

**Port of Arlington
AGENDA
5:00 pm
Thursday, July 13, 2017
Meeting Location:
Gilliam County Courthouse
Condon, Oregon 97823**

(Note: Environmental Sentry Corp meeting will follow the Port's meeting)

Regular Commission Meeting

- 1. Call meeting to order**
- 2. Oath of Office – Ronald Wilson, Kevin Hunking, and Rod McGuire**
- 3. Public Comment on non-agenda items**
- 4. Consent Agenda:**
 - Approval of June 13, 2017 Commission meeting minutes
 - Approval of June 2017 payables
- 5. Chairman's Report =**
- 6. Commissioner's Reports -**
- 7. Economic Development –**
 - 7.1 EDO Report
 - 7.2 Launch Site name discussion
 - 7.3 Fiber Optic line to Mesa Industrial Park discussion
- 8. Lease renewal Willow Creek Quarry**
- 9. Administration**
 - 9.1 Annual Housekeeping
 - 9.1.1 Designate monthly meeting date, time, and place – currently the second Tuesday of each month at 5 pm with the January, April, July, and October meetings held in Condon.
 - 9.1.2 Designate Newspapers of record, Attorney of record, Depositories of record, CPA firm of record. Currently The Times Journal and East Oregonian, Attorney of record is the firm of Will Carey, Depositories of record are the Bank of Eastern Oregon and LGIP, and CPA firm of record Oster Professional Group.
 - 9.2 Appoint Budget Officer for 2017-2018 Fiscal Year
 - 9.3 Port Commission Election of Officers for President, Vice President and Secretary/Treasurer

**AGENDA
POA Environmental Sentry Corp
Thursday, July 13, 2017
Gilliam County Courthouse
Condon, Oregon 97823
Annual Business Meeting**

- 1. Call Environmental Sentry Corp. meeting to order**
- 2. Public Comment**
- 3. Approval of Minutes from September 15, 2016**
- 4. Election of Officers: Currently President Dewey Kennedy, Vice President Kevin Hunking, Secretary/Treasurer Ron Wilson**

Upcoming Meetings:

Regular Commission Meeting on Tuesday, August 8, 2017 Port of Arlington Office

This meeting is conducted in a handicapped accessible room

Posted: Thursday, July 6, 2017: Bank of Eastern Oregon - Condon & Arlington; U.S. Post Office -Condon & Arlington; Arlington City Hall; Port Office

DRAFT

MINUTES
Port Commission Meeting
Port of Arlington
June 13, 2017
Port Office
Arlington, Oregon

Public Hearing FY 2017-2018 Port Budget

A public hearing was opened by President Ron Wilson regarding adoption of the Fiscal Year 2017-18 Budget. The hearing is for the purpose of taking public comments on the budget approved by the Budget Committee on May 9, 2017.

1. Open the public hearing at 5:00 pm
2. Ask for public comment on the FY 2017-18 budget. There was no public comment.
3. Close the public hearing 5:02 pm

Regular Commission Meeting

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

Those Present: President Wilson; Vice President Kennedy; Commissioner Fitzsimmons; Commissioner Hunking; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball; Attorney Will Carey; Advisory Members: None

Absent: Commissioner Nation

Audience: Nicole Rees, Rod McGuire

President Wilson amended the agenda and added a discussion item 9.4 Willow Creek.

2. **Adopt Resolution 2017-138 Approving Fiscal Year 2017-18 Budget**
Commissioner Hunking moved to adopt Resolution 2017-138 approving FY 2017-18 Budget and Commissioner Kennedy seconded. Motion carried 4-0.
3. **Public Comment on non-agenda items-** None
4. **Consent Agenda:**
 - Approval of May 9, 2017 Commission Meeting Minutes
 - Approval of May 2017 Payables and Financials
Commissioner Kennedy moved to approve the consent agenda and Commissioner Fitzsimmons seconded. The motion carried 4-0.
5. **Chairman's Report:** Donation request from Condon Chamber of Commerce Fabulous Fourth of July. Commissioner Fitzsimmons moved to donate \$337.50. Commissioner Hunking seconded. Motion carried 4-0. Arlington Community Chamber Show N Shine has also asked for a donation. Commissioner Hunking

moved to donate \$100 in July, and Commissioner Kennedy seconded. Motion carried 4-0.

