



**Port of Arlington
AGENDA**

5:00 pm

Wednesday, September 15, 2021

Meeting Location:

Port of Arlington

100 Port Island Road

For your convenience, the meeting will also be conducted via videoconference. Members of the public may listen in and offer comment through their computers or over the phone.

Join Zoom Meeting:

<https://us02web.zoom.us/j/81695210027?pwd=ZWlhbExHUVNMQ1prRnRMNWWyZGpNQOT09>

Meeting ID: 894 6373 2035

Passcode: 695062

One tap mobile

+13462487799,,81695210027#,,,,*151435# US (Houston)

+16699006833,,81695210027#,,,,*151435# US (San Jose)

- 1. Call meeting to order**
- 2. Public Comment on non-agenda items**
- 3. Consent Agenda:**
 - Approval of August 18, 2021 Commission meeting minutes
 - Approval of August 2021 payables
- 4. Presidents Report**
- 5. Commissioner's Reports**
- 6. Willow Creek IGA**
- 7. Economic Development**
 - 7.1 EDO Report**
 - 7.2 Bathroom Replacement and Parking Lot Improvement Update**
 - 7.2 Waterbear Energy Discussion**

Upcoming Meetings:

Regular Commission Meeting on Tuesday, October 20, 2021 at 5pm – Gilliam County Courthouse, Condon, 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: Wednesday, September 8, 2021: 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
August 18, 2021
5:00 p.m.
Port Of Arlington / Zoom Meeting

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

Those Present: President Shannon; Commissioner Wilkens; Commissioner Greiner; Port Manager/ Economic Development Officer, Jeff Dane; Admin. Asst., Kelly Margheim; Attorney Ruben Cleaveland;

Absent: Vice President Wilson, Commissioner Kennedy

Audience: Pat Shannon, Sherrie Wilkens

2. Public Comment on non-agenda items - None

3. Consent Agenda:

- Approval of July 21, 2021 Commission Meeting Minutes
- Approval of July 2021 Payables and Financials

Commissioner Greiner stated there was a vote of hands for Port President at the July meeting. The vote by hands was three for Leah Shannon and two for Ron Wilson.

Commissioner Wilkins moved to approve the meeting minutes with the above changes and Commissioner Greiner seconded. The motion carried 3-0

Commissioner Greiner moved to approve the July 2021 payables and financials and Commissioner Wilkins seconded. The motion carried 3-0

4. Presidents Report: President Shannon presented a donation request from the Gilliam County Live Stock Show and Auction. Commissioner Wilkins moved to donate \$200 to Gilliam Live Stock committee and Commissioner Greiner seconded. The motion carried 3-0

5. Commissioner Reports: Commissioner Wilkins stated a purification water company had contacted him and he will pass the information to EDO Dane. This project is probably a few years out.

Commissioner Greiner addressed County Commissioner Pat Shannon, inquiring whether the county court had discussed hiring a fulltime grant writer in their meeting that morning. Commissioner Shannon explained that once the needs of the Gilliam County Department heads, Special Districts and other businesses are figured out, the next step would then be to seek out a grant writer. County Commissioner Wilkins then suggested hiring a freelance grant writer or perhaps keep one on a retainer basis.

Commissioner Reports Continued:

- 6. Port of Arlington & Gilliam County Court IGA Resolution** - President Shannon stated the Port and the County Court were able to reach an agreement regarding the IGA. Attorney Cleaveland was directed to write up an addendum focused on an Arlington Airport paving project. President Shannon had a meeting with Mayor Bufton and at the end of the joint meeting Mayor Bufton stated he would talk with Counselor Swope and discuss at the next City Council meeting. Mayor Bufton thinks the Council will agree to move forward. EDO Dane will look into the Connect Oregon grant before the next Port meeting.

- 7. EDO**

 - 7.1 Island Park Bathroom Project** - EDO Dane addressed the remaining issues left before the bathrooms can open. EDO Dane is working with CXT and M&M Excavating to get the issues resolved. M&M Excavating has been problematic when getting this project completed, to the extent they are absent and unresponsive. Administrative Assistant Margheim stated to the Port Board that the project is almost a month behind schedule and three weeks past the deadline, putting the Port at risk of losing the grant money. EDO Dane is in regular contact with the Marine Board, and they are very cooperative in helping the Port finish the project. Commissioner Greiner believes we will not have issues with the Marine Board as long as we stay in contact with them. President Shannon asked Attorney Cleaveland of the Ports legal rights regarding M&M and specific performance. Attorney Cleaveland stated that he can look over the contract and let the Port Board know if remedies exist.

 - 7.2 Gronquist Acoustics for the Columbia Room** – EDO Dane stated that the acoustic panel are almost complete, but a supply chain issue is causing a delay in custom fabric for the design. The Port could have them installed with a different material, but the aesthetics would not be as nice. The Consensus was to wait for the correct fabric.

 - Commissioner Greiner asked about the new tenant in the downstairs of the Gronquist. EDO Dane said that Vesta is leasing the entire downstairs thru November of this year. There is a possibility it could be longer, but they will not know until November. Vestas will be sending the Port a lease agreement for Attorney Cleaveland to look over.

