



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, February 3, 2021, 7:00 PM**

1. CALL REGULAR MEETING TO ORDER

- 1.1. <https://us02web.zoom.us/j/84306990805?pwd=L3BVVWU3V2dvSC95Slc0eXFwaVkdz09>

Meeting ID: 843 0699 0805
Passcode: 048609

2. PROCLAMATION - FEBRUARY NOBEL LAUREATE MONTH

- 2.1. Proclamation

3. ROLL CALL

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. Review & Approve the January 6, 2021 Regular City Council Meeting Minutes
6.2. Review the January Accounts Payable
6.3. Review the VISA Statements

7. OLD BUSINESS

- 7.1. Consider Condon Community Swimming Pool Lease for 2021 Season
7.2. Housing Project Update
7.3. COVID 19 Update - Discuss Late Fees & Shut-Offs

8. NEW BUSINESS

- 8.1. Community Counseling Solutions - COVID 19 Crisis Counseling Program - Tara McIntosh, Crisis Outreach Worker
8.2. Discuss Fiber RFP Response - Home Telephone Company
8.3. Review and Approve 2021 Goals & Priorities
8.4. Review Franchise/Right-of-Way Agreement with Waste Connections, Inc.
8.5. Review & Approve Agreement with Bank of Eastern Oregon for Use of Memorial Hall in Case of Emergencies



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8.6. Review & Discuss Tier Water Rates & Water Conservation Program

8.7. Award Integrator of Record

8.8. Award Integrator of Record

9. STAFF REPORTS

9.1. Public Works - Public Works Superintendent Gibb Wilkins

9.2. Police - Gilliam County Sheriff Gary Bettencourt

9.3. Administration - City Administrator Kathryn Greiner

10. COUNCIL INFORMATION

10.1. Ethics Flyer

11. NEXT REGULAR MEETING DATE

11.1. Next Regular Condon City Council Meeting Wednesday, March 3, 2021, 7 p.m.

12. ADJOURN REGULAR MEETING

If necessary, Executive Session may be held in accordance with ORS 192.660(2)(c) 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 January 28, 2021

City of Condon

PROCLAMATION

WHEREAS The City of Condon was once the home of Nobel Prize Recipient William Parry Murphy, who shared the Nobel Prize with two other physicians in Developing a cure for pernicious anemia in 1934;

WHEREAS the City of Condon was once the home of two-time Nobel Prize Recipient Linus Carl Pauling, who received the Chemistry Nobel in 1954 and the Peace Nobel in 1962;

WHEREAS the City of Condon is the only known community, large or small, which two Nobel Laureates have at one time called home;

WHEREAS William Parry Murphy was born Feb. 6, 1892;

WHEREAS Linus Carl Pauling was born Feb. 28, 1901;

WHEREAS the City of Condon and its residents recognized and appreciate the unique and distinctive honor that the above notoriety brings to the community;

THEREFORE, be it resolved that the month of February be proclaimed Nobel Laureate Month from the month forward in Perpetuity to Honor Condon's Proud Nobel heritage.



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City of Condon Regular Council Meeting Minutes Wednesday, January 6, 2021 7:00 PM

1. ZOOM INFORMATION/LINK

1.1. Join Zoom Meeting

<https://us02web.zoom.us/j/81982789404?pwd=dzhCdk1KMhd5UTFnSDRKSzFrd2hnUT09>

Meeting ID: 819 8278 9404

Passcode: 382973

One tap mobile

+12532158782,,81982789404#,,,,,0#,,382973# US (Tacoma)

+13462487799,,81982789404#,,,,,0#,,382973# US (Houston)

2. CALL REGULAR MEETING TO ORDER

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

3. OATH OF OFFICE

3.1. Mayor Jim Hassing, Councilor Tom Fatland, Councilor Donald Jamieson & Councilor Jeremy Kirby

CA Greiner administered the oath of office to Mayor Jim Hassing. Mayor Hassing then noted that he received an email of interest from Councilor Jan Stinchfield to fill out the remaining term of Councilor Brian Barnett who submitted his resignation in December. He then appointed Councilor Stinchfield for the term ending December 31, 2022.

Mayor Hassing administered the oath of office to Councilors Donald Jamieson, Jeremy Kirby and Jan Stinchfield.

4. APPOINT CITY COUNCIL VACANCY

4.1. Review Letters of Interest for City Council Vacancy

Mayor Hassing appointed Councilor Stinchfield so the Oath of Office could be administered to all Councilors at one time.

5. ROLL CALL

Present: Mayor Jim Hassing; Councilors Donald Jamieson, Michael Cronk, Dawn Parm, Jeremy Kirby and Jan Stinchfield (Zoom); Public Works Superintendent Gibb Wilkins and City Administrator Kathryn Greiner

Absent: Councilor Tom Fatland.

6. ADDITIONS TO AGENDA



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6.1. ** ODOT PW Emergency Response Cooperative Agreement

7. PUBLIC COMMENT

7.1. 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.

None

8. CONSENT AGENDA

8.1. Review & Approve the December 2, 2020 Regular City Council Meeting Minutes

A motion was made by Councilor Jamieson to approve the December 2, 2020 regular City Council meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

8.2. Review the December Accounts Payable

Councilor Jamieson asked about the increase of the electric bill for City Hall, asking if there was a heater running. CA Greiner said that staff uses a heater and the increase may also be due to the use of the remodeled portion of City Hall that includes Council Chambers.

8.3. Review VISA Statements

No comments

9. OLD BUSINESS

9.1. Housing Project Update & RFP for Developer

CA Greiner stated that the original intent of the Housing Request For Proposal (RFP) was to sell the lots in 100' x 100' and to wait until the infrastructure has been completed. After discussion with the City Planner, engineer and attorney, it was determined that the lots may be more marketable to leave in the 50' x 100' lots as platted and leave the decision up to the successful developer of the size of the lots on the block that is ready to be developed. It was also noted that the premature placement of infrastructure, prior to determining lot size may be a waste of time and resources. It was recommended that the RFP show that the City would pay for the cost of water, sewer and road development. It was also noted by CA Greiner that the cost of re-platting the baseball field instead of allowing people to purchase two lots would be a cost savings to the city. If a person wanted a larger lot they would need to place a deed restriction on those lots that they could never be separately sold. This is a new rule that is through building codes that has discussed that you cannot build over property lines that are included in the plat.

CA Greiner stated that the one item she needed the Council to discuss was the cost of the lots. After some discussion it was recommended that CA Greiner put in the RFP that the cost of the lots and rebate would be negotiated with the successful developer. She will take the language to attorney Wyatt Baum before it is released.

A motion was made by Councilor Jamieson to issue the RFP for city housing with the changes discussed. The motion was seconded by Councilor Cronk and approved unanimously.

9.2. Review & Approve Employee Handbook

CA Greiner went over the final changes to the Employee Handbook that included call in procedures for sick leave;



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reimbursements for meals, conferences and education; outside employment; and DMV annual reports on employees driving records.

A motion was made by Councilor Parm to approve the City of Condon Employee Handbook with edits. The motion was seconded by Councilor Stinchfield and approved unanimously.

10. NEW BUSINESS

10.1. Appoint Council Committees

Mayor appointed Councilors to committees which he sits on every committee - Public Safety - Stinchfield & Fatland; Housing - Cronk & Kirby; Park & Recreation - Parm and Fatland; Public Works - Cronk & Jamieson; Finance - Kirby & Parm; Fiber-Stinchfield, Jamieson and non-city council members Gilliam County Judge Elizabeth Farrar Campbell and Rita Ratray.

10.2. Appoint Budget Officer - Kathryn Greiner

Mayor Hassing appointed Kathryn Greiner as the Budget Officer.

10.3. Appoint Budget Committee Members for 2 Year Term - Dan Schott, Stephanie Carter, Cheryl Baker & Derek Hiser

Mayor Hassing appointed Dan Schott Stephanie Carter, Cheryl Baker and Derek Hiser to the City of Condon Budget Committee for a 2-year term.

10.4. Designate the Newspaper of Record - The Times-Journal

Mayor Hassing designated The Times-Journal as the Newspaper of Record.

10.5. Designate City of Condon Depositories - Bank of Eastern Oregon & Oregon State Local Government Investment Fund

Mayor Hassing designated Bank of Eastern Oregon and the Oregon State Local Government Investment Fund.

10.6. Designate Consulting Engineer of Record - David Wildman, PE of Anderson, Perry & Associates

Mayor Hassing designated David Wildman, PE of Anderson, Perry & Associates as the Consulting Engineer of Record.

10.7. Review & Approve the City of Condon Budget Calendar and City Calendar for 2021

A motion was made by Councilor Stinchfield to approve the City of Condon budget calendar for 2021-22 and the 2021 City calendar. The motion was seconded by Councilor Parm and approved unanimously.

10.8. Receive Mayor Jim Hassing's Annual Report

Mayor Hassing read his annual report of the City.

10.9. Discuss Water Rates and Usage

Councilors were give the recent Public Works Committee minutes that discussed water rates for high water users. Staff was asked to find out other small cities in eastern Oregon are charging to see if the rates proposed by PW Wilkins is comparable. Consensus after a brief discussion was to bring this information to the Council at their retreat to discuss and determine how to move forward.

10.10. Review & Approve ODOT Oregon Public Works Emergency Response Cooperative Assistance Agreement

CA Greiner noted that this is a standard agreement that the city signs on a regular basis.

A motion was made by Councilor Jamieson to approve the ODOT Oregon Public Works Emergency Response Cooperative Assistance Agreement. The motion was seconded by Councilor Parm and approved unanimously.

11. STAFF REPORTS



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11.1. Public Works - Public Works Superintendent Gibb Wilkins

PW Wilkins stated that 2.3 million gallons of water were pumped at City Farm in December. Staff is completing equipment maintenance and he working on year-end reports. A stop sign was put up at the corner of Summit and Jefferson Street per the direction of the Public Works Committee and that Anderson, Perry and Associates is scheduled to begin their surveying for the GIS project next month. He has received bids for cleaning the reservoirs that is scheduled every five years with the lowest bid of \$4,825 from Liquivision and that the Integrator of Record bids were received that day and would be ready for the Council to approve in February.

11.2. Police - Gilliam County Sheriff Gary Bettencourt

A written statistical report was submitted by the Gilliam County Sheriff's Office.

11.3. Administration - City Administrator Kathryn Greiner

CA Greiner asked when the Council wanted to schedule their annual retreat and that discussion items included fiber and housing as main topics and that the staff would put together a short report of the water, sewer and facilities projects. It was decided that the retreat would be scheduled for Friday, January 22, 3-5 p.m. at City Hall. It was also suggested that Pioneer CDC, Nate Stice from the Governor's Office and the Port of Arlington would be invited to the retreat. She noted that the Pool Committee has met once but is struggling with the request of the committee to write a "story" of the pool to inform the public where we have been and where we will go in the next several years with the pool. She added that the CARES Act funds will be fully expended by mid-January, but there is an extension to June 30, 2021 if needed.

12. COUNCIL INFORMATION

12.1. Condon Grade School Property Deed

13. NEXT REGULAR MEETING DATE

13.1. Next Regular Condon City Council Meeting, Wednesday, February 3, 2021, 7 p.m.

14. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:39 p.m.

