



## **Regular Commission Meeting**

### **AGENDA**

**5:00 pm**

**Tuesday, November 14, 2017**

**Meeting Location:**

**Port Office – 100 Island Park Road  
Arlington, OR 97812**

- 1. Call meeting to order**
- 2. Public Comment on non-agenda items**
- 3. Consent Agenda:**
  - Approval of October 10, 2017 Commission meeting minutes
  - Approval of October 2017 payables
- 4. Chairman's Report –**
  - 4.1 Donation Request Condon Chamber Summer Concerts in the Park
  - 4.2 Christmas Bonus for Staff
- 5. Commissioner's Reports -**
- 6. Economic Development –**
  - 6.1 Small Business Assistance Grant Quarterly Report
    - 6.1.1 Bill Rosenbalm Mobile Mechanic Service
  - 6.2 *Executive Session Per ORS 192.660(2)(e) – To conduct deliberations with persons designated to negotiate real property transactions.*
  - 6.3 EDO Report
    - 6.3.1 Flex Building Progress Report; Bid Documents and Plans
    - 6.3.2 Update on Island Park Bathroom and Utilities Marine Board Grant
    - 6.3.3 A-Town Launch Improvements

### **Upcoming Meetings:**

**Regular Commission Meeting on Tuesday, December 12, 2017 Port Office, Arlington 5 pm**

*This meeting is conducted in a handicapped accessible room*

Posted: Tuesday, November 7, 2017: Bank of Eastern Oregon - Condon & Arlington; U.S. Post Office - Condon & Arlington; Condon Times-Journal; Arlington City Hall; Port Office and Website

**MINUTES**  
**Port Commission Meeting**  
**Port of Arlington**  
**October 10, 2017**  
**5 p.m.**  
**Gilliam County Courthouse**  
**Condon, Oregon**

- 1. The Port of Arlington Commission meeting was called to order at 5:00 pm by President Wilson.**

**Those Present:** President Wilson; Commissioner Fitzsimmons; Commissioner McGuire; Commissioner Kennedy; Commissioner Hunking; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball; Attorney Will Carey; Advisory Committee, Don Williamson

**Absent:** None

**Audience:** None

- 2. Public Comment on non-agenda items- None**

- 3. Consent Agenda:**

- Approval of September 14, 2017 Commission Meeting Minutes
  - Approval of September 2017 Payables and Financials  
Commissioner Hunking moved to approve the consent agenda as presented and Commissioner Fitzsimmons seconded. The motion carried 5-0.
- 4. Chairman's Report:** Thanksgiving Turkeys for Staff. Commissioner Fitzsimmons moved to give Thanksgiving turkey's to staff and Commissioner Kennedy seconded. Motion carried 5-0.  
President Wilson told the Board the Port received Thank You notes from a Gilliam County Fair 4-H participant and the High School Rodeo association.
- 5. Commissioner Reports:** Commissioner Fitzsimmons asked about the removal of the MCGG propane tank on Port property. Staff was directed to send MCGG an invoice for September and October. There is a new restaurant open, Condon Café, in the Round Up building. Commissioner Kennedy told the Board the center line work on the chip sealed roads is complete for County and Port's Road.
- 6. Economic Development:**
- 6.1 Mesa Group Discussion – Following discussion it is the consensus of the Board for EDO Mitchell to contact the Mesa Group to tell them they should bring a generous offer for consideration to the Board for the purchase of the hangar building and two acres of land. The Boards position has been opposed to selling any Port property.
  - 6.2 EDO Report – EDO Mitchell presented his written report to the Board.
  - 6.3 Blalock Launch Site – EDO Mitchell reported to the Board that he was

contacted by the Columbia Gorge Wind Surfing Association in Hood River regarding their efforts to lease the Blalock Boat Launch site for use by Wind Surfers and Stand Up Paddle boarders. EDO Mitchell suggested that the Port may be able to lease the area from the USACE. The Board directed EDO Mitchell to begin discussion regarding a lease at the Blalock boat launch site property from the Corp. Commissioner Hunking added that the proposed Project must to be sustainable with no additional costs to Port. Mitchell said he would research grants that may be available.

6.2 Flex Building Progress Report – Site Plan has been approved. Project bid packet should be ready in November.

Break for Dinner 6:15 pm – 6:45 pm

Meeting cont'd

**7. Island Park**

7.1 Crack, chip, and fog seal grant project – Project is complete as discussed in EDO Report with the exception of painting a Rail Road Crossing sign on the roadway.

