



**Port of Arlington
AGENDA**

5:00 pm

Tuesday, August 13, 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 July 9, 2019 Commission meeting minutes
 - Approval of July 2019 payables
- 4. Presidents Report –**
- 5. Commissioner's Reports –**
- 6. Small Business Assistance Grant Application – Vicky Ackerman – The Drive Inn**
- 7. Economic Development –**
 - 7.1 EDO Report**
 - 7.1.2 Gilliam County Fall Capitol Investment Grant cycle opening on September 3, 2019**
 - 7.1.3 A-Town Throw Down Vlog/Video Contest**
- 8. 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.
- 9. Administration**
 - 9.1 September 2019 Port Meeting Date – Currently Tuesday, September 10, 2019 (week of Pendleton Round Up)**
 - 9.2 Solutions CPA's Inc. will be performing Port Audit starting August 19, 2019**
 - 9.3 Sam Registration - Notarized letter to appoint an Entity Administrator**
 - 9.4 Port of Arlington Commission Vacancy – District #3 East Condon is now declared vacant**

Upcoming Meetings:

Regular Commission Meeting on Tuesday, September 10, 2019 at 5pm – Port of Arlington, Arlington, 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, July 2, 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
July 9, 2019
5 p.m.
Gilliam County Courthouse
Condon, OR**

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

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

Absent: Commissioner Hunking

Audience: Lori Snyder

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

- 3. Consent Agenda:**

- Approval of June 11, 2019 Commission Meeting Minutes
 - Approval of June 2019 Payables and Financials
- Commissioner Kennedy moved to approve the consent agenda and Commissioner McGuire seconded. The motion carried 3-0.

- 4. Presidents Report:** Donation request from the Woolery Group. Commissioner McGuire declared a conflict of interest in the matter. Commissioner Kennedy moved to approve \$796.30 to be donated to the Woolery Group for advertising and President Wilson seconded. The motion carried 2-0. Commissioner McGuire abstained.

Flags and Freedom Auction donation request. Commissioner Kennedy moved to donate \$100.00 to Flags and Freedom auction and President Wilson seconded. The motion carried 3-0

- 5. Commissioner Reports:** President Wilson, EDO Mitchell and Laura Pryor gave a brief presentation to the Confederated Tribes in Pendleton.

- 7. Small Business Assistance Grants:** Lori Snyder reports that business is picking up. Expenses are more manageable. Lori is purchasing most of her product from Two Boys and food costs are now in line. Lori is renegotiating her lease renewal as her present lease is expiring on the space of her restaurant. Lori is also looking into mobile catering. There was a brief discussion about ideas for future events.

8. Economic Development:

8.1 EDO Report

8.1.1 EDO Mitchell states that the flood evaluation maps are completed for the Port's Railroad Avenue property. The cost for the FEMA sight evaluation is \$7683. EDO Mitchell asked for approval of additional FEMA application site work. The consensus of the Board is for EDO Mitchell to negotiate with Jeff from Pillar Construction to get the invoice lowered.

EDO Mitchell stated that the survey with Armstrong Surveying was \$4,220 and the Ports cost is \$2,111. The Port now has two building sites fully surveyed with one leased. Commissioner Kennedy moved to pay \$2,111 to Armstrong Surveying and Commissioner McGuire seconded. The motion carried 3-0

8.1.2 EDO Mitchell shared the proposed bid from Pacific Power for the power pole placement on the railroad property. The move will help open up that section of the lot and remove the guy wire from the middle of the lot. The cost is \$9,011. LS Networks is asking the Port to pay half of the cost in the amount of \$4,505.50. Following discussion Commissioner Kennedy moved to approve to split the cost of power pole placement in the amount of \$4,505.50 to LS Networks. Commissioner McGuire seconded and the motion carried 3-0.

8.1.3 EDO Mitchell explained to the Board that the Port did not receive the Island Park Bathroom Grant, the Marine Board asked that the project be deferred until next year. The Marine Board would like to use the Port as a show case project next year with the planned non-motorized boat launch area. EDO Mitchell shared an email from OSMB stating that they will consider engineering and permitting as an eligible match contribution to the Island Park Bathroom replacement project. Anderson and Perry was selected to complete engineering design and bid plans for the project. Their bid was approximately \$35,000. Commissioner McGuire moved to proceed with the engineering for Island Park and to start bathroom project with Anderson and Perry with initial cost of \$35,000 and Commissioner Kennedy seconded. The motion carried 3-0

8.1.4 Island Park launch site is almost complete. There was an accident when receiving rock and a footer was broken. The contractor is in the process of replacing the footer. Ceremony coming soon.

8.1.5 Coast Guard pad removal. After a brief conversation the consensus is to have the Coast Guard remove the channel marker.

9.Executive Session per ORS192.660(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 5:45 pm
Reconvene to Regular Session at 6:06pm
No Formal Decision was made

Break for Dinner 6:07 pm – 6:27 pm
Reconvene to Regular Session at 6:27pm

10. Administration

10.1 Annual Housekeeping

10.1.1 Designate monthly meeting date, time, and place – Commissioner Kennedy moved to keep all items the same as last year. Commissioner McGuire seconded and the motion carried 3-0.

10.1.2 Designate Newspapers of record, Attorney of Record, Depositories of Record; Auditor of Record. Commissioner Kennedy moved to keep all the same as last year ;The Times Journal and East Oregonian are newspapers of record; Depositories of record are the Bank of Eastern Oregon and LGIP, and CPA firm of record Solutions, CPA's PC with one exception Attorney of record is Vankoten and Cleaveland. Commissioner McGuire seconded and the motion carried 3-0

10.2 Appoint Budget Officer for FY 2018-19 – Commissioner Kennedy moved to appoint Kelly Margheim as Budget Officer for FY 2019-20. Commissioner McGuire seconded and the motion carried 3-0,

10.3 Port Commission Election of Officers for President, Vice President, Secretary/Treasurer. Commissioner McGuire moved to keep the same Officers. President Ron Wilson; Vice President Dewey Kennedy; Secretary/Treasurer Kevin Hunking and Commissioner Kennedy seconded. The motion carried 3-0

10.4 Proposed Resolution 2019-143 adopting a public records policy and fee schedule. Commissioner McGuire made a motion to adopt Resolution 2019-143 and Commissioner Kennedy seconded. The motion carried 3-0

10.5 Executive Session per ORS 162.660(2)(i) and 192.660(8): To review and evaluate of an officer, employee or staff member if the person not request an open meeting. This reason for executive session may not be used to do a general evaluation of an agency goal, objective or any directive to personnel concerning these subjects.

Reconvene to Regular Session at 6:49pm
No formal decision to be made
Meeting adjourned 6:50 pm

President Ron Wilson

V.P. Dewey Kennedy

**Environmental Sentry Corp
Annual Meeting
July 9, 2019
Gilliam County Courthouse
Condon, Oregon
Following Port Commission Meeting**

Meeting was called to order at 6:50 by Secretary Treasurer Ron Wilson

Present: Ron Wilson, Rod McGuire, Dewey Kennedy

Absent: Kevin Hunking

Public Comment: None

Approval of the minutes of July 10, 2018. Secretary/Treasurer – Ron Wilson moved to approve the minutes and Commissioner McGuire seconded. Motion carried 3-0.

Election of Officers: President – Dewey Kennedy; Vice President – Kevin Hunking; Secretary/Treasurer – Ron Wilson. Secretary/Treasurer Ron Wilson moved to keep the officers the same as last year. Commissioner McGuire seconded. Motion carried 3-0

Meeting adjourned 6:52

President Dewey Kennedy

V.P. Kevin Hunking

Template 1 – Single Entity (located in the U.S. or its outlying areas)

Background

The System for Award Management (SAM) is a computer system accessed by the Internet managed by the U.S. Government. Entities must have an active registration in SAM to do business with the U.S. Government. An “entity” is the company, business, or organization registering in SAM. Each entity is represented by a nine-digit unique entity identifier, the Data Universal Numbering System (DUNS®) Number as issued by Dun & Bradstreet.

Only individuals who are authorized to represent a particular entity, or individuals representing themselves as an entity, may register an entity in SAM. Accessing or using SAM, or information contained therein, for any unauthorized or illegal purposes, may have civil and criminal penalties, and may negatively impact the status of the SAM registration maintained for the entity.