- 6. Commissioner Reports:** Commissioner Kennedy told the Board the Chip and Crack Seal project will start next week. It will be completed after July 4th. EDO Mitchell will check with the Marine Board as the grant funding agreement expires on June 30th. Commissioner Fitzsimmons said MCGG propane tank located on Port property may be moving to Condon.

7. Economic Development:

- 7.1 Flex Building – Jeff Schott reviewed his updated drawings with the Board.

The cost of the building, road, and site development is now estimated at \$950,000. Mr. Schott and the Board reviewed his cost estimates.

President Wilson asked what the next steps are. Mr. Schott said he will have a geotechnical study performed and will develop land use documents to take to the City Planning Commission for Site Plan review. Mr. Schott recommended that this approval take place before moving ahead with bid documents for the project. Commissioner Hunking moved to approve up to \$7,500 for Site Plan documents and a Geotechnical study and Commissioner Fitzsimmons seconded. The motion carried 4-0.

- 7.2 Small Business Assistance Quarterly Report - Nicole Rees provided an update on her business startup including a hand out to Board on total sales. She reports that most of the company's sales are generated on line which requires a lot of product photography. She is enjoying the work and thanked the Board for the grant she received.

Recess for Dinner 6:10 pm.

Reconvene to Meeting at 6:35 pm.

Meeting Cont'd:

- 7.3 IGA with Business Oregon – EDO Mitchell told the Board this IGA document with Business Oregon helps structure the Port's future development. The Port's capital projects development plan needs to be updated periodically and provided to Business Oregon. Commissioner Hunking moved to approve the IGA with Business Oregon with noted corrections on exhibit A. Commissioner Kennedy seconded. Motion carried 4-0. EDO Mitchell will finalize the document and with the necessary updates. EDO Mitchell will send the completed document to Business Oregon.

- 7.4 EDO Report – Review of report

8. Island Park –

- 8.1 New Bathrooms and Infrastructure Cost Update discussion – Brad Baird/ Anderson Perry has not provided any numbers yet.

- 8.2 A Town Throw Down water event scheduled for June 17th. EDO Mitchell reviewed the event schedule with the Board.

9 Administration

- 9.1 Grain Lab Equipment Disposition – The County Court is still working on paying off the EDA grant. It appears it will take six to nine months for the

commercial appraisal. Commissioner Kennedy said to wait on liquidating the Port's lab equipment and the Board was in consensus.

9.2 SB 327 Recreational Immunity-The bill is awaiting final approval.

9.3 Auditors at office October 11 and 12. Staff handed out letters and questionnaires for Commissioners to fill out and return to auditor.

9.4 Willow Creek discussion- Consensus is to have a discussion with County Court in executive session.

July meeting will be Thursday, July 13, due to schedule conflicts. This meeting is in Condon.

Meeting adjourned 8:00 pm

President Ron Wilson

V.P. Dewey Kennedy

**Port of Arlington
Regular Monthly Commission Meeting
Thursday, July 13, 2017**

JUNE 2017 PAYABLES

Revenue:

Deposits and Credits through 6/30/2017 (see attached detail)

Total Deposits and Credits– All Accounts \$30,562.70

Expenses:

Checks Written: 8376 through 8415, & 8424, 8425, 8426

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

Total Expenses and Transfers– All Accounts (\$117,274.62)

Bank Balance Information:

Ending Balance as of 6/30/17: Bank of Eastern Oregon Checking: \$ 14,627.19
Bank of E. Oregon Reserve Fund: \$ 30,793.54
Bank of E. Oregon Muni Market Fund: \$ 16,401.20
LGIP: (5/31/17) \$1,925,647.15

