



128 S Main St.  
PO Box 445  
Condon, OR 97823  
P: 541-384-2711  
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## City of Condon Regular Council Meeting Minutes Monday, April 19, 2021 7:00 PM

### 1. ZOOM LINK

#### 1.1. Join Zoom Meeting

<https://us02web.zoom.us/j/86054216865?pwd=N1dCSzhqTCtIMlp1VSsxbkwxcUptZz09>

Meeting ID: 860 5421 6865

Passcode: 098034

One tap mobile

+12532158782,,86054216865#,,,,\*098034# US (Tacoma)

+13462487799,,86054216865#,,,,\*098034# US (Houston)

### 2. PRIOR YEAR CHAIRMAN OR MAYOR CALL BUDGET COMMITTEE MEETING TO ORDER

Mayor Hassing called the Budget Committee to order at 7:01 p.m.

### 3. ROLL CALL

**Present:** Mayor Jim Hassing; Councilors Jeremy Kirby, Jan Stinchfield, Dawn Parm and Mike Cronk; Committee members Jay LaRue, Stephanie Carter, Dan Schott, Derek Hiser and Dennis Bruneau; Staff City Administrator Kathryn Greiner and PW Superintendent Gibb Wilkins.

**Absent:** Councilors Donald Jamieson and Tom Fatland; Committee members Cheryl Baker and John Barnett.

### 4. PUBLIC COMMENT ON 2021-22 CITY OF CONDON BUDGET & STATE REVENUE SHARING

#### 4.1. The Budget Committee will hear comments from the public regarding the budget and possible uses of State Revenue Sharing Revenue. Comments are limited to five (5) minutes.

None

### 5. ELECTION OF BUDGET COMMITTEE OFFICERS

#### 5.1. Elect Budget Committee Chairperson

Committee member Bruneau made a motion to nominate Mayor Hassing as chairman of the Budget Committee. The motion was seconded by Councilor Stinchfield and approved unanimously.

#### 5.2. Election of Budget Committee Secretary

Councilor Stinchfield nominated Councilor Parm and Committee Member Bruneau nominated Committee Member Schott as the Budget Committee Secretary. The motion for Councilor Parm was seconded by Schott and was approved unanimously.



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**6. REVIEW & APPROVE THE MINUTES OF THE APRIL 21, 2020 BUDGET COMMITTEE MEETING**

**6.1. Review & Approve the April 21, 2020 Budget Committee Meeting Minutes**

A motion was made by Bruneau to approve the minutes of the April 21, 2020 budget committee meeting minutes. The motion was seconded by Councilor Cronk and approved unanimously.

**7. RECEIVE THE BUDGET MESSAGE & 2021-22 CITY OF CONDON BUDGET**

**7.1. Budget Message for 2021-22 Budget**

Committee waived the reading of the budget message since it was in the packet.

**7.2. Budget Committee Notes for 2021-22**

Committee waived the reading of the budget committee notes as it was in the packet.

**7.3. 2021-22 Budget & Related Documents**

Committee received the 2021-22 budget, budget calendar, Council goals and priorities for 2021-22, and budget committee notices that were published in The Times-Journal.

**8. DISCUSS 2021-22 CITY OF CONDON BUDGET**



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### **8.1. Discuss and Review 2021-22 City of Condon Budget**

CA Greiner reviewed several projects and grants that the city is currently working on.

Fiber - the city put out a Request for Proposals for broadband provider for people within Condon that would utilize their dark fiber line from Arlington to Condon. The RFP was rejected as it was more a construction company offer to string fiber to city facilities. It was noted that Gilliam County is working on getting broadband to rural areas of Gilliam County that would include to city facilities such as City Farm, reservoir and city shop. It was recommended by experts reviewing the RFPs that the city may wish to have their own system that is shared with no one.

