



Tuesday, June 8, 2021

5:00 pm

**Hearing Location: Port Office, 100 Port Island Rd.
Arlington, OR**

Public Hearing FY 2021-2022 Port Budget

A public hearing will be held by the Port of Arlington Board of Commissioners regarding adoption of the Fiscal Year 2021-2022 Budget. The hearing is for the purpose of taking public comments on the budget approved by the Budget Committee on May 11, 2021.

1. Open Public Hearing
2. Ask for public comment on the FY 2021-2022 Budget
3. Close Public Hearing

Regular Commission Meeting Agenda

Tuesday, June 8, 2021 Following Budget Hearing

Meeting Location: Port of Arlington Office, 100 Port Island Road – Arlington

1. Call meeting to order
2. Adopt Resolution 2021-150 Approving Fiscal Year 2021-22 Budget
3. Public Comment on non-agenda items
4. Consent Agenda:
 - Approval of May 11, 2021 Commission meeting minutes
 - Approval of May 2021 payables
5. Chairman's Report –
6. Commissioner's Reports –
7. Economic Development –
 - 7.1 Island Park Bathroom Project Update
 - 7.2 Gronquist Acoustics
8. Administration
 - 8.1 Personnel Action Forms: COLA Increase for signature
 - 8.2 Acceptance of Election Results
 - 8.3 Discuss RFP for Attorney of Record

Upcoming Meetings:

Regular Commission Meeting on Tuesday, July 20, 2021 at 5pm - Port of Arlington, Arlington, Or.

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by contacting Kelly.margheim@portofarlington.com / 541-454-2868

Posted: Tuesday, June 1, 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

PORT OF ARLINGTON
BUDGET COMMITTEE MEETING MINUTES

The meeting was called to order by Chair Ron Wilson at 4:00 p.m. in the Port Office Building, 100 Island Park Way on Tuesday, May 11, 2021. Nominations were made for Committee President. Elected by unanimous vote was Denise Ball. Nominations were made for Committee Secretary. Elected by unanimous vote was Alcenia Wright.

Present at the meeting were:

Steve Shaffer	<u>✓</u>	Denise Ball	<u>✓</u>
Ron Wilson	<u>✓</u>	Alcenia Wright	<u>✓</u>
Dewey Kennedy	<u>✓</u>	Larry Hardie	<u> </u>
Kevin Hunking	<u> </u>	Louis Rucker	<u>✓</u>
Rod McGuire	<u>✓</u>		

The budget message was read and the budget document was presented by Budget Officer Kelly Margheim. A discussion was held on the proposed budget.

With a motion by Dewey Kennedy, seconded by Ron Wilson, the Budget Committee approved the permanent tax rate of 0.1425 per thousand assessed value, roll call vote all yes.

The proposed budget was approved / amended and approved with a motion by Dewey Kennedy, seconded by Steve Shaffer, roll call vote all yes.

The Budget Committee meeting was adjourned at 4:40 p.m.

Denise Ball
President

Alcenia Wright
Secretary

Affidavit of Publication

from

THE TIMES-JOURNAL

P.O. Box 746 ~ 319 South Main Street
Condon, Oregon 97823-0746

State of Oregon, Counties of Gilliam, Wheeler and Sherman, ss:

I, Stephen Allen

Being first duly sworn, depose and say that I am the publisher of *The Times-Journal*, a newspaper of general circulation as defined by Sections 1-509, 1-510, Oregon Code; printed and published at Condon in the aforesaid county and state; that the

Port of Arlington Budget Committee meeting

a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 2 successive and consecutive weeks in the following issues:

4/29 & 5/6

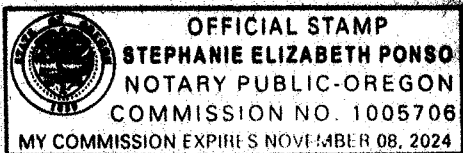


Publisher

Subscribed and sworn before me this 7th day of May, 2021.

Stephanie Ponso
Notary Public for the State of Oregon

My commission expires 11-8-24



LEGAL NOTICE

PORT OF ARLINGTON NOTICE OF BUDGET COMMITTEE MEETING

Port Office
100 Port Island Road
Arlington, OR 97812
Tuesday, May 11, 2021
4 pm

A public meeting of the Budget Committee for the Port of Arlington, Gilliam County, State of Oregon, to discuss the budget for the fiscal year July 1, 2021 to June 30, 2022, will be held in the Port office building, 100 Port Island Road, Arlington, Oregon. This meeting will take place on Tuesday, the 11th day of May 2021 at 4:00 pm. The purpose of the meeting is to receive the budget messages and to receive comment from the public on the budget.

A copy of the budget document may be inspected or obtained on or after May 11, 2021 at the Port of Arlington office between the hours of 8:00 am and 5:00 pm.

This is a public meeting where deliberations of the Budget Committee will take place. Any person may appear at the meeting to discuss the proposed programs with the Budget Committee.

Published 4/29 & 5/6

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Port of Arlington will be held on June 8, 2021 at 5:00 pm at Port Office, 100 Port Island Road, Arlington, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2021 as approved by the Port of Arlington Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 100 Port Island Road, Arlington, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

Contact: Kelly Margheim, Budget Officer

Telephone: 541-705-2004

Email: portofarlington@gorge.net

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount 2019-2020	Adopted Budget This Year 2020-2021	Approved Budget Next Year 2021-2022
Beginning Fund Balance/Net Working Capital	1,851,509	1,792,559	1,110,357
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	64,140	85,250	66,850
Federal, State and all Other Grants, Gifts, Allocations and Donations	54,800	673,862	33,300
Revenue from Bonds and Other Debt	98,800	93,936	93,936
Interfund Transfers / Internal Service Reimbursements	10,841	11,650	111,500
All Other Resources Except Current Year Property Taxes	242,076	201,832	280,359
Current Year Property Taxes Estimated to be Received	113,788	122,000	135,900
Total Resources	2,435,954	2,981,089	1,832,202

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	224,516	275,260	305,686
Materials and Services	158,422	317,378	240,351
Capital Outlay	47,514	2,178,769	1,035,859
Debt Service	12,144	12,144	12,144
Interfund Transfers	10,841	11,650	111,500
Contingencies	42,329	185,888	126,662
Special Payments	0		
Unappropriated Ending Balance and Reserved for Future Expenditure	1,940,188		
Total Requirements	2,435,954	2,981,089	1,832,202

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
General Fund	1,757,476	2,410,719	1,183,745
FTE	1.40	1.60	1.40
Gronquist Fund	0.00	0.00	155,950.00
FTE			0.50
Economic Development Fund	613,167	493,611	403,848
FTE	1.10	1.10	1.10
Reserve Fund	65,311	76,759	88,659
FTE	N/A	N/A	N/A
Total Requirements	2,435,954	2,981,089	1,832,202
Total FTE	2.5	2.7	3.0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *	

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2019-2020	Rate or Amount Imposed This Year 2020-2021	Rate or Amount Approved Next Year 2021-2022
Permanent Rate Levy (rate limit 0.1425 per \$1,000)	0.1425	0.1425	0.1425
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings	\$120,577	\$0
Total	\$120,577	\$0

* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.

**RESOLUTION No. 2021-150
ADOPTING THE BUDGET**

BE IT RESOLVED that the Board of Commissioners of the Port of Arlington hereby adopts the budget for fiscal year 2021-22 in the total amount of \$1,832,202 now on file at the district's Port of Arlington office located at 100 Port Island Road in Arlington, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated:

General Fund

Personal Services.....	137,336
Materials & Services.....	124,600
Capital Outlay.....	763,700
Transfers.....	111,500
Contingency.....	46,609
Total.....	1,183,745

Gronquist Fund

Personal Services.....	46,500
Materials & Services.....	44,550
Capital Outlay.....	56,000
Contingency.....	8,900
Total.....	155,950

Economic Development Debt/Loan Service

Debt Service	12,145
Total.....	12,145

Reserve Fund

Personal Services.....	0
Materials & Services....	0
Capital Outlay.....	88,659
Total.....	88,659

Economic Development Fund

Personal Services.....	121,850
Materials & Services....	71,200
Capital Outlay.....	127,500
Contingency.....	71,153
Total.....	391,703

Total APPROPRIATIONS, All Funds . . . **1,832,202**

Total Unappropriated Amounts, All Funds . . .

TOTAL ADOPTED BUDGET . . . 1,832,202 *

IMPOSING THE TAX

BE IT RESOLVED that the Board of Commissioners of the Port of Arlington hereby imposes the taxes provided for in the adopted budget:

- (1) In the amount of **Or** at the rate per \$1000 of assessed value of \$ 0.1425 for permanent rate tax;
- x (2) In the amount of **Or** at the rate per \$1000 of assessed value of \$ _____ for local option tax; and
- (3) In the amount of \$ _____ for debt service on general obligation bonds;

and that these taxes are hereby imposed and categorized for tax year 2019-20 upon the assessed value of all taxable property within the district as follows:

CATEGORIZING THE TAX

General Government Limitation

Excluded from Limitation

x Permanent Rate Tax.....	\$0.1425 /\$1000
Local Option Tax.....	\$ <u> -0- </u> /\$1000
General Obligation Bond Debt Service.....	\$ <u> -0- </u>