Instructions to Entity

- 1. Single Entity.** Use this template to formally appoint an Entity Administrator for 1) a single, domestic entity located in the U.S. or its outlying areas, or 2) a single, international entity that uses banking information from a U.S. financial institution in their SAM entity registration.
- 2. Complete the template.** Fill in the blanks. Enter the highlighted information on the next two pages. Do not include this instruction page in your letter.
- 3. Print the letter on your entity’s letterhead.** If you don’t have letterhead, enter your entity’s legal business name and physical address at the top of the letter before printing.
- 4. Sign the completed letter in the presence of the notary.** Make sure the person who signs the letter is someone with signatory authority, i.e. who can make commitments on behalf of the entity like an executive, officer, partner, or other authorized signatory. The notary will confirm the signatory’s identity in accordance with your state’s notary procedures.
- 5. Mail the completed, signed, notarized letter.** Your letter will be reviewed for completeness upon receipt at the Federal Service Desk at:

FEDERAL SERVICE DESK
ATTN: SAM.GOV REGISTRATION PROCESSING
460 INDUSTRIAL BLVD
LONDON, KY 40741-7285
UNITED STATES OF AMERICA

If incomplete or incorrect, you will be contacted. Your registration will not be activated until an approved letter is on file.

End of instructions. Complete the template that follows.

9:40 AM

07/30/19

Cash Basis

PORT OF ARLINGTON
Profit & Loss Budget vs. Actual
 July 2011 through Sept. 2011=25% of Budget Year

	Jul '19 - Jun 20	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL FUND RESOURCES			
4000 · Carryover Balance	0.00	1,237,387.00	0.0%
4010 · Taxes-Current	327.25	100,000.00	0.3%
4011 · Taxes-Prior	203.86	500.00	40.8%
4020 · Interest - NOW Checking	0.00	0.00	0.0%
4021 · Interest - Best A/C	0.00	0.00	0.0%
4022 · Interest - LGIP A/C	0.00	10,000.00	0.0%
4030 · Land Rental	0.00	16,000.00	0.0%
4050 · Grain Elevator Lease Pymt	0.00	108,407.00	0.0%
4110 · Grants Income	0.00	346,160.00	0.0%
4111 · OSMB Grant	0.00	100.00	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	0.00	7,000.00	0.0%
4110 · Grants Income - Other	0.00	0.00	0.0%
Total 4110 · Grants Income	0.00	353,460.00	0.0%
4210 · Marina Revenue	1,246.00	5,000.00	24.9%
4211 · RV Park Revenues			
4211-1 · RV Park Monthly Rent	2,630.00	0.00	100.0%
4211-2 · RV Park Weekly Rent	250.00	0.00	100.0%
4211-3 · RV Park Daily Rent	1,225.00	0.00	100.0%
4211-4 · RV Park Dry Camp	367.00	0.00	100.0%
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	4,472.00	40,000.00	11.2%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	1,872.21	7,000.00	26.7%
4213-1 · Diesel Sales	35.49	3,000.00	1.2%
Total 4213 · Marina Fuel Revenue	1,907.70	10,000.00	19.1%
4214 · Marina Power and Water Revenue	90.00	250.00	36.0%
4340 · Willow Creek Rock Sales	1,260.40	20,000.00	6.3%
4350 · Willow Creek Lease Revenue	46,051.11	0.00	100.0%
4400 · Donations/Gifts	0.00	100.00	0.0%
4500 · Miscellaneous Income	6,656.10	100.00	6,656.1%
Total GENERAL FUND RESOURCES	62,214.42	1,901,204.00	3.3%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5005 · Carryover (cash basis)	0.00	180,340.00	0.0%
5031 · Building Lease 11-002	15,200.00	91,200.00	16.7%
5032 · Building Lease 11-004	0.00	1,000.00	0.0%
5033 · Flex Bldg Lease	4,000.00	48,000.00	8.3%
5113 · Grants - Gilliam County	0.00	40,000.00	0.0%
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	27,048.00	394,340.00	6.9%
RESERVE FUND RESOURCES			
9000 · Reserve Fund Beginning Balance	0.00	51,650.00	0.0%
9001 · Transfer from General Fund	10,841.00	10,841.00	100.0%
9002 · Interest Earned Reserve Fund	0.00	400.00	0.0%
Total RESERVE FUND RESOURCES	10,841.00	62,891.00	17.2%
Total Income	100,103.42	2,358,435.00	4.2%
Expense			
6560 · Payroll Expenses	0.00	0.00	0.0%

9:40 AM

07/30/19

Cash Basis

PORT OF ARLINGTON
Profit & Loss Budget vs. Actual
 July 2011 through Sept. 2011=25% of Budget Year

	Jul '19 - Jun 20	Budget	% of Budget
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	1,869.09	23,700.00	7.9%
6009 · Administrative Assistant	2,773.32	32,200.00	8.6%
6011 · Payroll Taxes - Staff	359.18	5,300.00	6.8%
6012 · Training	0.00	500.00	0.0%
6013 · Workmens Compensation	273.65	250.00	109.5%
6015 · Employee Benefits Insurance	1,392.74	26,250.00	5.3%
6016 · Employee Benefits Retirement	557.09	6,500.00	8.6%
Total 6000 · Personal Services - AD	7,225.07	94,700.00	7.6%
6100 · Materials and Services - AD			
6110 · Internet Service	44.00		
6111 · Utilities	161.71	3,500.00	4.6%
6112 · Office Supplies and Equipment	429.98	3,000.00	14.3%
6113 · Legal Fees	565.00	12,000.00	4.7%
6114 · Insurance, Treasurer Bond	0.00	500.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	282.12	3,000.00	9.4%
6115 · Dues, Subscriptions, Fees - Other	94.04	3,000.00	3.1%
Total 6115 · Dues, Subscriptions, Fees	376.16	6,000.00	6.3%
6116 · Audit, Budget, Legal Notices	0.00	9,000.00	0.0%
6117 · Telephone and Internet Srv.	141.73	3,000.00	4.7%
6118 · Advertising - AD	0.00	250.00	0.0%
6119 · Commissioner Fees/Expenses	0.00	3,000.00	0.0%
6120 · Medi/SS for Commissioners	0.00	300.00	0.0%
6121 · Donations	200.00	1,000.00	20.0%
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	22,833.00	0.0%
6127 · Commissioner Conference & Trave	62.00	3,000.00	2.1%
6128 · Staff Travel/Food/Lodging	188.51	500.00	37.7%
6129 · Postage	27.25	1,000.00	2.7%
6130 · Bad Debt Write Off	0.00	100.00	0.0%
Total 6100 · Materials and Services - AD	2,196.34	73,183.00	3.0%
6170 · Transfers Out of General Fund	10,841.00	10,841.00	100.0%
Total ADMINISTRATION EXPENSES	20,262.41	178,724.00	11.3%
ISLAND PARK			
6600 · Personal Services			
6610 · Maintenance Person	1,617.38	12,500.00	12.9%
6611 · Payroll Taxes	127.27	750.00	17.0%
6612 · Worker's Comp Insurance	6.46	500.00	1.3%
Total 6600 · Personal Services	1,751.11	13,750.00	12.7%
6620 · Materials & Services			
6621 · Water Fees	0.00	1,200.00	0.0%
6622 · Sanitation	29.00	1,000.00	2.9%
6623 · Comfort Station Supplies	197.18	1,800.00	11.0%
6624 · Park Electricity	53.82	1,500.00	3.6%
6625 · Pest Control / Chem & Fert.	0.00	200.00	0.0%
6626 · Insurance	0.00	2,000.00	0.0%
6627 · Park Maintenance & Supplies	76.43	2,800.00	2.7%
6628 · Miscellaneous	0.00	100.00	0.0%
Total 6620 · Materials & Services	356.43	10,600.00	3.4%
6630 · Capital Outlay			
6635 · Grant Match Isl.Erosion Repair	0.00	229,720.00	0.0%
6634 · Grant Island Erosion Repair	0.00	346,160.00	0.0%
6631 · Park Improvements	5,000.00	200,000.00	2.5%
6632 · Engineering & Surveying	0.00	20,000.00	0.0%
Total 6630 · Capital Outlay	5,000.00	795,880.00	0.6%
Total ISLAND PARK	7,107.54	820,230.00	0.9%

9:40 AM

07/30/19

Cash Basis

PORT OF ARLINGTON
Profit & Loss Budget vs. Actual
 July 2011 through Sept. 2011=25% of Budget Year