Date _____
Jim Hassing, Mayor

ATTEST: _____ Date _____
Kathryn Greiner City Administrator

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.	69715	General Services - School Project	12/31/2020	1,925.00	.00	
Total ANDERSON, PERRY, & ASSOC.:					1,925.00	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	DEC. 2020	Admin Janitorial	12/31/2020	372.86	.00	
Total ARAMARK UNIFORM SERVICES:					372.86	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X12	PHONE	12/06/2020	7.91	.00	
599	AT&T MOBILITY	872564008X12	PW Cell Phone	12/06/2020	7.91	.00	
Total AT&T MOBILITY:					15.82	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	26839	Admin Legal	12/21/2020	645.00	.00	
831	BAUM SMITH LLC	26839	PLANNING	12/21/2020	1,065.00	.00	
Total BAUM SMITH LLC:					1,710.00	.00	
BENNETT'S POINT S TIRE & AUTO							
859	BENNETT'S POINT S TIRE & AU	1044078	GAS	12/10/2020	34.00	.00	
859	BENNETT'S POINT S TIRE & AU	1044078	GAS	12/10/2020	34.00	.00	
Total BENNETT'S POINT S TIRE & AUTO:					68.00	.00	
BISHOP SANITATION							
876	BISHOP SANITATION	95394	Park Restroom	12/22/2020	150.00	.00	
Total BISHOP SANITATION:					150.00	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	DEC. 2020	Copier Charge	12/31/2020	14.03	.00	
Total BOHN'S PRINTING:					14.03	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	044028	Biochemical Oxygen	12/04/2020	99.00	.00	
151	BOX R WATER ANALYSIS LAB	044046	E coli Coliform Testing	12/04/2020	63.50	.00	
Total BOX R WATER ANALYSIS LAB:					162.50	.00	
C.M. & W.O. SHEPPARD, INC.							
868	C.M. & W.O. SHEPPARD, INC.	5587	Golf Repair	12/28/2020	148.22	.00	
Total C.M. & W.O. SHEPPARD, INC.:					148.22	.00	
CASCADIA TECHNOLOGY LLC							
1515	CASCADIA TECHNOLOGY LLC	33	CITY HALL NETWORKING AND I	01/08/2021	205.95	.00	
1515	CASCADIA TECHNOLOGY LLC	33	CITY HALL NETWORKING AND I	01/08/2021	360.00	.00	
1515	CASCADIA TECHNOLOGY LLC	33	CITY HALL NETWORKING AND I	01/08/2021	120.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
1515	CASCADIA TECHNOLOGY LLC	33	COMPUTER SERVICE & SUPPO	01/08/2021	45.00	.00	
1515	CASCADIA TECHNOLOGY LLC	33	COMPUTER SERVICE & SUPPO	01/08/2021	45.00	.00	
1515	CASCADIA TECHNOLOGY LLC	33	ENCRYPTED LAPTOP FOR FRO	01/08/2021	1,431.49	.00	
Total CASCADIA TECHNOLOGY LLC:					2,207.44	.00	
CIVICPLUS							
880	CIVICPLUS	207735	Councilor Paperless Packet progr	01/05/2021	1,260.00	.00	
880	CIVICPLUS	207735	Councilor Paperless Packet progr	01/05/2021	1,260.00	.00	
880	CIVICPLUS	207735	Councilor Paperless Packet progr	01/05/2021	1,260.00	.00	
Total CIVICPLUS:					3,780.00	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	City Hall	12/22/2020	302.44	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	MAIN ST PARK	12/22/2020	118.21	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Memorial Hall	12/22/2020	57.63	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Golf Course	12/22/2020	32.20	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Sewer Plant w pivot	12/22/2020	299.36	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Disposal	12/22/2020	541.67	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	City Farm	12/22/2020	1,119.91	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Street Lights	12/22/2020	1,444.25	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	City Farm	12/22/2020	41.63	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Swimming Pool	12/22/2020	53.72	.00	
169	COLUMBIA BASIN ELECTRIC	DEC. 2020	Library	12/22/2020	276.55	.00	
Total COLUMBIA BASIN ELECTRIC:					4,287.57	.00	
CONDON CHAMBER OF COMMERCE							
196	CONDON CHAMBER OF COMM	734	Membership	01/05/2021	100.00	.00	
Total CONDON CHAMBER OF COMMERCE:					100.00	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	DEC. 2020	Water Fuel	12/31/2020	153.99	.00	
224	DEVIN OIL COMPANY	DEC. 2020	Sewer Fuel	12/31/2020	153.99	.00	
Total DEVIN OIL COMPANY:					307.98	.00	
DORNBOS SIGN, INC							
950	DORNBOS SIGN, INC	SO108285	Historic Street Signs	01/08/2021	521.90	.00	
Total DORNBOS SIGN, INC:					521.90	.00	
FIVE STAR PRINT & PROMO							
902	FIVE STAR PRINT & PROMO	6588	Tax Forms	12/18/2020	98.15	.00	
Total FIVE STAR PRINT & PROMO:					98.15	.00	
GILLIAM COUNTY ROAD DEPT.							
275	GILLIAM COUNTY ROAD DEPT.	106211970	Water Improvement	01/06/2021	6,060.00	.00	
Total GILLIAM COUNTY ROAD DEPT.:					6,060.00	.00	
GILLIAM COUNTY SHERIFF							
276	GILLIAM COUNTY SHERIFF	JAN 2021	6 months Police Contract	01/06/2021	10,500.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total GILLIAM COUNTY SHERIFF:					10,500.00	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	DEC. 2020	Administration	01/01/2021	132.37	.00	
766	HOME TELEPHONE COMPANY	DEC. 2020	Water	01/01/2021	146.94	.00	
766	HOME TELEPHONE COMPANY	DEC. 2020	Sewer	01/01/2021	163.81	.00	
Total HOME TELEPHONE COMPANY:					443.12	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	DEC. 2020	MRC Fiber Project	01/01/2021	2,000.00	.00	
Total INLAND DEVELOPMENT CORPORATION:					2,000.00	.00	
KIRBY NAGELHOUT CONSTRUCTION CO.							
1500	KIRBY NAGELHOUT CONSTRU	6	City Hall Remodel Contract Paym	12/31/2020	19,492.75	.00	
Total KIRBY NAGELHOUT CONSTRUCTION CO.:					19,492.75	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	DEC. 2020	SUPPLIES	12/31/2020	132.52	.00	
371	M & A AUTO PARTS	DEC. 2020	CREDIT	12/31/2020	2.60	.00	
371	M & A AUTO PARTS	DEC. 2020	CHRISTMAS LIGHTS	12/31/2020	31.98	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	12.19	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	3.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	3.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	49.87	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	23.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	24.00	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	12.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	2.60	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	21.17	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	21.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	11.49	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	11.49	.00	
371	M & A AUTO PARTS	DEC. 2020	Golf MISC	12/31/2020	24.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	31.74	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	31.74	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	12.49	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	16.99	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	3.89	.00	
371	M & A AUTO PARTS	DEC. 2020	BALLAST	12/31/2020	20.92	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	21.00	.00	
371	M & A AUTO PARTS	DEC. 2020	Sewer	12/31/2020	21.00	.00	
371	M & A AUTO PARTS	DEC. 2020	4TH QTR DEMURRAGE	12/31/2020	30.00	.00	
371	M & A AUTO PARTS	DEC. 2020	Water	12/31/2020	1.00	.00	
Total M & A AUTO PARTS:					577.42	.00	
MELANIE'S SUCH & SUCH							
380	MELANIE'S SUCH & SUCH	3685	Recycle Depot Banners	12/22/2020	20.00	.00	
Total MELANIE'S SUCH & SUCH:					20.00	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	DEC. 2021	Sewer Plant Propane	12/31/2020	195.43	.00	
377	MORROW COUNTY GRAIN GRO	DEC. 2021	City Hall Propane	12/31/2020	289.74	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
377	MORROW COUNTY GRAIN GRO	DEC. 2021	Memorial Hall Propane	12/31/2020	149.14	.00	
Total MORROW COUNTY GRAIN GROW.:					634.31	.00	
MURRAY'S CONDON PHARMACY							
394	MURRAY'S CONDON PHARMAC	DEC. 2020	Office supplies	12/25/2020	35.86	.00	
Total MURRAY'S CONDON PHARMACY:					35.86	.00	
OFFICE DEPOT							
427	OFFICE DEPOT	143418961001	Office Supplies	12/09/2020	112.06	.00	
Total OFFICE DEPOT:					112.06	.00	
OREGON CITY/COUNTY MANAGEMENT							
415	OREGON CITY/COUNTY MANA	DEC. 2020	2021 Dues	12/15/2020	140.36	.00	
Total OREGON CITY/COUNTY MANAGEMENT:					140.36	.00	
OZIAS DESIGNS							
1517	OZIAS DESIGNS	INV12102	CITY HALL SIDE DOOR INSTALL	01/11/2021	450.00	.00	
Total OZIAS DESIGNS:					450.00	.00	
PLATT							
459	PLATT	1E02253	SUPPLIES	01/05/2021	479.23	.00	
459	PLATT	DEC. 2020	SUPPLIES	12/25/2020	1,656.48	.00	
Total PLATT:					2,135.71	.00	
POTTER & SONS FARMS							
699	POTTER & SONS FARMS	1220	BASE ROCK	12/10/2020	500.00	.00	
Total POTTER & SONS FARMS:					500.00	.00	
South Gilliam County Health Center							
615	South Gilliam County Health Cent	DEC 2020	CDL Fitzsimmons	12/16/2020	87.50	.00	
615	South Gilliam County Health Cent	DEC 2020	CDL Fitzsimmons	12/16/2020	87.50	.00	
Total South Gilliam County Health Center:					175.00	.00	
TENNESON ENGINEERING							
533	TENNESON ENGINEERING	20-745	Planning Consultant - BALL FIEL	12/16/2020	9,915.50	.00	
Total TENNESON ENGINEERING:					9,915.50	.00	
THE AUTOMATION GROUP							
1501	THE AUTOMATION GROUP	7288	VFD SPEED CONTROL, ADD OP	12/16/2020	870.75	.00	
1501	THE AUTOMATION GROUP	7300	RADIO STUDY PER QUOTE #20	12/16/2020	4,875.00	.00	
Total THE AUTOMATION GROUP:					5,745.75	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	DEC. 2020	sewer Shop Supplies	12/25/2020	17.87	.00	
Total TWO BOYS MEAT & GROCERY:					17.87	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
VISA							
559	VISA	DEC. 20 6910	36X150 PAPER ROLLS	12/22/2020	54.00	.00	
559	VISA	DEC. 20 6910	LAPTOP	12/22/2020	359.99	.00	
559	VISA	DEC. 20 6910	FLAG AND ACCESSORIES	12/22/2020	103.48	.00	
559	VISA	DEC. 20 8577	MONTHLY EMAIL CHARGE NOV	12/22/2020	80.00	.00	
559	VISA	DEC. 20 8577	MONTHLY ZOOM ROOMS FEE	12/22/2020	45.73	.00	
559	VISA	DEC. 20 8577	USPS STAMPS	12/22/2020	132.00	.00	
559	VISA	DEC. 20 8577	LAGRE SCANNER	12/22/2020	5,995.00	.00	
559	VISA	DEC. 20 8577	MONTHLY EMAIL CHARGE DEC	12/22/2020	80.00	.00	
559	VISA	DEC. 20 8577	RAIN BIRD SENSOR	12/22/2020	105.83	.00	
Total VISA:					6,956.03	.00	
WATKINS, SHAINA							
1518	WATKINS, SHAINA	DEC. 2020	W/S REFUND ACCT# 4674.02 -	12/22/2020	70.63	.00	
Total WATKINS, SHAINA:					70.63	.00	
Grand Totals:					81,851.84	.00	

Dated: _____

Mayor: _____

City Administrator: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

DEC 29 2020

Account Summary

Billing Cycle	12/22/20
Days In Billing Cycle	30
Previous Balance	\$2,330.62
Purchases	+ 517.47
Cash	+ 0.00
Special	+ \$0.00
Balance Transfers	+ \$0.00
Credits	- \$0.00
Payments	- \$2,330.62
Other Charges	+ \$0.00
Finance Charges	+ 0.00

NEW BALANCE \$517.47

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$9,482.00
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT SERVICE. NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/24/20	11/25/20	5942	24692160329100466492508	AMZN Mktp US*O331U7EW3 Amzn.com/bill WA	\$54.00
11/25/20	11/26/20	5942	24692160330100079717181	AMZN Mktp US*3R2GZ7UQ3 Amzn.com/bill WA	\$359.99
12/11/20	12/11/20	6010	1 0346121771000080	PAYMENT - THANK YOU	\$2,330.62 -
12/13/20	12/13/20	5942	24431060348083745669812	AMAZON.COM*DP2HF4R23 AMZN AMZN.COM/BILL WA	\$103.48

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

BANK OF EASTERN OREGON
P O BOX 39
HEPPNER OR 97836 - 0039



Account Number

6910

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date

12/22/20

New Balance

\$517.47

Total Minimum
Payment Due

\$517.47

Payment Due Date

01/16/2021

\$

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



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1001 6910 00051747 00051747 1



CITY OF CONDON
CITY OF CONDON 1

Account Number: ##### 6910

Closing Date: 12/22/20

Credit Limit: \$10,000.00 Available Credit: \$9,482.00



Page 3 of 4

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	\$ 517.47

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.

RECEIVED

DEC 29 2020

Account Summary

Billing Cycle	12/22/20
Days In Billing Cycle	30
Previous Balance	\$80.00
Purchases	+ 6,438.56
Cash	+ 0.00
Special	+ \$0.00
Balance Transfers	+ \$0.00
Credits	- \$0.00
Payments	- \$80.00
Other Charges	+ \$0.00
Finance Charges	+ 0.00

NEW BALANCE \$6,438.56

Credit Summary

Total Credit Line	\$10,000.00
Available Credit Line	\$3,455.00
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT SERVICE. NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/24/20	11/25/20	5045	24430990329400813018635	MSFT * E0500CV89U 800-642-7676 WA	\$80.00
11/24/20	11/25/20	5045	24692160329100507995832	HP *HP.COM STORE 888-345-5409 CA	\$5,995.00
11/25/20	11/26/20	5968	24493980331026434048312	ZOOM.US 888-799-9666 CA	\$45.73
12/09/20	12/10/20	9402	24137460345001245014042	USPS PO 4017920823 CONDON OR	\$132.00
12/11/20	12/11/20	6010	1 0346121771000090	PAYMENT - THANK YOU	\$80.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

BANK OF EASTERN OREGON
P O BOX 39
HEPPNER OR 97836 - 0039



Account Number

8577

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

☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date

12/22/20

New Balance

\$6,438.56

Total Minimum
Payment Due

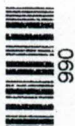
\$6438.56

Payment Due Date

01/16/2021

\$

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



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1001 8577 00643856 00643856 4

Cardholder Account Summary Continued					
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
12/19/20	12/20/20	5099	24493980354700819377957	RAIN BIRD ONLINE STORE 626-852-7136 AZ	\$105.83
12/22/20	12/22/20	5045	24430990357400819018972	MSFT * E0500D5JQ1 800-642-7676 WA	\$80.00

PO10
A150

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	\$ 6,438.56

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.