 - 7.3 Waterbear Energy Update** – President Shannon said that Waterbear will be presenting for their project September 3, 2021 by invite.

EDO Continued:

7.4 Painted Hills Update – Business Oregon contacted EDO Dane and stated that the Port can apply for a bond for the Painted Hills project. EDO Dane said at the last meeting he attended with Painted Hills they were still undecided on moving forward with the project. Commissioner Greiner said Painted Hills still needs to work with their own project manager and get a plan to move forward. After some discussion EDO Dane was directed to talk with Gabrielle from Painted Hills and explain about the Business Oregon, and other opportunities.

7.5 Oregon Heritage Program – President Shannon researched the grant with the Oregon Heritage Program and would like for the Gilliam County Historical Society to be made aware of this grant.

8. Administration

8.1 Solutions CPA's Inc. will be performing the Port's Audit in September 2021. Administrative Assistant Margheim Stated the Audit should get underway in the later part of September.

Meeting adjourned 6:03 pm

President Leah Shannon

V.P. Ron Wilson

**Port of Arlington
Regular Monthly Commission Meeting**

AUGUST 2021 PAYABLES

Resources:

Deposits and Credits through 8/31/2021 (see attached detail)

Total Deposits and Credits– All Accounts \$ 21,707.64

Expenses:

Checks Written: 9686 through 9705

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

Total Expenses and Transfers– All Accounts (\$40,013.54)

Bank Balance Information:

Ending Balance as of 8/31/21 : Bank of Eastern Oregon Checking: \$ 432,772.52
Bank of E. Oregon Reserve Fund: \$ 77,693.00
Bank of E. Oregon Muni Market Fund: \$ 89,688.57
LGIP: (8/31/21) \$1,002,474.59

Commission President Leah Shannon

Vice President Ron Wilson

2021 Port of Arlington fuel Sales								
Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-21	\$ 3.49	11	113	\$ 374.32	\$ 2.69	0	0	\$ -
February-21	\$ 3.49	12	172	\$ 562.85	\$ 2.69	0	0	-
March-21	\$ 3.49	20	138	\$ 487.99	\$ 2.69	2	322	\$ 868.36
April-21	\$ 3.89	25	183	\$ 701.36	\$ 2.69	1	6	\$ 16.30
May-21	\$ 3.89	43	336	\$ 1,310.77	\$ 2.69	0	0	\$ -
June-21	\$ 4.89	45	379	\$ 1,674.72	\$ 2.69	0	0	\$ -
July-21	\$ 4.70	44	324	\$ 1,646.25	\$ 2.69	2	554	\$ 1,493.03
August-21	\$ 4.99	39	412	\$ 1,999.07	\$ 2.69	0	0	\$ -
September-21					\$ 2.69			
October-21					\$ 2.69			
November-21					\$ 2.69			
December-21					\$ 2.69			
YTD Totals		239	2,058	\$ 8,757.33		5	882	\$ 2,377.69

2020 Port of Arlington fuel Sales								
Date	\$ / gallon	Gasoline			\$ / gallon	Diesel		
		Number	Gallons	\$ Sales		Number	Gallons	\$ Sales
January-20	\$ 3.99	7	94	\$ 373.93	\$ 2.69	0	0	\$ -
February-20	\$ 3.99	6	31	\$ 122.30	\$ 2.69	1	6	\$ 16.97
March-20	\$ 3.99	27	258	\$ 1,049.13	\$ 2.69	0	0	\$ -
April-20	\$ 3.99	32	259	\$ 1,032.66	\$ 2.69	0	0	\$ -
May-20	\$ 3.99	33	234	\$ 836.72	\$ 2.69	1	10	\$ 27.10
June-20	\$ 3.49	49	399	\$ 1,293.61	\$ 2.69	0	0	\$ -
July-20	\$ 3.49	50	388	\$ 1,144.76	\$ 2.69	2	83	\$ 223.99
August-20	\$ 3.49	67	805	\$ 2,622.41	\$ 2.69	3	89	\$ 240.06
September-20	\$ 3.49	52	495	\$ 1,631.00	\$ 2.69	0	0	\$ -
October-20	\$ 3.49	40	247	\$ 838.95	\$ 2.69	8	217	\$ 586.29
November-20	\$ 3.49	8	86	\$ 300.14	\$ 2.69	0	0	
December-20	\$ 3.49	19	163	\$ 541.93	\$ 2.69	0	0	
YTD Totals		390	3,460	\$ 11,787.54		15	405	\$ 1,094.41

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	\$ 3.99	57	618	\$ 2,442.36	\$ 2.69	3	108	\$ 290.91
September-19	\$ 3.99	45	465	\$ 1,757.99	\$ 2.69	5	46	\$ 123.11
October-19	\$ 3.99	38	422	\$ 1,576.03	\$ 2.69	4	184	\$ 472.91
November-19	\$ 3.99	24	229	\$ 914.15	\$ 2.69	0	0	\$ -
December-19	\$ 3.99	16	212	\$ 808.98	\$ 2.69	0	0	\$ -
YTD Totals		376	3,632	\$ 14,495.36		13	352	\$ 922.42