	Jul '19 - Jun 20	Budget	% of Budget
MARINA			
6700 · Personal Services			
6710 · Maintenance Person	0.00	3,700.00	0.0%
6711 · Payroll Taxes	7.06	250.00	2.8%
6712 · Worker's Comp Insurance	0.00	50.00	0.0%
6700 · Personal Services - Other	89.85		
Total 6700 · Personal Services	96.91	4,000.00	2.4%
6720 · Materials & Services			
6721 · Marina Electricity	176.79	3,000.00	5.9%
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	69.95	2,500.00	2.8%
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	0.00	11,000.00	0.0%
6727 · Marina Fuel - Other	0.00	0.00	0.0%
Total 6727 · Marina Fuel	0.00	16,000.00	0.0%
Total 6720 · Materials & Services	246.74	26,500.00	0.9%
6730 · Capital Outlay			
6731 · Marina Improvements	0.00	0.00	0.0%
Total 6730 · Capital Outlay	0.00	0.00	0.0%
Total MARINA	343.65	30,500.00	1.1%
RV PARK EXPENSES			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	89.85	3,000.00	3.0%
6311 · Payroll Taxes, Maintenance - RV	7.06	300.00	2.4%
6312 · Workmens Compensation - RV	263.65	200.00	131.8%
Total 6300 · Personal Services - RV	360.56	3,500.00	10.3%
6320 · Materials & Services - RV			
6321 · Water Fees - RV	317.40	4,000.00	7.9%
6322 · Sanitation - RV	104.00	2,000.00	5.2%
6323 · Electricity - RV Park	500.00	9,000.00	5.6%
6324 · WIFI - RV	20.00	1,000.00	2.0%
6325 · Advertising - RV	0.00	500.00	0.0%
6326 · Maintenance & Supplies - RV	25.09	1,000.00	2.5%
6327 · Insurance - RV	0.00	1,500.00	0.0%
6328 · Misc. - RV	0.00	250.00	0.0%
6329 · Sewer	368.96	4,000.00	9.2%
Total 6320 · Materials & Services - RV	1,335.45	23,250.00	5.7%
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	2,696.01	71,750.00	3.8%
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	31,488.88	1,901,204.00	1.7%

PORT OF ARLINGTON
Profit & Loss Budget vs. Actual
 July 2011 through Sept. 2011=25% of Budget Year

	Jul '19 - Jun 20	Budget	% of Budget
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	5,607.26	69,000.00	8.1%
8410-1 · Admin. Asst. 1/3	1,428.68	16,600.00	8.6%
8410-2 · Lab Technician	0.00	0.00	0.0%
8411 · Payroll Taxes	543.07	7,000.00	7.8%
8412 · Worker's Comp Ins.	364.30	300.00	121.4%
8413 · Employee Benefits - Insurance	1,668.22	31,100.00	5.4%
8414 · Employee Benefits - Retirement	844.31	10,100.00	8.4%
Total PERSONNEL SERVICES	10,455.84	134,100.00	7.8%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	95.24	6,000.00	1.6%
8422 · Training/Seminars/Conventions	0.00	3,000.00	0.0%
8423 · Legal Fees	892.50	15,000.00	6.0%
8424 · Office Supplies & Equipment	69.99	1,500.00	4.7%
8424-3 · Consultant	0.00	2,000.00	0.0%
8425 · Utilities	44.00	2,500.00	1.8%
8426 · Advertising & Marketing	2,867.30	20,000.00	14.3%
8426-1 · Dues & Subscriptions	0.00	500.00	0.0%
8426-2 · A Town Throw Down	215.00	0.00	100.0%
8427 · Telephone & Internet Service	222.49	2,500.00	8.9%
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	1,800.00	21,600.00	8.3%
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	0.00	20,000.00	0.0%
8430-4 · Property Taxes	0.00	0.00	0.0%
8439 · Contingency	0.00	19,496.00	0.0%
Total MATERIALS AND SERVICES	6,206.52	126,096.00	4.9%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	0.00	17,000.00	0.0%
8432 · Engineering & Surveying	0.00	45,000.00	0.0%
8435 · Building Construction	0.00	60,000.00	0.0%
Total CAPITAL OUTLAY	0.00	122,000.00	0.0%
DEBT SERVICE			
8441 · Loan - Principal	779.26	9,533.00	8.2%
8442 · Loan - Interest	232.74	2,611.00	8.9%
Total DEBT SERVICE	1,012.00	12,144.00	8.3%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	17,674.36	394,340.00	4.5%
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	49,163.24	2,358,435.00	2.1%
Net Ordinary Income	50,940.18	0.00	100.0%
Net Income	50,940.18	0.00	100.0%

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								
September-19								
October-19								
November-19								
December-19								
YTD Totals		196	1,686	\$ 6,995.85		1	13	\$ 35.49

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

PORT OF ARLINGTON
Profit & Loss Prev Year Comparison
May 1 through July 30, 2019

	May 19	May 18	\$ Change	% Change	Jun 19	Jun 18	\$ Change	% Change	Jul 1 - 30, 19	Jul 1 - 30, 18	\$ Change	% Change
Ordinary Income/Expense												
Income												
GENERAL FUND RESOURCES												
4210 - Marina Revenue	1,374.00	729.00	645.00	88.48%	220.00	352.00	-132.00	-37.5%	1,046.00	1,132.00	-86.00	-7.6%
4211 - RV Park Revenues												
4211-1 - RV Park Monthly Rent	2,625.00	2,580.00	45.00	1.74%	3,375.00	2,250.00	1,125.00	50.0%	2,630.00	2,250.00	380.00	16.89%
4211-2 - RV Park Weekly Rent	0.00	0.00	0.00	0.0%	0.00	125.00	-125.00	-100.0%	250.00	375.00	-125.00	-33.33%
4211-3 - RV Park Daily Rent	600.00	815.00	-215.00	-26.38%	810.00	1,140.00	-330.00	-28.95%	1,225.00	1,390.00	-165.00	-11.87%
4211-4 - RV Park Dry Camp	81.00	313.00	-232.00	-74.12%	100.00	183.00	-83.00	-45.36%	367.00	273.00	94.00	34.43%
4211-5 - Monthly TV	0.00	0.00	0.00	0.0%	20.00	0.00	20.00	100.0%	0.00	0.00	0.00	0.0%
Total 4211 - RV Park Revenues	3,306.00	3,708.00	-402.00	-10.84%	4,305.00	3,698.00	607.00	16.41%	4,472.00	4,288.00	184.00	4.29%
4213 - Marina Fuel Revenue												
4213-2 - Gasoline Sales	1,256.28	1,148.39	107.89	9.4%	1,528.44	1,952.05	-423.61	-21.7%	1,872.21	1,729.80	142.41	8.23%
4213-1 - Diesel Sales	0.00	294.09	-294.09	-100.0%	0.00	0.00	0.00	0.0%	35.49	876.54	-841.05	-95.95%
Total 4213 - Marina Fuel Revenue	1,256.28	1,442.48	-186.20	-12.91%	1,528.44	1,952.05	-423.61	-21.7%	1,907.70	2,606.34	-698.64	-26.81%
4214 - Marina Power and Water Revenue	0.00	0.00	0.00	0.0%	0.00	110.00	-110.00	-100.0%	90.00	200.00	-110.00	-55.0%
4340 - Willow Creek Rock Sales	4,356.21	0.00	4,356.21	100.0%	0.00	1,058.23	-1,058.23	-100.0%	1,260.40	2,810.82	-1,550.42	-55.16%
4350 - Willow Creek Lease Revenue	0.00	0.00	0.00	0.0%	340.06	0.00	340.06	100.0%	46,051.11	0.00	46,051.11	100.0%

Port of Arlington
Regular Monthly Commission Meeting
Tuesday, August 13, 2019
JULY 2019 PAYABLES

Resources:

Deposits and Credits through 07/31/2019 (see attached detail)

Total Deposits and Credits– All Accounts \$91,749.50

Expenses:

Checks Written: 9086 through 9121

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

Total Expenses and Transfers– All Accounts (\$35,203.53)

Bank Balance Information:

Ending Balance as of 07/31/19: Bank of Eastern Oregon Checking: \$ 302,855.27
Bank of E. Oregon Reserve Fund: \$ 63,913.76
Bank of E. Oregon Muni Market Fund: \$ 163,605.63
LGIP: (07/31/19) \$1,262,645.88

Commission President Ron Wilson

Vice President Dewey Kennedy

9:35 AM

07/30/19

PORT OF ARLINGTON
Deposit Detail
 July 2019

Type	Num	Date	Name	Account	Amount
Deposit		07/01/2019		1001 · Bank of E/O ...	8.76
			Heartland Payment ...	4211-4 · RV Park Dr...	-9.00
			Heartland Payment ...	6115-1 · Credit Card...	0.24
TOTAL					-8.76
Deposit		07/08/2019		1001 · Bank of E/O ...	1,893.32
			Heartland Payment ...	4213-2 · Gasoline S...	-58.70
			Heartland Payment ...	6115-1 · Credit Card...	1.31
			Heartland Payment ...	4211-3 · RV Park D...	-90.00
			Heartland Payment ...	4211-3 · RV Park D...	-90.00
			Heartland Payment ...	4211-1 · RV Park M...	-375.00
			Heartland Payment ...	4211-4 · RV Park Dr...	-36.00
			Heartland Payment ...	6115-1 · Credit Card...	11.37
			Heartland Payment ...	4213-2 · Gasoline S...	-463.98
			Heartland Payment ...	6115-1 · Credit Card...	8.77
			Heartland Payment ...	4211-3 · RV Park D...	-60.00
			Heartland Payment ...	4211-1 · RV Park M...	-375.00
			Heartland Payment ...	4211-1 · RV Park M...	-375.00
			Heartland Payment ...	6115 · Dues, Subscr...	8.91
TOTAL					-1,893.32
Deposit		07/08/2019		1001 · Bank of E/O ...	7,840.00
			Cash Sales	4211-1 · RV Park M...	-30.00
			Cash Sales	4211-3 · RV Park D...	-60.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4210 · Marina Reve...	-120.00
			Cash Sales	5031 · Building Leas...	-7,600.00
TOTAL					-7,840.00
Deposit		07/10/2019		1001 · Bank of E/O ...	7,144.10
			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...	-18.00
			Cash Sales	4211-4 · RV Park Dr...	-27.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4210 · Marina Reve...	-20.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00