LEASE AGREEMENT

Between
Condon School District 25J
and
The City of Condon

THIS LEASE is between Board of Education of the **Condon School District 25J** (“Lessor”) and **City of Condon**, a municipal corporation of the State of Oregon (“Lessee”).

RECITALS

- A. Lessor is the owner of real property and all buildings and improvements on the property described on Exhibit “A” attached hereto and incorporated herein (“Real Property”).
- B. The parties desire to enter into this Lease of the Real Property to allow Lessee to use the property to utilize the pool facilities and operate aquatic programs.
- C. **WHEREFORE**, the parties agree to enter into to this Lease for the Real Property according to the following terms and conditions:

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

- 1. **Term.**
 - a. **Initial Term.** This Lease shall commence on October 1, 2020. The term of this Lease shall be for a period of **1 (one)** year and shall terminate on September 30, 2021.
- 2. **Rent.** Lessee shall pay Lessor \$1.00 each year for use of the Real Property.
- 3. **Use of Premises.**
 - a. Lessee agrees that:
 - i. Lessee is leasing the Real Property for the purpose utilizing the pool facilities.
 - ii. Lessee shall not make any unlawful or offensive use of the Real Property and shall comply all relevant state and federal statutes, ordinances, rules, regulations and laws now in effect or hereafter enacted.
 - b. Lessor agrees that:
 - i. Lessor will not take any action which interferes with Lessee’s lawful use of the Real Property.
- 4. **Maintenance of the Real Property.** Lessee shall be responsible to maintain the Real Property in good condition and suitable for the purposes of this Lease as outlined herein.

5. **Lessor Covenant.** Lessor warrants and covenants that to best of Lessor's knowledge, there are no hazards, conditions or circumstances present upon the Real Property which impose any unreasonable risk of harm or injury to Lessee, Lessee's employees, or the public. Lessor further warrants and covenants that the Real Property is compliant with county, state and federal laws regarding pollution control and the use of hazardous materials and toxics in the land.
6. **Condition of Property at Lease Termination.** Upon expiration of the Lease term or earlier termination on account of default, Lessee shall deliver all keys to Lessor and surrender the Real Property in the same or better condition as at the beginning of the Lease Term, reasonable wear and tear, casualty loss and Lessor caused damage excepted, and broom clean.
7. **Fixtures and Improvements.** During the term of the Lease, Lessee may install trade fixtures, improvements and appropriate signs within or upon the Real Property, provided that they do not compromise the value or usefulness of the Real Property. Upon termination or expiration of the Lease, all trade fixtures, improvements and signs may be removed by Lessee, provided that such removal does not cause material harm or damage to the property, and Lessee pays costs and expenses associated with the removal and repair of the property made necessary thereby.
8. **Damage to Real Property.** If at any time during the term of this Lease, the Real Property becomes unusable for Lessee's purposes as established by this Lease at no fault of the Lessee, Lessee may terminate the Lease immediately by providing written notice to Lessor in accordance with Section 14.
9. **Subrogation.** Neither the lessor nor the lessee shall be liable to the other for loss arising out of damage to or destruction of the leased premises, or the building or improvements of which the leased premises are a part or with which they are connected, or the contents leased any thereof, when such loss is caused by any of the perils which are or could be included within or insured against by a standard form of fire insurance with extended coverage, including sprinkler leakage insurance, if any. All such claims for any and all loss, however caused, hereby are waived. Such absence of liability shall exist whether or not the damage or destruction is caused by the negligence of either lessor or lessee or by any of their respective agents, servants or employees. It is the intention and agreement of the lessor and the lessee that the rental reserved by this lease has been fixed in contemplation that each party shall fully provide his own

insurance protection at his own expense, and that each party shall fully provide his own insurance protection at his own expense, and that each party shall look to his respective insurance carriers for reimbursement of any such loss, and further, that the insurance carriers shall not be entitled to subrogation under any circumstance against any party to this lease. Neither the lessor nor the lessee shall have any interest or claim in the other's insurance policy, or the proceeds thereof, unless specifically covered therein as a joint assured.

10. Property and Liability Insurance.

- a. Lessee will carry and maintain insurance against direct physical loss of all owned real property described on Exhibit "A" attached. Lessee shall be responsible for purchasing property insurance as Lessee sees fit to insure property not owned by the Lessor and at Lessee's own cost.
- b. Lessee shall carry liability insurance; such insurance shall provide \$2,500.000 in coverage per occurrence. Liability insurance shall include general casualty, bodily injury, personal injury and/or property damage. Liability insurance should include coverage for damages caused by a tort, personal injury or other wrongful acts.
- c. Lessee shall add the Condon School District as an Additional Insured onto such liability insurance policy and provide a certificate of insurance showing Condon School District, its officers, agents, employees, successors, assigns, and authorized representatives are listed as an Additional Insured.
- d. Lessor shall also maintain liability insurance in the amount of \$2,500,000.00 per occurrence to cover the Real Property. Lessor shall name Lessee as an additional insured on said policy. If Lessor has an existing policy covering the Real Property, Lessor shall add Lessee as an additional insured to the existing policy.

11. **Indemnification** Subject to the limits in the Tort Claims Act, Lessee and Lessor agree to indemnify and hold each other harmless against any or all claims and demands arising from the negligence of Lessee, their agents, employees or assigns, as to the use of the premises, and shall at his own expense defend the other from any and all suits or actions awarded against Lessor or Lessee from the same.

12. Default.

- a. **By Lessee.** Default by Lessee shall consist of:
 - i. Failure to perform the responsibilities listed in Section 4 after Lessor provides written notification.

- ii. Use of the Real Property unlawfully or in conflict with the Lessee's proposed purposes established in this Lease.
 - iii. Failure to maintain the Real Property in accordance with Lease terms or interference with Lessee's purpose of use as described herein.
- b. **By Lessor.** Default by Lessor shall consist of a failure to maintain any covenant required by this agreement, following written notice by Lessee as provided below.
- c. **Notice of Default.** In the event of default by either party, the non-defaulting party shall furnish written notification to the allegedly defaulting party describing the conduct amounting to default and remedial action required to correct the default. If the defaulting party fails to respond to or correct the alleged default within thirty (30) days of receiving notice, the non-defaulting party shall be entitled to terminate this Lease with written notice to the other party.

13. Termination.

- a. **Termination by Lessor before end of term.** If Lessor intends to terminate this Lease before the end of the Lease term, it must provide **60** days written notice to Lessee in accordance with Section 14.
- b. **Termination by Lessee before end of term.** Lessee may terminate this Lease at any point with **60** days written notice to Lessor in accordance with Section 14.

14. Notice. In the event it is necessary for either party to provide notification to the other, the notice shall be provided in writing and shall be delivered in person, or mailed by certified or registered mail. Notices shall be effective upon personal receipt, or three (3) days after deposit with the U.S. Postal Service. Notices sent by mail must be addressed as follows:

Lessor: Condon School District

210 E Bayard St.

Condon, OR 97823

Lessee: City of Condon

P.O. Box 445

Condon, OR 97823

15. Fiscal.

- a. This Lease and Lessee's obligation is expressly conditioned upon Lessee being financed in its use, operation and maintenance of the property by Gilliam County. In the event such funds from Gilliam County become unavailable, Lessee reserves the right to immediately terminate this lease.

16. Quiet Enjoyment

- a. Lessor warrants that it is the owner of the premises and has the right to lease the premises free of all encumbrances. Lessor will defend Lessee's right to quiet enjoyment of the premises from the lawful claims of all persons during the lease term.

17. Severability Clause

- a. If any clause, sentence, or any other portion of this Agreement becomes illegal, null or void on any reason, the remaining portions will remain in full force and effect to the fullest extent permitted by law. If any material portion of the Agreement becomes illegal, null or void so that the intent of the Agreement is frustrated, the parties agree to negotiate replacement provisions to fulfill the intent of the Agreement consistent with applicable law.

18. Attorney Fees and Court Costs

- a. In case suit or action is instituted to enforce compliance with any of the terms, covenants or conditions of this lease, or to collect the rental which may become due hereunder, or any portion thereof, the losing party agrees to pay to the prevailing party such sum as the trial court may judge reasonable as attorney's fees. In the event the case or suit should be appealed, the losing party agrees to pay such further sum as to the appellate court shall adjudge reasonable as prevailing party's attorney's fees on such appeal. Lessee agrees to pay and discharge all Lessor's costs and expense, including Lessor's reasonable attorney's fees which shall arise from enforcing any provision or covenant of this lease even though no suit or action is instituted.

19. Signatures.

IN WITNESS of this Lease agreement, the parties provide their signatures as follows:

Signature, Authorized Representative

Condon School District 25J

Signature, Authorized Representative

City of Condon

Date

Date



P.O. Box 609 • Mount Vernon, Oregon 97865 • (541)932-4411

Home Telephone

Serving the Community of Condon

December 7, 2020

To:

Kathryn Greiner
City Administrator
Condon, OR 97823

Dear Mrs. Greiner,

Home Telephone Corp. (HTC) appreciates the opportunity to respond to the RFP issued by the City of Condon. We feel that we have an abundance of experience with all mediums used to provide internet. There are also many synergies that make this type of public private partnership a natural choice.

- HTC currently offers speeds up to a Gig in much of the community providing fast, reliable, and affordable internet for Condon.
- HTC has a local office, located at 119 W Gilliam St., with a fully operational central office complete with battery and generator back up to provide reliable internet service.
- HTC supports the community by participating in events such as the county fair.
- HTC employs individuals from the community.
- HTC appreciates the support your community has given us and we strive hard to support them.

HTC is a member of Oregon Telephone Corporation located at:

1 Telephone Drive
Mount Vernon, OR 97865

Thank you for your consideration in the RFP process. Please feel free to contact me with questions or concerns.

Marcus Bott
Operations Manager
marcusb@otconnections.net
PO Box 609
Mount Vernon, OR 97865
541-932-4411 O 208-479-8337 C

Partnership Model Summary:

HTC supports rural communities in Oregon because they support HTC. HTC recognizes that community solidarity is best achieved when everyone in the community is working together. Greater results are achieved when we work as a team.

HTC would like to work together with the City of Condon in a public private partnership to provide high speed internet services to areas of the community that are considered underserved. We would accomplish this through both the use of fiber and wireless options that will provide the base speed of 25/3 Mbps with the goal of giving higher speeds if possible.

HTC already has a significant portion of Condon served by fiber (see Figure 1 in the attachment). We would use the constructed area to help the City of Condon meet their broadband goals of both speed and pricing. With the facilities already in place there is no investment needed from the City to serve almost all of the residents of Condon.

HTC would work with the City of Condon to provide fiber or wireless connectivity solutions to:

- The Swimming Pool
- City Shop
- Pump Station
- Airport
- RV Park
- Fairgrounds
- City Farm
- Urban Growth Boundaries
- Water Tower
- Other areas that the City or HTC may feel need additional support

This partnership can be defined in greater detail by the City and HTC. The RFP response will itemize costs for different projects and those projects can be prioritized on importance to the community. If the City of Condon sees a different form of partnership HTC would appreciate the conversation about those ideas. HTC feels that working as a team with the City of Condon will lead to a better working relationship and higher quality services for the community.

Experience:

Oregon Telephone Corporation (OTC) is an established, well-resourced telecommunications company which has been in business for 105 years. In part using traditional RUS funding, OTC has built hundreds of miles of fiber throughout Oregon and Washington. OTC and its subsidiaries, including MD Communications, d.b.a. OTC Connections, deliver broadband service in more than 20 communities across Oregon including Halfway, Dufur, Condon, Mt. Vernon, Prairie City, Dayville, Unity, Harper, Juntura, Baker City, Brogan, John Day, Helix, Cove, Granite, Greenhorn, Oxbow, Brownlee, and Canyon City. OTC also serves customers in Granite Falls, Tonasket, and Goldendale, Washington. Taken together, OTC currently offers broadband service to more than 3,600 customers and is a 1 GIG certified company by NTCA.