PORT OF ARLINGTON
Profit & Loss Prev Year Comparison
July 1 through September 8, 2021

	TOTAL													
	Jul 21	Jul 20	\$ Change	% Change	Aug 21	Aug 20	\$ Change	% Change	Sep 1 - 8, 21	Sep 1 - 8, 20	\$ Change	% Change	Jul 1 - Sep 8, 21	Jul 1 - Sep 8, 20
Ordinary Income/Expense														
4210 - Marina Revenue	435.00	820.00	-385.00	-46.95%	1,046.67	90.00	956.67	1,062.97%	214.00	380.00	-166.00	-43.68%	1,695.67	1,290.00
4211 - RV Park Revenues														
4211-1 - RV Park Monthly Rent	3,150.00	3,675.00	-525.00	-14.29%	3,150.00	2,100.00	1,050.00	50.0%	2,100.00	1,050.00	1,050.00	100.0%	8,400.00	6,825.00
4211-2 - RV Park Weekly Rent	380.00	0.00	380.00	100.0%	0.00	380.00	-380.00	-100.0%	0.00	0.00	0.00	0.0%	380.00	380.00
4211-3 - RV Park Daily Rent	525.00	1,290.00	-765.00	-59.3%	875.00	1,595.00	-720.00	-45.14%	430.00	1,185.00	-755.00	-63.71%	1,830.00	4,070.00
4211-4 - RV Park Dry Camp	310.00	582.50	-272.50	-46.78%	160.00	229.00	-69.00	-30.13%	240.00	440.00	-200.00	-45.46%	710.00	1,251.50
4211-5 - Monthly TV	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	10.00	0.00	10.00	100.0%	10.00	0.00
Total 4211 - RV Park Revenues	4,365.00	5,547.50	-1,182.50	-21.32%	4,185.00	4,304.00	-119.00	-2.77%	2,780.00	2,675.00	105.00	3.93%	11,330.00	12,526.50
4213 - Marina Fuel Revenue														
4213-2 - Gasoline Sales	1,646.25	1,372.26	273.99	19.97%	1,999.07	2,622.41	-623.34	-23.77%	1,085.92	680.31	405.61	59.62%	4,731.24	4,674.98
4213-1 - Diesel Sales	1,493.03	223.99	1,269.04	566.56%	194.86	240.06	-45.20	-18.83%	0.00	0.00	0.00	0.0%	1,687.89	464.05
4213 - Marina Fuel Revenue - Other	0.00	0.00	0.00	0.0%	4.72	0.00	4.72	100.0%	0.00	0.00	0.00	0.0%	4.72	0.00
Total 4213 - Marina Fuel Revenue	3,139.28	1,596.25	1,543.03	96.67%	2,198.65	2,862.47	-663.82	-23.19%	1,085.92	680.31	405.61	59.62%	6,423.85	5,139.03
4214 - Marina Power and Water Revenue	0.00	60.00	-60.00	-100.0%	0.00	70.00	-70.00	-100.0%	0.00	0.00	0.00	0.0%	0.00	130.00
4340 - Willow Creek Rock Sales	0.00	19,049.28	-19,049.28	-100.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	19,049.28

PORT OF ARLINGTON
Profit & Loss
August 2021

	Aug 21
Ordinary Income/Expense	
Income	
5200 · Gronquist Resources	
5204 · Colimbia Room Rental	500.00
5203 · Shannon Lease	2,000.00
Total 5200 · Gronquist Resources	2,500.00
GENERAL FUND RESOURCES	
4010 · Taxes-Current	942.08
4011 · Taxes-Prior	111.56
4020 · Interest - NOW Checking	30.61
4021 · Interest - Best A/C	91.34
4022 · Interest - LGIP A/C	467.66
4210 · Marina Revenue	1,046.67
4211 · RV Park Revenues	
4211-1 · RV Park Monthly Rent	3,150.00
4211-3 · RV Park Daily Rent	875.00
4211-4 · RV Park Dry Camp	160.00
Total 4211 · RV Park Revenues	4,185.00
4213 · Marina Fuel Revenue	
4213-2 · Gasoline Sales	1,999.07
4213-1 · Diesel Sales	194.86
4213 · Marina Fuel Revenue - Other	4.72
Total 4213 · Marina Fuel Revenue	2,198.65
Total GENERAL FUND RESOURCES	9,073.57
5000 · ECONOMIC DEVELOP FUND RESOURCES	
5034 · Taxes Collected for Triple Net	766.00
5031 · Building Lease 11-002	7,828.00
5032 · Building Lease 11-004	1,500.00
5033 · Flex Bldg Lease	3,250.00
Total 5000 · ECONOMIC DEVELOP FUND RESOUR...	13,344.00
RESERVE FUND RESOURCES	
9002 · Interest Earned Reserve Fund	79.12
Total RESERVE FUND RESOURCES	79.12
Total Income	24,996.69
Expense	
8500 · Gronquist Fund Expences	
Materials and Services	
85230 · Building Maintenance	65.93
8527 · Telephone and Internet	120.25
8521-1 · Credit Card Fees	14.80
8521 · Utilities	93.50
Total Materials and Services	294.48
Personnel Services	
8514 · Employee Benefits - Retirement	1,320.55
8513 · Employee Benefits Insurance	3,261.69
8511 · Payroll Taxes	390.74
8510-3 · Maintenance	1,791.81
8510-1 · Administrative Assistant	1,717.82
8510 · Port Manager	3,250.60
Total Personnel Services	11,733.21
Total 8500 · Gronquist Fund Expences	12,027.69
6560 · Payroll Expenses	-23,847.55