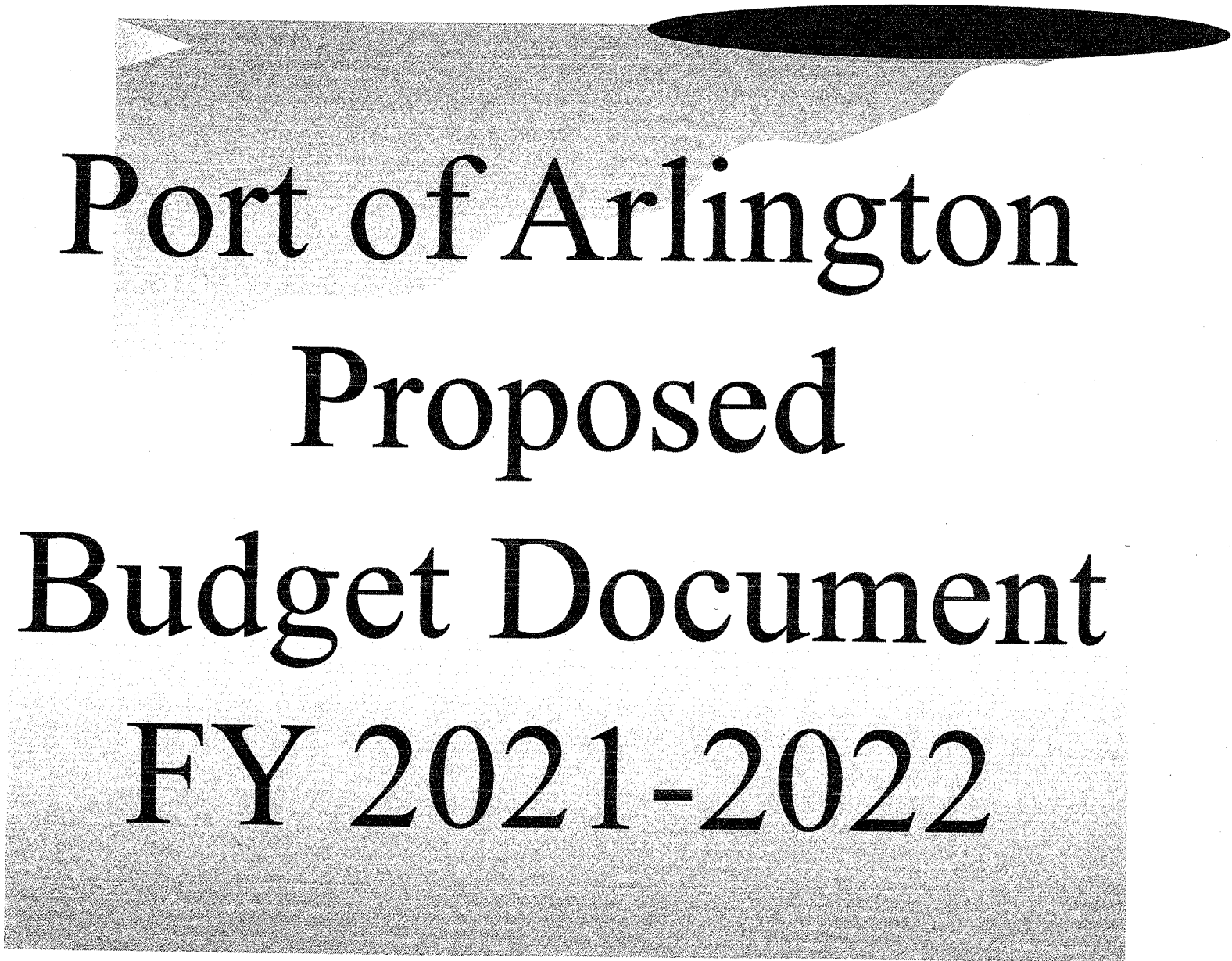
The above resolution statements were approved and declared adopted on this 8th day of June 2021.

X _____
Signature

X _____
Signature

6/9/2020

6/8/2021



Port of Arlington
Proposed
Budget Document
FY 2021-2022

RESOURCES
General Fund
Port of Arlington

	Historical Data			RESOURCE DESCRIPTION	Budget FY 2021-2022			
	Actual		Adopted Budget 2020-21		Acct. #	Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
	Second Preceding Year 18-19	First Preceding Year 19-20						
1	\$ 1,108,151.00	\$ 1,385,623.00	\$ 1,479,250.00	1. Available cash on hand* (cash basis) or	4000	\$ 818,186.00	\$ 818,186.00	
2				2. Net working capital (accrual basis)				
3	\$ 5,951.00	\$ 1,379.00	\$ 500.00	3. Previously levied taxes estimated to be received	4011	\$ 500.00	\$ 500.00	
4	\$ 32,498.00	\$ 33,351.00	\$ 10,000.00	4. Interest	4022	\$ 10,000.00	\$ 10,000.00	
5				5. Transferred IN, from other funds				
6				6 OTHER RESOURCES				
7				7. Management Fees				
8	\$ 625.00	\$ 6,912.00	\$ 16,000.00	8. Land Rental	4030	\$ 6,600.00	\$ 6,600.00	
9	\$ 105,250.00	\$ 108,407.00	\$ 111,659.00	9. Elevator Lease	4050	\$ 115,009.00	\$ 115,009.00	
10	\$ 8,400.00	\$ 11,564.00	\$ 5,000.00	10. Marina Moorage Revenue	4210	\$ 5,000.00	\$ 5,000.00	
11	\$ 17,069.00	\$ 15,312.00	\$ 12,000.00	11. Marina Fuel Sales	4213	\$ 12,000.00	\$ 12,000.00	
12	\$ 400.00	\$ 570.00	\$ 250.00	12. Marina Power and Water Sales	4214	\$ 250.00	\$ 250.00	
13	\$ 39,570.00	\$ 36,694.00	\$ 40,000.00	13. RV Park Revenue	4211	\$ 50,000.00	\$ 50,000.00	
14	\$ 4,000.00	\$ -	\$ 100.00	14. Donations/Gifts	4400	\$ 100.00	\$ 100.00	
15	\$ 1,417.00	\$ 18,078.00	\$ 100.00	15. Miscellaneous	4500	\$ 100.00	\$ 100.00	
16	\$ 119,472.00	\$ 18,798.00	\$ 40,000.00	16. Willow Creek Rock Sales	4340	\$ 20,000.00	\$ 20,000.00	
17				17. SIP Funds	4130	\$ -		
18				18. Willow Creek Reimbursement	4450			
19				19				
27								
28								
29				20. GRANT REVENUE	4110			
30	\$ -	\$ -	\$ 353,760.00	21. Marine Board Bathroom Grant	4111	\$ 1,000.00	\$ 1,000.00	
31	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	22. MAPS Grant	4120	\$ 7,000.00	\$ 7,000.00	
32				23. Connect Oregon Grant	4112	\$ 1,000.00	\$ 1,000.00	
33		\$ -	\$ 213,000.00	24. Gilliam County Grant	4113	\$ 1,000.00	\$ 1,000.00	
34	\$ 100.00	\$ -	\$ 100.00	25. Unanticipated Grant	4114	\$ 100.00	\$ 1,000.00	
35		\$ -		26. Safety Grant	4115	\$ -		
36								
37								
38	\$ 1,449,903.00	\$ 1,643,688.00	\$ 2,288,719.00	29. Total resources, except taxes to be levied		\$ 1,047,845.00	\$ 1,047,845.00	
39			\$ 122,000.00	30. Taxes estimated to be received		\$ 135,900.00	\$ 135,900.00	
40	\$ 99,853.00	\$ 113,788.00		31. Taxes collected in year levied				
41	\$ 1,549,756.00	\$ 1,757,476.00	\$ 2,410,719.00	32. TOTAL RESOURCES		\$ 1,183,745.00	\$ 1,183,745.00	\$ -

*Includes ending balance from prior year

**DETAILED EXPENDITURES
Administration - General**

Port of Arlington

Historical Data			EXPENDITURE DESCRIPTION	Acct #	# Emp.	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21				Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20							
			PERSONNEL SERVICES					
\$21,855.00	\$22,467.00	\$24,700.00	1. Port Manager	6008	1	\$13,000.00	\$13,000.00	
\$37,112.00	\$34,045.00	\$37,200.00	2. Administrative Assistant - Regular and OT	6009	1	\$35,000.00	\$35,000.00	
\$5,357.00	\$3,474.00	\$6,200.00	3. Payroll Taxes	6011		\$6,634.00	\$6,634.00	
\$0.00	\$0.00	\$500.00	4. Training	6012		\$100.00	\$100.00	
\$120.00	\$174.00	\$250.00	5. Worker's Comp Insurance	6013		\$250.00	\$250.00	
\$17,361.00	\$20,461.00	\$32,250.00	6. Employee Benefits - Insurance	6015		\$27,000.00	\$27,000.00	
\$8,319.00	\$6,644.00	\$9,100.00	7. Employee Benefits - Retirement	6016		\$7,500.00	\$7,500.00	
\$90,124.00	\$87,265.00	\$110,200.00	TOTAL PERSONNEL SERVICES			\$89,484.00	\$89,484.00	\$0.00
			MATERIALS & SERVICES					
\$2,932.00	\$1,968.00	\$3,700.00	8. Utilities	6111		\$3,700.00	\$3,700.00	
\$2,958.00	\$2,558.00	\$3,500.00	9. Office Supplies and Equipment	6112		\$3,500.00	\$3,500.00	
\$8,460.00	\$4,277.00	\$12,000.00	10. Legal Fees	6113		\$8,000.00	\$8,000.00	
\$0.00	\$200.00	\$500.00	11. Insurance - Treasurer Bond	6114		\$500.00	\$500.00	
\$2,661.00	\$3,403.00	\$7,000.00	12. Dues/Subscriptions/Fees	6115		\$7,000.00	\$7,000.00	
\$1,950.00	\$6,121.00	\$3,800.00	12.1 Credit Card Fees	6115-1		\$3,800.00	\$3,800.00	
\$7,126.00	\$7,926.00	\$10,000.00	13. Audit, Budget, Legal Notices	6116		\$10,000.00	\$10,000.00	
\$2,733.00	\$1,677.00	\$3,000.00	14. Telephone and Internet	6117		\$2,000.00	\$2,000.00	
\$388.00	\$0.00	\$500.00	15. Staff Travel / Food / Lodging	6128		\$500.00	\$500.00	
\$2,200.00	\$371.00	\$3,000.00	16. Commissioners Fees & Expenses	6119		\$3,000.00	\$3,000.00	
\$168.00	\$88.00	\$300.00	17. Medicare-SS for Commissioners	6120		\$300.00	\$300.00	
\$992.00	\$1,665.00	\$3,000.00	18. Commissioner Conferences & Travel	6127		\$3,000.00	\$3,000.00	
\$588.00	\$469.00	\$1,000.00	19. Postage	6129		\$700.00	\$700.00	
\$957.00	\$65.00	\$2,000.00	20. Meetings & Elections	6122		\$2,000.00	\$2,000.00	
\$65.00	\$295.00	\$200.00	21. Miscellaneous	6123		\$200.00	\$200.00	
\$950.00	\$650.00	\$1,000.00	22. Donations	6121		\$1,000.00	\$1,000.00	
\$111.00	\$0.00	\$250.00	23. Advertising	6118		\$250.00	\$250.00	
\$1,076.00	\$0.00	\$2,000.00	24. Consultant	6124		\$1,000.00	\$1,000.00	
\$0.00	\$0.00	\$100.00	25. Bad Debt Write Off	6130		\$100.00	\$100.00	
\$36,315.00	\$31,733.00	\$56,850.00	TOTAL MATERIALS & SERVICES			\$50,550.00	\$50,550.00	\$0.00
\$30,700.00	\$22,833.00	\$159,459.00	26. CONTINGENCY	6126		\$46,609.00	\$46,609.00	
\$157,139.00	\$141,831.00	\$326,509.00	Total Expenditures - This Page			\$186,643.00	\$186,643.00	\$0.00
\$0.00	\$0.00	\$0.00						
\$157,139.00	\$141,831.00	\$326,509.00	TOTAL			\$186,643.00	\$186,643.00	\$0.00

