CITY of CONDON

128 S Main St.
PO Box 445
Condon, OR 97823
P: 541-384-2711
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http://cityofcondon.com/

AGENDA
** REVISED REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OR 97823
WEDNESDAY, JULY 12, 2023, 7:00 PM

https://us02web.zoom.us/j/88045507028?pwd=Tm1hdXljL1k2S3g5UXdLQUh3NVZSZz09

1. **CALL REGULAR MEETING TO ORDER**
2. **ROLL CALL**
3. **ADDITIONS TO AGENDA**
4. **PUBLIC COMMENT**
   - 4.1. **The council may hear discussion of unannounced items from the floor and comments on the agenda items. Comments are limited to five (5) minutes.**
5. **CONSENT AGENDA**
   - 5.1. **Review & Approve the June 7, 2023 Regular Condon City Council Meeting & the June 14, 2023 Joint City Council & Planning Commission Meeting**
   - 5.2. **Review Accounts Payable & VISA Statements for May and June 2023**
   - 5.3. ** Review & Approve Brown Construction Billing for Trimble Street
6. **OLD BUSINESS**
   - 6.1. **Appoint Historic District Advisory Committee**
   - 6.2. **Discuss Potential Land Sale of Vacant City Lot**
7. **NEW BUSINESS**
   - 7.1. **Award Memorial Hall Ductless Heap Pump**
   - 7.2. **First Reading Ordinance 2024-01 - An Ordinance Limiting the Total Number of Short-Term Rentals Within the City of Condon and Establishing a Permitting Procedure and Applicable Criteria**
   - 7.3. **Review & Approve Visioning Project & Contract with Rural Development Initiatives**
8. **STAFF REPORTS**
   - 8.1. **Public Works – Public Works Superintendent Gibb Wilkins**
   - 8.2. **Police & Fire – Gilliam County Sheriff Gary Bettencourt**
   - 8.3. **Administration – City Administrator Kathryn Greiner**
9. **COUNCIL INFORMATION**
10. **NEXT REGULAR MEETING DATE**
    - 10.1. **The next regular Condon City Council meeting is scheduled for August 2, 2023, 7 p.m.**
11. **ADJOURN REGULAR MEETING**

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

Agenda prepared and distributed July 6, 2023

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MINUTES
BUDGET HEARING & REGULAR CITY COUNCIL MEETING
128 S. MAIN STREET, CONDON, OREGON 97823-0445
WEDNESDAY, JUNE 7, 2023, 7:00 PM

1. CALL REGULAR MEETING TO ORDER

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

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors Donald Jamieson, Jan Stinchfield, Jeremy Kirby, Dawn Parm and Dustan Hall; Staff - City Administrator Kathryn Greiner, PW Superintendent Gibb Wilkins, Administrative Assistant Jessica Isley and Gilliam CountySheriff Gary Bettencourt.

Absent: Councilor Tom Fatland

3. ADDITIONS TO AGENDA

Mayor Hassing did not make addition but switched 8.7 Enterprise Zone resolution with 8.2 Finance Committee discussion.

4. PUBLIC COMMENT

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

Sheriff Bettencourt introduced Jessica Lynch, Frontier Regional 911 Director. Lynch stated that she is originally from Baker City, but recently operated a dispatch center in Kansas. She noted that she has 18 years experience and started this position June 1.

5. PUBLIC HEARING - BUDGET AND STATE REVENUE SHARING

5.1. Open Hearing

Mayor Hassing opened the Budget Hearing at 7:02 p.m.

5.2. Public Input on Budget & State Revenue Sharing

No public input was received on the 2023-24 budget or state revenue sharing.

5.3. Close Hearing

Mayor Hassing closed the hearing at 7:03 p.m.

6. CONSENT AGENDA

6.1. Review & Approve May 3, 2023 Regular City Council Meeting Minutes and May 17, 2023 Special Meeting Minutes

A motion was made by Councilor Hall to approve the May 3, 2023 regular city council meeting minutes and the May 17, 2023 special meeting minutes. The motion was seconded by Councilor Parm and approved unanimously.

6.2. Review May 2023 Accounts Payable & VISA Statements

Councilor Jamieson asked what was spend at McGregor and was told by PW Wilkins that it was for fertilizer and not spraying.

6.3. Review & Approve Payment to Cleary Building for City Shop Project

CA Greiner explained that the next payment to Cleary Building for the city shop will be $122,360 which may be before the July meeting and asked the council to approve the second payment.

A motion was made by Councilor Jamieson approve the payment of $122,360 to Cleary Building for deliver of the city shop building. The motion was seconded by Councilor Hall and approved unanimously.

7. OLD BUSINESS

7.1. Discuss Murals in Historic District

Condon Arts has revised their interest in painting a mural on the south-facing wall of the building owned by Pat & Trish Sweeney on South Main Street. Although they were ready to complete it this month, it does not fit into the current sign ordinance and there is no specific mural ordinance. The council reviewed this request last year, but did not come up with a decision. Murals are noted in the Historic District ordinance but it points to the sign ordinance which has specific criteria.. CA Greiner asked for the direction of the council on how to proceed with either the council discussing the process or reviving the Historic District Advisory Committee (HDAC). It was the consensus of the council to have CA Greiner bring back several names to appoint to the HDAC at the July meeting that would include 1-2 councilors.

8. NEW BUSINESS

8.1. Waste Connections Rate Discussion

Jim Winterbottom, District Manger of Waste Connections, stated that he was present to discuss the 2023-24 rate increase. Waste Connections bases the annual raise by taking 85% of the Portland CPI for the previous year. The proposed increase this year is 7.37% over all services provided. Councilor Hall stated that he may have a potential conflict of interest due to his working with Waste Management which does business with Waste Connections.

A motion was made by Councilor Stinchfield to approve 7.37% rate increase of Waste Connections-The Dalles Disposal for the 2023-24 year.. The motion was seconded by Councilor Jamieson and approved unanimously.

8.2. Review & Discuss Finance Committee Recommendations

The council received salary recommendations for city staff. Mayor Hassing made a correction to Diane Hassing's transfer station position where the spreadsheet did not had the 2024 increase.

A motion was made by Councilor Stinchfield to approve the salary negotiation recommendation by the Finance Committee for city staff which includes the lifeguard schedule. The motion was seconded by Councilor Hall and approved unanimously.

CA Greiner stated that in the Finance Committee notes it was discussed that the clubhouse at the golf course may be demolished and replaced and, at one point, the council made a change to the budget to pay for this project. After a review with the auditor on the process of budget hearing changes, it was determined that the approved budget could support this project without any changes. Councilor Stinchfield stated that she wanted to make sure that there is a plan if the clubhouse is torn down to rebuild. CA Greiner said that she hoped to have a meeting with the Park & Recreation Committee in July or August to start the process of that project to get it completed before the end of the 2023-24 fiscal year.

CA Greiner stated that when the Finance committee met it discussed the Visioning project proposal from Rural Development Initiatives for $40,000. A grant was submitted to Gilliam County Special Projects that was approved that morning for $20,000. She noted that she is meeting with K'Lynn Lane of the Oregon Frontier Chamber to discuss additional grant funding from The Ford Family Foundation. It was the consensus of the council to move forward with the visioning project.

8.3. Review & Approve Resolution 2023-05 - A Resolution Adopting the 2023-24 Budget and Making Appropriations

A motion was made by Councilor Stinchfield to 2023-05 - A Resolution Adopting the Budget and making Appropriations. The motion was seconded by Councilor Hall and approved unanimously.

8.4. Review & Approve Resoltuion 2023-06 - A Resolution Declaring the City's Election to Receive State Revenues

A motion was made by Councilor Parm to approve Resolution 2023-06 - A Resolution Declaring the City's Election to Receive State Revenues. The motion was seconded by Councilor Kirby and approved unanimously.

8.5. Discuss Transfer Station & Recycle Depot Hours

CA Greiner stated that it was discussed to expand the Saturday transfer station and recycling depot hours after July 1, to 9 a.m. through 1 p.m. After discussion with staff at those locations and public works staff, one concern was that substitute staff may not be willing to work the extended hours that would now go into the afternoon. CA Greiner recommended expanding the hours to 9 a.m. through noon as a trial period. She noted that the current staff are on board with either scenario and those extended hours are built into the current budget. Councilor Jamieson asked who brought the change to the attention of staff and was told it was current staff and people that use the transfer station.

A motion was made by Councilor Jamieson to extend the hours of the transfer station and recylcing depot from 9 a.m. to noon on Saturdays. The motion was seconded by Councilor Hall and approved unanimously.

8.6. Review & Discuss Alley Vacation Request & Sale City Owned Lot

Barbara Anderson has requested that the city vacate the alley adjacent to her property at 726 S. Washington Street. She stated that she is currently mowing the alley and would like to plant fruit trees in that area due to the subirrigation present. CA Greiner explained that since the city did not have an ordinance to allow street or alley vacation, attorney Wyatt Baum outlined the process for this process to be completed. Anderson, as the private resident requesting the vacation of the alley, would have to obtain consent letters from two-thirds of the property owners, who are within 200 feet of the corners of the alley. Once that is completed, the city administrator will see if it meets the criteria, then a hearing process would be scheduled before the council, who can approve or deny it. Councilor Jamieson asked about the infrastructure in the alley and was told by PW Wilkins that a sewer line crosses through the alley and he does not anticipate any additional city services going in that location. PW Wilkins stated that there are 18 alleys in the city with only one being used currently, which happens to be an extension of the alley discussed. Councilor Jamieson stated that he did not want to set a precedent of alleys being vacated without criteria. CA Greiner was directed to do some research on what has been done in other cities and get a list of criteria to bring to the council in July.

Dana Carter, 603 N. Oregon, requested to purchase a city-owned lot by his residence for $5,000. The lot is currently zoned Open/Public Spaces and does not have a legal, developed street to it as it is on the access road to the golf course. This lot is currently mowed by Carter and if built upon, as a residence, it would require street improvement. CA Greiner stated that the council has approved deferred development agreements that are attached to the deed that requires the purchaser to develop city infrastructure of street, water and sewer if they decide to build, plus any use would require a re-zone. Councilor Jamieson stated that he was against selling city assets that had appreciated in value and asked to get a valuation of this lot. CA Greiner stated that the county assessor has the lots value ranging from $7,200 - $11,470. Councilor Parm asked if this lot had a city use in the foreseeable future. Mayor Hassing stated that the city would gain tax revenue by selling and making improvements. It was the consensus of the council to have CA Greiner research the valuation of the lot and the process to sell the lot to either Carter ,or through a competitive bid process.

8.7. Resolution - 2023-07 -Enterprise Zone Co-Sponsor Agreement

Delaney Watkins, Gilliam County Enterprise Zone Manager, stated that the city has been a partner in the Enterprise Zone (EZ) since 2002 and signed a predesignation agreement in 2012. This resolution would go into effect July 1, 2023. The designation is a recruitment tool for Condon to allow tax relief for 3-5 years. Condon has not had an application in the period that it has been in the EZ, but it continues to be used by neighboring counties to recruit businesses.

A motion was made by Councilor Stinchfield to approve Resolution 2023-07 - A Resolution Re-Designating the Gilliam County Enterprise Zone. The motion was seconded by Councilor Parm and approved unanimously.

9. STAFF REPORTS

9.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins reported that 5.1 million gallons were produced at City Farm in May, which is 2 million gallons more than last year, and .5 million gallons above the average for May. He emailed the council the Safe Routes to School recommendations and asked them to review them by next Tuesday. He reported that the Senior Blues Golf group will be at the city course on Monday, June 12, that the flag pole at the park had been installed and that he assisted with community clean-up on May 19 and assisted eighth graders at Condon Grade School sweep streets last week. PW Wilkins reported that the Trimble/Washington Street project is to begin Monday, June 12 and the North Main sidewalk project is going to bid in the next two weeks. Public Works crew will have a county intern to assist at the golf course this summer and that he has been mowing city lots and rights-of-way.

