



AGENDA

Thursday, June 8, 2023 - 5:00 pm

Meeting Location: Port of Arlington, 100 Port Island Rd, Arlington, OR 97812

Join Zoom Meeting

<https://us02web.zoom.us/j/85648511236>

Meeting ID: 856 4851 1236

+16699006833,,85648511236# US (San Jose)

+12532158782,,85648511236# US (Tacoma)

Supplemental Budget FY 2022-2023

Minor Adjustments/Transfers within Port fund accounting for purchase of Proctor property.

Public Hearing FY 2023-2024 Port Budget

Public Hearing regarding adoption of the Port of Arlington Fiscal Year 2023-2024 Budget. The hearing is for the purpose of taking public comments on the budget approved by the Budget Committee on April 13, 2023.

1. Open Public Hearing
2. Ask for Public Comment on the FY 2023-2024 Budget
3. Close Public Hearing
- 4.

Regular Commission Meeting Agenda

Immediately following Budget Hearing

1. **Call Meeting to Order**
2. **Public Comment on Non-Agenda Items**
3. **Additions to the Agenda**
4. **Jarrold Quesenberry, Quesenberry Construction, Inc. (QCI)**
5. **Consent Agenda**
 - A. Approve Regular Meeting & Workshop Minutes for May 18, 2023
 - B. Approve May 2023 Accounts Payable and Financials
6. **Action Items**
 - A. Resolution 2023-156 – Approving Fiscal Year 2023-2024 Budget
 - B. Affirm Salary Increases as established within the Budget
 - C. General Fee Resolution 2023-157
 - D. Amend Exhibit A of Intergovernmental Agreement (IGA) with Gilliam County
To Designate Joint Project as Workforce Housing, rather than Willow Creek dock
 - E. Resolution 2023-158 Enterprise Zone Re-Designation by Port of Arlington (Consenting Agency),
with mutual support by Gilliam County, City of Arlington, City of Condon (Sponsors)
7. **Director Report**
 - A. Port Proctor Parcel
 - B. Marina Walkway Paving
8. **President Report**
9. **Commissioner Reports**
10. Executive Session (*Placeholder*) ORS 129.660(2)(e) – To conduct deliberations with persons designated by governing body to negotiate real property transactions.
11. Decision or deliberations on Real Estate Transactions (*Placeholder*).
12. **Next Meeting – Commission Meeting on Thursday, July 13, 2023 at 5pm at Port of Arlington.**
Upcoming Event – Eastern Oregon Economic Summit, La Grande, Aug 3-4, 2023.
13. **Adjourn Meeting**

This meeting location is accessible to persons with disabilities. A request for special accommodation should be made at least 48 hours before the meeting by phone at (541) 705-2004. Posted: Port Office and Website.

www.portofarlington.com

The old Condon Grade school Walk Through Condon, OR 97823

Present: President Leah Shannon and Vice President Ron Wilson; Commissioner Gibb Wilkins; Port Director Jed Crowther and Administrative Assistant Kayla Rayburn.

Absent: Commissioners Kathryn Greiner and Kip Krebs.

Audience: Cori Mikkalo, Pat Shannon, Kolona Morin, Mary Ellen Matthew, and Nancy Winslow.

Strategic Business Plan May 18, 2023, MINUTES 5:30PM Condon City Hall, 128 S. Main Street, Condon, OR 97823

- 1. The Port of Arlington Strategic Business Plan meeting was called to order at 5:32pm by President Shannon.**

Present: President Leah Shannon and Vice President Ron Wilson; Commissioners: Kathryn Greiner, Gibb Wilkins, and Kip Krebs (Via Zoom); Port Director, Jed Crowther and Administrative Assistant, Kayla Rayburn.

Absent:

Audience: Cori Mikkalo, Steven Allen, Pat Shannon, Brittany Dark, Nancy Winslow, David Hudson (via Zoom left 7:01).

- 2. Introductions**
 - 2.1. Mission and strategic Vision**
 - 2.2. Port Goals and Priorities**
 - 2.3. Financial Status**
 - 2.4. District Economic Profile and Trends**
 - 2.5. Financial Plan**
 - 2.6. Public Outreach Results**
 - 2.7. Critical Issues**
 - 2.8. Strategic Objectives Review**
 - 2.9. Capital Improvement Plan**
 - 2.10. Annual Review Process**
 - 2.11. Next Steps**

The Board went through each slide and discussed the above topics. Input was given, and changes were made as they went through each step. Lengthy discussion about the port's direction, and what the priority level for each project would be moving forward. Input from the Public was also considered as they were discussing the projects.

- 3. Adjourn Meeting**

President Shannon adjourned The Strategic Business Plan meeting at 7:19pm.

**Regular Commission Meeting
May 18, 2023, MINUTES TBD
Condon City Hall, 128 S. Main Street, Condon, OR 97823**

4. The Port of Arlington Commission meeting was called to order at 7:32pm by President Shannon.

Present: President Leah Shannon and Vice President Ron Wilson; Commissioners: Kathryn Greiner, Gibb Wilkins, and Kip Krebs (Via Zoom); Port Director, Jed Crowther and Administrative Assistant, Kayla Rayburn.

Absent:

Audience: Cori Mikkalo, Steven Allen, Pat Shannon

5. Public Comment

none

6. Additions to the Agenda

none

7. Consent Agenda

7.1. Approve Regular Meeting Minutes and Budget Workshop for April 13, 2023

Greiner noted there was a correction needed on page two for the spelling of someone's name.

7.2. Approve April 2023 Accounts Payable and Financials

Motion: Wilson moved, and Greiner seconded to approve the Regular Meeting Minutes and Budget Workshop for April 13, 2023, with noted corrections and April 2023 Accounts Payable and Financials. Motion carried unanimously.

8. Director Report

8.1. Tour Condon Grade School at 5pm

8.2. Strategic Business Plan Workshop at approximately 5:30

8.3. Public Records Requests

There were no changes requested.

8.4. Port Proctor Parcel

Crowther presented two possible ways to break up and zone the Proctor property into 3 lots. There was a consensus on plan B at this time.

8.5. Willow Creek

Applied for the Business Oregon Industrial Lands Technical Assistance Grant and have advanced to the award committee.

8.6. Updated Employee Work Time Policy

No changes are needed to policy.

Motion: Greiner moved, and Wilson seconded the updated Employee Work Time Policy changes as presented. Motion carried unanimously.

8.7. Website Proposal

Rayburn gave a brief overview regarding Streamline company, the product, and services they offer, and recommended the port move forward with their services. The Quote was for \$2,988.00 annually.

Motion: Greiner moved, and Wilkins seconded the Port accept the Streamline quote and services for \$2,988.00 annually. The motion passed unanimously.

8.8. Surplus Vehicle

Motion: Wilkins moved, and Wilson seconded to surplus the GMC Pickup. The motion passed unanimously.

9. Presidents Report

Shannon had a little information about Columbia view estates low-income senior housing. There is an additional lot that could be bought if they could get restrictions lifted from it. Something they could potentially look into purchasing later.

10. Commissioner Reports

10.1. Ron-no

10.2. Wilkins-no

10.3. Greiner- June 1, 5:30 league of Oregon cities training at the Veterans Memorial Hall in Condon, OR.

10.4. Krebs-Basketball hoops are up and will ask for next meetings for the ports support for the A Town Throw Down Basketball tournament. Connect Oregon helps with investing in non-highway modes of transportation and was thinking it could be possible funding for the Willow Creek property. He was thinking the Port should look into how they rent the Quarry and change from a contract to a flat fee and royalty payments.

11. Next Meeting

Thursday June 9, 5:00pm at the Port office in Arlington.

12. Adjourn Meeting

President Shannon adjourned The Regular Commissions meeting at 8:22pm.