PORT OF ARLINGTON
Profit & Loss
August 2021

	Aug 21
GENERAL FUND EXPENSES	
ADMINISTRATION EXPENSES	
6000 · Personal Services - AD	
6008 · Port Manager	3,250.59
6009 · Administrative Assistant	3,679.60
6011 · Payroll Taxes - Staff	535.08
6015 · Employee Benefits Insurance	2,590.26
6016 · Employee Benefits Retirement	831.62
Total 6000 · Personal Services - AD	10,887.15
6100 · Materials and Services - AD	
6111 · Utilities	45.50
6112 · Office Supplies and Equipment	47.00
6113 · Legal Fees	950.00
6115 · Dues, Subscriptions, Fees	
6115-1 · Credit Card Fees	286.46
6115 · Dues, Subscriptions, Fees - Other	964.59
Total 6115 · Dues, Subscriptions, Fees	1,251.05
6117 · Telephone and Internet Srv.	161.34
6122 · Meetings and Elections	12.00
6127 · Commissioner Conference & Trave	139.32
6129 · Postage	3.60
6100 · Materials and Services - AD - Other	155.25
Total 6100 · Materials and Services - AD	2,765.06
Total ADMINISTRATION EXPENSES	13,652.21
ISLAND PARK	
6600 · Personal Services	
6615 · Employee Retirement	370.03
6614 · Employee Benefits	1,388.46
6610 · Maintenance Person	3,583.63
6611 · Payroll Taxes	280.06
Total 6600 · Personal Services	5,622.18
6620 · Materials & Services	
6622 · Sanitation	67.00
6627 · Park Maintenance & Supplies	16.99
Total 6620 · Materials & Services	83.99
6630 · Capital Outlay	
6631 · Park Improvements	295.64
Total 6630 · Capital Outlay	295.64
Total ISLAND PARK	6,001.81
MARINA	
6700 · Personal Services	
6714 · Employee Retirement	65.90
6710 · Maintenance Person	298.64
6711 · Payroll Taxes	23.35
6713 · Other	114.60
Total 6700 · Personal Services	502.49
6720 · Materials & Services	
6721 · Marina Electricity	106.56
6724 · Marina Maint. & Supplies	174.19

PORT OF ARLINGTON

Profit & Loss

August 2021

	Aug 21
6727 · Marina Fuel	
6727-2 · Marina Diesel	2,980.00
6727-1 · Marina Gas	2,145.00
Total 6727 · Marina Fuel	5,125.00
Total 6720 · Materials & Services	5,405.75
Total MARINA	5,908.24
RV PARK EXPENSES	
6314 · Employee Retirement	65.89
6300 · Personal Services - RV	
6310 · Maintenance Person - RV	298.64
6311 · Payroll Taxes, Maintenance - RV	23.34
6313 · Employee Benefits- RV	115.20
Total 6300 · Personal Services - RV	437.18
6320 · Materials & Services - RV	
6321 · Water Fees - RV	385.00
6322 · Sanitation - RV	137.00
6323 · Electricity - RV Park	879.80
6324 · WIFI - RV	40.13
6329 · Sewer	440.40
Total 6320 · Materials & Services - RV	1,882.33
Total RV PARK EXPENSES	2,385.40
Total GENERAL FUND EXPENSES	27,947.66
8400 · ECON.DEVELOP.FUND EXPENSES	
PERSONNEL SERVICES	
8410 · Officer	6,501.78
8410-1 · Admin. Asst. 1/3	5,595.16
8411 · Payroll Taxes	787.26
8413 · Employee Benefits - Insurance	3,652.05
8414 · Employee Benefits - Retirement	1,222.39
Total PERSONNEL SERVICES	17,758.64
MATERIALS AND SERVICES	
8421 · Travel/Food/Lodging	48.15
8423 · Legal Fees	950.00
8425 · Utilities	45.50
8426 · Advertising & Marketing	2,109.00
8427 · Telephone & Internet Service	280.57
8430 · City of Arlington Insitu Lease	1,800.00
Total MATERIALS AND SERVICES	5,233.22
DEBT SERVICE	
8441 · Loan - Principal	812.39
8442 · Loan - Interest	199.61
Total DEBT SERVICE	1,012.00
Total 8400 · ECON.DEVELOP.FUND EXPENSES	24,003.86
Total Expense	40,131.66
Net Ordinary Income	-15,134.97
Net Income	-15,134.97