DETAILED EXPENDITURES
Administration - General
Port of Arlington

Historical Data			EXPENDITURE DESCRIPTION	Acct #	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21			Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
Second Preceding Year 18-19	First Preceding Year 19-20						
			CAPTIAL OUTLAY				
\$0.00	\$0.00	\$0.00	1. Land Improvements & Development				
\$0.00	\$0.00	\$0.00	2. Engineering & Surveying				
\$0.00	\$0.00	\$0.00	3. Plant Construction				
\$0.00	\$0.00	\$0.00	4. Office Equipment				
\$0.00	\$0.00	\$0.00	TOTAL CAPITAL OUTLAY		\$0.00	\$0.00	
			DEBT SERVICE				
\$0.00	\$0.00	\$0.00	5. Loan Principal				
\$0.00	\$0.00	\$0.00	6. Loan Interest				
\$0.00	\$0.00	\$0.00	TOTAL DEBT SERVICE		\$0.00	\$0.00	
			TRANSFERS OUT				
\$10,300.00	\$10,841.00	\$11,650.00	7. Transfer to Reserve Fund	6170	\$11,500.00	\$11,500.00	
\$0.00	\$0.00	\$0.00	8. Transfer to Economic Dev	6170	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	9. Transfer to Gronquist Fun	6170	\$100,000.00	\$100,000.00	
	\$10,841.00	\$11,650.00	TOTAL TRANSFERS OUT		\$111,500.00	\$111,500.00	
\$182,000.00	\$167,883.00	\$326,509.00	Total Expenditures - Previous Page		\$186,643.00	\$186,643.00	
\$10,300.00	\$10,841.00	\$11,650.00	Total Expenditures - This Page		\$111,500.00	\$111,500.00	
\$192,300.00	\$178,724.00	\$338,159.00	TOTAL EXPENDITURES - Admin		\$298,143.00	\$298,143.00	
\$0.00	\$0.00	\$0.00	UNAPPROPRIATED ENDIN	1500			
\$192,300.00	\$178,724.00	\$338,159.00	TOTAL		\$298,143.00	\$298,143.00	
						\$0.00	

**DETAILED EXPENDITURES
ISLAND PARK - GENERAL**

Port of Arlington

Historical Data			EXPENDITURE DESCRIPTION	Acct #	# Emp	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21				Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20							
			PERSONNEL SERVICES					
\$5,751.00	\$9,577.00	\$13,500.00	1. Maintenance Person	6610	0.3	\$18,000.00	\$18,000.00	
\$528.00	\$584.00	\$850.00	2. Payroll Taxes - Maintenance	6611		\$900.00	\$900.00	
\$142.00	\$0.00	\$500.00	3. Worker's Comp Insurance	6612		\$500.00	\$500.00	
	\$0.00	\$0.00	4. Other Personal Services	6613		\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5. Employee Benefits	6614		\$7,602.00	\$7,602.00	
			6. Employee Benefits Retirement	6615		\$2,120.00	\$2,120.00	
\$6,421.00	\$10,161.00	\$14,850.00	TOTAL PERSONNEL SERVICES			\$29,122.00	\$29,122.00	\$0.00
			MATERIALS & SERVICES					
\$0.00	\$0.00	\$1,200.00	5. Water Fees	6621		\$1,200.00	\$1,200.00	
\$1,333.00	\$555.00	\$1,000.00	6. Sanitation and Sewer	6622		\$1,500.00	\$1,500.00	
\$575.00	\$788.00	\$1,800.00	7. Comfort Station Supplies - OSMB	6623		\$1,800.00	\$1,800.00	
\$1,828.00	\$544.00	\$1,500.00	8. Park Electricity	6624		\$1,500.00	\$1,500.00	
\$244.00	\$0.00	\$200.00	9. Pest Control / Chemical / Fertilizer	6625		\$200.00	\$200.00	
\$1,159.00	\$1,462.00	\$2,000.00	10. Liability Insurance	6626		\$2,000.00	\$2,000.00	
\$1,927.00	\$4,080.00	\$2,800.00	11. Park Maintenance & Supplies	6627		\$4,000.00	\$4,000.00	
\$12.00	\$0.00	\$100.00	12. Miscellaneous	6628		\$100.00	\$100.00	
\$7,078.00	\$7,429.00	\$10,600.00	TOTAL MATERIALS & SUPPLIES			\$12,300.00	\$12,300.00	\$0.00
			CAPITAL OUTLAY					
\$8,825.00	\$125.00	\$200,000.00	13. West End Park Infrastructure and Improvements	6631		\$116,000.00	\$116,000.00	
\$2,252.00	\$6,500.00	\$20,000.00	14. Engineering, Surveying & Monitoring	6632		\$40,000.00	\$40,000.00	
\$0.00	\$0.00	\$213,000.00	15. Improvements; Construction Grant Gilliam Coun	6633		\$1,000.00	\$1,000.00	
\$0.00	\$0.00	\$353,760.00	16. Improvements; Construction Grant Marine Board	6634		\$100.00	\$100.00	
\$0.00	\$0.00	\$76,000.00	17. Improvements; Construction (Grant Match) Gillia	6635		\$100.00	\$100.00	
		\$142,350.00	18. Marine Board Restrooms Grant Match	6636		\$100.00	\$100.00	
\$11,077.00	\$6,625.00	\$1,005,110.00	TOTAL CAPITAL OUTLAY			\$157,300.00	\$157,300.00	\$0.00
			DEBT SERVICE					
						\$0.00	\$0.00	\$0.00
\$24,576.00	\$24,215.00	\$1,030,560.00	Total Expenditures - This Page			\$198,722.00	\$198,722.00	\$0.00
\$0.00	\$0.00	\$0.00	UNAPPROPRIATED ENDING FUND BALANCE			\$0.00	\$0.00	\$0.00
\$24,576.00	\$24,215.00	\$1,030,560.00	TOTAL			\$198,722.00	\$198,722.00	\$0.00

DETAILED EXPENDITURES
MARINA - GENERAL

Port of Arlington

Budget FY 2021-2022

Historical Data			EXPENDITURE DESCRIPTION	Acct #	# Emp	Budget FY 2021-2022			
Actual		Adopted Budget 2020-21				Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body	
2nd Preceding Year 18-19	1st Preceding Year 19-20								
			PERSONNEL SERVICES						
\$212.00	\$616.00	\$3,900.00	1. Maintenance Person	6710	0.2	\$5,600.00	\$5,600.00		
\$22.00	\$48.00	\$350.00	2. Payroll Taxes - Maintenance	6711		\$600.00	\$600.00		
\$50.00	\$0.00	\$60.00	3. Worker's Comp Insurance	6712		\$200.00	\$200.00		
\$116.00	\$0.00	\$0.00	4. Other Personal Services	6700		\$0.00	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	5. Employee Benefits	6713		\$2,300.00	\$2,300.00		
\$0.00	\$0.00	\$0.00	6. Employee Benefits Retirement	6714		\$640.00	\$640.00		
\$400.00	\$664.00	\$4,310.00	TOTAL PERSONNEL SERVICES			\$9,340.00	\$9,340.00	\$0.00	
			MATERIALS & SERVICES						
\$3,101.00	\$3,813.00	\$4,500.00	8. Electricity - Marina	6721		\$4,500.00	\$4,500.00		
\$225.00	\$0.00	\$2,000.00	9. OMB Repairs MAPS Grant	6722		\$2,000.00	\$2,000.00		
\$2,200.00	\$2,472.00	\$2,600.00	10. Liability Insurance	6723		\$2,600.00	\$2,600.00		
\$1,587.00	\$2,588.00	\$5,000.00	11. Marina Maint. & Supplies	6724		\$5,000.00	\$5,000.00		
\$421.00	\$0.00	\$500.00	12. Miscellaneous	6725		\$500.00	\$500.00		
\$0.00	\$0.00	\$0.00	13. Contractural Services	6726		\$0.00	\$0.00	\$0.00	
\$9,693.00	\$10,255.00	\$16,000.00	14. Marina Fuel	6727		\$16,000.00	\$16,000.00		
\$17,227.00	\$19,128.00	\$30,600.00	TOTAL MATERIALS & SUPPLIES			\$30,600.00	\$30,600.00	\$0.00	
			CAPITAL OUTLAY						
\$0.00	\$0.00	\$0.00	14. Marina Improvement Project (Grants)	6731		\$100.00	\$100.00		
\$0.00	\$0.00	\$0.00	15. Engineering & Surveying	6732		\$100.00	\$100.00		
\$0.00	\$0.00	\$29,000.00	16. Marina EMV Equipment	6733		\$0.00	\$0.00		
\$0.00	\$0.00	\$0.00	17. Marina Improvements Match	6734		\$100.00	\$100.00		
\$0.00	\$0.00	\$29,000.00	TOTAL CAPITAL OUTLAY			\$300.00	\$300.00	\$0.00	
\$0.00	\$0.00	\$0.00	DEBT SERVICE				\$0.00	\$0.00	\$0.00
\$17,627.00	\$19,792.00	\$63,910.00	Total Expenditures - This Page				\$40,240.00	\$40,240.00	\$0.00
\$0.00	\$0.00	\$0.00	UNAPPROPRIATED ENDING FUND BALANCE				\$0.00	\$0.00	\$0.00
\$17,627.00	\$19,792.00	\$63,910.00	TOTAL				\$40,240.00	\$40,240.00	\$0.00