President Leah Shannon

Vice President Ron Wilson

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

Cash Basis

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
Ordinary Income/Expense			
Income			
5200 · Gronquist Resources	2,500.00	0.00	100.0%
5203-3 · Richter's Property taxes	9,000.00	0.00	100.0%
5203-1 · Richter Lease	0.00	0.00	0.0%
Beginning Fund Balance	0.00	35,375.00	0.0%
5217 · Grant County	0.00	100.00	0.0%
5216 · Donations / Gifts	0.00	1,000.00	0.0%
5215 · Unanticipated Grant	0.00	9,000.00	0.0%
5214 · Tax Reserve Triple Net	0.00	7,000.00	0.0%
5213 · Office Space #4	12,750.00	12,300.00	182.1%
5212 · Office Space Lease #3	8,200.00	20,000.00	66.7%
5211 · Office Space Lease #2	0.00	1,500.00	0.0%
5210 · Office Space Lease #1	0.00	0.00	0.0%
5207 · Cleaning Fee Deposit	0.00	0.00	0.0%
5206 · Kitchen Rental	0.00	0.00	0.0%
5205 · China Creek Room Rental	0.00	0.00	0.0%
5204 · Colombia Room Rental	790.00	3,500.00	22.6%
5203 · Shannon Lease	15,750.00	25,000.00	63.0%
5202 · Transfer In From General Fund	0.00	0.00	0.0%
5201 · Carryover	0.00	0.00	0.0%
5200 · Gronquist Resources - Other	0.00	0.00	0.0%
Total 5200 · Gronquist Resources	48,990.00	124,775.00	39.3%
GENERAL FUND RESOURCES			
Beginning Fund Balance	38,043.20	0.00	100.0%
4000 · Carryover Balance	0.00	1,665,570.00	0.0%
4010 · Taxes-Current	206.33	0.00	100.0%
4011 · Taxes-Prior	144,230.08	3,500.00	4,120.9%
4020 · Interest - NOW Checking	244.83	0.00	100.0%
4021 · Interest - Best A/C	1,747.82	0.00	100.0%
4022 · Interest - LGIP A/C	16,445.02	7,000.00	234.9%
4030 · Land Rental	0.00	0.00	0.0%
4452 · Pre Paid Taxes Hanger Building	0.00	0.00	0.0%
Land Rental	0.00	0.00	0.0%
4030 · Land Rental - Other	1,650.00	6,600.00	25.0%
Total 4030 · Land Rental	1,650.00	6,600.00	25.0%
4040 · Management Fees	200.00	0.00	100.0%
4050 · Grain Elevator Lease Pymt	118,459.81	118,460.00	100.0%
4110 · Grants Income	0.00	0.00	0.0%
4111 · OSMB Grant	0.00	1,000.00	0.0%
4112 · Connect Oregon Grant	0.00	1,000.00	0.0%
4113 · Gilliam County Grant	15,375.00	1,000.00	1,537.5%
4114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
4115 · Safety Grant	0.00	0.00	0.0%
4116 · Grant-Island Erosion Repair	0.00	0.00	0.0%
4120 · MAPS Grant	0.00	7,000.00	0.0%
4110 · Grants Income - Other	0.00	0.00	0.0%
Total 4110 · Grants Income	15,375.00	10,000.00	153.8%
4130 · SIP Funds	0.00	0.00	0.0%
4210 · Marina Revenue	10,444.99	10,000.00	104.4%
4211 · RV Park Revenues			

PORT OF ARLINGTON
Profit & Loss Budget Overview
 July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
4211-1 · RV Park Monthly Rent	37,980.00	0.00	100.0%
4211-2 · RV Park Weekly Rent	3,765.00	0.00	100.0%
4211-3 · RV Park Daily Rent	5,507.00	0.00	100.0%
4211-4 · RV Park Dry Camp	12,900.00	0.00	100.0%
4211-5 · Monthly TV	0.00	0.00	0.0%
4212 · RV Park fee Refund	0.00	0.00	0.0%
4211 · RV Park Revenues - Other	266.22	50,000.00	0.5%
Total 4211 · RV Park Revenues	60,418.22	50,000.00	120.8%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	787.54	0.00	100.0%
4213-1 · Diesel Sales	1,189.21	0.00	100.0%
4213 · Marina Fuel Revenue - Other	16,298.40	15,000.00	108.7%
Total 4213 · Marina Fuel Revenue	18,275.15	15,000.00	121.8%
4214 · Marina Power and Water Revenue			
4300 · Loan Proc Const/Impv Ind Dev	971.25	250.00	388.5%
4340 · Willow Creek Rock Sales	0.00	0.00	0.0%
4350 · Willow Creek Lease Revenue	0.00	0.00	0.0%
4400 · Donations/Gifts	5,000.00	11,200.00	44.6%
4211-6 · shower Donation	208.54	0.00	100.0%
4400 · Donations/Gifts - Other	30.00	100.00	30.0%
Total 4400 · Donations/Gifts	238.54	100.00	238.5%
4450 · Willow Creek Reimbursement	0.00	0.00	0.0%
4500 · Miscellaneous Income	1,331.50	100.00	1,331.5%
4600 · Transferred Funds	0.00	0.00	0.0%
GENERAL FUND RESOURCES - Other	0.00	0.00	0.0%
Total GENERAL FUND RESOURCES	433,281.74	1,897,780.00	22.8%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5034 · Taxes Collected for Triple Net	6,470.00	9,500.00	68.1%
5005 · Carryover (cash basis)	0.00	359,349.00	0.0%
5010 · Net working capital	0.00	0.00	0.0%
5030 · Land Rental Mesa	0.00	1,000.00	0.0%
5031 · Building Lease 11-002	162,838.78	100,000.00	162.8%
5032 · Building Lease 11-004	7,500.00	18,000.00	41.7%
5033 · Flex Bldg Lease	30,250.00	39,000.00	77.6%
5113 · Grants - Gilliam County	0.00	1,000.00	0.0%
5114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
5115 · Telecom Infrastr Creation Grant	0.00	0.00	0.0%
5116 · Grants - Other	0.00	0.00	0.0%
5130 · SIP Funds	0.00	25,000.00	0.0%
5300 · Loans	0.00	0.00	0.0%
5500 · Ag Lab Revenues	0.00	0.00	0.0%
5600 · Transfer from General Fund	0.00	400,000.00	0.0%
5000 · ECONOMIC DEVELOP FUND RESOURCES - Oth...	0.00	0.00	0.0%
Total 5000 · ECONOMIC DEVELOP FUND RESOURCES	207,058.78	953,849.00	21.7%
RESERVE FUND RESOURCES			
9000 · Reserve Fund Beginning Balance	0.00	77,948.00	0.0%
9001 · Transfer from General Fund	0.00	11,846.00	0.0%
9002 · Interest Earned Reserve Fund	1,514.05	400.00	378.5%

