



Thursday, December 11, 2025, at 5:00 pm
Location: Gronquist Building, Lower Conference Room
1650 Railroad Ave, Arlington, OR

Join Zoom Meeting
<https://us02web.zoom.us/j/9537854875>

Meeting ID: 953 785 4875
+16699006833,,85648511236# US (San Jose)
+12532158782,,85648511236# US (Tacoma)

Regular Commission Meeting Agenda

Thursday, December 11, 2025

- 1. Call Meeting to Order**
- 2. Additions or Corrections to the Agenda**
- 3. Public Comment on Non-Agenda Items**
- 4. Consent Agenda:**
 - a. Approve Regular Meeting Minutes for November 13, 2025
 - b. Approve November 2025 Accounts Payable and Financials
- 5. Director Report**
 - A. WATCO Lease Renewal Amendment No. 2
 - B. HVAC Repair at Former Insitu Building
 - C. DASCO Invoice for Communication Cable
 - D. Alkali Ridge Lot Pricing
 - E. Other
- 6. President Report**
- 7. Commissioner Reports**
- 8. Executive Session (*Placeholder*) ORS 192.660(2)(e):** To conduct deliberations with persons designated by governing body to negotiate real property transactions.
- 9. Decision or deliberations on Real Estate Transactions (*Placeholder*).**
- 10. Next Meeting –**
Commission Meeting – Thursday, January 8, 2025 at 5 pm, Gronquist Building.
- 11. Adjourn Meeting**

Port of Arlington Environmental Sentry Corp Meeting

December 11, 2025 immediately following Port Meeting

1. Call Meeting to Order
2. Approve Minutes for November 13, 2025
3. Former Condon Grade School – Environmental Remediation Update
4. Adjourn

Balance Sheet

PORT OF ARLINGTON

As of December 9, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 Beginning Cash Drawer Funds	100.00
1001 Bank of E/O - Checking	76,813.13
1003 LGIP Investment A/C	4,037,621.15
1004 Reserve Fund	139,829.35
1005 Municipal Money Market Account	104,215.09
Total for Bank Accounts	\$4,358,578.72
Accounts Receivable	
1200 Accounts Receivable	0.00
Total for Accounts Receivable	\$0.00
Other Current Assets	
1201 AR Audit	-0.49
1210 Property Tax Receivable	-5,918.23
1220 Grants Receivable	-13,500.00
1230 Other Receivables	0.00
1235 POA Env Sentry Corp Receivable	0.00
1300 Prepaid Expense	-0.25
1499 Undeposited Funds	0.00
QuickBooks Tax Holding Account	5,736.89
Total for Other Current Assets	-\$13,682.08
Total for Current Assets	\$4,344,896.64
Other Assets	
1006 Cash With County	721.40
1007 Uncollectable Funds	-2,639.77
Total for Other Assets	-\$1,918.37
Total for Assets	\$4,342,978.27
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	\$2,724.48
2001 Transient Lodging Tax Payable	0.00
Total for 2000 Accounts Payable	\$2,724.48

Balance Sheet

PORT OF ARLINGTON

As of December 9, 2025

DISTRIBUTION ACCOUNT	TOTAL
Total for Accounts Payable	\$2,724.48
Other Current Liabilities	
2002 AP Audit	-2,724.48
2010 Other Payables	0.00
2100 Payroll Liabilities	\$75,584.08
408k SEP Co. Match	59,214.07
Dental Insurance	12,462.31
Federal Taxes (941/943/944)	4,324.75
Federal Unemployment (940)	16.54
Health Insurance	196,127.08
OR Employment Taxes	-356.51
OR Income Tax	1,134.89
OR Paid Family and Medical Leave	105.97
OR Statewide Transit Taxes	4.70
Worker's Comp.	429.83
Total for 2100 Payroll Liabilities	\$349,047.71
2110 Deferred Rev. - Property Taxes	1,494.20
2111 Direct Deposit Liabilities	14,694.00
2120 Deferred Revenue	0.00
Direct Deposit Payable	0.00
Oregon Department of Revenue Payable	0.00
Out Of Scope Agency Payable	0.00
Total for Other Current Liabilities	\$362,511.43
Total for Current Liabilities	\$365,235.91
Long-term Liabilities	
2200 OEDD - Marina	0.00
2300 OEDD - RV Park	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$365,235.91
Equity	
3000 Opening Bal Equity	0.00
3110 Retained Earnings	4,323,758.11
Net Income	-346,015.75
Total for Equity	\$3,977,742.36
Total for Liabilities and Equity	\$4,342,978.27

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Income				
5000 ECONOMIC DEVELOP FUND RESOURCES				
5031 Building Lease 11-002	25,900.00	36,000.00	-10,100.00	71.94 %
5032 Building Lease 11-004	1,670.00	6,000.00	-4,330.00	27.83 %
5033 Flex Bldg Lease	4,000.00	49,440.00	-45,440.00	8.09 %
5034 Taxes Collected for Triple Net	5,280.00	14,000.00	-8,720.00	37.71 %
5113 Grants - Gilliam County	564,428.84	1,041,912.00	-477,483.16	54.17 %
5005 Carryover (cash basis)		3,600,000.00	-3,600,000.00	0.0 %
5030 Land Sale		500,000.00	-500,000.00	0.0 %
5114 Unanticipated Grant Funds		200,000.00	-200,000.00	0.0 %
5130 SIP Funds		25,000.00	-25,000.00	0.0 %
Total for 5000 ECONOMIC DEVELOP FUND RESOURCES	\$601,278.84	\$5,472,352.00	-\$4,871,073.16	10.99 %
5200 Gronquist Resources				
5201 Carryover	-83,742.00	76,148.00	-159,890.00	-109.97 %
5202 Transfer In From General Fund	100,000.00		100,000.00	
5203-1 Richter Lease	7,000.00	27,000.00	-20,000.00	25.93 %
5203-3 Richter's Property taxes	2,750.00	6,000.00	-3,250.00	45.83 %
5204 Columbia Room Rental	530.00	1,000.00	-470.00	53.0 %
5210 Office Space Lease #1	40.00	500.00	-460.00	8.0 %
5213 Office Space #4	9,000.00	9,000.00	0.00	100.0 %
5216 Donations / Gifts	1.00		1.00	
5211 Office Space Lease #2		12,300.00	-12,300.00	0.0 %
5212 Office Space Lease #3		9,000.00	-9,000.00	0.0 %
5215 Unanticipated Grant		1,000.00	-1,000.00	0.0 %
Total for 5200 Gronquist Resources	\$35,579.00	\$141,948.00	-\$106,369.00	25.06 %
GENERAL FUND RESOURCES				
4000 Carryover Balance	83,742.00	798,151.00	-714,409.00	10.49 %
4010 Taxes-Current	1,055.79	162,000.00	-160,944.21	0.65 %
4011 Taxes-Prior	3,947.35	2,000.00	1,947.35	197.37 %
4020 Interest - NOW Checking	59.74	100.00	-40.26	59.74 %
4021 Interest - Municipal Money Market	1,963.93	4,000.00	-2,036.07	49.1 %
4022 Interest - LGIP A/C	75,561.60	50,000.00	25,561.60	151.12 %
4110 Grants Income	\$18,589.00		\$18,589.00	
4113 Gilliam County Grant	2,993.47	15,000.00	-12,006.53	19.96 %
4111 OSMB Grant		20,000.00	-20,000.00	0.0 %
4114 Unanticipated Grant Funds		100,000.00	-100,000.00	0.0 %
4120 MAPS Grant		7,000.00	-7,000.00	0.0 %
Total for 4110 Grants Income	\$21,582.47	\$142,000.00	-\$120,417.53	15.2 %
4210 Marina Revenue	2,030.82	10,000.00	-7,969.18	20.31 %

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
4211 RV Park Revenues	\$1,155.00	\$35,000.00	-\$33,845.00	3.3 %
4211-1 RV Park Monthly Rent	13,125.00		13,125.00	
4211-2 RV Park Weekly Rent	5,005.00		5,005.00	
4211-3 RV Park Daily Rent	3,575.00		3,575.00	
4211-4 RV Park Dry Camp	4,679.00		4,679.00	
4211-5 Monthly TV	2,100.00		2,100.00	
Total for 4211 RV Park Revenues	\$29,639.00	\$35,000.00	-\$5,361.00	84.68 %
4213 Marina Fuel Revenue	\$6,768.36	\$15,000.00	-\$8,231.64	45.12 %
4213-1 Diesel Sales	463.54		463.54	
Total for 4213 Marina Fuel Revenue	\$7,231.90	\$15,000.00	-\$7,768.10	48.21 %
4215 Shower	70.00	1,000.00	-930.00	7.0 %
4340 Willow Creek Rock Sales	130,550.34	160,000.00	-29,449.66	81.59 %
4350 Willow Creek Lease Revenue	12,000.00	12,000.00	0.00	100.0 %
4400 Donations/Gifts	461,290.00	100.00	461,190.00	461290.0 %
4500 Miscellaneous Income	985.00	100.00	885.00	985.0 %
4600 Transferred Funds	152,910.00	500,000.00	-347,090.00	30.58 %
Beginning Fund Balance	213,735.00		213,735.00	
4030 Land Rental		7,000.00	-7,000.00	0.0 %
4040 Management Fees		200.00	-200.00	0.0 %
4050 Grain Elevator Lease Pymt		129,444.00	-129,444.00	0.0 %
4214 Marina Power and Water Revenue		800.00	-800.00	0.0 %
Total for GENERAL FUND RESOURCES	\$1,198,354.94	\$2,028,895.00	-\$830,540.06	59.06 %
RESERVE FUND RESOURCES				
9002 Interest Earned Reserve Fund	2,635.08	3,500.00	-864.92	75.29 %
9000 Reserve Fund Beginning Balance		135,678.00	-135,678.00	0.0 %
9001 Transfer from General Fund		12,944.00	-12,944.00	0.0 %
Total for RESERVE FUND RESOURCES	\$2,635.08	\$152,122.00	-\$149,486.92	1.73 %
Unapplied Cash Payment Income	-2,639.77		-2,639.77	
Total for Income	\$1,835,208.09	\$7,795,317.00	-\$5,960,108.91	23.54 %
Cost of Sales				
Gross Profit	\$1,835,208.09	\$7,795,317.00	-\$5,960,108.91	23.54 %
Expenses				
6560 Payroll Expenses				
Company Contributions				
Health Insurance	40,372.14		40,372.14	
Retirement	20,920.20		20,920.20	
Total for Company Contributions	\$61,292.34		\$61,292.34	
Taxes	6,877.41		6,877.41	