**DETAILED EXPENDITURES
RV PARK - GENERAL**

**Port of Arlington
Budget FY 2021-2022**

Historical Data			EXPENDITURE DESCRIPTION	Acct #	# Emp	Budget FY 2021-2022		
Actual		Adopted Budget 2020-2021				Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
Second Preceding Year 18-19	First Preceding Year 19-20							
			PERSONNEL SERVICES					
\$329.00	\$616.00	\$3,300.00	1. Maintenance Person	6310	0.2	\$5,600.00	\$5,600.00	
\$27.00	\$46.00	\$500.00	2. Payroll Taxes - Maintenance	6311		\$600.00	\$600.00	
\$200.00	\$213.00	\$240.00	3. Worker's Comp Insurance	6312		\$250.00	\$250.00	
			4. Employee Benefits	6313		\$2,300.00	\$2,300.00	
			5. Employee Benefits Retirement	6314		\$640.00	\$640.00	
\$556.00	\$875.00	\$4,040.00	TOTAL PERSONNEL SERVICES			\$9,390.00	\$9,390.00	\$0.00
			MATERIALS AND SERVICES					
\$4,114.00	\$3,118.00	\$4,000.00	4. Water Fees	6321		\$4,000.00	\$4,000.00	
\$1,170.00	\$1,002.00	\$2,000.00	5. Sanitation	6322		\$2,000.00	\$2,000.00	
\$9,474.00	\$7,703.00	\$9,000.00	6. Electricity	6323		\$9,000.00	\$9,000.00	
\$4,187.00	\$3,174.00	\$4,000.00	7. Sewer	6329		\$4,000.00	\$4,000.00	
\$230.00	\$1,490.00	\$3,000.00	8. Maintenance & Supplies	6326		\$4,000.00	\$4,000.00	
\$1,433.00	\$1,763.00	\$1,800.00	9. Liability Insurance	6327		\$1,800.00	\$1,800.00	
\$0.00	\$0.00	\$1,000.00	10. Advertising	6325		\$1,000.00	\$1,000.00	
\$0.00	\$0.00	\$250.00	11. Miscellaneous	6328		\$250.00	\$250.00	
\$425.00	\$967.00	\$1,000.00	12. Telephone/WIFI	6324		\$1,000.00	\$1,000.00	
\$21,033.00	\$19,217.00	\$26,050.00	TOTAL MATERIAL & SERVICES			\$27,050.00	\$27,050.00	\$0.00
			CAPITAL OUTLAY					
\$0.00	\$1,000.00	\$60,000.00	13. Gilliam County Grant RV Park Construction / Pu	6341		\$100.00	\$100.00	
		\$8,000.00	14. Grant Match	6343		\$100.00	\$100.00	
		\$80,000.00	15. RV Park Equipment and Infrastructure	6344		\$10,000.00	\$10,000.00	
\$0.00	\$1,000.00	\$60,000.00	TOTAL CAPITAL OUTLAY			\$10,200.00	\$10,200.00	\$0.00
			DEBT SERVICE					
\$0.00	\$0.00	\$0.00	13. Loan - Principal			\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	14. Loan - Interest			\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	TOTAL DEBT SERVICE			\$0.00	\$0.00	\$0.00
\$21,589.00	\$21,092.00	\$90,090.00	TOTAL EXPENDITURES			\$46,640.00	\$46,640.00	\$0.00
		\$0.00	UNAPPROPRIATED ENDING FUND BALANCE			\$0.00	\$0.00	\$0.00
\$21,589.00	\$21,092.00	\$90,090.00	TOTAL			\$46,640.00	\$46,640.00	\$0.00

DETAILED EXPENDITURES

FORM
LB-31

WILLOW CREEK FACILITY - GENERAL

Port of Arlington

Historical Data			EXPENDITURE DESCRIPTION	Acct #	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21			Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20						
			PERSONNEL SERVICES				
\$0.00	\$0.00	\$0.00	1. Administrative Asst.		\$0.00		
\$0.00	\$0.00	\$0.00	2. Payroll Taxes - Staff		\$0.00		
\$0.00	\$0.00	\$0.00	3. Worker's Comp Insurance		\$0.00		
\$0.00	\$0.00	\$0.00	TOTAL PERSONNEL SERVICES		\$0.00	\$0.00	\$0.00
			MATERIALS AND SERVICES				
\$0.00	\$0.00	\$100.00	4. Travel	6524	\$100.00	\$100.00	
\$0.00	\$0.00	\$0.00	5. Training				
\$0.00	\$0.00	\$0.00	6. Legal Fees (Grant from Gilliam County)	6522			
\$1,087.00	\$1,079.00	\$2,000.00	7. Permits; Miscellaneous	6523	\$4,000.00	\$4,000.00	
\$0.00	\$0.00	\$0.00	8. Contractural Services		\$0.00	\$0.00	\$0.00
\$1,087.00	\$1,079.00	\$2,100.00	TOTAL MATERIALS & SERVICES		\$4,100.00	\$4,100.00	\$0.00
			CAPITAL OUTLAY				
\$0.00	\$0.00	\$747,900.00	9. Construction	6540	\$547,900.00	\$547,900.00	
\$0.00	\$0.00	\$50,000.00	10. Engineering & Surveying	6542	\$48,000.00	\$48,000.00	
\$0.00	\$0.00	\$797,900.00	TOTAL CAPITAL OUTLAY		\$595,900.00	\$595,900.00	\$0.00
			DEBT SERVICE				
\$0.00	\$0.00	\$0.00	11. Loan - Principal		\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	12. Loan - Interest		\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	TOTAL DEBT SERVICE		\$0.00	\$0.00	\$0.00
\$1,087.00	\$1,079.00	\$800,000.00	TOTAL EXPENDITURES		\$600,000.00	\$600,000.00	\$0.00
			UNAPPROPRIATED ENDING FUND BALANCE				
\$1,087.00	\$1,079.00	\$800,000.00	TOTAL		\$600,000.00	\$600,000.00	\$0.00

Gronquist Building - General

Historical Data			EXPENDITURE DESCRIPTION	Acct #	# Emp.	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21				Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20							
			PERSONNEL SERVICES					
			1. Port Manager	8510	1	\$7,800.00	\$7,800.00	
			2. Administrative Assistant	8511	1	\$12,000.00	\$12,000.00	
			3. Event Cordinator	8512		\$100.00	\$100.00	
			4. Maintenance	8513	1	\$7,300.00	\$7,300.00	
			5. Payroll Taxes	8514		\$3,000.00	\$3,000.00	
			6. Worker's Comp Insurance	8516		\$300.00	\$300.00	
			7. Employee Benefits - Insurance	8517		\$12,500.00	\$12,500.00	
			8. Employee Benefits - Retirement	8518		\$3,500.00	\$3,500.00	
\$0.00	\$0.00	\$0.00	TOTAL PERSONNEL SERVICES			\$46,500.00	\$46,500.00	\$0.00
			MATERIALS & SERVICES					
			8. Utilities	8521		\$10,000.00	\$10,000.00	
			9. Office Supplies and Equipment	8522		\$1,500.00	\$1,500.00	
			10. Legal Fees	8523		\$1,000.00	\$1,000.00	
			11. Insurance - Treasurer Bond	8524		\$3,000.00	\$3,000.00	
			12. Dues/Subscriptions/Fees	8525		\$1,000.00	\$1,000.00	
			12.1 Credit Card Fees	8525-1		\$500.00	\$500.00	
			13. Audit, Budget, Legal Notices	8526		\$500.00	\$500.00	
			14. Telephone and Internet	8527		\$800.00	\$800.00	
			15. Supplies	8528		\$1,500.00	\$1,500.00	
			16. Fire Suppression System Inspection	8529		\$3,800.00	\$3,800.00	
			17. Building Maintenance	8530		\$5,000.00	\$5,000.00	
			18. Alarm Monitoring	8531		\$800.00	\$800.00	
			19. Pest Control / Fertilizer	8532		\$300.00	\$300.00	
			20. Miscellaneous	8533		\$500.00	\$500.00	
			21. Donations	8534		\$100.00	\$100.00	
			22. Advertising	8535		\$1,000.00	\$1,000.00	
			23. Property Taxes	8536		\$10,000.00	\$10,000.00	
			24. Bad Debt Write Off	8537		\$100.00	\$100.00	
			25. Cleaning Fee Reimbursed	8538		\$1,150.00	\$1,150.00	
			26. Misc.	8539		\$2,000.00	\$2,000.00	
\$0.00	\$0.00	\$0.00	TOTAL MATERIALS & SERVICES			\$44,550.00	\$44,550.00	\$0.00
			26. CONTINGENCY	8630		\$8,900.00	\$8,900.00	
			CAPITOL OUTLAY					
			27. Land Improvement and Development	8631		\$1,000.00	\$1,000.00	
			28. Tenant Improvements / Building Improvements	8632		\$50,000.00	\$50,000.00	
			29. Grant Match Gilliam County	8633		\$5,000.00	\$5,000.00	
			TOTAL CAPITOL OUTLAY			\$56,000.00	\$56,000.00	
\$0.00	\$0.00	\$0.00	Total Expenditures - This Page			\$155,950.00	\$155,950.00	\$0.00
\$0.00	\$0.00	\$0.00	TOTAL			\$155,950.00	\$155,950.00	\$0.00

RESOURCES
Economic Development Fund
Established FY 2011-2012

Port of Arlington

Historical Date			RESOURCE DESCRIPTION	Acct #	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21			Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20						
			Beginning Fund Balance:				
\$ 458,206.00	\$412,813.00	\$248,600.00	1. Carryover (cash basis)	5005	\$215,412.00	\$215,412.00	
	\$0.00		2. Net working capital* (accrual basis)				
			OTHER RESOURCES				
	\$0.00		3. Mesa Industrial Lots	5030	\$1,000.00	\$1,000.00	
			4. Building Lease				
\$91,200.00	\$98,800.00	\$93,936.00	a. 11-002 Insitu	5031	\$93,936.00	\$93,936.00	
\$24,400.00	\$4,412.00	\$15,000.00	b. 11-004 Hangar Building	5032	\$18,000.00	\$18,000.00	
\$24,250.00	\$24,000.00	\$1,000.00	c. Mesa Flex Building	5033	\$39,000.00	\$39,000.00	
\$268,960.00	\$40,000.00	\$100,000.00	5. Grants - Gilliam County ED Grant	5113	\$1,000.00	\$1,000.00	
\$7,848.00	\$7,800.00	\$7,800.00	6. Grants - Billboards	5116	\$0.00	\$0.00	
\$25,529.00	\$25,342.00	\$25,000.00	7. SIP Funds	5130	\$25,000.00	\$25,000.00	
\$0.00	\$0.00	\$1,000.00	8. Unanticipated Grant Funds	5114	\$1,000.00	\$1,000.00	
\$0.00	\$ -	\$1,275.00	9. Building Tax Reserve	5034	\$9,500.00	\$9,500.00	
\$ -	\$ -	\$0.00	10. Transfer from General Fund	5600	\$0.00	\$0.00	
\$0.00	\$ -	\$0.00	11	5500	\$0.00	\$0.00	
\$0.00	\$ -	\$0.00	12	5115	\$0.00	\$0.00	
\$900,393.00	\$613,167.00	\$493,611.00	Total resources, except taxes to be levied		\$403,848.00	\$403,848.00	
		\$0.00	Taxes necessary to balance		\$0.00	\$ -	
			Taxes collected in year levied			\$ -	
\$900,393.00	\$613,167.00	\$493,611.00	TOTAL RESOURCES		\$403,848.00	\$403,848.00	

