



Port of Arlington

PO Box 279
Arlington, Oregon 97812
541-454-2868

Port of Arlington

AGENDA

5:00 pm

Tuesday, October 9, 2018

Meeting Location:

Gilliam County Courthouse

Condon, Or

Regular Commission Meeting

1. Call meeting to order
2. Public Comment on non-agenda items
3. Consent Agenda:
 - Approval of September 13, 2018 Commission meeting minutes
 - Approval of September 2018 payables
4. Chairman's Report – Chairman's Report – Thanksgiving turkeys for staff
5. Commissioner's Reports –
6. Economic Development –
 - 6.1 Small Business Assistance Grant quarterly report for Countryside Dispatch
 - 6.2 Irrigation Feasibility Study – Update
 - 6.3 EDO Report
 - 6.4 Flex building Ribbon Cutting October 11th at 4 pm.
7. Administration –
 - 7.1 Audit conducted October 2nd and 3rd

Upcoming Meetings:

Regular Commission Meeting on Tuesday, November 13, 2018 at the Port of Arlington Office

This meeting is conducted in a handicapped accessible room

Posted: Tuesday, October 2, 2018: Bank of Eastern Oregon - Condon & Arlington; U.S. Post Office -Condon & Arlington; Arlington City Hall; Port Office

Regular Commission Meeting
MINUTES
Port of Arlington
September 13, 2018
5 p.m.
Port Office – 100 Port Island Rd.
Arlington, OR

1. The Port of Arlington Commission meeting was called to order at 5:02 pm by President Wilson.

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

Absent: Commissioner Hunking; Vice President Kennedy

Audience: Julius Courtney; Mr. and Mrs. Snyder; Tony Price

2. Public Comment on non-agenda items- Julius Courtney handed out a request from the Woolery Group asking to hold their Oktoberfest event in the Port's new Flex Building. Their advertising flyer shows pictures of the new Flex Building. The Board said this is good advertisement and could include the ribbon cutting event.

Commissioner Fitzsimmons asked if there should be a cleaning deposit or damage deposit, possibly \$500. Consensus of the Board was to allow the use of the Flex Building for this event with a \$500 refundable deposit and a \$250 use fee. The Woolery Group will be responsible for any damages. All parking must remain on the gravel, none on the hydro-seeded area.

Tony Price asked to be on the next agenda for presentation of a business plan. He also suggested that the A Town be set up as a "wind day" with no date certain. Details on judging and safety would need to be worked out. Contestants would participate with the winners being announced at the weekend event.

3. Consent Agenda:

- Approval of August 14, 2018 Commission Meeting Minutes
- Approval of August 2018 Payables and Financials

Commissioner Fitzsimmons moved to approve the consent agenda and Commissioner McGuire seconded. The motion carried 3-0.

4. Chairman's Report: President Wilson said that he feels Admin Asst. Ball is very worthy of a retirement bonus. He told the Board that half of the value of her unused sick leave is around \$1,800. The Port employment policy does not buy out sick leave so he suggested she be given a retirement bonus for a similar amount that will be paid into her 408k SEP Retirement plan. Commissioner McGuire moved to give Admin. Asst. Ball a retirement bonus of \$2,000, paid into her 408K SEP Retirement Plan. Commissioner Fitzsimmons seconded, and the motion carried 3-0.

EDO Mitchell invited everyone to a retirement party for Denise Ball at the China Creek Golf Course clubhouse at 5pm on Friday, September 28th.

5. Commissioner Reports: None

6. Economic Development:

6.1 Small Business Assistance Grant Application – Lori Snyder presented her business plan for opening a restaurant in the Hotel Condon. She is requesting funding from the Port's Small Business Assistance Program for a Point of Sale computer system and initial start-up costs for restaurant and office supplies, food, and advertising and promotions. Commissioner Fitzsimmons said he has known Lori and enjoyed her good food for a long time. She will also continue her catering business, which will carry her through the winter season. She will be using Sysco services for her food products. She is very excited and enthusiastic about the future of her business. Commissioner McGuire moved to approve the grant request in the amount of \$10,000 as per the attached start-up expenses sheet contingent upon signing the grant agreement. Commissioner Fitzsimmons seconded. The motion carried 3-0.

Recess for dinner at 6:05 pm

Reconvene regular meeting at 6:30 pm

Meeting cont'd

6.2 WI Lease Amendment – Attorney Cleveland told the Board he drafted a Right of First Refusal as an amendment to the existing lease with WI Construction Inc. Attorney Cleveland suggested the Board assign the dollar amount that they feel would be appropriate for exercising the Right of First Refusal. President Wilson said he is in favor of this amendment due to the short duration of the lease. Following discussion, Commissioner Fitzsimmons moved to have Attorney Cleveland prepare a revised agreement with \$1,000 added to the consideration clause, \$500 per month per acre as the new lease price, and add compliance clause. President Wilson is authorized to sign the revised amendment after acceptance by WI Construction. The motion was seconded by Commissioner McGuire and carried 3-0.

6.3 Irrigation Feasibility Study Update – EDO Mitchell handed out a project map and discussed it with the Board. Wednesday, September 26th at 8 am CES will perform an on-site inspection. Board members are invited to ride along.

6.4 Island park rigging area – WI is about ready to begin the project. EDO Mitchell has changed the design of the rigging area to be a concrete pad with boards the Astro Turf will be attached to. It will still be the same price of \$5,000, not including the Astro Turf which the Port will purchase. EDO Mitchell told the Board the Columbia Gorge Windsurfing Association donated \$4,000 towards the project.

6.5 EDO Report – The report was included in the Commission packets. EDO Mitchell told the Board that the famous Kai Lenny surfed at the A Town Launch this week. He uses a SUP hydro foil for surfing the river wind waves. He is a champion surfer, big wave rider, and SUP racer. Pictures provided by Richard Hallman will be posted on the Port's Facebook.

6.5.1 Flex building is almost completed. Hydro-seeding was done today. The roll-up doors will be corrected sometime next week. EDO Mitchell would like to buy a riding mower to keep the property in order. Ribbon cutting on October 11th at 4 pm.

6.5.2 Invitation to John Day Dam 50 year Celebration. Deadline for RSVP was September 10th. Commissioner Hunking said he would attend. The event is Thursday Sept. 20th at 11 am.

6.5.3 OPPA Annual Conference October 4-5. Coos Bay. Board to let staff know if you want to attend by September 24th so reservations for the conference and room booking can be made.