**8. Administration**

8.1 Resolution 2017-139 – Funds Transfer – Not necessary as transfer was approved in the budget.

8.2 New Port Logo designed by Scott Thompson Graphics and Design was approved along with his invoice of \$225.00.

Meeting adjourned at 6:25 pm

---

President Ron Wilson

---

V.P. Dewey Kennedy

**Port of Arlington  
Regular Monthly Commission Meeting  
Tuesday, November 14, 2017  
OCTOBER 2017 PAYABLES**

**Resources:**

Deposits and Credits through 10/31/2017 (see attached detail)

**Total Deposits and Credits– All Accounts                      \$33,951.72**

**Expenses:**

Checks Written: 8499 through 8524

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

**Total Expenses and Transfers– All Accounts                      (\$45,020.77**

**Bank Balance Information:**

Ending Balance as of 9/29/17: Bank of Eastern Oregon Checking: \$ 90,993.29  
Bank of E. Oregon Reserve Fund: \$ 40,952.48  
Bank of E. Oregon Muni Market Fund: \$ 256,655.65  
LGIP: (9/30/17) \$1,904,643.38

---

Commission President Ron Wilson

---

Vice President Dewey Kennedy

11:47 AM

11/02/17

Cash Basis

**PORT OF ARLINGTON**  
**YTD Income & Expense vs. Budget**  
**YTD**

	Jul '17 - Jun 18	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>GENERAL FUND RESOURCES</b>			
4000 · Carryover Balance	0.00	1,280,000.00	0.0%
4010 · Taxes-Current	214.29	100,000.00	0.2%
4011 · Taxes-Prior	1,377.66	400.00	344.4%
4020 · Interest - NOW Checking	17.21		
4021 · Interest - Best A/C	254.45		
4022 · Interest - LGIP A/C	6,944.15	10,000.00	69.4%
4030 · Land Rental	930.00	13,000.00	7.2%
4050 · Grain Elevator Lease Pymt	100,000.00	100,000.00	100.0%
4110 · Grants Income			
4111 · OSMB Grant	16,044.81		
4114 · Unanticipated Grant Funds	23,525.00	10,000.00	235.3%
4116 · Grant-Island Erosion Repair	0.00	0.00	0.0%
4120 · MAPS Grant	7,050.00	7,250.00	97.2%
<b>Total 4110 · Grants Income</b>	<b>46,619.81</b>	<b>17,250.00</b>	<b>270.3%</b>
4210 · Marina Revenue	3,530.00	5,000.00	70.6%
4211 · RV Park Revenues			
4211-4 · RV Park Dry Camp	890.00		
4211-3 · RV Park Daily Rent	4,210.00		
4211-2 · RV Park Weekly Rent	1,875.00		
4211-1 · RV Park Monthly Rent	11,675.00		
4212 · RV Park fee Refund	-500.00		
4211 · RV Park Revenues - Other	0.00	40,000.00	0.0%
<b>Total 4211 · RV Park Revenues</b>	<b>18,150.00</b>	<b>40,000.00</b>	<b>45.4%</b>
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	5,051.24	5,000.00	101.0%
4213-1 · Diesel Sales	641.04	3,500.00	18.3%
<b>Total 4213 · Marina Fuel Revenue</b>	<b>5,692.28</b>	<b>8,500.00</b>	<b>67.0%</b>
4214 · Marina Power and Water Revenue	260.00	200.00	130.0%
4340 · Willow Creek Rock Sales	10,180.45	3,000.00	339.3%
4400 · Donations/Gifts	0.00	100.00	0.0%
4450 · Willow Creek Reimbursement	0.00	0.00	0.0%
4500 · Miscellaneous Income	120.00	100.00	120.0%
<b>Total GENERAL FUND RESOURCES</b>	<b>194,290.30</b>	<b>1,577,550.00</b>	<b>12.3%</b>
<b>5000 · ECONOMIC DEVELOP FUND RESOURCES</b>			
5005 · Carryover (cash basis)	0.00	850,000.00	0.0%
5031 · Building Lease 11-002	30,400.00	91,200.00	33.3%
5032 · Building Lease 11-004	9,750.00	27,000.00	36.1%
5113 · Grants - Gilliam County	250,000.00	250,000.00	100.0%
5114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
5115 · Telecom Infrastr Creation Grant	0.00	0.00	0.0%
5116 · Grants - Other	500.00	6,000.00	8.3%
5130 · SIP Funds	0.00	25,000.00	0.0%
5500 · Ag Lab Revenues	0.00	0.00	0.0%
5600 · Transfer from General Fund	200,000.00	200,000.00	100.0%
<b>Total 5000 · ECONOMIC DEVELOP FUND RESOUR...</b>	<b>490,650.00</b>	<b>1,450,200.00</b>	<b>33.8%</b>
<b>RESERVE FUND RESOURCES</b>			
9001 · Transfer from General Fund	10,000.00	10,000.00	100.0%
9002 · Interest Earned Reserve Fund	158.94	225.00	70.6%
9000 · Reserve Fund Beginning Balance	0.00	30,700.00	0.0%
<b>Total RESERVE FUND RESOURCES</b>	<b>10,158.94</b>	<b>40,925.00</b>	<b>24.8%</b>
<b>Total Income</b>	<b>695,099.24</b>	<b>3,068,675.00</b>	<b>22.7%</b>
<b>Expense</b>			
6560 · Payroll Expenses	1.75		