PORT OF ARLINGTON
Balance Sheet
As of August 31, 2021

	Aug 31, 21
ASSETS	
Current Assets	
Checking/Savings	
1000 · Beginning Cash Drawer Funds	100.00
1001 · Bank of E/O - Checking	432,772.52
1003 · LGIP Investment A/C	1,002,474.59
1004 · Reserve Fund	77,693.00
1005 · Municipal Money Market Account	89,688.57
Total Checking/Savings	1,602,728.68
Accounts Receivable	
1200 · Accounts Receivable	-21,707.64
Total Accounts Receivable	-21,707.64
Other Current Assets	
1201 · AR Audit	16,474.51
1210 · Property Tax Receivable	4,095.95
1300 · Prepaid Expense	5,718.75
Total Other Current Assets	26,289.21
Total Current Assets	1,607,310.25
Other Assets	
1006 · Cash With County	731.40
Total Other Assets	731.40
TOTAL ASSETS	1,608,041.65
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	132,724.44
Total Accounts Payable	132,724.44
Other Current Liabilities	
2002 · AP Audit	-2,724.48
2100 · Payroll Liabilities	-2,755.86
2110 · Deferred Rev. - Property Taxes	3,642.20
Total Other Current Liabilities	-1,838.14
Total Current Liabilities	130,886.30
Total Liabilities	130,886.30

2:34 PM

09/08/21

Cash Basis

PORT OF ARLINGTON

Balance Sheet

As of August 31, 2021

	<u>Aug 31, 21</u>
Equity	
3110 - Retained Earnings	1,247,797.10
Net Income	<u>229,358.25</u>
Total Equity	<u>1,477,155.35</u>
TOTAL LIABILITIES & EQUITY	<u>1,608,041.65</u>

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check		08/30/2021	QuickBooks Pay...		1001 · Bank of E...		-8,818.51
			QuickBooks Payr...		2111 · Direct Dep...	-8,818.51	8,818.51
TOTAL						-8,818.51	8,818.51
Check		08/31/2021			1003 · LGIP Inve...		-0.10
					4022 · Interest - L...	-0.10	0.10
TOTAL						-0.10	0.10
Check	EFT	08/09/2021	Heartland Paym...		1001 · Bank of E...		-210.82
					6115-1 · Credit C...	-210.82	210.82
TOTAL						-210.82	210.82
Check	EFT	08/10/2021	Harland Clarke		1001 · Bank of E...		-47.00
					6112 · Office Sup...	-47.00	47.00
TOTAL						-47.00	47.00
Check	EFT	08/12/2021	Pacific Power		1001 · Bank of E...		-1,141.61
					6100 · Materials ...	-155.25	155.25
					6323 · Electricity ...	-879.80	879.80
					6721 · Marina Ele...	-66.56	66.56
					6721 · Marina Ele...	-40.00	40.00
TOTAL						-1,141.61	1,141.61
Liability Check	EFT	08/27/2021	Oregon Departm...		1001 · Bank of E...		-957.00
					2100 · Payroll Lia...	-957.00	957.00
TOTAL						-957.00	957.00

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	EFT	08/27/2021	United States Tr...		1001 · Bank of E...		-3,693.56
				2100 · Payroll Lia...		-1,445.00	1,445.00
				2100 · Payroll Lia...		-911.18	911.18
				2100 · Payroll Lia...		-911.18	911.18
				2100 · Payroll Lia...		-213.10	213.10
				2100 · Payroll Lia...		-213.10	213.10
TOTAL						-3,693.56	3,693.56
Paycheck	DD1...	08/31/2021	Knisley, Jeff D		1001 · Bank of E...		0.00
				6560 · Payroll Ex...		-6,068.88	6,068.88
				6560 · Payroll Ex...		-433.49	433.49
				6560 · Payroll Ex...		-780.28	780.28
				2100 · Payroll Lia...		780.28	-780.28
				6560 · Payroll Ex...		-2,000.74	2,000.74
				2100 · Payroll Lia...		2,000.74	-2,000.74
				6560 · Payroll Ex...		-122.84	122.84
				2100 · Payroll Lia...		122.84	-122.84
				6560 · Payroll Ex...		-4.03	4.03
				2100 · Payroll Lia...		4.03	-4.03
				2100 · Payroll Lia...		6.50	-6.50
				2100 · Payroll Lia...		846.00	-846.00
				6560 · Payroll Ex...		-403.15	403.15
				2100 · Payroll Lia...		403.15	-403.15
				2100 · Payroll Lia...		403.15	-403.15
				6560 · Payroll Ex...		-94.28	94.28
				2100 · Payroll Lia...		94.28	-94.28
				2100 · Payroll Lia...		94.28	-94.28
				2100 · Payroll Lia...		444.00	-444.00
				2111 · Direct Dep...		4,708.44	-4,708.44
TOTAL						0.00	0.00
Paycheck	DD1...	08/31/2021	Margheim, Kelly L		1001 · Bank of E...		0.00
				6560 · Payroll Ex...		-4,595.20	4,595.20
				6560 · Payroll Ex...		-150.78	150.78
				6560 · Payroll Ex...		-229.76	229.76
				6560 · Payroll Ex...		-229.76	229.76
				6560 · Payroll Ex...		-2,162.97	2,162.97
				2100 · Payroll Lia...		2,162.97	-2,162.97
				6560 · Payroll Ex...		-118.33	118.33
				2100 · Payroll Lia...		118.33	-118.33
				6560 · Payroll Ex...		-624.66	624.66