7.0 Administration –

7.1 Commissioner Fitzsimmons moved to appoint Kelly Margheim as the new Port of Arlington Budget Officer. Commissioner McGuire seconded. Motion carried 3-0

7.2 Motion to add Kelly Margheim to all Bank of Eastern Oregon Checking accounts and remove Denise Ball – Commissioner Fitzsimmons moved to remove Denise Ball as a signatory on all Bank of Eastern Oregon accounts which include Port of Arlington checking, Municipal Money Market, Reserve Fund, Safe Deposit Box, and Environmental Sentry Corp. checking account and to add Kelly Margheim, the new Administrative Asst. All other signatories, Ronald Wilson, Dewey Kennedy, and Kevin Hunking, will remain the same. Commissioner McGuire seconded. Motion carried 3-0

7.3 Marina Welcome Swag Bag Update – Kelly Margheim presented her sample Swag Bag for Marina tourists. She showed the Board the items she is suggesting to be included in the complimentary Port Logo cooler. They include: a can cozy, floating key chain, water proof storage box, and sunglasses. All of these items come in handy while boating and fit within the budget. Commissioner McGuire said he would like to have the Port Logo on the can cozy also and Admin. Asst. Margheim said she thought the price for the logo would be around .75 cents. She will confirm the price with Melanie Wise at Such and Such. Commissioner Fitzsimmons moved spend up to \$500 for the Welcome Swag Bag for Marina customers, and use the funds in account 6725, Marina Miscellaneous. Commissioner McGuire seconded. Motion carried 3-0.

Commissioner Fitzsimmons suggested getting a nicer Port sign for the peninsula entrance and EDO Mitchell said he would work with MCP on that.

President Wilson brought up the idea of painting the elevator for advertising and asked the Board to think about it. Admin. Asst. Ball suggested that Meadow Outdoor might be helpful.

Meeting adjourned 7:40

President Ron Wilson

V.P. Dewey Kennedy

Port of Arlington
Regular Monthly Commission Meeting
Tuesday, October 9, 2018

SEPTEMBER 2018 PAYABLES

Resources:

Deposits and Credits through 09/28/2018 (see attached detail)

Total Deposits and Credits– All Accounts \$ 39,874.16

Expenses:

Checks Written: 8803 through 8832
Includes Direct Deposit Payroll And Electronic Fund Transfers (See attached Check Detail)

Total Expenses and Transfers– All Accounts (\$66,306.06)

Bank Balance Information:

Ledger Balance as of 9/28/18: Bank of Eastern Oregon Checking: \$ 335,381.48
Bank of E. Oregon Reserve Fund: \$ 51,928.27
Bank of E. Oregon Muni Market Fund: \$ 160,077.54
LGIP: (7/31/18) \$1,235,396.63

Commission President Ron Wilson

Vice President Dewey Kennedy

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
 YTD

	Jul '18 - Jun 19	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL FUND RESOURCES			
4000 · Carryover Balance	914,400.00	914,400.00	100.0%
4010 · Taxes-Current	120.07	100,000.00	0.1%
4011 · Taxes-Prior	1,836.73	500.00	367.3%
4020 · Interest - NOW Checking	8.38		
4021 · Interest - Best A/C	610.62		
4022 · Interest - LGIP A/C	5,248.98	10,000.00	52.5%
4030 · Land Rental	225.00	10,000.00	2.3%
4050 · Grain Elevator Lease Pymt	105,250.00	103,000.00	102.2%
4110 · Grants Income			
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%
4116 · Grant-Island Erosion Repair	0.00	0.00	0.0%
4120 · MAPS Grant	7,000.00	7,050.00	99.3%
Total 4110 · Grants Income	7,000.00	7,450.00	94.0%
4210 · Marina Revenue	2,770.00	5,000.00	55.4%
4211 · RV Park Revenues			
4211-1 · RV Park Monthly Rent	8,020.00		
4211-2 · RV Park Weekly Rent	536.00		
4211-3 · RV Park Daily Rent	3,395.00		
4211-4 · RV Park Dry Camp	992.00		
4211 · RV Park Revenues - Other	20.00	40,000.00	0.1%
Total 4211 · RV Park Revenues	12,963.00	40,000.00	32.4%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	4,741.17	7,000.00	67.7%
4213-1 · Diesel Sales	1,548.20	2,000.00	77.4%
Total 4213 · Marina Fuel Revenue	6,289.37	9,000.00	69.9%
4214 · Marina Power and Water Revenue	300.00	200.00	150.0%
4340 · Willow Creek Rock Sales	8,767.81	5,000.00	175.4%
4350 · Willow Creek Lease Revenue	5,000.00		
4400 · Donations/Gifts	4,000.00	100.00	4,000.0%
4500 · Miscellaneous Income	60.00	100.00	60.0%
Total GENERAL FUND RESOURCES	1,074,849.96	1,204,750.00	89.2%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5005 · Carryover (cash basis)	335,056.00	335,056.00	100.0%
5031 · Building Lease 11-002	22,800.00	91,200.00	25.0%
5032 · Building Lease 11-004	7,500.00	1,000.00	750.0%
5033 · Flex Bldg Lease	250.00	1,000.00	25.0%
5113 · Grants - Gilliam County	250,000.00	350,000.00	71.4%
5114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
5116 · Grants - Other	7,848.00	6,000.00	130.8%
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 RESOUR...	623,454.00	810,256.00	76.9%
RESERVE FUND RESOURCES			
9000 · Reserve Fund Beginning Balance	41,000.00	41,000.00	100.0%
9001 · Transfer from General Fund	10,300.00	10,300.00	100.0%
9002 · Interest Earned Reserve Fund	165.11	350.00	47.2%
Total RESERVE FUND RESOURCES	51,465.11	51,650.00	99.6%
Total Income	1,749,769.07	2,066,656.00	84.7%
Expense			
6560 · Payroll Expenses	0.00		

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
 YTD

	Jul '18 - Jun 19	Budget	% of Budget
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	5,443.95	23,000.00	23.7%
6009 · Administrative Assistant	15,246.68	45,000.00	33.9%
6011 · Payroll Taxes - Staff	1,647.40	5,000.00	32.9%
6012 · Training	0.00	500.00	0.0%
6013 · Workmens Compensation	169.74	250.00	67.9%
6015 · Employee Benefits Insurance	3,994.87	25,000.00	16.0%
6016 · Employee Benefits Retirement	3,432.69	8,000.00	42.9%
Total 6000 · Personal Services - AD	29,935.33	106,750.00	28.0%
6100 · Materials and Services - AD			
6111 · Utilities	449.93	3,000.00	15.0%
6112 · Office Supplies and Equipment	312.53	3,000.00	10.4%
6113 · Legal Fees	3,146.50	9,000.00	35.0%
6114 · Insurance, Treasurer Bond	0.00	500.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	448.45	3,000.00	14.9%
6115 · Dues, Subscriptions, Fees - Other	42.03	2,000.00	2.1%
Total 6115 · Dues, Subscriptions, Fees	490.48	5,000.00	9.8%
6116 · Audit, Budget, Legal Notices	0.00	8,000.00	0.0%
6117 · Telephone and Internet Srv.	743.25	2,000.00	37.2%
6118 · Advertising - AD	0.00	250.00	0.0%
6119 · Commissioner Fees/Expenses	475.12	2,500.00	19.0%
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	65.00	200.00	32.5%
6124 · Consultant Services	0.00	2,000.00	0.0%
6126 · Contingency	0.00	30,700.00	0.0%
6127 · Commissioner Conference & Trave	183.79	3,000.00	6.1%
6128 · Staff Travel/Food/Lodging	74.94	500.00	15.0%
6129 · Postage	125.52	800.00	15.7%
6130 · Bad Debt Write Off	0.00	1,500.00	0.0%
Total 6100 · Materials and Services - AD	6,392.06	75,250.00	8.5%
6170 · Transfers Out of General Fund	10,300.00	10,300.00	100.0%
Total ADMINISTRATION EXPENSES	46,627.39	192,300.00	24.2%
ISLAND PARK			
6600 · Personal Services			
6610 · Maintenance Person	2,977.82	12,500.00	23.8%
6611 · Payroll Taxes	234.31	750.00	31.2%
6612 · Worker's Comp Insurance	347.59	500.00	69.5%
Total 6600 · Personal Services	3,559.72	13,750.00	25.9%
6620 · Materials & Services			
6621 · Water Fees	0.00	1,200.00	0.0%
6622 · Sanitation	87.00	1,000.00	8.7%
6623 · Comfort Station Supplies	0.00	1,800.00	0.0%
6624 · Park Electricity	229.08	1,500.00	15.3%
6625 · Pest Control / Chem & Fert.	0.00	200.00	0.0%
6626 · Insurance	0.00	2,000.00	0.0%
6627 · Park Maintenance & Supplies	585.02	2,800.00	20.9%
6628 · Miscellaneous	0.00	100.00	0.0%
Total 6620 · Materials & Services	901.10	10,600.00	8.5%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
 YTD