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
RESERVE FUND RESOURCES - Other	0.00	0.00	0.0%
Total RESERVE FUND RESOURCES	1,514.05	90,194.00	1.7%
Total Income	690,844.57	3,066,598.00	22.5%
Expense			
8500 · Gronquist Fund Expenses			
Personnel Services Gronquist			
GRONQUIST CAPITOL OUTLAY			
8633 · Grant Match Gilliam County	7,200.00	0.00	0.0%
8632 · Tenant Improvement/Building Imp	0.00	45,125.00	100.0%
8631 · Land Improvement & Development	0.00	1,000.00	0.0%
GRONQUIST CAPITOL OUTLAY - Other	0.00	0.00	0.0%
Total GRONQUIST CAPITOL OUTLAY	7,200.00	46,125.00	15.6%
8630 · CONTINGENCY	0.00	24,650.00	0.0%
Materials and Services			
8539 · Misc	0.00	0.00	0.0%
8538 · Cleaning Fee Reimbursed	0.00	1,500.00	0.0%
8537 · Bad Dept Write Off	0.00	100.00	0.0%
8536 · Property Taxes	0.00	5,000.00	0.0%
8535 · Advertising	0.00	1,000.00	0.0%
8534 · Donations	0.00	100.00	0.0%
8533 · Miscellaneous	0.00	1,000.00	0.0%
8532 · Pest Control / Fertilizer	396.48	300.00	132.2%
8531 · Alarm Monitoring	648.00	800.00	81.0%
85230 · Building Maintenance	5,533.12	0.00	100.0%
8529 · Fire Suppression System Inspec	743.23	3,800.00	19.6%
8528 · Supplies	505.45	1,500.00	33.7%
8527 · Telephone and Internet	704.00	800.00	88.0%
8526 · Audit, Budget, Legal Notices	0.00	500.00	0.0%
8521-1 · Credit Card Fees	16.69	0.00	100.0%
8525 · Dues / Subscriptions / Fees	151.10	1,000.00	15.1%
8524 · Insurance - Treasurer Bond	0.00	3,000.00	0.0%
8523 · Legal Fees	945.00	1,000.00	94.5%
8522 · Office Supplies and Equipment	974.88	1,000.00	97.5%
8521 · Utilities	8,690.54	10,000.00	86.9%
Materials and Services - Other	0.00	0.00	0.0%
Total Materials and Services	19,308.49	32,400.00	59.6%
Personnel Services			
8514 · Employee Benefits - Retirement	0.00	1,650.00	0.0%
8513 · Employee Benefits Insurance	0.00	4,200.00	0.0%
8512 · Workers Comp Insurance	0.00	550.00	0.0%
8511 · Payroll Taxes	0.00	2,000.00	0.0%
8510-3 · Maintenance	2,287.44	13,100.00	17.5%
8510-2 · Event Coordinator	0.00	100.00	0.0%
8510-1 · Administrative Assistant	0.00	0.00	0.0%
8510 · Port Manager	0.00	0.00	0.0%
Personnel Services - Other	0.00	0.00	0.0%
Total Personnel Services	2,287.44	21,600.00	10.6%
8500 · Gronquist Fund Expenses - Other	0.00	0.00	0.0%

PORT OF ARLINGTON Profit & Loss Budget Overview July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
Total 8500 · Gronquist Fund Expenses	28,795.93	124,775.00	23.1%
Grant Match	0.00	0.00	0.0%
6560 · Payroll Expenses	228,258.89	0.00	100.0%
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	7,630.62	45,500.00	16.8%
6009 · Administrative Assistant	7,374.40	45,000.00	16.4%
6010 · Executive Secretary	0.00	0.00	0.0%
6011 · Payroll Taxes - Staff	2,522.49	14,000.00	18.0%
6012 · Training	408.17	2,500.00	16.3%
6013 · Workmens Compensation	0.00	1,100.00	0.0%
6014 · Workmens Compensatin Assessment	0.00	0.00	0.0%
6015 · Employee Benefits Insurance	100,292.63	53,600.00	187.1%
6016 · Employee Benefits Retirement	3,619.91	11,500.00	31.5%
6000 · Personal Services - AD - Other	10,577.41	0.00	100.0%
Total 6000 · Personal Services - AD	132,425.63	173,200.00	76.5%
6100 · Materials and Services - AD			
6110 · Internet Service	0.00	0.00	0.0%
6111 · Utilities	3,516.67	4,000.00	87.9%
6112 · Office Supplies and Equipment	3,775.27	6,112.00	61.8%
6113 · Legal Fees	4,188.76	8,000.00	52.4%
6114 · Insurance, Treasurer Bond	0.00	500.00	0.0%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	2,688.94	3,800.00	70.8%
6115 · Dues, Subscriptions, Fees - Other	3,760.70	7,000.00	53.7%
Total 6115 · Dues, Subscriptions, Fees	6,449.64	10,800.00	59.7%
6116 · Audit, Budget, Legal Notices	554.50	10,000.00	5.5%
6117 · Telephone and Internet Srv.	2,491.17	2,000.00	124.6%
6118 · Advertising - AD	0.00	250.00	0.0%
6119 · Commissioner Fees/Expenses	1,551.84	3,000.00	51.7%
6120 · Medi/SS for Commissioners	0.00	300.00	0.0%
6121 · Donations	600.00	1,000.00	60.0%
6122 · Meetings and Elections	482.32	2,000.00	24.1%
6123 · Miscellaneous - AD	448.02	200.00	224.0%
6124 · Consultant Services	0.00	1,000.00	0.0%
6125 · Training	75.00	0.00	100.0%
6126 · Contingency	0.00	100,000.00	0.0%
6127 · Commissioner Conference & Trave	0.00	3,000.00	0.0%
6128 · Staff Travel/Food/Lodging	268.56	500.00	53.7%
6129 · Postage	60.00	700.00	8.6%
6130 · Bad Debt Write Off	0.00	100.00	0.0%
6100 · Materials and Services - AD - Other	0.00	0.00	0.0%
Total 6100 · Materials and Services - AD	24,461.75	153,462.00	15.9%
6150 · Capital Outlay - AD			
6151 · Land/Improvements/Developments	0.00	100,000.00	0.0%
6152 · Engineering and Survey	0.00	50,000.00	0.0%
6153 · Plant Construction	0.00	0.00	0.0%
6154 · Office Equipment	760.70	0.00	100.0%

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
6150 · Capital Outlay - AD - Other	0.00	0.00	0.0%
Total 6150 · Capital Outlay - AD	760.70	150,000.00	0.5%
6160 · Debt Service - AD	0.00	0.00	0.0%
6161 · Loan Principal	0.00	0.00	0.0%
6162 · Loan Interest	0.00	0.00	0.0%
6160 · Debt Service - AD - Other	0.00	0.00	0.0%
Total 6160 · Debt Service - AD	0.00	0.00	0.0%
6170 · Transfers Out of General Fund	0.00	411,846.00	0.0%
ADMINISTRATION EXPENSES - Other	0.00	0.00	0.0%
Total ADMINISTRATION EXPENSES	157,648.08	888,508.00	17.7%
ECONOMIC DEVELOPMENT			
Capital Outlay			
6431 · Land Improvements / Development	0.00	0.00	0.0%
6432 · Engineering & Surveying	0.00	0.00	0.0%
6433 · Office Equipment	0.00	0.00	0.0%
6434 · Econ.Develop.Office	0.00	0.00	0.0%
6435 · Building Loans	0.00	0.00	0.0%
6436 · Transfer Funds	0.00	0.00	0.0%
Capital Outlay - Other	0.00	0.00	0.0%
Total Capital Outlay	0.00	0.00	0.0%
Debt Service			
6441 · Loan - Principal	0.00	0.00	0.0%
6442 · Loan - Interest	0.00	0.00	0.0%
Debt Service - Other	0.00	0.00	0.0%
Total Debt Service	0.00	0.00	0.0%
Materials & Services			
6421 · Travel/food/lodging	0.00	0.00	0.0%
6422 · Training/Seminars/Conventions	0.00	0.00	0.0%
6423 · Legal Fees	0.00	0.00	0.0%
6424-1 · Utilities	0.00	0.00	0.0%
6424 · Office Supplies & Equipment	0.00	0.00	0.0%
6425 · Consultant	0.00	0.00	0.0%
6426-1 · Dues and subscriptions	0.00	0.00	0.0%
6426 · Advertising	0.00	0.00	0.0%
6427 · Telephone and Internet Service	0.00	0.00	0.0%
6428 · Website Development and Maint.	0.00	0.00	0.0%
6429 · Building Insurance	0.00	0.00	0.0%
6430 · City of Arlington Insitu Lease	0.00	0.00	0.0%
6439 · Contingency	0.00	0.00	0.0%
Materials & Services - Other	0.00	0.00	0.0%
Total Materials & Services	0.00	0.00	0.0%
Personal Services			
6410-1 · Administrative Assistant	0.00	0.00	0.0%
6410 · Officer	0.00	0.00	0.0%
6411 · Payroll Taxes	0.00	0.00	0.0%
6412 · Worker's Comp Insurance	0.00	0.00	0.0%