Commission President Ron Wilson

Vice President Dewey Kennedy

8:34 AM

07/03/17

Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '16 - Jun 17	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL FUND RESOURCES			
4000 · Carryover Balance	1,185,617.00	1,100,000.00	107.8%
4010 · Taxes-Current	101,582.00	100,000.00	101.6%
4011 · Taxes-Prior	718.73	500.00	143.7%
4020 · Interest - NOW Checking	49.87		
4021 · Interest - Best A/C	1,158.12		
4022 · Interest - LGIP A/C	18,293.89	6,000.00	304.9%
4030 · Land Rental	14,270.00	3,000.00	475.7%
4050 · Cargill Inc. Lease Pymt	10,000.00	10,000.00	100.0%
4110 · Grants Income			
4113 · Gilliam County Grant	0.00	0.00	0.0%
4114 · Unanticipated Grant Funds	0.00	0.00	0.0%
4116 · Grant-Island Erosion Repair	0.00	0.00	0.0%
4120 · MAPS Grant	7,050.00	7,250.00	97.2%
Total 4110 · Grants Income	7,050.00	7,250.00	97.2%
4210 · Marina Revenue	6,265.14	5,000.00	125.3%
4211 · RV Park Revenues			
4211-4 · RV Park Dry Camp	2,753.90		
4211-3 · RV Park Daily Rent	8,021.75		
4211-2 · RV Park Weekly Rent	3,184.75		
4211-1 · RV Park Monthly Rent	28,080.00		
4212 · RV Park fee Refund	-220.00		
4211 · RV Park Revenues - Other	0.00	40,000.00	0.0%
Total 4211 · RV Park Revenues	41,820.40	40,000.00	104.6%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	9,415.78	6,000.00	156.9%
4213-1 · Diesel Sales	3,382.69	1,500.00	225.5%
Total 4213 · Marina Fuel Revenue	12,798.47	7,500.00	170.6%
4214 · Marina Power and Water Revenue	450.00	200.00	225.0%
4340 · Willow Creek Rock Sales	18,984.67	0.00	100.0%
4400 · Donations/Gifts	5,100.00	100.00	5,100.0%
4450 · Willow Creek Reimbursement	220,910.67	200,000.00	110.5%
4500 · Miscellaneous Income	1,916.79	100.00	1,916.8%
Total GENERAL FUND RESOURCES	1,646,985.75	1,479,650.00	111.3%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5005 · Carryover (cash basis)	537,600.00	390,000.00	137.8%
5031 · Building Lease 11-002	91,200.00	91,200.00	100.0%
5032 · Building Lease 11-004	11,500.00	12,000.00	95.8%
5113 · Grants - Gilliam County	250,000.00	400,000.00	62.5%
5114 · Unanticipated Grant Funds	4,959.75	1,000.00	496.0%
5115 · Telecom Infrastr Creation Grant	517,332.00	776,000.00	66.7%
5116 · Grants - Other	6,054.93	0.00	100.0%
5130 · SIP Funds	25,543.15	25,000.00	102.2%
5500 · Ag Lab Revenues	21,595.81	60,000.00	36.0%
5600 · Transfer from General Fund	0.00	100,000.00	0.0%
Total 5000 · ECONOMIC DEVELOP FUND RESOURCES	1,465,785.64	1,855,200.00	79.0%
RESERVE FUND RESOURCES			
9001 · Transfer from General Fund	0.00	0.00	0.0%
9002 · Interest Earned Reserve Fund	303.30	190.00	159.6%
9000 · Reserve Fund Beginning Balance	30,457.00	30,440.00	100.1%
Total RESERVE FUND RESOURCES	30,760.30	30,630.00	100.4%
Total Income	3,143,531.69	3,365,480.00	93.4%
Expense			
6560 · Payroll Expenses	0.00		