	Jul '18 - Jun 19	Budget	% of Budget
6630 · Capital Outlay			
6635 · Grant Match Isl.Erosion Repair	0.00	20,000.00	0.0%
6634 · Grant Island Erosion Repair	0.00	10,000.00	0.0%
6631 · Park Improvements	0.00	90,000.00	0.0%
6632 · Engineering & Surveying	0.00	10,000.00	0.0%
Total 6630 · Capital Outlay	0.00	130,000.00	0.0%
Total ISLAND PARK	4,460.82	154,350.00	2.9%
MARINA			
6700 · Personal Services			
6710 · Maintenance Person	106.30	3,700.00	2.9%
6711 · Payroll Taxes	8.31	250.00	3.3%
6712 · Worker's Comp Insurance	50.00	50.00	100.0%
Total 6700 · Personal Services	164.61	4,000.00	4.1%
6720 · Materials & Services			
6721 · Marina Electricity	293.62	3,000.00	9.8%
6722 · OMB Repairs - 1/2 MAPS	225.18	2,000.00	11.3%
6723 · Insurance	0.00	2,500.00	0.0%
6724 · Marina Maint. & Supplies	1,336.60	2,500.00	53.5%
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	2,591.82	11,000.00	23.6%
Total 6727 · Marina Fuel	2,591.82	14,000.00	18.5%
Total 6720 · Materials & Services	4,447.22	24,500.00	18.2%
Total MARINA	4,611.83	28,500.00	16.2%
RV PARK EXPENSES			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	107.88	3,000.00	3.6%
6311 · Payroll Taxes, Maintenance - RV	8.48	300.00	2.8%
6312 · Workmens Compensation - RV	200.00	200.00	100.0%
Total 6300 · Personal Services - RV	316.36	3,500.00	9.0%
6320 · Materials & Services - RV			
6321 · Water Fees - RV	873.60	4,000.00	21.8%
6322 · Sanitation - RV	312.00	2,000.00	15.6%
6323 · Electricity - RV Park	1,236.23	7,500.00	16.5%
6324 · WIFI - RV	199.80	600.00	33.3%
6325 · Advertising - RV	0.00	500.00	0.0%
6326 · Maintenance & Supplies - RV	105.84	1,000.00	10.6%
6327 · Insurance - RV	0.00	1,000.00	0.0%
6328 · Misc. - RV	12.00	500.00	2.4%
6329 · Sewer	1,021.44	4,000.00	25.5%
Total 6320 · Materials & Services - RV	3,760.91	21,100.00	17.8%
6340 · Capital Outlay - RV			
6341 · RV Park Const Improv	0.00	5,000.00	0.0%
Total 6340 · Capital Outlay - RV	0.00	5,000.00	0.0%
Total RV PARK EXPENSES	4,077.27	29,600.00	13.8%
WILLOW CREEK QUARRY			
6520 · Materials & Services - WQ			
6523 · Miscellaneous - WQ	1,086.97	1,200.00	90.6%
6524 · Travel	0.00	100.00	0.0%
Total 6520 · Materials & Services - WQ	1,086.97	1,300.00	83.6%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget

09/28/18

Cash Basis

YTD

	Jul '18 - Jun 19	Budget	% of Budget
6540 · Capital Outlay - WQ			
6542 · Engineering & Surveying	0.00	50,000.00	0.0%
6540 · Capital Outlay - WQ - Other	0.00	748,700.00	0.0%
Total 6540 · Capital Outlay - WQ	0.00	798,700.00	0.0%
Total WILLOW CREEK QUARRY	1,086.97	800,000.00	0.1%
Total GENERAL FUND EXPENSES	60,864.28	1,204,750.00	5.1%
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	16,331.94	67,000.00	24.4%
8410-1 · Admin. Asst. 1/3	6,265.09	20,000.00	31.3%
8411 · Payroll Taxes	1,744.92	9,500.00	18.4%
8412 · Worker's Comp Ins.	150.00	300.00	50.0%
8413 · Employee Benefits - Insurance	5,487.84	35,000.00	15.7%
8414 · Employee Benefits - Retirement	3,391.64	15,000.00	22.6%
Total PERSONNEL SERVICES	33,371.43	146,800.00	22.7%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	1,097.17	8,000.00	13.7%
8422 · Training/Seminars/Conventions	0.00	5,000.00	0.0%
8423 · Legal Fees	315.00	1,000.00	31.5%
8424 · Office Supplies & Equipment	31.37	1,000.00	3.1%
8424-3 · Consultant	0.00	4,000.00	0.0%
8425 · Utilities	586.89	1,500.00	39.1%
8426-1 · Dues & Subscriptions	250.00	500.00	50.0%
8426 · Advertising & Marketing			
8426-2 · A Town Throw Down	60.00		
8426 · Advertising & Marketing - Other	2,199.63	35,000.00	6.3%
Total 8426 · Advertising & Marketing	2,259.63	35,000.00	6.5%
8427 · Telephone & Internet Service	581.00	3,500.00	16.6%
8428 · Website Develop. & Maint.	50.00	1,500.00	3.3%
8429 · Building Insurance	0.00	9,000.00	0.0%
8430 · City of Arlington Insitu Lease	7,200.00	21,600.00	33.3%
8430-1 · Feasibility Studies	3,942.75	114,000.00	3.5%
8430-2 · Grant Match	0.00	15,000.00	0.0%
8430-3 · Business Start Up Program	5,455.78	35,000.00	15.6%
8430-4 · Property Taxes	4,919.57	5,000.00	98.4%
8433 · Telecom Infrastr Creation	0.00	0.00	0.0%
8439 · Contingency	0.00	30,000.00	0.0%
Total MATERIALS AND SERVICES	26,689.16	290,600.00	9.2%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	0.00	17,000.00	0.0%
8432 · Engineering & Surveying	0.00	37,856.00	0.0%
8435 · Building Construction	367,605.39	305,856.00	120.2%
Total CAPITAL OUTLAY	367,605.39	360,712.00	101.9%
DEBT SERVICE			
8441 · Loan - Principal	2,295.35	9,250.63	24.8%
8442 · Loan - Interest	740.65	2,893.37	25.6%
Total DEBT SERVICE	3,036.00	12,144.00	25.0%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	430,701.98	810,256.00	53.2%