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
6413 · Employee Benefits Insurance	0.00	0.00	0.0%
6414 · Employee Benefits - Retirement	0.00	0.00	0.0%
Personal Services - Other	0.00	0.00	0.0%
Total Personal Services	0.00	0.00	0.0%
ECONOMIC DEVELOPMENT - Other	0.00	0.00	0.0%
Total ECONOMIC DEVELOPMENT	0.00	0.00	0.0%
ISLAND PARK			
6600 · Personal Services			
6615 · Employee Retirement	0.00	1,650.00	0.0%
6614 · Employee Benefits	0.00	4,200.00	0.0%
6610 · Maintenance Person	2,287.44	13,100.00	17.5%
6611 · Payroll Taxes	0.00	2,000.00	0.0%
6612 · Worker's Comp Insurance	0.00	550.00	0.0%
6613 · Other	0.00	0.00	0.0%
6600 · Personal Services - Other	0.00	0.00	0.0%
Total 6600 · Personal Services	2,287.44	21,500.00	10.6%
6620 · Materials & Services			
6621 · Water Fees	0.00	5,000.00	0.0%
6622 · Sanitation	892.00	1,500.00	59.5%
6623 · Comfort Station Supplies	872.92	3,000.00	29.1%
6624 · Park Electricity	5,096.19	5,000.00	101.9%
6625 · Pest Control / Chem & Fert.	396.49	1,000.00	39.6%
6626 · Insurance	1,957.00	2,500.00	78.3%
6627 · Park Maintenance & Supplies	4,374.33	4,000.00	109.4%
6628 · Miscellaneous	0.00	100.00	0.0%
6620 · Materials & Services - Other	32.20	0.00	100.0%
Total 6620 · Materials & Services	13,621.13	22,100.00	61.6%
6630 · Capital Outlay			
6636 · Marine Board Grant Match	0.00	0.00	0.0%
6635 · Grant Match Isl.Erosion Repair	0.00	0.00	0.0%
6634 · Construction Grant	0.00	0.00	0.0%
6631 · Park Improvements	851.92	5,000.00	17.0%
6632 · Engineering & Surveying	0.00	500.00	0.0%
6633 · Island Park Construction Grant	0.00	0.00	0.0%
6630 · Capital Outlay - Other	0.00	0.00	0.0%
Total 6630 · Capital Outlay	851.92	5,500.00	15.5%
6640 · Debt Service			
6641 · Port Revolving Fund - Principal	0.00	0.00	0.0%
6642 · Port Revolving fund - Interest	0.00	0.00	0.0%
6640 · Debt Service - Other	0.00	0.00	0.0%
Total 6640 · Debt Service	0.00	0.00	0.0%
ISLAND PARK - Other	210.00	0.00	100.0%
Total ISLAND PARK	16,970.49	49,100.00	34.6%
MARINA			

PORT OF ARLINGTON
Profit & Loss Budget Overview
 July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
6700 · Personal Services			
6714 · Employee Retirement	0.00	1,100.00	0.0%
6710 · Maintenance Person	1,524.96	8,800.00	17.3%
6711 · Payroll Taxes	0.00	1,300.00	0.0%
6712 · Worker's Comp Insurance	0.00	200.00	0.0%
6713 · Other	0.00	2,800.00	0.0%
6700 · Personal Services - Other	0.00	0.00	0.0%
Total 6700 · Personal Services	1,524.96	14,200.00	10.7%
6720 · Materials & Services			
6721 · Marina Electricity	3,260.49	5,000.00	65.2%
6722 · OMB Repairs - 1/2 MAPS	0.00	0.00	0.0%
6723 · Insurance	1,973.83	2,700.00	73.1%
6724 · Marina Maint. & Supplies	5,037.03	5,000.00	100.7%
6725 · Miscellaneous	0.00	500.00	0.0%
6726 · Contractural Services	1,199.00	5,000.00	24.0%
6727 · Marina Fuel			
6727-2 · Marina Diesel	3,593.25	0.00	100.0%
6727-1 · Marina Gas	12,449.14	0.00	100.0%
6727 · Marina Fuel - Other	856.00	25,000.00	3.4%
Total 6727 · Marina Fuel	16,898.39	25,000.00	67.6%
6720 · Materials & Services - Other	19.89	0.00	100.0%
Total 6720 · Materials & Services	28,388.63	43,200.00	65.7%
6730 · Capital Outlay			
6731 · Marina Improvements	375.00	100.00	375.0%
6732 · Engineering & Surveying	0.00	100.00	0.0%
6733 · Marina Equipment	0.00	0.00	0.0%
6734 · Marina Improvements Other	0.00	100.00	0.0%
6730 · Capital Outlay - Other	0.00	0.00	0.0%
Total 6730 · Capital Outlay	375.00	300.00	125.0%
6740 · Debt Service			
6741 · Port Revolving Fund - Principal	0.00	0.00	0.0%
6742 · Port Revolving Fund - Interest	0.00	0.00	0.0%
6740 · Debt Service - Other	0.00	0.00	0.0%
Total 6740 · Debt Service	0.00	0.00	0.0%
MARINA - Other	0.00	0.00	0.0%
Total MARINA	30,288.59	57,700.00	52.5%
RV PARK EXPENSES			
6314 · Employee Retirement			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	1,524.96	8,800.00	17.3%
6311 · Payroll Taxes, Maintenance - RV	0.00	1,300.00	0.0%
6312 · Workmens Compensation - RV	0.00	200.00	0.0%
6313 · Employee Benifits- RV	0.00	2,800.00	0.0%
6300 · Personal Services - RV - Other	0.00	0.00	0.0%
Total 6300 · Personal Services - RV - Other	0.00	0.00	0.0%

PORT OF ARLINGTON
Profit & Loss Budget Overview
 July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
Total 6300 · Personal Services - RV	1,524.96	13,100.00	11.6%
6320 · Materials & Services - RV			
6321 · Water Fees - RV	3,633.56	5,000.00	72.7%
6322 · Sanitation - RV	1,758.00	2,000.00	87.9%
6323 · Electricity - RV Park	8,964.97	13,000.00	69.0%
6324 · WIFI - RV	1,430.00	1,000.00	143.0%
6325 · Advertising - RV	307.00	1,000.00	30.7%
6326 · Maintenance & Supplies - RV	562.05	5,000.00	11.2%
6327 · Insurance - RV	1,957.00	2,000.00	97.9%
6328 · Misc. - RV	0.00	250.00	0.0%
6329 · Sewer	4,379.22	6,500.00	67.4%
6330 · Donations & Gifts Expense	-11.00	0.00	100.0%
6320 · Materials & Services - RV - Other	0.00	0.00	0.0%
Total 6320 · Materials & Services - RV	22,980.80	35,750.00	64.3%
6340 · Capital Outlay - RV			
6341 · RV Park Const Improv	0.00	100.00	0.0%
6342 · Engineering & Survey - RV	0.00	0.00	0.0%
6343 · Grant Match	0.00	100.00	0.0%
6344 · RV Park Equipment	0.00	10,000.00	0.0%
6340 · Capital Outlay - RV - Other	0.00	0.00	0.0%
Total 6340 · Capital Outlay - RV	0.00	10,200.00	0.0%
6350 · Debt Service - RV			
6351 · OEDD Loan Principal - RV	0.00	0.00	0.0%
6352 · OEDD Loan Interest - RV	0.00	0.00	0.0%
6350 · Debt Service - RV - Other	0.00	0.00	0.0%
Total 6350 · Debt Service - RV	0.00	0.00	0.0%
RV PARK EXPENSES - Other	-105.00	0.00	100.0%
Total RV PARK EXPENSES	24,400.76	60,150.00	40.6%
WILLOW CREEK QUARRY			
6500 · Personal Services - WQ			
6510 · Executive Secretary - WQ	0.00	0.00	0.0%
6511 · Payroll Taxes - Staff - WQ	0.00	0.00	0.0%
6512 · Workmens' Compensation - WQ	0.00	0.00	0.0%
6513 · Other Consulting/Training	0.00	0.00	0.0%
6500 · Personal Services - WQ - Other	0.00	0.00	0.0%
Total 6500 · Personal Services - WQ	0.00	0.00	0.0%
6520 · Materials & Services - WQ			
6521 · Maintenance & Supplies - WQ	0.00	0.00	0.0%
6522 · Legal Fees - WQ	84.00	0.00	100.0%
6523 · Miscellaneous - WQ	0.00	4,000.00	0.0%
6524 · Travel	0.00	100.00	0.0%
6525 · Contractual Services	1,260.00	0.00	100.0%
6520 · Materials & Services - WQ - Other	0.00	0.00	0.0%
Total 6520 · Materials & Services - WQ	1,344.00	4,100.00	32.8%
6540 · Capital Outlay - WQ			