8:34 AM

07/03/17

Cash Basis

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '16 - Jun 17	Budget	% of Budget
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	20,563.38	20,500.00	100.3%
6009 · Administrative Assistant	32,995.75	34,500.00	95.6%
6011 · Payroll Taxes - Staff	4,199.37	4,400.00	95.4%
6012 · Training	0.00	200.00	0.0%
6013 · Workmens Compensation	-52.46	200.00	-26.2%
6014 · Workmens Compensatin Assessment	0.00	0.00	0.0%
6015 · Employee Benefits Insurance	14,211.00	15,000.00	94.7%
6016 · Employee Benefits Retirement	6,427.17	6,600.00	97.4%
Total 6000 · Personal Services - AD	78,344.21	81,400.00	96.2%
6100 · Materials and Services - AD			
6111 · Utilities	2,325.27	3,000.00	77.5%
6112 · Office Supplies and Equipment	1,746.13	3,000.00	58.2%
6113 · Legal Fees	7,983.45	8,000.00	99.8%
6114 · Insurance, Treasurer Bond	0.00	1,000.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	1,404.87	0.00	100.0%
6115 · Dues, Subscriptions, Fees - Other	1,842.07	2,000.00	92.1%
Total 6115 · Dues, Subscriptions, Fees	3,246.94	2,000.00	162.3%
6116 · Audit, Budget, Legal Notices	7,064.00	8,000.00	88.3%
6117 · Telephone and Internet Srv.	1,681.24	2,000.00	84.1%
6118 · Advertising - AD	0.00	500.00	0.0%
6119 · Commissioner Fees/Expenses	2,266.88	2,500.00	90.7%
6120 · Medi/SS for Commissioners	149.20	300.00	49.7%
6121 · Donations	1,000.00	1,000.00	100.0%
6122 · Meetings and Elections	199.73	2,000.00	10.0%
6123 · Miscellaneous - AD	46.00	300.00	15.3%
6124 · Consultant Services	0.00	0.00	0.0%
6126 · Contingency	0.00	31,402.00	0.0%
6127 · Commissioner Conference & Trave	1,595.24	3,000.00	53.2%
6128 · Staff Travel/Food/Lodging	179.79	500.00	36.0%
6129 · Postage	549.87	500.00	110.0%
Total 6100 · Materials and Services - AD	30,033.74	69,002.00	43.5%
6170 · Transfers Out of General Fund	0.00	100,000.00	0.0%
Total ADMINISTRATION EXPENSES	108,377.95	250,402.00	43.3%
ISLAND PARK			
6600 · Personal Services			
6610 · Maintenance Person	7,249.16	11,000.00	65.9%
6611 · Payroll Taxes	570.31	800.00	71.3%
6612 · Worker's Comp Insurance	400.00	500.00	80.0%
Total 6600 · Personal Services	8,219.47	12,300.00	66.8%
6620 · Materials & Services			
6621 · Water Fees	813.00	1,200.00	67.8%
6622 · Sanitation	645.45	1,000.00	64.5%
6623 · Comfort Station Supplies	810.81	1,000.00	81.1%
6624 · Park Electricity	684.56	2,300.00	29.8%
6625 · Pest Control / Chem & Fert.	130.78	100.00	130.8%
6626 · Insurance	1,748.00	2,000.00	87.4%
6627 · Park Maintenance & Supplies	1,159.29	2,500.00	46.4%
6628 · Miscellaneous	0.00	200.00	0.0%
Total 6620 · Materials & Services	5,991.89	10,300.00	58.2%
6630 · Capital Outlay			
6635 · Grant Match Isl.Erosion Repair	0.00	10,000.00	0.0%
6634 · Grant Island Erosion Repair	0.00	0.00	0.0%
6631 · Park Improvements	142,144.60	170,000.00	83.6%
6632 · Engineering & Surveying	25,887.58	18,000.00	143.8%
Total 6630 · Capital Outlay	168,032.18	198,000.00	84.9%
Total ISLAND PARK	182,243.54	220,600.00	82.6%