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PORT OF ARLINGTON
Deposit Detail
July 2019

Type	Num	Date	Name	Account	Amount
Payment	20030...	07/09/2019	Cash Sales	4211-3 · RV Park D...	-30.00
			Watco Companies, ...	1499 · Undeposited ...	-6,626.10
TOTAL					-7,144.10
Deposit		07/12/2019		1001 · Bank of E/O ...	49,886.28
Payment	13539	07/12/2019	W.I. Construction, Inc.	1499 · Undeposited ...	-1,260.40
Payment	13530	07/12/2019	W.I. Construction, Inc.	1499 · Undeposited ...	-48,625.88
TOTAL					-49,886.28
Deposit		07/12/2019		1001 · Bank of E/O ...	117.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
TOTAL					-117.00
Deposit		07/12/2019		1001 · Bank of E/O ...	400.24
			Heartland Payment ...	4213-2 · Gasoline S...	-96.83
			Heartland Payment ...	4213-1 · Diesel Sales	-35.49
			Heartland Payment ...	6115-1 · Credit Card...	2.93
			Heartland Payment ...	4213-2 · Gasoline S...	-247.73
			Heartland Payment ...	6115-1 · Credit Card...	5.85
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	1.03
TOTAL					-400.24
Deposit		07/18/2019		1001 · Bank of E/O ...	387.48
			Heartland Payment ...	4213-2 · Gasoline S...	-238.42
			Heartland Payment ...	6115-1 · Credit Card...	4.93
			Heartland Payment ...	4211-4 · RV Park Dr...	-27.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4210 · Marina Reve...	-100.00

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PORT OF ARLINGTON
Deposit Detail
 July 2019

Type	Num	Date	Name	Account	Amount
			Heartland Payment ...	6115-1 · Credit Card...	1.05
			Heartland Payment ...	6115-1 · Credit Card...	1.96
TOTAL					-387.48
Deposit		07/18/2019		1001 · Bank of E/O ...	207.00
			Cash Sales	4211-3 · RV Park D...	-90.00
			Cash Sales	4211-3 · RV Park D...	-60.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
TOTAL					-207.00
Deposit		07/18/2019		1001 · Bank of E/O ...	561.11
			Gilliam County Trea...	4011 · Taxes-Prior	-203.86
			Gilliam County Trea...	4010 · Taxes-Current	-327.25
Payment	13605	07/18/2019	The City of Arlington	1499 · Undeposited ...	-30.00
TOTAL					-561.11
Deposit		07/22/2019		1001 · Bank of E/O ...	251.89
			Heartland Payment ...	4213-2 · Gasoline S...	-72.29
			Heartland Payment ...	6115-1 · Credit Card...	1.89
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-125.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	3.51
TOTAL					-251.89
Deposit		07/23/2019		1001 · Bank of E/O ...	1,065.43
			Heartland Payment ...	4213-2 · Gasoline S...	-202.88
			Heartland Payment ...	6115-1 · Credit Card...	4.59
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-1 · RV Park M...	-350.00
			Heartland Payment ...	4211-1 · RV Park M...	-375.00

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PORT OF ARLINGTON
Deposit Detail
 July 2019

Type	Num	Date	Name	Account	Amount
			Heartland Payment ...	4211-2 · RV Park W...	-125.00
			Heartland Payment ...	6115-1 · Credit Card...	12.86
TOTAL					-1,065.43
Deposit		07/23/2019		1001 · Bank of E/O ...	740.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4210 · Marina Reve...	-50.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-20.00
			Cash Sales	4211-4 · RV Park Dr...	-20.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4210 · Marina Reve...	-58.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-3 · RV Park D...	-30.00
Payment		07/23/2019	Jerry Hanan	1499 · Undeposited ...	-100.00
TOTAL					-740.00
Deposit		07/25/2019		1001 · Bank of E/O ...	19.69
			Heartland Payment ...	4213-2 · Gasoline S...	-20.07
			Heartland Payment ...	6115-1 · Credit Card...	0.38
TOTAL					-19.69
Deposit		07/29/2019		1001 · Bank of E/O ...	545.20
			Heartland Payment ...	4213-2 · Gasoline S...	-471.31
			Heartland Payment ...	6115-1 · Credit Card...	14.61
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4214 · Marina Power...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	1.50
TOTAL					-545.20

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PORT OF ARLINGTON
Deposit Detail
 July 2019

Type	Num	Date	Name	Account	Amount
Deposit		07/29/2019		1001 · Bank of E/O ...	12,834.00
			Cash Sales	4210 · Marina Reve...	-400.00
			Insitu Inc.	5031 · Building Leas...	-7,600.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4214 · Marina Power...	-30.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4210 · Marina Reve...	-198.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-20.00
			Cash Sales	4211-3 · RV Park D...	-20.00
			Cash Sales	4211-2 · RV Park W...	-125.00
			Cash Sales	4214 · Marina Power...	-30.00
			Cash Sales	4211-4 · RV Park Dr...	-27.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-10.00
			Valley Industrial Ser...	5033 · Flex Bldg Lea...	-4,000.00
			Cash Sales	4211-3 · RV Park D...	-30.00
Payment	4241	08/01/2019	Joseph Jones	1499 · Undeposited ...	-200.00
TOTAL					-12,834.00
Deposit		07/29/2019		1001 · Bank of E/O ...	7,848.00
Payment	2194	08/01/2019	Arlington Communit...	1499 · Undeposited ...	-7,848.00
TOTAL					-7,848.00
Paycheck	DD1142	07/31/2019	Margheim, Kelly L	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expe...	3,817.00
				6560 · Payroll Expe...	132.00
				6560 · Payroll Expe...	176.00
				6560 · Payroll Expe...	77.00
				6560 · Payroll Expe...	1,414.94
				2100 · Payroll Liabili...	-1,414.94
				6560 · Payroll Expe...	115.54
				2100 · Payroll Liabili...	-115.54
				6560 · Payroll Expe...	504.24
				2100 · Payroll Liabili...	-504.24
				6560 · Payroll Expe...	4.45

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PORT OF ARLINGTON
Deposit Detail
 July 2019

Type	Num	Date	Name	Account	Amount
				2100 · Payroll Liabili...	-4.45
				2100 · Payroll Liabili...	-4.20
				2100 · Payroll Liabili...	-228.00
				6560 · Payroll Expe...	260.52
				2100 · Payroll Liabili...	-260.52
				2100 · Payroll Liabili...	-260.52
				6560 · Payroll Expe...	60.93
				2100 · Payroll Liabili...	-60.93
				2100 · Payroll Liabili...	-60.93
				2100 · Payroll Liabili...	-231.00
				2111 · Direct Deposi...	-2,200.00
				2111 · Direct Deposi...	-1,217.35
TOTAL					0.00
Paycheck	DD1143	07/31/2019	Mitchell, Peter D	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expe...	7,476.34
				6560 · Payroll Expe...	897.16
				2100 · Payroll Liabili...	-897.16
				6560 · Payroll Expe...	1,414.94
				2100 · Payroll Liabili...	-1,414.94
				6560 · Payroll Expe...	115.54
				2100 · Payroll Liabili...	-115.54
				6560 · Payroll Expe...	4.42
				2100 · Payroll Liabili...	-4.42
				2100 · Payroll Liabili...	-7.48
				2100 · Payroll Liabili...	-621.00
				6560 · Payroll Expe...	463.53
				2100 · Payroll Liabili...	-463.53
				2100 · Payroll Liabili...	-463.53
				6560 · Payroll Expe...	108.40
				2100 · Payroll Liabili...	-108.40
				2100 · Payroll Liabili...	-108.40
				2100 · Payroll Liabili...	-495.00
				2111 · Direct Deposi...	-5,780.93
TOTAL					0.00

