

Regular Commission Meeting
MINUTES
Port of Arlington
August 14, 2018
5 p.m.
Port Office – 100 Port Island Rd.
Arlington, OR

- 1. The Port of Arlington Commission meeting was called to order at 5:00 pm by President Wilson.**
Those Present: President Wilson; Vice President Kennedy; Commissioner Fitzsimmons; Commissioner McGuire; Port Manager/ Economic Development Officer, Peter Mitchell; Admin. Asst. Denise Ball; Kelly Margheim; Attorney Ruben Cleaveland;
Absent: Commissioner Hunking
Audience: Julius Courtney
- 2. Public Comment on non-agenda items-** Julius Courtney, The Woolery Project, Inc., presented a handout to the Board and Staff regarding the Oktoberfest event scheduled for October 20, 2018. Mr. Courtney is asking the Port to sponsor the wine glasses. The Port sponsored the wine glasses last year for the amount of \$500. The Woolery group are trying to join all the Chamber of Commerce's in the area and participate in parades and fairs. They have been working on the infrastructure for the new facility. Currently, they are about \$20,000 short of funds. They plan on applying to the Ford Foundation for a grant. They are planning future fund raising events for this winter. Commissioner McGuire recused himself from voting due to a conflict of interest. Commissioner Fitzsimmons moved to provide funding in the amount of \$788.48 to the Woolery Project Oktoberfest for the wine glasses. Commissioner Kennedy seconded. Motion carried 3-0-1 abstaining.
- 3. Consent Agenda:**
 - Approval of July 10, 2018 Commission Meeting Minutes
 - Approval of July 2018 Payables and FinancialsCommissioner Fitzsimmons moved to approve the consent agenda and Commissioner McGuire seconded. The motion carried 4-0.
- 4. Chairman's Report:** President Wilson shared the thank you note from the Condon Chamber of Commerce for donation to the Fabulous Fourth. Two donation requests were presented to the Board. Following discussion Commissioner Kennedy moved to donate \$100 to the Gilliam County Auction Committee and \$125 to the Columbia Basin Rodeo Club split between the north and south county as was done last year. Commissioner McGuire seconded. The motion carried 4-0.
- 5. Commissioner Reports:** None
- 6. Economic Development:**
 - 6.1 Irrigation Feasibility Study – EDO Mitchell updated the Board on the project progress and the request for information letter that was sent to approximately 35

landowners in the project area. Eight landowners have responded to the letter. The deadline is August 17th.

6.2 Flex Building Lease Pricing Structure – EDO Mitchell is asking the Board for direction on lease pricing for the new Flex Building. Following discussion consensus was to market the Flex Building for \$9.50/sq. ft. for leasing a 1,000 sq. ft. and \$8/sq. ft. if the tenant lease's the entire facility. EDO Mitchell has contracted with LoopNet for marketing the facility. Commissioner Kennedy said one end of the building siding is installed backwards. EDO Mitchell said he would address the concern with the contractor.

The current tenants in the Hangar building are still occupying the facility.

6.3 OPPA Annual Conference in Coos Bay – EDO Mitchell asked if any Board members would like to attend. It is a two day event on October 4th and 5th. Commissioners should contact EDO Mitchell if they are interested.

6.4 EDO Report – The report was included in the Agenda Packet.

The new billboards have been installed.

The A-Town launch site was extremely active on Saturday. (Pictures passed around for the Board)

The new sound system was used at the Show N Shine car show. There were about 40-45 cars.

EDO Mitchell will be presenting the Port's Quarterly Report at County Court tomorrow.

Rod McGuire suggested having a "Welcome Bag" for first time customers at our Marina. Staff will prepare suggestions and cost layout for the next board meeting.

7.0 Administration –

September 2018 Port Meeting Date – Currently Tuesday, September 11, 2018 (week of Pendleton Round Up). Consensus is to reschedule for Thursday September 13th.

Meeting adjourned 6:00 pm

President Ron Wilson

V.P. Dewey Kennedy