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Wages	89,330.29		89,330.29	
Total for 6560 Payroll Expenses	\$157,500.04		\$157,500.04	
8400 ECON.DEVELOP.FUND EXPENSES				
CAPITAL OUTLAY				
8431 Land Improvements/Development	1,302,502.24	3,600,000.00	-2,297,497.76	36.18 %
8432 Engineering & Surveying	28,106.25	500,000.00	-471,893.75	5.62 %
8435 Building Projects/Tenant Improv		100,000.00	-100,000.00	0.0 %
Total for CAPITAL OUTLAY	\$1,330,608.49	\$4,200,000.00	-\$2,869,391.51	31.68 %
DEBT SERVICE				
8441 Loan - Principal	7,596.99	10,640.00	-3,043.01	71.4 %
8442 Loan - Interest	1,511.01	1,505.00	6.01	100.4 %
Total for DEBT SERVICE	\$9,108.00	\$12,145.00	-\$3,037.00	74.99 %
MATERIALS AND SERVICES				
8423 Legal Fees	1,921.04	25,000.00	-23,078.96	7.68 %
8424 Office Supplies & Equipment	609.57	3,000.00	-2,390.43	20.32 %
8425 Utilities	633.00	5,000.00	-4,367.00	12.66 %
8426 Advertising & Marketing	8,122.11	10,000.00	-1,877.89	81.22 %
8430-4 Property Taxes	9,250.32	14,000.00	-4,749.68	66.07 %
8421 Travel/Food/Lodging		4,000.00	-4,000.00	0.0 %
8422 Training/Seminars/Conventions		1,000.00	-1,000.00	0.0 %
8424-3 Consultant		10,000.00	-10,000.00	0.0 %
8426-1 Dues & Subscriptions		700.00	-700.00	0.0 %
8426-2 A Town Throw Down		2,100.00	-2,100.00	0.0 %
8427 Telephone & Internet Service		1,000.00	-1,000.00	0.0 %
8428 Website Develop. & Maint.		2,500.00	-2,500.00	0.0 %
8429 Building Insurance		25,000.00	-25,000.00	0.0 %
8430-1 Feasibility Studies		10,000.00	-10,000.00	0.0 %
8430-2 Grant Match		5,000.00	-5,000.00	0.0 %
8439 Contingency		542,907.00	-542,907.00	0.0 %
Total for MATERIALS AND SERVICES	\$20,536.04	\$661,207.00	-\$640,670.96	3.11 %
PERSONNEL SERVICES	\$5,020.00		\$5,020.00	
8410-1 Admin. Asst. 1/3	1,769.95		1,769.95	
8410 Officer	3,250.00	55,000.00	-51,750.00	5.91 %
8412 Worker's Comp Ins.	584.19	1,000.00	-415.81	58.42 %
8413 Employee Benefits - Insurance	7,322.00	16,000.00	-8,678.00	45.76 %
8411 Payroll Taxes		20,000.00	-20,000.00	0.0 %
8414 Employee Benefits - Retirement		7,000.00	-7,000.00	0.0 %
Total for PERSONNEL SERVICES	\$17,946.14	\$99,000.00	-\$81,053.86	18.13 %

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
TRANSFERRED OUT	\$152,870.00		\$152,870.00	
8450 Transferred to General Fund		500,000.00	-500,000.00	0.0 %
Total for TRANSFERRED OUT	\$152,870.00	\$500,000.00	-\$347,130.00	30.57 %
Total for 8400 ECON.DEVELOP.FUND EXPENSES	\$1,531,068.67	\$5,472,352.00	-\$3,941,283.33	27.98 %
8500 Gronquist Fund Expences				
GRONQUIST CAPITOL OUTLAY				
8632 Tenant Improvement/Building Imp	4,493.20	15,000.00	-10,506.80	29.95 %
8631 Land Improvement & Development		10,000.00	-10,000.00	0.0 %
Total for GRONQUIST CAPITOL OUTLAY	\$4,493.20	\$25,000.00	-\$20,506.80	17.97 %
Materials and Services	\$930.00		\$930.00	
8521 Utilities	6,775.30	20,000.00	-13,224.70	33.88 %
8522 Office Supplies and Equitment	67.85	2,000.00	-1,932.15	3.39 %
8527 Telephone and Internet	448.00	1,000.00	-552.00	44.8 %
8536 Property Taxes	5,007.18	6,000.00	-992.82	83.45 %
8523 Legal Fees		4,000.00	-4,000.00	0.0 %
8524 Insurance - Treasurer Bond		6,000.00	-6,000.00	0.0 %
8525 Dues / Subscriptions / Fees		1,000.00	-1,000.00	0.0 %
8526 Audit, Budget, Legal Notices		500.00	-500.00	0.0 %
8528 Supplies		5,000.00	-5,000.00	0.0 %
8529 Fire Suppression System Inspec		5,000.00	-5,000.00	0.0 %
8531 Alarm Monitoring		800.00	-800.00	0.0 %
8532 Pest Control / Fertilizer		500.00	-500.00	0.0 %
8533 Miscellaneous		1,000.00	-1,000.00	0.0 %
8535 Advertising		1,000.00	-1,000.00	0.0 %
8537 Bad Dept Write Off		100.00	-100.00	0.0 %
Total for Materials and Services	\$13,228.33	\$53,900.00	-\$40,671.67	24.54 %
Personnel Services	\$4,292.00		\$4,292.00	
8510-1 Administrative Assistant	1,769.95		1,769.95	
8510-3 Maintenance	896.97	20,000.00	-19,103.03	4.48 %
8510 Port Manager	1,625.00		1,625.00	
8512 Workers Comp Insurance	350.52	800.00	-449.48	43.81 %
8513 Employee Benefits Insurance	2,215.80	5,500.00	-3,284.20	40.29 %
8511 Payroll Taxes		10,000.00	-10,000.00	0.0 %
8514 Employee Benifits - Retirement		3,000.00	-3,000.00	0.0 %
Total for Personnel Services	\$11,150.24	\$39,300.00	-\$28,149.76	28.37 %
8630 CONTINGENCY		23,748.00	-23,748.00	0.0 %
Total for 8500 Gronquist Fund Expences	\$28,871.77	\$141,948.00	-\$113,076.23	20.34 %

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
GENERAL FUND EXPENSES				
ADMINISTRATION EXPENSES				
6000 Personal Services - AD	\$5,382.00		\$5,382.00	
6008 Port Manager	1,625.00	55,000.00	-53,375.00	2.95 %
6009 Administrative Assistant	1,665.60	45,000.00	-43,334.40	3.7 %
6011 Payroll Taxes - Staff	5,416.27	75,000.00	-69,583.73	7.22 %
6013 Workmens Compensation	1,752.56	3,500.00	-1,747.44	50.07 %
6015 Employee Benefits Insurance	28,172.00	98,000.00	-69,828.00	28.75 %
6010 Finance/Operations		65,000.00	-65,000.00	0.0 %
6012 Training		3,000.00	-3,000.00	0.0 %
6016 Employee Benefits Retirement		20,000.00	-20,000.00	0.0 %
Total for 6000 Personal Services - AD	\$44,013.43	\$364,500.00	-\$320,486.57	12.08 %
6100 Materials and Services - AD	\$203,468.00		\$203,468.00	
6111 Utilities	1,958.26	5,000.00	-3,041.74	39.17 %
6112 Office Supplies and Equipment	2,651.24	5,500.00	-2,848.76	48.2 %
6113 Legal Fees	10,888.34	30,000.00	-19,111.66	36.29 %
6115 Dues, Subscriptions, Fees	\$2,583.56	\$10,000.00	-\$7,416.44	25.84 %
6115-1 Credit Card Fees	3,073.79	6,000.00	-2,926.21	51.23 %
Total for 6115 Dues, Subscriptions, Fees	\$5,657.35	\$16,000.00	-\$10,342.65	35.36 %
6116 Audit, Budget, Legal Notices	16,057.00	50,000.00	-33,943.00	32.11 %
6117 Telephone and Internet Srv.	1,357.38	3,000.00	-1,642.62	45.25 %
6119 Commissioner Fees/Expenses	422.65	3,000.00	-2,577.35	14.09 %
6121 Donations	460.00	5,000.00	-4,540.00	9.2 %
6122 Meetings and Elections	186.41	2,000.00	-1,813.59	9.32 %
6123 Miscellaneous - AD	32,615.77	1,000.00	31,615.77	3261.58 %
6128 Staff Travel/Food/Lodging	438.98	3,000.00	-2,561.02	14.63 %
6114 Insurance, Treasurer Bond		1,000.00	-1,000.00	0.0 %
6118 Advertising - AD		1,000.00	-1,000.00	0.0 %
6126 Contingency		343,901.00	-343,901.00	0.0 %
6127 Commissioner Conference & Trave		5,000.00	-5,000.00	0.0 %
6129 Postage		500.00	-500.00	0.0 %
Total for 6100 Materials and Services - AD	\$276,161.38	\$474,901.00	-\$198,739.62	58.15 %
6170 Transfers Out of General Fund	100,000.00	12,944.00	87,056.00	772.56 %
6150 Capital Outlay - AD				
6151 Land/Improvements/Developments		100,000.00	-100,000.00	0.0 %
6152 Engineering and Survey		25,000.00	-25,000.00	0.0 %
6154 Office Equipment		20,000.00	-20,000.00	0.0 %
Total for 6150 Capital Outlay - AD		\$145,000.00	-\$145,000.00	0.0 %
Total for ADMINISTRATION EXPENSES	\$420,174.81	\$997,345.00	-\$577,170.19	42.13 %

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
ECONOMIC DEVELOPMENT				
Capital Outlay	-750.00		-750.00	
Total for ECONOMIC DEVELOPMENT	-750.00		-750.00	
ISLAND PARK				
6600 Personal Services				
6610 Maintenance Person	1,793.09	20,000.00	-18,206.91	8.97 %
6612 Worker's Comp Insurance	359.06	800.00	-440.94	44.88 %
6614 Employee Benefits	2,215.80	5,500.00	-3,284.20	40.29 %
6611 Payroll Taxes		10,000.00	-10,000.00	0.0 %
6615 Employee Retirement		3,000.00	-3,000.00	0.0 %
Total for 6600 Personal Services	\$4,367.95	\$39,300.00	-\$34,932.05	11.11 %
6620 Materials & Services	\$100.89		\$100.89	
6622 Sanitation	525.00	4,000.00	-3,475.00	13.12 %
6623 Comfort Station Supplies	60.79	3,500.00	-3,439.21	1.74 %
6624 Park Electricity	674.51	10,000.00	-9,325.49	6.75 %
6627 Park Maintenance & Supplies	1,772.35	15,000.00	-13,227.65	11.82 %
6625 Pest Control / Chem & Fert.		1,500.00	-1,500.00	0.0 %
6626 Insurance		4,000.00	-4,000.00	0.0 %
6628 Miscellaneous		100.00	-100.00	0.0 %
Total for 6620 Materials & Services	\$3,133.54	\$38,100.00	-\$34,966.46	8.22 %
6630 Capital Outlay				
6631 Park Improvements		50,000.00	-50,000.00	0.0 %
6632 Engineering & Surveying		15,000.00	-15,000.00	0.0 %
Total for 6630 Capital Outlay		\$65,000.00	-\$65,000.00	0.0 %
Total for ISLAND PARK	\$7,501.49	\$142,400.00	-\$134,898.51	5.27 %
MARINA				
6700 Personal Services				
6710 Maintenance Person	149.21	16,000.00	-15,850.79	0.93 %
6712 Worker's Comp Insurance	233.67	500.00	-266.33	46.73 %
6713 Other	1,477.20	4,000.00	-2,522.80	36.93 %
6711 Payroll Taxes		8,000.00	-8,000.00	0.0 %
6714 Employee Retirement		3,000.00	-3,000.00	0.0 %
Total for 6700 Personal Services	\$1,860.08	\$31,500.00	-\$29,639.92	5.91 %
6720 Materials & Services				
6721 Marina Electricity	666.12	7,000.00	-6,333.88	9.52 %
6724 Marina Maint. & Supplies	296.85	6,000.00	-5,703.15	4.95 %
6727 Marina Fuel		\$25,000.00	-\$25,000.00	0.0 %
6727-1 Marina Gas	6,717.51		6,717.51	
6727-2 Marina Diesel	3,051.00		3,051.00	