PORT OF ARLINGTON

YTD Income & Expense vs. Budget

YTD

	Jul '16 - Jun 17	Budget	% of Budget
MARINA			
6700 · Personal Services			
6710 · Maintenance Person	1,502.55	3,500.00	42.9%
6711 · Payroll Taxes	118.05	250.00	47.2%
6712 · Worker's Comp Insurance	50.00	50.00	100.0%
Total 6700 · Personal Services	1,670.60	3,800.00	44.0%
6720 · Materials & Services			
6721 · Marina Electricity	2,380.84	2,000.00	119.0%
6722 · OMB Repairs - 1/2 MAPS	372.00	4,000.00	9.3%
6723 · Insurance	2,000.00	2,000.00	100.0%
6724 · Marina Maint. & Supplies	895.08	2,200.00	40.7%
6725 · Miscellaneous	633.00	300.00	211.0%
6727 · Marina Fuel			
6727-2 · Marina Diesel	1,997.96	7,000.00	28.5%
6727-1 · Marina Gas	7,438.88	3,000.00	248.0%
Total 6727 · Marina Fuel	9,436.84	10,000.00	94.4%
Total 6720 · Materials & Services	15,717.76	20,500.00	76.7%
6730 · Capital Outlay			
6732 · Engineering & Surveying	0.00	0.00	0.0%
6733 · Marina Equipment	0.00	0.00	0.0%
Total 6730 · Capital Outlay	0.00	0.00	0.0%
Total MARINA	17,388.36	24,300.00	71.6%
RV PARK EXPENSES			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	1,742.26	2,500.00	69.7%
6311 · Payroll Taxes, Maintenance - RV	125.59	200.00	62.8%
6312 · Workmens Compensation - RV	200.00	200.00	100.0%
6300 · Personal Services - RV - Other	11.26		
Total 6300 · Personal Services - RV	2,079.11	2,900.00	71.7%
6320 · Materials & Services - RV			
6321 · Water Fees - RV	2,833.00	3,400.00	83.3%
6322 · Sanitation - RV	864.00	1,000.00	86.4%
6323 · Electricity - RV Park	5,440.40	7,000.00	77.7%
6324 · Telephone - RV	539.40	600.00	89.9%
6325 · Advertising - RV	0.00	500.00	0.0%
6326 · Maintenance & Supplies - RV	344.61	1,000.00	34.5%
6327 · Insurance - RV	1,100.00	1,100.00	100.0%
6328 · Misc. - RV	12.00	500.00	2.4%
6329 · Sewer	3,295.04	3,000.00	109.8%
Total 6320 · Materials & Services - RV	14,428.45	18,100.00	79.7%
6340 · Capital Outlay - RV			
6341 · RV Park Const Improv	0.00	4,800.00	0.0%
Total 6340 · Capital Outlay - RV	0.00	4,800.00	0.0%
Total RV PARK EXPENSES	16,507.56	25,800.00	64.0%
WILLOW CREEK QUARRY			
6520 · Materials & Services - WQ			
6523 · Miscellaneous - WQ	650.00	250.00	260.0%
6524 · Travel	0.00	500.00	0.0%
Total 6520 · Materials & Services - WQ	650.00	750.00	86.7%
6540 · Capital Outlay - WQ			
6542 · Engineering & Surveying	0.00	0.00	0.0%
6540 · Capital Outlay - WQ - Other	7,348.55	957,798.00	0.8%
Total 6540 · Capital Outlay - WQ	7,348.55	957,798.00	0.8%
Total WILLOW CREEK QUARRY	7,998.55	958,548.00	0.8%
Total GENERAL FUND EXPENSES	332,515.96	1,479,650.00	22.5%
6999 · Uncategorized Expenses			
1500 · Unappropriated Ending Fund Bal.	0.00	0.00	0.0%
Total 6999 · Uncategorized Expenses	0.00	0.00	0.0%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
YTD