DETAILED EXPENDITURES
ECONOMIC DEVELOPMENT FUND

Port of Arlington

Established FY 2011-2012

Historical Data			EXPENDITURE DESCRIPTION	Acct #	Budget FY 2021-2022		
Actual		Adopted Budget 2020-21			Proposed by Budget Officer	Approved By Budget Committee	Adopted by Governing Body
2nd Preceding Year 18-19	1st Preceding Year 19-20						
			PERSONNEL SERVICES				
\$65,566.00	\$67,400.00	\$70,760.00	1. Officer	8410	\$59,000.00	\$59,000.00	
\$17,529.00	\$16,946.00	\$19,400.00	2.1 Administrative Assistant	8410-1	\$14,600.00	\$14,600.00	
				8410-2	\$0.00	\$0.00	
\$7,227.00	\$5,240.00	\$9,800.00	3. Payroll Taxes	8411	\$9,800.00	\$9,800.00	
\$100.00	\$264.00	\$300.00	4. Workers Comp	8412	\$300.00	\$300.00	
\$21,450.00	\$25,580.00	\$31,100.00	5. Employee Benefits - Insurance	8413	\$29,450.00	\$29,450.00	
\$10,358.00	\$10,121.00	\$10,500.00	6. Employee Benefits - Retirement	8414	\$8,700.00	\$8,700.00	
\$122,230.00	\$125,551.00	\$141,860.00	TOTAL PERSONNEL SERVICES		\$121,850.00	\$121,850.00	\$0.00
			MATERIALS AND SERVICES				
\$5,842.00	\$3,879.00	\$6,000.00	7. Travel / Food / Lodging	8421	\$6,000.00	\$6,000.00	
\$256.00	\$60.00	\$3,000.00	8. Training / Seminars / Conventions	8422	\$3,000.00	\$3,000.00	
\$4,966.00	\$4,527.00	\$15,000.00	9. Legal Fees	8423	\$5,000.00	\$5,000.00	
\$1,245.00	\$515.00	\$2,000.00	10. Office Supplies & Equipment	8424	\$3,500.00	\$3,500.00	
\$0.00	\$0.00	\$0.00	11	8424-1	\$0.00	\$0.00	
\$0.00	\$0.00	\$0.00	12	8424-2	\$0.00	\$0.00	
\$0.00	\$0.00	\$4,000.00	13. Consultant	8424-3	\$500.00	\$500.00	
\$1,887.00	\$1,310.00	\$2,800.00	14. Utilities	8425	\$3,500.00	\$3,500.00	
\$405.00	\$225.00	\$500.00	15. Dues & Subscriptions	8426-1	\$500.00	\$500.00	
\$12,150.00	\$20,208.00	\$80,000.00	16. Marketing & Advertising	8426	\$5,000.00	\$5,000.00	
\$2,308.00	\$2,555.00	\$2,500.00	17. Telephone & Internet Service	8427	\$2,500.00	\$2,500.00	
\$50.00	\$0.00	\$500.00	18. Website Development & Maintenance	8428	\$500.00	\$500.00	
\$23,400.00	\$21,600.00	\$21,600.00	19. City of Arlington Insitu Lease	8430	\$21,600.00	\$21,600.00	
\$5,732.00	\$5,560.00	\$9,000.00	20. Building Insurance	8429	\$9,000.00	\$9,000.00	
\$18,960.00	\$0.00	\$0.00	21. Feasibility Studies/Irrigation Study	8430-1	\$0.00	\$0.00	
\$0.00	\$0.00	\$1,000.00	22. Grant Match	8430-2	\$1,000.00	\$1,000.00	
\$36,578.00	\$18,165.00	\$40,000.00	23. Small Business Assistance Program	8430-3	\$0.00	\$0.00	
\$5,018.00	\$1,232.00	\$1,275.00	24. Property Taxes	8430-4	\$9,500.00	\$9,500.00	
\$0.00	\$0.00	\$2,000.00	25. A Town Throw Down	8426-2	\$100.00	\$100.00	
\$118,797.00	\$79,836.00	\$191,175.00	TOTAL MATERIALS & SERVICES		\$71,200.00	\$71,200.00	\$0.00
\$0.00	\$19,496.00	\$26,429.00	26. CONTINGENCY	8439	\$71,153.00	\$71,153.00	
			CAPITAL OUTLAY				
\$0.00	\$0.00	\$17,000.00	Condon Water Project	8431	\$17,000.00	\$17,000.00	
\$25,850.00	\$8,520.00	\$45,000.00	28. Engineering & Surveying	8432	\$45,000.00	\$45,000.00	
\$213,778.00	\$31,369.00	\$60,000.00	29. Building Projects/Tenant Improvements	8435	\$65,500.00	\$65,500.00	
\$239,628.00	\$39,889.00	\$122,000.00	TOTAL CAPITAL OUTLAY		\$127,500.00	\$127,500.00	\$0.00
			DEBT SERVICE				
\$9,289.00	\$9,437.00	\$9,630.00	30. Loan - Principal	8441	\$9,839.00	\$9,839.00	
\$2,855.00	\$2,707.00	\$2,517.00	31. Loan - Interest	8442	\$2,306.00	\$2,306.00	
\$12,144.00	\$12,144.00	\$12,147.00	TOTAL DEBT SERVICE		\$12,145.00	\$12,145.00	\$0.00
\$492,799.00	\$276,916.00	\$493,611.00	TOTAL EXPENDITURES		\$403,848.00	\$403,848.00	\$0.00
			UNAPPROPRIATED ENDING FUND BALANCE				
\$492,799.00	\$276,916.00	\$493,611.00	TOTAL		\$403,848.00	\$403,848.00	\$0.00

**Regular Commission Meeting
MINUTES
Port of Arlington
May 11, 2021
5:02 p.m.**

- 1. The Port of Arlington Commission meeting was called to order via video conference at 4:48 pm by President Wilson.**

Those Present: President Wilson; Vice President Kennedy; Commissioner Shaffer; Commissioner McGuire; Port Manager/ Economic Development Officer, Jeff Dane; Port Manager/Economic Development Officer, Peter Mitchell; Admin. Asst.; Kelly Margheim;

Absent: Commissioner Hunking

Audience: None

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

- 3. Consent Agenda:**

- Approval of April 13, 2021 Commission Meeting Minutes
 - Approval of April 2021 Payables and Financials
- Commissioner Kennedy moved to approve the consent agenda and Commissioner Shaffer seconded. The motion carried 4-0

- 4. Presidents Report:** President Wilson did not participate this year in the Jack Pot Rodeo. President Wilson said it was a record year and there were 172 participants. Largest Rodeo since 1998-1999.

- 5. Commissioner Reports:** Commissioner Shaffer shared an email from Les Raurk. Mr. Raurk stated he would like the Port board meetings to be Zoom or a phone line installed for meetings so guests can call in. The board's consensus is to look into these options in the future. Mr. Raurk also stated that the Port should only use legal counsel when needed. The Board feels legal counsel has been used correctly this year as many legal items have been on the agenda. Commissioner Kennedy stated that the Road Department will be resurfacing the road up by the gun range, Airport Road.

6. Economic Development –

6.1 EDO Mitchell stated that the bathroom project is moving along. Completion is going to be tight to meet the end of June deadline, but he thinks it will be achievable if the bathroom building is delivered on time. The parking lot site work will all be done on time. Tenneson Engineering will be at the Port next Monday to survey the sidewalks. Pacific Power will be at the Port tomorrow to pull wires for a temporary 3-phase power supply then the building will come down.

EDO Mitchell said he and Jeff Dane toured Willow Creek, Insitu, and the Railroad Depot and other Port properties. He has more introductory meetings scheduled for Jeff Dane.

EDO Dane stated he has been reaching out and has spoken with SDAO, OPPA and Business Oregon. He has been working with a company to get a quote on the items needed to improve the acoustics in the Gronquist and should have a bid by the next Port meeting. EDO Dane and Mitchell will be meeting with Painted Hills, Waste Management and the Condon Chamber this Thursday.

7. Administration

7.1 Adopt Resolution 2021-149:

Commissioner Shaffer moved to approve Resolution 2121-149 from Administrative Contingency to Administrative Personnel Services in the amount of \$50,000 Commissioner McGuire seconded. The motion carried 4-0

7.2 Approve an additional \$85,000 for marine board bathroom grant match. Island park and to transfer from line number 6631 to 6636. Commissioner Shaffer approved for the transfer of funds from line number 6631 west end infrastructure funds to 6636 marine board restrooms grant match.

Meeting adjourned 5:20 pm

President Ron Wilson

V.P. Dewey Kennedy

Port of Arlington
Regular Monthly Commission Meeting

MAY 2021 PAYABLES

Resources:

Deposits and Credits through 5/31/2021 (see attached detail)

Total Deposits and Credits-- All Accounts \$ 27,570.17

Expenses:

Checks Written: 9600 through 9619
Includes Direct Deposit Payroll And Electronic Fund Transfers (See attached Check Detail)

Total Expenses and Transfers-- All Accounts (\$40,380.68)

Bank Balance Information:

Ending Balance as of 5/31/21 : Bank of Eastern Oregon Checking: \$ 12,957.86
Bank of E. Oregon Reserve Fund: \$ 77,496.60
Bank of E. Oregon Muni Market Fund: \$ 529,250.11
LGIP: (5/31/21) \$1,299,445.32

Commission President Ron Wilson

Vice President Dewey Kennedy

PORT OF ARLINGTON
Check Detail
 May 1 - 27, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check		05/27/2021	QuickBooks Pay...		1001 · Bank of E...		-14,354.08
			QuickBooks Payr...		2111 · Direct Dep...	-14,354.08	14,354.08
TOTAL						-14,354.08	14,354.08
Check	EFT	05/04/2021	Heartland Paym...		1001 · Bank of E...		-208.14
					6115-1 · Credit C...	-208.14	208.14
TOTAL						-208.14	208.14
Check	EFT	05/18/2021	Oregon Departm...		1001 · Bank of E...		-421.00
					6115 · Dues, Sub...	-421.00	421.00
TOTAL						-421.00	421.00
Liability Check	EFT	05/26/2021	Oregon Departm...		1001 · Bank of E...		-1,288.00
					2100 · Payroll Lia...	-1,288.00	1,288.00
TOTAL						-1,288.00	1,288.00
Liability Check	EFT	05/26/2021	United States Tr...		1001 · Bank of E...		-4,954.54
					2100 · Payroll Lia...	-1,845.00	1,845.00
					2100 · Payroll Lia...	-1,260.09	1,260.09
					2100 · Payroll Lia...	-1,260.09	1,260.09
					2100 · Payroll Lia...	-294.68	294.68
					2100 · Payroll Lia...	-294.68	294.68
TOTAL						-4,954.54	4,954.54
Check	EFT	05/26/2021	Pacific Power		1001 · Bank of E...		-704.25
					6100 · Materials ...	-63.50	63.50
					6323 · Electricity ...	-359.86	359.86
					6721 · Marina Ele...	-210.66	210.66
					6721 · Marina Ele...	-70.23	70.23
TOTAL						-704.25	704.25