11:47 AM

11/02/17

Cash Basis

**PORT OF ARLINGTON**  
**YTD Income & Expense vs. Budget**  
 YTD

	Jul '17 - Jun 18	Budget	% of Budget
<b>GENERAL FUND EXPENSES</b>			
<b>ADMINISTRATION EXPENSES</b>			
6000 · Personal Services - AD			
6008 · Port Manager	7,047.20	21,120.00	33.4%
6009 · Administrative Assistant	11,344.14	43,040.00	26.4%
6011 · Payroll Taxes - Staff	1,423.35	4,600.00	30.9%
6012 · Training	0.00	200.00	0.0%
6013 · Workmens Compensation	169.74	230.00	73.8%
6015 · Employee Benefits Insurance	3,926.16	14,000.00	28.0%
6016 · Employee Benefits Retirement	2,206.96	7,800.00	28.3%
<b>Total 6000 · Personal Services - AD</b>	<b>26,117.55</b>	<b>90,990.00</b>	<b>28.7%</b>
6100 · Materials and Services - AD			
6111 · Utilities	680.51	3,000.00	22.7%
6112 · Office Supplies and Equipment	419.19	3,000.00	14.0%
6113 · Legal Fees	2,100.00	8,000.00	26.3%
6114 · Insurance, Treasurer Bond	0.00	500.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	641.25	1,500.00	42.8%
6115 · Dues, Subscriptions, Fees - Other	730.23	2,000.00	36.5%
<b>Total 6115 · Dues, Subscriptions, Fees</b>	<b>1,371.48</b>	<b>3,500.00</b>	<b>39.2%</b>
6116 · Audit, Budget, Legal Notices	3,000.00	8,000.00	37.5%
6117 · Telephone and Internet Srv.	841.00	2,000.00	42.1%
6118 · Advertising - AD	0.00	250.00	0.0%
6119 · Commissioner Fees/Expenses	0.00	2,500.00	0.0%
6120 · Medi/SS for Commissioners	0.00	300.00	0.0%
6121 · Donations	325.00	1,000.00	32.5%
6122 · Meetings and Elections	0.00	2,000.00	0.0%
6123 · Miscellaneous - AD	0.00	200.00	0.0%
6124 · Consultant Services	0.00	2,000.00	0.0%
6126 · Contingency	0.00	80,260.00	0.0%
6127 · Commissioner Conference & Trave	479.21	3,000.00	16.0%
6128 · Staff Travel/Food/Lodging	0.00	500.00	0.0%
6129 · Postage	98.65	500.00	19.7%
<b>Total 6100 · Materials and Services - AD</b>	<b>9,315.04</b>	<b>120,510.00</b>	<b>7.7%</b>
6170 · Transfers Out of General Fund	210,000.00	210,000.00	100.0%
<b>Total ADMINISTRATION EXPENSES</b>	<b>245,432.59</b>	<b>421,500.00</b>	<b>58.2%</b>
<b>ISLAND PARK</b>			
6600 · Personal Services			
6610 · Maintenance Person	4,220.06	11,250.00	37.5%
6611 · Payroll Taxes	330.50	750.00	44.1%
6612 · Worker's Comp Insurance	377.45	500.00	75.5%
<b>Total 6600 · Personal Services</b>	<b>4,928.01</b>	<b>12,500.00</b>	<b>39.4%</b>
6620 · Materials & Services			
6621 · Water Fees	619.00	1,200.00	51.6%
6622 · Sanitation	168.82	1,000.00	16.9%
6623 · Comfort Station Supplies	0.00	1,800.00	0.0%
6624 · Park Electricity	199.05	1,500.00	13.3%
6625 · Pest Control / Chem & Fert.	0.00	150.00	0.0%
6626 · Insurance	0.00	2,000.00	0.0%
6627 · Park Maintenance & Supplies	1,607.31	2,800.00	57.4%
6628 · Miscellaneous	0.00	100.00	0.0%
<b>Total 6620 · Materials &amp; Services</b>	<b>2,594.18</b>	<b>10,550.00</b>	<b>24.6%</b>