*= 209,705
to be moved by
auditors to FY 2017-18*

10:16 AM

09/28/18

Cash Basis

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
YTD

	Jul '18 - Jun 19	Budget	% of Budget
RESERVE FUND EXPENSES			
9500 · Repair, Maint., Grant Match	0.00	51,650.00	0.0%
Total RESERVE FUND EXPENSES	0.00	51,650.00	0.0%
Total Expense	491,566.26	2,066,656.00	23.8%
Net Ordinary Income	1,258,202.81	0.00	100.0%
Net Income	<u>1,258,202.81</u>	<u>0.00</u>	<u>100.0%</u>

PORT OF ARLINGTON

Deposit Detail

September 1 - 28, 2018

\$39,874.16

Type	Num	Date	Name	Account	Amount
Liability Check	To Print	09/01/2018	Fidelity Brokerage ...	1001 · Bank of E/O ...	
TOTAL					0.00
Deposit		09/04/2018		1001 · Bank of E/O ...	9,033.00
			Insitu Inc.	5031 · Building Leas...	-7,600.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4210 · Marina Reven...	-50.00
			Cash Sales	4210 · Marina Reven...	-350.00
			Cash Sales	4211-4 · RV Park Dr...	-27.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-3 · RV Park D...	-60.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-20.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4210 · Marina Reven...	-120.00
			Cash Sales	4214 · Marina Power...	-20.00
TOTAL					-9,033.00
Deposit		09/04/2018		1001 · Bank of E/O ...	495.39
			Heartland Payment ...	4213-2 · Gasoline S...	-70.13
			Heartland Payment ...	6115-1 · Credit Card...	1.95
			Heartland Payment ...	4211-1 · RV Park M...	-375.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	7.79
TOTAL					-495.39
Deposit		09/06/2018		1001 · Bank of E/O ...	732.67
			Heartland Payment ...	4213-2 · Gasoline S...	-437.16
			Heartland Payment ...	6115-1 · Credit Card...	10.62
			Heartland Payment ...	4213-1 · Diesel Sales	-254.24
			Heartland Payment ...	6115-1 · Credit Card...	7.04
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	1.07
TOTAL					-732.67
Deposit		09/10/2018		1001 · Bank of E/O ...	598.18
			Heartland Payment ...	4213-2 · Gasoline S...	-248.73
			Heartland Payment ...	6115-1 · Credit Card...	4.85
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-4 · RV Park Dr...	-9.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-4 · RV Park Dr...	-9.00
			Heartland Payment ...	4211-3 · RV Park D...	-60.00
			Heartland Payment ...	4211-4 · RV Park Dr...	-9.00
			Heartland Payment ...	6115-1 · Credit Card...	4.70
			Cash Sales	4211 · RV Park Rev...	-20.00
			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...	-8.00
			Cash Sales	4211-4 · RV Park Dr...	-18.00
			Cash Sales	4211-4 · RV Park Dr...	-10.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00

PORT OF ARLINGTON

Deposit Detail

September 1 - 28, 2018

Type	Num	Date	Name	Account	Amount
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-3 · RV Park D...	-30.00
Payment	13155	09/10/2018	The City of Arlington	1499 · Undeposited ...	-30.00
TOTAL					-598.18
Deposit		09/13/2018		1001 · Bank of E/O ...	7,970.92
			White Lightning Elec...	5032 · Building Leas...	-2,500.00
			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
			Cash Sales	4211-4 · RV Park Dr...	-18.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4213-2 · Gasoline S...	-43.00
Payment	13070	09/13/2018	W.I. Construction, Inc.	1499 · Undeposited ...	-5,343.92
TOTAL					-7,970.92
Deposit	EFT	09/14/2018	QuickBooks Payrol...	1001 · Bank of E/O ...	2,525.82
			QuickBooks Payroll ...	2111 · Direct Deposi...	-2,525.82
TOTAL					-2,525.82
Deposit		09/18/2018		1001 · Bank of E/O ...	2,375.25
			Cash Sales	4210 · Marina Reven...	-100.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			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
			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
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Gilliam County Treas...	4011 · Taxes-Prior	-1,738.25
TOTAL					-2,375.25
Deposit		09/19/2018		1001 · Bank of E/O ...	240.00
			Heartland Payment ...	4213-2 · Gasoline S...	-125.58
			Heartland Payment ...	6115 · Dues, Subscri...	2.78
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	6115-1 · Credit Card...	2.80
TOTAL					-240.00

PORT OF ARLINGTON

Deposit Detail

September 1 - 28, 2018

Type	Num	Date	Name	Account	Amount
Deposit		09/20/2018		1001 · Bank of E/O ...	155.36
			Heartland Payment ...	4213-2 · Gasoline S...	-98.08
			Heartland Payment ...	6115-1 · Credit Card...	2.40
			Heartland Payment ...	4211-3 · RV Park D...	-60.00
			Heartland Payment ...	6115-1 · Credit Card...	0.32
TOTAL					-155.36
Deposit		09/21/2018		1001 · Bank of E/O ...	1,715.54
			Cash Sales	4210 · Marina Reven...	-132.00
			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
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-3 · RV Park D...	-30.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Howard Cloe	4030 · Land Rental	-225.00
			The Woolery Project...	5033 · Flex Bldg Lea...	-250.00
			Cash Sales	4213-2 · Gasoline S...	-45.54
Payment	975765	09/20/2018	Jonathan Evans	1499 · Undeposited ...	-600.00
TOTAL					-1,715.54
Deposit		09/25/2018		1001 · Bank of E/O ...	160.01
			Heartland Payment ...	4213-2 · Gasoline S...	-19.78
			Heartland Payment ...	6115-1 · Credit Card...	0.69
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-30.00
			Heartland Payment ...	4211-3 · RV Park D...	-25.00
			Heartland Payment ...	6115-1 · Credit Card...	4.08
TOTAL					-160.01
Deposit		09/25/2018		1001 · Bank of E/O ...	8,367.00
			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
			Cash Sales	4211-4 · RV Park Dr...	-18.00
			Cash Sales	4211-3 · RV Park D...	-60.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-1 · RV Park M...	-375.00
			Cash Sales	4211-3 · RV Park D...	-30.00
Payment	2146	09/25/2018	Arlington Community...	1499 · Undeposited ...	-7,848.00
TOTAL					-8,367.00
Liability Check	To Print	09/27/2018	Fidelity Brokerage ...	1001 · Bank of E/O ...	0.00
TOTAL					0.00