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
Total for 6727 Marina Fuel	\$9,768.51	\$25,000.00	-\$15,231.49	39.07 %
6722 OMB Repairs - 1/2 MAPS		3,000.00	-3,000.00	0.0 %
6723 Insurance		4,500.00	-4,500.00	0.0 %
6725 Miscellaneous		500.00	-500.00	0.0 %
6726 Contractural Services		5,000.00	-5,000.00	0.0 %
Total for 6720 Materials & Services	\$10,731.48	\$51,000.00	-\$40,268.52	21.04 %
6730 Captial Outlay				
6731 Marina Improvements	4,250.00	50,000.00	-45,750.00	8.5 %
6733 Marina Equipment	462.00	15,000.00	-14,538.00	3.08 %
6732 Engineering & Surveying		20,000.00	-20,000.00	0.0 %
6734 Marina Improvements Other		10,000.00	-10,000.00	0.0 %
Total for 6730 Captial Outlay	\$4,712.00	\$95,000.00	-\$90,288.00	4.96 %
Total for MARINA	\$17,303.56	\$177,500.00	-\$160,196.44	9.75 %
RV PARK EXPENSES				
6300 Personal Services - RV				
6310 Maintenance Person - RV	149.21	16,000.00	-15,850.79	0.93 %
6312 Workmens Compensation - RV	233.68	500.00	-266.32	46.74 %
6313 Employee Benifits- RV	1,477.20	4,000.00	-2,522.80	36.93 %
6311 Payroll Taxes, Maintenance - RV		8,000.00	-8,000.00	0.0 %
6314 Employee Retirement		3,000.00	-3,000.00	0.0 %
Total for 6300 Personal Services - RV	\$1,860.09	\$31,500.00	-\$29,639.91	5.91 %
6320 Materials & Services - RV	\$413.68		\$413.68	
6321 Water Fees - RV	2,029.96	6,000.00	-3,970.04	33.83 %
6322 Sanitation - RV	554.80	3,500.00	-2,945.20	15.85 %
6323 Electricity - RV Park	4,792.63	17,000.00	-12,207.37	28.19 %
6324 WIFI - RV	910.00	1,800.00	-890.00	50.56 %
6326 Maintenance & Supplies - RV	6.19	4,000.00	-3,993.81	0.15 %
6329 Sewer	1,259.91	6,500.00	-5,240.09	19.38 %
6325 Advertising - RV		1,000.00	-1,000.00	0.0 %
6327 Insurance - RV		4,000.00	-4,000.00	0.0 %
6328 Misc. - RV		250.00	-250.00	0.0 %
Total for 6320 Materials & Services - RV	\$9,967.17	\$44,050.00	-\$34,082.83	22.63 %
6340 Capital Outlay - RV				
6341 RV Park Const Improv		250,000.00	-250,000.00	0.0 %
6343 Grant Match		50,000.00	-50,000.00	0.0 %
6344 RV Park Equipment		20,000.00	-20,000.00	0.0 %
Total for 6340 Capital Outlay - RV		\$320,000.00	-\$320,000.00	0.0 %
Total for RV PARK EXPENSES	\$11,827.26	\$395,550.00	-\$383,722.74	2.99 %

Budget vs. Actuals_Budget_FY26_P&L_Report

July 1, 2025-June 30, 2026

DISTRIBUTION ACCOUNT	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET BY	PERCENT OF BUDGET
WILLOW CREEK QUARRY				
6520 Materials & Services - WQ				
6523 Miscellaneous - WQ	4,410.99	10,000.00	-5,589.01	44.11 %
6521 Maintenance & Supplies - WQ		1,000.00	-1,000.00	0.0 %
6522 Legal Fees - WQ		5,000.00	-5,000.00	0.0 %
6524 Travel		100.00	-100.00	0.0 %
Total for 6520 Materials & Services - WQ	\$4,410.99	\$16,100.00	-\$11,689.01	27.4 %
6540 Capital Outlay - WQ		\$250,000.00	-\$250,000.00	0.0 %
6542 Engineering & Surveying		50,000.00	-50,000.00	0.0 %
Total for 6540 Capital Outlay - WQ		\$300,000.00	-\$300,000.00	0.0 %
Total for WILLOW CREEK QUARRY	\$4,410.99	\$316,100.00	-\$311,689.01	1.4 %
Total for GENERAL FUND EXPENSES	\$460,468.11	\$2,028,895.00	-\$1,568,426.89	22.7 %
PARK & MARINA EXPENSES				
6220 Materials and Services - PM				
6229 Maintenance & Supplies - PM	5.34		5.34	
Total for 6220 Materials and Services - PM	\$5.34		\$5.34	
Total for PARK & MARINA EXPENSES	\$5.34		\$5.34	
Reimbursements	3,004.14		3,004.14	
RESERVE FUND EXPENSES	\$40.00		\$40.00	
9500 Repair, Maint., Grant Match		152,122.00	-152,122.00	0.0 %
Total for RESERVE FUND EXPENSES	\$40.00	\$152,122.00	-\$152,082.00	0.03 %
Total for Expenses	\$2,180,958.07	\$7,795,317.00	-\$5,614,358.93	27.98 %
Net Operating Income	-\$345,749.98	\$0.00	-\$345,749.98	
Other Income				
Other Expenses				
1003-1 LGIP-Misc.	0.15		0.15	
8600 Environ. Sentry Corp. Projects	265.62		265.62	
Total for Other Expenses	\$265.77		\$265.77	
Net Other Income	-\$265.77		-\$265.77	
Net Income	-\$346,015.75	\$0.00	-\$346,015.75	

PORT OF ARLINGTON

Transaction List with Splits

October 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10/01/2023	Bank of E/O - Checking						
10/02/2023	Bill Payment (Check)	EFT	Yes	Heartland Payment Systems		1001 Bank of E/O - Checking	-169.43
						2000 Accounts Payable	-169.43
10/03/2023	Check	EFT	Yes	Secretary of State	2019/2020 Audit Report filing fee 2023 Annual Report/renewal notice	1001 Bank of E/O - Checking 6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	-50.00 50.00
10/03/2023	Bill Payment (Check)	10223	Yes	Arlington Market		1001 Bank of E/O - Checking	-62.15
						2000 Accounts Payable	-62.15
10/03/2023	Bill Payment (Check)	10226	Yes	E O Heating & Air, LLC		1001 Bank of E/O - Checking	-270.00
						2000 Accounts Payable	-270.00
10/03/2023	Bill Payment (Check)	10229	Yes	Anderson/Perry		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	3,447.50
							3,447.50
10/03/2023	Bill Payment (Check)	10230	Yes	Knerr		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	1,305.00
							-
							1,305.00
10/03/2023	Bill Payment (Check)	10232	Yes	Travel Information Council		1001 Bank of E/O - Checking	-708.00
						2000 Accounts Payable	-708.00
10/03/2023	Bill Payment (Check)	10234	Yes	Maul Foster Alongi		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	1,832.50
							-
							1,832.50
10/12/2023	Check	10235	Yes	Bank of Eastern Oregon - VISA	9285	1001 Bank of E/O - Checking	-
					Candlewood-Lacey Economic Development Training-Hotel	6128 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Staff Travel/Food/Lodging	1,716.77 790.50
					QB Payroll	6560 Payroll Expenses	72.00
					TP for Public Restroom	6623 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Comfort Station Supplies	95.19
					Drill set for Maint.	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	131.00
					Flashlight	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	25.87
					Fair Poster (smaller boards X2)	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	85.06
					material for Fair Booth	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	19.28
					Fair Booth Material	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	2.99
					Larger Fair booth board	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	47.27
					Fair Booth	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	2.72
					Fair Booth	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	5.42
					Water Spicket repair material at the Boat Launch	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	268.46
					supplied not used for repair and returned	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	-60.16
					8" PVC pipe/caps	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	76.82
					70lb Sakrete tube x8	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	59.04
					Board Training in Boardman-registration fee	6127 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Commissioner Conference & Trave	75.00
					food for board meeting	6122 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Meetings and Elections	12.37
					printed Proctor platt	8435 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Building Projects/Tenant Improv	7.94
10/12/2023	Bill Payment (Check)	10236	Yes	Arlington Hardware		1001 Bank of E/O - Checking	-144.53
						2000 Accounts Payable	-144.53
10/12/2023	Bill Payment (Check)	10237	Yes	Arlington T.V. Coop		1001 Bank of E/O - Checking	-306.50
						2000 Accounts Payable	-306.50

PORT OF ARLINGTON

Transaction List with Splits

October 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10/12/2023	Bill Payment (Check)	10238	Yes	Blue Mountain Networks		1001 Bank of E/O - Checking	-7.77
						2000 Accounts Payable	-7.77
10/12/2023	Bill Payment (Check)	10239	Yes	Colliers Int. Valuation & Adv. Svcs.		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	2,500.00
							-
							2,500.00
10/12/2023	Bill Payment (Check)	10240	Yes	E O Heating & Air, LLC		1001 Bank of E/O - Checking	-722.60
						2000 Accounts Payable	-722.60
10/12/2023	Bill Payment (Check)	10241	Yes	Gilliam County Treasurer		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	1,012.00
							-
							1,012.00
10/12/2023	Bill Payment (Check)	10242	Yes	H2Oregon		1001 Bank of E/O - Checking	-23.95
						2000 Accounts Payable	-23.95
10/12/2023	Bill Payment (Check)	10243	Yes	Maul Foster Alongi		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	1,551.25
							-
							1,551.25
10/12/2023	Bill Payment (Check)	10244	Yes	SDIS		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	7,421.64
							-
							7,421.64
10/19/2023	Bill Payment (Check)	10245	Yes	Blue Mountain Networks		1001 Bank of E/O - Checking	-6.69
						2000 Accounts Payable	-6.69
10/19/2023	Bill Payment (Check)	10246	Yes	Loop Net		1001 Bank of E/O - Checking	-79.00
						2000 Accounts Payable	-79.00
10/19/2023	Bill Payment (Check)	10247	Yes	Pacific Fire		1001 Bank of E/O - Checking	-162.00
						2000 Accounts Payable	-162.00
10/19/2023	Bill Payment (Check)	10248	Yes	Fidelity Brokerage Services LLC		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	1,846.24
							-
							1,846.24
10/19/2023	Bill Payment (Check)	10249	Yes	Vankoten & Cleaveland LLC		1001 Bank of E/O - Checking	-714.00
						2000 Accounts Payable	-714.00
10/21/2023	Bill Payment (Check)	EFT	Yes	Pacific Power		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	3,374.95
							-
							3,374.95
10/23/2023	Bill Payment (Check)	EFT	Yes	Pacific Power		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	2,052.20
							-
							2,052.20
2000 Accounts Payable							
10/02/2023	Bill		Yes	Heartland Payment Systems	Credit Card fees	2000 Accounts Payable	169.43
					Credit Card Fees	6115-1 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees:Credit Card Fees	169.43
10/03/2023	Bill		Yes	Anderson/Perry		2000 Accounts Payable	3,447.50
					Proctor Property, property Platt	8432 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Engineering & Surveying	3,447.50
10/03/2023	Bill		Yes	Travel Information Council		2000 Accounts Payable	708.00
					ODOT road signs	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	708.00