\$40,380.68

PORT OF ARLINGTON
Check Detail
 May 1 - 27, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9600	05/10/2021	City of Arlington		1001 · Bank of E...		-658.53
				6111 · Utilities		-46.00	46.00
				8425 · Utilities		-76.01	76.01
				6622 · Sanitation		-42.00	42.00
				6321 · Water Fee...		-204.80	204.80
				6329 · Sewer		-237.72	237.72
				6322 · Sanitation ...		-52.00	52.00
TOTAL						-658.53	658.53
Check	9601	05/10/2021	Bank of Eastern ...		1001 · Bank of E...		-11.27
				6627 · Park Maint...		-11.27	11.27
TOTAL						-11.27	11.27
Check	9602	05/10/2021	Bank of Eastern ...		1001 · Bank of E...		-450.12
				6115 · Dues, Sub...		-450.12	450.12
TOTAL						-450.12	450.12
Check	9603	05/10/2021	Gilliam County T...		1001 · Bank of E...		-1,012.00
				8441 · Loan - Pri...		-808.34	808.34
				8442 · Loan - Inte...		-203.66	203.66
TOTAL						-1,012.00	1,012.00
Check	9604	05/10/2021	City of Arlington		1001 · Bank of E...		-69.83
				6115 · Dues, Sub...		-69.83	69.83
TOTAL						-69.83	69.83
Check	9605	05/10/2021	US Postmaster		1001 · Bank of E...		-150.00
				6129 · Postage		-150.00	150.00
TOTAL						-150.00	150.00

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PORT OF ARLINGTON

Check Detail

May 1 - 27, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9606	05/10/2021	Meadow Outdoo...		1001 · Bank of E...		-1,420.00
					8426 · Advertisin...	-1,420.00	1,420.00
TOTAL						-1,420.00	1,420.00
Check	9607	05/10/2021	Arlington T.V. C...		1001 · Bank of E...		-312.50
					8427 · Telephone...	-60.64	60.64
					6117 · Telephone...	-191.22	191.22
					6320 · Materials ...	-60.64	60.64
TOTAL						-312.50	312.50
Check	9608	05/10/2021	Bank of Eastern ...		1001 · Bank of E...		-1,866.64
					6115 · Dues, Sub...	-444.98	444.98
					6627 · Park Maint...	-159.29	159.29
					8424 · Office Sup...	-99.21	99.21
					6127 · Commissi...	-148.50	148.50
					6634 · Constructi...	-873.50	873.50
					6326 · Maintenanc...	-141.16	141.16
TOTAL						-1,866.64	1,866.64
Check	9610	05/26/2021	P Step Storage		1001 · Bank of E...		-60.00
					6627 · Park Maint...	-60.00	60.00
TOTAL						-60.00	60.00
Liability Check	9611	05/26/2021	Fidelity Brokera...		1001 · Bank of E...		-2,256.92
					2100 · Payroll Lia...	-2,256.92	2,256.92
TOTAL						-2,256.92	2,256.92

PORT OF ARLINGTON

Check Detail

May 1 - 27, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9612	05/26/2021	Gorge Networks		1001 · Bank of E...		-142.26
				6324 · WIFI - RV		-40.35	40.35
				6100 · Materials ...		-40.34	40.34
				8427 · Telephone...		-61.57	61.57
TOTAL						-142.26	142.26
Check	9613	05/26/2021	Times-Journal		1001 · Bank of E...		-120.00
				6116 · Audit, Bud...		-120.00	120.00
TOTAL						-120.00	120.00
Check	9614	05/26/2021	Loop Net		1001 · Bank of E...		-69.00
				8426 · Advertisin...		-69.00	69.00
TOTAL						-69.00	69.00
Check	9615	05/26/2021	Bishop Sanitatio...		1001 · Bank of E...		-85.00
				6322 · Sanitation ...		-85.00	85.00
TOTAL						-85.00	85.00
Check	9616	05/26/2021	SDIS		1001 · Bank of E...		-4,817.06
				2100 · Payroll Lia...		-2,292.07	2,292.07
				2100 · Payroll Lia...		-116.46	116.46
				2100 · Payroll Lia...		-2,292.07	2,292.07
				2100 · Payroll Lia...		-116.46	116.46
TOTAL						-4,817.06	4,817.06
Check	9617	05/26/2021	SDIS		1001 · Bank of E...		-3,085.00
				8429 · Building In...		-3,085.00	3,085.00
TOTAL						-3,085.00	3,085.00

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PORT OF ARLINGTON
Check Detail
May 1 - 27, 2021

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	9618	05/26/2021	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	9619	05/26/2021	James Metzker		1001 · Bank of E...		-55.54
					8421 · Travel/Foo...	-20.54	20.54
					6128 · Staff Trav...	-35.00	35.00
TOTAL						-55.54	55.54

PORT OF ARLINGTON
Deposit Detail
 May 2021

Type	Num	Date	Name	Account	Amount
Deposit		05/04/2021		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		05/04/2021		1001 · Bank of E...	237.77
			Heartland Payme...	4213-2 · Gasoline...	-242.32
			Heartland Payme...	6115-1 · Credit C...	4.55
TOTAL					-237.77
Deposit		05/04/2021		1001 · Bank of E...	3,611.00
			Cash Sales	4210 · Marina Re...	-60.00
			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...	-40.00
			Cash Sales	4211-2 · RV Park...	-155.00
			Cash Sales	4211-3 · RV Park...	-70.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-1 · RV Park...	-950.00
			Cash Sales	4211-1 · RV Park...	-100.00
			Cash Sales	4211-1 · RV Park...	-525.00
			Cash Sales	4213-2 · Gasoline...	-30.00
Payment	311	05/04/2021	Arlington Towing	1499 · Undeposit...	-1,606.00
TOTAL					-3,611.00
Deposit		05/11/2021		1001 · Bank of E...	7,850.75
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-30.00
			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...	-40.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-1 · RV Park...	-525.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-1 · RV Park...	-525.00

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PORT OF ARLINGTON
Deposit Detail
 May 2021

Type	Num	Date	Name	Account	Amount
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Columbia Gorge ...	4114 · Unanticipa...	-5,000.00
			Gilliam County Tr...	4010 · Taxes-Cur...	-1,125.75
			Cash Sales	4210 · Marina Re...	-270.00
			Cash Sales	4050 · Grain Elev...	-100.00
TOTAL					-7,850.75
Deposit		05/13/2021		1001 · Bank of E...	672.77
			Heartland Payme...	4213-2 · Gasoline...	-130.95
			Heartland Payme...	6115-1 · Credit C...	2.88
			Heartland Payme...	4211-3 · RV Park...	-35.00
			Heartland Payme...	4211-1 · RV Park...	-525.00
			Heartland Payme...	6115-1 · Credit C...	15.30
TOTAL					-672.77
Deposit		05/13/2021		1001 · Bank of E...	101.97
			Heartland Payme...	4213-2 · Gasoline...	-104.36
			Heartland Payme...	6115-1 · Credit C...	2.39
TOTAL					-101.97
Deposit		05/17/2021		1001 · Bank of E...	1,281.32
			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	4211-3 · RV Park...	-35.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-40.00
			Cash Sales	4210 · Marina Re...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-4 · RV Park...	-20.00
			Cash Sales	4211-4 · RV Park...	-70.00

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05/27/21

PORT OF ARLINGTON
Deposit Detail
May 2021

Type	Num	Date	Name	Account	Amount
Payment	14308	05/17/2021	Cash Sales	4210 · Marina Re...	-240.00
			W.I. Construction...	1499 · Undeposit...	-696.32
TOTAL					-1,281.32
Deposit		05/17/2021		1001 · Bank of E...	311.98
			Heartland Payme...	4213-2 · Gasoline...	-179.13
			Heartland Payme...	6115-1 · Credit C...	3.91
			Heartland Payme...	4211-4 · RV Park...	-140.00
			Heartland Payme...	6115-1 · Credit C...	3.24
TOTAL					-311.98
Deposit		05/24/2021		1001 · Bank of E...	338.12
			Heartland Payme...	4213-2 · Gasoline...	-345.83
			Heartland Payme...	6115-1 · Credit C...	7.71
TOTAL					-338.12
Deposit		05/24/2021		1001 · Bank of E...	588.58
			Heartland Payme...	4213-2 · Gasoline...	-77.50
			Heartland Payme...	6115-1 · Credit C...	2.06
			Heartland Payme...	4211-1 · RV Park...	-525.00
			Heartland Payme...	6115-1 · Credit C...	11.86
TOTAL					-588.58
Deposit		05/28/2021		1001 · Bank of E...	195.91
			Heartland Payme...	4213-2 · Gasoline...	-200.68
			Heartland Payme...	6115-1 · Credit C...	4.77
TOTAL					-195.91

PORT OF ARLINGTON
Deposit Detail
 May 2021

Type	Num	Date	Name	Account	Amount
Deposit		05/28/2021		1001 · Bank of E...	8,470.00
			Insitu Inc.	5031 · Building L...	-7,600.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-4 · RV Park...	-30.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4210 · Marina Re...	-60.00
			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...	-20.00
			Cash Sales	4211-4 · RV Park...	-10.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-1 · RV Park...	-525.00
			Cash Sales	4211-4 · RV Park...	-70.00
			Cash Sales	4211-3 · RV Park...	-35.00
			Cash Sales	4211-4 · RV Park...	-10.00
TOTAL					-8,470.00
Paycheck	DD1...	05/28/2021	Knisley, Jeff D	1001 · Bank of E...	0.00
				6560 · Payroll Ex...	6,500.00
				6560 · Payroll Ex...	780.00
				2100 · Payroll Lia...	-780.00
				6560 · Payroll Ex...	2,292.07
				2100 · Payroll Lia...	-2,292.07
				6560 · Payroll Ex...	116.46
				2100 · Payroll Lia...	-116.46
				6560 · Payroll Ex...	3.84
				2100 · Payroll Lia...	-3.84
				2100 · Payroll Lia...	-6.50
				2100 · Payroll Lia...	-846.00
				6560 · Payroll Ex...	403.00
				2100 · Payroll Lia...	-403.00
				2100 · Payroll Lia...	-403.00
				6560 · Payroll Ex...	94.25
				2100 · Payroll Lia...	-94.25
				2100 · Payroll Lia...	-94.25
				2100 · Payroll Lia...	-443.00
				2111 · Direct Dep...	-4,707.25
TOTAL					0.00