\$91,749.50

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PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		07/01/2019	QuickBooks Payrol...		1001 · Bank of E/O ...		-1.75
					6560 · Payroll Expe...	-1.75	1.75
TOTAL						-1.75	1.75
Liability Check		07/30/2019	QuickBooks Payrol...		1001 · Bank of E/O ...		-9,201.78
					6560 · Payroll Expe...	-3.50	3.50
			QuickBooks Payroll ...		2111 · Direct Deposi...	-9,198.28	9,198.28
TOTAL						-9,201.78	9,201.78
Check	EFT	07/01/2019	Heartland Payment...		1001 · Bank of E/O ...		-203.34
					6115-1 · Credit Card...	-203.34	203.34
TOTAL						-203.34	203.34
Check	EFT	07/02/2019	Peter Mitchell		1001 · Bank of E/O ...		-206.24
					8421 · Travel/Food/...	-95.24	95.24
					8427 · Telephone & ...	-111.00	111.00
TOTAL						-206.24	206.24
Check	EFT	07/15/2019	Pacific Power		1001 · Bank of E/O ...		-892.32
					6111 · Utilities	-161.71	161.71
					6323 · Electricity - R...	-500.00	500.00
					6721 · Marina Electri...	-23.06	23.06
					6624 · Park Electricity	-53.82	53.82
					6721 · Marina Electri...	-11.00	11.00
					6721 · Marina Electri...	-142.73	142.73
TOTAL						-892.32	892.32

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PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	DD1142	07/31/2019	Margheim, Kelly L		1001 - Bank of E/O ...		0.00
				6560 - Payroll Expe...		-3,817.00	3,817.00
				6560 - Payroll Expe...		-132.00	132.00
				6560 - Payroll Expe...		-176.00	176.00
				6560 - Payroll Expe...		-77.00	77.00
				6560 - Payroll Expe...		-1,414.94	1,414.94
				2100 - Payroll Liabili...		1,414.94	-1,414.94
				6560 - Payroll Expe...		-115.54	115.54
				2100 - Payroll Liabili...		115.54	-115.54
				6560 - Payroll Expe...		-504.24	504.24
				2100 - Payroll Liabili...		504.24	-504.24
				6560 - Payroll Expe...		-4.45	4.45
				2100 - Payroll Liabili...		4.45	-4.45
				2100 - Payroll Liabili...		4.20	-4.20
				2100 - Payroll Liabili...		228.00	-228.00
				6560 - Payroll Expe...		-260.52	260.52
				2100 - Payroll Liabili...		260.52	-260.52
				2100 - Payroll Liabili...		260.52	-260.52
				6560 - Payroll Expe...		-60.93	60.93
				2100 - Payroll Liabili...		60.93	-60.93
				2100 - Payroll Liabili...		60.93	-60.93
				2100 - Payroll Liabili...		231.00	-231.00
				2111 - Direct Deposi...		2,200.00	-2,200.00
				2111 - Direct Deposi...		1,217.35	-1,217.35
TOTAL						0.00	0.00
Paycheck	DD1143	07/31/2019	Mitchell, Peter D		1001 - Bank of E/O ...		0.00
				6560 - Payroll Expe...		-7,476.34	7,476.34
				6560 - Payroll Expe...		-897.16	897.16
				2100 - Payroll Liabili...		897.16	-897.16
				6560 - Payroll Expe...		-1,414.94	1,414.94
				2100 - Payroll Liabili...		1,414.94	-1,414.94
				6560 - Payroll Expe...		-115.54	115.54
				2100 - Payroll Liabili...		115.54	-115.54
				6560 - Payroll Expe...		-4.42	4.42
				2100 - Payroll Liabili...		4.42	-4.42
				2100 - Payroll Liabili...		7.48	-7.48
				2100 - Payroll Liabili...		621.00	-621.00
				6560 - Payroll Expe...		-463.53	463.53
				2100 - Payroll Liabili...		463.53	-463.53
				2100 - Payroll Liabili...		463.53	-463.53
				6560 - Payroll Expe...		-108.40	108.40
				2100 - Payroll Liabili...		108.40	-108.40
				2100 - Payroll Liabili...		108.40	-108.40

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					2100 · Payroll Liabili...	495.00	-495.00
					2111 · Direct Deposi...	5,780.93	-5,780.93
TOTAL						0.00	0.00
Liability Check	9086	07/01/2019	Fidelity Brokerage ...		1001 · Bank of E/O ...		-1,333.42
					2100 · Payroll Liabili...	-1,333.42	1,333.42
TOTAL						-1,333.42	1,333.42
Check	9087	07/01/2019	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	9089	07/01/2019	DOGAMI		1001 · Bank of E/O ...		-1,079.27
					6523 · Miscellaneous...	-1,079.27	1,079.27
TOTAL						-1,079.27	1,079.27
Check	9090	07/02/2019	Arlington Chamber...		1001 · Bank of E/O ...		-100.00
					6121 · Donations	-100.00	100.00
TOTAL						-100.00	100.00
Check	9091	07/03/2019	Bank of Eastern Or...		1001 · Bank of E/O ...		-90.24
					8424 · Office Suppli...	-69.99	69.99
					6129 · Postage	-20.25	20.25
TOTAL						-90.24	90.24

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9092	07/03/2019	Bank of Eastern Or...		1001 · Bank of E/O ...		-772.37
				6128 · Staff Travel/F...		-188.51	188.51
				6129 · Postage		-7.00	7.00
				6623 · Comfort Stati...		-87.00	87.00
				6115 · Dues, Subscr...		-59.88	59.88
				6112 · Office Suppli...		-429.98	429.98
TOTAL						-772.37	772.37
Check	9093	07/03/2019	Loop Net		1001 · Bank of E/O ...		-69.00
				8426 · Advertising &...		-69.00	69.00
TOTAL						-69.00	69.00
Check	9094	07/03/2019	Meadow Outdoor A...		1001 · Bank of E/O ...		-1,328.00
				8426 · Advertising &...		-1,328.00	1,328.00
TOTAL						-1,328.00	1,328.00
Check	9095	07/03/2019	Arlington Hardware		1001 · Bank of E/O ...		-148.55
				6724 · Marina Maint....		-14.16	14.16
				6627 · Park Mainten...		-76.43	76.43
				6623 · Comfort Stati...		-45.97	45.97
				8427 · Telephone & ...		-11.99	11.99
TOTAL						-148.55	148.55
Check	9096	07/03/2019	City of Arlington		1001 · Bank of E/O ...		-20.00
				6115 · Dues, Subscr...		-20.00	20.00
TOTAL						-20.00	20.00
Check	9097	07/03/2019	Gilliam County Tre...		1001 · Bank of E/O ...		-1,012.00
				8441 · Loan - Principal		-779.26	779.26
				8442 · Loan - Interest		-232.74	232.74
TOTAL						-1,012.00	1,012.00

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9098	07/08/2019	The Times-Journal		1001 · Bank of E/O ...		-174.00
					8426 · Advertising &...	-174.00	174.00
TOTAL						-174.00	174.00
Check	9099	07/08/2019	Arlington T.V. Coop		1001 · Bank of E/O ...		-60.00
					8427 · Telephone & ...	-20.00	20.00
					6117 · Telephone an...	-20.00	20.00
					6324 · WIFI - RV	-20.00	20.00
TOTAL						-60.00	60.00
Liability Check	9100	07/12/2019	Oregon Departmen...		1001 · Bank of E/O ...		-24.49
					2100 · Payroll Liabili...	-24.49	24.49
TOTAL						-24.49	24.49
Liability Check	9101	07/12/2019	Oregon Departmen...		1001 · Bank of E/O ...		-35.45
					2100 · Payroll Liabili...	-35.45	35.45
TOTAL						-35.45	35.45
Check	9102	07/15/2019	Arlington Chamber...		1001 · Bank of E/O ...		-500.00
					8426 · Advertising &...	-500.00	500.00
TOTAL						-500.00	500.00
Check	9103	07/15/2019	The Entertainer		1001 · Bank of E/O ...		-215.00
					8426-2 · A Town Thr...	-215.00	215.00
TOTAL						-215.00	215.00

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9104	07/15/2019	City of Arlington		1001 · Bank of E/O ...		-907.36
				6110 · Internet Servi...		-44.00	44.00
				8425 · Utilities		-44.00	44.00
				6321 · Water Fees - ...		-317.40	317.40
				6329 · Sewer		-368.96	368.96
				6322 · Sanitation - RV		-104.00	104.00
				6622 · Sanitation		-29.00	29.00
TOTAL						-907.36	907.36
Check	9105	07/15/2019	SDIS		1001 · Bank of E/O ...		-908.06
				6612 · Worker's Co...		-6.46	6.46
				6013 · Workmens C...		-273.65	273.65
				6312 · Workmens C...		-263.65	263.65
				8412 · Worker's Co...		-364.30	364.30
TOTAL						-908.06	908.06
Check	9106	07/15/2019	The Woolery Proje...		1001 · Bank of E/O ...		-796.30
				8426 · Advertising &...		-796.30	796.30
TOTAL						-796.30	796.30
Check	9107	07/15/2019	Gilliam County Auc...		1001 · Bank of E/O ...		-100.00
				6121 · Donations		-100.00	100.00
TOTAL						-100.00	100.00
Check	9108	07/15/2019	VanKoten & Cleave...		1001 · Bank of E/O ...		-1,457.50
				8423 · Legal Fees		-332.50	332.50
				6113 · Legal Fees		-332.50	332.50
				8423 · Legal Fees		-280.00	280.00
				8423 · Legal Fees		-192.50	192.50
				6113 · Legal Fees		-157.50	157.50
				8423 · Legal Fees		-87.50	87.50
				6113 · Legal Fees		-75.00	75.00
TOTAL						-1,457.50	1,457.50