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Transaction List with Splits

October 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
10/03/2023	Bill		Yes	Blue Mountain Networks		2000 Accounts Payable	1.82
					email account/number forward	6117 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	1.82
10/03/2023	Bill		Yes	Loop Net		2000 Accounts Payable	79.00
					advertisement	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	79.00
10/03/2023	Bill		Yes	Knerr	Invoice: 22-129-1	2000 Accounts Payable	1,305.00
					installation of 2 advantage door closures front doors of Gronquist	8530 Gronquist Fund Expences:Materials and Services:Building Maintenance	1,305.00
10/03/2023	Bill		Yes	Maul Foster Alongi		2000 Accounts Payable	1,832.50
					condon grade school gran assistance	8600 Environ. Sentry Corp. Projects	1,832.50
10/11/2023	Bill		Yes	SDIS	03-0016161	2000 Accounts Payable	7,421.64
					Jed	6015 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Personal Services - AD:Employee Benefits Insurance	3,150.71
					James	6015 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Personal Services - AD:Employee Benefits Insurance	1,120.22
					Kayla	6015 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Personal Services - AD:Employee Benefits Insurance	3,150.71
10/11/2023	Bill		Yes	E O Heating & Air, LLC	Invoice: 18854520	2000 Accounts Payable	722.60
					Office AC condenser fan motor	6154 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Capital Outlay - AD:Office Equipment	722.60
10/11/2023	Bill		Yes	Arlington T.V. Coop		2000 Accounts Payable	306.50
					Gronquist Bldg	8527 Gronquist Fund Expences:Materials and Services:Telephone and Internet	64.00
					Phone Services 3 lines & phones	6117 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	112.50
					Business Internet	6324 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:WIFI - RV	130.00
10/11/2023	Bill		Yes	Blue Mountain Networks		2000 Accounts Payable	7.77
					email account/number forward	6117 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	7.77
10/11/2023	Bill		Yes	Arlington Hardware		2000 Accounts Payable	144.53
					couplings	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	11.97
					2 cycle oil	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	8.58
					Gloves and cleaner	6623 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Comfort Station Supplies	12.58
					TP/Paper towels	6112 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Office Supplies and Equipment	17.23
					anchor wedge/ bit	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	7.67
					hose coupling, hose end repair	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	12.98
					Herbicide conc. eraser qt	8522 Gronquist Fund Expences:Materials and Services:Office Supplies and Equipment	35.99
					push fit sb coupling	6724 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Maint. & Supplies	26.97
					tubing vinyl	8522 Gronquist Fund Expences:Materials and Services:Office Supplies and Equipment	10.56
10/11/2023	Bill		Yes	H2Oregon	Water cooler/refills	2000 Accounts Payable	23.95
					water/cooler rentals	6122 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Meetings and Elections	23.95
10/11/2023	Bill		Yes	Maul Foster Alongi		2000 Accounts Payable	1,551.25
					Condon Grade School Principal planner Project Environmental Scientist 2 Project Administrator	8600 Environ. Sentry Corp. Projects	1,551.25
10/11/2023	Bill		Yes	Colliers Int. Valuation & Adv. Svcs.		2000 Accounts Payable	2,500.00
					Proctor property	8432 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Engineering & Surveying	2,500.00
10/11/2023	Bill		Yes	Gilliam County Treasurer		2000 Accounts Payable	1,012.00
					Principle Interest	8441 ECON.DEVELOP.FUND EXPENSES:DEBT SERVICE:Loan - Principal	844.11
						8442 ECON.DEVELOP.FUND EXPENSES:DEBT SERVICE:Loan - Interest	167.89
10/17/2023	Bill		Yes	Pacific Power	RV Park & Admin/Island Park Marina	2000 Accounts Payable	2,052.20
						6721 GENERAL FUND EXPENSES:MARINA:Materials & Services:Marina Electricity	259.68

PORT OF ARLINGTON

Transaction List with Splits

October 2023

DATE	TRANSACTION NUM TYPE	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				RV Park	6323 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:Electricity - RV Park	890.33
				Gronquist	8521 Gronquist Fund Expences:Materials and Services:Utilities	902.19
10/18/2023	Bill	Yes	Blue Mountain Networks		2000 Accounts Payable	6.69
				email account/number forward	6117 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	6.69
10/18/2023	Bill	Yes	Pacific Fire	Jan, Feb, Mar. Fire Alarm Monitoring (Oct, Nov, December)	2000 Accounts Payable 8531 Gronquist Fund Expences:Materials and Services:Alarm Monitoring	162.00 162.00
10/18/2023	Bill	Yes	Loop Net		2000 Accounts Payable	79.00
				advertisement	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	79.00
10/19/2023	Bill	Yes	VanKoten & Cleaveland LLC		2000 Accounts Payable	714.00
				Alpine lease correspondents, Richter letter	6113 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Legal Fees	714.00
10/19/2023	Bill	Yes	Fidelity Brokerage Services LLC		2000 Accounts Payable	1,846.24
				Crowther-September	Payroll Expenses:Company Contributions:Retirement	905.23
				Metzker-September	Payroll Expenses:Company Contributions:Retirement	466.44
				Rayburn-September	Payroll Expenses:Company Contributions:Retirement	474.57

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Transaction List with Splits

November 2025

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
1001 Bank of E/O - Checking							
11/13/2025	Bill Payment (Check)	10595	Yes	RDO Equipment Co.		1001 Bank of E/O - Checking	-599.99
						2000 Accounts Payable	-599.99
11/13/2025	Bill Payment (Check)	10596	Yes	Loop Net		1001 Bank of E/O - Checking	-83.57
						2000 Accounts Payable	-83.57
11/13/2025	Bill Payment (Check)	10597	Yes	Hughes Network System, LLC		1001 Bank of E/O - Checking	-94.98
						2000 Accounts Payable	-94.98
11/13/2025	Bill Payment (Check)	10598	Yes	Bank of Eastern Oregon - VISA		1001 Bank of E/O - Checking	-1,466.50
						2000 Accounts Payable	-1,466.50
11/13/2025	Bill Payment (Check)	10599	Yes	Arlington Hardware Guns and Ammo LLC		1001 Bank of E/O - Checking	-107.68
						2000 Accounts Payable	-107.68
11/13/2025	Bill Payment (Check)	10600	Yes	Bach West Food Equipment Group LLC		1001 Bank of E/O - Checking	-930.00
						2000 Accounts Payable	-930.00
11/13/2025	Bill Payment (Check)	10601	Yes	SDIS		1001 Bank of E/O - Checking	-14,716.00
						2000 Accounts Payable	-14,716.00
11/13/2025	Bill Payment (Check)	10602	Yes	City of Arlington		1001 Bank of E/O - Checking	-2,436.25
						2000 Accounts Payable	-2,436.25
11/13/2025	Bill Payment (Check)	10603	Yes	Gilliam County Tax Collector		1001 Bank of E/O - Checking	-15,427.59
						2000 Accounts Payable	-15,427.59
11/13/2025	Bill Payment (Check)	10604	Yes	Arlington T.V. Coop		1001 Bank of E/O - Checking	-3,025.00
						2000 Accounts Payable	-3,025.00
11/13/2025	Bill Payment (Check)	10605	Yes	City of Arlington-Utilities		1001 Bank of E/O - Checking	-1,269.63
						2000 Accounts Payable	-1,269.63
11/13/2025	Bill Payment (Check)	10606	Yes	Jaques Sharp Attorneys at Law		1001 Bank of E/O - Checking	-7,825.00
						2000 Accounts Payable	-7,825.00
11/13/2025	Bill Payment (Check)	10607	Yes	H2Oregon		1001 Bank of E/O - Checking	-78.75
						2000 Accounts Payable	-78.75
11/13/2025	Bill Payment (Check)	10608	Yes	Fidelity Brokerage Services LLC		1001 Bank of E/O - Checking	-2,153.68
						2000 Accounts Payable	-2,153.68
11/17/2025	Bill Payment (Check)	10609	Yes	Secretary of State, Oregon Audits Divisio		1001 Bank of E/O - Checking	-200.00
						2000 Accounts Payable	-200.00
11/18/2025	Bill Payment (Check)	10610	Yes	City of Arlington		1001 Bank of E/O - Checking	-1,124.68
						2000 Accounts Payable	-1,124.68
11/18/2025	Bill Payment (Check)	10611	Yes	PAULY, ROGERS & CO., P.C.		1001 Bank of E/O - Checking	-15,500.00
						2000 Accounts Payable	-15,500.00
11/24/2025	Bill Payment (Check)	10612	Yes	Bolen Construction LLC		1001 Bank of E/O - Checking	-
						2000 Accounts Payable	568,799.10
							-
							568,799.10
1003 LGIP Investment A/C							
11/03/2025	Check	SVCCHRG	Yes		Service Charge	1003 LGIP Investment A/C	-0.05
						1003-1 LGIP-Misc.	0.05

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Transaction List with Splits