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Deposit Detail

September 1 - 28, 2018

Type	Num	Date	Name	Account	Amount
Deposit		09/28/2018		1001 · Bank of E/O ...	121.02
			Heartland Payment ...	4213-2 · Gasoline S...	-62.99
			Heartland Payment ...	6115-1 · Credit Card...	1.65
			Heartland Payment ...	4211-3 · RV Park D...	-60.00
			Heartland Payment ...	6115-1 · Credit Card...	0.32
TOTAL					-121.02
Deposit		09/28/2018		1001 · Bank of E/O ...	5,384.00
			Cash Sales	4211-4 · RV Park Dr...	-9.00
			Cash Sales	4211-1 · RV Park M...	-375.00
Payment	13115	09/28/2018	W.I. Construction, Inc.	1499 · Undeposited ...	-5,000.00
TOTAL					-5,384.00
Paycheck	DD1121	09/28/2018	Ball, Denise A.	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expen...	112.20
				6560 · Payroll Expen...	3,278.30
				6560 · Payroll Expen...	2,510.70
				6560 · Payroll Expen...	436.28
				6560 · Payroll Expen...	199.44
				6560 · Payroll Expen...	784.43
				2100 · Payroll Liabilit...	-784.43
				6560 · Payroll Expen...	115.54
				2100 · Payroll Liabilit...	-115.54
				6560 · Payroll Expen...	3.99
				2100 · Payroll Liabilit...	-3.99
				2100 · Payroll Liabilit...	-2.85
				2100 · Payroll Liabilit...	-6.54
				2100 · Payroll Liabilit...	-554.00
				6560 · Payroll Expen...	405.29
				2100 · Payroll Liabilit...	-405.29
				2100 · Payroll Liabilit...	-405.29
				6560 · Payroll Expen...	94.79
				2100 · Payroll Liabilit...	-94.79
				2100 · Payroll Liabilit...	-94.79
				2100 · Payroll Liabilit...	-431.00
				2111 · Direct Deposi...	-5,042.45
TOTAL					0.00
Paycheck	DD1122	09/28/2018	Margheim, Kelly L	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expen...	2,450.00
				6560 · Payroll Expen...	90.00
				6560 · Payroll Expen...	160.00
				6560 · Payroll Expen...	1,333.20
				2100 · Payroll Liabilit...	-1,333.20
				6560 · Payroll Expen...	115.54
				2100 · Payroll Liabilit...	-115.54
				6560 · Payroll Expen...	324.00
				2100 · Payroll Liabilit...	-324.00
				6560 · Payroll Expen...	3.74
				2100 · Payroll Liabilit...	-3.74
				2100 · Payroll Liabilit...	-2.67
				2100 · Payroll Liabilit...	-2.70
				2100 · Payroll Liabilit...	-105.00
				6560 · Payroll Expen...	167.40
				2100 · Payroll Liabilit...	-167.40
				2100 · Payroll Liabilit...	-167.40
				6560 · Payroll Expen...	39.15
				2100 · Payroll Liabilit...	-39.15

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Deposit Detail

September 1 - 28, 2018

Type	Num	Date	Name	Account	Amount
				2100 · Payroll Liabilit...	-39.15
				2100 · Payroll Liabilit...	-143.00
				2111 · Direct Deposi...	-2,240.08
TOTAL					0.00
Paycheck	DD1123	09/28/2018	Mitchell, Peter D	1001 · Bank of E/O ...	0.00
				6560 · Payroll Expen...	6,876.60
				6560 · Payroll Expen...	382.03
				6560 · Payroll Expen...	871.04
				2100 · Payroll Liabilit...	-871.04
				6560 · Payroll Expen...	1,899.80
				2100 · Payroll Liabilit...	-1,899.80
				6560 · Payroll Expen...	157.14
				2100 · Payroll Liabilit...	-157.14
				6560 · Payroll Expen...	4.26
				2100 · Payroll Liabilit...	-4.26
				2100 · Payroll Liabilit...	-3.04
				2100 · Payroll Liabilit...	-7.26
				2100 · Payroll Liabilit...	-599.00
				6560 · Payroll Expen...	450.03
				2100 · Payroll Liabilit...	-450.03
				2100 · Payroll Liabilit...	-450.03
				6560 · Payroll Expen...	105.25
				2100 · Payroll Liabilit...	-105.25
				2100 · Payroll Liabilit...	-105.25
				2100 · Payroll Liabilit...	-479.00
				2111 · Direct Deposi...	-5,615.05
TOTAL					0.00

TOTAL = \$39,874.16

66,306.00

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Check Detail
September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check		09/06/2018	QuickBooks Payr...		1001 · Bank of E/...		-1.75
					6560 · Payroll Expe...	-1.75	1.75
TOTAL						-1.75	1.75
Liability Check		09/27/2018	QuickBooks Payr...		1001 · Bank of E/...		-12,902.83
					6560 · Payroll Expe...	-5.25	5.25
			QuickBooks Payroll...		2111 · Direct Depo...	-12,897.58	12,897.58
TOTAL						-12,902.83	12,902.83
Check	EFT	09/01/2018	Heartland Payme...		1001 · Bank of E/...		-85.40
					6115-1 · Credit Car...	-85.40	85.40
TOTAL						-85.40	85.40
Check	EFT	09/07/2018	Peter Mitchell		1001 · Bank of E/...		-364.06
					8421 · Travel/Food/...	-253.06	253.06
					8427 · Telephone ...	-111.00	111.00
TOTAL						-364.06	364.06
Check	EFT	09/13/2018	Pacific Power		1001 · Bank of E/...		-1,123.11
					6111 · Utilities	-146.12	146.12
					6323 · Electricity - ...	-601.31	601.31
					6721 · Marina Elect...	-25.78	25.78
					6624 · Park Electri...	-114.98	114.98
					6721 · Marina Elect...	-49.44	49.44
					6721 · Marina Elect...	-65.84	65.84
					8425 · Utilities	-119.64	119.64
TOTAL						-1,123.11	1,123.11
Liability Check	EFTPS	09/17/2018	United States Tre...		1001 · Bank of E/...		-3,566.82
					2100 · Payroll Liabil...	-1,070.00	1,070.00
					2100 · Payroll Liabil...	-1,011.79	1,011.79
					2100 · Payroll Liabil...	-1,011.79	1,011.79
					2100 · Payroll Liabil...	-236.62	236.62
					2100 · Payroll Liabil...	-236.62	236.62
TOTAL						-3,566.82	3,566.82
Liability Check	To Pr...	09/01/2018	Fidelity Brokerag...		1001 · Bank of E/...		0.00
TOTAL						0.00	0.00
Liability Check	To Pr...	09/27/2018	Fidelity Brokerag...		1001 · Bank of E/...		0.00
TOTAL						0.00	0.00