11:47 AM

11/02/17

Cash Basis

**PORT OF ARLINGTON**  
**YTD Income & Expense vs. Budget**  
**YTD**

	Jul '17 - Jun 18	Budget	% of Budget
<b>6630 · Capital Outlay</b>			
6635 · Grant Match Isl.Erosion Repair	0.00	10,000.00	0.0%
6634 · Grant Island Erosion Repair	0.00	10,000.00	0.0%
6631 · Park Improvements	0.00	100,000.00	0.0%
6632 · Engineering & Surveying	0.00	10,000.00	0.0%
<b>Total 6630 · Capital Outlay</b>	<b>0.00</b>	<b>130,000.00</b>	<b>0.0%</b>
<b>Total ISLAND PARK</b>	<b>7,522.19</b>	<b>153,050.00</b>	<b>4.9%</b>
<b>MARINA</b>			
<b>6700 · Personal Services</b>			
6710 · Maintenance Person	419.91	3,400.00	12.4%
6711 · Payroll Taxes	32.88	150.00	21.9%
6712 · Worker's Comp Insurance	50.00	50.00	100.0%
<b>Total 6700 · Personal Services</b>	<b>502.79</b>	<b>3,600.00</b>	<b>14.0%</b>
<b>6720 · Materials &amp; Services</b>			
6721 · Marina Electricity	546.71	2,500.00	21.9%
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	3,016.42	2,500.00	120.7%
6725 · Miscellaneous	0.00	500.00	0.0%
6727 · Marina Fuel			
6727-2 · Marina Diesel	0.00	3,000.00	0.0%
6727-1 · Marina Gas	4,418.44	9,000.00	49.1%
<b>Total 6727 · Marina Fuel</b>	<b>4,418.44</b>	<b>12,000.00</b>	<b>36.8%</b>
<b>Total 6720 · Materials &amp; Services</b>	<b>7,981.57</b>	<b>22,000.00</b>	<b>36.3%</b>
<b>Total MARINA</b>	<b>8,484.36</b>	<b>25,600.00</b>	<b>33.1%</b>
<b>RV PARK EXPENSES</b>			
<b>6300 · Personal Services - RV</b>			
6310 · Maintenance Person - RV	419.91	2,200.00	19.1%
6311 · Payroll Taxes, Maintenance - RV	32.88	200.00	16.4%
6312 · Workmens Compensation - RV	200.00	200.00	100.0%
<b>Total 6300 · Personal Services - RV</b>	<b>652.79</b>	<b>2,600.00</b>	<b>25.1%</b>
<b>6320 · Materials &amp; Services - RV</b>			
6321 · Water Fees - RV	1,347.00	4,000.00	33.7%
6322 · Sanitation - RV	369.00	1,400.00	26.4%
6323 · Electricity - RV Park	2,274.42	7,500.00	30.3%
6324 · Telephone - RV	224.75	600.00	37.5%
6325 · Advertising - RV	0.00	500.00	0.0%
6326 · Maintenance & Supplies - RV	26.94	1,000.00	2.7%
6327 · Insurance - RV	0.00	1,000.00	0.0%
6328 · Misc. - RV	0.00	500.00	0.0%
6329 · Sewer	1,588.80	3,500.00	45.4%
<b>Total 6320 · Materials &amp; Services - RV</b>	<b>5,830.91</b>	<b>20,000.00</b>	<b>29.2%</b>
<b>6340 · Capital Outlay - RV</b>			
6341 · RV Park Const Improv	0.00	4,800.00	0.0%
<b>Total 6340 · Capital Outlay - RV</b>	<b>0.00</b>	<b>4,800.00</b>	<b>0.0%</b>
<b>Total RV PARK EXPENSES</b>	<b>6,483.70</b>	<b>27,400.00</b>	<b>23.7%</b>