9.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt reported that Deputy Thomas Burdick has been assigned to Condon and is working on getting lots mowed. If people have not mowed lost by June 15, they will receive a citation. He said that his office is fully staffed and that Memorial weekend traffic issues were minimal.

9.3. Administration – City Administrator Kathryn Greiner

CA Greiner asked if the Council would like to change their July meeting from the 5th to the 12th due to the July 4 holiday. It was the consensus of the council to schedule it for July 12, 7 p.m. She reminded the council that next Wednesday, June 14 is the joint city and council meeting to discuss short-term rentals. Rick Watkins has contact the city regarding the metal recycling pile and will take two loads to see if he wants to continue hauling it to Hermiston. This may cost the city some money if the price of scrap metal does not cover the cost of transportation. CA Greiner stated that two of the Gilliam County grants may need extensions - Trimble & Washington Street and the meter replacement due to the projects will not be completed past the current deadlines. The county grant of $20,000 that has been received that was changed to Memorial Hall upgrades of installing ductless heat pump and floor refinishing is anticipating being completed by this fall. The floor is being refinished next week by a company that does the Condon High School gym floor. Bid for the heat pump system is due next week.

10. COUNCIL INFORMATION

10.1. Transfer Station Inspection Report

11. NEXT REGULAR MEETING DATE

11.1. The Next Regular Condon City Council Meeting is Wednesday, July 5, 2023, 7 p.m.

12. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 8:10 p.m.

________________________________Date ________
Jim Hassing, Mayor

ATTEST: ________________________________ Date ______________
Kathryn Greiner City Administrator

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MINUTES
JOINT CITY COUNCIL & PLANNING COMMISSION MEETING
128 S. MAIN STREET, CONDON, OR 97823
WEDNESDAY, JUNE 14, 2023, 5:30 PM

1. CALL JOINT COUNCIL & PLANNING COMMISSION MEETING TO ORDER

Mayor Jim Hassing called the meeting to order at 5:37 p.m.

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors Jan Stinchfield, Donald Jamieson, Jeremy Kirby (zoom); Planning Commissioners - Vernon Grey and Rachel Weinstein (zoom); Staff - City Administrator Kathryn Greiner and Planning Consultant Kirk Fatland.

Absent: Councilors - Dawn Parm, Tom Fatland and Dustan Hall; Planning Commissioners - Cody Bettencourt, Haylee Potter and Mark Wilson.

3. PUBLIC COMMENT

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

Barbara Anderson was present and asked to submit comment during the short-term rental (STR) discussion. This was approved by Mayor Hassing.

4. DISCUSS SHORT-TERM RENTALS

4.1. Staff & Planning Consultant Presentation

Fatland gave a Powerpoint presentation but noted that there were two issues that came up in discussion of the STR issue. The first was nuisances such as noise, garbage or other issues in or near the STR property. He stated that these issues are covered in other ordinances for all citizens and visitors. The second issue was the impact of long-term rental stock in Condon. His Powerpoint presentation went through what several other cities have done with their ordinances to address the STR issue, but noted that none of these cities seemed to have the same issues as Condon. STR is noted for a rental of 30 days or less. All STR are charged the city's 5% transient tax. Fatland stated that the theory of taking each application on a "case by case" basis to accept the STR is not concise and is a poor way of handling the STR. He gave examples of Bay City, John Day, Joseph, Mauping and Moro. In Maupin, it notes, it is only allowed in certain zones and what has happened is that many of the properties are asking to be rezoned to make them a STR. Discussed limiting the STR to 25 units in Condon and included it in the ordinance. Councilor Jamieson stated that he did not like putting numbers on this when there are so many second homes that are vacant most of the year. Discussion was held regarding the number of units and how you classified the units - room or residence.

Fatland made the following recommendations:

- establish STRs as residential uses - allowing only where residential uses are currently located
- Set a limit of 25 STR units in Condon
- Site plan including parking available for guests
- local contact
- application that includes site plant of parking for guests, transient tax, local contact and Good Neighbor agreement

Barbara Anderson stated that she rented through Air B&B which has standards that makes her, as a property owner, have accountability make other renters. She also noted that her STR is also available to rent long-term and that she has a set of rules when renting, with an example of no parties. Councilor Kirby stated that by allowing Accessory Dwelling Units as STR, it may allow first time home buyers the additional revenue to afford the purchase of a home. Commissioner Weinstein agreed with Councilor Kirby.

A sample ordinance was presented outlining the applications that need to be renewed annually, application requirements, number of STR units, penalties and other definitions in relation to STR.

It was the consensus of the group to change the number of STR to 15, that the Good Neighbor handbook will be one sheet that includes local contact and other city informationand that city attorney Wyatt Baum will review the changes to the ordinance.

5. NEXT STEPS

Next steps are to have Fatland make the changes to the ordinance as outlined with the consensus of the group and have Baum review. CA Greiner will bring the ordinance to the city council at their July 12 meeting for approval. It was noted that it is important for the city to communicate these changes with the community through website, social media and the chamber of commerce.

6. ADJOURN JOINT COUNCIL & PLANNING COMMISSION MEETING

Mayor Hassing adjourned the joint work session at 6:32 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
ACCTECH - A SYSTEMS INTEGRATOR							
1551	ACCTECH - A SYSTEMS INTEG	5202	TECH SUPPORT SVCS	05/31/2023	375.00	.00	
	Total ACCTECH - A SYSTEMS INTEGRATOR:				375.00	.00	
ACCUITY, LLC							
759	ACCUITY, LLC	9930	Water Audit	05/30/2023	750.00	.00	
759	ACCUITY, LLC	9930	Sewer Audit	05/30/2023	750.00	.00	
759	ACCUITY, LLC	9930	Administration Audit	05/30/2023	500.00	.00	
	Total ACCUITY, LLC:				2,000.00	.00	
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	75066	TRIMBLE & PENNOYER ST IMP	05/31/2023	2,085.00	.00	
	Total ANDERSON, PERRY, & ASSOC.:				2,085.00	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	MAY 2023	Janitorial	05/31/2023	372.84	.00	
	Total ARAMARK UNIFORM SERVICES:				372.84	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	MAY 2023	PHONE	05/06/2023	18.49	.00	
599	AT&T MOBILITY	MAY 2023	PW Cell Phone	05/06/2023	18.48	.00	
	Total AT&T MOBILITY:				36.97	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	MAY 2023	ANNEXATION DOCUMENTS	05/22/2023	135.00	.00	
831	BAUM SMITH LLC	MAY 2023	Admin Legal	05/22/2023	457.50	.00	
	Total BAUM SMITH LLC:				592.50	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	87913	Copier Charge	05/31/2023	13.97	.00	
	Total BOHN'S PRINTING:				13.97	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X054399	E coli Coliform Testing	05/17/2023	89.50	.00	
151	BOX R WATER ANALYSIS LAB	X054419	MPN/ Enumeration	05/17/2023	61.00	.00	
151	BOX R WATER ANALYSIS LAB	X054420	TKN Nitrogen test	05/17/2023	161.00	.00	
151	BOX R WATER ANALYSIS LAB	X054421	Biochemical Oxygen	05/17/2023	112.00	.00	
	Total BOX R WATER ANALYSIS LAB:				423.50	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City HALL	05/24/2023	150.02	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	75.08	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	PARK	05/24/2023	100.91	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Memorial Hall	05/24/2023	47.91	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	45.32	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Sewer Plant w pivot	05/24/2023	421.17	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Disposal	05/24/2023	366.78	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	50.39	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City Farm	05/24/2023	1,557.08	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Street Lights	05/24/2023	1,454.75	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City Farm	05/24/2023	39.76	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	125.40	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Pool	05/24/2023	52.98	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Library	05/24/2023	295.69	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	GRADE SCHOOL	05/24/2023	137.24	.00	
	Total COLUMBIA BASIN ELECTRIC:				4,920.48	.00	
DEPT. OF ENVIRON. QUALITY							
222	DEPT. OF ENVIRON. QUALITY	WQWSC23003	WW Annual Support fee	05/05/2023	104.00	.00	
	Total DEPT. OF ENVIRON. QUALITY:				104.00	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	MAY 2023	Water Fuel	05/31/2023	396.97	.00	
224	DEVIN OIL COMPANY	MAY 2023	Sewer Fuel	05/31/2023	396.96	.00	
	Total DEVIN OIL COMPANY:				793.93	.00	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	1200671	WATER PARTS	05/04/2023	31.50	.00	
254	FERGUSON ENTERPRISES	1204848	WATER PARTS	05/31/2023	272.16	.00	
	Total FERGUSON ENTERPRISES:				303.66	.00	
GREINER, KATHRYN							
347	GREINER, KATHRYN	JUNE 2023	BROADBAND MTG - REDMOND	06/12/2023	136.24	.00	
	Total GREINER, KATHRYN:				136.24	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	MAY 2023	Golf Fuel	05/31/2023	472.04	.00	
304	HATTENHAUER DIST.	MAY 2023	Park Fuel	05/31/2023	104.42	.00	
304	HATTENHAUER DIST.	MAY 2023	Golf Fuel	05/31/2023	36.35	.00	
	Total HATTENHAUER DIST.:				612.81	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	MAY 2023	Administration	06/01/2023	201.78	.00	
766	HOME TELEPHONE COMPANY	MAY 2023	Sewer	06/01/2023	156.63	.00	
766	HOME TELEPHONE COMPANY	MAY 2023	Water	06/01/2023	41.30	.00	
	Total HOME TELEPHONE COMPANY:				399.71	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	MAY 2023	MRC Fiber Project	06/01/2023	2,000.00	.00	
	Total INLAND DEVELOPMENT CORPORATION:				2,000.00	.00	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	MAY 2023	Golf Repairs	05/31/2023	109.00	.00	
328	JAMIESON & MARSHALL	MAY 2023	Pool supplies	05/31/2023	74.65	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total JAMIESON & MARSHALL:				183.65	.00	
LEAGUE OF OREGON CITIES							
362	LEAGUE OF OREGON CITIES	11794	Training - PUBLIC MEETINGS, R	06/05/2023	310.99	.00	
	Total LEAGUE OF OREGON CITIES:				310.99	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	MAY 2023	SW305Q 2020 PICKUP	05/26/2023	59.98	.00	
371	M & A AUTO PARTS	MAY 2023	WINDSHIELD WASH	05/26/2023	4.59	.00	
371	M & A AUTO PARTS	MAY 2023	KNIVES	05/26/2023	18.53	.00	
371	M & A AUTO PARTS	MAY 2023	KNIVES	05/26/2023	18.54	.00	
371	M & A AUTO PARTS	MAY 2023	SHOVEL	05/26/2023	12.00	.00	
371	M & A AUTO PARTS	MAY 2023	SHOVEL	05/26/2023	11.99	.00	
371	M & A AUTO PARTS	MAY 2023	PRUNER	05/26/2023	11.99	.00	
371	M & A AUTO PARTS	MAY 2023	POOL - BOLTS	05/26/2023	36.79	.00	
371	M & A AUTO PARTS	MAY 2023	CLAMP AND DRIVER	05/26/2023	19.46	.00	
371	M & A AUTO PARTS	MAY 2023	HOSE	05/26/2023	59.99	.00	
371	M & A AUTO PARTS	MAY 2023	POOL - BRUSHES	05/26/2023	15.54	.00	
371	M & A AUTO PARTS	MAY 2023	SPRAYER	05/26/2023	23.99	.00	
	Total M & A AUTO PARTS:				293.39	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	MAY 2023	Pool Propane TANK RENTAL	05/31/2023	60.00	.00	
377	MORROW COUNTY GRAIN GRO	MAY 2023	Pool Propane	05/31/2023	917.28	.00	
	Total MORROW COUNTY GRAIN GROW.:				977.28	.00	
OBERST, KRISTIN							
1573	OBERST, KRISTIN	MAY 2023	JANITORIAL- 5 HOURS AT $25 P	06/12/2023	125.00	.00	
	Total OBERST, KRISTIN:				125.00	.00	
OHA- DRINKING WATER SERVICES							
625	OHA- DRINKING WATER SERVI	PWS ID#41002	Annaul Water System fee 2023	05/28/2023	675.00	.00	
	Total OHA- DRINKING WATER SERVICES:				675.00	.00	
OPEN COUNTRY FARM							
433	OPEN COUNTRY FARM	MAY 2023	Golf Supplies - STEER MANURE	05/25/2023	50.00	.00	
433	OPEN COUNTRY FARM	MAY 2023	Main Street Planters	05/25/2023	527.80	.00	
	Total OPEN COUNTRY FARM:				577.80	.00	
PACIFIC GOLF & TURF							
881	PACIFIC GOLF & TURF	P884323POR	Golf Machinery Repairs	05/19/2023	131.34	.00	
	Total PACIFIC GOLF & TURF:				131.34	.00	
POST MASTER							
463	POST MASTER	MAY 2023	Box Rental	05/31/2023	178.00	.00	
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	.00	
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	.00	
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total POST MASTER:				928.00	.00	
R&R Products							
473	R&R Products	CD2798717	ALLOY SOLID TINE	06/08/2023	134.82	.00	
	Total R&R Products:				134.82	.00	
THE MCGREGOR COMPANY							
1555	THE MCGREGOR COMPANY	MAY 2023	PARK SUPPLIES	05/31/2023	143.00	.00	
	Total THE MCGREGOR COMPANY:				143.00	.00	
THE POOL AND SPA HOUSE							
649	THE POOL AND SPA HOUSE	783940-1	Pool Chemicals & Supplies	06/06/2023	207.00	.00	
649	THE POOL AND SPA HOUSE	783941-1	Pool Repairs and Maintenance	06/06/2023	484.05	.00	
	Total THE POOL AND SPA HOUSE:				691.05	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	MAY 2023	REQUEST FOR BIDS - TRIMBLE	05/18/2023	372.00	.00	
540	THE TIMES-JOURNAL	MAY 2023	COMMUNITY CLEANUP DAY	05/18/2023	120.00	.00	
540	THE TIMES-JOURNAL	MAY 2023	REQUEST FOR BIDS - HEAT PU	05/18/2023	120.00	.00	
540	THE TIMES-JOURNAL	MAY 2023	LB - 1	05/18/2023	384.00	.00	
	Total THE TIMES-JOURNAL:				996.00	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	MAY 2023	SUPPLIES	05/26/2023	19.65	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	GOLF SUPPLIES	05/26/2023	36.98	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	SHOP SUPPLIES	05/26/2023	15.89	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	SHOP SUPPLIES	05/26/2023	15.89	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	COMMUNITY PROJECT - LOC B	05/26/2023	30.57	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	COMMUNITY PROJECT - LOC B	05/26/2023	20.19	.00	
	Total TWO BOYS MEAT & GROCERY:				139.17	.00	
VERNON GREY DESIGN							
557	VERNON GREY DESIGN	2329	GOLF COURSE CLUB HOUSE P	05/19/2023	360.50	.00	
557	VERNON GREY DESIGN	2329	City Hall FRONT ELEVATION PE	05/19/2023	97.50	.00	
	Total VERNON GREY DESIGN:				458.00	.00	
VISA							
559	VISA	MAY 23 5886	DEED - GRADE SCHOOL	05/22/2023	93.28	.00	
559	VISA	MAY 23 5886	STAFF LUNCH	05/22/2023	101.00	.00	
559	VISA	MAY 23 5886	POOL CONCRETE MIX	05/22/2023	126.52	.00	
559	VISA	MAY 23 5886	GAS FOR POOL PART TRIP	05/22/2023	63.61	.00	
559	VISA	MAY 23 5886	POOL TRIP LUNCH	05/22/2023	68.85	.00	
559	VISA	MAY 23 5886	CERTIFIED LETTER - RESER	05/22/2023	8.37	.00	
559	VISA	MAY 23 5886	DOG WASTE BAGS	05/22/2023	114.23	.00	
559	VISA	MAY 23 5886	DOG WASTE BAGS	05/22/2023	114.24	.00	
559	VISA	MAY 23 5886	POOL VALVE	05/22/2023	312.73	.00	
559	VISA	MAY 23 5886	COMMUNITY CLEANUP LUNCH	05/22/2023	183.00	.00	
559	VISA	MAY 23 8577	MICROSOFT ONLINE SVCS	05/22/2023	37.50	.00	
559	VISA	MAY 23 8577	MONTHLY EMAIL	05/22/2023	96.00	.00	
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	88.16	.00	
559	VISA	MAY 23 8577	GOLF SHED NUMBERS	05/22/2023	26.97	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
559	VISA	MAY 23 8577	ANNUAL OFFICE 365 SUB	05/22/2023	99.99	.00	
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	19.75	.00	
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	45.98	.00	
559	VISA	MAY 23 8577	GARBAGE PICKER	05/22/2023	17.98	.00	
559	VISA	MAY 23 8577	ENVELOPE SEALER	05/22/2023	7.89	.00	
	Total VISA:				1,626.05	.00	
VISCO, Inc.							
560	VISCO, Inc.	12392	Street Light Replacement	05/31/2023	1,320.00	.00	
	Total VISCO, Inc.:				1,320.00	.00	
WAMBEKE WINDOW WASHING							
1589	WAMBEKE WINDOW WASHING	422993	WINDOW WASHING, INSIDE AN	06/13/2023	1,665.00	.00	
	Total WAMBEKE WINDOW WASHING:				1,665.00	.00	
	Grand Totals:				26,546.15	.00	