November 2025

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2000 Accounts Payable							
11/13/2025	Bill		Yes	Gilliam County Tax Collector		2000 Accounts Payable	1,012.00
					principle	8441 ECON.DEVELOP.FUND EXPENSES:DEBT SERVICE:Loan - Principal	844.11
					Interest	8442 ECON.DEVELOP.FUND EXPENSES:DEBT SERVICE:Loan - Interest	167.89
11/13/2025	Bill		Yes	Gilliam County Tax Collector		2000 Accounts Payable	14,415.59
					WATCO	8430-4 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Property Taxes	5,467.64
					Rivers Edge	8536 Gronquist Fund Expences:Materials and Services:Property Taxes	5,007.18
					Hanger building	8430-4 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Property Taxes	1,537.67
					Willow Creek Quarry	6523 GENERAL FUND EXPENSES:WILLOW CREEK QUARRY:Materials & Services - WQ:Miscellaneous - WQ	158.09
					Alpine	8430-4 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Property Taxes	2,245.01
11/13/2025	Bill		Yes	H2Oregon		2000 Accounts Payable	78.75
					Water cooler/refills	6122 GENERAL FUND EXPENSES:ADMINISTRATION	78.75
					water/cooler rentals	EXPENSES:Materials and Services - AD:Meetings and Elections	
11/13/2025	Bill	AD428275	Yes	Bach West Food Equipment Group LLC		2000 Accounts Payable	930.00
					Oven repair, both ovens stopped working	Gronquist Fund Expences:Materials and Services	930.00
11/13/2025	Bill		Yes	SDIS		2000 Accounts Payable	14,716.00
					GF- ED insurance Nov/Dec	6015 GENERAL FUND EXPENSES:ADMINISTRATION	2,513.00
					ED-ED Insurance Nov/Dec	EXPENSES:Personal Services - AD:Employee Benefits Insurance	
					Marina (.2)-Maint. Insurance Nov/Dec	8413 ECON.DEVELOP.FUND EXPENSES:PERSONNEL	2,513.00
					RV (.2)-Maint. Insurance Nov/Dec	SERVICES:Employee Benefits - Insurance	
					IP (.3)- Maint. Insurance Nov/Dec	6713 GENERAL FUND EXPENSES:MARINA:Personal Services:Other	506.80
					Gronquist (.3)- Maint. Insurance Nov/dec	6313 GENERAL FUND EXPENSES:RV PARK EXPENSES:Personal Services - RV:Employee Benefits- RV	506.80
					B/O Insurance Nov/Dec	6614 GENERAL FUND EXPENSES:ISLAND PARK:Personal Services:Employee Benefits	760.20
						8513 Gronquist Fund Expences:Personnel Services:Employee Benefits Insurance	760.20
						6015 GENERAL FUND EXPENSES:ADMINISTRATION	7,156.00
						EXPENSES:Personal Services - AD:Employee Benefits Insurance	
11/13/2025	Bill		Yes	Jaques Sharp Attorneys at Law		2000 Accounts Payable	7,825.00
					email review leases	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	50.00
					NW webster email for lease	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	25.00
					Port meeting	6113 GENERAL FUND EXPENSES:ADMINISTRATION	350.00
					easement access road, emails, review, communication	EXPENSES:Materials and Services - AD:Legal Fees	
					telephone conference w/Jed alkali ridge	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	325.00
					lease email review Aerovel	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	25.00
					Aerovel lease emails, reviews	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	100.00
					review meeting material, travel(condon meeting) attend meeting	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	50.00
					call with krayburn regarding abandoned RV	6113 GENERAL FUND EXPENSES:ADMINISTRATION	75.00
					reviewed notes from oct. meeting, researched/emailed OR public meeting law made reference sheet	EXPENSES:Materials and Services - AD:Legal Fees	
					telephone conference w/crowther alkali ridge/sallee plat documents	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	100.00
					senry core condon grade school project	8600 Environ. Sentry Corp. Projects	265.62
					city pump station	8423 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Legal Fees	31.25
					audit-2022 work to get in compliance	6113 GENERAL FUND EXPENSES:ADMINISTRATION	3,500.00
					remaining balance from General matters	EXPENSES:Materials and Services - AD:Legal Fees	
						6113 GENERAL FUND EXPENSES:ADMINISTRATION	2,078.13
						EXPENSES:Materials and Services - AD:Legal Fees	
11/13/2025	Bill		Yes	Hughes Network System, LLC		2000 Accounts Payable	94.98
					Current pmt- subscriptions	6117 GENERAL FUND EXPENSES:ADMINISTRATION	94.98
						EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	
11/13/2025	Bill		Yes	City of Arlington-Utilities		2000 Accounts Payable	1,269.63
					RV-water	6321 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:Water Fees - RV	255.84

Tuesday, December 9, 2025 05:41 PM GMT-08:00

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PORT OF ARLINGTON

Transaction List with Splits

November 2025

DATE	TRANSACTION NUM TYPE	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				RV-Sewer	6329 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:Sewer	314.11
				Rv-Sanitation	6322 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:Sanitation - RV	102.00
				Gronquist utilities	8521 Gronquist Fund Expences:Materials and Services:Utilities	241.00
				Admin utilities	6111 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Utilities	202.68
				Island Park utilities	6622 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Sanitation	135.00
				airport	8425 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Utilities	19.00
11/13/2025	Bill	Yes	City of Arlington	\$493.75 for invoice 257	2000 Accounts Payable	25.00
				\$500 for CUP application		
				CUP application remaining balance (total 525-500 deposit already pd)	8431 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Land Improvements/Development	25.00
11/13/2025	Bill	Yes	City of Arlington	\$493.75 for invoice 257	2000 Accounts Payable	2,411.25
				\$500 for CUP application		
				Tentative subdivision review for alkali ridge	8432 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Engineering & Surveying	2,411.25
11/13/2025	Bill	Yes	Arlington T.V. Coop		2000 Accounts Payable	306.50
				Gronquist Bldg	8527 Gronquist Fund Expences:Materials and Services:Telephone and Internet	64.00
				Phone Services 3 lines & phones	6117 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Telephone and Internet Srv.	112.50
				Business Internet	6324 GENERAL FUND EXPENSES:RV PARK EXPENSES:Materials & Services - RV:WIFI - RV	130.00
11/13/2025	Bill	Yes	Arlington T.V. Coop		2000 Accounts Payable	2,718.50
				fiber sleeves in alkali ridge subdivision	8431 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Land Improvements/Development	2,718.50
11/13/2025	Bill	Yes	Loop Net		2000 Accounts Payable	83.57
				advertisement	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	83.57
11/13/2025	Bill	Yes	Arlington Hardware Guns and Ammo LLC		2000 Accounts Payable	107.68
				island park charges	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	107.68
11/13/2025	Bill	Yes	RDO Equipment Co.		2000 Accounts Payable	599.99
				John Deer Mower weather enclosure	8424 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Office Supplies & Equipment	599.99
11/13/2025	Bill	Yes	Bank of Eastern Oregon - VISA		2000 Accounts Payable	1,466.50
				alkali ridge prints	8426 ECON.DEVELOP.FUND EXPENSES:MATERIALS AND SERVICES:Advertising & Marketing	42.40
				paper towels	6112 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Office Supplies and Equipment	10.99
				meeting dinner	6119 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Commissioner Fees/Expenses	130.20
				office coffee maker	6112 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Office Supplies and Equipment	54.97
				case of Toilet paper-public restroom	6620 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services	100.89
				zoom meeting subscription	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	159.90
				QB Payroll subscription	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	243.00
				sos business license renewal	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	50.00
				Adobe subscription	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	19.99
				ordered checks	6112 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Office Supplies and Equipment	164.20
				Weed trimmer mower	6627 GENERAL FUND EXPENSES:ISLAND PARK:Materials & Services:Park Maintenance & Supplies	474.99
				batteries	6112 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Office Supplies and Equipment	14.97
11/13/2025	Bill	Yes	Fidelity Brokerage Services LLC		2000 Accounts Payable	2,153.68
				Crowther-Oct	Payroll Expenses:Company Contributions:Retirement	936.93
				Metzker-Oct	Payroll Expenses:Company Contributions:Retirement	575.13
				Rayburn-oct	Payroll Expenses:Company Contributions:Retirement	641.62
11/17/2025	Bill	Yes	Secretary of State, Oregon Audits Divisio		2000 Accounts Payable	200.00

PORT OF ARLINGTON

Transaction List with Splits

November 2025

DATE	TRANSACTION NUM TYPE	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
				Filing Fee 2022 audit	6116 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Audit, Budget, Legal Notices	200.00
11/18/2025	Bill	Yes	PAULY, ROGERS & CO., P.C.	2000 Accounts Payable		15,500.00
				2022 Audit	6116 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Audit, Budget, Legal Notices	9,500.00
				Change order for 2022 audit (approved 11/13/2025 meeting)	6116 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Audit, Budget, Legal Notices	6,000.00
11/18/2025	Bill	Yes	City of Arlington	\$493.75 for invoice 257 \$500 for CUP application	2000 Accounts Payable	1,124.68
				Transient Tax	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	85.97
				Transient Tax	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	201.50
				Transient Tax	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	333.14
				Transient Tax	6115 GENERAL FUND EXPENSES:ADMINISTRATION EXPENSES:Materials and Services - AD:Dues, Subscriptions, Fees	504.07
11/24/2025	Bill	Yes	Bolen Construction LLC	2000 Accounts Payable		568,799.10
				invoice period 10/1/2025-10/31/2025	8431 ECON.DEVELOP.FUND EXPENSES:CAPITAL OUTLAY:Land Improvements/Development	568,799.10

5A. WATCO Lease Renewal Amendment

Acceptable legal review was completed, together with better clarification of a new lease exhibit. We worked mutually well together with WATCO and they have signed the amendment.

Motion: Move to approve Lease Amendment No. 2 with WATCO.

5B. HVAC Repair at Former Insitu Building

We now have two lease tenants in the "A&A" building; Alpine and Aeroval. As Landlord, our Port responsibility is to provide a functioning HVAC system, and then for regular upkeep by the tenants. Alpine hasn't had to use much heating for their warehouse portion. But now, as Aeroval will need heating and cooling in their office portion, it is the Port's duty to provide operational HVAC system. Unfortunately, by a recent service inspection, the HVAC system needs \$8,182 of repairs.

Motion: Move to approve HVAC work by Bruce Mechanical, Inc. in the amount of \$8,182 for the A&A building.

5C. DASCO Invoice for Communication Cable

Joint Use Trench was open and available on the Alkali Ridge project, so it was the logical time to install communication cable also, performed by DASCO in coordination with Arlington TV Co-op. This is the second invoice from DASCO.

Motion: Move to approve DASCO invoice in the amount of \$2,440 for communication cable installed on the Alkali Ridge project.

5D. Alkali Ridge Lot Pricing

Project work was completed, except for hydroseeding of ground cut areas, scheduled for Dec 11. The final construction walk-thru was completed Dec 1, followed by obtaining Final Plat signatures. Plat Recording is anticipated today, Dec 5.

Next, we will set lot price in coordination with Tiffani Deal, LandWise Realtor for Lots 2-12, 15-17. For background, it may be helpful to see a basic investment tally of inputs on the Proctor property, together with income from the prior sale of the 2.8-acre home/shop, plus grant awards received. These contributions help to "buy-down" the cost of our overall investment and can be a means to establish reasonably priced lots that will attract interest and incentivize developers and builders.

The Port progressed successfully by plan, plat, design, and construction to create buildable lots. We want to receive fair market value and return-on-investment, as we have created added value. We will continue our focus on workforce housing as a catalyst to promote economic development.

Tiffani will give an outline for comparable sales and value, plus upcoming marketing goals/plans. We welcome input and discussion by the Board in setting the lot prices, with differences expected for lot size, view lot variations or layout configurations.