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9109	07/19/2019	Gaurila Pop		1001 · Bank of E/O ...		-2,500.00
					6631 · Park Improve...	-2,500.00	2,500.00
TOTAL						-2,500.00	2,500.00
Check	9110	07/19/2019	Gaurila Pop		1001 · Bank of E/O ...		-2,500.00
					6631 · Park Improve...	-2,500.00	2,500.00
TOTAL						-2,500.00	2,500.00
Check	9111	07/19/2019	Gaurila Pop		1001 · Bank of E/O ...		-1,000.00
					6341 · RV Park Con...	-1,000.00	1,000.00
TOTAL						-1,000.00	1,000.00
Paycheck	9116	07/31/2019	Davis, Calvin A		1001 · Bank of E/O ...		-717.27
					6560 · Payroll Expe...	-836.25	836.25
					6560 · Payroll Expe...	-1.56	1.56
					2100 · Payroll Liabili...	1.56	-1.56
					2100 · Payroll Liabili...	17.00	-17.00
					6560 · Payroll Expe...	-51.85	51.85
					2100 · Payroll Liabili...	51.85	-51.85
					2100 · Payroll Liabili...	51.85	-51.85
					6560 · Payroll Expe...	-12.13	12.13
					2100 · Payroll Liabili...	12.13	-12.13
					2100 · Payroll Liabili...	12.13	-12.13
					2100 · Payroll Liabili...	38.00	-38.00
TOTAL						-717.27	717.27
Paycheck	9117	07/31/2019	Shandy, Jacob D		1001 · Bank of E/O ...		-791.49
					6560 · Payroll Expe...	-858.00	858.00
					6560 · Payroll Expe...	-2.18	2.18
					2100 · Payroll Liabili...	2.18	-2.18
					2100 · Payroll Liabili...	0.86	-0.86
					6560 · Payroll Expe...	-53.20	53.20
					2100 · Payroll Liabili...	53.20	-53.20
					2100 · Payroll Liabili...	53.20	-53.20
					6560 · Payroll Expe...	-12.45	12.45

9:37 AM

07/30/19

PORT OF ARLINGTON
Check Detail
 July 2019

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					2100 · Payroll Liabili...	12.45	-12.45
					2100 · Payroll Liabili...	12.45	-12.45
TOTAL						-791.49	791.49
Paycheck	9118	07/31/2019	Winters, Russell S		1001 · Bank of E/O ...		-94.86
					6560 · Payroll Expe...	-102.83	102.83
					6560 · Payroll Expe...	-0.16	0.16
					2100 · Payroll Liabili...	0.16	-0.16
					2100 · Payroll Liabili...	0.10	-0.10
					6560 · Payroll Expe...	-6.38	6.38
					2100 · Payroll Liabili...	6.38	-6.38
					2100 · Payroll Liabili...	6.38	-6.38
					6560 · Payroll Expe...	-1.49	1.49
					2100 · Payroll Liabili...	1.49	-1.49
					2100 · Payroll Liabili...	1.49	-1.49
TOTAL						-94.86	94.86
Check	9119	07/25/2019	The Drive-In		1001 · Bank of E/O ...		-62.00
					6127 · Commissione...	-62.00	62.00
TOTAL						-62.00	62.00
Check	9120	07/25/2019	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
Check	9121	07/25/2019	Gorge Networks		1001 · Bank of E/O ...		-201.23
					8427 · Telephone & ...	-79.50	79.50
					6117 · Telephone an...	-72.23	72.23
					6117 · Telephone an...	-49.50	49.50
TOTAL						-201.23	201.23

\$ 35,203.53

Port Manager/ Economic Development Report August 13, 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

Calvin Wetherell is the Port's new maintenance Forman. He began work July 16th. Calvin is doing wonderful work and is going a nice job of getting the Port's grounds back into shape.

Industrial Park

The Port has provided information to two new prospects on the Arlington Mesa Industrial Park. One also inquired about Shuttler Station industrial land and the grain lab. The Port provided them information on both sites as well.

Island Park and Marina



The new rigging areas have been installed at the A-Town launch site. The wind surfers are very appreciative of the new improvements. Pictured here is Roger "Smiley" Young, enjoying the green grass to rig his sail. On big wind days, the site draws a crowd from around the region. This past week a group from Michigan stopped by to sail in Arlington.

Car Show weekend (July 27th) was a big weekend for Arlington. The Car Show brought in 52 exhibits, one of the largest events in recent memory. The A-Town Throw Down 3 x 3 basketball tournament featured 6 teams battling for the Championship. The tournament captivated a crowd of over 75 spectators. The wind went off, filling up the Island Park with wind surfers. Plus, grain harvest is

swing. All in all, no major incidences reported, traffic flowed through town. Yes, Arlington had a bit of congestion!

Railroad Avenue

LS Networks and Pacific Power have successfully installed a new power pole on the corner of lot. The move cleans up that section of the property by removing the guy wires from the middle of the lot. The old pole will be removed soon.

Drawings for the Depot building are now complete. Final submittals to the City Planning office are complete. Building plan permit applications should follow soon thereafter. We should be able to discuss ground-breaking soon.

The Port of Arlington assisted Columbia Hills Manor attract a client that has leased out the entire bottom floor of the Gronquist building.

Willow Creek

The I-84 overlay project is on hiatus during the busy summer traffic season. ODOT asked Kerr construction stop the project until September to alleviate traffic back-ups on the busy interstate. Kerr concurred; the project will resume this fall. Kerr's 3- month rental of Island Park for project equipment storage has ended in the interim as well.

Up Coming Dates:

August 3 – Summer Concert/ Video Contest

August 6 – LJD placed based planning

August 8th – Condon Chamber Meeting, 8:30 a.m. Condon

August 13 – Port of Arlington Board of Commissioners meeting, 5:00 p.m. Arlington