Dated: ____

Mayor: ____

City Admininstrator: ____

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Paid and unpaid invoices included.

Account Summary

Billing Cycle		**06/21/23**
Days In Billing Cycle		**30**
Previous Balance		$440.22
Purchases	+	1,730.23
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$440.22
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$1,730.23**

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$8,269.00
Available Cash	$0.00
Amount Over Credit Line	$0.00
Amount Past Due	**$0.00**
Disputed Amount	$0.00

Account Inquiries

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

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

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

Payment Summary

NEW BALANCE	$1,730.23
MINIMUM PAYMENT	$1730.23
PAYMENT DUE DATE	07/16/2023

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

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
05/22/23	05/23/23	5942	24692163142101096351329	AMZN Mktp US*B09AV5OH3 Vacuum belt Amzn.com/bill WA	$8.99 A40
05/23/23	05/23/23	5045	24430993143400813001357	MSFT * E0500NJTVA monthly online svcs MSBILL.INFO WA	$37.50 A150
05/23/23	05/23/23	5045	24430993143400813007206	MSFT * E0500NJQBR monthly Email MSBILL.INFO WA	$96.00 A150
05/25/23	05/26/23	5942	24692163145103411191122	Amazon.com*MW2PV2DT3 Vacuum Amzn.com/bill WA	$79.99 A40

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
8577

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
06/21/23	$1,730.23	$1730.23	07/16/2023

$.

CITY OF CONDON
CITY OF CONDON 2
PO BOX 445
CONDON OR 97823-0445

4871

MAKE CHECK PAYABLE TO:
VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 #### #### #### 8577 00173023 00173023

CITY OF CONDON
CITY OF CONDON 2

Account Number: #### #### #### 8577
Closing Date: 06/21/23
Credit Limit: $10,000.00 Available Credit: $8,269.00

VISA

4871

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
05/26/23	05/28/23	5942	24692163146104204301497	AMZN Mktp US*BQ10C90P3 Garbage Picker Amzn.com/bill WA	$32.99	007-650-600 270
05/26/23	05/28/23	5942	24692163146104286005396	AMZN Mktp US*BE1L36EY3 pickleball lines Amzn.com/bill WA	$154.95	014-140-60001
05/31/23	06/01/23	9402	24137463152001389439233	USPS PO 4017920823 updated addresses CONDON OR	$3.70	A10
06/07/23	06/08/23	5942	24692163158103775435739	AMZN Mktp US*0P57J4W43 cable Amzn.com/bill WA	$13.99	A40
06/07/23	06/08/23	5942	24692163158103806018553	AMZN Mktp US*G65NP2VI3 Flags A40 $46.98 Amzn.com/bill WA	$91.93	Park 10 $44.95
06/08/23	06/09/23	5331	24445003160000823789360	DOLLAR TREE THE DALLES OR Noodles	$20.00	pool 010
06/08/23	06/09/23	5310	24137463160001372392811	HOME GOODS #398 pool rug PORTLAND OR	$59.99	pool 010
06/09/23	06/11/23	5942	24692163160105355465487	AMZN Mktp US*H03UJ26I3 Notepads Amzn.com/bill WA	$11.99	A10
06/10/23	06/11/23	5699	24492163161000046973463	SP SWIMOUTLET.COM uniforms HTTPSWWW.SWIM CA	* $1,043.60	pool 010
06/14/23	06/14/23	6010	1 3165121304000170	PAYMENT - THANK YOU	$440.22 -	
06/17/23	06/18/23	5942	24692163168101898340222	AMZN Mktp US*L04C07PJ3 AED batteries Amzn.com/bill WA	$32.97	pool 010
06/19/23	06/20/23	5942	24692163170103361455632	AMZN Mktp US*4Z3U30Q33 Pool clock Amzn.com/bill WA	$33.95	pool 010
06/19/23	06/20/23	5942	24692163170103361491280	AMZN Mktp US*EQ3IU9QK3 toilet paper Key Amzn.com/bill WA	$7.69	A40

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	$ 1,730.23

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1
Account Number: #### #### #### 5886

VISA

Account Summary

Billing Cycle		**06/21/23**
Days In Billing Cycle		**30**
Previous Balance		$1,185.83
Purchases	+	396.97
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$1,185.83
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$396.97**

Account Inquiries

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

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

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

Payment Summary

NEW BALANCE	$396.97
MINIMUM PAYMENT	$396.97
PAYMENT DUE DATE	07/16/2023

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

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$9,603.00
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
05/23/23	05/24/23	7379	24906413143174572689793	✓ WEB*ASMALLORANGE.COM 781-4186707 TX website	$19.99 A150
06/02/23	06/04/23	9402	24137463154001461820688	USPS PO 4017920823 CONDON OR mailing + stamps	$74.90 A10
06/06/23	06/08/23	5812	24692163159104070708662	SQ *CONDON LOCAL Condon OR pool lunch	$47.40 Pool 140
06/08/23	06/09/23	9399	24717053159281590121099	BOLI TECHNICAL ASSIST 971-6730825 OR State + Fed. Posters	$51.00 A40

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
5886

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
06/21/23	$396.97	$396.97	07/16/2023

$ ______ . __

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

5166

MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 #### #### #### 5886 00039697 00039697

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1
Account Number: #### #### #### 5886
Closing Date: 06/21/23
Credit Limit: $10,000.00 Available Credit: $9,603.00

VISA

5166

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
06/14/23	06/14/23	6010	1 3165121304000180	PAYMENT - THANK YOU	$1,185.83 -
06/15/23	06/16/23	9399	24717053166281661107507	DEQ YDO SERVICE FEE 503-2296719 GA	$3.83 S280
06/15/23	06/16/23	9399	24717053166281661107838	DEQ YDO FEES 503-2296719 OR	$166.40 S280
06/15/23	06/16/23	9402	24137463167001397544365	USPS PO 4017920823 CONDON OR	$14.50 G300
06/16/23	06/18/23	9402	24137463168001463614158	USPS PO 4017920823 CONDON OR	$18.95 A10

Aaron DEQ online reg. + WW operator App. Return part mailing

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	$ 396.97

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1
Account Number: #### #### #### 5886