11:47 AM

11/02/17

Cash Basis

**PORT OF ARLINGTON**  
**YTD Income & Expense vs. Budget**  
 YTD

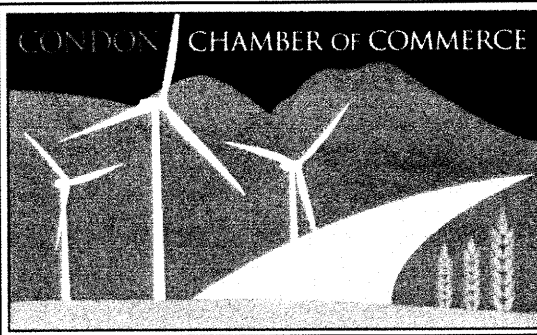
	Jul '17 - Jun 18	Budget	% of Budget
<b>WILLOW CREEK QUARRY</b>			
6520 · Materials & Services - WQ			
6523 · Miscellaneous - WQ	1,115.24	1,200.00	92.9%
6524 · Travel	0.00	100.00	0.0%
<b>Total 6520 · Materials &amp; Services - WQ</b>	<b>1,115.24</b>	<b>1,300.00</b>	<b>85.8%</b>
6540 · Capital Outlay - WQ	0.00	948,700.00	0.0%
<b>Total WILLOW CREEK QUARRY</b>	<b>1,115.24</b>	<b>950,000.00</b>	<b>0.1%</b>
<b>Total GENERAL FUND EXPENSES</b>	<b>269,038.08</b>	<b>1,577,550.00</b>	<b>17.1%</b>
<b>8400 · ECON.DEVELOP.FUND EXPENSES</b>			
<b>PERSONNEL SERVICES</b>			
8410 · Officer	21,141.68	64,000.00	33.0%
8410-1 · Admin. Asst. 1/3	5,843.91	18,000.00	32.5%
8410-2 · Lab Technician	3,984.80	0.00	100.0%
8411 · Payroll Taxes	2,083.02	8,500.00	24.5%
8412 · Worker's Comp Ins.	150.00	300.00	50.0%
8413 · Employee Benefits - Insurance	6,802.64	29,000.00	23.5%
8414 · Employee Benefits - Retirement	3,238.28	12,000.00	27.0%
<b>Total PERSONNEL SERVICES</b>	<b>43,244.33</b>	<b>131,800.00</b>	<b>32.8%</b>
<b>MATERIALS AND SERVICES</b>			
8421 · Travel/Food/Lodging	1,681.79	8,000.00	21.0%
8422 · Training/Seminars/Conventions	0.00	5,000.00	0.0%
8423 · Legal Fees	0.00	1,000.00	0.0%
8424 · Office Supplies & Equipment	0.00	500.00	0.0%
8424-1 · Lab Supplies	0.00	0.00	0.0%
8424-2 · Outside Lab Services	0.00	0.00	0.0%
8424-3 · Consultant	0.00	4,000.00	0.0%
8425 · Utilities	174.50	1,500.00	11.6%
8426-1 · Dues & Subscriptions	350.00	500.00	70.0%
8426 · Advertising & Marketing	4,481.70	30,000.00	14.9%
8427 · Telephone & Internet Service	857.50	3,000.00	28.6%
8428 · Website Develop. & Maint.	125.00	500.00	25.0%
8429 · Building Insurance	0.00	4,500.00	0.0%
8430 · City of Arlington Insitu Lease	9,000.00	16,200.00	55.6%
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	4,524.00	35,000.00	12.9%
8430-4 · Property Taxes	6,937.98	8,000.00	86.7%
8433 · Telecom Infrastr Creation	0.00	300,000.00	0.0%
8439 · Contingency	0.00	20,700.00	0.0%
<b>Total MATERIALS AND SERVICES</b>	<b>28,132.47</b>	<b>440,400.00</b>	<b>6.4%</b>
<b>CAPITAL OUTLAY</b>			
8431 · Land Improvements/Development	8,910.00	35,000.00	25.5%
8432 · Engineering & Surveying	18,279.05	30,856.00	59.2%
8435 · Building Construction	0.00	800,000.00	0.0%
<b>Total CAPITAL OUTLAY</b>	<b>27,189.05</b>	<b>865,856.00</b>	<b>3.1%</b>
<b>DEBT SERVICE</b>			
8441 · Loan - Principal	3,002.42	9,068.00	33.1%
8442 · Loan - Interest	1,045.58	3,076.00	34.0%
<b>Total DEBT SERVICE</b>	<b>4,048.00</b>	<b>12,144.00</b>	<b>33.3%</b>
<b>Total 8400 · ECON.DEVELOP.FUND EXPENSES</b>	<b>102,613.85</b>	<b>1,450,200.00</b>	<b>7.1%</b>



11:47 AM  
11/02/17  
Cash Basis

PORT OF ARLINGTON  
YTD Income & Expense vs. Budget  
YTD

	Jul '17 - Jun 18	Budget	% of Budget
RESERVE FUND EXPENSES			
9500 · Repair, Maint.,Grant Match	0.00	40,925.00	0.0%
Total RESERVE FUND EXPENSES	0.00	40,925.00	0.0%
Total Expense	371,653.68	3,068,675.00	12.1%
Net Ordinary Income	323,445.56	0.00	100.0%
Net Income	323,445.56	0.00	100.0%



## CONDON CHAMBER OF COMMERCE

P. O. BOX 315 • 307 S. MAIN STREET • CONDON, OR 97823

541-384-7777 • [www.condonchamber.org](http://www.condonchamber.org)

[condonchamber@condonchamber.org](mailto:condonchamber@condonchamber.org)

SERVING WILLAMETTE COUNTY • SUBURBAN CLATSOP COUNTY • WHEAT RIVER COUNTY

October 23, 2017

To our friends at the Port of Arlington,

It is with great excitement that we offer your organization a fantastic opportunity to become a valuable sponsor of our annual "Summer Concerts in the Park ". We have successfully organized this community event the past two years and look forward to creating another wonderful line up of bands for the summer of 2018.