PORT OF ARLINGTON
Deposit Detail
 May 2021

Type	Num	Date	Name	Account	Amount
Paycheck	DD1...	05/28/2021	Margheim, Kelly L	1001 · Bank of E...	0.00
				6560 · Payroll Ex...	4,026.36
				6560 · Payroll Ex...	270.97
				6560 · Payroll Ex...	206.48
				6560 · Payroll Ex...	103.24
				6560 · Payroll Ex...	2,292.07
				2100 · Payroll Lia...	-2,292.07
				6560 · Payroll Ex...	116.46
				2100 · Payroll Lia...	-116.46
				6560 · Payroll Ex...	552.85
				2100 · Payroll Lia...	-552.85
				6560 · Payroll Ex...	3.91
				2100 · Payroll Lia...	-3.91
				2100 · Payroll Lia...	-4.61
				2100 · Payroll Lia...	-312.00
				6560 · Payroll Ex...	285.64
				2100 · Payroll Lia...	-285.64
				2100 · Payroll Lia...	-285.64
				6560 · Payroll Ex...	66.80
				2100 · Payroll Lia...	-66.80
				2100 · Payroll Lia...	-66.80
				2100 · Payroll Lia...	-263.00
				2111 · Direct Dep...	-3,307.50
				2111 · Direct Dep...	-367.50
TOTAL					0.00
Paycheck	DD1...	05/28/2021	Mitchell, Peter D	1001 · Bank of E...	0.00
				6560 · Payroll Ex...	7,700.62
				6560 · Payroll Ex...	924.07
				2100 · Payroll Lia...	-924.07
				6560 · Payroll Ex...	2,292.07
				2100 · Payroll Lia...	-2,292.07
				6560 · Payroll Ex...	116.46
				2100 · Payroll Lia...	-116.46
				6560 · Payroll Ex...	3.84
				2100 · Payroll Lia...	-3.84
				2100 · Payroll Lia...	-7.70
				2100 · Payroll Lia...	-640.00
				6560 · Payroll Ex...	477.44
				2100 · Payroll Lia...	-477.44
				2100 · Payroll Lia...	-477.44
				6560 · Payroll Ex...	111.65
				2100 · Payroll Lia...	-111.65
				2100 · Payroll Lia...	-111.65

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05/27/21

PORT OF ARLINGTON
Deposit Detail
May 2021

Type	Num	Date	Name	Account	Amount
				2100 · Payroll Lia...	-492.00
				2111 · Direct Dep...	-5,971.83
TOTAL					0.00

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					\$ 2.69			
July-21					\$ 2.69			
August-21					\$ 2.69			
September-21					\$ 2.69			
October-21					\$ 2.69			
November-21					\$ 2.69			
December-21					\$ 2.69			
YTD Totals		111	943	\$ 3,437.29		3	328	\$ 884.66

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
YTD Income & Expense vs. Budget
YTD

Ordinary Income/Expense	Jul '20 - Jun 21	Budget	% of Budget
Income			
GENERAL FUND RESOURCES			
4000 · Carryover Balance	1,559,144.40	1,479,250.00	105.4%
4010 · Taxes-Current	137,393.26	122,000.00	112.6%
4011 · Taxes-Prior	3,478.30	500.00	695.7%
4020 · Interest - NOW Checking	80.68	0.00	100.0%
4021 · Interest - Best A/C	1,865.56	0.00	100.0%
4022 · Interest - LGIP A/C	8,971.81	10,000.00	89.7%
4030 · Land Rental	5,500.00	16,000.00	34.4%
4050 · Grain Elevator Lease Pymt	111,759.73	111,659.00	100.1%
4110 · Grants Income			
4111 · OSMB Grant	18,220.60	353,760.00	5.2%
4113 · Gilliam County Grant	0.00	213,000.00	0.0%
4114 · Unanticipated Grant Funds	5,000.00	100.00	5,000.0%
4120 · MAPS Grant	7,000.00	7,000.00	100.0%
4110 · Grants Income - Other	0.00	0.00	0.0%
Total 4110 · Grants Income	30,220.60	573,860.00	5.3%
4130 · SIP Funds	0.00		
4210 · Marina Revenue	8,056.00	5,000.00	161.1%
4211 · RV Park Revenues			
4211-1 · RV Park Monthly Rent	27,825.00	0.00	100.0%
4211-2 · RV Park Weekly Rent	1,380.00	0.00	100.0%
4211-3 · RV Park Daily Rent	7,555.00	0.00	100.0%
4211-4 · RV Park Dry Camp	3,611.50	0.00	100.0%
4211 · RV Park Revenues - Other	0.00	40,000.00	0.0%
Total 4211 · RV Park Revenues	40,371.50	40,000.00	100.9%
4213 · Marina Fuel Revenue			
4213-2 · Gasoline Sales	10,861.04	0.00	100.0%
4213-1 · Diesel Sales	1,935.00	0.00	100.0%
4213 · Marina Fuel Revenue - Other	0.00	12,000.00	0.0%
Total 4213 · Marina Fuel Revenue	12,796.04	12,000.00	106.6%
4214 · Marina Power and Water Revenue	280.00	250.00	112.0%
4340 · Willow Creek Rock Sales	19,049.28	40,000.00	47.6%
4350 · Willow Creek Lease Revenue	13,694.77	0.00	100.0%
4400 · Donations/Gifts	0.00	100.00	0.0%
4500 · Miscellaneous Income	280.00	100.00	280.0%
Total GENERAL FUND RESOURCES	1,952,941.93	2,410,719.00	81.0%
5000 · ECONOMIC DEVELOP FUND RESOURCES			
5034 · Taxes Collected for Triple Net	4,119.00	1,275.00	323.1%
5005 · Carryover (cash basis)	0.00	248,600.00	0.0%
5031 · Building Lease 11-002	83,600.00	93,936.00	89.0%
5032 · Building Lease 11-004	11,750.00	15,000.00	78.3%
5033 · Flex Bldg Lease	16,500.00	1,000.00	1,650.0%
5113 · Grants - Gilliam County	20,000.00	100,000.00	20.0%
5114 · Unanticipated Grant Funds	0.00	1,000.00	0.0%
5116 · Grants - Other	8,394.00	7,800.00	107.6%
5130 · SIP Funds	38,042.61	25,000.00	152.2%
5600 · Transfer from General Fund	0.00	0.00	0.0%
5000 · ECONOMIC DEVELOP FUND RESOURCES - O...	352,967.55		
Total 5000 · ECONOMIC DEVELOP FUND RESOURCES	535,373.16	493,611.00	108.5%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
YTD

	Jul '20 - Jun 21	Budget	% of Budget
RESERVE FUND RESOURCES			
9000 · Reserve Fund Beginning Balance	65,310.94	65,310.94	100.0%
9001 · Transfer from General Fund	11,650.00	11,650.00	100.0%
9002 · Interest Earned Reserve Fund	535.66	400.00	133.9%
Total RESERVE FUND RESOURCES	77,496.60	77,360.94	100.2%
Total Income	2,565,811.69	2,981,690.94	86.1%
Expense			
6560 · Payroll Expenses	0.00	0.00	0.0%
GENERAL FUND EXPENSES			
ADMINISTRATION EXPENSES			
6000 · Personal Services - AD			
6008 · Port Manager	27,714.25	74,700.00	37.1%
6009 · Administrative Assistant	33,799.71	37,200.00	90.9%
6011 · Payroll Taxes - Staff	4,666.95	6,200.00	75.3%
6012 · Training	0.00	500.00	0.0%
6013 · Workmens Compensation	175.00	250.00	70.0%
6015 · Employee Benefits Insurance	26,517.89	32,250.00	82.2%
6016 · Employee Benefits Retirement	7,381.67	9,100.00	81.1%
Total 6000 · Personal Services - AD	100,255.47	160,200.00	62.6%
6100 · Materials and Services - AD			
6110 · Internet Service	235.10		
6111 · Utilities	492.50	3,700.00	13.3%
6112 · Office Supplies and Equipment	1,911.56	3,500.00	54.6%
6113 · Legal Fees	4,747.50	12,000.00	39.6%
6114 · Insurance, Treasurer Bond	379.25	500.00	75.9%
6115 · Dues, Subscriptions, Fees			
6115-1 · Credit Card Fees	3,165.52	3,800.00	83.3%
6115 · Dues, Subscriptions, Fees - Other	5,250.84	7,000.00	75.0%
Total 6115 · Dues, Subscriptions, Fees	8,416.36	10,800.00	77.9%
6116 · Audit, Budget, Legal Notices	8,847.00	10,000.00	88.5%
6117 · Telephone and Internet Srv.	1,409.04	3,000.00	47.0%
6118 · Advertising - AD	111.00	250.00	44.4%
6119 · Commissioner Fees/Expenses	134.40	3,000.00	4.5%
6120 · Medi/SS for Commissioners	57.38	300.00	19.1%
6121 · Donations	600.00	1,000.00	60.0%
6122 · Meetings and Elections	1,076.06	2,000.00	53.8%
6123 · Miscellaneous - AD	75.75	200.00	37.9%
6124 · Consultant Services	0.00	2,000.00	0.0%
6126 · Contingency	0.00	106,759.00	0.0%
6127 · Commissioner Conference & Trave	592.86	3,000.00	19.8%
6128 · Staff Travel/Food/Lodging	325.59	500.00	65.1%
6129 · Postage	380.40	1,000.00	38.0%
6130 · Bad Debt Write Off	0.00	100.00	0.0%
6100 · Materials and Services - AD - Other	991.24		
Total 6100 · Materials and Services - AD	30,782.99	163,609.00	18.8%
6170 · Transfers Out of General Fund	11,650.00	11,650.00	100.0%
Total ADMINISTRATION EXPENSES	142,688.46	335,459.00	42.5%
ECONOMIC DEVELOPMENT	0.00	200,000.00	0.0%
ISLAND PARK			
6600 · Personal Services			
6610 · Maintenance Person	13,287.05	13,500.00	98.4%
6611 · Payroll Taxes	1,075.87	850.00	126.6%
6612 · Worker's Comp Insurance	19.00	500.00	3.8%
Total 6600 · Personal Services	14,381.92	14,850.00	96.8%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
YTD

	Jul '20 - Jun 21	Budget	% of Budget
6620 · Materials & Services			
6621 · Water Fees	0.00	1,200.00	0.0%
6622 · Sanitation	1,026.06	1,000.00	102.6%
6623 · Comfort Station Supplies	1,125.14	1,800.00	62.5%
6624 · Park Electricity	1,117.41	1,500.00	74.5%
6625 · Pest Control / Chem & Fert.	206.93	200.00	103.5%
6626 · Insurance	1,772.34	2,000.00	88.6%
6627 · Park Maintenance & Supplies	937.50	2,800.00	33.5%
6628 · Miscellaneous	0.00	100.00	0.0%
Total 6620 · Materials & Services	6,185.38	10,600.00	58.4%
6630 · Capital Outlay			
6636 · Marine Board Grant Match	25,820.25	142,350.00	18.1%
6635 · Grant Match Isl.Erosion Repair	0.00	76,000.00	0.0%
6634 · Construction Grant	873.50	353,760.00	0.2%
6631 · Park Improvements	0.00	200,000.00	0.0%
6632 · Engineering & Surveying	0.00	20,000.00	0.0%
6633 · Island Park Construction Grant	0.00	213,000.00	0.0%
Total 6630 · Capital Outlay	26,693.75	1,005,110.00	2.7%
Total ISLAND PARK	47,261.05	1,030,560.00	4.6%
MARINA			
6700 · Personal Services			
6710 · Maintenance Person	2,645.55	3,900.00	67.8%
6711 · Payroll Taxes	189.26	350.00	54.1%
6712 · Worker's Comp Insurance	35.00	60.00	58.3%
Total 6700 · Personal Services	2,869.81	4,310.00	66.6%
6720 · Materials & Services			
6721 · Marina Electricity	2,796.03	4,500.00	62.1%
6722 · OMB Repairs - 1/2 MAPS	1,130.00	2,000.00	56.5%
6723 · Insurance	2,600.00	2,600.00	100.0%
6724 · Marina Maint. & Supplies	1,031.96	5,000.00	20.6%
6725 · Miscellaneous	516.64	500.00	103.3%
6726 · Contractural Services	0.00	0.00	0.0%
6727 · Marina Fuel			
6727-1 · Marina Gas	6,078.57	0.00	100.0%
6727 · Marina Fuel - Other	4,470.79	16,000.00	27.9%
Total 6727 · Marina Fuel	10,549.36	16,000.00	65.9%
Total 6720 · Materials & Services	18,623.99	30,600.00	60.9%
6730 · Captial Outlay			
6733 · Marina Equipment	250.00	29,000.00	0.9%
Total 6730 · Captial Outlay	250.00	29,000.00	0.9%
Total MARINA	21,743.80	63,910.00	34.0%
RV PARK EXPENSES			
6300 · Personal Services - RV			
6310 · Maintenance Person - RV	2,854.84	3,300.00	86.5%
6311 · Payroll Taxes, Maintenance - RV	205.61	500.00	41.1%
6312 · Workmens Compensation - RV	159.00	240.00	66.3%
Total 6300 · Personal Services - RV	3,219.45	4,040.00	79.7%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
YTD