VISA

Account Summary

Billing Cycle		**05/22/23**
Days In Billing Cycle		**31**
Previous Balance		$635.04
Purchases	+	1,185.83
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$635.04
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$1,185.83**

Account Inquiries

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

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

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

Payment Summary

NEW BALANCE	**$1,185.83**
MINIMUM PAYMENT	**$1185.83**
PAYMENT DUE DATE	**06/16/2023**

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

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$8,814.00
Available Cash	$0.00
Amount Over Credit Line	$0.00
Amount Past Due	**$0.00**
Disputed Amount	$0.00

Important Information About Your Account

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Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
04/26/23	04/27/23	9399	24377353117000003500954	GILLIAM COUNTY CLERK Deed - GS 888-8916064 OR	$93.28 A10
04/27/23	04/30/23	5812	24786643118019161515396	THE DRIVE IN CONDON OR Staff mtg lunch	$101.00 A140
05/01/23	05/02/23	5211	24137473122000014500068	9 MASONS SUPPLY CO CLACKAMAS OR	$126.52 Pool 300
05/01/23	05/03/23	5542	24941663122838000191489	HATT'S FUEL STOP Gas for pool supply p/u CONDON OR	$63.61 Pool 140

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
5886

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

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
05/22/23	$1,185.83	$1185.83	06/16/2023

AMOUNT OF PAYMENT ENCLOSED
$ 1185.83

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

812

MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1003 5886 00118583 00118583 0

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 1

Account Number: #### #### #### 5886
Closing Date: 05/22/23
Credit Limit: $10,000.00 Available Credit: $8,814.00

VISA

812

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description		Amount	
05/01/23	05/03/23	5812	24943003123091754000037	CHEESECAKE CLACKAMAS HAPPY VALLEY OR	Pool trip lunch	$68.85	Pool 140
05/04/23	05/05/23	9402	24137463125001387790953	USPS PO 4017920823 CONDON OR	Reser Cert. lett.	$8.37	A10
05/16/23	05/16/23	6010	1 3136121201000100	PAYMENT - THANK YOU		$635.04 -	
05/16/23	05/17/23	7349	24022683136900011916629	DOG WASTE DEPOT.COM 800-7892563 CA	G150 $114.23 P010 $114.24	$228.47	
05/18/23	05/19/23	5085	24755423139731393161000	GRAINGER 877-2022594 IL	Valve	$312.73	Pool 300
05/19/23	05/21/23	5812	24786643140019360335838	THE DRIVE IN CONDON OR	comm. Cleanup lunch	$183.00	A600

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	$ 1,185.83

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 2
Account Number: #### #### #### 8577

VISA

RECEIVED
JUN 1 2023
CITY OF CONDON

Account Summary

Billing Cycle		05/22/23
Days In Billing Cycle		31
Previous Balance		$1,831.75
Purchases	+	440.22
Cash	+	0.00
Special	+	$0.00
Balance Transfers	+	$0.00
Credits	-	$0.00
Payments	-	$1,831.75
Other Charges	+	$0.00
Finance Charges	+	0.00
NEW BALANCE		**$440.22**

Account Inquiries

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

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

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

Payment Summary

NEW BALANCE	$440.22
MINIMUM PAYMENT	$440.22
PAYMENT DUE DATE	06/16/2023

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

Credit Summary

Total Credit Line	$10,000.00
Available Credit Line	$9,550.00
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
04/23/23	04/23/23	5045	24430993113400813001262	MSFT * E0500N5IJP MSBILL.INFO WA online svcs	$37.50 A150
04/23/23	04/23/23	5045	24430993113400813006063	MSFT * E0500N5NRI MSBILL.INFO WA monthly e-mail	$96.00 A150
04/28/23	04/30/23	5942	24692163118104889508824	AMZN Mktp US*HF77J4I92 Amzn.com/bill WA postcards	$88.16 A10
05/01/23	05/02/23	5942	24692163121107178465122	AMZN Mktp US*HM28I98S0 Amzn.com/bill WA Golf Shed #5	$26.97 G150

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

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

Account Number
8577

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
05/22/23	$440.22	$440.22	06/16/2023

$ 440.22

CITY OF CONDON
CITY OF CONDON 2
PO BOX 445
CONDON OR 97823-0445

527

MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1001 8577 00044022 00044022 2

Bank of Eastern Oregon
Member FDIC/Equal Housing Lender

CITY OF CONDON
CITY OF CONDON 2

Account Number: #### #### #### 8577
Closing Date: 05/22/23
Credit Limit: $10,000.00 Available Credit: $9,550.00

VISA

527

Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
05/01/23	05/02/23	5818	24204293121001601482075	Microsoft*Microsoft 365 F 425-6816830 WA Annual office sub.	$99.99 A150
05/11/23	05/12/23	5942	24692163131105012346324	AMZN Mktp US*357I90Q83 Amzn.com/bill WA postcards	$19.75 A10
05/12/23	05/14/23	5942	24692163132106009320040	AMZN Mktp US*5X98P0SL3 Amzn.com/bill WA postcards	$45.98 A10
05/16/23	05/16/23	6010	1 3136121201000090	PAYMENT - THANK YOU	$1,831.75 -
05/17/23	05/17/23	5942	24692163137109517098046	AMZN Mktp US*C15AU0K33 Amzn.com/bill WA garbage picker	$17.98 S270
05/17/23	05/17/23	5942	24431063137083338431827	AMZN MKTP US*NR8QB4XV3 AM AMZN.COM/BILL WA envelope sealer	$7.89 A10

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information

Plan Description	ICM[1]	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR)[2]	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	$ 0.00	1.3200%	15.84%	$ 0.00	
CASH	F	$ 0.00	1.3200%	15.84%	$ 0.00	
FEES/**INTEREST CHARGE**					$ 0.00	
TOTAL				0.00%	$ 0.00	$ 440.22

[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.