The concerts in the park are full of; culture, excitement, dancing and fun for the entire community. We hope that you will consider co-sponsoring the 2018 Summer Concerts in the Park. The total amount necessary for the Concerts exceeds \$7,000.

With your donation of \$100 or more your business name and logo will be featured on promotional posters and advertising pieces. Sponsor names will also be announced before and during intermission of each concert.

Please feel free to contact us for more information, we appreciate your consideration!

A handwritten signature in cursive script that reads "K'Lynn Lane".

K'Lynn Lane

Condon Chamber of Commerce

Executive Director

541.384.7777

[condonchamber@condonchamber.org](mailto:condonchamber@condonchamber.org)

## Port Manager/ Economic Development Report

**November 14, 2017**

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, Shutler Station, Island Park and Willow Creek industrial parks.

### **Administration**

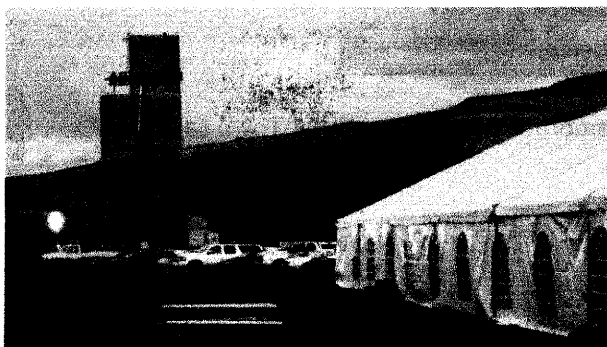
Annual audit has been completed by the Port Auditor, Oster Professional Group. The audit went very well as staff keeps books, records, and policies up to date and organized. Port is now awaiting final report.

### **Industrial Parks**

Arlington Mesa – Flex building - The site plan for the flex building has been approved by the City's planning department. Pillar Consulting is nearing completion of the engineered drawings in preparation for bid documents. We are targeting to release the project bid in November and have a bid opening in December 2017.

### **Island Park / Marina and RV Park**

Oktoberfest was huge success and good time had by all. Over 250 participants attended the fund raising event. Hosting the event on Island Park in a large tent provided an excellent opportunity to demonstrate to the community how a large building might look on the end of the island.



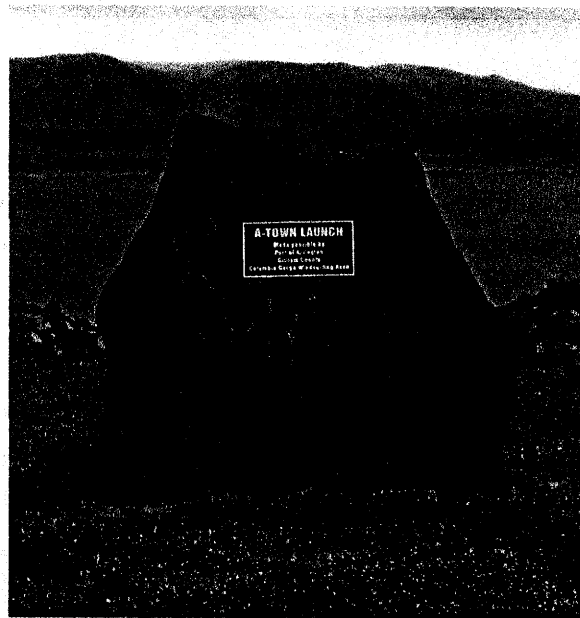
Oktoberfest 2017 under the big top was a huge success.

Fuel dock and RV Park – The Port's gas sales fell flat with the closure of I-84 and heavy smoke throughout much of the peak summer fishing and boating season. The Eagle Creek fire in particular kept many tourists out of the area. River Boat trips were also canceled or diverted to less smokey areas.



A-Town Plaque was installed by renowned rock artist Peter A. Andrusko (shown above).

Mr. Andrusko has completed several famous rock sculptures for both Regan and Bush Libraries among other highly notable landmarks.



World famous Yoga Rock now holds a commemorative plaque for the A-Town Launch.

### **Economic Development**

Housing has been a much discussed topic in Gilliam County. Each year staff has dedicated effort in one form or another to tackle the challenge of housing. Proposals and policies were developed and discussed but for various reasons they were never enacted. This year, a full blown County wide initiative was conducted by a large group of interested citizens, contractors, and community leaders to develop a wide reaching plan that has great potential to improve and add workforce housing to Gilliam County. The program has a foundation in economic incentives targeted to local builders, contractors, and developers that are market based and determined by the actual housing market in Gilliam County.