5A

**GROUND LEASE
AMENDMENT NO. 2**

Whereas, the Port of Arlington ("Lessor") and Palouse River and Coulee City Railroad, LLC ("Lessee") entered into a ground lease for approximately 21,836 square feet over and including the northwesterly portion of Gilliam County Map and Tax lot No. 03N21E28-00-00205 located at 1620 Railroad Avenue in the City of Arlington, Oregon, effective January 1, 2020 ("Lease") for an initial five (5) year term expiring effective December 31, 2024; and,

Whereas, by mutual agreement of the parties, as documented by Lease Amendment No. 1, Lessor and Lessee modified the terms of the Lease to (i) allow modifications to the Lease, in writing and dated and signed by each party's authorized representative; (ii) extend the initial term of the Lease for an additional one (1) year with a new expiration date of midnight, December 31, 2025; and (iii) retain Lessee's option to renew the Lease for an additional five (5) years, with the renewal period being from the 1st day of January, 2025 through midnight on the 30th day of December 2030 to the 1st day of January, 2026 through midnight on the 30th day of December 2031; and

Whereas, by mutual agreement of the parties, as documented by Lease Amendment No. 2, Lessor and Lessee desire to modify the Lease, as previously amended, pursuant to the terms set forth hereinbelow to revise (i) Lessee's option to renew the Lease from an additional five (5) year term, the renewal period from the 1st day of January, 2026 through midnight on the 30th day of December 2031, to two (2) optional renewal terms; the first optional renewal term being one (1) three (3) year renewal term, the renewal period being January 1, 2026 through midnight on December 31, 2028; and the second optional renewal term being one (1) seven (7) year renewal term, the renewal period being January 1, 2029 through midnight on December 31, 2035; (ii) section 1/Leasehold Premises to update the approximate square footage and replace the Lease Exhibit A with the updated Revised Exhibit A attached to this Amendment No. 2; and (iii) the terms of Lease section 7/Liability Insurance; and

Whereas, by mutual agreement of the parties, as documented by Lease Amendment No. 2, Lessor and Lessee desire to extend the Lease for the first optional renewal term being one (1) three (3) year renewal term, the renewal period being January 1, 2026 through midnight on December 31, 2028.

Now therefore, Lessor and Lessee agree as follows:

1. Lessee's option of renewing the Lease for an additional five (5) years on the same terms and conditions as stated in the Lease, beginning on the 1st day of January, 2026 and ending at midnight on the 30th day of December, 2031, is retracted and hereby replaced with Lessee being granted two (2) optional renewal terms; the first optional renewal term being one (1) three (3) year renewal term, the renewal period being January 1, 2026 through midnight on December 31, 2028; and the second optional renewal term being one (1) seven (7) year renewal term, the renewal period being January 1, 2029 through midnight on December 31, 2035.

2. The Lease shall be extended for the first optional renewal term being one (1) three (3) year renewal term, with the renewal period being January 1, 2026 and expiring midnight on December 31, 2028.

3. Lessee's election to exercise the second optional renewal term, as set forth in paragraph 1 hereinabove, is subject to Lessee's notification to Lessor, in writing, of the intent to exercise the renewal option at least thirty (30) days prior to the expiration of the initial term, as extended by this Amendment No. 2.

4. Section 1 of the Lease will be deleted in its entirety and replaced with the following, revised Section 1:

1. Leasehold Premises. The premises included in this Lease consist of approximately 28,650.3 square feet, as more particularly described in Revised Exhibit A, attached hereto and incorporated herein by this reference (the "Leased Premises"). Lessor reserves the right to enter the Leased Premises for the purpose of maintaining or construction of public or private utilities, including power, telephone, telecommunications, natural gas, water, sewer, or storm water systems.

5. Exhibit A of the Lease will be deleted in its entirety and replaced with the attached Revised Exhibit A attached to this Amendment No. 2.

6. Section 7 of the Lease will be deleted in its entirety and replaced with the following, revised Section 7:

7. Liability Insurance. Lessee shall maintain, at all times during the term hereof, Commercial General liability insurance, or its equivalent, insuring both the Lessor, as an additional insured, and the Lessee against all liability for damages to persons or property in or about said leased premises; the amount of said liability insurance shall not be less than \$2,000,000.00 for injuries arising out of any one occurrence, and \$3,000,000.00 combined aggregate limit. During the term of this Lease, Lessee agrees to deliver to Lessor, promptly upon issue, a copy of all policies of liability insurance pertaining to the leased premises, or certificates. All such policies shall contain a stipulation providing that coverage will not be cancelled or diminished without a minimum of ten (10) days written notice to Lessee. In the event Lessee receives a cancellation or diminished coverage notice from their insurer, Lessee will forward said notice to Lessor within two (2) days of Lessee's receipt. Lessee shall further indemnify and hold Lessor harmless from any liability, claim or demand by reason of actual or alleged injury, death or property damage occurring by reason of y negligent act or omission of Lessee or Lessee's officers, agents, invitees, employees, or representatives.

7.1 Lessee's Self-Insurance. In lieu of third-party insurance, Lessee shall have the right to self-insure all of the insurance Lessee is required to carry pursuant to Section 7, subject to Applicable Laws. For the avoidance of doubt, the term "self-insure" shall mean Lessee is itself acting as though it were the insurance company providing the insurance required under the provisions of this Lease and Lessee shall pay any amounts due in lieu of insurance proceeds because of self-insurance, which amounts shall be treated as insurance proceeds for all purposes under this Lease. If an event or claim

occurs for which a defense and/or coverage would have been available from the insurance company issuing insurance for which Lessee is required to maintain pursuant to Section 7 hereof and Lessee has self-insured with respect to such required insurance, Lessee shall, to the extent required under this Lease, (i) undertake the defense of any such claim, including a defense of Lessor at Lessee's sole cost and expense; and (ii) use its own funds to pay any claim or replace any property or otherwise provide the funding that would have been available from insurance proceeds but for such election by Lessee to self-insure. Notwithstanding the foregoing, the right to self-insure described in this Section 7.1 shall only apply so long as Lessee is wholly owned by Watco Companies LLC.

Except as modified by this Amendment No. 2, and Amendment No. 1, all terms and conditions of the Lease shall remain in full force and effect.

DATED THIS 21 DAY OF November 2025.

By: LESSOR
PORT OF ARLINGTON

Leah Shannon,
Port Commission Board President

By: LESSEE
PALOUSE RIVER AND COULEE
CITY RAILROAD, LLC

Joe Via,
Vice President of Operations

EXHIBIT A
TO GROUND LEASE AMENDMENT NO. 2
Revised Lease Premises Description

The Leased Premises is approximately 28,650.3 square feet as shown in the figure below. The southeast corner of the revised lease area is a power pole on Railroad Ave, roughly 180 feet from the northeast parcel corner. The Conex is allowed on the south border, which aligns with the revised lease area.



HERMISTON
80385 N. HIGHWAY 395
HERMISTON, OR 97838
PH: (541) 567-6813
FX: (541) 564-7644



TRI-CITIES
5115 W. BRINKLEY ROAD, STE. C
KENNEWICK, WA 99338
PH: (509) 734-0669
FX: (509) 783-7090

5B

November 19, 2025

Port of Arlington
A&A building
ATTN: James
1500 Airport Rd.
Arlington, OR. 97812

Re: Repair bid.

Thank you for giving Bruce Heating & Air the opportunity to provide you with service.

North heat pump- Remove and replace compressor, harness, contactor, run cap, filter drier outdoor fan motor and indoor TXV. **\$6,500.00**

South furnace-Remove and replace faulty dual pressure switch. **\$650.00**

South heat pump- Remove and replace the outdoor fan motor and compressor blanket. **\$1,032.00**

Quote includes:

- Labor, materials, freight, 30-day craftsmanship warranty and commissioning.

Quote excludes:

- Anything not listed above.

Seth Draper,
Service Manager

Acceptance of Proposal. The above specifications and conditions are satisfactory and are hereby accepted. Bruce Inc. Is authorized to perform the work as specified.

Signature_____ Signature_____ Date of acceptance_____



Port of Arlington – Marketing Strategy & Incentive Summary

5D

Marketing Strategy for Lot Sales

This provides an overview and outline of the marketing strategy currently being executed to promote Port of Arlington lot sales. A comprehensive, multi-channel approach is necessary to ensure sustained exposure, reach a diverse pool of potential buyers, and position the Port competitively within the regional housing and development market. By leveraging digital platforms, broker networks, community partnerships, and targeted outreach to builders and developers, the strategy aims to increase visibility, generate qualified interest, and support long-term growth in residential and commercial development within the district.

Online Exposure

- MLS syndication: Zillow, Realtor.com, Trulia
- Targeted Google Ads & Display Ads
- YouTube / Google Video ads
- Nextdoor neighborhood promotion

Social Media Campaigns

- Regular posts on Instagram, Facebook, LinkedIn
- Reels/TikToks
- Boosted and sponsored posts to reach regional buyers

Broker & Buyer Engagement

- Email campaign to Realtors in RMLS and PacMLS
- Direct agent-to-agent communication

Local & Community Outreach

- Partnerships with lenders
- Local print and publication placements
- Community boards & relocation services
- Ribbon cutting
- Press release
- Local events & employer outreach

Developer & Builder Outreach

- Oregon Home Builders Association engagement
- Outreach to regional builders (Tri-Cities, Central/Eastern Oregon)
- Modular home builder connections
- Direct contact with builders active in nearby markets

Economic Development Collaboration

- Coordination with Business Oregon
- Partnership with Gilliam County Economic Development
- Workforce/housing programs

Value-Add Tools

- Property-specific website
- Drone footage and visual marketing assets
- Lot signage
- Developer information packet (zoning, utilities, incentives)
- Access to incentive programs from additional entities (e.g., Energy Trust of Oregon)

Discussion: Proposed/Optional Builder & Buyer Incentives

Potential builder and buyer incentive options are included for Board consideration. These items are presented solely to facilitate discussion and to help evaluate whether strategic incentives could support absorption of available lots, encourage timely construction, and attract qualified builders or buyers to the Port. The concepts outlined are exploratory in nature and would require Board direction, further refinement, and formal approval before any implementation.

1. Builder Performance Discounts

- Incentives tied to 12–24 month build requirements
- Ensures timely development while maintaining accountability

2. Bulk Lot Discount

- Discount for purchase of 2+ lots
- Encourages multi-lot builders and reduces per-unit development costs

3. Seller Financing Option

- Low down payment / 5% interest for private buyers
- Option to subordinate lot to builder and receive payment at closing

4. Completion Rebate

- Buyer pays full price; \$5,000 refunded at Certificate of Occupancy
- Promotes timely construction and protects Port revenue

5. Fee Waiver / Reduction Opportunities

- Water connection fee reduction or rebate
- Sewer connection fee reduction or rebate
- Planning fee reductions

2025-04

NOTE: WATER AND SEWER SERVICE TO ALL LOTS IS PROVIDED BY THE CITY OF ARLINGTON. THE PROPOSED RIGHT-OF-WAY IS PRESENT IN THE CITY OF ARLINGTON.