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
6541 · Land Improvement/Development	0.00	0.00	0.0%
6542 · Engineering & Surveying	0.00	48,000.00	0.0%
6540 · Capital Outlay - WQ - Other	0.00	547,900.00	0.0%
Total 6540 · Capital Outlay - WQ	0.00	595,900.00	0.0%
6550 · Debt Service - WQ	0.00	0.00	0.0%
6551 · Loan Principal - WQ	0.00	0.00	0.0%
6552 · Loan Interest - WQ	0.00	0.00	0.0%
6550 · Debt Service - WQ - Other	0.00	0.00	0.0%
Total 6550 · Debt Service - WQ	0.00	0.00	0.0%
WILLOW CREEK QUARRY - Other	0.00	0.00	0.0%
Total WILLOW CREEK QUARRY	1,344.00	600,000.00	0.2%
GENERAL FUND EXPENSES - Other	439.06	0.00	100.0%
Total GENERAL FUND EXPENSES	231,090.98	1,655,458.00	14.0%
Officer Salary	0.00	0.00	0.0%
PARK & MARINA EXPENSES			
6200 · Personal Services - PM	0.00	0.00	0.0%
6210 · Maintenance Person - PM	0.00	0.00	0.0%
6211 · Payroll Taxes - Maint PM	0.00	0.00	0.0%
6212 · Workmens Compensation - PM	0.00	0.00	0.0%
6213 · Workmens Comp Assessments - PM	0.00	0.00	0.0%
6200 · Personal Services - PM - Other	0.00	0.00	0.0%
Total 6200 · Personal Services - PM	0.00	0.00	0.0%
6220 · Materials and Services - PM	0.00	0.00	0.0%
6221 · Water Fees - PM	0.00	0.00	0.0%
6222 · Sanitation - PM	0.00	0.00	0.0%
6223 · Comfort Station Supplies	0.00	0.00	0.0%
6224 · Electricity, Marina	0.00	0.00	0.0%
6225 · Electricity - Park	0.00	0.00	0.0%
6226 · Pest Control, Chem, Fertilizer	0.00	0.00	0.0%
6227 · Grants Expense - PM	0.00	0.00	0.0%
6228 · Insurance - PM	0.00	0.00	0.0%
6229 · Maintenance & Supplies - PM	0.00	0.00	0.0%
6230 · Misc. - PM	0.00	0.00	0.0%
6231 · Contractual Services	0.00	0.00	0.0%
6220 · Materials and Services - PM - Other	0.00	0.00	0.0%
Total 6220 · Materials and Services - PM	0.00	0.00	0.0%
6240 · Capital Outlay - PM	0.00	0.00	0.0%
6241 · Park, Marina Improvements	0.00	0.00	0.0%
6242 · Engineering & Survey - PM	0.00	0.00	0.0%
6243 · Park Equipment	0.00	0.00	0.0%
6240 · Capital Outlay - PM - Other	0.00	0.00	0.0%
Total 6240 · Capital Outlay - PM	0.00	0.00	0.0%
6250 · Debt Service - PM	0.00	0.00	0.0%
6251 · OEDD Loan Principal - PM	0.00	0.00	0.0%

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
6252 · OEDD Loan Interest - PM	0.00	0.00	0.0%
6250 · Debt Service - PM - Other	0.00	0.00	0.0%
Total 6250 · Debt Service - PM	0.00	0.00	0.0%
PARK & MARINA EXPENSES - Other	0.00	0.00	0.0%
Total PARK & MARINA EXPENSES	0.00	0.00	0.0%
66900 · Reconciliation Discrepancies			
6999 · Uncategorized Expenses			
1500 · Unappropriated Ending Fund Bal.	0.00	390,694.00	0.0%
6999 · Uncategorized Expenses - Other	0.00	0.00	0.0%
Total 6999 · Uncategorized Expenses	0.00	390,694.00	0.0%
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	7,583.32	45,500.00	16.7%
8410-1 · Admin. Asst. 1/3	0.00	0.00	0.0%
8410-2 · Lab Technician	0.00	0.00	0.0%
8411 · Payroll Taxes	0.00	6,900.00	0.0%
8412 · Worker's Comp Ins.	0.00	660.00	0.0%
8413 · Employee Benefits - Insurance	0.00	2,200.00	0.0%
8414 · Employee Benefits - Retirement	0.00	5,500.00	0.0%
PERSONNEL SERVICES - Other	0.00	0.00	0.0%
Total PERSONNEL SERVICES	7,583.32	60,760.00	12.5%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	0.00	4,000.00	0.0%
8422 · Training/Seminars/Conventions	0.00	1,000.00	0.0%
8423 · Legal Fees	1,449.00	5,000.00	29.0%
8424 · Office Supplies & Equipment	248.35	2,000.00	12.4%
8424-1 · Lab Supplies	0.00	0.00	0.0%
8424-2 · Outside Lab Services	0.00	0.00	0.0%
8424-3 · Consultant	0.00	0.00	0.0%
8425 · Utilities	6,000.00	500.00	1,200.0%
8426 · Advertising & Marketing	280.00	3,500.00	8.0%
8426-1 · Dues & Subscriptions	1,067.00	1,500.00	71.1%
8426-2 · A Town Throw Down	300.00	500.00	60.0%
8427 · Telephone & Internet Service	0.00	2,100.00	0.0%
8428 · Website Develop. & Maint.	0.00	1,500.00	0.0%
8429 · Building Insurance	0.00	2,500.00	0.0%
8430 · City of Arlington Insitu Lease	14,283.00	15,000.00	95.2%
8430-1 · Feasibility Studies	3,600.00	0.00	100.0%
8430-2 · Grant Match	0.00	0.00	0.0%
8430-3 · Business Start Up Program	0.00	1,000.00	0.0%
8430-4 · Property Taxes	22,575.26	11,000.00	205.2%
8433 · Telecom Infrastr Creation	0.00	0.00	0.0%
8439 · Contingency	0.00	102,344.00	0.0%
MATERIALS AND SERVICES - Other	0.00	0.00	0.0%
Total MATERIALS AND SERVICES	49,802.61	153,444.00	32.5%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	5,000.00	617,000.00	0.8%
8432 · Engineering & Surveying	5,769.00	45,000.00	12.8%

PORT OF ARLINGTON
Profit & Loss Budget Overview
July 1, 2022 through June 5, 2023

