landfills that is fueling over 300 collection trucks each and every day." **Think Green Think Waste Management.***

For Information on our Landfill Operations, please visit our website at www.wmnorthwest.com

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From: Elizabeth Farrar <elizabeth.farrar@co.gilliam.or.us>
Sent: Thursday, January 5, 2023 9:20 AM
To: jed.crowther@portofarlington.com
Cc: Shannon, Leah <lshanno3@wm.com>; Delaney Watkins <delaney.watkins@co.gilliam.or.us>; Ruben Cleaveland <rcleaveland@gorge.net>; Leah Watkins <leah.watkins@co.gilliam.or.us>; Pat Shannon <pat.shannon@co.gilliam.or.us>; Miranda Rees <Miranda.rees@co.gilliam.or.us>
Subject: [EXTERNAL] Re: Avangrid/Oregon Trail Solar - Community Donation

Hi Jed,

Based on the County Court's conversation yesterday, I think the numbers they are giving you are low. Staff also discussed internally asking them to do one lump sum to satisfy ODOE and give the Port a significant amount of funds to work with upfront.

I'm home with Ainsley this morning. We had a power outage and are waiting for her school to heat up so they can reopen. But I'll dig into this once I'm in the office and will give you a call to fill you in on our latest thinking.

Liz

Sent from my iPhone. Please excuse the brevity and typos.

On Jan 5, 2023, at 9:08 AM, jed.crowther@portofarlington.com wrote:

This is an external email. Please take care when clicking links or opening attachments.

Matt:

Thanks for providing this draft agreement. We appreciate your collaboration to work with County Court and the Port in our mutual role to advance Gilliam County and workforce housing.

By initial review, the donation agreement structure you prepared appears to accomplish mutual purposes well.

Yesterday at the County Court meeting, this type of donation agreement was discussed as one of the key pathways to finalize the pending PILOT agreement with Gilliam County. Another secondary idea was to structure donation funds to be received by the County; and then to be routed to the Port's non-profit Environmental Sentry Corp. Either method may likely be workable, depending on the details.

I'll seek input from County Court and Port legal counsel to best sync and complete these transactions. The Port has a meeting on Jan 12th, so upon acceptable review, we should be able to take action prior to the County Court on Jan 18.

Again, we appreciate your generosity to contribute to development and workforce housing in Gilliam County. I will follow-up further as review and direction occurs.

Thank you.

JED CROWTHER
Executive Director



100 Port Island Road
Arlington, OR 97112
(541) 454-2868

(541) 705-2004

From: Hutchinson, Matthew <matthew.hutchinson@avangrid.com>
Sent: Wednesday, January 4, 2023 7:15 PM
To: jed.crowther@portofarlington.com
Cc: Walsh, Brian <Brian.Walsh@avangrid.com>; Ishanno3@wm.com
Subject: FW: Avangrid/Oregon Trail Solar - Community Donation

Jed,

Please see the attached draft community donation agreement for your review. This agreement outlines how Avangrid would donate to the Port's efforts to improve worker housing in the county. We proposed to donate \$76,875 if EFSC approves our permit extension request (expected in March 2023), and then a second \$76,875 donation when the projects goes to construction (expected in 2024), for

\$153,750 total. In exchange, we'll need some documentation on how the money was spent on housing projects our reporting obligations to the Oregon Dept. of Energy.

We are trying to finalize this agreement before the next County Court meeting on January 18.

We are excited about this opportunity to benefit the county and look forward to connecting with you on this agreement.

Thanks,
Matt

Internal Use

From: Hutchinson, Matthew
Sent: Tuesday, January 3, 2023 10:02 AM
To: lshannon2@wm.com
Cc: Walsh, Brian <Brian.Walsh@avangrid.com>
Subject: Avangrid/Oregon Trail Solar - Community Donation

Leah,

I wanted to connect with you regarding opportunities for Avangrid to provide a donation to the Port of Arlington (or its non-profit group) to support the development of worker housing in the county. This issue was discussed at the last County Court meeting related to our proposed Oregon Trail Solar Project. I'd like to hear more about the housing projects you have underway with the goal of entering into a Memorandum of Agreement between the Port and Avangrid to provide funding for the housing project if the Oregon Trail Solar project moves forward.

Do you have available this week to connect?

Thanks,
Matt



Matt Hutchinson
Senior Energy Developer
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Portland, OR 97210
503-701-0665
matthew.hutchinson@avangrid.com



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please print only if necessary and recycle.

Internal Use

jed.crowther@portofarlington.com

From: Ruben Cleaveland <rcleaveland@gorge.net>
Sent: Thursday, January 5, 2023 3:56 PM
To: jed.crowther@portofarlington.com; elizabeth.farrar@co.gilliam.or.us; 'Delaney Watkins'
Cc: 'Leah Shannon'
Subject: RE: Avangrid/Oregon Trail Solar - Community Donation

Hi All,

Thanks for including me to have a look at this agreement. As I understand it, the County Court is still negotiating with Avangrid to determine the precise amount of community donation that will be expected. Furthermore, I took a look at the proposed PILOT agreement that was in the County Courts packet and did not see any reference to these donations. I am not the County's attorney, but I am concerned that these obligations, which are ultimately to the County for approval of the tax incentive, should be included to solidify that the donations are contractual with the County to trigger the tax incentive. Also, the inclusion and finalization will ensure that the Port/non-profit are entering into an agreement that fulfills the obligations desired by the County. This has me thinking that the logical progression is for the County to enter into an agreement with Avangrid prior to the Port pursuing a Memorandum of Agreement. Please let me know if you want to discuss further. Thank you.

Ruben

From: jed.crowther@portofarlington.com [mailto:jed.crowther@portofarlington.com]
Sent: Thursday, January 5, 2023 8:39 AM
To: elizabeth.farrar@co.gilliam.or.us; 'Delaney Watkins' <delaney.watkins@co.gilliam.or.us>
Cc: Leah Shannon <Lshanno3@wm.com>; Ruben Cleaveland <rcleaveland@gorge.net>
Subject: FW: Avangrid/Oregon Trail Solar - Community Donation

Liz & Delaney:

FYI, Avangrid provided this draft to the Port which links with the pending County PILOT agreement. I'll forward to the Port's legal counsel for review and place it on our Port Agenda for Jan 12.

At first glance, I think the pattern is on-target with the expectations of County Court. I welcome any comments or input to best sync our actions together.

Thanks,
Jed

From: Hutchinson, Matthew <matthew.hutchinson@avangrid.com>
Sent: Wednesday, January 4, 2023 7:15 PM
To: jed.crowther@portofarlington.com
Cc: Walsh, Brian <Brian.Walsh@avangrid.com>; lshanno3@wm.com
Subject: FW: Avangrid/Oregon Trail Solar - Community Donation

Jed,

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