If the County Court approves funding, Pioneer CDC will administer the housing program that develops Public-Private Partnerships with the creation of the fund. The program will have the following framework and with incentives intended to stimulate the following four types of activities:

- New single family construction
- New multi-family construction
- Renovate and/or repair existing homes to be offered for resale or as new rental inventory (Builders, developers and contractors would buy an existing home and renovate it and then rent it out. Tenants could choose to “rent to own.” PCDC could be in first position or second position on the loan.)
- Demolishing dilapidated homes and trailers, asbestos and lead based paint mitigation, and utility extension

In addition, the program developed a 48 page “tool-kit” for landlords. The document is a practical how to guide for landlords and vacant property owners.

The program was presented to the Gilliam County Court on October 18, 2017. The housing task force group asked the County for \$2,126,000 over three years to fund the project. The program will be administered by Pioneer Community Development.

The Port has submitted a new site proposal to Business Oregon for a prospective manufacturing firm, Project Arkcade.

**Up Coming Dates:**

November 7 – 7 x 24 meeting, Portland World Trade building, 3 – 6 pm

November 8 – County Court, Condon, 10 a.m.

Arlington TV Coop, 6 p.m.

Arlington City Council, 6:30 p.m.

November 10 – Veterans Day, Port offices closed

November 14 – Port of Arlington Board meeting, Arlington 5:00 p.m.

November 16 – Pioneer Community Development Corporation, Condon, 2:00 p.m.

November 23 & 24 - Thanksgiving Holiday – Port office closed.

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	
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	\$ -
	\$ 3.65				\$ 2.69			
	\$ 3.65				\$ 2.69			
YTD Totals		254	2,573	\$ 9,043.50		10	842	\$ 2,270.18

2016 Port of Arlington fuel Sales								
Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-16	\$ 3.49	3	65	\$ 226.01	\$ 2.69			
February-16	\$ 3.49	2	22	\$ 75.80	\$ 2.69			
March-16	\$ 3.49	14	108	\$ 377.08	\$ 2.69			
April-16	\$ 3.49	27	194	\$ 679.85	\$ 2.69			
May-16	\$ 3.49	16	154	\$ 539.68	\$ 2.69			
June-16	\$ 3.45	25	360	\$ 1,255.81	\$ 2.69	4	193	\$ 521.14
July-16	\$ 3.45	22	315	\$ 1,087.80	\$ 2.69	1	182	\$ 492.02
August-16	\$ 3.45	37	464	\$ 1,604.84	\$ 2.69	8	392	\$ 1,058.09
September-16	\$ 3.45	35	318	\$ 1,099.07	\$ 2.69	1	14	\$ 36.64
October-16	\$ 3.45	21	278	\$ 963.12	\$ 2.69	2	62	\$ 166.80
November-16	\$ 3.45	13	121	\$ 287.58	\$ 2.69	0	0	\$ -
December-16	\$ 3.44	5	47	\$ 163.38	\$ 2.69	0	0	\$ -
YTD Totals		215	2,399	\$ 8,196.64		5	375	\$ 2,274.69

PORT OF ARLINGTON  
Profit & Loss Prev Year Comparison  
July through October 2017

													Y T D TOTAL			
	Aug 17	Aug 16	\$ Change	% Change	Sep 17	Sep 16	\$ Change	% Change	Oct 17	Oct 16	\$ Change	% Change	Jul - Oct 17	Jul - Oct 16	\$ Change	% Change
Ordinary Income/Expense																
Income																
4210 · Marina Revenue	1,268.00	341.73	926.27	271.05%	170.00	1,163.81	-993.81	-85.39%	980.00	600.00	380.00	63.33%	3,530.00	2,283.54	1,246.46	54.59%
4211 · RV Park Revenues																
4211-4 · RV Park Dry Camp	214.00	795.00	-581.00	-73.08%	300.00	639.00	-339.00	-53.05%	110.00	18.00	92.00	511.11%	890.00	1,924.90	-1,034.90	-53.76%
4211-3 · RV Park Daily Rent	1,140.00	1,970.00	-830.00	-42.13%	960.00	750.00	210.00	28.0%	570.00	270.00	300.00	111.11%	4,210.00	4,882.00	-672.00	-13.77%
4211-2 · RV Park Weekly Rent	250.00	530.00	-280.00	-52.83%	750.00	125.00	625.00	500.0%	500.00	375.00	125.00	33.33%	1,875.00	1,155.00	720.00	62.34%
4211-1 · RV Park Monthly Rent	3,000.00	2,775.00	225.00	8.11%	2,625.00	4,037.50	-1,412.50	-34.99%	3,800.00	2,700.00	1,100.00	40.74%	11,675.00	10,823.50	851.50	7.87%
4212 · RV Park fee Refund	-250.00	-220.00	-30.00	-13.64%	-187.50	0.00	-187.50	-100.0%	0.00	0.00	0.00	0.0%	-500.00	-220.00	-280.00	-127.27%
Total 4211 · RV Park Revenues	4,354.00	5,850.00	-1,496.00	-25.57%	4,447.50	5,551.50	-1,104.00	-19.89%	4,980.00	3,363.00	1,617.00	48.08%	18,150.00	18,565.40	-415.40	-2.24%
4213 · Marina Fuel Revenue																
4213-2 · Gasoline Sales	2,141.55	1,604.84	536.71	33.44%	873.58	1,099.07	-225.49	-20.52%	979.78	963.12	16.66	1.73%	5,051.24	4,754.83	296.41	6.23%
4213-1 · Diesel Sales	250.00	1,058.09	-808.09	-76.37%	0.00	36.64	-36.64	-100.0%	0.00	166.80	-166.80	-100.0%	641.04	1,753.55	-1,112.51	-63.44%
Total 4213 · Marina Fuel Revenue	2,391.55	2,662.93	-271.38	-10.19%	873.58	1,135.71	-262.13	-23.08%	979.78	1,129.92	-150.14	-13.29%	5,692.28	6,508.38	-816.10	-12.54%
4214 · Marina Power and Water Rev.	40.00	150.00	-110.00	-73.33%	0.00	80.00	-80.00	-100.0%	180.00	60.00	120.00	200.0%	260.00	360.00	-100.00	-27.78%