HTC is experienced in a wide range of broadband technologies including fiber to the premises (FTTP), fiber to the node, copper, and wireless. HTC's operating philosophy is to provide fast, affordable internet to the residents of the communities that HTC serves. Its network supports local area networks (LANs), which connect geographically different places as though they were in one secure office. HTC offers speeds up to 1 Gbps in the city of Condon.

The management team of HTC has been in place for more than 15 years. The team includes a President, General Manager, Customer Service Manager, Human Resources Manager, Marketing Manager, Operations Manager and Outside Plant Manager, who each have decades of experience. With this team, HTC has constructed and currently owns, operates, and maintains hundreds of miles of fiber throughout Oregon. This team has demonstrated the ability to do all necessary procurement, permitting and contracting. HTC has completed projects of various sizes including a fiber network from Dayville to Weiser (more than 250 miles).

HTC is equipped with all necessary equipment (backhoes, plows, boring machines, fiber blowing equipment, fiber splicing trailers, and fiber splicers). The HTC Construction Manager is also capable of all maintenance and repair of the equipment. HTC is able to keep projects on schedule because of our internal work force along with our knowledge of construction, repair, and maintenance of equipment. The experience our team has, coupled with the tools HTC has at their disposal create very short outages when accidents happen.

HTC is currently involved in a public private partnership with the City of John Day. Together we were awarded a USDA grant that will allow us to build fiber connecting the communities of Mount Vernon, Long Creek, Monument, Kimberly, and Spray. This will drastically improve the broadband in these communities and their opportunities.

Here are some of the comments on social media sites about our service:

- "OTC very reliable and fast to work at home."
- "I'm very happy with HTC!"
- "Haven't had a single issue with htc. Been with them for about a year now."
- "I run 3 xboxes and a smart tv...3 phones and prob power the neighbors too....no lag at all with OTC!"
- "I love my HTC!"

An important side note about HTC/OTC, our pricing is very similar in all communities. We are very competitive in the pricing arena and customer service. Our experience has helped our company expand rapidly outside of our telephone service areas and improved connectivity for the communities we work with to provide service. Our take rate is very high in areas we serve. Once people have tried the service, they recommend it to their friends.

Proposed Network:

1. In addition to HTC's expansive network in town, we will ensure that all residents of the city of Condon can receive a minimum speed of 25 mbps download and 3 mbps upload either with fiber or wireless connection, with no construction costs to the city or the residents/businesses. If a customer has particular requests that adds unnecessary cost to the project, they would be responsible for those costs. The speed listed above is a minimum and HTC would strive to be

able to offer 1 Gig to any location in the city limits. Some city facilities may be utilized to offer maximum coverage if the solution is a wireless solution. In that instance HTC would cover costs of equipment and the City would allow use of the facilities at no cost to HTC.

2. HTC will team up with the City to grow the network into the Urban Growth Boundaries as building expands. If the city opens a trench for public works projects, HTC will install conduit and fiber to service the new locations. This will give those residents/businesses the same speeds and pricing that the current community has access to. See Figure 2 for map of UGB.
3. HTC will build fiber to the pump station at a cost of \$700.
4. HTC will build fiber to the city shop at a cost of \$1,000.
5. HTC will build fiber to the cell tower by the ponds at a cost of \$11,356.91.
6. HTC will build fiber to the airport at a cost of \$32,221.52. (With this build we would also pass the RV Park and Fairgrounds and will supply them with a fiber connection.)
7. HTC will build fiber to the water tower at a cost of \$21,740.58 or a wireless link at a cost of \$15,000.
8. HTC will build fiber to the City Farm at a cost of \$245,000.
9. HTC will build fiber to the pool at a cost of \$2,000.
10. HTC will build, install, and maintain wireless access points on Main Street for visitors and residents to utilize while they are shopping in town. HTC will cover the construction costs and may ask businesses to supply the power to operate the WIFI access points.
11. HTC will set up a wireless network to ensure full coverage of the city of Condon at no cost.
12. HTC will work with the City of Condon to create an educational outreach program for FAQs about the internet at no cost.
13. HTC desires to further discuss the needs of the City of Condon and explore other potential opportunities to improve connectivity in the community.

This is a list of options. By choosing HTC as a partner, we would be the city's sole partner in this particular project, but would not expect the city to fully execute each of the listed projects above. The list is presented as a means to help identify top priority projects and move forward with those projects only.

To service all of the city owned facilities that currently have our services and those that we will build to, HTC proposes a 1 Gig service to be used between the facilities. This would also allow all city buildings to operate on the same LAN, and have a common shared uplink provider, HTC would also provide redundant internet uplink to the city, minimizing down time for the city. In exchange for monthly recurring costs to the city, HTC would be leased 2 pairs of fiber from the construction project that the City of Condon completed to Arlington, and the elimination of franchise fees for city residents. If franchise fees are eliminated this helps the citizens of your community save money, as HTC currently passes these fees on to subscribers.

Maintenance:

The least amount of cost to the city is for HTC to maintain ownership. This will put the burden of property taxes and maintenance on HTC.

If the city desires to have some ownership in the new construction projects listed above, this is possible and would be negotiated. The maintenance costs would be assumed at the same pricing as the city of Condon currently pays to other internet companies for maintenance and taxes and would result in some type of monthly expense being incurred.

Services and Pricing:

HTC offers voice, video, managed Wi-Fi, and internet.

Voice: Voice options depend on needs and can be from just an emergency line to unlimited long distance. This is not a required service to subscribe to HTC internet.

Video: Our **video** product offers 3 different packages depending on the wants of the subscriber. EZVideo has many HD channels, cloud based dvr, no equipment rental fees, can pause, rewind, and fast forward (at programmers discretion), and many other services. See figure 3 for list of channels. We also offer HBO, Showtime, and Cinemax as additional services.

Managed WiFi: Managed WiFi is a product that allows us to help end users manage their wireless network at the home or office. This product gives them tech support and help setting up new products that they need to run the office or home. It was developed to help people have a better experience because many do not have a solid understanding of wireless networks and how to configure them.

Internet Services: Internet services will have 4 options. The download speed is listed first and then the upload speed. This is residential pricing. These are standalone internet packages, no phone line required, different rates are available for individuals wanting to bundle phone, internet, and other services.

\$40-----	25/3 Mbps
\$74.95-----	50/25 Mbps
\$84.95-----	100/50 Mbps
\$149.95-----	1000/500 Mbps

Special packages can be created as needs arise. This pricing is based on the consideration that HTC has born 100% of the costs associated with the fiber project in Condon.

Schedule:

HTC could complete these projects in the year 2021. Depending on materials, easements, and other utility providers, most of these projects could be completed in the first half of the year. As projects are decided upon, we can solidify a more accurate time table.

The proposed pricing and speeds have already gone into effect in the city of Condon. This would meet 95% of the need on approximately day one.

Financing and Funding:

There are costs listed by each of the projects. HTC has listed what they have already paid for and the additional projects we would offer at no cost to any other entity if we are chosen as the sole city partner. If the City of Condon desires to have the other projects completed, they would be responsible for those costs.

References:

Jim Hamsher: Grant County Commissioner and Mayor of Prairie City
541-620-2861

Brant Wolf: Oregon Telecommunication Association
503-581-7430

Jake Bellinger: General Manager, John Day True Value
541-575-0632

Nicholas Green: John Day City Manager
541-575-0028

Appendix:

Figure 1: Existing Plant in Condon

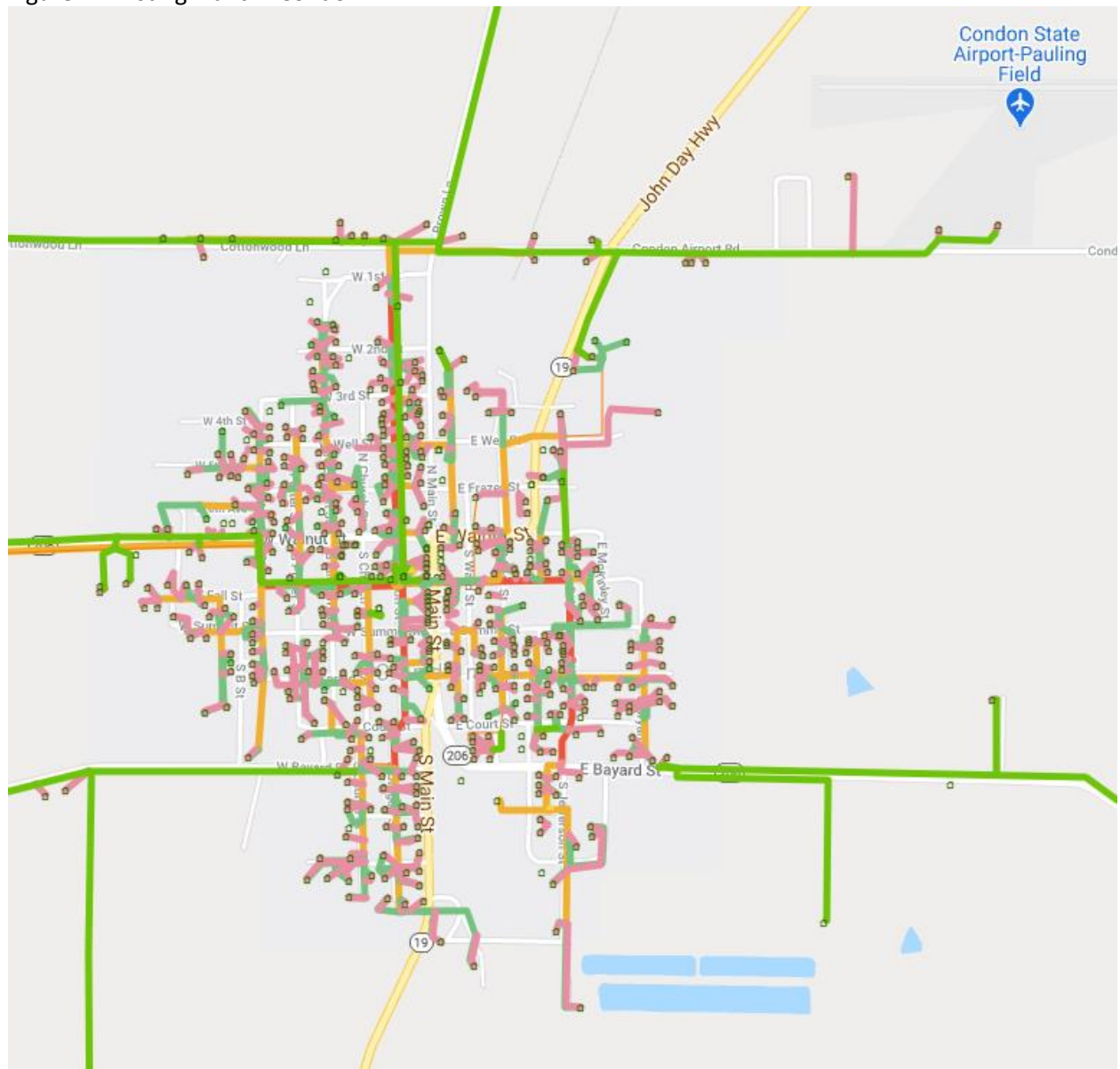


Figure 2: Condon Zoning Map

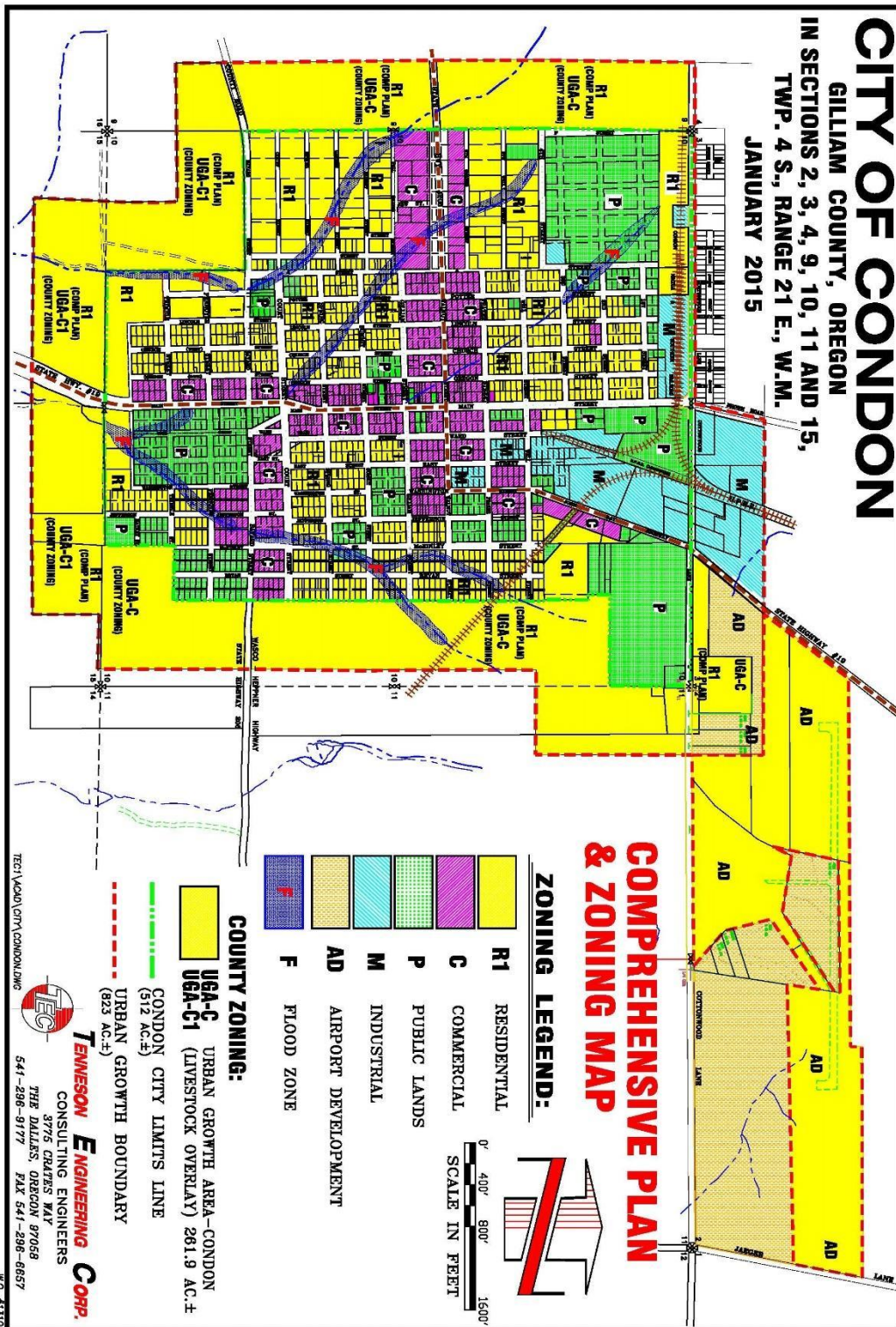


Figure 3: Video Services



The Next Generation of Entertainment

FEATURE KEY

HD / Channel is offered in FREE HD. If we have the channel in HD, we deliver it to you in HD.

Replay TV / Channels that allow Replay TV provide access to up to 75 hours of already-played programming, depending on the availability and permissions from each content provider.

WTV / Additional content available FREE for online viewing on tablets, computers, smartphones and more through www.watchTVeverywhere.com. Content availability is based on user's EZVideo Package.

NETWORK	#	EZVIDEO PACKAGE			FEATURES		
		EXPRESS	ESSENTIALS	EXTRA	HD	REPLAY TV	WTV*
3ABN	192						
A&E	68						
ABC (KATU)	2						
AMC	147						
American Heroes Channel	76						
Animal Planet	79						
AntennaTV	304						
BBC America	80						
Bounce TV	316						
Bravo	148						
BYU	191						
C-SPAN	19						
Cartoon Network	84						
CBS (KOIN)	6						
CBS Sports	31						
CMT	171						
CNBC	43						
CNBC World	47						
CNN	41						
Comedy Central	113						
Comet	305						
Cooking Channel	142						
Court TV	303						
Court TV Mystery	313						
Co2TV	312						
CTVS (Public access)	5						
CW (KRCW)	3						
Daystar (DTN)	190						
Destination America	136						
Discovery Channel	72						
Discovery Family Channel	82						
Discovery Life	35						
Disney	85						
Disney Jr.	94						
Disney XD	86						
DIY	138						
E!	140						
ESPN	25						
ESPN2	26						
ESPN Classic	27						
ESPNNews	28						
ESPNJ	29						
EWTN	194						
Food Network	139						
FOX (KPTV)	12						
FOX 12 Plus	13						
Fox Business	50						
Fox News	45						
Fox Sports 1	38						
Fox Sports 2	39						
Freeform	90						
Fusion	48						
FX	66						
FXM	150						
FXX	61						
fyi	71						
Galavisión	186						
Game Show Network	112						
getTV	306						
Golf Channel	30						
Great American Country	120						
Grit	315						
Hallmark Channel	149						
Hallmark Drama	155						
Hallmark Movies & Myst.	153						
Headline News	42						
HGTV	137						
HillSong Channel	193						
History Channel	69						
HSN	23						

NETWORK	#	EZVIDEO PACKAGE			FEATURES		
		EXPRESS	ESSENTIALS	EXTRA	HD	REPLAY TV	WTV*
ID	75						
IFC	154						
Inspiration	122						
ION (KPXG)	22						
Justice Network	308						
Laff	311						
Lifetime	143						
Lifetime Movie Network	151						
Lifetime Real Women	144						
MeTV	302						
MotorTrend	861						
MSNBC	44						
MTV	172						
MTV2	173						
MTV Classic	176						
National Geographic	78						
National Geographic Wild	92						
NBC (KGW)	8						
NBC Sports	32						
NBC Sports NW	33						
NBC Universo	188						
NFL Network	123						
Nickelodeon	83						
Nick Jr	87						
NickMusic	174						
NickToons	89						
OPB (KOPB)	10						
OPB Plus	310						
OWN	74						
Oxygen	145						
Pac 12 National Network	37						
Pac 12 Oregon	36						
Paramount Network	67						
Public access (Edu.)	20						
Public access (Gov.)	21						
Quest	320						
QVC	7						
RFD TV	121						
ROOT SPORTS	34						
Science Channel	77						
SEC Network	40						
Smithsonian Channel	822						
Stadium	309						
Syfy	116						
TEN (KNMT)	24						
TBS	63						
TeenNick	88						
Telemundo	187						
Tennis Channel	62						
The Outdoor Channel	119						
The Sportsman Channel	118						
The Weather Channel	17						
TLC	73						
TNT	64						
Travel Channel	81						
TruTV	114						
Turner Classic Movies	152						
TV Land	91						
TVG2	117						
Unimás	185						
Universal Kids	93						
Univision (KUNP)	16						
Univision Deportes	184						
USA Network	65						
VH-1	175						
VICELAND	70						
WE Women's Ent	146						
WGN	9						

Channel lineup subject to change.



Follow-up questions to Home Telephone regarding their RFP response

1. How do they plan to use the dark fiber from Condon to Arlington; what's the purpose? (perhaps we can convince HTC to lease the fibers, whether or not the City proceeds with other elements of the HTC proposal)
2. How long will they guarantee the \$40 and other rates proposed? Does it extend to business customers? What are business rates and length of their offer?
3. How long will it take for them to offer Gb speeds? What is the proposed cost of Gb speeds?
4. What is their experience in deploying wireless networks for residential service? Please list projects.
5. What is the schedule is there is an outage – timelines of getting repaired and up and going again?
6. Does HTC have a redundant path to their system to alleviate outage times?
7. What are the services that the City would receive to offset waiving ROW fees & fee of dark fiber to Arlington?
8. The map with "existing plant in Condon" doesn't have a legend to know what the different color lines mean.

Evaluation of Responses to the City of Condon Broadband Partnership RFP

Evaluator Name: Duke Dexter

Company Response: Home Telephone

EVALUATION CRITERIA			SCORE	NOTES:
Management Capability (Maximum 35 points)				
	Relevant Experience		10	Plenty of experience in the field. Needed equipment to perform the work.
				Similar project in John Day.
	Management Team		20	Good experienced crew.
Project approach (Maximum 25 points)				
	Partnership Model		10	HTC owns, open to shared ownership and shared maintenance.
	Proposed Network		5	Not clear on what model is used and where. Att 3 does not have legend and does not show ex
				Not clear if gig is offered to all, only that they would "strive" for gig.
	Service Reliability			Saw no reference to this
	Services		5	Full array of services (ISP, EZVideo, voice, Wifi) What cost for services besides ISP??
Cost & Speeds (Maximum 40 Points)			30	Meets minimum speeds and costs; offer higher speeds but more money;
				Proposes Main St coverage but no speed listed.
TOTAL POINTS (not to exceed 100)			80	

pansion.

How are costs maintained in the future?
Swapping fiber and no fees for no MRC

The Proposal must include the following information in the order listed:		Y/N?		
		Respondent	Respondent	Respondent
Cover Letter signed by officer of the company				
Description of Partnership Model				
Management				
Management Team				
Relevant Experience				
Proposed Network				
Service Reliability				
Proposed Services				
Broadband Speeds				
Pricing				
Three (3) References				
PROPOSAL MEETS ALL REQUIREMENTS, Y/N?				

Evaluation of Responses to the City of Condon Broadband Partnership RFP

Evaluator Name: Adam Haas

Company Response: Home Telephone

EVALUATION CRITERIA			SCORE	NOTES:
Management Capability (Maximum 35 points)				
	Relevant Experience			HTC has a long history of service to rural communities; difficult to see how much wireless deployment experience they have.
	Management Team			HTC has a full management team and according to the RFP response, many years of experience
			25	
Project approach (Maximum 25 points)				
	Partnership Model			The partnership model is not clear. It almost looks like the City is using HTC as a construction contractor
			5	
	Proposed Network			Not clear who pays for the construction costs of the proposed connectivity solutions; they want access to the Condon/Arlington fiber but do not mention the purpose.
			10	
	Service Reliability			There are no specifics of service reliability; how is the company ensuring redundancy and measuring reliability?
			3	
	Services			
			5	Not a lot of detail on services
Cost & Speeds (Maximum 40 Points)				
			20	There is only a minimum commitment level of 25/3 and that will not be adequate in the future.
TOTAL POINTS (not to exceed 100)			68	

The Proposal must include the following information in the order listed:	Y/N?		
	Home Telephone	Respondent	Respondent
Cover Letter signed by officer of the company (Officer not required in RFP)	Y		
Description of Partnership Model	Y		
Management Experience	Y		
Management Team N/A	Y		
Relevant Experience Past performance, experience and qualifications	Y		
Proposed Network	Y		
Service Reliability Maintenance, Service Reliability Not Mentioned	Y		
Proposed Services Upload/download speeds	Y		
Broadband Speeds (above in proposed services)	Y		
Pricing	Y		
Three (3) References	Y		
Other: Finance and Funding, Scheduling			
PROPOSAL MEETS ALL REQUIREMENTS, Y/N?	Y		

Evaluation of Responses to the City of Condon Broadband Partnership RFP

Evaluator Name: Kathryn G

Company Response: Home Telephone

EVALUATION CRITERIA		SCORE	NOTES:
Management Capability (Maximum 35 points)			
Relevant Experience		20	
Management Team		10	
Project approach (Maximum 25 points)			
Partnership Model		5	
Proposed Network		5	
Service Reliability	not addressed	0	
Services		5	
Cost & Speeds (Maximum 40 Points)			
		20	Does not Any show
TOTAL POINTS (not to exceed 100)		70	0

EVALUATION CRITERIA		SCORE	NOTES:
Management Capability (Maximum 35 points)	Relevant Experience	15	Good explanation and overview.
Management Team		15	I hope longevity is a plus in this case.
Project approach (Maximum 25 points)			
Partnership Model		5	Are the Connections sites the ones intended by the RFP? Is the RV Park City owned? RFP intent (homes/businesses) not listed in proposal. Gig Street not mentioned in proposal. Discuss with evaluation team in case am mis-reading it.
			They say they are already 95% complete re: RFP requirements. Are they?
Proposed Network			I cannot see an outline of this in the proposal
Service Reliability		??	
			They provide an outline of their services. Their (proposed) wireless services are listed but I couldn't find any detail about their plans).
Services		10	
			Saying they are 'very price competitive' and stating the price required of the RFP are two different things. They provide detail costs for each site but are the sites the ones that the RFP envisioned? Be wary of waiving fees - consult an atty for conditions under which you might enter into a separate in-kind service agreement in lieu of fees. Did you intend to have HTC own the fiber installations that are on City property? I saw the \$40 monthly price mentioned in the proposal but only for residential--did you intend that limitation? If so, how will that drive
Cost & Speeds (Maximum 40 Points)		25	
TOTAL POINTS (not to exceed 100)		70	

RFP Checklist of items to be submitted as part of proposal:

1. Cover letter. Please include company name, address of corporate headquarters, address of nearest local office, contact name for response, that person's contact info

2. Partnership Model Summary. Summarize the business model you intend to use for the partnership. This should be a concise explanation of the key components of your

3. Experience. Provide a statement of experience discussing past performance, capabilities, and qualifications. Identify other networks your firm has designed, built, main

take-up of service compared to available homes Discuss any partnerships with other service providers, government, or nonprofit entities you have undertaken. Describe t

4. Proposed Network. Please describe, using plain English understandable to a layperson, the basic features of your proposed network, and what features make it especia

5. Maintenance. If you are proposing to perform fiber network maintenance, describe your ability to perform maintenance on an ongoing and as-needed basis.