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
ACCTECH - A SYSTEMS INTEGRATOR							
1551	ACCTECH - A SYSTEMS INTEG	5202	TECH SUPPORT SVCS	05/31/2023	375.00	375.00	06/13/2023
	Total ACCTECH - A SYSTEMS INTEGRATOR:				375.00	375.00	
ACCUITY, LLC							
759	ACCUITY, LLC	9930	Water Audit	05/30/2023	750.00	750.00	06/13/2023
759	ACCUITY, LLC	9930	Sewer Audit	05/30/2023	750.00	750.00	06/13/2023
759	ACCUITY, LLC	9930	Administration Audit	05/30/2023	500.00	500.00	06/13/2023
	Total ACCUITY, LLC:				2,000.00	2,000.00	
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	75066	TRIMBLE & PENNOYER ST IMP	05/31/2023	2,085.00	2,085.00	06/13/2023
	Total ANDERSON, PERRY, & ASSOC.:				2,085.00	2,085.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	JUNE 2023	Admin Janitorial	06/30/2023	372.85	.00	
115	ARAMARK UNIFORM SERVICES	MAY 2023	Janitorial	05/31/2023	372.84	372.84	06/13/2023
	Total ARAMARK UNIFORM SERVICES:				745.69	372.84	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X06	PHONE	06/06/2023	18.49	.00	
599	AT&T MOBILITY	872564008X06	PW Cell Phone	06/06/2023	18.48	.00	
599	AT&T MOBILITY	MAY 2023	PHONE	05/06/2023	18.49	18.49	06/13/2023
599	AT&T MOBILITY	MAY 2023	PW Cell Phone	05/06/2023	18.48	18.48	06/13/2023
	Total AT&T MOBILITY:				73.94	36.97	
BAUM SMITH LLC							
831	BAUM SMITH LLC	32536	Admin Legal	06/27/2023	607.50	.00	
831	BAUM SMITH LLC	MAY 2023	ANNEXATION DOCUMENTS	05/22/2023	135.00	135.00	06/13/2023
831	BAUM SMITH LLC	MAY 2023	Admin Legal	05/22/2023	457.50	457.50	06/13/2023
	Total BAUM SMITH LLC:				1,200.00	592.50	
BOHN'S PRINTING							
148	BOHN'S PRINTING	87913	Copier Charge	05/31/2023	13.97	13.97	06/13/2023
	Total BOHN'S PRINTING:				13.97	13.97	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X054399	E coli Coliform Testing	05/17/2023	89.50	89.50	06/13/2023
151	BOX R WATER ANALYSIS LAB	X054419	MPN/ Enumeration	05/17/2023	61.00	61.00	06/13/2023
151	BOX R WATER ANALYSIS LAB	X054420	TKN Nitrogen test	05/17/2023	161.00	161.00	06/13/2023
151	BOX R WATER ANALYSIS LAB	X054421	Biochemical Oxygen	05/17/2023	112.00	112.00	06/13/2023
151	BOX R WATER ANALYSIS LAB	X054801	E coli Coliform Testing	06/15/2023	89.50	.00	
	Total BOX R WATER ANALYSIS LAB:				513.00	423.50	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
BUREAU OF LABOR & INDUSTRIES							
149	BUREAU OF LABOR & INDUSTR	JUNE 2023	CITY SHOP PROJECT	06/01/2023	152.95	.00	
149	BUREAU OF LABOR & INDUSTR	JUNE 2023	CITY SHOP PROJECT	06/01/2023	152.95	.00	
	Total BUREAU OF LABOR & INDUSTRIES:				305.90	.00	
CENTRAL KLICKITAT COUNTY PARK & REC DIST							
1561	CENTRAL KLICKITAT COUNTY P	JUNE 2023	LIFEGUARD TRAINING	06/12/2023	600.00	.00	
	Total CENTRAL KLICKITAT COUNTY PARK & REC DIST:				600.00	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	CITY HALL	06/27/2023	157.98	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Golf Course	06/27/2023	104.02	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	CITY PARK	06/27/2023	112.56	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Memorial Hall	06/27/2023	52.73	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Golf Course	06/27/2023	49.12	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Sewer Plant w pivot	06/27/2023	739.88	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Disposal	06/27/2023	349.40	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Golf Course	06/27/2023	269.03	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	City Farm	06/27/2023	2,840.99	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Street Lights	06/27/2023	1,454.75	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	City Farm	06/27/2023	40.83	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Golf Course	06/27/2023	126.94	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Pool	06/27/2023	324.79	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	Library	06/27/2023	335.09	.00	
169	COLUMBIA BASIN ELECTRIC	JUNE 2023	GRADE SCHOOL	06/27/2023	137.54	.00	
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City HALL	05/24/2023	150.02	150.02	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	75.08	75.08	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	PARK	05/24/2023	100.91	100.91	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Memorial Hall	05/24/2023	47.91	47.91	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	45.32	45.32	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Sewer Plant w pivot	05/24/2023	421.17	421.17	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Disposal	05/24/2023	366.78	366.78	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	50.39	50.39	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City Farm	05/24/2023	1,557.08	1,557.08	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Street Lights	05/24/2023	1,454.75	1,454.75	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	City Farm	05/24/2023	39.76	39.76	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Golf Course	05/24/2023	125.40	125.40	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Pool	05/24/2023	52.98	52.98	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	Library	05/24/2023	295.69	295.69	06/13/2023
169	COLUMBIA BASIN ELECTRIC	MAY 2023	GRADE SCHOOL	05/24/2023	137.24	137.24	06/13/2023
	Total COLUMBIA BASIN ELECTRIC:				12,016.13	4,920.48	
CONDON LOCAL							
1566	CONDON LOCAL	JUNE 2023	WORK LUNCH	06/30/2023	31.00	.00	
	Total CONDON LOCAL:				31.00	.00	
D & A AUTO BODY							
216	D & A AUTO BODY	JUNE 2023	Street Light Fix	06/21/2023	1,125.00	.00	
	Total D & A AUTO BODY:				1,125.00	.00	
DEPT. OF ENVIRON. QUALITY							
222	DEPT. OF ENVIRON. QUALITY	WQWSC23003	WW Annual Support fee	05/05/2023	104.00	104.00	06/13/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total DEPT. OF ENVIRON. QUALITY:				104.00	104.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	CL71978	Water Fuel	06/15/2023	270.05	.00	
224	DEVIN OIL COMPANY	CL71978	Sewer Fuel	06/15/2023	270.04	.00	
224	DEVIN OIL COMPANY	MAY 2023	Water Fuel	05/31/2023	396.97	396.97	06/13/2023
224	DEVIN OIL COMPANY	MAY 2023	Sewer Fuel	05/31/2023	396.96	396.96	06/13/2023
	Total DEVIN OIL COMPANY:				1,334.02	793.93	
DONALD JAMIESON							
231	DONALD JAMIESON	JUNE 2023	Stipend	06/01/2023	125.00	.00	
	Total DONALD JAMIESON:				125.00	.00	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	1200671	WATER PARTS	05/04/2023	31.50	31.50	06/13/2023
254	FERGUSON ENTERPRISES	1204848	WATER PARTS	05/31/2023	272.16	272.16	06/13/2023
	Total FERGUSON ENTERPRISES:				303.66	303.66	
GREINER, KATHRYN							
347	GREINER, KATHRYN	JUNE 2023	BROADBAND MTG - REDMOND	06/12/2023	136.24	136.24	06/13/2023
	Total GREINER, KATHRYN:				136.24	136.24	
HALL, DUSTAN							
1590	HALL, DUSTAN	JUNE 2023	STIPEND	06/01/2023	125.00	.00	
	Total HALL, DUSTAN:				125.00	.00	
HASSING, JIM							
761	HASSING, JIM	JUNE 2023	Stipend	06/01/2023	300.00	.00	
	Total HASSING, JIM:				300.00	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	MAY 2023	Golf Fuel	05/31/2023	472.04	472.04	06/13/2023
304	HATTENHAUER DIST.	MAY 2023	Park Fuel	05/31/2023	104.42	104.42	06/13/2023
304	HATTENHAUER DIST.	MAY 2023	Golf Fuel	05/31/2023	36.35	36.35	06/13/2023
	Total HATTENHAUER DIST.:				612.81	612.81	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	MAY 2023	Administration	06/01/2023	201.78	201.78	06/13/2023
766	HOME TELEPHONE COMPANY	MAY 2023	Sewer	06/01/2023	156.63	156.63	06/13/2023
766	HOME TELEPHONE COMPANY	MAY 2023	Water	06/01/2023	41.30	41.30	06/13/2023
	Total HOME TELEPHONE COMPANY:				399.71	399.71	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	MAY 2023	MRC Fiber Project	06/01/2023	2,000.00	2,000.00	06/13/2023
	Total INLAND DEVELOPMENT CORPORATION:				2,000.00	2,000.00	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	JUNE 2023	Pool REPAIRS	06/30/2023	1,215.05	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
328	JAMIESON & MARSHALL	MAY 2023	Golf Repairs	05/31/2023	109.00	109.00	06/13/2023
328	JAMIESON & MARSHALL	MAY 2023	Pool supplies	05/31/2023	74.65	74.65	06/13/2023
	Total JAMIESON & MARSHALL:				1,398.70	183.65	
KIRBY, JEREMY							
1538	KIRBY, JEREMY	JUNE 2023	STIPEND	06/01/2023	125.00	.00	
	Total KIRBY, JEREMY:				125.00	.00	
LEAGUE OF OREGON CITIES							
362	LEAGUE OF OREGON CITIES	11794	Training - PUBLIC MEETINGS, R	06/05/2023	310.99	310.99	06/13/2023
	Total LEAGUE OF OREGON CITIES:				310.99	310.99	
M & A AUTO PARTS							
371	M & A AUTO PARTS	JUNE 2023	CLAMP FOR POOL	06/24/2023	13.16	.00	
371	M & A AUTO PARTS	JUNE 2023	HYDRAULIC FILTER	06/24/2023	42.74	.00	
371	M & A AUTO PARTS	JUNE 2023	HYDRAULIC FILTER	06/24/2023	42.73	.00	
371	M & A AUTO PARTS	JUNE 2023	SHIMS AND CAULK	06/24/2023	12.17	.00	
371	M & A AUTO PARTS	JUNE 2023	WINDSHIELD WASH	06/24/2023	13.37	.00	
371	M & A AUTO PARTS	JUNE 2023	MASKS AND BRUSHES	06/24/2023	13.32	.00	
371	M & A AUTO PARTS	JUNE 2023	NOZZLE	06/24/2023	19.99	.00	
371	M & A AUTO PARTS	JUNE 2023	WISK WITH PAN	06/24/2023	13.99	.00	
371	M & A AUTO PARTS	JUNE 2023	HOSE REPAIR	06/24/2023	1.79	.00	
371	M & A AUTO PARTS	JUNE 2023	BUNGEE	06/24/2023	10.17	.00	
371	M & A AUTO PARTS	JUNE 2023	SEWER PART	06/24/2023	3.16	.00	
371	M & A AUTO PARTS	JUNE 2023	2ND QTR DEMURRAGE	06/24/2023	37.50	.00	
371	M & A AUTO PARTS	JUNE 2023	OIL FILTER AND OIL	06/24/2023	34.92	.00	
371	M & A AUTO PARTS	JUNE 2023	OIL FILTER AND OIL	06/24/2023	34.92	.00	
371	M & A AUTO PARTS	MAY 2023	SW305Q 2020 PICKUP	05/26/2023	59.98	59.98	06/13/2023
371	M & A AUTO PARTS	MAY 2023	WINDSHIELD WASH	05/26/2023	4.59	4.59	06/13/2023
371	M & A AUTO PARTS	MAY 2023	KNIVES	05/26/2023	18.53	18.53	06/13/2023
371	M & A AUTO PARTS	MAY 2023	KNIVES	05/26/2023	18.54	18.54	06/13/2023
371	M & A AUTO PARTS	MAY 2023	SHOVEL	05/26/2023	12.00	12.00	06/13/2023
371	M & A AUTO PARTS	MAY 2023	SHOVEL	05/26/2023	11.99	11.99	06/13/2023
371	M & A AUTO PARTS	MAY 2023	PRUNER	05/26/2023	11.99	11.99	06/13/2023
371	M & A AUTO PARTS	MAY 2023	POOL - BOLTS	05/26/2023	36.79	36.79	06/13/2023
371	M & A AUTO PARTS	MAY 2023	CLAMP AND DRIVER	05/26/2023	19.46	19.46	06/13/2023
371	M & A AUTO PARTS	MAY 2023	HOSE	05/26/2023	59.99	59.99	06/13/2023
371	M & A AUTO PARTS	MAY 2023	POOL - BRUSHES	05/26/2023	15.54	15.54	06/13/2023
371	M & A AUTO PARTS	MAY 2023	SPRAYER	05/26/2023	23.99	23.99	06/13/2023
	Total M & A AUTO PARTS:				587.32	293.39	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	JUNE 2023	Pool Propane #80388	06/20/2023	446.75	.00	
377	MORROW COUNTY GRAIN GRO	JUNE 2023	Pool Propane #80392	06/20/2023	459.49	.00	
377	MORROW COUNTY GRAIN GRO	JUNE 2023	Pool Propane #80389	06/20/2023	430.63	.00	
377	MORROW COUNTY GRAIN GRO	JUNE 2023	Pool Propane #80398	06/20/2023	585.90	.00	
377	MORROW COUNTY GRAIN GRO	MAY 2023	Pool Propane TANK RENTAL	05/31/2023	60.00	60.00	06/13/2023
377	MORROW COUNTY GRAIN GRO	MAY 2023	Pool Propane	05/31/2023	917.28	917.28	06/13/2023
	Total MORROW COUNTY GRAIN GROW.:				2,900.05	977.28	
MURRAY'S CONDON PHARMACY							
394	MURRAY'S CONDON PHARMAC	JUNE 2023	BATTERIES	06/25/2023	15.89	.00	
394	MURRAY'S CONDON PHARMAC	JUNE 2023	SCISSORS	06/25/2023	4.76	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total MURRAY'S CONDON PHARMACY:				20.65	.00	
OBERST, KRISTIN							
1573	OBERST, KRISTIN	MAY 2023	JANITORIAL- 5 HOURS AT $25 P	06/12/2023	125.00	125.00	06/13/2023
	Total OBERST, KRISTIN:				125.00	125.00	
OHA- DRINKING WATER SERVICES							
625	OHA- DRINKING WATER SERVI	PWS ID#41002	Annaul Water System fee 2023	05/28/2023	675.00	675.00	06/13/2023
	Total OHA- DRINKING WATER SERVICES:				675.00	675.00	
OPEN COUNTRY FARM							
433	OPEN COUNTRY FARM	MAY 2023	Golf Supplies - STEER MANURE	05/25/2023	50.00	50.00	06/13/2023
433	OPEN COUNTRY FARM	MAY 2023	Main Street Planters	05/25/2023	527.80	527.80	06/13/2023
	Total OPEN COUNTRY FARM:				577.80	577.80	
PACIFIC GOLF & TURF							
881	PACIFIC GOLF & TURF	P884323POR	Golf Machinery Repairs	05/19/2023	131.34	131.34	06/13/2023
	Total PACIFIC GOLF & TURF:				131.34	131.34	
PARM, DAWN							
908	PARM, DAWN	JUNE 2023	Stipend	06/01/2023	125.00	.00	
	Total PARM, DAWN:				125.00	.00	
POST MASTER							
463	POST MASTER	MAY 2023	Box Rental	05/31/2023	178.00	178.00	06/13/2023
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	250.00	06/13/2023
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	250.00	06/13/2023
463	POST MASTER	MAY 2023	Postage Trust Account	05/31/2023	250.00	250.00	06/13/2023
	Total POST MASTER:				928.00	928.00	
R&R Products							
473	R&R Products	CD2798717	ALLOY SOLID TINE	06/08/2023	134.82	134.82	06/13/2023
473	R&R Products	CD2799658	Golf Supplies	06/12/2023	102.59	.00	
	Total R&R Products:				237.41	134.82	
STINCHFIELD, JAN							
709	STINCHFIELD, JAN	JUNE 2023	Stipend	06/01/2023	125.00	.00	
	Total STINCHFIELD, JAN:				125.00	.00	
THE MCGREGOR COMPANY							
1555	THE MCGREGOR COMPANY	MAY 2023	PARK SUPPLIES	05/31/2023	143.00	143.00	06/13/2023
	Total THE MCGREGOR COMPANY:				143.00	143.00	
THE POOL AND SPA HOUSE							
649	THE POOL AND SPA HOUSE	783940-1	Pool Chemicals & Supplies	06/06/2023	207.00	207.00	06/13/2023
649	THE POOL AND SPA HOUSE	783941-1	Pool Repairs and Maintenance	06/06/2023	484.05	484.05	06/13/2023
649	THE POOL AND SPA HOUSE	783942-1	Pool Chemicals & Supplies	06/12/2023	1,007.09	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
	Total THE POOL AND SPA HOUSE:				1,698.14	691.05	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	JUNE 2023	ELC HEARING	06/08/2023	57.00	.00	
540	THE TIMES-JOURNAL	MAY 2023	REQUEST FOR BIDS - TRIMBLE	05/18/2023	372.00	372.00	06/13/2023
540	THE TIMES-JOURNAL	MAY 2023	COMMUNITY CLEANUP DAY	05/18/2023	120.00	120.00	06/13/2023
540	THE TIMES-JOURNAL	MAY 2023	REQUEST FOR BIDS - HEAT PU	05/18/2023	120.00	120.00	06/13/2023
540	THE TIMES-JOURNAL	MAY 2023	LB - 1	05/18/2023	384.00	384.00	06/13/2023
	Total THE TIMES-JOURNAL:				1,053.00	996.00	
THOMAS FATLAND							
252	THOMAS FATLAND	JUNE 2023	Stipend	06/01/2023	125.00	.00	
	Total THOMAS FATLAND:				125.00	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	JUNE 2023	COMMUNITY PROJECT - LOC B	06/26/2023	62.21	.00	
548	TWO BOYS MEAT & GROCERY	JUNE 2023	PLASTIC WRAP	06/26/2023	3.99	.00	
548	TWO BOYS MEAT & GROCERY	JUNE 2023	CLEANING SUPPLIES	06/26/2023	23.67	.00	
548	TWO BOYS MEAT & GROCERY	JUNE 2023	WATER & GATORADE	06/26/2023	54.65	.00	
548	TWO BOYS MEAT & GROCERY	MAY 2023	SUPPLIES	05/26/2023	19.65	19.65	06/13/2023
548	TWO BOYS MEAT & GROCERY	MAY 2023	GOLF SUPPLIES	05/26/2023	36.98	36.98	06/13/2023
548	TWO BOYS MEAT & GROCERY	MAY 2023	SHOP SUPPLIES	05/26/2023	15.89	15.89	06/13/2023
548	TWO BOYS MEAT & GROCERY	MAY 2023	SHOP SUPPLIES	05/26/2023	15.89	15.89	06/13/2023
548	TWO BOYS MEAT & GROCERY	MAY 2023	COMMUNITY PROJECT - LOC B	05/26/2023	30.57	30.57	06/13/2023
548	TWO BOYS MEAT & GROCERY	MAY 2023	COMMUNITY PROJECT - LOC B	05/26/2023	20.19	20.19	06/13/2023
	Total TWO BOYS MEAT & GROCERY:				283.69	139.17	
VERNON GREY DESIGN							
557	VERNON GREY DESIGN	2329	GOLF COURSE CLUB HOUSE P	05/19/2023	360.50	360.50	06/13/2023
557	VERNON GREY DESIGN	2329	City Hall FRONT ELEVATION PE	05/19/2023	97.50	97.50	06/13/2023
	Total VERNON GREY DESIGN:				458.00	458.00	
VISA							
559	VISA	JUNE 23 5886	WEBSITE	06/21/2023	19.99	.00	
559	VISA	JUNE 23 5886	MAILING AND STAMPS	06/21/2023	74.90	.00	
559	VISA	JUNE 23 5886	POOL WORK LUNCH - CONCR	06/21/2023	47.40	.00	
559	VISA	JUNE 23 5886	STATE & FED WORK POSTERS	06/21/2023	51.00	.00	
559	VISA	JUNE 23 5886	DEQ FEES - A. FITZSIMMONS W	06/21/2023	3.83	.00	
559	VISA	JUNE 23 5886	DEQ FEES - A. FITZSIMMONS W	06/21/2023	166.40	.00	
559	VISA	JUNE 23 5886	RETURN PART	06/21/2023	14.50	.00	
559	VISA	JUNE 23 5886	MAILING	06/21/2023	18.95	.00	
559	VISA	JUNE 23 8577	VACUUM BELT	06/21/2023	8.99	.00	
559	VISA	JUNE 23 8577	MICROSOFT MONTHLY ONLINE	06/21/2023	37.50	.00	
559	VISA	JUNE 23 8577	MICROSOFT MONTHLY EMAIL	06/21/2023	96.00	.00	
559	VISA	JUNE 23 8577	VACUUM	06/21/2023	79.99	.00	
559	VISA	JUNE 23 8577	GARBAGE PICKER	06/21/2023	32.99	.00	
559	VISA	JUNE 23 8577	PICKLEBALL LINES	06/21/2023	154.95	.00	
559	VISA	JUNE 23 8577	UPDATED USPS ADDRESSES	06/21/2023	3.70	.00	
559	VISA	JUNE 23 8577	CABLE	06/21/2023	13.99	.00	
559	VISA	JUNE 23 8577	FLAGS	06/21/2023	44.95	.00	
559	VISA	JUNE 23 8577	FLAGS	06/21/2023	46.98	.00	
559	VISA	JUNE 23 8577	POOL NOODLES	06/21/2023	20.00	.00	
559	VISA	JUNE 23 8577	POOL RUG	06/21/2023	59.99	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
559	VISA	JUNE 23 8577	NOTEPADS	06/21/2023	11.99	.00	
559	VISA	JUNE 23 8577	LIFEGUARD UNIFORMS	06/21/2023	1,043.60	.00	
559	VISA	JUNE 23 8577	AED BATTERIES	06/21/2023	32.97	.00	
559	VISA	JUNE 23 8577	POOL CLOCK	06/21/2023	33.95	.00	
559	VISA	JUNE 23 8577	TOILET PAPER HOLDER KEYS	06/21/2023	7.69	.00	
559	VISA	MAY 23 5886	DEED - GRADE SCHOOL	05/22/2023	93.28	93.28	06/13/2023
559	VISA	MAY 23 5886	STAFF LUNCH	05/22/2023	101.00	101.00	06/13/2023
559	VISA	MAY 23 5886	POOL CONCRETE MIX	05/22/2023	126.52	126.52	06/13/2023
559	VISA	MAY 23 5886	GAS FOR POOL PART TRIP	05/22/2023	63.61	63.61	06/13/2023
559	VISA	MAY 23 5886	POOL TRIP LUNCH	05/22/2023	68.85	68.85	06/13/2023
559	VISA	MAY 23 5886	CERTIFIED LETTER - RESER	05/22/2023	8.37	8.37	06/13/2023
559	VISA	MAY 23 5886	DOG WASTE BAGS	05/22/2023	114.23	114.23	06/13/2023
559	VISA	MAY 23 5886	DOG WASTE BAGS	05/22/2023	114.24	114.24	06/13/2023
559	VISA	MAY 23 5886	POOL VALVE	05/22/2023	312.73	312.73	06/13/2023
559	VISA	MAY 23 5886	COMMUNITY CLEANUP LUNCH	05/22/2023	183.00	183.00	06/13/2023
559	VISA	MAY 23 8577	MICROSOFT ONLINE SVCS	05/22/2023	37.50	37.50	06/13/2023
559	VISA	MAY 23 8577	MONTHLY EMAIL	05/22/2023	96.00	96.00	06/13/2023
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	88.16	88.16	06/13/2023
559	VISA	MAY 23 8577	GOLF SHED NUMBERS	05/22/2023	26.97	26.97	06/13/2023
559	VISA	MAY 23 8577	ANNUAL OFFICE 365 SUB	05/22/2023	99.99	99.99	06/13/2023
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	19.75	19.75	06/13/2023
559	VISA	MAY 23 8577	POSTCARDS	05/22/2023	45.98	45.98	06/13/2023
559	VISA	MAY 23 8577	GARBAGE PICKER	05/22/2023	17.98	17.98	06/13/2023
559	VISA	MAY 23 8577	ENVELOPE SEALER	05/22/2023	7.89	7.89	06/13/2023
	Total VISA:				3,753.25	1,626.05	
VISCO, Inc.							
560	VISCO, Inc.	12392	Street Light Replacement	05/31/2023	1,320.00	1,320.00	06/13/2023
560	VISCO, Inc.	45683	FREIGHT FROM PREVIOUS OR	06/07/2023	200.00	.00	
	Total VISCO, Inc.:				1,520.00	1,320.00	
WAMBEKE WINDOW WASHING							
1589	WAMBEKE WINDOW WASHING	422993	WINDOW WASHING, INSIDE AN	06/13/2023	1,665.00	1,665.00	06/13/2023
	Total WAMBEKE WINDOW WASHING:				1,665.00	1,665.00	
	Grand Totals:				45,491.41	26,546.15	