	Jul '16 - Jun 17	Budget	% of Budget
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	61,690.14	62,000.00	99.5%
8410-1 · Admin. Asst. 1/3	16,997.78	17,500.00	97.1%
8410-2 · Lab Technician	40,820.60	55,000.00	74.2%
8411 · Payroll Taxes	9,247.91	11,000.00	84.1%
8412 · Worker's Comp Ins.	290.53	1,200.00	24.2%
8413 · Employee Benefits - Insurance	27,880.37	37,200.00	74.9%
8414 · Employee Benefits - Retirement	14,341.03	16,140.00	88.9%
Total PERSONNEL SERVICES	171,268.36	200,040.00	85.6%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	6,600.41	7,500.00	88.0%
8422 · Training/Seminars/Conventions	845.74	7,500.00	11.3%
8423 · Legal Fees	0.00	1,000.00	0.0%
8424 · Office Supplies & Equipment	96.55	2,500.00	3.9%
8424-1 · Lab Supplies	12,421.40	55,000.00	22.6%
8424-2 · Outside Lab Services	30.00	5,000.00	0.6%
8424-3 · Consultant	47,750.00	72,000.00	66.3%
8425 · Utilities	897.96	2,000.00	44.9%
8426-1 · Dues & Subscriptions	437.50	3,000.00	14.6%
8426 · Advertising & Marketing	14,592.30	30,000.00	48.6%
8427 · Telephone & Internet Service	3,166.56	3,000.00	105.6%
8428 · Website Develop. & Maint.	1,242.99	2,500.00	49.7%
8429 · Building Insurance	4,500.00	4,500.00	100.0%
8430 · City of Arlington Insitu Lease	21,600.00	21,600.00	100.0%
8430-1 · Feasibility Studies	0.00	25,000.00	0.0%
8430-2 · Grant Match	0.00	3,916.00	0.0%
8430-3 · Business Start Up Program	33,872.37	30,000.00	112.9%
8430-4 · Property Taxes	6,968.55	7,000.00	99.6%
8433 · Telecom Infrastr Creation	517,332.00	776,000.00	66.7%
8439 · Contingency	0.00	12,000.00	0.0%
Total MATERIALS AND SERVICES	672,354.33	1,071,016.00	62.8%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	0.00	47,000.00	0.0%
8432 · Engineering & Surveying	3,681.16	25,000.00	14.7%
8435 · Building Construction	0.00	500,000.00	0.0%
Total CAPITAL OUTLAY	3,681.16	572,000.00	0.6%
DEBT SERVICE			
8441 · Loan - Principal	8,888.20	8,888.00	100.0%
8442 · Loan - Interest	3,255.80	3,256.00	100.0%
Total DEBT SERVICE	12,144.00	12,144.00	100.0%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	859,447.85	1,855,200.00	46.3%
RESERVE FUND EXPENSES			
9500 · Repair, Maint.,Grant Match	0.00	30,630.00	0.0%
Total RESERVE FUND EXPENSES	0.00	30,630.00	0.0%
Total Expense	1,191,963.81	3,365,480.00	35.4%
Net Ordinary Income	1,951,567.88	0.00	100.0%
Net Income	1,951,567.88	0.00	100.0%

Gilliam County Auction Committee
PO Box 656 - Condon, OR 97823

*Have \$100⁰⁰
last year*

June 19, 2017

Dear Auction Supporter,

The Gilliam County Fair is quickly approaching in August and we are once again reaching out for your support. Many of you are familiar with our auction committee and have contributed to the success of our county's 4-H livestock producers in the past. We greatly appreciate your generosity and look forward to your continued support of our local youth.

Your support, whether it's from the purchase of an animal or a donation to the auction pool, will help these young livestock producers with the expense of raising a quality animal in order to provide the choicest product for your dining pleasure. These youth also use the money they earn from the sale of their livestock to help with the ever-increasing expense of a secondary education, many of whom will continue on in various agricultural fields.

We have enclosed a brochure to provide you with some additional information on how the auction works as well as the *estimated* cost of an animal. This brochure also provides a section for you to mark your selection whether you prefer to purchase an animal or make a monetary donation to the auction pool. Please return that completed section to the Gilliam County Auction Committee at PO Box 656, Condon, OR 97823. If you are sending in a donation in lieu of purchasing an animal, please make your check payable to the "Gilliam County Auction Committee".