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					2100 · Payroll Lia...	624.66	-624.66
					6560 · Payroll Ex...	-4.12	4.12
					2100 · Payroll Lia...	4.12	-4.12
					2100 · Payroll Lia...	5.21	-5.21
					2100 · Payroll Lia...	383.00	-383.00
					6560 · Payroll Ex...	-322.74	322.74
					2100 · Payroll Lia...	322.74	-322.74
					2100 · Payroll Lia...	322.74	-322.74
					6560 · Payroll Ex...	-75.48	75.48
					2100 · Payroll Lia...	75.48	-75.48
					2100 · Payroll Lia...	75.48	-75.48
					2100 · Payroll Lia...	309.00	-309.00
					2111 · Direct Dep...	3,699.06	-3,699.06
					2111 · Direct Dep...	411.01	-411.01
TOTAL						0.00	0.00
Check	9686	08/12/2021	Meadow Outdoo...		1001 · Bank of E...		-2,040.00
					8426 · Advertisin...	-2,040.00	2,040.00
TOTAL						-2,040.00	2,040.00
Check	9687	08/12/2021	Bank of Eastern ...		1001 · Bank of E...		-1,327.76
					6115 · Dues, Sub...	-964.59	964.59
					6129 · Postage	-3.60	3.60
					85230 · Building ...	-65.93	65.93
					6127 · Commissi...	-102.46	102.46
					6627 · Park Maint...	-16.99	16.99
					6724 · Marina Ma...	-174.19	174.19
TOTAL						-1,327.76	1,327.76
Check	9688	08/12/2021	Bank of Eastern ...		1001 · Bank of E...		-46.11
					8421 · Travel/Foo...	-46.11	46.11
TOTAL						-46.11	46.11

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9689	08/12/2021	City of Arlington		1001 · Bank of E...		-1,128.90
				6111 · Utilities		-45.50	45.50
				8425 · Utilities		-45.50	45.50
				6622 · Sanitation		-67.00	67.00
				6321 · Water Fee...		-385.00	385.00
				6329 · Sewer		-440.40	440.40
				6322 · Sanitation ...		-52.00	52.00
				8521 · Utilities		-93.50	93.50
TOTAL						-1,128.90	1,128.90
Check	9690	08/12/2021	VanKoten & Cle...		1001 · Bank of E...		-1,900.00
				8423 · Legal Fees		-950.00	950.00
				6113 · Legal Fees		-950.00	950.00
TOTAL						-1,900.00	1,900.00
Check	9691	08/12/2021	Gilliam County T...		1001 · Bank of E...		-1,012.00
				8441 · Loan - Pri...		-812.39	812.39
				8442 · Loan - Inte...		-199.61	199.61
TOTAL						-1,012.00	1,012.00
Check	9692	08/12/2021	Arlington T.V. C...		1001 · Bank of E...		-306.25
				8527 · Telephone...		-120.25	120.25
				6117 · Telephone...		-121.00	121.00
				8427 · Telephone...		-65.00	65.00
TOTAL						-306.25	306.25
Check	9693	08/12/2021	Devin Oil Co. Inc		1001 · Bank of E...		-5,125.00
				6727-1 · Marina ...		-2,145.00	2,145.00
				6727-2 · Marina ...		-2,980.00	2,980.00
TOTAL						-5,125.00	5,125.00

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9694	08/12/2021	H2Oregon		1001 · Bank of E...		-12.00
					6122 · Meetings ...	-12.00	12.00
TOTAL						-12.00	12.00
Paycheck	9695	08/31/2021	Metzker, James L		1001 · Bank of E...		-2,336.86
					6560 · Payroll Ex...	-2,852.64	2,852.64
					6560 · Payroll Ex...	-135.84	135.84
					6560 · Payroll Ex...	-358.62	358.62
					2100 · Payroll Lia...	358.62	-358.62
					6560 · Payroll Ex...	-1,081.48	1,081.48
					2100 · Payroll Lia...	1,081.48	-1,081.48
					6560 · Payroll Ex...	-75.56	75.56
					2100 · Payroll Lia...	75.56	-75.56
					6560 · Payroll Ex...	-4.93	4.93
					2100 · Payroll Lia...	4.93	-4.93
					2100 · Payroll Lia...	2.99	-2.99
					2100 · Payroll Lia...	216.00	-216.00
					6560 · Payroll Ex...	-185.29	185.29
					2100 · Payroll Lia...	185.29	-185.29
					2100 · Payroll Lia...	185.29	-185.29
					6560 · Payroll Ex...	-43.34	43.34
					2100 · Payroll Lia...	43.34	-43.34
					2100 · Payroll Lia...	43.34	-43.34
					2100 · Payroll Lia...	204.00	-204.00
TOTAL						-2,336.86	2,336.86
Check	9696	08/27/2021	Bureau of Labor...		1001 · Bank of E...		-295.64
					6631 · Park Impr...	-295.64	295.64
TOTAL						-295.64	295.64
Check	9697	08/27/2021	Gorge Networks		1001 · Bank of E...		-142.04
					6324 · WIFI - RV	-40.13	40.13
					6117 · Telephone...	-40.34	40.34
					8427 · Telephone...	-61.57	61.57
TOTAL						-142.04	142.04