Dated: ____

Mayor: ____

City Admininstrator: ____

Report Criteria:

Detail report.

Invoices with totals above $0.00 included.

Paid and unpaid invoices included.

CONTRACTOR'S APPLICATION FOR PAYMENT

Owner:	City of Condon, Oregon
Engineer:	Anderson Perry & Associates, Inc.
Contractor:	Brown Contracting, Inc.
Project:	Trimble and Pennoyer Street Improvements - Phase 2 - 2023

Application No.: 1 **Application Date:** 6/30/2023

Application Period: **From** 6/7/2023 **to** 6/30/2023

1. Original Contract Price	$	266,969.00
2. Net Change by Change Orders	$	-
3. Current Contract Price (Line 1 + Line 2)	$	266,969.00
4. Total Work Completed and Materials Stored to Date (see attached)	$	271,592.25
5. Retainage Withheld (5%)	$	(13,579.61)
6. Retainage Paid	$	-
7. Liquidated Damages Withheld	$	-
8. Less Previous Applications for Payments		
9. Amount Due This Application	$	258,012.64

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed; and (5) certified payroll forms are current and account for all applicable personnel.

Contractor: Brown Contracting, Inc.

By *(signature)*: Sean Emrick **Title:** Vice President

Name *(printed)*: Sean Emrick **Date:** 7/6/2023

Recommended by Engineer		**Approved by Owner**	
By *(signature)*:	G.W. Banister	**By *(signature)*:**	
Name *(printed)*:	GRANT W. BANISTER	**Name *(printed)*:**	
Title:	ENGINEER TECHNICIAN	**Title:**	
Date:	7/5/23	**Date:**	

Progress Estimate **Contractor's Application for Payment**

Owner: City of Condon, Oregon
Engineer: Anderson Perry & Associates, Inc.
Contractor: Brown Contracting, Inc.
Project: Trimble and Pennoyer Street Improvements - Phase 2 - 2023

Application No.: 1 **Application Period:** From 06/07/23 to 06/30/23 **Application Date:** 06/30/23

Bid Item		Contract Information				Previous		This Period (Calculated)		Total to Date (Basis of Payment)	
No.	Description	Qty.	Unit	Unit Price	Value of Bid Item	Qty.	Amount	Qty.	Amount	Qty.	Amount
				Original Contract							
1	Mobilization/Demobilization	1	LS	$31,000.00	$31,000.00		-	100%	$31,000.00	100%	$31,000.00
2	Temporary Protection and Direction of Traffic/Project Safety	1	LS	$4,864.00	$4,864.00		-	100%	$4,864.00	100%	$4,864.00
3	Erosion and Sediment Control	1	LS	$1,100.00	$1,100.00		-	100%	$1,100.00	100%	$1,100.00
4	Earthwork	1	LS	$26,000.00	$26,000.00		-	100%	$26,000.00	100%	$26,000.00
5	Base Rock on State Highway	80	TON	$138.00	$11,040.00		-	80	$11,040.00	80	$11,040.00
6	Base Rock	800	TON	$31.00	$24,800.00		-	732	$22,687.04	732	$22,687.04
7	Level 2, 1/2-inch Asphalt Concrete Pavement	240	TON	$229.00	$54,960.00		-	236	$53,984.46	236	$53,984.46
8	Concrete Curb and Gutter	70	LF	$138.00	$9,660.00		-	74	$10,212.00	74	$10,212.00
9	Concrete Pedestrian Curb	120	LF	$115.00	$13,800.00		-	101	$11,620.75	101	$11,620.75
10	Concrete Sidewalk	2,000	SF	$26.00	$52,000.00		-	1,982	$51,532.00	1,982	$51,532.00
11	Additional for Curb Ramp	5	EACH	$2,450.00	$12,250.00		-	5	$12,250.00	5	$12,250.00
12	Adjustment of Utility Cover to Grade	5	EACH	$3,269.00	$16,345.00		-	8	$26,152.00	8	$26,152.00
13	18-inch Culvert Pipe	30	LF	$185.00	$5,550.00		-	30	$5,550.00	30	$5,550.00
14	Armored Riprap Slope	1	LS	$1,600.00	$1,600.00		-	100%	$1,600.00	100%	$1,600.00
15	Surface Restoration	1	LS	$2,000.00	$2,000.00		-	100%	$2,000.00	100%	$2,000.00
				Original Contract Totals	**$ 266,969.00**		**$ -**		**$ 271,592.25**		**$ 271,592.25**

Progress Estimate | **Contractor's Application for Payment**

Owner:	City of Condon, Oregon
Engineer:	Anderson Perry & Associates, Inc.
Contractor:	Brown Contracting, Inc.
Project:	Trimble and Pennoyer Street Improvements - Phase 2 - 2023

Application No.: 1 **Application Period:** From 06/07/23 to 06/30/23 **Application Date:** 06/30/23

Bid Item No.	Description	Contract Information				Previous		This Period (Calculated)		Total to Date (Basis of Payment)	
		Qty.	Unit	Unit Price	Value of Bid Item	Qty.	Amount	Qty.	Amount	Qty.	Amount
Change Orders											
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
				Change Order Totals	$ -		$ -		$ -		$ -
Materials Stored to Date											
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
					$0.00		-	0	$0.00		$0.00
				Total Materials Stored to Date	$ -		$ -		$ -		$ -
Original Contract, Change Orders, and Materials Stored to Date											
				Project Totals	**$ 266,969.00**		**$ -**	**$ -**	**$ 271,592.25**		**$ 271,592.25**

Percent of Contract Price Completed to Date **101.73%**

(B) Mini-storage facilities including onsite caretaker quarters.