August 14 – Arlington TV Cooperative board meeting, 6:00 p.m. Arlington

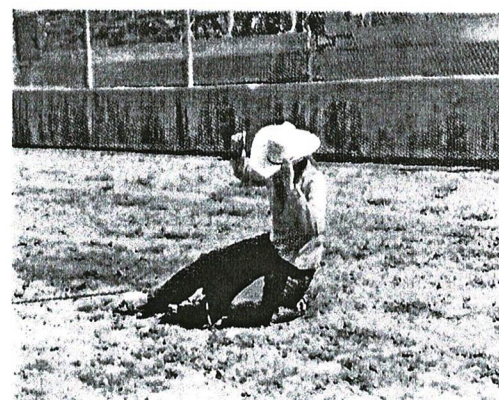
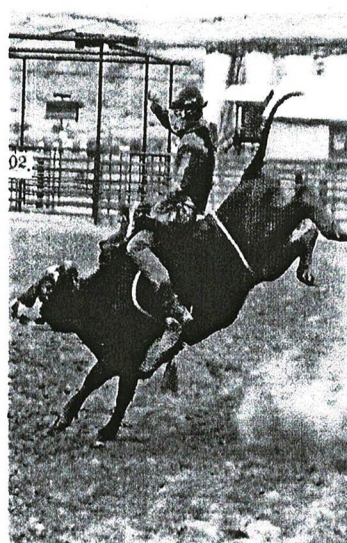
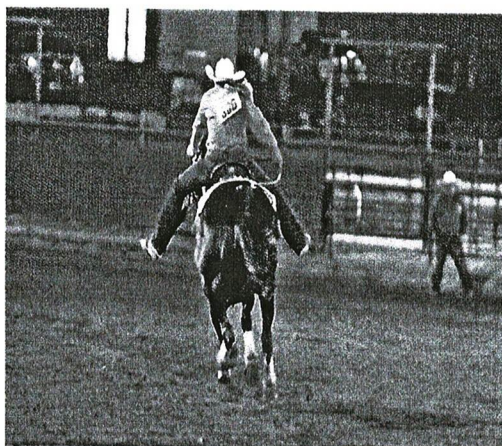
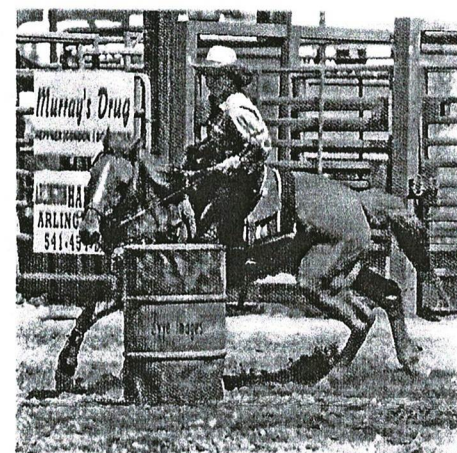
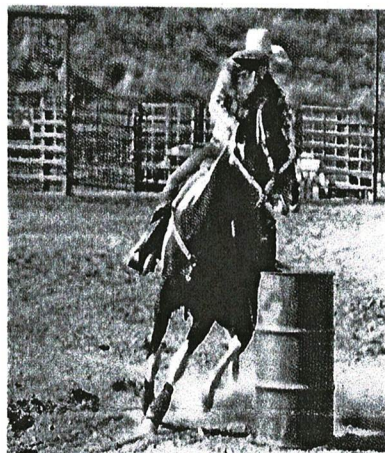
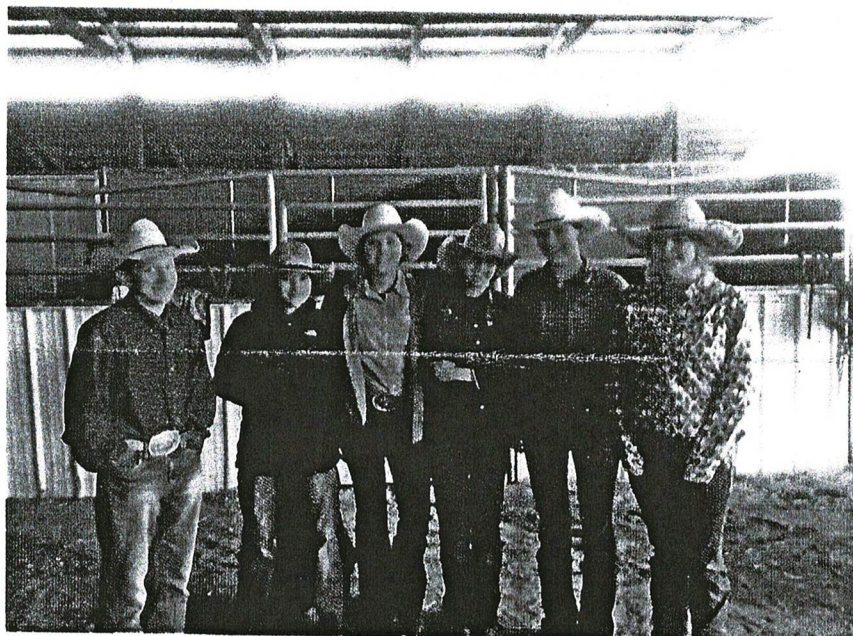
August 22 – Pioneer CDC, 2 p.m. Condon

August 26 – Arlington Chamber of Commerce, 6:30 City Hall

Thank you for your generous donation to the Columbia Basin Rodeo Club. The rodeo you are helping support will be held September 1st and 2nd, 2019, in Condon, Oregon at the Gilliam County Fairgrounds.

Sincerely,

Keagan Delair, Alyssa Greenwood, Madison Malcolm, Allie Marker, Shelby Reed, Clint Rutherford, Marley-Rain Weiser, Kallyn Wilkins, Kade Wilkins, Gracie Garthwaite, and Leilani Weiser.



ATTENTION: PETER

Application/ Proposal

The Applicant's proposal should include: applicants name and contact information, a brief description of the business and the proposed cost of assistance requested. A Business and Financial Plan must be included with the application in order for the Board of Commissioners to consider approval.

Port of Arlington - Small Business Assistance Program (SBAP)

"Proposal"

Name of applicant:

Applicant's business structure: ☐ Corporation ☒ Partnership
☐ Sole proprietor ☐ Other (explain) _____

Name of project:

(Optional title to allow for easy identification of the project)

ICE CREAM MACHINE REPLACEMENT

Contact Person for this project:

Name: VICKI ACKERMAN
Organization: THE DRIVE IN
Mailing address: PO BOX 117
Cannon, OR 97823

Position: OWNER
Telephone: 541-384-3922
E-mail: VICTORIA.ACKERMAN@MSN.COM

Describe the Business briefly:

old fashioned drive in mainly selling
BURGERS, SHAKES and FRIES

Source of funds for this SBAP project:

Fund Type	Program or Identity of Funds	Amount	%Total
Port of Arlington	Small Business Assistance Program Grant (SBAP)	\$5,000	
Non-Port of Arlington Funds	Other Grants or Loans		
Non-Port of Arlington Funds	Applicant's Investment - Required	\$1,300-\$2,000	
	Total Project	\$6,300-\$7,000	100%

Explain what exactly the project funds (and especially the SBAP funds) will actually pay for:

Funds will be put towards the cost of a soft
SERVE ICE CREAM as mine is on it's last legs and
my back up machine NEEDS a NEW control board to function.

How many new jobs do you expect this project to create? 3 jobs

KEEP

Soft Serve Parts LLC

www.SoftServeParts...

3245 E. Patrick Lane
Ste.A
Las Vegas, NV 89120

Quote

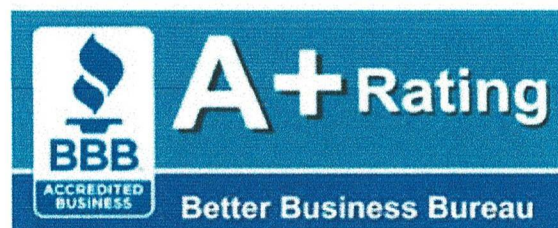
Date	Quote #
8/2/19	016391

Phone #	800-879-7839
---------	--------------

Name / Address	Ship To
The Drive In Vickie Ackerman 433 S Main Street Condon, OR 97823	The Drive In Vickie Ackerman 433 S Main Street Condon, OR 97823

Terms	Rep
Check	CTR

Description	Qty	U/M	Cost	Total
2008 Taylor Model 794, 208-230 Volt, 1 Phase, Water Cooled ** includes 2 Brand New Compressors & Beater Motors. Warranty: 1 Year on Main Compressors & Beater Motors, 90 Days All Partts Fedex Freight with Lift Gate Delivery	1	ea	6,590.00	6,590.00T
PLEASE INSPECT MACHINE FOR DAMAGE AND NOTE ANY DAMAGE ON BOL. FAILURE TO NOTE DAMAGE MAY RESULT IN DAMAGE CLAIMS BEING DENIED. No Sales Tax			409.75	409.75T
			0.00%	0.00
Total			\$6,999.75	





Item No. _____

794

Soft Serve Freezer

Twin Twist

Features

Offer all the popular soft serve variations from low or non-fat ice creams to custards, yogurt and sorbet. Serve two separate soft serve flavors, or an equal combination of both in a twist.

Freezing Cylinder

Two, 3.4 quart (3.2 liter).

Mix Hopper

Two, 14 quart (13.2 liter). Separate hopper refrigeration (SHR) maintains mix below 41°F (5°C) during Auto and Standby modes.

Indicator Lights

Mix Low light alerts operator to add mix.

Electronic Controls

Softtech™ is our exclusive microprocessor based master control that regulates refrigeration by measuring product viscosity to maintain consistent quality.

Standby

During long no-use periods, the standby feature maintains safe product temperatures in the mix hopper and freezing cylinder.

Optional Drain Assembly

A drain assembly, less funnel, is provided to simplify the cleaning process. A drain line, connected under the drip tray connects to a 1" FPT coupling in the base pan to drain rinse water directly into the floor drain.



Standard 6



SA2650



Selected 50
Hz. Models

Rockton, Illinois 61072
800-255-0626
Phone 815-624-8333 Fax 815-624-8000
www.taylor-company.com
e-mail: info@taylor-company.com

International Office
Taylor Company S.r.l.
Roma, Italy
Tel: +39-06-420-12002 Fax: +39-06-420-12034
e-mail: romeoff@taylor-company.com

ISO 9001:2000
Registered Firm

Soft Serve Parts LLC

www.SoftServeParts...