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PORT OF ARLINGTON

Check Detail

September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	DD11...	09/28/2018	Ball, Denise A.		1001 · Bank of E/...		0.00
				6560 · Payroll Expe...		-112.20	112.20
				6560 · Payroll Expe...		-3,278.30	3,278.30
				6560 · Payroll Expe...		-2,510.70	2,510.70
				6560 · Payroll Expe...		-436.28	436.28
				6560 · Payroll Expe...		-199.44	199.44
				6560 · Payroll Expe...		-784.43	784.43
				2100 · Payroll Liabil...		784.43	-784.43
				6560 · Payroll Expe...		-115.54	115.54
				2100 · Payroll Liabil...		115.54	-115.54
				6560 · Payroll Expe...		-3.99	3.99
				2100 · Payroll Liabil...		3.99	-3.99
				2100 · Payroll Liabil...		2.85	-2.85
				2100 · Payroll Liabil...		6.54	-6.54
				2100 · Payroll Liabil...		554.00	-554.00
				6560 · Payroll Expe...		-405.29	405.29
				2100 · Payroll Liabil...		405.29	-405.29
				2100 · Payroll Liabil...		405.29	-405.29
				6560 · Payroll Expe...		-94.79	94.79
				2100 · Payroll Liabil...		94.79	-94.79
				2100 · Payroll Liabil...		94.79	-94.79
				2100 · Payroll Liabil...		431.00	-431.00
				2111 · Direct Depo...		5,042.45	-5,042.45
TOTAL						0.00	0.00
Paycheck	DD11...	09/28/2018	Margheim, Kelly L		1001 · Bank of E/...		0.00
				6560 · Payroll Expe...		-2,450.00	2,450.00
				6560 · Payroll Expe...		-90.00	90.00
				6560 · Payroll Expe...		-160.00	160.00
				6560 · Payroll Expe...		-1,333.20	1,333.20
				2100 · Payroll Liabil...		1,333.20	-1,333.20
				6560 · Payroll Expe...		-115.54	115.54
				2100 · Payroll Liabil...		115.54	-115.54
				6560 · Payroll Expe...		-324.00	324.00
				2100 · Payroll Liabil...		324.00	-324.00
				6560 · Payroll Expe...		-3.74	3.74
				2100 · Payroll Liabil...		3.74	-3.74
				2100 · Payroll Liabil...		2.67	-2.67
				2100 · Payroll Liabil...		2.70	-2.70
				2100 · Payroll Liabil...		105.00	-105.00
				6560 · Payroll Expe...		-167.40	167.40
				2100 · Payroll Liabil...		167.40	-167.40
				2100 · Payroll Liabil...		167.40	-167.40
				6560 · Payroll Expe...		-39.15	39.15
				2100 · Payroll Liabil...		39.15	-39.15
				2100 · Payroll Liabil...		39.15	-39.15
				2100 · Payroll Liabil...		143.00	-143.00
				2111 · Direct Depo...		2,240.08	-2,240.08
TOTAL						0.00	0.00

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Check Detail

09/28/18

September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	DD11...	09/28/2018	Mitchell, Peter D		1001 · Bank of E/...		0.00
				6560 · Payroll Expe...		-6,876.60	6,876.60
				6560 · Payroll Expe...		-382.03	382.03
				6560 · Payroll Expe...		-871.04	871.04
				2100 · Payroll Liabil...		871.04	-871.04
				6560 · Payroll Expe...		-1,899.80	1,899.80
				2100 · Payroll Liabil...		1,899.80	-1,899.80
				6560 · Payroll Expe...		-157.14	157.14
				2100 · Payroll Liabil...		157.14	-157.14
				6560 · Payroll Expe...		-4.26	4.26
				2100 · Payroll Liabil...		4.26	-4.26
				2100 · Payroll Liabil...		3.04	-3.04
				2100 · Payroll Liabil...		7.26	-7.26
				2100 · Payroll Liabil...		599.00	-599.00
				6560 · Payroll Expe...		-450.03	450.03
				2100 · Payroll Liabil...		450.03	-450.03
				2100 · Payroll Liabil...		450.03	-450.03
				6560 · Payroll Expe...		-105.25	105.25
				2100 · Payroll Liabil...		105.25	-105.25
				2100 · Payroll Liabil...		105.25	-105.25
				2100 · Payroll Liabil...		479.00	-479.00
				2111 · Direct Depo...		5,615.05	-5,615.05
TOTAL						0.00	0.00
Check	8803	09/01/2018	Providence		1001 · Bank of E/...		-3,233.00
				2100 · Payroll Liabil...		-1,899.80	1,899.80
				2100 · Payroll Liabil...		-1,333.20	1,333.20
TOTAL						-3,233.00	3,233.00
Check	8804	09/01/2018	SDIS		1001 · Bank of E/...		-388.22
				2100 · Payroll Liabil...		-157.14	157.14
				2100 · Payroll Liabil...		-115.54	115.54
				2100 · Payroll Liabil...		-115.54	115.54
TOTAL						-388.22	388.22
Check	8805	09/01/2018	Gorge Networks		1001 · Bank of E/...		-236.40
				8427 · Telephone ...		-49.50	49.50
				6324 · WIFI - RV		-44.95	44.95
				6117 · Telephone a...		-101.15	101.15
				6117 · Telephone a...		-40.80	40.80
TOTAL						-236.40	236.40
Check	8806	09/01/2018	The Woolery Proj...		1001 · Bank of E/...		-788.40
				8426 · Advertising ...		-788.40	788.40
TOTAL						-788.40	788.40
Check	8807	09/01/2018	The City of Arlingt...		1001 · Bank of E/...		-12.00
				6328 · Misc. - RV		-12.00	12.00
TOTAL						-12.00	12.00

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Check Detail

September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	8808	09/01/2018	Oregon Governm...		1001 · Bank of E/...		-475.12
					6119 · Commission...	-475.12	475.12
TOTAL						-475.12	475.12
Check	8809	09/01/2018	The City of Arlingt...		1001 · Bank of E/...		-1,800.00
					8430 · City of Arlin...	-1,800.00	1,800.00
TOTAL						-1,800.00	1,800.00
Liability Check	8810	09/01/2018	Fidelity Brokerag...		1001 · Bank of E/...		-1,429.35
					2100 · Payroll Liabil...	-1,429.35	1,429.35
TOTAL						-1,429.35	1,429.35
Liability Check	8811	09/14/2018	Oregon Departme...		1001 · Bank of E/...		-935.00
					2100 · Payroll Liabil...	-935.00	935.00
TOTAL						-935.00	935.00
Check	8814	09/13/2018	Arlington T.V. Coop		1001 · Bank of E/...		-120.00
					8427 · Telephone ...	-20.00	20.00
					6117 · Telephone a...	-80.00	80.00
					6324 · WIFI - RV	-20.00	20.00
TOTAL						-120.00	120.00
Check	8815	09/13/2018	City of Arlington		1001 · Bank of E/...		-852.68
					6111 · Utilities	-44.00	44.00
					8425 · Utilities	-44.00	44.00
					6321 · Water Fees ...	-291.20	291.20
					6329 · Sewer	-340.48	340.48
					6322 · Sanitation - ...	-104.00	104.00
					6622 · Sanitation	-29.00	29.00
TOTAL						-852.68	852.68
Check	8816	09/13/2018	Annala, Carey, Va...		1001 · Bank of E/...		-425.00
					6113 · Legal Fees	-425.00	425.00
TOTAL						-425.00	425.00
Check	8817	09/13/2018	Morrow County G...		1001 · Bank of E/...		-530.25
					8425 · Utilities	-335.25	335.25
					8435 · Building Con...	-195.00	195.00
TOTAL						-530.25	530.25
Check	8818	09/13/2018	Tony Price		1001 · Bank of E/...		-150.00
					8426 · Advertising ...	-150.00	150.00
TOTAL						-150.00	150.00