(2) *CONDITIONAL USES.*

(A) Heavy industrial uses, as defined, which take place outside an enclosed building.

(B) Agricultural support services including produce storage facilities, including those in excess of 35 feet in height, subject to Fire Department approval.

(3) *PROHIBITED USES.* Aggregate resource extraction and processing sites.

(4) *HEIGHT.* Buildings, structures, or portions thereto shall not be erected to exceed a height of three stories or 35 feet, whichever is less.

(5) *SETBACK REQUIREMENTS.* In the Industrial zone, building setbacks are not required, providing fire codes are met.

(6) *PARKING REGULATIONS.*

(A) Off-street Parking. See Supplemental Provisions ' 152.411.
(Ord. 01-05, passed 6-6-01; Am. Ord. 2012-01, passed 12-7-11)

' 152.305 HISTORIC RESOURCE COMBINING ZONE - HR.

(1) *SCOPE.* The Historic Resource Combining Zone - HR provides a means to recognize and protect properties listed as historic landmarks or districts. Properties listed in the National Register of Historic Places are subject to the review process in all sections of this subchapter even if not listed as a designated historic landmark or district pursuant to Oregon Administrative Rule 600-023-200.

(2) *APPLICABILITY.* The Historic Resource Combining Zone - HR shall be applied to those resources designated as historic landmarks or districts according to the provisions found at ' 152.305(6) and/or listed in the National Register of Historic Places.

(3) *PURPOSE.* The city recognizes that certain significant historic resources located within its boundaries contribute to the unique character of the community. This section establishes a process for designating significant resources as historic landmarks or districts, reviewing major alternation including additions and new construction to historic landmarks or districts, removal of historic designation, and relocation or demolition of designated historic landmarks or districts.

(4) *POWERS AND DUTIES OF THE PLANNING COMMISSION.* The Planning Commission shall be the final review body under the provisions of this section with the ability to approve, approve

with conditions, or deny an application reviewed under this section unless an appeal is filed with the City Council. The Planning Commission may:

(A) Employ the procedures and review criteria in '' 152.305(6) through 152.305(9), the Commission shall review and act upon applications for designation of historic landmarks or districts, major alterations including additions and new construction, removal of a landmark designation, and relocation or demolition of historic landmarks or districts.

(B) Develop and publish, and/or adopt, written and graphic design guidelines and example materials to clarify the review criteria in this section and to assist applicants in developing complete and viable applications.

(C) Adopt rules and procedures for the internal functioning of the Commission in matters pertaining to this section.

(D) Advise and make policy recommendations to the City Council in matters relating to historic preservation.

(E) Organize a Historic Technical Advisory Committee (HTAC) that may advise the Planning Commission on matters concerning historic landmarks or districts. The HTAC may:

1. Inform the citizens of, and visitors to the city, regarding the community's history, architecture, and prehistory;

2. Promote research into the local and regional history and prehistory;

3. Collect and make available materials on the preservation of historic resources and historic landmarks and districts;

4. Document historic resources and historic landmarks or districts prior to major alterations, additions, new construction, and/or demolition or relocation;

5. Advise the Planning Commission about public incentives and code amendments concerning historic resources;

6. Make recommendation to the Planning Commission on deleting or adding to the list of designated historic landmarks and districts;

7. Advise and make recommendations to the Planning Commission on applications for landmark designation, and alterations, new construction, additions, and demolition or relocation of a historic landmark or district.

(5) *REVIEW PROCEDURE.*

(A) Application. The Planning Commission, the City Council, recognized neighborhood groups, interested persons, property owners, or their authorized agents may initiate a request for historic landmark or district designation, and a property owner or their authorized agent may initiate a request for a permit for alteration, including additions or new construction, or relocation/demolition of a historic landmark by filing an application with the City Zoning Officer using forms prescribed for the purpose by the city.

(B) Public Review Procedure. The City Zoning Officer shall refer applications for designation, alterations including additions and new construction, relocation/demolition or removal of a landmark designation of a historic landmark or district to the Planning Commission for a public hearing with the exception of alterations classified as minor alterations under ' 152.305(7)(A)(1).

1. The City Zoning Officer shall initiate a public hearing within 21 days of receipt of the application.

2. A public notice of the hearing, authorized or required by this section, shall be published in a newspaper of general circulation in the city at least ten days prior to the date of the hearing.

3. A notice of hearing on such applications shall be mailed to the owners of properties within 250 feet of the property lines of subject property and other identifiable potentially affected persons or parties. The notice shall be mailed at least ten days prior to the date of hearing.

4. In addition to other notice requirements, the Zoning Officer shall send notice to the Gilliam County Historical Society, the State Historic Preservation Office, and other interested parties.

5. The notice provisions of this section shall not restrict the giving of notice by other means, including mail, posting of property, or use of radio and television.

6. The Planning Commission shall hold a public hearing and render a decision on the application based on the review criteria established in this section.

7. Within five days after the Planning Commission's decision with reference to the application, the city shall provide the applicant with written notice of the decision.

(6) *HISTORIC LANDMARK DESIGNATION.* The Planning Commission shall review all applications for historic landmark or district designations and hold a public hearing for a final determination. No property shall be designated as a historic landmark without the consent of the owner, or in the case of multiple ownership, a majority of the owners.

(A) Review Criteria. The historic landmark shall be at least 50 years old (unless of exemplary architectural or historical significance), contribute to the continuity or historic character of the community, possess sufficient historic integrity, and meet at least one of the following criteria:

1. Associated with past trends, events, or values that have made a significant contribution to the economic, cultural, social and/or political history of city, county, region, state, or nation; or

2. Associated with the life or activities of a person, group, organization, or institution that has made a significant contribution to the city, county, region, state, or nation; or

3. Embodies distinguishing architectural characteristics of a period, style, method of construction, craftsmanship, or in use of materials; or is the only remaining, or one of few remaining, resources of a particular style, building type, design, material, or method of construction, or is a prominent visual landmark with strong associations to the community; or

4. Is representative of the work of a designer, architect, or master builder who influenced the development and appearance of the city, county, region, state, or nation; or

5. Contains archaeological artifacts that have yielded or are likely to yield information related to prehistory or to the early history of the local, county, state, or nation; or

6. Currently listed on the National Register of Historic Places.

(B) If the Commission acts to approve the proposed landmark or district designation, or to approve with conditions, the subject property(s) shall be subject to the provisions of ' 152.132(7) - (9).

(7) *EXTERIOR ALTERATIONS, ADDITIONS, AND NEW CONSTRUCTION.*

(A) Review Criteria. Review by the Planning Commission is required for all major exterior alterations or additions to designated historic landmarks or districts, and new construction within a historic district or on the same parcel as a designated historic landmark with the exception of alterations classified as minor alterations.

1. <u>Review Criteria for Minor Alterations</u>. Minor alterations may be approved by the Zoning Officer at his or her discretion without public notice, or may be elevated to the Planning Commission. The Zoning Officer may consult with the Planning Commission and the State Historic Preservation Office. Any administrative decision shall be made in writing and the decision shall be copied to the Planning Commission. In granting an administrative approval, the director may attach such conditions as he/she deems necessary to protect the resource. The following are considered minor alterations:

(a) Replacement of gutters and down-spouts, or the addition of gutters and down-spouts, using like materials or materials that match those that were typically used on similar style buildings; and

(b) Repairing or providing a new foundation that does not result in raising or lowering the building elevation. The repair or new foundation shall not affect the appearance of the building; and

(c) Replacement of wood siding, when required due to deterioration of like material, with wood material that matches the original siding in materials, dimensions, and textural qualities; and

(d) Replacement of existing window sashes with new sashes, when using material which matches the original historic material and appearance. Severe deterioration of the original window sashes has to be evident; and

(e) Repair and/or replacement of roof material with the same kind of roof material existing, or with materials which are in character with those of the original roof; and

(f) Other minor alterations specified by the Planning Commission, such as awnings and sign installation, established as written policies or outlined in design guidelines.

2. Review Criteria for Major Alterations. The Planning Commission shall approve an application for major alterations if the proposed alteration is determined to be harmonious and compatible with the appearance and character of the historic landmark or district and shall disapprove any application if found detrimental or unsightly, grotesque, or adversely affecting the architectural significance, the integrity or historical appearance, or the educational or historical value of the resource. The following guidelines are based on the Secretary of Interior Standards for Rehabilitation and apply to exterior alterations to historic landmarks or districts:

(a) Every reasonable effort shall be made in the proposal to provide a compatible use for the property which requires a minimal alteration of the resource, or to use the property for its original intended purpose.

(b) Retention of original construction features shall be preserved, so far as practicable. The removal of distinctive materials, features, finishes, and construction techniques, or alterations of features, spaces, and spatial relationships that characterize the historic landmark or district shall be avoided.

(c) Each historic landmark or district shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall be avoided.

(d) Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

(e) Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

(f) Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and where possible, material. Replacement of missing features shall be substantiated by documentary and physical evidence.

(g) Chemical and physical treatment, if appropriate, shall be undertaken using the most gentle means possible. Treatment such as sandblasting or harsh chemical cleaning that cause damage to the historic material shall not be used.

(h) Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

(i) Whenever possible, new additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the historic landmark and district. The new addition shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.

(j) New additions and adjacent or related new construction, within a district or on the same parcel as a designated historic landmark shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic landmark or district and its environment would be unimpaired.

(k) New construction. The design of new construction shall be compatible with the design of the historic landmark or district considering scale, style, height, setbacks, architectural detail, and materials. The location and orientation of the new construction shall be consistent with the typical location and orientation of similar building in the area considering setbacks, distances between building, location of entrances, and similar citing considerations.

(l) Murals. Murals shall be subject to the review criteria set forth division (A)(2) of this section and subject to the size requirements established in ' 152.410.

(B) Exemptions from Review. Nothing in this section shall be construed to prevent the normal maintenance or repair of any exterior architectural feature on any property covered by this section that does not involve a change in design, material, or external appearance thereof. Normal maintenance may include, but not be limited to, painting and related preparation, ground care and maintenance required for the permitted use of the property, and existing materials replaced in-kind because of damage or decay of materials. Nor does this section prevent the construction, reconstruction, alteration, restoration, demolition, or removal of any such features when the Building Official or city determines that such emergency action is required for the public safety due to an unsafe or dangerous condition.