6. Services. Describe any service options you plan to offer over this network (e.g., data only, voice and data; a triple play of voice, data, and cable television; etc.). What di

7. Pricing. Provide your approach to pricing the proposed services.

8. Schedule. Describe your proposed schedule for implementing service. Offer a timeline with key milestones. Would you be able to begin service before the entire netwo

9. Financing and Funding. Describe how you intend to finance the network build-out. List any requirements the City must meet for you to partner with the City on this pr

10. References. Provide a minimum of three (3) references, including contact information, from previous contracts, partnerships or other relevant arrangements.

From the RFP: The overall goals of this partnership include:

- Do not see this mentioned in Proposal: Availability of high-speed broadband service to all Condon homes and businesses and public facilities with either fiber or wireles
- This is mentioned but higher speeds = higher costs.
- Minimum speed of 25/03 mpbs and no data caps with plans to continually upgrade speeds based on customer nec
- HTC limiting \$40 to residential:
- Availability of this service at the lowest possible cost, not to exceed a \$40 per month for minimum speed;
- This is mentioned in the proposal.
- Availability of fiber to wireless towers or other facilities to improve wireless service;
- Do not see this mentioned in Proposal: The establishment of a "One-Gig Main Street" providing fiber service to Commercial and Governmental entities.

Goals & Priorities
Council Retreat – January 22, 2021
Approved by City Council February 3, 2021

WATER

Current Projects – Ongoing- up to two years

- PW crew will work on projects within the city’s Master Plan:
 - Spring Street – East to Washington Streets. Materials have already been purchased.
 - East Street – Spring to Summit Streets. Materials will be purchased for this project this spring.
- GIS mapping of Water System – approved by City Council to proceed in December 2020. Completion date is June 30, 2021.
- Review water rates for high water users.
- Cell tower revenue will continue to be placed in Water Improvement Fund (020).
- Monitor transmission line potential problem areas that were noted in the line’s evaluation three years ago.
- Water conservation program – investigate programs and implementation with rates by June 1, 2021.

Two-Ten Year Projects

- Radio water meters to replace current meters that can be read with a “wand.” PW will investigate cost of radio meters that could be read at City Hall to only do an upgrade one time.
- Refurbish wet well at City Farm with either a liner or epoxy material.
- Upgrade telemetry from City Farm to City Shop when fiber is available.

SEWER

Ongoing – Two Years

- Public Works crew is evaluating and assessing the trouble spots in the system and work on projects in the Public Works Master Plan as needed. Completed Potter Street and will continue monitoring.
- GIS mapping of Sewer System – approved by City Council in December 2020. Completion date is June 30, 2021.
- Develop a plan for manhole replace or installation and place the goal of one manhole per fiscal year.
- Plan and develop machinery storage building at city shop.

Five + Year Project

- Develop “sludge plan” for lagoons with Anderson, Perry & Associates (Will do this plan if needed)

STREETS/SIDEWALKS

Current – Two year

- Complete ODOT Special City Allotment grant to pave Court/Washington/East Streets and parking lanes of North Main Street. Completion July 1, 2021.
- Apply for Special City Allotment grant to pave Trimble and Pennoyer Streets near new proposed grade school site.
- Complete the last year of the ODOT STIP sidewalk project on North Main Street.
- Map paving priorities for 10 years by working with Public Works Committee – PW priorities West Frazer, North Main and North Oregon streets
- Investigate cost-share program for sidewalk replacement or installation for residents that coincide with the city's sidewalk standards.
- Review the city's sidewalk ordinance with planning commission, attorney and city planner. This will include trees on city rights-of-way and investigate companies that may be available.
- Continue to apply for sidewalks grants as applicable

Two-Ten Year Projects

- Streets – Complete repairs and replacement as water and wastewater project are completed
- Continue sidewalk replacement/repair project with council prioritizing projects

TRANSFER STATION/RECYCLE DEPOT

Current Projects - Ongoing

- Continue to investigate recycling options. Working with current partners – Waste Connections and RS Davis Recycling.
- Renew a franchise agreement with Waste Connections for pickup service in Condon.

GOLF

One-Two Year Projects

- Get city water connection to golf course for times when the wells run dry.
- Get a design plan for the golf course clubhouse and outside area before demolition of current clubhouse.
- Working on a tree master plan.
- Repair fencing along the perimeter and check into seeing if the OYCC group can do this task. Fencing was put at a low priority.

PARK

Current Project - Ongoing

- Add public art and work to remove ODOT signs on the point.
- Tree planting plans to eventually replace elms.

POOL

Current Project – Ongoing

- Put in place a one-year work plan to operate the Condon Community Pool that includes a lease with Condon School District and work with Gilliam County on funding.
- Working with Pool Committee to get a plan to operate it at the current location for the next several years. Will do a survey to see the level of interest in maintaining a community Pool. Determine where funding will come from for maintenance as the school is no longer a community partner.
- Plans for a new pool and timeline based on Pool Committee's response in next year

FACILITIES

One-Two Year Projects

- **Memorial Hall**
 - Complete kitchen upgrade with new stove & refrigerator and any other repairs for potential increase use
 - Finish the lighting by adding the track lighting.
 - Research refinishing the floor and drop-down screens for meetings.
 - Start the process of getting duct work done and investigate air conditioning solutions.
- **City Hall**
 - Research new flooring, insulation and other maintenance issues in the Main part of City Hall.
- **Ward Street Shop**
 - Nothing while leased to Gilliam County.
- **Condon Grade School**
 - Prepare Brownfield Grant to evaluate the Building
 - Look into making minimal repairs to the flashing on the roof that is falling off or has fallen off to make the building remain viable until future use is determined

VEHICLES

Current – Ongoing

- Snow plow blade for 5-yard dump truck.
- Replace 10-yard dump truck with a 5-yard dump truck

PUBLIC SAFETY

Current Project - Ongoing

- Review Gilliam County Fire Services Contract & South Gilliam County Rural Fire Protection Contract
- Review contract with Gilliam County Sheriff Office

ECONOMIC DEVELOPMENT

Current Project – Ongoing

- Fiber/Broadband – Dark Fiber Lease
 - Update the Broadband Utilization Plan with community partners
 - Determine use of Dark Fiber through RFP or contract for a City owned project
 - Installing fiber connection from City Hall to Memorial Hall and Gilliam County Public Library.
- Housing project –
 - Baseball Field Project – Complete Engineering to add infrastructure, McKinley Street Development, street lights, RFP or development of lots
 - Fairway Housing project. Complete the engineering of the water and sewer to the site and determine cost estimates. Continue to look for funding from local, state and federal sources.
 - Continue to investigate local, state and federal programs to continue to develop buildable lots with community partners
- Do a housing analysis study for housing grant purposes.
- Public Art – Bronze statues of Nobel Prize Winners from Condon; art work on the point at the park (fly fisherman, farmer); other areas of Main Street. Investigate grants for public art at local, state and federal level.

“WISH LIST”

Projects

- Energy efficient streetlights or “night sky initiative”
- Water Conservation incentives – cost share on low flow toilets, showerheads, etc.
- Solar panel field at the site of the pivot



128 S Main St.
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P: 541-384-2711
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**CITY OF CONDON
WORK SESSION AGENDA
WORK SESSION - RETREAT
Friday, January 22, 2021, 3:00 PM
CONDON CITY HALL**

1. Call the Meeting to Order

1.1. Join Zoom Meeting

<https://us02web.zoom.us/j/88338484807?pwd=anZXSTRQMER4Nk9NakZNL2ZZSENJZz09>

Meeting ID: 883 3848 4807

Passcode: 949684

One tap mobile

+16699006833

Council President Donald Jamieson opened the retreat at 3:05 p.m. He added an item to give the oath of office to Councilor Tom Fatland since he was not available at the January 6 council meeting.

The oath of office was given to Councilor Fatland by Councilor Jamieson.

Mayor Hassing arrived at 3:10 p.m.

Present: Mayor Jim Hassing, Councilors Jan Stinchfield, Dawn Parm, Michael Cronk, Donald Jamieson, Tom Fatland (via zoom), Jeremy Kirby; Staff - Public Works Superintendent Gibb Wilkins and City Administrator Kathryn Greiner. Attending on Zoom were Nate Stice, State of Oregon; Rob Turrie Executive Director of Pioneer Development Corporation (PCDC); Mac Stinchfield board member of PCDC; and Steve Shaffer representing the Port of Arlington.

2. Discuss Goals & Priorities for 2021

2.1. 2021 Goals & Priorities

Council received a mock up of the 2021 goals and priorities with additions from the staff.

2.2. Housing - Baseball Field & Fairway Projects

CA Greiner explained that the Request for Proposals for a developer for the Baseball Field development had gone out this week and February 25, is the deadline to receive responses. She said that she had received a call from a local builder that was upset about asking someone to develop all the lots, but she urged him to be creative and response with possible partial development instead of the entire area.

Nate Stice, Regional Solutions Coordinate stated that he did not have much to report from the Oregon Legislature or any programs that would be available to assist with housing in Condon. He noted that a majority of the grants and funding had been swept up with COVID programs and relief funds. He did state that there has been some partnerships between urban and rural cities on housing projects that have been successful in securing some funding. The other pressing issue is the rebuilding of housing due to the Oregon wildfires last summer needing to be completed in Southern Oregon.

Rob Turrie, executive director of the Pioneer Development Corporation (PCDC) stated that their board had increased the loan amounts for since family housing to \$225,000 from \$180,000 and multifamily housing from \$270,000 to \$337,000 at a recent



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meeting. He added that there has been dramatic cost increases in building supplies which makes it harder for an investor to pencil out a profit of building in Gilliam County. Mac Stinchfield, PCDC board member stated that their group has discussed their function and how they can assist the city with the Baseball Field development.

Councilor Jamieson stated that he would like to see the city sell their lots on the Fairway Housing development near the golf course now and allow septic systems. It was noted that the site has engineered the water and sewer to the project site, but not the inside of the site. The Council asked that CA Greiner gather information for the requirements of having lots with septic systems.

2.3. Condon Grade School Plans & Timeline

CA Greiner noted that she has the opportunity to apply for a grant from Business Oregon Brownfield program that will pay toward the evaluation of the Condon Grade School Building. This will allow the Council to determine what they will do with this property when the school's lease runs out.

CA Greiner also mentioned that there is some flashing off on the front of the roof, and as of last week a piece of flashing on the building hanging off. She asked if the Council wanted to see about getting someone to fix the flashing or at least take the piece off that was hanging on the side of the building. The Council asked her to try and find a person to make that repair if the school does not have the personnel to do it.

2.4. Fiber Project and Timeline

The council stressed the need to get the fiber used by the community and county, but were waiting for the RFP received from Home Telephone to be reviewed before deciding the next path to move forward. CA Greiner noted that she had gathered a group of professionals to review the RFP in the next week and should have some news prior to the February 3, Council meeting.

2.5. Water & Sewer Updates & Projects

Council reviewed what was on the draft "goals & priorities" and noted the list was fine, but had further discussion on the proposed tiered rate increase. PW Wilkins submitted a plan to the Public Works Committee last month to discuss the high end users. It was decided to go with the graduated rate increases based on water used, but to take several months to education the public and to gather conservation programs to assist the high end users to conserve water.

Condon School District receives free water from the City for the football field through two meters and have used up to 1 million gallons in a month in irrigation season. PW Wilkins stated that the City Park uses 1" of water per week and if that would be used on the football field it would be 150,000 gallons a meter for a total of 300,000 gallons a month free. The Council agreed that they wanted to continue to help make that entry point of town look good and discussed implementing that the school would pay for water over that amount, but to give them conservation ideas and offer to work with them to make it better with the water at that level. This may include aerating and thatching and allowing their groundskeeper to use city equipment to complete those tasks.

Other large users such as the Cemetery District would receive conservation materials and also the assistance of equipment if needed.

Discussed getting radio water meters to scan for the monthly meter readings but determine that will not be pursued at this time, but to leave on the list. Another item was to get plans for a new equipment shop storage shop near the current City shop by the lagoons.

2.6. Condon Community Swimming Pool

Councilor Fatland updated the Council on the Pool Committee activities and stated that they were looking forward to providing a history of the pool to move forward with a vision and plan for the future of the pool. The Committee has decided that in looking at a possible new pool, the current pool would need to be operated for several years. Councilor Fatland noted that the one quote of the pool to fix the solar and pumps is just over \$10,000 and estimates it will take \$15-20,000 more to make the boiler work properly. Councilor Stinchfield asked about relining the pool as previously planned, and was told that it would be on the back burner until the Pool Committee has a plan of action. Councilor Jamieson stated that he thought the pool issue is



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with the main pump, for which Councilor Fatland said that he would look into it with the crew from the Pool & Spa company that has been helping with the pool issues.