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9698	08/27/2021	Arlington Market		1001 · Bank of E...		-36.86
					6127 · Commissi...	-36.86	36.86
TOTAL						-36.86	36.86
Check	9699	08/27/2021	Loop Net		1001 · Bank of E...		-69.00
					8426 · Advertisin...	-69.00	69.00
TOTAL						-69.00	69.00
Check	9700	08/27/2021	SDIS		1001 · Bank of E...		-5,561.92
					2100 · Payroll Lia...	-2,123.58	2,123.58
					2100 · Payroll Lia...	-2,281.30	2,281.30
					2100 · Payroll Lia...	-1,157.04	1,157.04
TOTAL						-5,561.92	5,561.92
Liability Check	9701	08/27/2021	Fidelity Brokera...		1001 · Bank of E...		-1,763.56
					2100 · Payroll Lia...	-1,763.56	1,763.56
TOTAL						-1,763.56	1,763.56
Check	9702	08/27/2021	Bishop Sanitatio...		1001 · Bank of E...		-85.00
					6322 · Sanitation ...	-85.00	85.00
TOTAL						-85.00	85.00
Check	9703	08/27/2021	The City of Arlin...		1001 · Bank of E...		-1,800.00
					8430 · City of Arli...	-1,800.00	1,800.00
TOTAL						-1,800.00	1,800.00
Check	9704	08/27/2021	Jeff Knisley		1001 · Bank of E...		-119.00
					8427 · Telephone...	-119.00	119.00
TOTAL						-119.00	119.00

2:24 PM

09/08/21

PORT OF ARLINGTON
Check Detail
August 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9705	08/27/2021	James Metzker		1001 · Bank of E...		-37.04
					8421 · Travel/Foo...	-2.04	2.04
					8427 · Telephone...	-35.00	35.00
TOTAL						-37.04	37.04

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/03/2021		1001 · Bank of E...	3,910.00
			Alpine Power Sys...	5033 · Flex Bldg ...	-3,250.00
			Alpine Power Sys...	5034 · Taxes Coll...	-660.00
TOTAL					-3,910.00
Deposit		08/04/2021		1001 · Bank of E...	11,315.56
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Arlington Towing	5032 · Building L...	-1,500.00
			Arlington Towing	5034 · Taxes Coll...	-106.00
			Gilliam County Tr...	4011 · Taxes-Prior	-111.56
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-70.00
			Cash Sales	4210 · Marina Re...	-60.00
			Cash Sales	4211-3 · RV Park...	-105.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4210 · Marina Re...	-180.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Insitu Inc.	5031 · Building L...	-7,828.00
			Cash Sales	4211-1 · RV Park...	-525.00
			Cash Sales	4210 · Marina Re...	-60.00
			Cash Sales	4211-1 · RV Park...	-525.00
TOTAL					-11,315.56
Deposit		08/09/2021		1001 · Bank of E...	435.17
			Heartland Payme...	4211-3 · RV Park...	-35.00
			Heartland Payme...	6115-1 · Credit C...	0.72
			Heartland Payme...	4213-2 · Gasoline...	-408.90
			Heartland Payme...	6115-1 · Credit C...	8.01
TOTAL					-435.17

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/09/2021		1001 · Bank of E...	1,890.63
			Heartland Payme...	4211-1 · RV Park...	-525.00
			Heartland Payme...	4211-1 · RV Park...	-1,050.00
			Heartland Payme...	6115-1 · Credit C...	16.26
			Heartland Payme...	4213-2 · Gasoline...	-335.91
			Heartland Payme...	6115-1 · Credit C...	4.02
TOTAL					-1,890.63
Deposit		08/09/2021		1001 · Bank of E...	183.00
			Heartland Payme...	4213-2 · Gasoline...	-187.70
			Heartland Payme...	6115-1 · Credit C...	4.70
TOTAL					-183.00
Deposit		08/09/2021		1001 · Bank of E...	130.22
			Heartland Payme...	4213-2 · Gasoline...	-134.47
			Heartland Payme...	6115-1 · Credit C...	4.25
TOTAL					-130.22
Deposit		08/10/2021		1001 · Bank of E...	485.20
			Square Card Pro...	5204 · Colimbia ...	-500.00
			Square Card Pro...	8521-1 · Credit C...	14.80
TOTAL					-485.20
Deposit		08/11/2021		1001 · Bank of E...	171.45
			Heartland Payme...	4213-2 · Gasoline...	-174.20
			Heartland Payme...	6115-1 · Credit C...	2.75
TOTAL					-171.45