If you have any questions or need further assistance, please do not hesitate to contact any one of the auction committee members listed below. Do not contact the fair or extension offices as they are unable to answer questions. Thank you very much for your support and we look forward to another successful year!

Sincerely,

The Gilliam County Auction Committee

Shanna Gronquist	(541)980-2920
Melody Tucker	(256)438-0572
Heather Stephens	(541)314-5958
Kelly Smith	(541)965-2599

Port Manager/ Economic Development Report

July 13th, 2017

The Port of Arlington's mission is to *support the creation, retention, expansion, and recruitment of businesses and jobs that will enhance the economy and quality of life of Gilliam County.*

This report covers recent activities of the Port of Arlington including developments at Arlington Mesa, Shutler Station, Island Park and Willow Creek industrial parks.

Administration

Industrial Parks

Several contenders are considering bids for the concrete batch plant at Shutler station. Port staff has been answering questions of interested parties. Bids are due to the County Court by 2 pm, July 10, 2017. County Court is seeking proposals to lease the facility for 3 to 10 years.

Request for quotes have been sent out to the 7 appraisal firms to appraise the Grain Lab. Port staff continues to field questions from a number of parties interested in the lab and equipment. The Quote opening is scheduled for July 21.

A 10% engineering report has been completed on a rail siding between Shutler Station and Waste Management's transfer station. The proposal has been submitted to Union Pacific for formal evaluation. The new track will greatly improve flow and relieve rail car congestion at the Arlington siding as well.

Island Park / Marina and RV Park

A-Town Throw Down event was very successful, participants, vendors, the Arlington Chamber of Commerce all encourage an event repeat for next year. The event marketed through the Pacific Northwest on social media and locally in print and radio brought in a good mix of participants and spectators. The event was established to highlight the Port's new launch site and encourage its usage. There is no charge but recreators are asked to patronize local businesses. Reports from local businesses are very positive. Below are pictures of some of the day's activities.



Buoy Stand Up Paddle Race start



North Gilliam EMT's "Seal Team 4"

SUP Relay race, six teams competed for glory.



Kite Surfing Competitors for the 1st annual Throw Down Competition



Competitors Safety Meeting for Kite Event



Kite Surfing competition June 17, 2017



2017 A-Town Throw Down Kite Surfing Women Winners
1st – Cynthia Brown (C), 2nd – Tonia Farman (R)
3rd –Machelle Dotson (L)
with Port President Ron Wilson (R) and
Port Manager Peter Mitchell (L)



2017 Men's Kite Winners
1st – Grom Gormley (C) , 2nd – Matt Elsasser (L)
3rd – Cody Cosnett (R)

Fuel dock – We have seen a number of large diesel powered vessels dock for fuel this month. Overall sales volume increased 59% Year over Year for June. The Port serviced 43 fuel customers in June 2017 vs. 29 customers last year.

On the calm day's fishermen are utilizing the boat launch and fuel dock. Word has also been spreading that the Bass Pro fishing tournament will be held in Arlington this year – pros are already scouting out the “best” fishing holes.

Progress continues with the TV Coop's fiber build. The Das-Co crews have begun installing the fiber drops to homes. There is much more work to be done on splicing and installing servers, receivers in the head house before the system can go live but the project is progressing.

Economic Development

Housing Task force - Port staff has met with a number of participants in the housing task force searching for solutions to various aspects of workforce housing and housing challenges in general. The task force has begun the process of targeting proposed solutions and windowing the number down to a manageable few. A survey is currently being circulated to the follow people:

1-All Gilliam County residents

2-Everyone who owns property in Gilliam County, even if they live elsewhere

3-Everyone who works in Gilliam County even if they live elsewhere

Please ask all your co-workers, friends, neighbors, etc. to fill out the survey. Here is the link -

<https://consultations.oregonskitchentable.org/survey/gilliam-county-housing-opportunities>

Up Coming Dates:

July 4 – Holiday, office closed

July 5 – Gilliam County Court; Arlington City Council

July 6 - Geotech RFQ Deadline

July 13 – Port Board Meeting (Thursday) in Condon, 5:00 p.m.