CA Greiner suggested that the City ask the school for a one-year lease, realizing that they did not want to participate in the operation or the maintenance of the pool and see what language they would like to keep in the agreement. Councilor Fatland stated that at the school board meeting he attended that the board indicated they would sign the original lease. CA Greiner noted that the City will need to have money for a match on the repairs if they get a grant from Gilliam County and suggested that it come from the Art & Music grant funds and possibly the transient funds. She will also contact Gilliam County to determine if there is a way to make the repairs and if successful with the Gilliam County grant, use that to repay the City for the repairs. It was the consensus of the Council to move forward with the one year lease and determine funding options for maintenance from Gilliam County.

2.7. City Buildings - City Hall, Memorial Hall, Shop, City Farm

The notes for the buildings were put on the the document of the goals. No major projects were added to the list.

2.8. Public Safety - Police & Fire

CA Greiner noted that the Gilliam County Fire Services never got the document signed by the entities that was approved by the City in October 2020. S. Gilliam County Rural Fire Protection District had some issues with the agreement and are working on it to get it to the Council in March with the changes.

2.9. 2020 City of Condon Goals & Priorities

This was a copy of the 2020 document for reference.

2.10. Wish List/Other

Nothing was added to the wish list at this time.

3. Other

Shaffer stated that the Port of Arlington was having a goal session in the next week and asked that the Council send any projects to them for consideration.

3.1. Grants, Funding Issues, Budget Update

A brief update on the ODOT grants that are still outstanding include the North Main Street grant is moving forward for completion in 2022; the ODOT Special City Allotment grant for Court, Jefferson and Ward Streets is waiting for quotes from Gilliam County Road Department to complete this spring, and the next SCA grant will be for the paving of Trimble and Pennoyer Streets near the new proposed grade school. The City has an outstanding grant with Gilliam County on the engineering and installation of the infrastructure on the Baseball Field development and one on swimming pool maintenance from previous year.

4. Adjourn

Mayor Hassing adjourned the work session at 4:50 p.m.



Bank of Eastern Oregon

January 14, 2021

**City Of Condon
Po Box 445
Condon, Oregon 97823**

Dear City Of Condon,

Branch Manager Jessica Barnett talked with Kathryn Greiner City Administrator at City Hall about using the Memorial Hall if there should be an emergency and the building at 326 S Main Street is inadequate for business.

At the Memorial Hall we would set up teller stations, also tables for the loan officers and Manager. The Manager will contact Home Telephone Company about phone service and internet connections. Since the City Hall is right next door and has a vault, we would be able to secure the bank monies, and private information each night in their vault. Memorial Hall is a handicap accessible facility and has restrooms as well. It also has a Kitchen area for use.

In the event the building at 326 S Main Street needs long term repairs the bank will look into bringing a temporary unit in and set it up in the Gilliam County Fair Grounds parking lot upon their approval.

This original agreement date was signed July 19th, 2012

Renewed on January 14, 2021

Agreement will be on file for 5 years and will revisit at the date of January 14th, 2026

Kathryn Greiner- City Administrator

Date: _____

Jessica Barnett- Branch Manager

Date: _____

Condon Branch
326 S. Main • P.O. Box 706 • Condon, Oregon 97823
Phone (541) 384-3501 • Fax (541) 384-3503

High Residential User			Bill	Yearly Total		Monthly Average	
	Usage	Volume Charge		w/ Sewer	w/o Sewer	w/ sewer	w/o sewer
Yearly Total	518	\$730.50		\$1,634.10	\$1,094.10	\$136.18	\$91.18
Monthly Avg	43.167	\$112.38		\$730.50	\$730.50	\$60.88	\$60.88
Difference Old				\$126.75	\$126.75	\$10.56	\$10.56

Home Owner with Decent Lawn			Bill	Yearly Total		Monthly Average	
	Usage	Volume Charge		w/ Sewer	w/o Sewer	w/ sewer	w/o sewer
Yearly Total	163	\$169.00		\$1,072.60	\$532.60	\$89.38	\$44.38
Monthly Avg	13.583	\$14.08		\$169.00	\$169.00	\$14.08	\$14.08
Difference Old				\$9.00	\$9.00	\$0.75	\$0.75

Residential w/ Minimum Lawn			Bill	Yearly Total		Monthly Average	
	Usage	Volume Charge		w/ Sewer	w/o Sewer	w/ sewer	w/o sewer
Yearly Total	25	\$1.25		\$904.85	\$364.85	\$75.40	\$30.40
Monthly Avg	2.083	\$0.10		\$1.25	\$1.25	\$0.10	\$0.10
Difference Old				\$0.00	\$0.00	\$0.00	\$0.00

If Used City wide Average Every Month			Bill	Yearly Total		Monthly Average	
	Usage	Volume Charge		w/ Sewer	w/o Sewer	w/ sewer	w/o sewer
Yearly Total	144	\$135.00		\$1,038.60	\$498.60	\$86.55	\$41.55
Monthly Avg	12.000	\$11.25		\$135.00	\$135.00	\$11.25	\$11.25
Difference Old				\$0.00	\$0.00	\$0.00	\$0.00

Variables in Yellow can be changed

Proposed Rates			
QTY (x1000)	Cost/kgal	Water rate	Sewer Rate
0	\$0.00	\$30.30	\$45.00
3	\$1.25		
20	\$1.50		
100	\$2.00		
150	\$3.00		
500	\$5.00		

Yearly Minimums	
W/ Sewer	W/O Sewer
\$903.60	\$540.00

Current Rates			
QTY (x1000)	Cost/kgal	Water rate	Sewer Rate
0	\$0.00	\$30.30	\$45.00
3	\$1.25		
20	\$1.25		
100	\$1.25		
150	\$1.25		
500	\$1.25		

QTY (in thousands)	Cost	Water rate	Sewer Rate
0	\$0.00	\$30.30	\$45.00
3	\$1.25		
20	\$1.50		
100	\$2.00		
150	\$3.00		
500	\$5.00		

			Total Bill	
Month	Qty Used	Cost	w/sewer	w/o sewer
January	7	\$5.00	\$80.30	\$35.30
Feburary	3	\$0.00	\$75.30	\$30.30
March	3	\$0.00	\$75.30	\$30.30
April	4	\$1.25	\$76.55	\$31.55
May	81	\$112.75	\$188.05	\$143.05
June	121	\$183.25	\$258.55	\$213.55
July	61	\$82.75	\$158.05	\$113.05
August	137	\$215.25	\$290.55	\$245.55
September	91	\$127.75	\$203.05	\$158.05
October	3	\$0.00	\$75.30	\$30.30
November	2	\$0.00	\$75.30	\$30.30
December	5	\$2.50	\$77.80	\$32.80
Total	518	\$730.50	\$1,634.10	\$1,094.10
Averages	43.167	\$112.38	\$730.50	\$730.50
Yearly Bill			\$126.75	\$126.75
Above base rate			\$10.56	\$10.56
Difference Old				

Yearly M
w/sewer
\$903.60

Monthly Average

	What would be paid under current billing			QTY (in tho	Cost	Water rate	Sewer Rate	
				0	0.00	\$30.30	\$45.00	
				3	1.25			
				20	1.25			
				100	1.25			
				150	1.25			
				500	1.25			
				Total Bill				
		Month	Qty Used	Qty Cost		w/sewer	w/o sewer	
Minimum	January	7	\$5.00		\$80.30	\$35.30		
	Feburary	3	\$0.00		\$75.30	\$30.30		
w/o sewer	March	3	\$0.00		\$75.30	\$30.30		
\$363.60	April	4	\$1.25		\$76.55	\$31.55		
	May	81	\$97.50		\$172.80	\$127.80		
	June	121	\$147.50		\$222.80	\$177.80		
	July	61	\$72.50		\$147.80	\$102.80		
	August	137	\$167.50		\$242.80	\$197.80		
	September	91	\$110.00		\$185.30	\$140.30		
	October	3	\$0.00		\$75.30	\$30.30		
	November	2	\$0.00		\$75.30	\$30.30		
	December	5	\$2.50		\$77.80	\$32.80		
	Total Usage	518		Yearly Bill	\$1,507.35	\$967.35	\$125.61	\$80.61
	Averages	43.167	\$125.61	Above base rate	\$603.75	\$603.75	\$50.31	\$50.31

Yearly Minimum	
w/sewer	w/o sewer
\$903.60	\$363.60

QTY (in thousands)	Cost
0	\$0.00
3	\$1.25
20	\$1.50
100	\$2.00
150	\$3.00
500	\$5.00



			Total Bill	
Month	Qty Used	Qty Cost	w/sewer	w/o sewer
January	4	\$1.25	\$76.55	\$31.55
Feburary	5	\$2.50	\$77.80	\$32.80
March	6	\$3.75	\$79.05	\$34.05
April	6	\$3.75	\$79.05	\$34.05
May	7	\$5.00	\$80.30	\$35.30
June	25	\$28.75	\$104.05	\$59.05
July	33	\$40.75	\$116.05	\$71.05
August	32	\$39.25	\$114.55	\$69.55
September	26	\$30.25	\$105.55	\$60.55
October	11	\$10.00	\$85.30	\$40.30
November	2	\$0.00	\$75.30	\$30.30
December	6	\$3.75	\$79.05	\$34.05
Total Usage	163	\$169.00	\$1,072.60	\$532.60
Averages	13.583	\$14.08	\$169.00	\$169.00
Yearly Bill				
Above base rate				
Difference Old			\$9.00	\$9.00

Water rate	Sewer Rate
\$30.30	\$45.00

What would be paid under current billing				QTY (in thou
				0
				3
				20
				100
				150
				500
				Total
Month	Qty Used	Qty Cost		w/sewer
January	4	\$1.25		\$76.55
Feburary	5	\$2.50		\$77.80
March	6	\$3.75		\$79.05
April	6	\$3.75		\$79.05
May	7	\$5.00		\$80.30
June	25	\$27.50		\$102.80
July	33	\$37.50		\$112.80
August	32	\$36.25		\$111.55
September	26	\$28.75		\$104.05
October	11	\$10.00		\$85.30
November	2	\$0.00		\$75.30
December	6	\$3.75		\$79.05
Total Usage	163		Yearly Bill	\$1,063.60
Averages	13.583	\$88.63	Above base	\$160.00

Monthly Average	
w/sewer	w/o sewer
\$89.38	\$44.38
\$14.08	\$14.08
\$0.75	\$0.75

Cost	Water rate	Sewer Rate
0.00	\$30.30	\$45.00
1.25		
1.25		
1.25		
1.25		
1.25		
Monthly Bill		
w/o sewer		
\$31.55		
\$32.80		
\$34.05		
\$34.05		
\$35.30		
\$57.80		
\$67.80		
\$66.55		
\$59.05		
\$40.30		
\$30.30	Monthly Average	
\$34.05	w/sewer	w/o sewer
\$523.60	\$88.63	\$43.63
\$160.00	\$13.33	\$13.33

Yearly Minimum	
w/sewer	w/o sewer
\$903.60	\$363.60

QTY (in thousands)	Cost
0	\$0.00
3	\$1.25
20	\$1.50
100	\$2.00
150	\$3.00
500	\$5.00

			Total Bill	
Month	Qty Used	Qty Cost	w/sewer	w/o sewer
January	1	\$0.00	\$75.30	\$30.30
Feburary	1	\$0.00	\$75.30	\$30.30
March	1	\$0.00	\$75.30	\$30.30
April	2	\$0.00	\$75.30	\$30.30
May	2	\$0.00	\$75.30	\$30.30
June	2	\$0.00	\$75.30	\$30.30
July	3	\$0.00	\$75.30	\$30.30
August	4	\$1.25	\$76.55	\$31.55
September	3	\$0.00	\$75.30	\$30.30
October	2	\$0.00	\$75.30	\$30.30
November	2	\$0.00	\$75.30	\$30.30
December	2	\$0.00	\$75.30	\$30.30
Total Usage	25	\$1.25	\$904.85	\$364.85
Averages	2.083	\$0.10	\$1.25	\$1.25
Yearly Bill			\$0.00	\$0.00
Above base rate				
Difference Old				

Water rate	Sewer Rate
\$30.30	\$45.00

		What would be paid under current billing			QTY (in tho
					0
					3
					20
					100
					150
					500
					Total
		Month	Qty Used	Qty Cost	w/sewer
		January	1	\$0.00	\$75.30
Yearly Minimum		Feburary	1	\$0.00	\$75.30
w/sewer	w/o sewer	March	1	\$0.00	\$75.30
\$903.60	\$363.60	April	2	\$0.00	\$75.30
		May	2	\$0.00	\$75.30
		June	2	\$0.00	\$75.30
		July	3	\$0.00	\$75.30
		August	4	\$1.25	\$76.55
		September	3	\$0.00	\$75.30
		October	2	\$0.00	\$75.30
		November	2	\$0.00	\$75.30
		December	2	\$0.00	\$75.30
		Total Usage	25		Yearly Bill \$904.85
		Averages	2.083	\$75.40	Above base\$1.25