ALKALI RIDGE SUBDIVISION

A REPLAT OF PARCELS 2 AND PARCELS 3 OF PARTITION PLAT NO. 2024-01 LOCATED IN THE NW1/4 OF THE SW1/4, SW1/4 OF THE SW1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, CITY OF ARLINGTON, GILLIAM COUNTY, OREGON. CITY APPLICATION FILE 003-2025

SURVEY NARRATIVE

DUEDISE: THIS MAP IS TO SUBDIVIDE THE PROPERTY AS SHOWN.

PROCEEDED: THE ENTIRE PROPERTY WAS SURVEYED AND MONUMENTED WITH THE 5/8" IRON ROD CORNERS AT THE SOUTHWEST CORNER, SOUTH 1/16 CORNER COMMON TO SECTION 28, AND 23, AND THE SW 1/16 CORNER OF SAID SECTION 28. ALL NEW LOT LINES ARE LAID OUT ACCORDING TO PORT OF ARLINGTON.

BASIS OF BEARING

THE BASIS OF BEARING IS THE NORTH LINE OF THE SOUTHWEST ONE-QUARTER OF THE SOUTHWEST ONE-QUARTER OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, CITY OF ARLINGTON, GILLIAM COUNTY, OREGON, AND BASED ON OREGON COORDINATE REFERENCE SYSTEM - COLUMBIA RIVER EAST ZONE

LEGEND

- SET 5/8" X 30" IRON ROD WITH ORANGE PLASTIC CAP MARKED "APA 49593PL5" OR AS NOTED
- FOUND SECTION CORNER AS NOTED
- FOUND 5/8" IRON ROD WITH ORANGE PLASTIC CAP MARKED "APA 49593PL5" OR AS NOTED
- FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "APA"
- P.U.E.
- L.P.
- FOUND 5/8" IRON ROD WITH YELLOW PLASTIC CAP MARKED "APA"
- PUBLIC UTILITY EASEMENT
- LAND PARTITION PLAT
- ADJACENT PROPERTY LINE
- EXISTING PARCEL BOUNDARY LINE
- PROPOSED PARCEL BOUNDARY LINE
- EXISTING EASEMENT LINES
- PROPOSED EASEMENT LINES

REGISTERED PROFESSIONAL LAND SURVEYOR
RICHA RICHARDSON
EXPIRES: 8/30/2028

LOCATED IN THE NW1/4 OF THE SW1/4, AND THE SW1/4 OF THE SW1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, CITY OF ARLINGTON, GILLIAM COUNTY, OREGON

PORT OF ARLINGTON
PO BOX 279
100 PORT 15, LAND ROAD
ARLINGTON, OR 97012

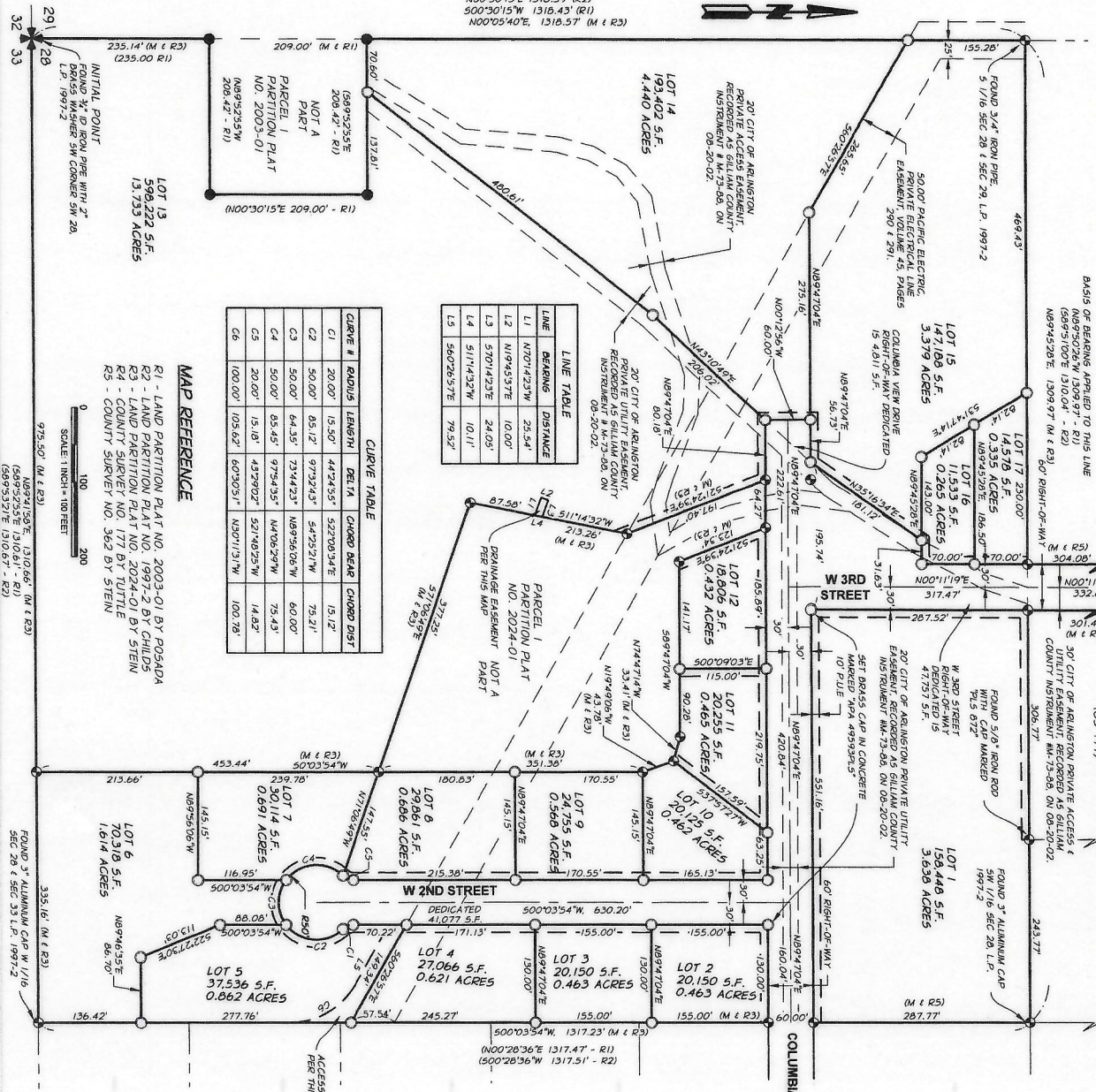
Spanderson
1/12

CURVE #	RADIUS	LENGTH	DETA	CHORD BEAR	CHORD DIST
C1	20.00'	15.50'	44°24'53"	52°20'34"E	15.12'
C2	30.00'	85.12'	97°32'43"	54°25'21"W	75.31'
C3	30.00'	64.35'	73°44'23"	N89°56'06"W	60.00'
C4	30.00'	85.45'	97°54'35"	N4°06'29"W	75.43'
C5	20.00'	15.18'	43°29'02"	S21°48'25"W	14.82'
C6	100.00'	105.62'	60°30'51"	N30°11'13"W	100.78'

MAP REFERENCE

- R1 - LAND PARTITION PLAT NO. 2003-01 BY POSADA
- R2 - LAND PARTITION PLAT NO. 1997-2 BY CHILDS
- R3 - LAND PARTITION PLAT NO. 2024-01 BY STEIN
- R5 - COUNTY SURETY NO. 362 BY STEIN

SCALE: 1"=100 FEET



LINE	BEARING	DISTANCE
L1	N70°14'23"W	25.54'
L2	N19°45'37"E	10.00'
L3	S70°14'23"W	24.05'
L4	S11°14'32"W	10.11'
L5	S60°26'57"E	79.52'

AS SHOWN
DATE: 24 NOV 2025
JOB NO. 41-13(103)
SHEET 1/12

2025-04

ALKALI RIDGE SUBDIVISION

A REPLAT OF PARCEL 2 AND PARCEL 3 OF PARTITION PLAT NO. 2024-01 LOCATED IN THE NW1/4 OF THE SW1/4 OF THE SW1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, CITY OF ARLINGTON, GILLIAM COUNTY, OREGON
CITY APPLICATION FILE 003-2025

SURVEYORS CERTIFICATION

I, RICHARD E. STEIN, A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OREGON, DO HEREBY CERTIFY THAT I HAVE CORRECTLY SURVEYED AND MARKED WITH LEGAL MONUMENTS, THE LAND AS SHOWN HEREON IN ACCORDANCE WITH OREGON CHAPTER 92 AS REVISED, AND CITY OF ARLINGTON DEVELOPMENT ORDINANCES. I FURTHER CERTIFY THAT THE PLAT HEREON IS A CORRECT REPRESENTATION OF THE EXISTING SOUTHWEST CORNER OF SECTION 28 AS SHOWN HEREON. I FURTHER CERTIFY THAT THE PLAT HEREON PROVIDED THE TRACT LEGAL DESCRIPTION IN ACCORDANCE WITH OREGON 92.070(1), AS SHOWN BELOW.

Richard E. Stein
DATE
RICHARD E. STEIN
CERTIFICATE NO. 49593PL5

LEGAL DESCRIPTION

PARCEL 2 OF PARTITION PLAT 2024-01 SITUATED IN THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, GILLIAM COUNTY, OREGON.
PARCEL 3 OF PARTITION PLAT 2024-01 SITUATED IN THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, GILLIAM COUNTY, OREGON, CONTAINING 35.266 ACRES, MORE OR LESS.

SUBJECT TO 201 CITY OF ARLINGTON PRIVATE UTILITY EASEMENT RECORDED AS GILLIAM COUNTY INSTRUMENT #M-73-08, ON 08-20-02. MAPPED.
SUBJECT TO 201 CITY OF ARLINGTON PRIVATE ACCESS & UTILITY EASEMENT, RECORDED AS GILLIAM COUNTY INSTRUMENT #M-73-08, ON 08-20-02. MAPPED.
SUBJECT TO 50.00 PACIFIC ELECTRIC, PRIVATE ELECTRICAL, LINE EASEMENT, VOLUME 45, PAGES 290 & 291. MAPPED.
SUBJECT TO 201 CITY OF ARLINGTON PRIVATE ACCESS EASEMENT, RECORDED AS GILLIAM COUNTY INSTRUMENT #M-73-08, ON 08-20-02. MAPPED.
SUBJECT TO 201 CITY OF ARLINGTON PRIVATE UTILITY EASEMENT, RECORDED AS GILLIAM COUNTY INSTRUMENT #M-73-08, ON 08-20-02. MAPPED.

OWNER'S DECLARATION & DEDICATION

PART OF ARLINGTON, A PORT DISTRICT IN THE STATE OF OREGON IS THE OWNER OF SAID LANDS AND HAS CAUSED THIS PLAT TO BE RECORDED AND SUBDIVIDED AS SHOWN HEREON, IN ACCORDANCE WITH THE PROVISIONS OF OREGON CHAPTER 92, AS REVISED, AND THE CITY OF ARLINGTON DEVELOPMENT ORDINANCES. I HEREBY DEDICATE THE EASEMENTS AS IDENTIFIED HEREON, FOR THE PURPOSES STATED HEREIN. I FURTHER DEDICATE TO THE PUBLIC FOR PUBLIC ROAD AND UTILITY PURPOSES, W. 2ND STREET AND W. 3RD STREET AS SHOWN.