July 17 – ODOT Technical Group, transit, 1 p.m.

July 19 - Panel review

July 20 - Pioneer CDC, 2 p.m. Condon

July 24 – Housing Task Force, Condon Fire Hall, 10 a.m. – 1 p.m.

July 29 – Arlington Car Show, Earl Snell Park, 8 a.m. – 4 p.m.

2017 Port of Arlington fuel Sales								
Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-17	\$ 3.44	3	38	\$ 130.34	\$ 2.69		0	\$ -
February-17	\$ 3.44	1	5	\$ 18.83	\$ 2.69		0	
March-17	\$ 3.44	13	168	\$ 336.75	\$ 2.69		0	
April-17	\$ 3.44	28	209	\$ 714.91	\$ 2.69	1	100	\$ 269.96
May-17	\$ 3.44	39	379	\$ 1,311.08	\$ 2.69		0	
June-17	\$ 3.95	39	408	\$ 1,480.35	\$ 2.69	4	504	\$ 1,359.18
	\$ 3.95				\$ 2.69			
	\$ 3.95				\$ 2.69			
	\$ 3.95				\$ 2.69			
	\$ 3.95				\$ 2.69			
	\$ 3.95				\$ 2.69			
	\$ 3.95				\$ 2.69			
YTD Totals		123	1,208	\$ 3,992.26		5	604	\$ 1,629.14

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

	<u>Jun 17</u>	<u>Jun 16</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Jul '16 - Jun 17</u>
GENERAL FUND RESOURCES					
4210 · Marina Revenue	316.00	228.00	88.00	38.6%	6,235.14
4211 · RV Park Revenues					
4211-4 · RV Park Dry Camp	278.00	335.70	-57.70	-17.19%	2,745.90
4211-3 · RV Park Daily Rent	689.75	781.00	-91.25	-11.68%	7,811.75
4211-2 · RV Park Weekly Rent	250.00	324.00	-74.00	-22.84%	3,034.75
4211-1 · RV Park Monthly Rent	2,344.00	2,103.00	241.00	11.46%	28,080.00
4212 · RV Park fee Refund	0.00	0.00	0.00	0.0%	-220.00
Total 4211 · RV Park Revenues	<u>3,561.75</u>	<u>3,543.70</u>	<u>18.05</u>	<u>0.51%</u>	<u>41,452.40</u>
4213 · Marina Fuel Revenue					
4213-2 · Gasoline Sales	1,480.35	1,255.81	224.54	17.88%	9,415.78
4213-1 · Diesel Sales	1,359.18	521.14	838.04	160.81%	3,382.69
Total 4213 · Marina Fuel Revenue	<u>2,839.53</u>	<u>1,776.95</u>	<u>1,062.58</u>	<u>59.8%</u>	<u>12,798.47</u>
4214 · Marina Power and Water Revenue	90.00	60.00	30.00	50.0%	450.00

**Environmental Sentry Corp
Commission Meeting
September 15, 2016
Following Port of Arlington Meeting**

The meeting was called to order by President Kennedy at 8:01 pm.

The minutes of May 12, 2015 were approved by a motion from Commissioner Wilson and seconded by Commission Fitzsimmons. The motion carried 5-0.

Election of Officers: Commissioner Hunking moved to reappoint President Kennedy and Secretary/Treasurer Wilson to their respective positions. Commissioner Nation seconded and the motion carried 5-0.

Commissioner Wilson moved to appoint Commissioner Hunking for Vice President and Commissioner Nation seconded. The motion carried 5-0.

Check signing authority: Commissioner Wilson moved to remove Susan Jones from the Environmental Sentry Corp check signing authority and to appoint Vice President Hunking with the check signing authority. Commissioner Nation seconded. The motion carried 5-0.

The next meeting will be July 2017 unless an earlier meeting is necessary.

Meeting adjourned 8:05 pm.

President Dewey Kennedy

V.P. Kevin Hunking