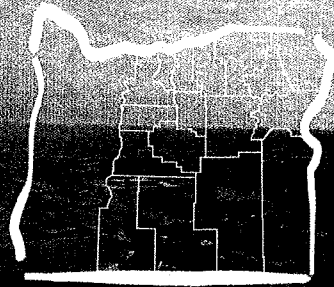
	Jul '20 - Jun 21	Budget	% of Budget
6320 · Materials & Services - RV			
6321 · Water Fees - RV	2,208.00	4,000.00	55.2%
6322 · Sanitation - RV	1,434.00	2,000.00	71.7%
6323 · Electricity - RV Park	5,052.19	9,000.00	56.1%
6324 · WIFI - RV	865.50	1,000.00	86.6%
6325 · Advertising - RV	500.00	1,000.00	50.0%
6326 · Maintenance & Supplies - RV	3,278.25	3,000.00	109.3%
6327 · Insurance - RV	1,572.34	1,800.00	87.4%
6328 · Misc. - RV	0.00	250.00	0.0%
6329 · Sewer	2,721.77	4,000.00	68.0%
6320 · Materials & Services - RV - Other	257.47		
Total 6320 · Materials & Services - RV	17,889.52	26,050.00	68.7%
6340 · Capital Outlay - RV			
6341 · RV Park Const Improv	0.00	60,000.00	0.0%
6343 · Grant Match	0.00	8,000.00	0.0%
6344 · RV Park Equipment	1,863.00	80,000.00	2.3%
Total 6340 · Capital Outlay - RV	1,863.00	148,000.00	1.3%
Total RV PARK EXPENSES	22,971.97	178,090.00	12.9%
WILLOW CREEK QUARRY			
6520 · Materials & Services - WQ			
6523 · Miscellaneous - WQ	2,063.00	2,000.00	103.2%
6524 · Travel	0.00	100.00	0.0%
Total 6520 · Materials & Services - WQ	2,063.00	2,100.00	98.2%
6540 · Capital Outlay - WQ			
6542 · Engineering & Surveying	0.00	50,000.00	0.0%
6540 · Capital Outlay - WQ - Other	0.00	547,900.00	0.0%
Total 6540 · Capital Outlay - WQ	0.00	597,900.00	0.0%
Total WILLOW CREEK QUARRY	2,063.00	600,000.00	0.3%
Total GENERAL FUND EXPENSES	236,728.28	2,408,019.00	9.8%
8400 · ECON.DEVELOP.FUND EXPENSES			
PERSONNEL SERVICES			
8410 · Officer	63,642.66	70,760.00	89.9%
8410-1 · Admin. Asst. 1/3	17,411.97	19,400.00	89.8%
8410-2 · Lab Technician	0.00	0.00	0.0%
8411 · Payroll Taxes	6,245.59	9,800.00	63.7%
8412 · Worker's Comp Ins.	151.32	300.00	50.4%
8413 · Employee Benefits - Insurance	28,878.30	31,100.00	92.9%
8414 · Employee Benefits - Retirement	9,726.48	10,500.00	92.6%
Total PERSONNEL SERVICES	126,056.32	141,860.00	88.9%
MATERIALS AND SERVICES			
8421 · Travel/Food/Lodging	1,253.82	6,000.00	20.9%
8422 · Training/Seminars/Conventions	0.00	3,000.00	0.0%
8423 · Legal Fees	3,470.00	15,000.00	23.1%
8424 · Office Supplies & Equipment	595.63	2,000.00	29.8%
8424-3 · Consultant	0.00	4,000.00	0.0%
8425 · Utilities	3,211.10	2,800.00	114.7%
8426 · Advertising & Marketing	18,994.00	80,000.00	23.7%
8426-1 · Dues & Subscriptions	108.00	500.00	21.2%
8426-2 · A Town Throw Down	0.00	2,000.00	0.0%
8427 · Telephone & Internet Service	2,207.23	2,500.00	88.3%
8428 · Website Develop. & Maint.	0.00	500.00	0.0%
8429 · Building Insurance	9,377.32	9,000.00	104.2%
8430 · City of Arlington Insitu Lease	19,800.00	21,600.00	91.7%
8430-2 · Grant Match	0.00	1,000.00	0.0%
8430-3 · Business Start Up Program	1,829.62	40,000.00	4.6%

PORT OF ARLINGTON
YTD Income & Expense vs. Budget
 YTD

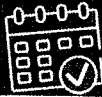
	Jul '20 - Jun 21	Budget	% of Budget
8430-4 · Property Taxes	0.00	1,275.00	0.0%
8439 · Contingency	0.00	26,429.00	0.0%
Total MATERIALS AND SERVICES	60,844.72	217,604.00	28.0%
CAPITAL OUTLAY			
8431 · Land Improvements/Development	202,448.56	217,000.00	93.3%
8432 · Engineering & Surveying	7,988.00	45,000.00	17.8%
8435 · Building Projects/Tenant Improv	126.36	60,000.00	0.2%
Total CAPITAL OUTLAY	210,562.92	322,000.00	65.4%
DEBT SERVICE			
8441 · Loan - Principal	8,820.80	9,630.00	91.6%
8442 · Loan - Interest	2,311.20	2,517.00	91.8%
Total DEBT SERVICE	11,132.00	12,147.00	91.6%
Total 8400 · ECON.DEVELOP.FUND EXPENSES	408,595.96	693,611.00	58.9%
RESERVE FUND EXPENSES			
9500 · Repair, Maint., Grant Match	0.00	76,759.00	0.0%
Total RESERVE FUND EXPENSES	0.00	76,759.00	0.0%
Total Expense	645,324.24	3,178,389.00	20.3%
Net Ordinary Income	1,920,487.45	-196,698.06	-976.4%
Net Income	1,920,487.45	-196,698.06	-976.4%

PORT OF ARLINGTON
Profit & Loss Prev Year Comparison
July 1, 2020 through May 27, 2021

	<u>Mar 21</u>	<u>Mar 20</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Apr 21</u>	<u>Apr 20</u>	<u>\$ Change</u>	<u>% Change</u>	<u>May 1 - 27, 21</u>	<u>May 1 - 27, 20</u>	<u>\$ Change</u>	<u>% Change</u>
4210 · Marina Revenue	367.50	300.00	67.50	22.5%	300.00	690.00	-390.00	-56.52%	580.00	2,310.00	-1,730.00	-74.89%
4211 · RV Park Revenues												
4211-1 · RV Park Monthly Rent	3,675.00	2,790.00	885.00	31.72%	2,100.00	2,550.00	-450.00	-17.65%	3,675.00	1,500.00	2,175.00	145.0%
4211-2 · RV Park Weekly Rent	155.00	125.00	30.00	24.0%	155.00	0.00	155.00	100.0%	155.00	500.00	-345.00	-69.0%
4211-3 · RV Park Daily Rent	805.00	120.00	685.00	570.83%	420.00	0.00	420.00	100.0%	420.00	108.00	312.00	288.89%
4211-4 · RV Park Dry Camp	300.00	18.00	282.00	1,566.67%	90.00	18.00	72.00	400.0%	580.00	255.00	325.00	127.45%
4211-5 · Monthly TV	0.00	40.00	-40.00	-100.0%	0.00	20.00	-20.00	-100.0%	0.00	20.00	-20.00	-100.0%
Total 4211 · RV Park Revenues	4,935.00	3,093.00	1,842.00	59.55%	2,765.00	2,588.00	177.00	6.84%	4,830.00	2,383.00	2,447.00	102.69%
4213 · Marina Fuel Revenue												
4213-2 · Gasoline Sales	487.99	1,049.13	-561.14	-53.49%	811.43	1,032.66	-221.23	-21.42%	1,110.09	667.34	442.75	66.35%
4213-1 · Diesel Sales	868.36	0.00	868.36	100.0%	16.30	0.00	16.30	100.0%	0.00	27.10	-27.10	-100.0%
4213 · Marina Fuel Revenue - Other	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Total 4213 · Marina Fuel Revenue	1,356.35	1,049.13	307.22	29.28%	827.73	1,032.66	-204.93	-19.85%	1,110.09	694.44	415.65	59.85%
4214 · Marina Power and Water Revenue	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	60.00	-60.00	-100.0%
4340 · Willow Creek Rock Sales	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%



2021 Eastern Oregon Economic Summit



SAVE THE DATE

Mark your calendars to join us at the 2021 Eastern Oregon Economic Summit. The Summit will include field & industry tours, general session speakers, and a series of discussion panels focused on regional economic updates, federal and state legislative updates, program and industry updates, and more.

THURSDAY, AUGUST 19, 2021

Field & Industry Tours

8:00 am - 4:00 pm

Dinner & Reception

5:00 pm - 7:00 pm

Hermiston Agricultural Research & Extension Campus (HAREC)

2121 S. 1st St. Hermiston, OR 97838

FRIDAY, AUGUST 20, 2021

Breakfast

7:45 am - 8:15 am

Armand Larive Middle School

1497 SW 9th St. Hermiston, OR 97838

General Session, Lunch, & Discussion Panels

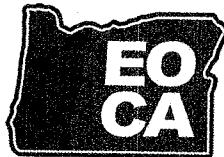
8:30 am - 3:30 pm

Armand Larive Middle School

1497 SW 9th St. Hermiston, OR 97838

Tickets Available June 1st @ www.EasternOregonSummit.com

Sponsors & Partners



City of Boardman | City of Fossil | City of Milton-Freewater | City of Pendleton | Hermiston Generating Company LP | St. Athony's Hospital