Richard E. Stein
JED BROUNTER, EXECUTIVE DIRECTOR

ACKNOWLEDGMENT

STATE OF OREGON (55)
COUNTY OF Gilliam

ON THE 3 DAY OF December, 2025, THE ABOVE

NAMED Jim Coulter APPEARED PERSONALLY BEFORE ME AND IS KNOWN TO ME TO BE THE IDENTICAL INDIVIDUAL WHO EXECUTED THE OWNER'S DECLARATION AND ACKNOWLEDGED THAT HE DID SO FREELY AND VOLUNTARILY.

Kim D. Corwell
NOTARY PUBLIC FOR THE STATE OF OREGON

PRINTED NAME: Kim D. Corwell

COMMISSION NUMBER 1053885

MY COMMISSION EXPIRES: November 19, 2028



APPROVALS

CITY OF ARLINGTON

THE ACCOMPANYING PLAT IS HEREBY APPROVED

DATED THIS 2 DAY OF 18, 2025.

Richard E. Stein
MAYOR, CITY OF ARLINGTON

CITY OF ARLINGTON PLANNING COMMISSION

THE ACCOMPANYING PLAT IS HEREBY APPROVED

DATED THIS 3 DAY OF December, 2025.

William de Herrera
PLANNING COMMISSION CHAIRMAN, CITY OF ARLINGTON

GILLIAM COUNTY SURVEYOR

I CERTIFY I HAVE EXAMINED THE ACCOMPANYING PLAT, THAT IT COMPLIES WITH THE LAWS OF THE STATE OF OREGON, AND THEREFORE APPROVE SAID PLAT FOR SIGNATURE BY THE COUNTY COMMISSIONERS OF THE GILLIAM COUNTY, OREGON

DATED THIS 2nd DAY OF December, 2025.

Steve R. Callison
TODD CATTERSON, GILLIAM COUNTY SURVEYOR

GILLIAM COUNTY CLERK

I DO HEREBY CERTIFY THAT THIS PLAT WAS RECEIVED ON

THIS 8th DAY OF December, 2025, AT 11:31:30 O'CLOCK AM.

AND RECORDED AS DOCUMENT NO. 2025-000443 OF GILLIAM COUNTY RECORDS

Ellen Wagenaar
ELLEN WAGENAAR, GILLIAM COUNTY CLERK

GILLIAM COUNTY ASSESSOR AND TAX COLLECTOR

I HEREBY CERTIFY THAT PLASANT TO O.R.S. 92.095, ALL AD VALOREM TAXES, AND ALL SPECIAL ASSESSMENTS, FEES AND OTHER CHARGES REQUIRED BY LAW TO BE PLACED UPON THE 2021-2022 TAX ROLL WHICH BECAME A LIEN ON THE LAND WITHIN THIS PARTITION, OR WILL BECOME A LIEN DURING THE TAX YEAR BUT NOT CERTIFIED TO THE TAX COLLECTOR FOR COLLECTION HAVE BEEN PAID.

APPROVED THIS 3 DAY OF Dec, 2025.

Chet Wilkins
CHET WILKINS, GILLIAM COUNTY ASSESSOR

REGISTERED
PROFESSIONAL
LAND SURVEYOR

Richard E. Stein
OREGON
REGISTERED LAND SURVEYOR
RICHARD E. STEIN
49593PL5

EXPIRES: 6/30/2026

LOCATED IN THE NW1/4 OF THE SW1/4 AND THE SW1/4 OF THE SW1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 21 EAST, WILLAMETTE MERIDIAN, CITY OF ARLINGTON, GILLIAM COUNTY, OREGON
PORT OF ARLINGTON
PO BOX 279
100 POST 15LAND ROAD
ARLINGTON, OR 97012

SCALE:
AS SHOWN
DATE: 24 NOV 2025
JOB NO. 41-13(103)

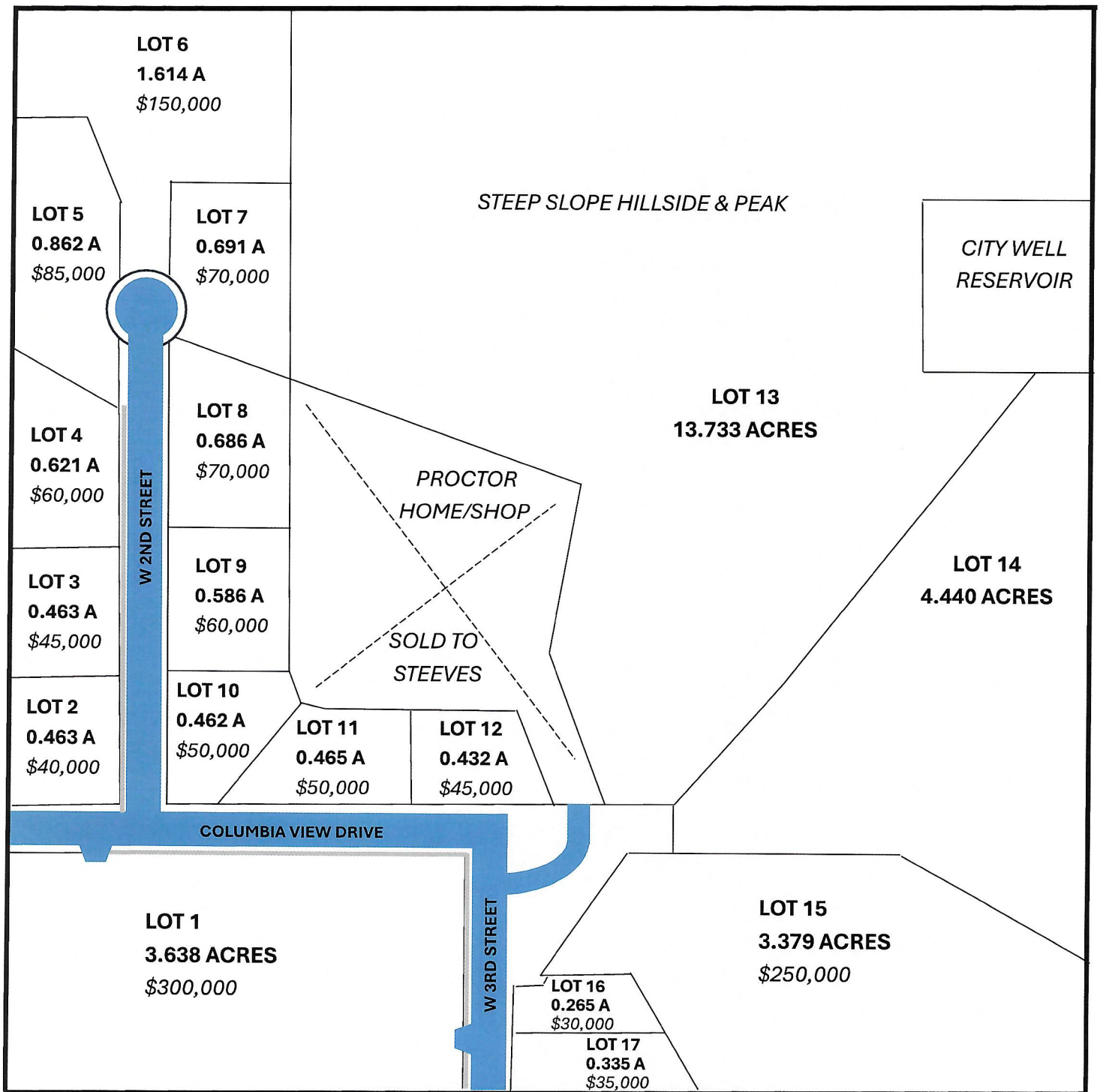
Sperry

2/2

1901 N. FIRE STREET, PO BOX 1107 • LA GRANDE, OR 97050 • (541) 943-3309

ALKALI RIDGE Subdivision – Draft Baseline Lot Prices

Based generally on \$50,000 per ½-acre lot with adjustments for larger lots, view advantages, and placement



ALKALI RIDGE - INVESTMENT TALLY

December 9, 2025

EXPENSES thru 12-5-2025

\$ 2,284,833 *Including \$800,000 purchase

Anticipated Remaining Expenses

Anderson-Perry	\$	80,000.00	*Invoice amount pending
Bolen Construction	\$	24,000.00	*Invoice amount pending
	\$	104,000.00	

TOTAL EXPENSES \$ 2,388,833

INCOME

Gilliam County	Grant Award	\$ 1,122,647	
HISF	Grant Award	\$ 92,946	
Jeff Steeves	Net Sale home	\$ 521,655	
City of Arlington	Waterline upsize	\$ 150,000	*Invoice amount pending

TOTAL INCOME \$ 1,887,248

NET INVESTMENT \$ 501,585

Divided by built street access serving 14.944 acres, \$ 33,564 per acre

of marketable lots, sized less-than-4-acres each, as listed below:

LOT	ACRES	Baseline Market Value if 1/2-acre lot priced at \$50,000	Adjusted with discount for larger lots or location value <i>Draft for Review</i>	Cost per acre	Notes
1	3.638	\$ 363,800	\$ 300,000	\$ 82,463	needs added fill & rezone to higher density
2	0.463	\$ 46,300	\$ 40,000	\$ 86,393	sunken front lot
3	0.463	\$ 46,300	\$ 45,000	\$ 97,192	needs added fill
4	0.621	\$ 62,100	\$ 60,000	\$ 96,618	
5	0.862	\$ 86,200	\$ 85,000	\$ 98,608	
6	1.614	\$ 161,400	\$ 150,000	\$ 92,937	
7	0.691	\$ 69,100	\$ 70,000	\$ 101,302	
8	0.686	\$ 68,600	\$ 70,000	\$ 102,041	
9	0.568	\$ 56,800	\$ 60,000	\$ 105,634	
10	0.462	\$ 46,200	\$ 50,000	\$ 108,225	
11	0.465	\$ 46,500	\$ 50,000	\$ 107,527	
12	0.432	\$ 43,200	\$ 45,000	\$ 104,167	
15	3.379	\$ 337,900	\$ 250,000	\$ 73,986	
16	0.265	\$ 26,500	\$ 30,000	\$ 113,208	
17	0.335	\$ 33,500	\$ 35,000	\$ 104,478	
14.944			\$ 1,340,000	\$ 89,668	

Acres of
marketable lots, <4-acre size

Gross Sales
at Draft Price

*Discuss potential discounts and incentives;
i.e., first sale, multiple-lot/volume discount,
timely construction, etc.

*13 13.733 Acres w/steep slope, ridge, and peak

*14 4.440 Acres for later development

*Promptly advance value-added features by
current Port ownership; i.e., Rezone, site
preparation, soil infill, and Lot 1 platting.