	Jul 1, '22 - Jun 5, 23	Budget	% of Budget
8435 · Building Projects/Tenant Improv CAPITAL OUTLAY - Other	9,547.00 0.00	65,500.00 0.00	14.6% 0.0%
Total CAPITAL OUTLAY	20,316.00	727,500.00	2.8%
DEBT SERVICE			
8441 · Loan - Principal	8,905.60	9,839.00	90.5%
8442 · Loan - Interest	2,226.40	2,306.00	96.5%
DEBT SERVICE - Other	0.00	0.00	0.0%
Total DEBT SERVICE	11,132.00	12,145.00	91.7%
8400 · ECON.DEVELOP.FUND EXPENSES - Other	0.00	0.00	0.0%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	88,833.93	953,849.00	9.3%
RESERVE FUND EXPENSES			
9500 · Repair, Maint., Grant Match	0.00	90,194.00	0.0%
RESERVE FUND EXPENSES - Other	0.00	0.00	0.0%
Total RESERVE FUND EXPENSES	0.00	90,194.00	0.0%
Total Expense	576,979.73	3,214,970.00	17.9%
Net Ordinary Income	113,864.84	-148,372.00	-76.7%
Other Income/Expense			
Other Income	0.00	0.00	0.0%
4451 · Void	0.00	0.00	0.0%
5570 · Reserve Property Taxes	0.00	0.00	0.0%
Total Other Income	0.00	0.00	0.0%
Other Expense			
8600 · Environ. Sentry Corp. Projects	3,939.50	0.00	100.0%
7000 · Depreciation Expense	0.00	0.00	0.0%
Total Other Expense	3,939.50	0.00	100.0%
Net Other Income	-3,939.50	0.00	100.0%
Net Income	109,925.34	-148,372.00	-74.1%

PORT OF ARLINGTON
Check Detail
 May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
Liability Check		05/30/2023	QuickBooks Payrol...	Created by Payroll Service on 05...		1001 · Bank of E/O - Che...		-12,067.44
TOTAL			QuickBooks Payroll ...	Created by Payroll Service on 05/2...		2111 · Direct Deposit Liabi...	-12,067.44	12,067.44
							-12,067.44	12,067.44
Liability Check	To Print	05/26/2023	United States Trea...	93-0799080		1001 · Bank of E/O - Che...		-3,198.44
				93-0799080		2100 · Payroll Liabilities	-974.00	974.00
				93-0799080		2100 · Payroll Liabilities	-901.41	901.41
				93-0799080		2100 · Payroll Liabilities	-901.41	901.41
				93-0799080		2100 · Payroll Liabilities	-210.81	210.81
				93-0799080		2100 · Payroll Liabilities	-210.81	210.81
TOTAL							-3,198.44	3,198.44
Check	10137	05/02/2023	Journey Home Ins...	Proctor Home Inspection (remainin...		1001 · Bank of E/O - Che...	-90.00	-90.00
TOTAL						8432 · Engineering & Surv...	-90.00	90.00
							-90.00	90.00
Bill Pmt -Check	10138	05/02/2023	Colliers Int. Valuati...			1001 · Bank of E/O - Che...		-2,400.00
Bill		05/02/2023		Proctor property		8432 · Engineering & Surv...	-2,400.00	2,400.00
TOTAL							-2,400.00	2,400.00
Bill Pmt -Check	10139	05/02/2023	H2Oregon			1001 · Bank of E/O - Che...		-23.95
Bill		05/02/2023		water/cooler rentals		6122 · Meetings and Elect...	-23.95	23.95
TOTAL							-23.95	23.95
Bill Pmt -Check	10140	05/02/2023	Hughes Network S...			1001 · Bank of E/O - Che...		-94.98
Bill		05/02/2023		Current pmt- subscriptions		6117 · Telephone and Inte...	-94.98	94.98
TOTAL							-94.98	94.98
Bill Pmt -Check	10141	05/02/2023	Loop Net			1001 · Bank of E/O - Che...		-158.00
Bill		05/02/2023		advertisement		8426 · Advertising & Mark...	-158.00	158.00

PORT OF ARLINGTON
Check Detail
 May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
TOTAL							-158.00	158.00
Bill Pmt -Check	10142	05/02/2023	Maul Foster Alongi			1001 · Bank of E/O - Che...		-1,596.41
Bill		05/02/2023		Phase I ESA for Condon Grade Sc...		8600 · Environ. Sentry Cor...	-1,596.41	1,596.41
TOTAL							-1,596.41	1,596.41
Bill Pmt -Check	10143	05/02/2023	Morrow Co. Grain ...	remaining balance		1001 · Bank of E/O - Che...		-55.00
Bill		05/02/2023		tank rental		8525 · Dues / Subscription...	-55.00	55.00
TOTAL							-55.00	55.00
Bill Pmt -Check	10144	05/02/2023	Pickett Auction Ser...			1001 · Bank of E/O - Che...		-941.00
Bill		05/02/2023		trailer for maintenance		6627 · Park Maintenance ...	-941.00	941.00
TOTAL							-941.00	941.00
Bill Pmt -Check	10145	05/02/2023	The Times-Journal	Legal Notices-Budget		1001 · Bank of E/O - Che...		-186.00
Bill		05/02/2023		Notice of budget committee		6116 · Audit, Budget, Leg...	-186.00	186.00
TOTAL							-186.00	186.00
Bill Pmt -Check	10146	05/02/2023	The Woolery			1001 · Bank of E/O - Che...		-60.00
Bill		05/02/2023		Hanging flower baskets		6112 · Office Supplies and...	-60.00	60.00
TOTAL							-60.00	60.00
Bill Pmt -Check	10147	05/12/2023	Arlington Hardware			1001 · Bank of E/O - Che...		-456.49
Bill		05/12/2023		Scissors		6627 · Park Maintenance ...	-11.09	11.09
				sprinkler supplies		6627 · Park Maintenance ...	-6.48	6.48
				spade bit		6627 · Park Maintenance ...	-11.95	11.95
				Dumpout station hose replacement		6326 · Maintenance & Su...	-29.99	29.99
				spade bit, washers, nuts		6723 · Insurance	-13.07	13.07
				cleaners		6623 · Comfort Station Su...	-7.99	7.99
				bit installer		6724 · Marina Maint. & Su...	-13.19	13.19
				Hydrant YD 1FT		6627 · Park Maintenance ...	-93.99	93.99
				Sprinkler supplies		6627 · Park Maintenance ...	-29.98	29.98
				grass seed, paper towels		6627 · Park Maintenance ...	-37.47	37.47

PORT OF ARLINGTON
Check Detail
 May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
				Top Soil		6627 · Park Maintenance ...	-12.98	12.98
				Toilet Paper		6112 · Office Supplies and...	-15.49	15.49
				Pipe/pipe wrench		6627 · Park Maintenance ...	-88.97	88.97
				Sprinkler/dripline supplies		6627 · Park Maintenance ...	-46.56	46.56
				weedeater oil		6627 · Park Maintenance ...	-18.97	18.97
				chain (changing table fix)		6627 · Park Maintenance ...	-18.32	18.32
TOTAL							-456.49	456.49
Bill Pmt -Check	10148	05/12/2023	Arlington T.V. Coop			1001 · Bank of E/O - Che...		-306.50
Bill		05/12/2023		Gronquist Bldg		8527 · Telephone and Inte...	-64.00	64.00
				Phone Services 3 lines & phones		6117 · Telephone and Inte...	-112.50	112.50
				Business Internet		6324 · WIFI - RV	-130.00	130.00
TOTAL							-306.50	306.50
Bill Pmt -Check	10150	05/12/2023	City of Arlington-Ut...			1001 · Bank of E/O - Che...		-1,751.64
Bill		05/12/2023		RV-water		6321 · Water Fees - RV	-430.92	430.92
				RV-Sewer		6329 · Sewer	-510.72	510.72
				Rv-Sanitation		6322 · Sanitation - RV	-135.00	135.00
				Gronquist utilities		8521 · Utilities	-219.00	219.00
				Admin utilities		6111 · Utilities	-99.00	99.00
				Island Park utilities		6622 · Sanitation	-77.00	77.00
				Insitue/Hanger Building		8425 · Utilities	-280.00	280.00
TOTAL							-1,751.64	1,751.64
Bill Pmt -Check	10151	05/12/2023	Gilliam County Tax...			1001 · Bank of E/O - Che...		-1,012.00
Bill		05/12/2023		Loan Payment				
				Principal		8441 · Loan - Principal	-809.60	809.60
				Interest		8442 · Loan - Interest	-202.40	202.40
TOTAL							-1,012.00	1,012.00
Bill Pmt -Check	10152	05/12/2023	Gorge Networks			1001 · Bank of E/O - Che...		-18.59
Bill		05/12/2023		email account/number forward		6117 · Telephone and Inte...	-18.59	18.59
TOTAL							-18.59	18.59
Bill Pmt -Check	10153	05/12/2023	Hughes Network S...			1001 · Bank of E/O - Che...		-189.96