Grants - \$100,000 Special City Allotment grant from ODOT will be completed this summer with paving on Court, Washington, Jefferson and Ward streets which follows the water project. Another ODOT grant of \$550,000 project that is to place sidewalks on North Main Street from Walnut Street for one block. This has been a long, drawn out project that should be completed this fall or early 2022. The city has \$130,000 remaining in the \$3million Gilliam County grant to do water and sewer upgrades. This grant is expected to be completely expended by the end of 2021.

Housing - City has rezoned the baseball field that was donated to them by the Condon School District. The estimated cost for all utilities is \$326,000 and a \$175,000 grant has been awarded for this project from Gilliam County. This is to be completed by fall of 2021. Fairway Housing north of the city's golf course will be the next housing project and the bid that is going out for the baseball field will include the additives of getting water and sewer to the project lines.

Condon Grade School building - City inherited this building which will be vacated when the new grade school is built which is estimated to be August 2022. Grants are being sought to do an evaluation of the building to determine if it can be repurposed or torn down. A grant discussion is to be held at the end of this week.

CA Greiner gave a brief review of the budget by fund.

Administration - Cash on Hand decreased due to the completion of the \$300,000 City Hall remodel project. It was noted that the city will no longer receive road levy/tax due to a ruling by the State of Oregon that was approximately \$12,000 to \$16,000 a year. The liquor apportionment is for liquor and marijuana taxes collected and the miscellaneous revenue is higher due to workers' compensation premium refund and other refunds. Interest revenue has decreased due to rates dropping dramatically over the last year., taxes have increased as has the city's portion of the SIP funds. Cell tower revenue is transferred to the water improvement fund for pipe replacement. Expenses in Administration decreased dramatically due to the completion of the City Hall remodel project, personnel costs were budgeted for 3% increase for salaried and hourly was budgeted at \$17 an hour. Building Improvements were down due to the remodel completion, but \$100,000 was left in this line item to do a refresh to the front of City Hall that was not part of the remodel. Police went down slightly as the contract with the Gilliam County Sheriff has not increased like projected the previous year. Fire Department, Park and Golf all remained relatively the same. Swimming pool increased slightly due to increase in the minimum wage for lifeguards and it is anticipated that the repairs will continue to be needed. Transfers increased with larger transfers to Water System Improvement (020) and Wastewater Improvement (030) for federal funds that will come through the American Recovery Act and the possibility of debt retirement of approximately \$350,000 in fund 030.

Memorial Hall - increased slightly due to no projects being completed in the last year other purchase of a new stove and refrigerator. Small projects may be completed in the next year such as entry way and kitchen improvements.

Street Fund - Increased slightly due to the ODOT grants for paving and sidewalk projects. ODOT may just run the match of approximately \$80,000 through this fund, but the entire project cost remains in this fund which is \$550,000.

State Revenue Sharing - although Cash on Hand has increased in this fund, the lack of dark fiber being leased decreased the anticipated revenue from the previous budget. The city is now looking toward utilizing the dark fiber for its own use.

Development Fund - this fund has increased due to the development of housing projects to place infrastructure at the Baseball Field and Fairway Housing project. Anticipating local or state grants to complete the infrastructure for these housing projects. CA Greiner noted that she has put in a request to the State of Oregon for \$2 million for housing projects, but thinks



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**9. MOTION TO APPROVE THE BUDGET OR CONTINUANCE TO APRIL 26, 2021**

**9.1. Motion to Approve 2021-22 Budget Or Continuance**

A motion was made Councilor Cronk that the City of Condon budget committee approve taxes for the 2021-22 fiscal year at the rate of 7.2820 per \$1,000 of assessed value for operating purposes, and in the amount of \$26,000 for payment of bond principle and interest. The motion was seconded by Committee Member Bruneau and approved unanimously.

A motion was made by Councilor Cronk to approve the City of Condon budget Committee approve the 2021-22 proposed budget as presented. The motion was seconded by Councilor Stinchfield and approved unanimously.

**10. ADJOURN REGULAR MEETING**

Mayor Hassing adjourned the Budget Committee at 7:32 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
Jim Hassing, Mayor

ATTEST: \_\_\_\_\_ Date \_\_\_\_\_  
Kathryn Greiner City Administrator