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Check Detail

September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	8819	09/13/2018	Arlington Medical ...		1001 · Bank of E/...		-65.00
					6123 · Miscellaneo...	-65.00	65.00
TOTAL						-65.00	65.00
Check	8820	09/13/2018	Meadow Outdoor ...		1001 · Bank of E/...		-1,308.00
					8430-3 · Business ...	-1,308.00	1,308.00
TOTAL						-1,308.00	1,308.00
Check	8821	09/13/2018	The Times-Journal		1001 · Bank of E/...		-268.25
					6326 · Maintenanc...	-98.25	98.25
					8426 · Advertising ...	-170.00	170.00
TOTAL						-268.25	268.25
Check	8822	09/13/2018	Loop Net		1001 · Bank of E/...		-140.23
					8426 · Advertising ...	-140.23	140.23
TOTAL						-140.23	140.23
Check	8823	09/13/2018	Grand Ronde Petr...		1001 · Bank of E/...		-529.60
					6724 · Marina Main...	-529.60	529.60
TOTAL						-529.60	529.60
Check	8824	09/13/2018	Arlington Market		1001 · Bank of E/...		-17.68
					6127 · Commission...	-17.68	17.68
TOTAL						-17.68	17.68
Check	8825	09/13/2018	Cascade Earth Sc...		1001 · Bank of E/...		-1,341.25
					8430-1 · Feasibility ...	-1,341.25	1,341.25
TOTAL						-1,341.25	1,341.25
Check	8826	09/13/2018	VISA		1001 · Bank of E/...		-636.17
					6722 · OMB Repair...	-225.18	225.18
					8421 · Travel/Food/...	-36.74	36.74
					6112 · Office Suppl...	-249.80	249.80
					6129 · Postage	-58.78	58.78
					6127 · Commission...	-65.67	65.67
TOTAL						-636.17	636.17
Check	8827	09/13/2018	Arlington Hardware		1001 · Bank of E/...		-62.67
					6627 · Park Mainte...	-49.93	49.93
					6112 · Office Suppl...	-12.74	12.74
TOTAL						-62.67	62.67

PORT OF ARLINGTON

Check Detail

September 1 - 28, 2018

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	8828	09/13/2018	Ball, Denise		1001 · Bank of E/...		-505.51
					6015 · Employee B...	-259.00	259.00
					6015 · Employee B...	-163.41	163.41
					8413 · Employee B...	-83.10	83.10
TOTAL						-505.51	505.51
Check	8829	09/13/2018	Rotschy, Inc.		1001 · Bank of E/...		-30,378.17
					8435 · Building Con...	-30,378.17	30,378.17
TOTAL						-30,378.17	30,378.17
Check	8830	09/13/2018	Gilliam County Tr...		1001 · Bank of E/...		-1,012.00
					8441 · Loan - Princi...	-766.39	766.39
					8442 · Loan - Interest	-245.61	245.61
TOTAL						-1,012.00	1,012.00
Paycheck	8831	09/28/2018	Winters, Russell S		1001 · Bank of E/...		-561.10
					6560 · Payroll Expe...	-609.07	609.07
					6560 · Payroll Expe...	-1.08	1.08
					2100 · Payroll Liabil...	1.08	-1.08
					2100 · Payroll Liabil...	0.77	-0.77
					2100 · Payroll Liabil...	0.61	-0.61
					6560 · Payroll Expe...	-37.76	37.76
					2100 · Payroll Liabil...	37.76	-37.76
					2100 · Payroll Liabil...	37.76	-37.76
					6560 · Payroll Expe...	-8.83	8.83
					2100 · Payroll Liabil...	8.83	-8.83
					2100 · Payroll Liabil...	8.83	-8.83
TOTAL						-561.10	561.10
Check	8832	09/28/2018	Scott Winters		1001 · Bank of E/...		-61.04
					6128 · Staff Travel/...	-61.04	61.04
TOTAL						-61.04	61.04

TOTAL \$ 66,306.06

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					\$ 2.69			
November-18					\$ 2.69			
December-18					\$ 2.69			
YTD Totals		239	2,575	\$ 9,981.92		9	683	\$ 1,842.29

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		279	2,886	\$ 10,128.58		10	842	\$ 2,270.18

Profit & Loss Prev Year Comparison
July 1 through September 27, 2018

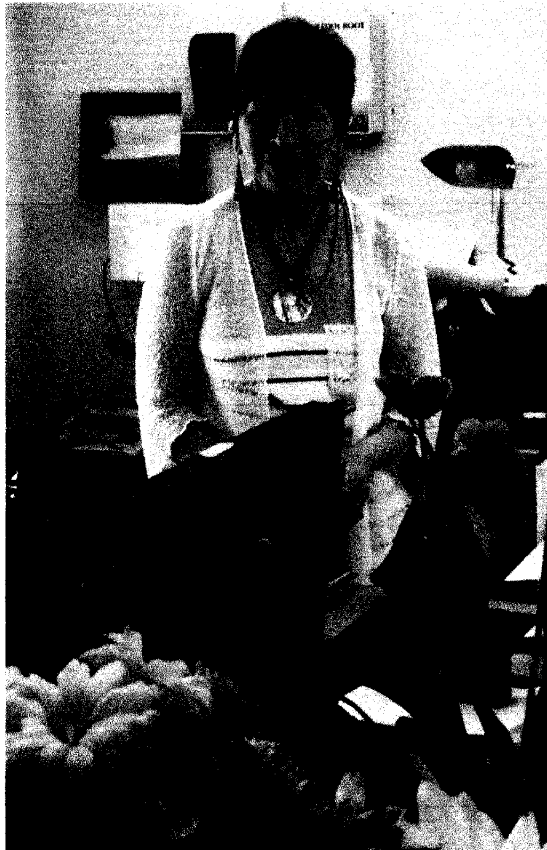
Ordinary Income/Expense	Jul 18				Jul 17				Aug 18				Aug 17				Sep 18				Sep 17				TOTAL			
	Jul 18	Jul 17	\$ Change	% Change	Aug 18	Aug 17	\$ Change	% Change	Sep 18	Sep 17	\$ Change	% Change	Jul - Sep 18	Jul - Sep 17	\$ Change	% Change	Jul - Sep 18	Jul - Sep 17	\$ Change	% Change	Jul - Sep 18	Jul - Sep 17	\$ Change	% Change				
4210 - Marina Revenue	1,132.00	1,112.00	20.00	1.8%	286.00	1,268.00	-982.00	-77.45%	1,352.00	170.00	1,182.00	695.29%	2,770.00	2,550.00	220.00	8.63%												
4211 - RV Park Revenues																												
4211-1 - RV Park Monthly Rent	2,625.00	2,250.00	375.00	16.67%	2,770.00	3,000.00	-230.00	-7.67%	2,250.00	2,250.00	0.00	0.0%	7,645.00	7,500.00	145.00	1.93%												
4211-2 - RV Park Weekly Rent	375.00	375.00	0.00	0.0%	161.00	250.00	-89.00	-35.5%	0.00	625.00	-625.00	-100.0%	536.00	1,250.00	-714.00	-57.12%												
4211-3 - RV Park Daily Rent	1,540.00	1,540.00	0.00	0.0%	810.00	1,140.00	-330.00	-28.95%	985.00	930.00	55.00	5.91%	3,335.00	3,610.00	-275.00	-7.62%												
4211-4 - RV Park Dry Camp	231.00	266.00	25.00	9.4%	302.00	214.00	88.00	41.12%	390.00	282.00	108.00	38.3%	983.00	762.00	221.00	29.0%												
4212 - RV Park fee Refund	0.00	-62.50	62.50	100.0%	0.00	-250.00	250.00	100.0%	0.00	-187.50	187.50	100.0%	0.00	-500.00	500.00	100.0%												
4211 - RV Park Revenues - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	20.00	0.00	20.00	100.0%	20.00	0.00	20.00	100.0%												
Total 4211 - RV Park Revenues	4,831.00	4,368.50	462.50	10.59%	4,043.00	4,354.00	-311.00	-7.14%	3,645.00	3,899.50	-254.50	-6.53%	12,519.00	12,622.00	-103.00	-0.82%												
4213 - Marina Fuel Revenue																												
4213-2 - Gasoline Sales	1,729.80	1,056.33	673.47	63.76%	1,860.38	2,141.55	-281.17	-13.13%	1,150.99	638.98	512.01	80.13%	4,741.17	3,836.86	904.31	23.57%												
4213-1 - Diesel Sales	876.54	391.04	485.50	124.16%	417.42	250.00	167.42	66.97%	254.24	0.00	254.24	100.0%	1,548.20	641.04	907.16	141.51%												
Total 4213 - Marina Fuel Revenue	2,606.34	1,447.37	1,158.97	80.07%	2,277.80	2,391.55	-113.75	-4.76%	1,405.23	638.98	766.25	119.92%	6,289.37	4,477.90	1,811.47	40.45%												
4214 - Marina Power and Water Revenue	200.00	40.00	160.00	400.0%	80.00	40.00	40.00	100.0%	20.00	0.00	20.00	100.0%	300.00	80.00	220.00	275.0%												
4340 - Willow Creek Rock Sales	2,810.82	3,351.41	-540.59	-16.13%	613.07	0.00	613.07	100.0%	5,343.92	5,760.30	-416.38	-7.23%	8,767.81	9,111.71	-343.90	-3.77%												