Monthly Average	
w/sewer	w/o sewer
\$75.40	\$30.40
\$0.10	\$0.10
\$0.00	\$0.00

Cost	Water rate	Sewer Rate	
0.00	\$30.30	\$45.00	
1.25			
1.25			
1.25			
1.25			
1.25			
l Bill			
w/o sewer			
\$30.30			
\$30.30			Yearly Minimum
\$30.30			w/sewer w/o sewer
\$30.30			\$903.60 \$363.60
\$30.30			
\$30.30			
\$30.30			
\$31.55			
\$30.30			
\$30.30			
\$30.30			
	Monthly Average		
\$30.30	w/sewer	w/o sewer	
\$364.85	\$75.40	\$30.40	
\$1.25	\$0.10	\$0.10	

QTY (in thousands)	Cost
0	\$0.00
3	\$1.25
20	\$1.50
100	\$2.00
150	\$3.00
500	\$5.00



			Total Bill	
Month	Qty Used	Qty Cost	w/sewer	w/o sewer
January	12	\$11.25	\$86.55	\$41.55
Feburary	12	\$11.25	\$86.55	\$41.55
March	12	\$11.25	\$86.55	\$41.55
April	12	\$11.25	\$86.55	\$41.55
May	12	\$11.25	\$86.55	\$41.55
June	12	\$11.25	\$86.55	\$41.55
July	12	\$11.25	\$86.55	\$41.55
August	12	\$11.25	\$86.55	\$41.55
September	12	\$11.25	\$86.55	\$41.55
October	12	\$11.25	\$86.55	\$41.55
November	12	\$11.25	\$86.55	\$41.55
December	12	\$11.25	\$86.55	\$41.55
Total Usage	144	\$135.00	\$1,038.60	\$498.60
Averages	12.000	\$11.25	\$135.00	\$135.00
Yearly Bill				
Above base rate				
Difference Old			\$0.00	\$0.00

Water rate	Sewer Rate
\$30.30	\$45.00

|

Monthly Average	
w/sewer	w/o sewer
\$86.55	\$41.55
\$11.25	\$11.25
\$0.00	\$0.00

Yearly Minimum	
w/sewer	w/o sewer
\$903.60	\$363.60

What would be paid under current billing				QTY (in tho
				0
				3
				20
				100
				150
				500
				Total
Month	Qty Used	Qty Cost		w/sewer
January	12	\$11.25		\$86.55
Feburary	12	\$11.25		\$86.55
March	12	\$11.25		\$86.55
April	12	\$11.25		\$86.55
May	12	\$11.25		\$86.55
June	12	\$11.25		\$86.55
July	12	\$11.25		\$86.55
August	12	\$11.25		\$86.55
September	12	\$11.25		\$86.55
October	12	\$11.25		\$86.55
November	12	\$11.25		\$86.55
December	12	\$11.25		\$86.55
Total Usage	144		Yearly Bill	\$1,038.60
Averages	12.000	\$86.55	Above base	\$135.00

Cost	Water rate	Sewer Rate
0.00	\$30.30	\$45.00
1.25		
1.25		
1.25		
1.25		
1.25		
I Bill		
w/o sewer		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$41.55		
\$498.60	\$86.55	\$41.55
\$135.00	\$11.25	\$11.25

QTY (in thousands)	Cost
0	\$0.00
3	\$1.25
20	\$1.50
100	\$2.00
150	\$3.00
500	\$5.00



			Total Bill	
Month	Qty Used	Qty Cost	w/sewer	w/o sewer
January		\$0.00	\$75.30	\$30.30
Feburary		\$0.00	\$75.30	\$30.30
March		\$0.00	\$75.30	\$30.30
April		\$0.00	\$75.30	\$30.30
May		\$0.00	\$75.30	\$30.30
June		\$0.00	\$75.30	\$30.30
July		\$0.00	\$75.30	\$30.30
August		\$0.00	\$75.30	\$30.30
September		\$0.00	\$75.30	\$30.30
October		\$0.00	\$75.30	\$30.30
November		\$0.00	\$75.30	\$30.30
December		\$0.00	\$75.30	\$30.30
Total Usage	0	\$0.00	Yearly Bill \$903.60	\$363.60
Averages	0.000	\$0.00	Above base rate \$0.00	\$0.00
			Difference Old	\$0.00 \$0.00

Water rate	Sewer Rate
\$30.30	\$45.00

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|

Monthly Average	
w/sewer	w/o sewer
\$75.30	\$30.30
\$0.00	\$0.00
\$0.00	\$0.00

Yearly Minimum	
w/sewer	w/o sewer
\$903.60	\$363.60

What would be paid under current billing				QTY (in tho
				0
				3
				20
				100
				150
				500
				Total
Month	Qty Used	Qty Cost		w/sewer
January	0	\$0.00		\$75.30
Feburary	0	\$0.00		\$75.30
March	0	\$0.00		\$75.30
April	0	\$0.00		\$75.30
May	0	\$0.00		\$75.30
June	0	\$0.00		\$75.30
July	0	\$0.00		\$75.30
August	0	\$0.00		\$75.30
September	0	\$0.00		\$75.30
October	0	\$0.00		\$75.30
November	0	\$0.00		\$75.30
December	0	\$0.00		\$75.30
Total Usage	0		Yearly Bill	\$903.60
Averages	0.000	\$75.30	Above base	\$0.00

[illegible]

QTY (in thousands)	Cost
0	\$0.00
3	\$1.25
20	\$1.50
100	\$2.00
150	\$3.00
500	\$5.00



			Total Bill	
Month	Qty Used	Qty Cost	w/sewer	w/o sewer
January	0	\$0.00	\$75.30	\$30.30
Feburary	0	\$0.00	\$75.30	\$30.30
March	0	\$0.00	\$75.30	\$30.30
April	0	\$0.00	\$75.30	\$30.30
May	655	\$2,066.25	\$2,141.55	\$2,096.55
June	655	\$2,066.25	\$2,141.55	\$2,096.55
July	655	\$2,066.25	\$2,141.55	\$2,096.55
August	655	\$2,066.25	\$2,141.55	\$2,096.55
September	655	\$2,066.25	\$2,141.55	\$2,096.55
October	0	\$0.00	\$75.30	\$30.30
November	0	\$0.00	\$75.30	\$30.30
December	0	\$0.00	\$75.30	\$30.30
Total Usage	3275	\$10,331.25	\$11,234.85	\$10,694.85
Averages	272.917	\$860.94	\$10,331.25	\$10,331.25
Yearly Bill				
Above base rate				
Difference Old			\$6,256.25	\$6,256.25

Water rate	Sewer Rate
\$30.30	\$45.00

What would be paid under current billing				QTY (in tho
				0
				3
				20
				100
				150
				500
				Total
Month	Qty Used	Qty Cost		w/sewer
January	0	\$0.00		\$75.30
Feburary	0	\$0.00		\$75.30
March	0	\$0.00		\$75.30
April	0	\$0.00		\$75.30
May	655	\$815.00		\$890.30
June	655	\$815.00		\$890.30
July	655	\$815.00		\$890.30
August	655	\$815.00		\$890.30
September	655	\$815.00		\$890.30
October	0	\$0.00		\$75.30
November	0	\$0.00		\$75.30
December	0	\$0.00		\$75.30
Total Usage	3275		Yearly Bill	\$4,978.60
Averages	272.917	\$414.88	Above base	\$4,075.00

Monthly Average	
w/sewer	w/o sewer
\$936.24	\$891.24
\$860.94	\$860.94
\$521.35	\$521.35

Cost	Water rate	Sewer Rate	
0.00	\$30.30	\$45.00	
1.25			
1.25			
1.25			
1.25			
1.25			
l Bill			
w/o sewer			
\$30.30			
\$30.30			Yearly Minimum
\$30.30			w/sewer w/o sewer
\$30.30			\$903.60 \$363.60
\$845.30			
\$845.30			
\$845.30			
\$845.30			
\$845.30			
\$845.30			
\$30.30			
\$30.30	Monthly Average		
\$30.30	w/sewer	w/o sewer	
\$4,438.60	\$414.88	\$369.88	
\$4,075.00	\$339.58	\$339.58	

2021 MSRS

January

	County	Arlington	Condon
Alarm	0	0	0
Medical	4	2	1
Assist Fire Dept.	4	0	3
Animal Problem	14	7	5
Assist Person	25	9	1
Assist Officer	11	2	2
Assist Outside Agency	19	6	0
Civil Matter	0	0	0
Disturbance	4	3	0
Juvenile	4	3	0
Suspicious Circumstances	16	8	3
Traffic Problem	9	1	2
Lost or Found Property	3	2	1
Traffic Stop (No Citation)	84	7	15
Civil Service	2	1	1
K9 Deployment	5	2	0
Security Check	57	11	23
Training	10	4	3
Court/Court Security/Transport	7	3	0
All Other	31	2	5

TOTAL	309
Arlington City Limits	73
Condon City Limits	65

TRAFFIC CITATIONS

I-84	105
Hwy. 19	9
Condon	4
Arlington	3
Hwy. 206	8
Hwy. 74	0
Cedar Springs Road	0
Blalock Road	0
Lonerock Road	0
TOTAL	129

INCIDENT REPORTS

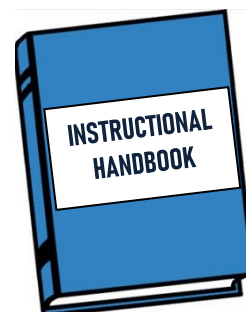
County Total	24
City of Arlington	7
City of Condon	2

Oregon Government Ethics Commission

Jurisdictional Contacts & Statement of Economic Interest Filers

Do you have questions about assigning SEI filers, creating profiles or filling out and filing your SEI?

These JC / SEI training resources can help!



JC & SEI Filer Instructional Handouts/Guides

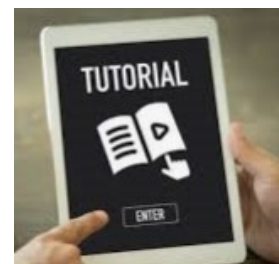
Instructional guides for setting up an account/profile and filing the SEI report are available on the OGEC website via the following links:

[***Jurisdictional Contact \(JC\) Handbook/Guide***](#)

[***Statement of Economic Interest \(SEI\) Filer Handbook/Guide***](#)

JC & SEI Filer Tutorials

Tutorials are available, at any time, on the OGEC website at:



[***Jurisdictional Contacts \(JCs\)***](#) – This tutorial will walk JC's through the process of creating or updating a JC profile and seating jurisdictional members, i.e. assigning SEI filers as well as provides JC's with direction on assisting SEI filers in creating their profiles and setting-up their accounts.

[***Statement of Economic Interest \(SEI\) Filers***](#) – This tutorial will walk SEI filers through the process of creating their account profiles, i.e. setting up their SEI accounts, and provides an overview of how to file an SEI report.



WEBINARS

These webinar training sessions are presented by an OGEC trainer using audio conferencing and Adobe Connect software. These sessions are available at no charge and are approximately 1 hour in duration.

JC Webinars

This webinar training session will guide Jurisdictional Contacts (JCs) in creating, updating and maintaining their account profile and how to manage the positions within the jurisdiction(s) assigned to them. In addition, JCs will learn about their responsibility to instruct and assist Annual Verified Statement of Economic Interest (SEI) filers as to their filing requirements, through navigation of the OGECE Electronic Filing System (EFS).

JC Webinar Schedule:

JANUARY

Tuesday, January 19, 2021 – 2:00 to 3:00 pm
Wednesday, January 20, 2021 – 8:30 to 9:30 am
Wednesday, January 27, 2021 – 12:00 to 1:00 pm

FEBRUARY

Tuesday, February 2, 2021 – 8:30 to 9:30 am
Thursday, February 4, 2021 – 12:00 – 1:00 pm
Wednesday, February 10, 2021 – 3:30 – 4:30 pm

SEI Filer Webinars

This training offers step-by-step instructions on how to complete the Annual Verified Statement of Economic Interest (SEI) form. Find out who has to file, what does not need to be reported on your SEI, what the two most common mistakes are and more. Ask questions you might have and hear questions asked by others.

SEI Webinar Schedule:

MARCH

Wednesday, March 17, 2021 – 8:30 to 9:30 am
Thursday, March 25, 2021 – 12:00 to 1:00 pm
Tuesday, March 30, 2021 – 2:00 to 3:00 pm

APRIL

Thursday, April 1, 2021 – 8:30 to 9:30 am
Wednesday, April 7, 2021 – 2:00 to 3:00 pm
Thursday, April 13, 2021 – 12:00 to 1:00 pm

Class size is limited, so please register at least one day in advance by emailing your name and contact information to: OGECE.Training@Oregon.gov.

Reserve your space today!

Oregon Government Ethics Commission

3218 Pringle Rd SE, Suite 220

Salem, OR 97302

Phone: 503-378-5105

Fax: 503-373-1456

Email: OGECE.training@Oregon.gov

Website: www.oregon.gov/ogec