PORT OF ARLINGTON
Check Detail
May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
Bill		05/12/2023		Current pmt- subscriptions		6117 · Telephone and Inte...	-189.96	189.96
TOTAL							-189.96	189.96
Bill Pmt -Check	10154	05/12/2023	Loop Net			1001 · Bank of E/O - Che...		-79.00
Bill		05/12/2023		advertisement		8426 · Advertising & Mark...	-79.00	79.00
TOTAL							-79.00	79.00
Bill Pmt -Check	10155	05/12/2023	Morrow Co. Grain ...	remaining balance		1001 · Bank of E/O - Che...		-56.10
Bill		05/12/2023		tank rental		8525 · Dues / Subscription...	-56.10	56.10
TOTAL							-56.10	56.10
Bill Pmt -Check	10156	05/12/2023	Oregon Departmen...			1001 · Bank of E/O - Che...		-435.00
Bill		05/12/2023		Licensing Fees		6727 · Marina Fuel	-435.00	435.00
TOTAL							-435.00	435.00
Bill Pmt -Check	10157	05/12/2023	SDIS	03-0016161		1001 · Bank of E/O - Che...		-7,658.59
Bill		05/12/2023		Jed James Kayla		6015 · Employee Benefits ... 6015 · Employee Benefits ... 6015 · Employee Benefits ...	-3,249.60 -1,159.39 -3,249.60	3,249.60 1,159.39 3,249.60
TOTAL							-7,658.59	7,658.59
Bill Pmt -Check	10158	05/12/2023	SherCo Electric			1001 · Bank of E/O - Che...		-8,182.00
Bill		05/12/2023		Hanger Building Electrical work		8435 · Building Projects/T...	-8,182.00	8,182.00
TOTAL							-8,182.00	8,182.00
Bill Pmt -Check	10159	05/12/2023	The McGregor Co...			1001 · Bank of E/O - Che...		-792.97
Bill		05/12/2023		spray for grounds spray for grounds		8532 · Pest Control / Fertil... 6625 · Pest Control / Che...	-396.48 -396.49	396.48 396.49
TOTAL							-792.97	792.97
Bill Pmt -Check	10160	05/12/2023	US Postal Service	PO Box Service Fee		1001 · Bank of E/O - Che...		-178.00

PORT OF ARLINGTON
Check Detail
May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
Bill		05/12/2023		PO annual dues		6115 · Dues, Subscription...	-178.00	178.00
TOTAL							-178.00	178.00
Paycheck	10161	05/31/2023	Crowther, Jed N	Direct Deposit		1001 · Bank of E/O - Che...		0.00
				Direct Deposit		6560 · Payroll Expenses	-6,925.48	6,925.48
				Direct Deposit		6560 · Payroll Expenses	-157.85	157.85
				Direct Deposit		6560 · Payroll Expenses	-500.00	500.00
				Direct Deposit		6560 · Payroll Expenses	-910.00	910.00
				Direct Deposit		2100 · Payroll Liabilities	910.00	-910.00
				Direct Deposit		6560 · Payroll Expenses	-2,162.97	2,162.97
				Direct Deposit		2100 · Payroll Liabilities	2,162.97	-2,162.97
				Direct Deposit		6560 · Payroll Expenses	-188.33	188.33
				Direct Deposit		2100 · Payroll Liabilities	188.33	-188.33
				Direct Deposit		6560 · Payroll Expenses	-5.17	5.17
				Direct Deposit		2100 · Payroll Liabilities	5.17	-5.17
				Direct Deposit		2100 · Payroll Liabilities	7.58	-7.58
				Direct Deposit		2100 · Payroll Liabilities	45.50	-45.50
				Direct Deposit		2100 · Payroll Liabilities	596.00	-596.00
				Direct Deposit		6560 · Payroll Expenses	-470.16	470.16
				Direct Deposit		2100 · Payroll Liabilities	470.16	-470.16
				Direct Deposit		2100 · Payroll Liabilities	470.16	-470.16
				Direct Deposit		6560 · Payroll Expenses	-109.96	109.96
				Direct Deposit		2100 · Payroll Liabilities	109.96	-109.96
				Direct Deposit		2100 · Payroll Liabilities	109.96	-109.96
				Direct Deposit		2100 · Payroll Liabilities	526.00	-526.00
				Direct Deposit		2111 · Direct Deposit Liabi...	5,828.13	-5,828.13
TOTAL							0.00	0.00
Paycheck	10162	05/31/2023	Metzker, James L	Direct Deposit		1001 · Bank of E/O - Che...		0.00
				Direct Deposit		6560 · Payroll Expenses	-3,585.60	3,585.60
				Direct Deposit		6560 · Payroll Expenses	-151.20	151.20
				Direct Deposit		6560 · Payroll Expenses	-172.80	172.80
				Direct Deposit		6560 · Payroll Expenses	-43.20	43.20
				Direct Deposit		6560 · Payroll Expenses	-474.34	474.34
				Direct Deposit		2100 · Payroll Liabilities	474.34	-474.34
				Direct Deposit		6560 · Payroll Expenses	-1,081.48	1,081.48
				Direct Deposit		2100 · Payroll Liabilities	1,081.48	-1,081.48
				Direct Deposit		6560 · Payroll Expenses	-75.56	75.56
				Direct Deposit		2100 · Payroll Liabilities	75.56	-75.56
				Direct Deposit		6560 · Payroll Expenses	-4.87	4.87
				Direct Deposit		2100 · Payroll Liabilities	4.87	-4.87
				Direct Deposit		2100 · Payroll Liabilities	3.95	-3.95

PORT OF ARLINGTON
Check Detail
 May 2023

Type	Num	Date	Name	Memo	It...	Account	Paid Amou...	Original Amo...
				Direct Deposit		2100 · Payroll Liabilities	23.72	-23.72
				Direct Deposit		2100 · Payroll Liabilities	317.00	-317.00
				Direct Deposit		6560 · Payroll Expenses	-245.07	245.07
				Direct Deposit		2100 · Payroll Liabilities	245.07	-245.07
				Direct Deposit		2100 · Payroll Liabilities	245.07	-245.07
				Direct Deposit		6560 · Payroll Expenses	-57.31	57.31
				Direct Deposit		2100 · Payroll Liabilities	57.31	-57.31
				Direct Deposit		2100 · Payroll Liabilities	57.31	-57.31
				Direct Deposit		2100 · Payroll Liabilities	275.00	-275.00
				Direct Deposit		2111 · Direct Deposit Liabi...	3,030.75	-3,030.75
TOTAL							0.00	0.00
Paycheck	10163	05/31/2023	Rayburn, Kayla R	Direct Deposit		1001 · Bank of E/O - Che...		0.00
				Direct Deposit		6560 · Payroll Expenses	-3,132.00	3,132.00
				Direct Deposit		6560 · Payroll Expenses	-172.80	172.80
				Direct Deposit		6560 · Payroll Expenses	-518.40	518.40
				Direct Deposit		6560 · Payroll Expenses	-151.20	151.20
				Direct Deposit		6560 · Payroll Expenses	-476.93	476.93
				Direct Deposit		2100 · Payroll Liabilities	476.93	-476.93
				Direct Deposit		6560 · Payroll Expenses	-3,082.23	3,082.23
				Direct Deposit		2100 · Payroll Liabilities	3,082.23	-3,082.23
				Direct Deposit		6560 · Payroll Expenses	-138.12	138.12
				Direct Deposit		2100 · Payroll Liabilities	138.12	-138.12
				Direct Deposit		6560 · Payroll Expenses	-4.28	4.28
				Direct Deposit		2100 · Payroll Liabilities	4.28	-4.28
				Direct Deposit		2100 · Payroll Liabilities	3.97	-3.97
				Direct Deposit		2100 · Payroll Liabilities	23.84	-23.84
				Direct Deposit		2100 · Payroll Liabilities	167.00	-167.00
				Direct Deposit		6560 · Payroll Expenses	-246.41	246.41
				Direct Deposit		2100 · Payroll Liabilities	246.41	-246.41
				Direct Deposit		2100 · Payroll Liabilities	246.41	-246.41
				Direct Deposit		6560 · Payroll Expenses	-57.62	57.62
				Direct Deposit		2100 · Payroll Liabilities	57.62	-57.62
				Direct Deposit		2100 · Payroll Liabilities	57.62	-57.62
				Direct Deposit		2100 · Payroll Liabilities	267.00	-267.00
				Direct Deposit		2111 · Direct Deposit Liabi...	3,208.56	-3,208.56
TOTAL							0.00	0.00