Port Manager/ Economic Development Report October 9, 2018

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



Denise Ball's last day of work at the Port.

Denise Ball retired on September 28, 2018. Denise was the Port's first full time employee in the Port's 80+ year history. Denise started work in February 2011. During her tenure she helped the Port develop a process, a foundation, to grow and develop the numerous projects the Port has undertaken over the past 7 years. In addition to her administrative duties Denise was the Port's budget officer. Her budgets were always well done and passed the auditors scrutiny with flying colors. Some of her achievements included getting all the "paper work" in order for the Arlington Mesa Industrial park certified by

Business Oregon, ensuring contractors were timely paid what they were owed, and health, safety, and emergency response records were maintained and easily accessible should the need arise.

One of the key components of economic development is ensuring businesses, or proposed businesses, comply with local land use ordinances. Denise's background in working for The Dalles planning office came in handy on many occasions, including the rezoning efforts for the Port's industrial property along Railroad Avenue.

The Port wishes Denise a full, active, and enjoyable retirement.



Port Commissioner, Kevin Hunking on the power house side of the John Day Dam during 50th anniversary celebrations. The John Day dam is over a mile wide across the Columbia River.

A landmark celebration, the 50th birthday of the John Day Dam, was held on September 20th, 2018. Port Commissioner, Kevin Hunking attended the celebration. Dignitaries from the US Army Corps, BPA, Congress, and local communities were in attendance. The dam is an engineering marvel that provides flood control to down river communities like The Dalles and Portland, electric power to the entire pacific northwest and irrigation water to the farming communities. All the while providing water transport of the region's commodities and fish passage.

A few more factoids:

John Day dam is a concrete gravity run-of-the-river dam spanning the Columbia River. The lock is the highest lift (110 feet) of any US lock. The reservoir impounded by the dam is called Lake Umatilla and runs 76.4 miles to the foot of McNary Dam in Hermiston. Dam construction started in 1968 and was completed in 1972. The dam's power generation capacity is 2,480 MW, about twice Gilliam County's wind power capacity. A small city of 80,000 can be powered by 45 MW. John Day's power can provide enough power for 55 such cities or 4,408,888 homes.

The Port Auditors, Oster Professional Group, will be conducting their annual on-site audit of the Port's books the first week of October.

Industrial Parks

Arlington Mesa Flex Building – Ribbon Cutting is planned for October 11, 2018 at 4 p.m. Please join the grand opening of this building.

The Port is now offering lease space of 1,000 sq. ft to 6,000 sq. ft. to industrial tenants. The space can be used for numerous industrial purposes, truck or crane equipment servicing, manufacturing plant, storage, supply warehouse, staging facility, etc. The building has three phase power, fiber internet, city water and sewer service and some of the greatest views in the Gorge. Lease rates are affordable. Please send inquiries to the Port's office.



Arlington Industrial /Commercial Property

Of the two manufacturing plant proposals submitted in August, one company asked additional questions, the second company will be making a site visit in early October.

Lower Willow Creek Irrigation Project

Engineers have developed a map of interested landowners for the irrigation project. Fourteen Gilliam County landowners covering nearly 15,000 acres have asked to be included in the project area. A site visit is scheduled for October 10th. The site visit will include a tour of Willow Creek Port site, potential routings of the pipeline and visits with farmers. The study will investigate supplying irrigation water via a main line supply from the Columbia River to farms along Willow Creek and Eight Mile Canyon area.

Island Park and Marina

As the summer season ends, we can put into the books an increase in fuel and marina sales, and equal RV camp sales as compared to the same period last year. For the period from July 1 – September 30 Marina revenues were up 8.83%, Fuel sales is increase by 40% over last year, from \$4,477 to \$6,289 and RV saw a -0.82% decrease.

Small Business Assistance program

The Port has successfully assisted the launch on another new company, Lori's at Hotel Condon. Lori Snyder, a former owner of Two Country Girls, moved into the Hotel Condon's restaurant. In addition to serving lunch and dinner, Lori plans to continue catering.

The Port has been assisting a local entrepreneur for plans to open a new business in Arlington. The business plan is well under development and cost estimates are for various components are being acquired. The final plan should be ready later in October.

Up Coming Dates:

- Oct 1 – Lower John Day ACT meeting, Rufus, 10 a.m.
- Oct 2 – Municipal work group, Placed Based Planning, 10 a.m.
Arlington TV Co-op, Arlington, 6 p.m.
- Oct 4-5 – OPPA Conference, Coos Bay, Oregon
- Oct 9 – Port Board Meeting, CONDON, 5 p.m.
- Oct 10 – Irrigation Project site visit tour and luncheon – all day
- Oct 11 – Ribbon Cutting for Flex Building, 4 p.m.
- Oct 29 – Arlington Chamber, City Hall, 6:30 p.m.