3245 E. Patrick Lane
Ste.A
Las Vegas, NV 89120

Quote

Date	Quote #
8/2/19	016390

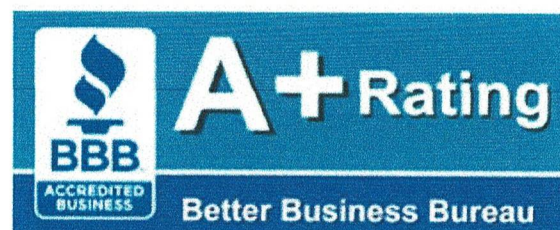
Phone #	800-879-7839
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Name / Address
The Drive In Vickie Ackerman 433 S Main Street Condon, OR 97823

Ship To
The Drive In Vickie Ackerman 433 S Main Street Condon, OR 97823

Terms	Rep
Check	CTR

Description	Qty	U/M	Cost	Total
2010 Taylor Model 336-27W, 208-230 Volt, 1 Phase Water Cooled. Warranty 1 Year on Main Compressor & Beater Motors, 90 Days all Parts Fedex Freight with Lift Gate Delivery	1	ea	5,895.00	5,895.00T
			378.08	378.08T
PLEASE INSPECT MACHINE FOR DAMAGE AND NOTE ANY DAMAGE ON BOL. FAILURE TO NOTE DAMAGE MAY RESULT IN DAMAGE CLAIMS BEING DENIED. No Sales Tax			0.00%	0.00
			Total	\$6,273.08





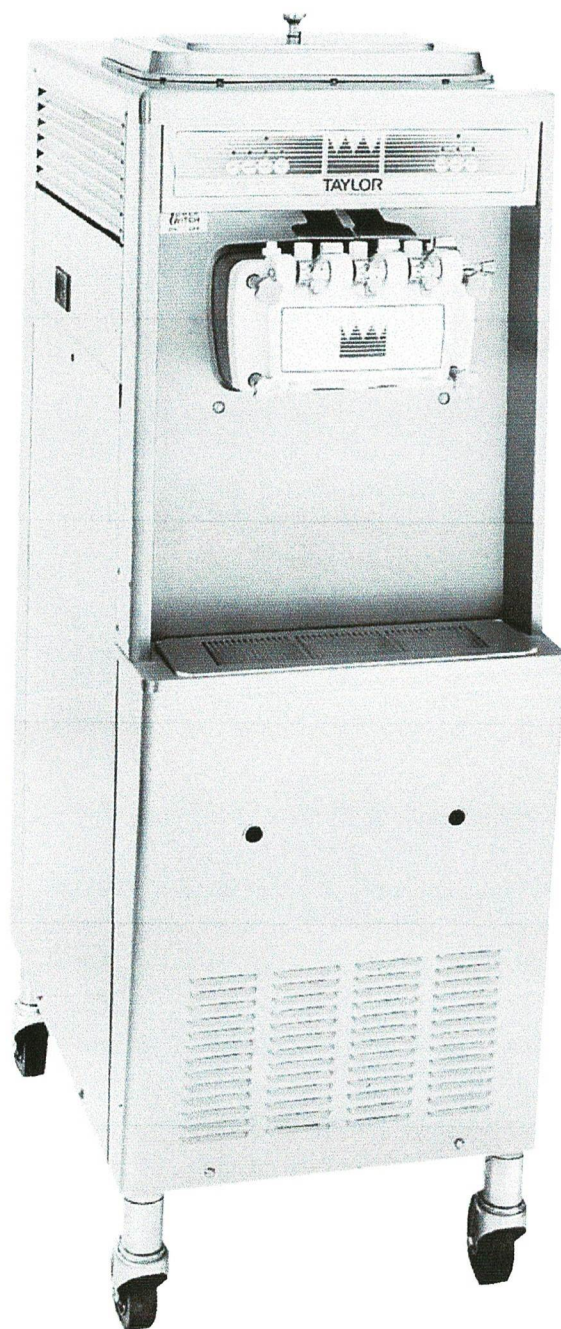
Item No. _____

336

Soft Serve Freezer

Twin Twist

336



Features

Offer all the popular soft serve variations from low or non-fat ice creams to custards, yogurt and sorbet. Serve two separate soft serve flavors, or an equal combination of both in a twist.

Freezing Cylinder

Two, 2.8 quart (2.7 liter).

Mix Hopper

Two, 8 quart (7.6 liter). Separate hopper refrigeration (SHR) maintains mix below 41°F (5°C) in Auto and Standby modes.

Indicator Lights

Mix Low light alerts the operator to add mix.

Electronic Controls

Finished product quality is monitored by Softech™ controls that measure viscosity.

Standby

During long no-use periods, the standby feature maintains safe product temperatures in the mix hopper and freezing cylinder.



Standard 6



SA2650



Selected 50 Hz. Models

Rockton, Illinois 61072
800-255-0626
Phone 815-624-8333 Fax 815-624-8000
www.taylor-company.com
e-mail: info@taylor-company.com

International Office
Taylor Company S.r.l.
Roma, Italy
Tel: +39-06-420-12002 Fax: +39-06-420-12034
e-mail: romeoff@taylor-company.com

ISO 9001:2000
Registered Firm

Kelly Margheim

From: Kelly Smith <kelly.smith@co.gilliam.or.us>
Sent: Tuesday, July 30, 2019 7:10 AM
To: Kelly Margheim
Subject: RE: Fall Grant

Kelly,

The fall Capital Investment Grant application cycle will be opening on September 3, 2019 and closing on September 25, 2019 at 5:00 p.m. Application materials are currently available on our website at http://www.co.gilliam.or.us/government/treasurer_s_office/grant_program.php if you would like to get a head start on the application.

Have a great day!

Thank You,

Kelly Smith
Deputy Treasurer/Tax Collector
IT Coordinator
Gilliam County
221 S Oregon St
PO Box 55
Condon, OR 97823
541-384-6321

From: Kelly Margheim <kelly.margheim@portofarlington.com>
Sent: Friday, July 26, 2019 3:34 PM
To: Kelly Smith <kelly.smith@co.gilliam.or.us>
Subject: Fall Grant

Hi Kelly,
When does the fall capitol grant process start?

Thank you,
Kelly Margheim
Admin Assistant
Port of Arlington
P.O. Box 279
100 Port Island Road
Arlington, OR 97812
541-454-2868
Kelly.margheim@Portofarlington.com
www.portofarlington.com

Port of Arlington
100 Port Island Road
Arlington, OR 97812

July 30, 2019

FEDERAL SERVICE DESK
ATTN: SAM.GOV REGISTRATION PROCESSING
460 INDUSTRIAL BLVD
LONDON, KY 40741-7285
UNITED STATES OF AMERICA

SUBJECT: Information Required to Activate SAM Entity Registration

Purpose of Letter

The purpose of this letter is to formally appoint an Entity Administrator for the named Entity and to attest to the accuracy of the information contained in the entity registration.

Designation of Entity Administrator

I, **Ron Wilson - Port of Arlington President** the below signed individual, hereby confirm that the appointed Entity Administrator is an authorized officer, agent, or representative of the Entity. This letter authorizes the appointed Entity Administrator to manage the Entity's registration record, its associated users, and their roles to the Entity, in the System for Award Management (SAM).

Entity Covered by this Letter

DUNS® Number: 002358583

Legal Business Name: Port of Arlington

Physical Address: 100 Port Island Road
Arlington, OR 97812

Entity Administrator Contact Information

Full Name: Kelly Margheim

Phone Number: 541-454-2868

Email Address: Portofarlington@gorge.net

**The Entity Administrator must have an individual user account in SAM associated with the email address listed.*

Account Administration Preference (ONLY CHOOSE ONE)

You must choose **ONE** of the two following statements by checking the applicable box.

Port of Arlington

100 Port Island Road

Arlington, OR 97812

Remember, there is no cost to register in SAM -- it is free. However, if you choose to have a third-party agent administer your SAM registration, with or without an associated fee, you must check the Third-Party Agent Designation box below.

☒ Self-Administration Confirmation

For the purpose of registering with the United States Government through the online System for Award Management (SAM), I do not authorize any third party to act on behalf of the Entity listed above. I have checked the Self-Administration Confirmation box to indicate that the designated Entity Administrator is not a third-party agent.

☐ Third-Party Agent Designation

For the purpose of registering with the United States Government through the online System for Award Management (SAM), I do hereby authorize **[insert full name, phone number, address, and email address of the Third-Party Agent]** (Designated Third-Party Agent) to act on behalf of the Entity listed above. This authorization permits the Designated Third-Party Agent to conduct all normal, common business functions within SAM while binding the signatory to all actions conducted and representations made as a result of authorization granted herein. I have checked the Third-Party Agent Designation box and completed the above information to indicate that the designated Entity Administrator is a third-party agent.

Attestation

I, the below-signed, attest to the following:

- All information contained in this letter is complete and accurate.
- The designated Entity Administrator listed above has an individual SAM User Account created with the email address provided in this letter.
- The banking information provided for Electronic Funds Transfer on the Financial Information Page in the SAM.gov registration for the Entity above is correct and accurate.

Respectfully,

Ron Wilson
President; Port of Arlington
Port of Arlington
100 Port Island Road
Arlington, OR 97812

Port of Arlington

100 Port Island Road

Arlington, OR 97812

TO BE COMPLETED BY NOTARY
(in accordance with State notary requirements)

State of _____

County of _____

This instrument was acknowledged before me this _____ day of _____ (month),
_____ (year), by _____ (name of
officer or agent, title or officer or agent) of _____
(name of entity).

_____ Personally Known

_____ Produced Identification

Type of ID and Number on ID _____

(Seal)

Signature of Notary

Name of Notary
(Typed, Stamped or Printed)

Notary Public, State of _____