**Gasoline Fuel Purchases and Sales July 2015 through June 2016**

Beginning Inventory	Gallons	Dollars		
	619	\$ 2,165.89		
Purchases				
Sep-15	800	\$ 2,692.50		
Oct-15	600	\$ 1,799.40		
Jun-16	750	\$ 2,206.29		
<b>Total Inventory</b>	<b>2769</b>	<b>\$ 8,864.08</b>		
Credit Card Charges		\$ 348.93	5%	
<b>Sales</b>	<b>1823</b>	<b>\$ 6,759.95</b>	<b>151 Customers</b>	
Inventory on hand	946	\$ 2,790.70		
<b>Net FY 2015-16</b>		<b>\$ 337.64</b>	<b>\$ 0.19 \$/gal</b>	

**Gasoline Fuel Purchases and Sales July 2016 through June 2017**

Beginning Inventory	Gallons	Dollars		
	946	\$ 2,790.70		
Purchases				
Sep-16	843	\$ 2,444.94		
Dec-16	760	\$ 2,120.40		
Jun-17	850	\$ 2,873.54		
<b>Total Inventory</b>	<b>3399</b>	<b>\$ 10,229.58</b>		
Credit Card Charges		\$ 415.84	4%	
<b>Sales</b>	<b>2751</b>	<b>\$ 9,415.78</b>	<b>256 Customers</b>	
Inventory on hand	648	\$ 2,196.72		
<b>Net FY 2016-17</b>		<b>\$ 967.08</b>	<b>\$ 0.35 \$/gal</b>	

**Diesel Fuel Purchases and Sales July 2015 through June 2016**

Beginning Inventory	Gallons	Dollars		
	2436	\$ 4,752.00		
Purchases				
Oct-15	1000	\$ 1,791.81		
<b>Total Inventory</b>	<b>3436</b>	<b>\$ 6,543.81</b>		
Credit Card Charges		\$ 129.06	5%	
<b>Sales</b>	<b>862</b>	<b>\$ 2,595.97</b>	<b>10 Customers</b>	
Inventory on hand	2574	\$ 4,607.46		
<b>Net FY 2015-16</b>		<b>\$ 530.56</b>	<b>\$ 0.62 \$/gal</b>	

**Diesel Fuel Purchases and Sales July 2016 through June 2017**

Beginning Inventory	Gallons	Dollars		
	2574	\$ 4,607.46		
Purchases	1000	\$ 1,997.96		
<b>Total Inventory</b>	<b>3574</b>	<b>\$ 6,605.42</b>		
Credit Card Charges		\$ 146.10	4%	
<b>Sales</b>	<b>1254</b>	<b>\$ 3,382.69</b>	<b>17 Customers</b>	
Inventory on hand	2320	\$ 4,617.00		
<b>Net FY 2016-17</b>		<b>\$ 1,248.17</b>	<b>\$ 1.00 \$/gal</b>	

Credit Card Charges FY 2016-2017 \$ 1,039.61

**July and Aug 2017**

RV sales	\$ 8,723.00	\$ 4,164.00	52%	\$ 216.39
Total fuel Sales	\$ 3,838.00	\$ 3,838.00	48%	\$ 199.45
		\$ 8,002.00		

**Dec and Jan 2016-2017**

RV sales	\$ 4,211.00	\$ 2,185.00
Total fuel Sales	\$ 308.00	\$ 308.00

RV sales	\$ 12,934.00	\$ 6,349.00	49%	60%
Total fuel Sales	\$ 4,146.00	\$ 4,146.00	100%	40%
	\$ 17,080.00	\$ 10,495.00	61%	