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/16/2021		1001 · Bank of E...	565.50
			Heartland Payme...	4213-2 · Gasoline...	-380.30
			Heartland Payme...	6115-1 · Credit C...	8.63
			Heartland Payme...	4213-1 · Diesel S...	-194.86
			Heartland Payme...	6115-1 · Credit C...	1.03
TOTAL					-565.50
Deposit		08/16/2021		1001 · Bank of E...	3,722.08
			Gilliam County Tr...	4010 · Taxes-Cur...	-942.08
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4210 · Marina Re...	-30.00
			Cash Sales	4211-1 · RV Park...	-275.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-105.00
			Cash Sales	4211-3 · RV Park...	-105.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Pat Shannon	5203 · Shannon L...	-2,000.00
TOTAL					-3,722.08
Deposit		08/20/2021		1001 · Bank of E...	1,244.30
			Heartland Payme...	4213-2 · Gasoline...	-295.73
			Heartland Payme...	6115-1 · Credit C...	7.74
			Heartland Payme...	4211-1 · RV Park...	-250.00
			Heartland Payme...	6115-1 · Credit C...	0.69
			Heartland Payme...	4210 · Marina Re...	-720.00
			Heartland Payme...	6115-1 · Credit C...	13.00
TOTAL					-1,244.30

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/20/2021		1001 · Bank of E...	184.41
			Heartland Payme...	4213-2 · Gasoline...	-83.25
			Heartland Payme...	6115-1 · Credit C...	1.19
			Heartland Payme...	4211-3 · RV Park...	-105.00
			Heartland Payme...	6115-1 · Credit C...	2.07
			Heartland Payme...	6115-1 · Credit C...	0.58
TOTAL					-184.41
Deposit		08/31/2021		1004 · Reserve F...	39.56
				9002 · Interest E...	-39.56
TOTAL					-39.56
Deposit		08/31/2021		1005 · Municipal...	45.67
				4021 · Interest - ...	-45.67
TOTAL					-45.67
Deposit		08/31/2021		1001 · Bank of E...	30.61
				4020 · Interest - ...	-30.61
TOTAL					-30.61
Deposit		08/31/2021		1004 · Reserve F...	39.56
				9002 · Interest E...	-39.56
TOTAL					-39.56
Deposit		08/31/2021		1005 · Municipal...	45.67
				4021 · Interest - ...	-45.67
TOTAL					-45.67

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
Deposit		08/31/2021		1003 · LGIP Inve...	467.76
				4022 · Interest - L...	-467.76
TOTAL					-467.76
Paycheck	DD1...	08/31/2021	Knisley, Jeff D	1001 · Bank of E...	0.00
				6560 · Payroll Ex...	6,068.88
				6560 · Payroll Ex...	433.49
				6560 · Payroll Ex...	780.28
				2100 · Payroll Lia...	-780.28
				6560 · Payroll Ex...	2,000.74
				2100 · Payroll Lia...	-2,000.74
				6560 · Payroll Ex...	122.84
				2100 · Payroll Lia...	-122.84
				6560 · Payroll Ex...	4.03
				2100 · Payroll Lia...	-4.03
				2100 · Payroll Lia...	-6.50
				2100 · Payroll Lia...	-846.00
				6560 · Payroll Ex...	403.15
				2100 · Payroll Lia...	-403.15
				2100 · Payroll Lia...	-403.15
				6560 · Payroll Ex...	94.28
				2100 · Payroll Lia...	-94.28
				2100 · Payroll Lia...	-94.28
				2100 · Payroll Lia...	-444.00
				2111 · Direct Dep...	-4,708.44
TOTAL					0.00
Paycheck	DD1...	08/31/2021	Margheim, Kelly L	1001 · Bank of E...	0.00
				6560 · Payroll Ex...	4,595.20
				6560 · Payroll Ex...	150.78
				6560 · Payroll Ex...	229.76
				6560 · Payroll Ex...	229.76
				6560 · Payroll Ex...	2,162.97
				2100 · Payroll Lia...	-2,162.97
				6560 · Payroll Ex...	118.33
				2100 · Payroll Lia...	-118.33
				6560 · Payroll Ex...	624.66
				2100 · Payroll Lia...	-624.66
				6560 · Payroll Ex...	4.12
				2100 · Payroll Lia...	-4.12
				2100 · Payroll Lia...	-5.21

2:19 PM

09/08/21

PORT OF ARLINGTON
Deposit Detail
August 2021

Type	Num	Date	Name	Account	Amount
				2100 · Payroll Lia...	-383.00
				6560 · Payroll Ex...	322.74
				2100 · Payroll Lia...	-322.74
				2100 · Payroll Lia...	-322.74
				6560 · Payroll Ex...	75.48
				2100 · Payroll Lia...	-75.48
				2100 · Payroll Lia...	-75.48
				2100 · Payroll Lia...	-309.00
				2111 · Direct Dep...	-3,699.06
				2111 · Direct Dep...	-411.01
TOTAL					0.00