DIRECTOR REPORT

June 1, 2023

Action Items:

6A. Resolution 2023-156 – Approving Fiscal Year 2023-2024 Budget

The accompanying LB-1 form documents corresponding funds and amounts.

6B. Affirm Salary Increases as established within the Budget

Correlates with 6.5% increase for Maintenance and 9.0% for Administrative Assistant.

6C. General Fee Resolution 2023-157

Creates a central pattern to update Port fees. Lease contracts are managed individually.

6D. Amend Exhibit A of Intergovernmental Agreement (IGA) with Gilliam County

To designate joint project as workforce housing, rather than Willow Creek dock.

6E. Resolution 2023-158 Enterprise Zone Re-Designation

Port of Arlington (Consenting Agency). Gilliam County, City of Arlington and Condon (Sponsors).

Enterprise Zone is an economic incentive tool which helps to attract and retain industry.

Director Report

7A. Port Proctor Parcel

Supplemental Budget to specify funds/accounts for the \$800,000 purchase, to close on June 15.

7B. Marina Walkway Paving

Special Projects Grant Application attached, submitted recently.

PORT OF ARLINGTON, OREGON

RESOLUTION NO. 2023-157

A RESOLUTION SETTING GENERAL PORT FEES.

WHEREAS, the Port of Arlington desires to reaffirm and establish general fees;

NOW, THEREFORE, BE IT RESOLVED that the Port of Arlington hereby establishes the following General Port fees, to be effective **June 8, 2023**.

1. Public Records Requests

Photocopies:

8½ x 11	Single Sided	\$0.25 per page
	Double Sided	\$0.30 per page
	Color	\$0.75 per page
11 x 17	Single Sided	\$0.30 per page
	Double Sided	\$0.45 per page
	Color	\$1.00 per page

Certified Copies: \$10.00 each

Faxes: Sending/Receiving \$1.00 per page

Audio Recordings: \$15.00 each

Hourly Rates for Employee Time:

Port Staff	\$35.00 per hour
Port Administrator	\$60.00 per hour

Cost for Delivery of Records: Actual costs, i.e., postage and courier fees

Attorney Fees: Actual fees charged for attorney review, redaction, or segregating records into exempt and non-exempt records

2. RV Park

Daily Rates

Full Hook-Up (Water, Sewer, Electric, Wi-Fi)	\$35.00
Dry Camp at west end of Island	\$10.00

Weekly Rates

Full Hook-Up (Water, Sewer, Electric, Wi-Fi)	\$155.00
--	----------

Monthly Rates

Full Hook-Up (Water, Sewer, Electric, Wi-Fi)	\$525.00
--	----------

3. Marina Moorage

Annual Marina Rates

Boats up to 30 Feet \$720.00 annually
Boats over 30 Feet \$2.25 per foot/per month/per year

Monthly Moorage Rates

Boats up to 30 Feet \$60.00 per month
Boats over 30 Feet \$2.25 per foot/per month

November 1 thru March 31
Plug-in to power pedestal \$1.25 per foot/per month

Transient Moorage Dock Utility Rates

Boats up to 30 Feet \$20 per day for Power and Water Hook-Up
Boats over 30 Feet \$30 per day for Power and Water Hook-Up

Self Fueling Pumps for Non-ethanol gas and off-road diesel available 24-7 with Credit Card.
(Prices are adjusted as fuel is purchased.)

4. Gronquist Room Rental

Upper Conference Room \$20 per hour or \$250 for 24 hours
Lower Conference Room \$20 per hour

ADOPTED by the Board of Commissioners for the Port of Arlington on this _____ day of _____.

President

ATTEST:

Secretary-Treasurer

**AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT
BETWEEN GILLIAM COUNTY AND THE PORT OF ARLINGTON FOR WILLOW CREEK
PROJECT IGA RESTRUCTURING**

RECITALS

WHEREAS, on September 15, 2021, Gilliam County (“County”) and the Port of Arlington (“Port”) entered into an Intergovernmental Agreement for a Joint Project for the purpose of economic development (“IGA”); and

WHEREAS, County and Port desire to execute an amendment to the IGA which replaces Exhibit A.

AGREEMENT

NOW THEREFORE, in consideration of the mutual benefits and obligations set forth herein, the parties hereby agree as follows:

1. Replace the existing “Exhibit A” to the IGA with the “Exhibit A” attached to this amendment. The new “Exhibit A” describes that the funds provided for in the 2021 IGA will be used by the Port to aid in the completion of a workforce housing (“WH”) project.
2. The County will not have any obligations outside of releasing any claim on the funds to the Port as long as the funds are used for a WH project. The County will not require the Port to seek approval from the County on the WH project the Port selects.
3. This Amendment is effective June 8, 2023 (the “Effective Date”).
4. Except as specifically modified by this Amendment, the terms and conditions of the 2021 IGA remain in full force and effect.

IN WITNESS WHEREOF the parties have caused this Amendment to be signed in their respective names by their duly authorized representatives as of the dates set forth below:

GILLIAM COUNTY

By: _____ Date: _____

Name: Elizabeth Farrar Campbell
Title: County Judge

PORT OF ARLINGTON

By: _____ Date: _____

Name: _____ Title: _____

EXHIBIT "A"

**IGA Between Gilliam County and Port of Arlington for
Willow Creek Project IGA Restructuring**

WORKFORCE HOUSING PROJECT

County and Port agree to the following:

- **Port Obligations:** The Port agrees to use the \$547,900 provided for in the IGA to aid in the completion of a workforce housing (WH) project. The Port does not need to seek approval from the County on the WH project the Port selects.
- **County Obligations:** County will not have any obligations outside of releasing any claim on the funds to the Port, provided that the funds are used for a WH project.

**PORT OF ARLINGTON
RESOLUTION NO. 2023-158**

**A RESOLUTION IN SUPPORT OF THE RE-DESIGNATION
OF THE GILLIAM COUNTY ENTERPRISE ZONE**

WHEREAS, Gilliam County, the City of Arlington, and the City of Condon have successfully applied for an enterprise zone known as the Gilliam County Enterprise Zone as designated by Business Oregon;

WHEREAS, the Port of Arlington supports the Gilliam County Enterprise Zone and its potential to encourage new business investment, job creation, higher incomes for local residents and greater diversity of economic activity;

WHEREAS, the Port of Arlington requests that the Director of Business Oregon waive the distance maximum of 25 miles overall and 15 miles between separate areas with the Gilliam County Enterprise Zone for the re-designation of the enterprise zone.

THEREFORE, BE IT RESOLVED THAT:

The Port of Arlington supports and consents to the application to Business Oregon for the re-designation of the Gilliam County Enterprise Zone as shown in the maps and boundary descriptions provided in the application.

ADPOTED by the Board of Commissioners of the Port of Arlington this 8th day of June 2023.

ATTEST:
