128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
F: 541-384-2700

AGENDA
CITY OF CONDON
REGULAR MEETING
128 SOUTH MAIN STREET, CITY HALL, CONDON, OREGON
Wednesday, December 5, 2018, 7:00 PM

1. **CALL REGULAR MEETING TO ORDER**
2. **ROLL CALL**
3. **PUBLIC HEARING - PROPOSED PUBLIC CONTRACTING RULES**
4. **ADDITIONS TO AGENDA**
5. **PUBLIC COMMENT**
   - 5.1. **The council may hear discussion of unannounced items from the floor and the comments on the agenda items. Comments are limited to five (5) minutes.**
6. **CONSENT AGENDA**
   - 6.1. **Approve November 7, 2018 Regular and November 21, 2018 Special Council Meeting Minutes**
   - 6.2. **VISA Statements**
   - 6.3. **Accounts Payable November 13**
   - 6.4. **November 2018 Payroll Summary**
7. **OLD BUSINESS**
   - 7.1. **Approve Dark Fiber Lease Agreement with Columbia Basin Electric Cooperative**
   - 7.2. **Memorial Hall Construction Project Update**
8. **NEW BUSINESS**
   - 8.1. **Condon Chamber of Commerce Presentation - K'Lynn Lane, Executive Director**
   - 8.2. **Approve Resolution 2019-05 - A Resolution Amending The City of Condon Public Contracting Rules, and Rescinding Resolution No. 2005-11**
   - 8.3. **First Reading of Ordinance 2019-01 - An Ordinance opting out of the Attorney General's Model Public Contracting Rules, Adopting Public Contracting Rules for the City of Condon and Repealing Chapter 32.04 - Competitive Bidding process - Ordinance 2004-04**
   - 8.4. **First Reading of Ordinance 2019-02 - An Ordinance to Replace Chapter 32.06 - Streets, Sewer and Water Improvements and Services**
   - 8.5. **Approve Resolution 2019-06 - A Resolution Adopting the City of Condon Representation in the Updates to the Gilliam County Multi-Jurisdictional Natural Hazards Mitigation Plan**
9. **STAFF REPORTS**
   - 9.1. **Public Works - Gibb Wilkins, Public Works Superintendent**
   - 9.2. **Administration - Kathryn Greiner, City Administrator**

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9.3. **Police - Gary Bettencourt, Gilliam County Sheriff**

10. **COUNCIL INFORMATION**

    10.1. **PSU Preliminary 2018 Population Estimate**

    10.2. **Boardman Housing Information**

    10.3. **ODOT Special City Allotment Grant Letter**

11. **NEXT REGULAR MEETING DATE**

    11.1. **Next meeting is the SECOND Wednesday of the Month January 9, 2019, 7 p.m.**

12. **ADJOURN REGULAR MEETING**

If necessary, Executive Session may be held in accordance with ORS 192.660(2)() As this is a regular meeting of the Condon City Council, other matters may be addressed as deemed appropriate by the Council. Assisted listening device is available for persons with impaired hearing and should be scheduled for council meetings three working days prior to the Council meeting. The City of Condon is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to City of Condon Administrator, PO Box 445, Condon, OR 97823

Agenda prepared and distributed November 29, 2018

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City of Condon
Regular Council Meeting Minutes
Wednesday, November 7, 2018
7:00 PM

1. CALL REGULAR MEETING TO ORDER

Mayor Jim Hassing called the meeting to order at 7 p.m.

2. ROLL CALL

Present:
Council: Mayor Jim Hassing, Councilors - Boyd Harris, Michael Cronk, Carol Harrison, Jan Stinchfield, Tom Fatland and Donald Jamieson
Staff - CA Kathryn Greiner, PW Superintendent Gibb Wilkins & Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

Additions to the agenda include 5.5 - approve payment of D.L. Edmondson, Inc. for sidewalk project; 6.4 fiber project update; and 7.4 approve the New Hotel Condon LLC/Lori's Place for OLCC license.

4. PUBLIC COMMENT

4.1. The council may hear discussion of unannounced matters from the floor and comments on the agenda items. Comments are limited to five (5) minutes.

None

5. CONSENT AGENDA

5.1. Approve October 3 2018 Regular Council Meeting Minutes

A typo was noted by Councilor Harrison and will be corrected. **A motion was made by Councilor Stinchfield to approve the October 3, 2018 regular council meeting minutes. The motion was seconded by Counselor Harrison and approved unanimously.**

5.2. Accounts Payable October 10 & 17

Councilor Stinchfield asked about checks being written to Pat Pemberton and Chad Smith,which CA Greiner responded that they were utility deposit refunds. The annual water quality permit from DEQ was also discussed.

5.3. October Payroll Summary

The payroll summary was not attached to the board packet so CA Greiner emailed it to the council and will attach to the online packets.

5.4. October VISA Statements

Councilor Fatland asked about the Amazon and Home Depot charges on the VISA which were coded to the park and golf course for irrigation and pumphouse supplies.

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5.5. ** Addition -- Approve of Payment to D.L. Edmondson, Inc. for Sidewalk Project

CA Greiner explained that all checks that exceed $50,000 must be approved by the council and as the sidewalk project was nearing completion, she anticipates that the check will need to be written next week. Anderson, Perry & Associates Project manager Bill Ledbetter submitted a preliminary contractor's application for the full contract amount of $150,100 plus a $10,000 contingency. The additional funds would require a change order, so after discussion the approval amount was for the contract amount. **A motion was made by Councilor Fatland to approve paying D.L. Edmondson, Inc. for sidewalk improvement up to $150,100 contingent on the engineer's approval of project. The motion was seconded by Councilor Jamieson and approved unanimous.**

6. OLD BUSINESS

6.1. Discuss & Approve Fiber Agreement with CBEC

Councilor Jamieson updated the council on the progress of the fiber lease agreement with Columbia Basin Electric Cooperative (CBEC) saying that the agreement has not be finalized and is waiting for a discussion between city's consultant Adam Haas and CBEC General Manager Tom Wolff over term points then sent to the telecom attorneys to make final changes. He added that CBEC had signed with a major provider to go through Gilliam County and moving ahead with their project. Councilor Stinchfield said that the CBEC has a definite route through south Gilliam County into Wheeler County, but were still in need of the city's route to service their customers in Gilliam County.. Councilors Jamieson and Stinchfield, along with CA Greiner discussed portions of the agreement with CBEC representatives at the Hood River teleconference last month, following up on the Fiber Committee meeting of October 11 and had several points that included 8 pair of fiber in exchange for the entire Monthly Recurring Cost (MRC) being charged to the city from Inland Development, no Non-Recurring Cost (NRC), CBEC would build and operate the POP in Condon at a minimum cost of $125,000, and the possibility of a redundant path on CBEC's leased line from the other provider. CA Greiner added that Inland Development also needs the change order that is adding the vaults required by CBEC signed within the next week and she has emailed Wolff to get a one-page agreement to assure that CBEC will pay for the vaults. Councilor Jamieson also asked Haas to include looping the city's fiber lines into the CBEC vaults to allow any person on the route to lease the fibers to have another option to break off at those points. Mayor Hassing tabled the CBEC agreement until the next meeting.

6.2. Discuss Public Contracting Resolution & Public Hearing Process

CA Greiner explained that the Public Contracting rules will require a public hearing which has been scheduled at the December 5 council meeting. She asked the council to review the document and note any other questions they may have so she can send to City Attorney Wyatt Baum. The draft rules have questions on the side which the council asked CA Greiner to send to Baum for answers. Mayor Hassing tabled the Public Contracting Rules until the December meeting.

6.3. Memorial Hall Acoustic Project Update

CA Greiner said that she is working with Rusty Rutherford to get a bid and has emailed the information to Jerry Gentry for bid. She will contact the electrician to see if she is still available and will let the council know if bids are received.

OTHER: Councilor Harris was approached by a resident asking if the city would consider developing lots within city instead of spending the money on developing lots on the proposed city property north of the golf course. CA Greiner stated that several people have wanted to purchase lots in the city and the infrastructure improvements cost is high for very few lots to develop. A recent example she gave was that two lots were sold between Highway 206 and the golf course and they are putting in septic systems. To hook these lots to the city sewer system the cost would be approximately $200,000 requiring 750' of new line and 1,000' of line that would need to be upsized to connect to the new line. Councilor Jamieson suggested an incentive program that the city see permits prior to making substantial upgrades and to contact the City of Boardman to get information on their infrastructure plan that was presented at the LOC Small Cities meeting in September. PW Wilkins said that there is a buildable lot survey done by former PW Larry Durfey and he will research it and find if there are any lots that could be developed that would not be costly. CA Greiner stated that county staff Rachel Weinstein had also done a buildable survey which PW Wilkins will try and obtain.

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6.4. ** Addition -- Fiber Project Update

Haas, project manager for the city and Gilliam County supplied the council with an email giving them their first progress report after a site inspection on Tuesday. The email indicated that Inland Development was moving forward with the fiber project and have buried 5,000' of conduit to date. The materials have been purchased and received and the city anticipates a request for one of the milestone payments in the next several weeks. The fiber is being buried according to the contract with Inland and the project is expected to be completed by February 8, 2019.

7. NEW BUSINESS

7.1. Discuss & Approve IGA with Gilliam County for Fiber Project Manager Services

CA Greiner provided an Intergovernmental Agreement (IGA) with Gilliam County for Haas to provide project management services for the fiber project. The agreement was approved earlier in the day by Gilliam County contingent on the city's approval. The agreement was approved by Baum and reviewed by Haas. **A motion was made by Councilor Stinchfield to approve the IGA with Gilliam County for project management services for the fiber project. The motion was seconded by Councilor Fatland and approved unanimously.**

7.2. Discuss Municipal Court IGA

An IGA for municipal court services by Gilliam County Justice court was distributed to the council. The agreement had to include some minor changes suggested by City County Insurance Services (CIS) and Baum after recent legal issues with nuisance violations. The agreement has been given to Justice of the Peace Cris Patnode who has reviewed and forwarded to the county's legal counsel. Mayor Hassing tabled the agreement until the December meeting.

7.3. Chamber of Commerce Request for Bench Funding

K'Lynn Lane, executive director of the Condon Chamber of Commerce submitted a request of $3,000 toward new benches to replace existing benches on Main Street. CA Greiner said that the council will make the transient tax turnover next week of approximately $9,000, plus $1,000 from the revenue of the GPS radio on the city shop. The chamber also received $2,500 in July for the concert series in the park. It was noted that the city paid for the original benches of over $35,000. After a brief discussion, the council directed CA Greiner to request that the chamber present their budget of how the city's funds were spent and to ask for total amount of funds they are requesting - benches and concerts. The council was in agreement that the Chamber of Commerce does a good job of promoting Condon. Mayor Hassing tabled this decision until the Chamber could provide the items requested.

7.4. ** Addition - Approve of New Hotel Condon LLC/Lori's Place for OLCC license

A motion was made by Councilor Jamieson to approve the OLCC license for New Hotel Condon LLC and Lori's Place Restaurant. The motion was seconded by Councilor Harris and approved unanimously.

8. STAFF REPORTS

8.1. Public Works - Gibb Wilkins PW Superintendent

PW Wilkins said that 3 million gallons were pumped in October and the city is using the two winter wells at City Farm. The crew has been putting up street signs, working on shoulder radius and applying cold mix to some of the potholes. Winterization tasks have been completed at the park, golf course and swimming pool and steel street sign poles were received today. PW Wilkins added that the sidewalk project on Summit and Spring Streets has been completed and final inspection and walk through was scheduled for the next day.

8.2. Police - Gilliam County Sherriff Gary Bettencourt

Sheriff Bettencourt reported that the work on Potter Street property nuisance violation is moving along slowly with three vehicles, several motor homes and a trailer being removed. The resident of the property is currently in dispute of the tow truck driver so progress has slowed. He is also working with nuisance of vehicles and other debris on properties on Cottonwood, North Oregon, South McKinley and East Bayard streets.

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8.3. Administration - CA Kathryn Greiner

CA Greiner reported that the Gilliam County Soil and Water Conservation department is working on a plan for their proposed mini-park on Main Street and will have it for the council at the December meeting. An email and plans were given to the council and also attached to their council packets. Councilor Jamieson noted that the SWCD put a dirt berm to keep traffic from going on their property which a majority of the berm is on the city's right-of-way and asked that it be put on their own property with a timeline of when it would be completed. CA Greiner or PW Wilkins will talk with the SWCD staff to get this done. A proposal from Solutions IT was given to the council for a 20-hour block of time at the cost of $2,300. The time would be used to evaluate the city's computer systems and fix remaining problems with the system after the computer crashed in September and October. Councilor Jamieson asked if they were available for emergencies and the timeline to respond. CA Greiner will check with them to see about response time but noted that most issues can be handled remotely. The annual retreat is scheduled for January and the agenda items added as given by staff and council. Currently the agenda contains housing and street prioritization. It was discussed earlier that this year it may be helpful to have a facilitator and will reach out to other city managers to see what is available. It was also noted that the Christmas party is tentatively scheduled for December 20 at the Condon Elks Lodge.

9. COUNCIL INFORMATION

9.1. Solutions IT Proposal

10. NEXT REGULAR MEETING DATE

10.1. The next regular Condon City Council meeting will be Wednesday, December 5, 2018, 7 p.m. at City Hall.

11. ADJOURN REGULAR MEETING

The meeting was adjourned at 7:56 p.m.

________________________________Date ________
Jim Hassing, Mayor

ATTEST: ________________________________ Date ______________
Kathryn Greiner City Administrator

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City of Condon
Regular Council Meeting Minutes
Wednesday, November 21, 2018
12:00 PM

1. CALL SPECIAL MEETING TO ORDER

Council President Donald Jamieson called the meeting to order at 12 noon.

2. ROLL CALL

Present: Councilors Donald Jamieson, Boyd Harris, Tom Fatland, Michael Cronk & Carol Harrison.
Staff present: City Administrator Kathryn Greiner & Consultant Adam Haas (telephone)
Absent: Mayor Jim Hassing and Councilor Jan Stinchfield

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3. Discuss & Approve City of Condon/Columbia Basin Electric Cooperative Memorandum of Understanding for Dark Fiber Agreement

Haas explained that Tommy Wolff, Columbia Basin Electric Cooperative (CBEC) CEO/General Manager, presented terms of the fiber agreement that will go with the proposed fiber agreement between the city and CBEC. There were 10 points and Haas went through them for the council.

Term #1 - The fiber use agreement proposed by the City's telecom attorneys was accepted by CBEC. Haas explained that CBEC originally wanted an Indefeasible Right of Use (IRU) but the city's telecom attorneys noted that to project the City and to make the terms much less complicated a use agreement was completed.

Term #2 & 3 - CBEC will not pay a Non-Recurring Cost (NRC) and will pay the city's entire Monthly Recurring Cost (MRC) of $2,000. The original proposal was to have CBEC pay $300,000 NRC and $1,333 per month of MRC. Over the 20 year contract of the City and Inland Development for the dark fiber, and if the options of two five-year terms are completed, CBEC will pay approximately $240,000 at the $667 a month city cost. CA Greiner noted that any other leases will be a return on the original investment.

Term #4 - CBEC has agreed to reimburse the cost of the 14 vaults from Inland Development along the route required by their plan, and the City will have access to those vaults if needed. Any additional costs for the City to split off at the vaults will cover the incremental cost.

Term #5 - CBEC will supply a secure fenced space at its Condon yard north of City limits on Cottonwood Road that will include a generator.

Term #6 - Agreed that CBEC will provide a Carrier Neutral Communication Shelter(CNTS) with certain specifications at their yard on Cottonwood Road North of Condon City limits. CBEC will spend a minimum of $65,000 on the CNTS and will hire an engineer to design the facility, plus the City will have access to the plans prior to construction. Councilor Fatland asked for clarification of the NRC and was told by Haas that CBEC has agreed not to charge users of the City's dark fiber a NRC but they will charge a monthly rack charge mutually agreed upon industry standards. The City will draft a co-location agreement to use the CNTS to maintain the City's priority of carrier neutral.

Term #7 - Both parties commit to provide redundancy to the extent possible without any MRC to the other party. Any NRC charge required to establish or maintain this redundancy is to be at the cost without mark-up.

Term #8 - The city will propose language for the collocation lease agreement governing the access to the CNTS.

Term #9 - This term on the original term sheet is unnecessary as it was offering maintenance and that is covered in the City's agreement with Inland Development.

A motion was made by Councilor Fatland to approve the terms of the Memorandum of Understanding with Columbia Electric Cooperative. The motion was seconded by Councilor Harrison and approved unanimously.

Haas stated that he is in discussion with Wolff of CBEC regarding the second CNTS at Arlington as it would be beneficial to have them operate both shelters. Haas said that he encouraged Wolff to look at the Arlington TV Cooperative property as an option. Lori Anderson, CBEC Director stated that the MOU still maintains CBEC's strategic plan within the county and their service territory. She thanked the council for working toward this end. Councilor Jamieson stated that Gilliam County may also be interested in the vaults and the CNTS with Anderson stating that Wolff has arranged a meeting with the Gilliam County Judge-elect Elizabeth Farrar for discussion.

Term #10 - Initial term of the Fiber Use Agreement will be 20 years and CBEC has requested the option of the two 5 year terms that is in the City's IRU with Inland Development.

3.1. Draft Memorandum of Understanding CBEC & City of Condon

This item was to allow the attachment of the draft MOU.

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4. ADJOURN REGULAR MEETING

Meeting was adjourned by 12:28 p.m.

________________________________Date ________
Jim Hassing, Mayor

ATTEST: ________________________________ Date ______________
Kathryn Greiner City Administrator

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1
Account Number: #### #### #### 6910

VISA

OCT 30 2018

Account Summary

Billing Cycle		10/22/18
Days In Billing Cycle		31
Previous Balance		$165.33
Purchases	+	1,690.10
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$165.33
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$1,690.10**

Account Inquiries

Customer Service: (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881

Visit us on the web at:
www.MyCardStatement.com

Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA , FL 33630-3495

Payment Summary

NEW BALANCE	$1,690.10
MINIMUM PAYMENT	$1690.10
PAYMENT DUE DATE	11/16/18

A 10 350.00

NOTE: *Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement*

Pool A 10 238.75
Park 10 238.75
W 10 238.75
S 10 238.73

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$6,894.00
Available Cash	$0.00
Amount Over Credit Line	$0.00
Amount Past Due	**$0.00**
Disputed Amount	$0.00

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Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
09/25/18	09/27/18	5812	24786648269009077681537	THE DRIVE IN CONDON OR	$12.00
09/26/18	09/27/18	5812	24492158269740233277217	SQ *GRANNY'S DINER CONDON OR	$11.50
10/04/18	10/05/18	5812	24492158277740295639163	SQ *GRANNY'S DINER CONDON OR	$11.50
10/06/18	10/07/18	5045	24692168279100825151079	DELL SALES & SERVICE 866-393-9460 TX	$954.98
10/10/18	10/12/18	6010	1 8285121965000050	PAYMENT - THANK YOU	$165.33 -

A 10

park 238.75
W 10 238.75
S 10 238.75
pool 10 238.75

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HEPPNER OR 97836 - 0039

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Account Number
6910

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

$

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/22/18	$1,690.10	$1690.10	11/16/18

MAKE CHECK PAYABLE TO:

CITY OF CONDON
CITY OF CONDON 1
PO BOX 445
CONDON OR 97823-0445

1070

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

7713 1001 6910 00169010 00169010 5

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1

Account Number: #### #### #### 6910
Closing Date: 10/22/18
Credit Limit: $10,000.00 Available Credit: $6,894.00

VISA

1070

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
10/16/18	10/17/18	8999	24492158289894415291367	PAYPAL *BACKFLOWMGT 402-935-7733 CA 006-W288	$135.00
10/16/18	10/17/18	5947	24492158289719708674278	DORNBOS SIGN & SAFETY INC 180-092-2002 MI 003-450-600231	$199.49
10/19/18	10/21/18	3502	24755428293262935650715	BEST WESTERN HOTELS 541-3862200 OR 004-500-600080	$148.23
10/19/18	10/21/18	3502	24755428293262935651168	BEST WESTERN HOTELS 541-3862200 OR	$108.70
10/19/18	10/21/18	3502	24755428293262935651846	BEST WESTERN HOTELS 541-3862200 OR 365.63	$108.70

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information

Plan Description	ICM[1]	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR)[2]	Interest Charge	Ending Balance
CURRENT				15.84%	$ 0.00	
PURCHASES	G	$ 0.00	1.3200%	15.84%	$ 0.00	
CASH	F	$ 0.00	1.3200%		$ 0.00	
FEES/**INTEREST CHARGE**				0.00%	$ 0.00	$ 1,690.10
TOTAL						

[1] ICM Interest Charge Method: See reverse side of Page 1 for explanation.
[2] Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and **Annual Percentage Rate (APR)** may vary.

Bank of Eastern Oregon
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CITY OF CONDON
CITY OF CONDON 2
Account Number: #### #### #### 8577

VISA

A10 209.46 / 129.98
W10 33.00
S10
OCT 30 2018
34.00
276.46

Account Summary

Billing Cycle		10/22/18
Days In Billing Cycle		31
Previous Balance		$647.00
Purchases	+	746.45
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$469.99 -
Payments	-	$647.00
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$276.46**

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Visit us on the web at:
www.MyCardStatement.com

Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA , FL 33630-3495

Payment Summary

NEW BALANCE	$276.46
MINIMUM PAYMENT	$276.46
PAYMENT DUE DATE	11/16/18

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$9,698.00
Available Cash	$0.00
Amount Over Credit Line	$0.00
Amount Past Due	**$0.00**
Disputed Amount	$0.00

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Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
09/24/18	09/25/18	9402	24445008268000751911309	USPS PO 4017920823 CONDON OR A10 33 / W10 33 / S10 34	$100.00
09/26/18	09/27/18	5111	24164078269105255748551	STAPLES DIRECT 800-3333330 MA 129.98 A10	$599.97 CR
10/02/18	10/03/18	9402	24445008276000744309769	USPS PO 4017920823 CONDON OR A10	$13.50

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Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
8577

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

$

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/22/18	$276.46	$276.46	11/16/18

MAKE CHECK PAYABLE TO:

CITY OF CONDON
CITY OF CONDON 2
PO BOX 445
128 S MAIN ST
CONDON OR 97823-0445

1147

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

7713 1001 8577 00027646 00027646 6

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 2

Account Number: #### #### #### 8577
Closing Date: 10/22/18
Credit Limit: $10,000.00 Available Credit: $9,698.00

VISA

1147

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
10/06/18	10/08/18	5111	74164078280105000006115	CREDIT VOUCHER STAPLES DIRECT FRAMINGHAM MA	$469.99 -
10/10/18	10/12/18	6010	1 8285121965000040	PAYMENT - THANK YOU	$647.00 -
10/19/18	10/21/18	5411	24431068293975016062361	SAFEWAY #1489 THE DALLES OR	$32.98 A10

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information

Plan Description	ICM[1]	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR)[2]	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	$ 0.00	1.3200%	15.84%	$ 0.00	
CASH	F	$ 0.00	1.3200%	15.84%	$ 0.00	
FEES/**INTEREST CHARGE**					$ 0.00	
TOTAL				0.00%	$ 0.00	$ 276.46

[1] ICM Interest Charge Method: See reverse side of Page 1 for explanation.
[2] Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and **Annual Percentage Rate (APR)** may vary.

A10

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	65316	Spring & Summit Sidewalk engine	10/25/2018	1,818.75	1,818.75	11/13/2018
112	ANDERSON, PERRY, & ASSOC.	65395	Sidewalk Summit Main to East	11/09/2018	577.50	577.50	11/13/2018
	Total ANDERSON, PERRY, & ASSOC.:				2,396.25	2,396.25	
ANSHUTZ, RANDY							
1054	ANSHUTZ, RANDY	NOV 2018	Dep Refund 4604.02 312 N Potter	11/13/2018	150.00	150.00	11/13/2018
	Total ANSHUTZ, RANDY:				150.00	150.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	OCT 2018	Janitorial	10/31/2018	345.83	345.83	11/13/2018
	Total ARAMARK UNIFORM SERVICES:				345.83	345.83	
ARTHUR JETTE							
337	ARTHUR JETTE	769506	Pump Repair	10/13/2018	54.50	54.50	11/13/2018
	Total ARTHUR JETTE:				54.50	54.50	
AT&T MOBILITY							
599	AT&T MOBILITY	OCT 2018	PW Cell Phone	10/06/2018	32.92	32.92	11/13/2018
599	AT&T MOBILITY	OCT 2018	PW Cell Phone	10/06/2018	32.91	32.91	11/13/2018
	Total AT&T MOBILITY:				65.83	65.83	
BAUM SMITH LLC							
831	BAUM SMITH LLC	22767	Fiber Legal	10/23/2018	94.00	94.00	11/13/2018
831	BAUM SMITH LLC	22767	Legal October	10/23/2018	343.67	343.67	11/13/2018
831	BAUM SMITH LLC	22767	Legal October	10/23/2018	343.67	343.67	11/13/2018
831	BAUM SMITH LLC	22767	Legal October	10/23/2018	343.66	343.66	11/13/2018
831	BAUM SMITH LLC	22768	Reser & Shaw Legal	10/23/2018	853.75	853.75	11/13/2018
	Total BAUM SMITH LLC:				1,978.75	1,978.75	
BENNETT'S POINT S TIRE & AUTO							
859	BENNETT'S POINT S TIRE & AU	1033249	Water Improvement Project	10/01/2018	24.23	24.23	11/13/2018
859	BENNETT'S POINT S TIRE & AU	1033397	Water Improvement Project	10/10/2018	125.20	125.20	11/13/2018
	Total BENNETT'S POINT S TIRE & AUTO:				149.43	149.43	
BOHN'S PRINTING							
148	BOHN'S PRINTING	53493	Copier Charge	10/29/2018	14.31	14.31	11/13/2018
	Total BOHN'S PRINTING:				14.31	14.31	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	32710	Nitrate	06/01/2018	131.65	131.65	11/13/2018
151	BOX R WATER ANALYSIS LAB	33384	Asbestos in Drinking water	07/26/2018	670.00	670.00	11/13/2018
151	BOX R WATER ANALYSIS LAB	34512	Biochemical Oxygen	10/03/2018	90.50	90.50	11/13/2018
151	BOX R WATER ANALYSIS LAB	34521	coliform	10/03/2018	35.00	35.00	11/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total BOX R WATER ANALYSIS LAB:				927.15	927.15	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	OCT 2018	City Hall	10/23/2018	98.16	98.16	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	GC Pump	10/23/2018	64.91	64.91	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Park	10/23/2018	105.55	105.55	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Memorial Hall	10/23/2018	53.11	53.11	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Ward Street Shop	10/23/2018	28.60	28.60	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	GC Clubhouse	10/23/2018	32.95	32.95	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Sewer Plant Pivot	10/23/2018	208.73	208.73	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Disposal Plant	10/23/2018	344.03	344.03	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	GC Water	10/23/2018	68.06	68.06	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	City Farm	10/23/2018	1,558.73	1,558.73	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Street Lights	10/23/2018	1,444.31	1,444.31	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Reservoir	10/23/2018	31.15	31.15	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	GC Well	10/23/2018	100.07	100.07	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Swimming Pool	10/23/2018	480.08	480.08	11/13/2018
169	COLUMBIA BASIN ELECTRIC	OCT 2018	Library	10/23/2018	264.82	264.82	11/13/2018
	Total COLUMBIA BASIN ELECTRIC:				4,883.26	4,883.26	
CONDON CHAMBER OF COMMERCE							
196	CONDON CHAMBER OF COMM	NOV 2018	Smartnet/Leica lease	11/13/2018	1,000.00	1,000.00	11/13/2018
196	CONDON CHAMBER OF COMM	NOV 2018	Transient Tax Turnover	11/13/2018	9,792.43	9,792.43	11/13/2018
	Total CONDON CHAMBER OF COMMERCE:				10,792.43	10,792.43	
Condon School District							
197	Condon School District	NOV 2018	Music Program Contribution	11/08/2018	5,000.00	5,000.00	11/13/2018
	Total Condon School District:				5,000.00	5,000.00	
CONVERGE COMMUNICATIONS INC							
870	CONVERGE COMMUNICATIONS	20578	Fiber Consulting	11/13/2018	1,552.83	1,552.83	11/13/2018
	Total CONVERGE COMMUNICATIONS INC:				1,552.83	1,552.83	
COUNTRY FLOWERS							
204	COUNTRY FLOWERS	OCT 2018	Meeting Expense	10/31/2018	33.30	33.30	11/13/2018
204	COUNTRY FLOWERS	OCT 2018	Cathcart flowers	10/31/2018	39.95	39.95	11/13/2018
	Total COUNTRY FLOWERS:				73.25	73.25	
D.L. EDMONDSON, INC.							
818	D.L. EDMONDSON, INC.	NOV 2018	E. Summit & W Spring Sidewalk	11/09/2018	147,735.00	147,735.00	11/13/2018
	Total D.L. EDMONDSON, INC.:				147,735.00	147,735.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	OCT 2018	Water Impr Fuel	10/31/2018	461.55	461.55	11/13/2018
224	DEVIN OIL COMPANY	OCT 2018	Sewer Fuel	10/31/2018	30.30	30.30	11/13/2018
224	DEVIN OIL COMPANY	OCT 2018	Sewer Fuel	10/31/2018	349.58	349.58	11/13/2018
224	DEVIN OIL COMPANY	OCT 2018	Water Fuel	10/31/2018	349.57	349.57	11/13/2018
	Total DEVIN OIL COMPANY:				1,191.00	1,191.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
DIBBLE, GUY							
1053	DIBBLE, GUY	NOV 2018	Ref Dep 1047.06 425 N Washingt	11/13/2018	93.42	93.42	11/13/2018
	Total DIBBLE, GUY:				93.42	93.42	
ELIZABETH A. FARRAR							
783	ELIZABETH A. FARRAR	362	Website	10/31/2018	25.00	25.00	11/13/2018
	Total ELIZABETH A. FARRAR:				25.00	25.00	
ENGINEERED CONTROL PRODCT							
241	ENGINEERED CONTROL PROD	64321	Sewer	10/16/2018	449.88	449.88	11/13/2018
	Total ENGINEERED CONTROL PRODCT:				449.88	449.88	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	0699478	Water Improvement	10/25/2018	173.91	173.91	11/13/2018
	Total FERGUSON ENTERPRISES:				173.91	173.91	
GREINER, KATHRYN							
347	GREINER, KATHRYN	OCT 2018	Travel Reimbursement	11/07/2018	109.00	109.00	11/13/2018
347	GREINER, KATHRYN	OCT 2018	Meeting reimbursement	11/07/2018	19.50	19.50	11/13/2018
	Total GREINER, KATHRYN:				128.50	128.50	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	OCT 2018	Golf	10/31/2018	121.99	121.99	11/13/2018
304	HATTENHAUER DIST.	OCT 2018	Park Fuel	10/31/2018	38.31	38.31	11/13/2018
304	HATTENHAUER DIST.	OCT 2018	Water Improvement	10/31/2018	227.19	227.19	11/13/2018
	Total HATTENHAUER DIST.:				387.49	387.49	
HD FOWLER COMPANY							
306	HD FOWLER COMPANY	I4981467	Water Improvement	10/09/2018	281.36	281.36	11/13/2018
	Total HD FOWLER COMPANY:				281.36	281.36	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	OCT 2018	Administration	11/01/2018	199.30	199.30	11/13/2018
766	HOME TELEPHONE COMPANY	OCT 2018	Pool	11/01/2018	46.96-	46.96-	11/13/2018
766	HOME TELEPHONE COMPANY	OCT 2018	Water	11/01/2018	146.12	146.12	11/13/2018
766	HOME TELEPHONE COMPANY	OCT 2018	Sewer	11/01/2018	96.38	96.38	11/13/2018
	Total HOME TELEPHONE COMPANY:				394.84	394.84	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	OCT 2018	Water Improvement	10/29/2018	50.00	50.00	11/13/2018
328	JAMIESON & MARSHALL	OCT 2018	Golf Course Repair	10/29/2018	321.55	321.55	11/13/2018
328	JAMIESON & MARSHALL	OCT 2018	Sewer Supplies	10/29/2018	24.60	24.60	11/13/2018
	Total JAMIESON & MARSHALL:				396.15	396.15	
M & A AUTO PARTS							
371	M & A AUTO PARTS	OCT 2018	Park	10/31/2018	8.14	8.14	11/13/2018
371	M & A AUTO PARTS	OCT 2018	Water Improvement	10/31/2018	217.70	217.70	11/13/2018
371	M & A AUTO PARTS	OCT 2018	Water	10/31/2018	23.00	23.00	11/13/2018
371	M & A AUTO PARTS	OCT 2018	Sewer	10/31/2018	23.00	23.00	11/13/2018

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
371	M & A AUTO PARTS	OCT 2018	Park	10/31/2018	2.39	2.39	11/13/2018
371	M & A AUTO PARTS	OCT 2018	Administration	10/31/2018	12.76	12.76	11/13/2018
371	M & A AUTO PARTS	OCT 2018	Golf Repair	10/31/2018	114.41	114.41	11/13/2018
	Total M & A AUTO PARTS:				401.40	401.40	
MISSOULA CHILDREN'S THEATER							
895	MISSOULA CHILDREN'S THEAT	NOV 2018	Art & Music Grant GC Library	11/13/2018	1,550.00	1,550.00	11/13/2018
	Total MISSOULA CHILDREN'S THEATER:				1,550.00	1,550.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	OCT 2018	Sewer Plant	10/31/2018	254.53	254.53	11/13/2018
377	MORROW COUNTY GRAIN GRO	OCT 2018	City Hall Propane	10/31/2018	382.89	382.89	11/13/2018
	Total MORROW COUNTY GRAIN GROW.:				637.42	637.42	
OPEN COUNTRY FARM							
433	OPEN COUNTRY FARM	12-15131	Park Supplies	10/25/2018	55.00	55.00	11/13/2018
	Total OPEN COUNTRY FARM:				55.00	55.00	
OSTERLUND, CYNTHIA							
894	OSTERLUND, CYNTHIA	NOV 2018	Art & Music Grant GC Library	11/13/2018	450.00	450.00	11/13/2018
	Total OSTERLUND, CYNTHIA:				450.00	450.00	
OXARC							
442	OXARC	30496894	Chlorine	10/30/2018	2,589.10	2,589.10	11/13/2018
442	OXARC	30496894	Chlorine	10/30/2018	2,589.10	2,589.10	11/13/2018
	Total OXARC:				5,178.20	5,178.20	
PETERSON MACHINERY CO.							
453	PETERSON MACHINERY CO.	PC550128526	Water Improvement	11/02/2018	41.28	41.28	11/13/2018
	Total PETERSON MACHINERY CO.:				41.28	41.28	
SOLUTIONS IT							
896	SOLUTIONS IT	NOV 2018	Tech Contract 20 hours	11/13/2018	766.67	766.67	11/13/2018
896	SOLUTIONS IT	NOV 2018	Tech Contract 20 hours	11/13/2018	766.67	766.67	11/13/2018
896	SOLUTIONS IT	NOV 2018	Tech Contract 20 hours	11/13/2018	766.66	766.66	11/13/2018
	Total SOLUTIONS IT:				2,300.00	2,300.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	OCT 2018	Transfer station hours	10/31/2018	60.00	60.00	11/13/2018
540	THE TIMES-JOURNAL	OCT 2018	Business cards - Greiner	10/31/2018	37.00	37.00	11/13/2018
	Total THE TIMES-JOURNAL:				97.00	97.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	OCT 2018	Park	10/25/2018	9.37	9.37	11/13/2018
548	TWO BOYS MEAT & GROCERY	OCT 2018	golf	10/25/2018	9.79	9.79	11/13/2018
548	TWO BOYS MEAT & GROCERY	OCT 2018	Shop Supplies	10/25/2018	26.78	26.78	11/13/2018
	Total TWO BOYS MEAT & GROCERY:				45.94	45.94	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
VISA							
559	VISA	OCT 2018-691	Administration	10/22/2018	35.00	35.00	11/13/2018
559	VISA	OCT 2018-691	Pool Supplies	10/22/2018	238.75	238.75	11/13/2018
559	VISA	OCT 2018-691	Park Supplies	10/22/2018	238.75	238.75	11/13/2018
559	VISA	OCT 2018-691	Water Supplies	10/22/2018	238.75	238.75	11/13/2018
559	VISA	OCT 2018-691	Sewer Supplies	10/22/2018	238.73	238.73	11/13/2018
559	VISA	OCT 2018-691	Teleconference Travel	10/22/2018	365.63	365.63	11/13/2018
559	VISA	OCT 2018-691	Signs	10/22/2018	199.49	199.49	11/13/2018
559	VISA	OCT 2018-691	Backflow class	10/22/2018	135.00	135.00	11/13/2018
559	VISA	OCT 2018-857	Administration	10/22/2018	209.46	209.46	11/13/2018
559	VISA	OCT 2018-857	Water Supplies	10/22/2018	33.00	33.00	11/13/2018
559	VISA	OCT 2018-857	Sewer Supplies	10/22/2018	34.00	34.00	11/13/2018
Total VISA:					1,966.56	1,966.56	
VISCO, Inc.							
560	VISCO, Inc.	43982	Street Light Replacement	10/23/2018	2,688.00	2,688.00	11/13/2018
Total VISCO, Inc.:					2,688.00	2,688.00	
Grand Totals:					195,051.17	195,051.17	

Dated: ______________________________

Mayor: ______________________________

City Admininstrator: ______________________________

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Paid and unpaid invoices included.

Date	Payee	Employee Number	Reference Number	Check Number	M	Gross	Expense	*	FICA	FWT	SWT	Deduct	Net	D	Info	F/T
11/30/2018																
PC																
11/30/2018	FITZSIMMONS, AARON P	47	1	547		4,422.79	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].77-	D	.00	
11/30/2018	FOWLER, TAMARA	89	7	548		923.00	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].51-	D	.00	
11/30/2018	GREINER, KATHRYN MARIE	52	2	549		4,970.30	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].78-	D	.00	
11/30/2018	WILKINS, GIBB	75	3	550		4,129.90	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].80-	D	.00	
11/30/2018	MYERS, SANDRA	80	6	17007		224.00	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].64-		.00	
11/30/2018	STARR, SARA	76	4	17008		158.50	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].79-		.00	
11/30/2018	WISE, ROBERT C.	77	5	17009		270.00	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible].92-		.00	
Total PC:		496	7	7		15,098.49	.00		[illegible]	[illegible]	[illegible]	[illegible]	[illegible]21-		.00	

PC Hours/Units/Types Summary

PC	Title	Hours	Units
1-00	Regular Pay	484.99	.00
2-01	Overtime Pay	16.00	.00
3-01	Vacation Pay Used	72.00	.00
7-01	Holiday	72.00	.00
7-02	Holiday Worked	3.00	.00
10-00	Business Days	6.00	.00
Grand Totals:		653.99	.00

Net Type	Amount	D
Direct Deposit Net	10,037.86-	D
Net	580.35-	
	10,618.21-	

.00

	Employee Number	Reference Number	Check Number	Gross	Expense	FICA	FWT	SWT	Deduct	Net	F/T
Total*11/30/2018:	496	7	7	15,098.49	.00	1,155.04-	1,453.78-	1,058.81-	812.65-	10,618.21-	.00

Condon/CBEC Project MOU

11-20-18

Term #1.
"Fiber Use Agreement" form of lease accepted by CBEC.

Term #2.
CBEC will not incur a capital cost for the fiber installation. CBEC to amend Fiber Order No. 001 within the Fiber Use Agreement to reflect a $00.00 Non-Recurring Charge (NRC).

Term #3.
CBEC will pay a monthly recurring charge of $2,000. CBEC to amend Fiber Order No. 001 within the Fiber Use Agreement to reflect a $2,000 Monthly Recurring Charge (MRC).

Term #4.
CBEC to amend the "additional terms" section of Fiber Order No. 001 within the Fiber Use Agreement to reflect the option for the City to utilize the 14 Access Vaults at some future date at no cost to the City. If there is additional splicing or other costs required at time of installation to enable City access to CBEC Vaults, then the City would cover that incremental cost. CBEC also agreed to execute a separate letter committing to reimburse the City for the original cost of the 14 vault installation prior to the execution of the Fiber Use Agreement. Adam Haas to draft the letter for Tommy Wolff's review and signature.

Term #5.
At no charge to the City of Condon, CBEC will provide a secure fenced space within its Condon yard to accommodate a minimum 10x12 foot Carrier Neutral Telecommunications Shelter (CNTS), a generator and an appropriate fuel tank for the generator.

Term #6.
CBEC will provide a pre-cast concrete building (new or used) suitable for use as the CNTS with minimum dimensions of 10x12. The CNTS will include a redundant (dual) HVAC system, an automatic transfer switch for the generator, a UPS (battery backup), and building security. The CNTS will be connected to a dedicated standby power generator adjacent to the CNTS. CBEC commits to spend a minimum of $65,000 on these telecommunications facilities which shall be engineered and installed by a company(ies) qualified in the design and installation of such telecommunications facilities. CBEC will provide the City of Condon with the design and specifications of the CNTS and related equipment prior to installation for review and approval by the City of Condon, such approval shall not be unreasonably withheld. No NRC (rack installation fee), will be charged to the City of Condon nor its dark-fiber customers who connect to City owned fiber. MRC "monthly rack rental fees" will be charged based on mutually agreed upon industry standards.

CBEC and the City of Condon shall execute a collocation lease agreement for the CNTS which further defines the items above, as well as the carrier neutral operational requirements of the CNTS.

CBEC to amend the "Condon End Points" section of Fiber Order No. 001 to reflect the fact that CBEC will be providing a Carrier Neutral Telecommunications Shelter (CNTS) for use by the City and its dark fiber customers.

Term #7.
Both the City of Condon and CBEC acknowledge the value of redundant/diverse paths between Condon and Arlington. To this end, both parties will commit to provide such redundancy to the extent possible without any recurring monthly charge to the other party. Any NRC charge required to establish or maintain this redundancy is to be at cost without mark up.

Term #8.
The City will propose language for the collocation lease agreement governing the access to the CNTS.

Term #9.
This term is unnecessary and should be deleted, because Windwave will be doing all fiber maintenance up to the shelter interconnection point and CBEC will manage the shelter under Term #6 above.

Term #10.
Initial term of Fiber Use Agreement will be 20 years. CBEC has requested the option of two additional 5-year extensions. CBEC to amend the draft Fiber Use Agreement to reflect these additional terms.

Accepted:

COLUMBIA BASIN ELECTRIC COOPERATIVE, INC.

Thomas Wolff

Thomas Wolff, CEO/General Manager

Date: 11-20-18

CITY OF CONDON

Jim Hassing

Jim Hassing, Mayor

Date: 11-21-18

–x–x–x–x–x–x–

Condon Chamber of Commerce **2018 Budget**

INCOME		2018 Budget	
Operating Income			
4th of July		10,000	
Grant Income		28,000	
Membership Dues		7,800	
Special Events		8,000	
Tourism Tax		9,000	
	Total Operating Income	**62,800**	
Non-Operating Income			
Interest Income		30	
Rental Income		100	Rental fee for office space
	Total Non-Operating Income	**130**	
Total INCOME		**62,930**	
EXPENSES			
Operating Expenses			
4th of July		9,000	Fireworks cost increase
Fall Festival		70	
Farmers' Market		300	
Accounting and Legal		3,000	Filing of back taxes, CPA fees
Advertising		900	
Dues and Subscriptions		150	State Chamber Membership
Electricity		850	~65/mo
Fees & Permits		500	SOS registration
Insurance		600	
Logo Maintenance		100	
Membership Drive		150	
Office Supplies		1,200	
Payroll Expenses		24,343	$17.5/hr @ 25 hrs per wk. Employer piece .07%
Postage		500	
Rent		6,000	500/Mo
Sign Maintenance		100	
Storage		117	~39/mo
Taxes & Licenses		2,000	Taxes owed
Telephone & Internet		1,440	120/mo
Water & Sewer		960	~80/mo
Web Hosting and Domains		850	
Other		2,000	
	Total Operating Expenses	**55,130**	
Non-Recurring Expenses			
Furniture, Equipment and Software		535	Norton, vaccum, roasters
Gifts Given		2,000	Gifts to members
	Total Non-Recurring Expenses	**2,535**	
Total EXPENSES		**57,665**	
NET INCOME		**5,266**	

November 28, 2018

Condon Chamber Of Commerce
105 S. Main Street
Condon, OR 97823

Re: City of Condon Financial Contribution Request for 2019

- Continued support of the Summer Concerts in the Park $2500
- City of Condon Historic Bench Project Bench Rehabilitation Project Request $3000
  (Please note: the request for the bench project is a rough estimate for half of the overall cost. If the overall cost comes in below the $3,000 we would gladly reimburse the City of Condon or put the funds towards an approved community beautification project).

- Total to be considered $5500

Thank you for your donation of space for the Trick or Treat Main Street & Fall Festival Events, as well as the City's help in setting up the stage for the concerts. We value the relationship with the City and cannot thank you enough for your continued support of the Condon Chamber of Commerce and our community events.

RESOLUTION NO. 2019-05

A RESOLUTION AMENDING THE CITY OF CONDON PUBLIC CONTRACTING RULES, AND RESCINDING RESOLUTION NO. 2005-11.

Whereas, on April 6, 2005, the City of Condon pursuant to ORS 279A.065(6) and ORS 279A.070 adopted Resolution No. 2005-11 adopting rules of procedure for City public contracting ("Public Contracting Rules"); and

Whereas, the City of Condon is amending its Public Contracting Rules to align with changes in state law, increase efficiencies, and derive cost-saving benefits.

NOW, THEREFORE, THE CITY OF Condon RESOLVES AS FOLLOWS:

Section 1. The City Council hereby amends the Public Contracting Rules for the City of Condon as set forth in "Exhibit A," which is attached hereto and incorporated herein by this reference and rescinds Resolution No. 2005-11 and all prior amendments thereto.

Section 2. This resolution is effective January 5, 2019.

Adopted by the City Council this 5th day of December, 2018.

____________________________________ ____________________

Jim Hassing, Mayor Date

____________________________________ ____________________

Kathryn Greiner, City Administrator Date

Ordinance No. 2019-01

AN ORDINANCE OPTING OUT OF THE ATTORNEY GENERAL'S MODEL PUBLIC CONTRACTING RULES, ADOPTING PUBLIC CONTRACTING RULES FOR THE CITY OF CONDON AND REPEALING §32.04 – COMPETITIVE BIDDING REQUIRED

Repealing Ordinance 2004-04 – COMPETITIVE BIDDING REQUIRED

WHEREAS, Section 4 of the Condon Charter provides:
"The City shall have all powers which the constitutions, statutes, and common law of the United States and of this state now or hereafter expressly or impliedly grant the City, as fully as though this charter specifically enumerated each of those powers." and

WHEREAS, ORS 279 allows the City of Condon to adopt its own Public Contracting Rules and Contracting Review Board;

NOW THEREFORE, THE CITY OF CONDON ORDAINS AS FOLLOWS:

§32.04 – PUBLIC CONTRACTING REVIEW BOARD AND PUBLIC CONTRACTING

(A) *Creation of Contract Review Board.* Pursuant to ORS 279A.060, the City Council of the City of Condon is hereby established as the Local Contract Review Board. The City Council, acting as the Local Contract Review Board, shall have all the powers granted by the Oregon Revised Statues.

(B) *Public Contracting Rules.* Pursuant to ORS 279A.054(6) and 279A.070, the City Council shall have the authority to adopt rules necessary to carry out the provisions of ORS 279A, 279B, and 279C which is referred to as the Public Contracting Code. Adoption of these rules can be done by resolution.

This Ordinance shall be in full force and effect thirty (30) days after the final approval date of December 5, 2018

Declaring an emergency this Ordinance is Passed and adopted by the Council of the City of Condon, this 5th day of December 2018 and will go into effect January 5, 2019.

Vote: Yea __________________ Nay _______________ Absent____________ Abstain ________

____ __________________
Jim Hassing, Mayor Date

ATTEST:

____ __________________
Kathryn Greiner, City Administrator Date

Ordinance No. 2019-~~01~~02

~~AN ORDINANCE TO ESTABLISH A LIEN PROCESS FOR THE CITY OF CONDON~~**AMENDING §32.06 – STREETS, SEWER AND WATER IMPROVMENTS AND SERVICES**

Repealing Ordinance 2010-01 – STREETS, SEWER AND WATER IMPROVEMENTS

~~32.07~~32.06 Liens

(A) *Authority to record and collect liens.* Whenever any ordinance or resolution provides for establishment of a lien in favor of the city of Condon, the city recorder is empowered, and authorized, on behalf of the city, to enter the lien in the city's lien docket as provide and mail notice thereof to the owner as provided in Section 32.07(E). The city recorder shall cause to be collected and may pursue such collection actions available at law as is deemed in the best interests of the city. The city recorder shall maintain records of the amount so collected and proceedings to collect the same.

(B) *Records of Liens*. The City recorder shall keep a record of all liens imposed or assessed upon property for any purpose by the city, and such a record shall be known as the lien docket.

(C) *Contents of Lien Docket*. Each lien, except for liens for delinquent water and sewer charges, shall be recorded under separate headings in the lien docket. The record of liens shall state the nature of the lien, the description of each lot or parcel of land or other property upon which the lien is imposed (an assessor's map and tax lot description shall be sufficient), the name of the owner of the property subject to the lien, the amount of the lien which is unpaid, the amount paid or credited to the lien and such other data as may be required by the city council.

(D) Street, Sewer, Water Improvement, *Water and Sewer Service Charge Liens.*

1. All sums owing for street, water, water improvement, water and sewer service charges, or for other charges and sums owing if over sixty (60) days past due, shall constitute a lien against the real property being served. The monthly report of account status maintained by the city recorder's office, and associated records as to shall make such records available for public inspection.

2. Said lien for unpaid water and sewer charges and fees shall extend to and cover all real property contiguous to, and under the same ownership, as the structure or place served by the delinquent sewer and water account. It shall be sufficient if the city's records provide a street address, or other suitable information, from which the service location can be determined.

Comment [WB1]: Since this is basically section 32.06 we could just take it out to deal with liens in general and let 32.06 be the controlling section for water and sewer service charge liens.

3. Said lien for unpaid street, sewer, water improvements and other liens shall extend to and cover all real property contiguous to, and under the same ownership, as the structure of placed served by the delinquent account. It shall be sufficient if the city's records provide a street address or other suitable information, from which the service location can be determined.

(~~-E~~E) *Notice of Lien.*

1. Upon entry of a lien upon the lien docket ~~provided by Section 20.07.030~~, the city recorder shall mail notice thereof to the last known address of said owner. No notice of lien is required to be mailed in connection with liens for service under Section 32(D).

Comment [KG2]: I do not know what this section is as it is not in our code. Can I just take this reference out and have it read "…by the city recorder shall…."

Comment [WB3]: I agree, lets take it out

2. Failure of the city recorder to mail notice of lien as provided in subsection A of this section shall not affect the validity or enforceability of said lien.

(F) *Interest*. All sums secured by a lien shall continue to bear interest at the rate provided by law of 9%, and the same shall commence 60 days from the date the city requests payment as stated in the city' General Fee Resolution.

(G) *Enforcement*. Unless otherwise provided for by ordinance, all liens shall be enforced, and assessments collected in the manner established by ORS 223.505 through 223.590, as now or hereafter enacted.

(H) *Foreclosure*. The city shall have, in addition to all other remedies provided at laws and equity, the power to foreclose municipal liens as provided in ORS Chapter 223, and shall follow the procedures for enforcement of said liens as provided herein.

(J) *Administrative costs*. In addition to any other charges, the owner of the real property upon which a lien is imposed shall, by a fee set forth in the city's General Free Resolution, pay for recording and administrative costs.

(K) *Recovery of attorney fees*. In the event of a foreclosure of any lien imposed thereby, the city shall be entitled to recover it reasonable attorney fees incurred therein.

This Ordinance shall become operative on February 9, 2019.
First Reading December 5, 2019.
Second reading and passage by this Council this January 9, 2019.
Approved by the Mayor this day January 9, 2019.

______________________________ ____________
Jim Hassing, Mayor Date

ATTEST:

______________________________ ____________
Kathryn Greiner, City Administrator Date

City of Condon
Resolution 2019-06

A Resolution Adopting the City of Condon Representation in the Updates to the Gilliam County Multi-Jurisdictional Natural Hazards Mitigation Plan

Whereas, the City of Condon recognizes the threat that natural hazards pose to people, property and infrastructure within our community; and

Whereas, undertaking hazard mitigation actions will reduce the potential for harm to people, property and infrastructure from future hazard occurrences; and

Whereas, an adopted Natural Hazards Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

Whereas, the City of Condon has fully participated in the FEMA prescribed mitigation planning process to prepare the *Gilliam County Multi-Jurisdictional Natural Hazards Mitigation Plan*, which has established a comprehensive, coordinated planning process to eliminate or minimize these vulnerabilities; and

Whereas, the City of Condon has identified natural hazard risks and prioritized several proposed actions and programs needed to mitigate the vulnerabilities of the City of Condon to the impacts of future disasters within the *Gilliam County Multi-Jurisdictional Natural Hazard Mitigation Plan*; and

Whereas, these proposed projects and programs have been incorporated into the *Gilliam County, Multi-Jurisdictional Natural Hazards Mitigation Plan* that has been prepared and promulgated for consideration and implementation by the cities of Gilliam County; and

Whereas, the Oregon Military Department's Office of Emergency Management and Federal Emergency Management Agency, Region X officials have reviewed the *Gilliam County, Multi-Jurisdictional Natural Hazards Mitigation Plan* and pre-approved it (dated, November 12, 2018) contingent upon this official adoption of the participating governments and entities;

Whereas, the NHMP is comprised of four volumes: Volume I - Multi-Jurisdictional Natural Hazards Mitigation Plan, Volume II - Jurisdictional Addenda, and Volume III – Mitigation Resources, collectively referred to herein as the NHMP; and

Whereas, the NHMP is in an on-going cycle of development and revision to improve it's effectiveness; and

Whereas, City of Condon adopts the NHMP and directs the City Administrator or County Emergency Manager to develop, approve, and implement the mitigation strategies and any administrative changes to the NHMP.

Now, therefore, be it resolved, that the City of Condon adopts *the Gilliam County Multi-Jurisdictional Natural Hazards Mitigation Plan* as an official plan; and

Be it further resolved, that the City of Condon will submit this Adoption Resolution to the Oregon Military Department's Office of Emergency Management and Federal Emergency Management Agency, Region X officials to enable final approval of the *Gilliam County Multi-Jurisdictional Natural Hazards Mitigation Plan*.

Adopted this 5th day of December, 2018

____

Jim Hassing, Mayor

____

Date

Portland State
UNIVERSITY

College of Urban and Public Affairs
Population Research Center

Post Office Box 751
Portland, Oregon 97207-0751
780 Urban Center
506 SW Mill Street

503-725-3922 tel
503-725-5199 fax
askprc@pdx.edu
www.pdx.edu/prc

– IMPORTANT NOTICE –

Preliminary 2018 Population Estimate

November 15, 2018

To: **Condon city**

Listed below is the preliminary population estimate for July 1, 2018. Also included are the certified 2017 estimate and 2010 Census figure. The July 1, 2018 estimate will be certified following the review period on December 17, 2018.

PRELIMINARY POPULATION ESTIMATE:

JULY 1, 2018 690

CERTIFIED POPULATION ESTIMATE:

JULY 1, 2017: 685

CERTIFIED CENSUS FIGURE:

APRIL 1, 2010 682

The 2018 CERTIFIED population estimates will be posted to our web site by the close of business December 17, 2018 at the following page URL:

http://www.pdx.edu/prc/population-reports-estimates

If you have any questions or comments about the preliminary population estimate, please contact:

Huda Alkitkat
Population Research Center
Portland State University
PO Box 751
Portland, OR 97207-0751

Telephone: (503) 725-3922
E-mail: alkitkat@pdx.edu

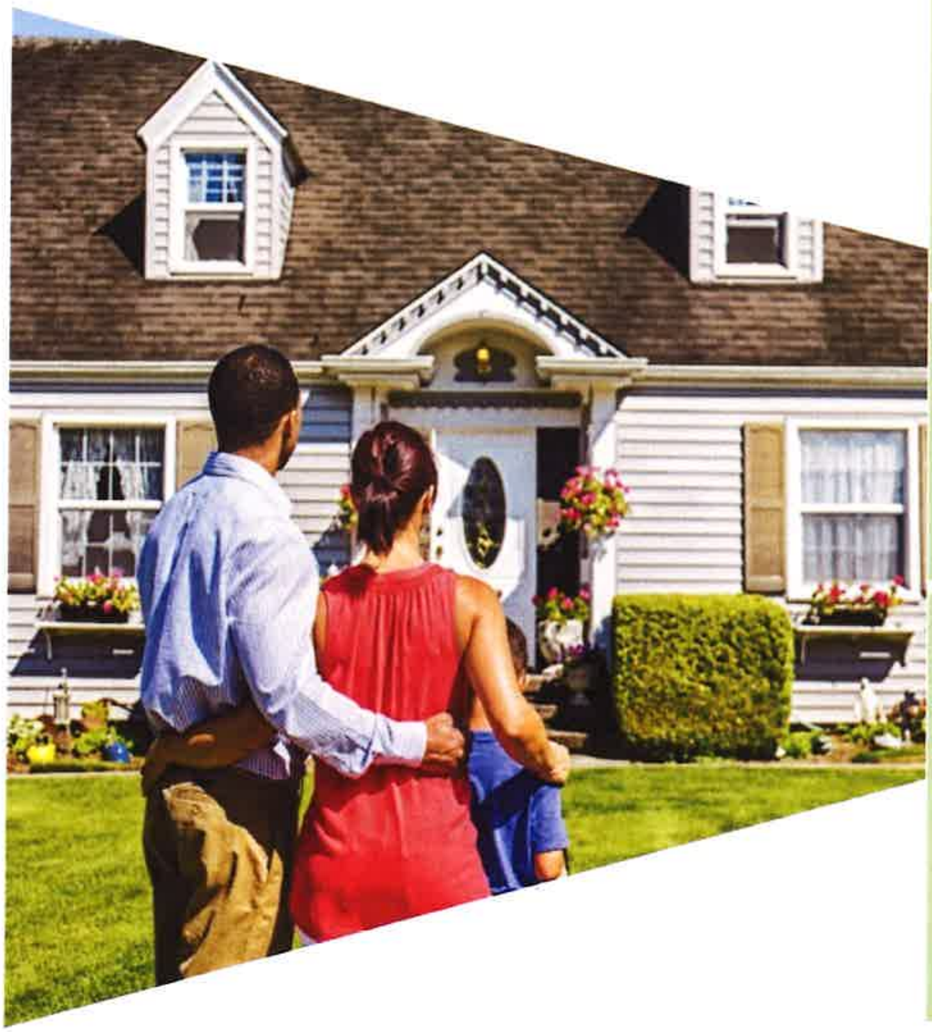
BOARDMAN COMMUNITY DEVELOPMENT ASSOCIATION

Home Buyers Incentive Program

Start planning your future in Boardman

Are you ready to buy a home?

Boardman Community Development Association is offering a $5,000 grant to those purchasing their primary residence in the Boardman 97818 zip code.



Provide BCDA with a fully executed Real Estate Sales Agreement; available funds will be reserved for 90 days

Available grant funds will be gifted at time of closing or after closing is completed.

Restrictions may apply

Contact Information:

Boardman Chamber of Commerce
101 Olson Rd
(541) 481-3014
info@boardmanchamber.org

City of Boardman
(541) 481-9252

What is BCDA?

The Boardman Community Development Association is a 501©(3) non-profit organization dedicated to the enhancement of Boardman. We focus on housing development, commercial and retail opportunities, workforce training, and community beautification.

We collaborate with other organizations, municipalities, business leaders & residents to support progressive development in the community.

Welcome to Boardman

Boardman is nestled In the "Rugged Country of Northeastern Oregon. Bordered on the shores of the scenic Columbia River, recreation is abundant in this region.

Activities such as fishing, hiking, hunting, bird watching, water sports and catching a beautiful sunset, are just some of the great choices for visitors to enjoy.

Parks, RV Campgrounds, a beautiful marina, paved walking trails and a nine-hole golf course, make Boardman a prime location for leisure and recreational activities

We are an inviting, warm and culturally diverse community. We are steeped in history and tradition while committed to future opportunities that will continue to nourish and prosper our community.

Ranked #9 for 2017

Boardman City Hall
200 City Center Circle
PO Box 229
Boardman OR 97818
(541) 481-9252
www.cityofboardman.com

Homesteaded	1903
Incorporated	1921
Area:	379 Sq. Miles
Elevation	298 Feet
Population	3.635

City of Boardman operates under a Council-Manager form of government and is supervised by a Mayor and six-member City Council

POM
PORT OF MORROW

Port of Morrow
2 Marine Drive
PO Box 200
Boardman OR 97818
(541) 481-7678

Since the Port of Morrow's establishment in 1959, it has grown to be the second largest port in Oregon, second only to the Port of Portland. The Port of Morrow's close proximity to two interstate highways, Union Pacific Railroad main line and the Columbia River have been major factors in the port's growth.

Over 8,400 direct jobs are generated by the industries located at the Port of Morrow

Blue Mountain COMMUNITY COLLEGE
EDUCATION ◆ CONNECTED

Blue Mountain Community College—Workforce Training Center
251 N Olson Rd. Boardman OR 97818
(541) 481-2099

The Workforce Training Center, offers general and community education courses, as well as housing BMCC's Data Center Technician, Industrial Systems Technologies and Early Childhood Education

The Port of Morrow Portal Program was established in 2017 to provide workforce development assistance to a wide range of industries including food processing, food storage, data servers, and bio-fuel production programs.

Portal
WORKFORCE TRAINING
PORT OF MORROW

Kalie Davis
Workforce Training Coordinator
Port of Morrow
(541) 571-1624
kalied@portofmorrow.com

Boardman Chamber of Commerce PO Box 1 101 Olson Rd Boardman OR 97818
(541) 481-3014 info@boardmanchamber.org

GRANT AGREEMENT

Boardman Community Development Association

Housing Incentive Program

This Agreement is entered into between Boardman Community Development Association (hereinafter "BCDA") and ____ (hereinafter "HOMEBUYER"). If HOMEBUYER applied for this Grant Agreement together with a co-applicant, then the term HOMEBUYER as used in this Grant Agreement shall be interpreted to mean either the applicant or co-applicant.

RECITALS

WHEREAS, BCDA has a program of making funds available, in BCDA's discretion, in an amount not to exceed $5,000.00 to provide assistance to HOMEBUYERS who purchase their primary residence in the Boardman 97818 zip code, Morrow County OR on the terms and conditions set forth in this Agreement; and

WHEREAS, HOMEBUYER seeks financial assistance from BCDA in connection with HOMEBUYER's purchase of a primary residence in Boardman 97818 zip code; and

NOW THEREFORE, the parties have determined to enter into this Agreement to set forth their various obligations and responsibilities.

A.) GRANT

Subject to the terms and conditions of this Agreement, BCDA agrees to provide HOMEBUYER funds in the amount of $5,000.00, the use of which shall be expressly limited to the down payment, closing costs, and/or home repair associated with the purchase of a dwelling to be used as a primary personal family residence by HOMEBUYER. HOMEBUYER hereby accepts the grant from BCDA, and agrees to perform the obligations of HOMEBUYER under this Agreement.

B.) RESIDENTIAL PROPERTY

HOMEBUYER represents to BCDA that HOMEBUYER has either purchased (after January 1, 2015) established an escrow to purchase (which escrow will close within the 90-day period following the date following pre-approval) the following described property:

____, Boardman OR 97818 ("the property")

For property already purchased, the escrow company is ________________________________ and the escrow reference number is ___________. The HOMEBUYER hereby authorizes the escrow company to provide a preliminary closing statement to BCDA; the closing statement will reflect the amount of the GRANT as paid to escrow by BCDA on behalf of HOMEBUYER, and HOMEBUYER hereby directs the escrow company to send BCDA a copy of the final closing statement.

C.) TERMS OF GRANT:

It is the condition of this Agreement that HOMEBUYER shall purchase their primary residence in the Boardman 97818 zip code of Morrow County, OR. Provided all conditions of the grant are met, no repayment is required.

D.) NO WAIVER, CUMULATIVE REMEDIES:

No failure or delay on the part of either party in exercising any right, power or remedy hereunder shall operate as a waiver thereof; nor shall any single or partial exercise of any such right, power, or remedy preclude any other of further exercise thereof or the exercise of any other right, power or remedy hereunder. The remedies herein provided are cumulative and not exclusive or any remedies provided by law or otherwise available to the parties.

E.) JOINT AND SEVERAL OBLIGATION

If more than one HOMEBUYER is party to this Agreement, their obligation hereunder are joint and several.

F.) ENTIRE AGREEMENT

This Agreement is the entire, complete and exclusive agreement between the parties pertaining to its subject matter, and it supersedes all prior agreements, representations, and understandings of the parties. There are no agreements, representations or warranties except as set forth in this Agreement. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all parties.

DATED: this ______ day of ____________________, 20______.

HOMEBUYER

BCDA

Signature_______________________________

____

Print Name______________________________

CO-APPLICANT

Signature_______________________________

Print Name______________________________

Oregon
Kate Brown, Governor

Department of Transportation
Region 4 Program and Planning Unit
63055 N. Hwy 97 Bldg. M
Bend, OR, 97701-5765
Phone: (541) 388-6272

11/28/18

Subject: 2019 Special City Allotment Program

I am sorry to inform you that your proposed project was not selected for inclusion in the 2019 Special City Allotment (SCA) Grant Program.

Statewide, there were one hundred and fifty (150) eligible project applications submitted for consideration. Fifty Six (56) projects were awarded SCA grant funding, seven (7) of which were projects located within our region. Your project application met eligibility standards but missed the cut off for the limited amount of funds available from this year's program.

In spring of 2019, we will send you a solicitation for your project proposal for the 2020 SCA program season. I look forward to receiving your SCA application at that time for consideration. Please let me know if you have any questions. You can reach me at (541) 410-2993 or paul.singer@odot.state.or.us.

Sincerely,

Paul Singer
Reg. 4 Local Agency Program Liaison