(8) *RELOCATION OR DEMOLITION OF AN HISTORIC LANDMARK.*

(A) Review Criteria. In order to approve an application for the relocation or demolition of an historic landmark or district, the Commission must find all of the following:

1. The historic landmark or district cannot be economically rehabilitated; and

2. A program or project does not exist which may reasonably result in preservation of the historic landmark or district; and

3. Delay of the permit would result in unnecessary and substantial hardship to the applicant; and

4. Issuance of the permit will not act to the substantial detriment of the public welfare considering the significance of the historic landmark or district.

(B) Action of Planning Commission. At the hearing of an application to relocate or demolish a historic landmark or district, the Planning Commission may delay issuance of a permit for up to 120 days from the date of the hearing. During this period, the city shall attempt to determine if public or private acquisition and preservation is feasible or if other alternatives are possible which could be carried out to prevent relocation or demolition of the historic landmark or district. The city may request advice from the County Historical Society and the State Historical Preservation Office.

(C) Conditions. In approving an application for removal or demolition of an historic landmark or district, the Planning Commission may impose the following conditions:

1. Photograph, video, or drawn recordation of the property; and/or

2. Salvage and curation of significant elements; and/or

3. Other reasonable mitigation measures.

(9) *REMOVAL OF HISTORIC LANDMARK DESIGNATION.*

(A) The Planning Commission shall review all applications for removal of an historic landmark or district designation based upon findings that removal of the historic designation will not adversely

	Current Owner	Tax Log	Tax Lot Size % acre	MAV	RMV	Selliing Price	When Sold	Selling Price per acre	Price per Acre MAV	Utilities - W/S	Dev Street	Zone
a	Gilliam County	4s21E10DB-00800	0.23	1,670.00	4,040.00	NA	NA	NA	7,260.87	N	Yes-Summit	R1-FP
b	Patrick & Anja Mundy	4S21E10EBC-00802	1	7,430.00	19,120.00	26,500.00	6/3/2019	26,500.00	7,430.00	N	Yes - 5th	R1
c	City of Condon	4S21E10BA-00300	0.25	7,270.00	11,470.00	NA	NA	NA	29,080.00	N	N - 1st UD	P/OS
d	Robert & Susan Mallgren	4S21E10CD-03804	0.23	4,057.00	2,410.00	10,000.00	2/15/2018	43,478.26	17,639.13	N	Yes-Bayard	R1
e	Rick & Leah Watkins	4S21E10CB-02800	0.52	9,210.00	5,660.00	5,000.00	4/17/2023	9,615.38	17,711.54	N	Yes - B	P/OS
f	Michael Bell	4S21E10BA-01606	0.34	10,050.00	11,420.00	15,000.00	5/11/2021	44,117.65	29,558.82	N	Yes-2nd	R1
g	Steven & Elizabeth Korb	4S21E10CA-02700	0.23	5,000.00	9,820.00	6,200.00	8/6/2020	26,956.52	21,739.13	N	Yes-Potter/Linc	R1

City of Condon

Memorial Hall Ductless Heat Pumps

Tuesday, June 13, 2023

	Submission Date	Bid Proposal
Jamieson & Marshall	6/13/2023	14,495.00
Gordon's Heating and Cooling	6/9/2023	14,200.00
JRT Mechanical	6/13/2023	20,336.00

** All bids were accepted within the deadline

Gordon's Heating and Cooling
214 SE Emigrant
Pendleton or, 97801
June 9, 2023

To: City Of Condon
128 S. Main Street
Condon Oregon

Attn Kathryn Greiner

Re: Quote to furnish and install new high efficient Daikin ductless heat pump at the Veteran's Memorial Hall.

Quote Includes:

1. *Furnish and install two high efficient cold weather Daikin ductless outdoor heat pump condensers, model RXL234UMVJUA. These outdoor condensers will be matched up with two indoor wall mounted air modules, model FTX24UVJU. The combination of these two systems will give you 48,000 Btu's of capacity and they are rated at 20 SEER and 10.3 HSPF efficiency ratings.*

2. *Furnish and install two wall brackets to set the new outdoor heat pump condensers on.*

3. *Furnish and install refrigerant line sets, one for each system, includes – all connections, purging, evacuation and charging the new systems with R410a refrigerant.*

4. *Furnish and install condensate piping to an approved location.*

5. *We will cover any exposed refrigerant piping with a vinyl covering to within 2-3 feet of the outdoor heat pump condenser.*

6. *All high voltage electrical for each outdoor heat pump condenser and inter-connecting wiring from the condenser to each wall mounted air module. Includes a service outlet near the outdoor heat pump condensers.*

7. *Complete startup of each new Daikin ductless heat pump systems.*

8. *All material, labor and permits to complete the above work.*

9. *We honor all factory warranties and offer a one-year labor warranty.*

Quote: $ 14,200

Note: please let us know if you would like a price to add a HRV ventilator to meet the current fresh air requirements for the building.

Thank you for the opportunity to provide this quote, please do not hesitate to call or email with any questions you might have.

Dan Leonard
Gordon's Heating and Cooling
541-379-5113
thefurnaceman@gmail.com – CCB# 156013

CITY OF CONDON ORDINANCE
ORDINANCE NO. 2024-01

AN ORDINANCE LIMITING THE TOTAL NUMBER OF SHORT-TERM RENTALS WITHIN THE CITY OF CONDON AND ESTABLISHING A PERMITTING PROCEDURE AND APPLICABLE CRITERIA

WHEREAS, The City of Condon finds that Short-Term Rentals as defined may impact the availability of long-term rentals within the City; and

WHEREAS, The City finds that establishing a cap to the total number of Short-Term Rentals allowed is the most effective way to manage these units. The City has determined that a 15 total residential addresses is an appropriate cap; and

WHEREAS, The City finds it necessary to establish specific criteria applying to Short-Term Rentals and establishing a clear and objective approval process.

NOW THERFORE, the City of Condon ordains as follows:

SECTION 1 – Purpose

The Purpose of this ordinance is to allow short-term rentals in the City of Condon with the goal of minimizing impacts to the residential housing stock in the city and to ensure and maintain livable neighborhoods. The City of Condon limits the total number of Short-Term Rentals, as defined, to 15 addresses operating as such within the City at one time. Additionally, all Short-Term Rental operators must apply for and receive a Short-Term Rental Permit annually.

SECTION 2. – Definitions

SHORT-TERM RENTAL – Dwelling units rented for a period of less than 30 days, subject to the City of Condon Transient Lodging Tax.

SECTION 3 – Authority

The City Administrator is empowered to administer and enforce this ordinance. The procedures outlined in the Condon Zoning Ordinance may be used in the administration of this ordinance. The provision of this ordinance may be amended by motion of the City Council.

SECTION 4 – Conformance

No Short-Term Rental may be advertised or occupied unless it conforms to the provisions of this ordinance. A Short-Term Rental Permit must be obtained from the City Administrator prior to advertising or renting a Short-Term Rental.

SECTION 5 – Short-Term Rental Standards

The following standards shall apply to all Short-Term Rentals permitted herein:

1. Short-Term Rentals shall be considered residential uses and may only occur where residential uses are permited.

2. Short Term-Rentals are subject to the City of Condon Transient Lodging Tax as enacted in Chapter 112 of the Condon Municipal Code.

3. All Short Term-Rental operators shall provide the Good Neighbor Fact Sheet as provided by the City to all renters.

4. All Short-Term Rental Permits expire on December 31st annually and must be renewed prior to continuing use of a Short-Term Rental. Renewal applications shall receive preference over new applications when the maximum number of addresses (15) is reached.

SECTION 6 – Permits, Application Materials, and Fees

1. A Short-Term Rental Permit is required prior to the operation of a Short-Term Rental within the City of Condon.

2. Complete permit applications and renewals are required prior to the operation of a Short-Term Rental within the City of Condon. Incomplete applications shall not be processed by the City until all required information is received.

3. A complete application shall include the following:

    a. Transient Lodging Tax.

    b. The name, phone number, and address of a local contact.

    c. A completed application form acknowledging it is the operator's responsibility to ensure the facility remains compliant with all provisions of this and other City Codes, with Oregon State Health, Safety, Building, Fire Codes, and Tourist Facilities requirements in Oregon.

    d. Acknowledgement of requirement to provide renters with the Good Neighbor Fact Sheet.

SECTION 11- Civil Penalty

A fine not to exceed $100.00 per day for each day the violation occurs may be levied by a Court of competent jurisdiction.

SECTION 12- Severability

The provisions of this Ordinance are severable. If a section, sentence, clause or phrase of this Ordinance is adjudged by a court of competent jurisdiction to be invalid, the decision shall not affect the validity of the remaining portions of this Ordinance.

ADOPTION

APPROVED by the City Council of the City of Condon this 12th day of July 2023.

CITY OF CONDON

____

Jim Hassing, Mayor

ATTEST:

____

Kathryn Greiner, City Administrator

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

MINUTES
JOINT CITY COUNCIL & PLANNING COMMISSION MEETING
128 S. MAIN STREET, CONDON, OR 97823
WEDNESDAY, JUNE 14, 2023, 5:30 PM

1. CALL JOINT COUNCIL & PLANNING COMMISSION MEETING TO ORDER

Mayor Jim Hassing called the meeting to order at 5:37 p.m.

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors Jan Stinchfield, Donald Jamieson, Jeremy Kirby (zoom); Planning Commissioners - Vernon Grey and Rachel Weinstein (zoom); Staff - City Administrator Kathryn Greiner and Planning Consultant Kirk Fatland.

Absent: Councilors - Dawn Parm, Tom Fatland and Dustan Hall; Planning Commissioners - Cody Bettencourt, Haylee Potter and Mark Wilson.

3. PUBLIC COMMENT

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

Barbara Anderson was present and asked to submit comment during the short-term rental (STR) discussion. This was approved by Mayor Hassing.

4. DISCUSS SHORT-TERM RENTALS

4.1. Staff & Planning Consultant Presentation

Fatland gave a Powerpoint presentation but noted that there were two issues that came up in discussion of the STR issue. The first was nuisances such as noise, garbage or other issues in or near the STR property. He stated that these issues are covered in other ordinances for all citizens and visitors. The second issue was the impact of long-term rental stock in Condon. His Powerpoint presentation went through what several other cities have done with their ordinances to address the STR issue, but noted that none of these cities seemed to have the same issues as Condon. STR is noted for a rental of 30 days or less. All STR are charged the city's 5% transient tax. Fatland stated that the theory of taking each application on a "case by case" basis to accept the STR is not concise and is a poor way of handling the STR. He gave examples of Bay City, John Day, Joseph, Mauping and Moro. In Maupin, it notes, it is only allowed in certain zones and what has happened is that many of the properties are asking to be rezoned to make them a STR. Discussed limiting the STR to 25 units in Condon and included it in the ordinance. Councilor Jamieson stated that he did not like putting numbers on this when there are so many second homes that are vacant most of the year. Discussion was held regarding the number of units and how you classified the units - room or residence.

Fatland made the following recommendations:

- establish STRs as residential uses - allowing only where residential uses are currently located
- Set a limit of 25 STR units in Condon
- Site plan including parking available for guests
- local contact
- application that includes site plant of parking for guests, transient tax, local contact and Good Neighbor agreement

Barbara Anderson stated that she rented through Air B&B which has standards that makes her, as a property owner, have accountability make other renters. She also noted that her STR is also available to rent long-term and that she has a set of rules when renting, with an example of no parties. Councilor Kirby stated that by allowing Accessory Dwelling Units as STR, it may allow first time home buyers the additional revenue to afford the purchase of a home. Commissioner Weinstein agreed with Councilor Kirby.

A sample ordinance was presented outlining the applications that need to be renewed annually, application requirements, number of STR units, penalties and other definitions in relation to STR.

It was the consensus of the group to change the number of STR to 15, that the Good Neighbor handbook will be one sheet that includes local contact and other city informationand that city attorney Wyatt Baum will review the changes to the ordinance.

5. NEXT STEPS

Next steps are to have Fatland make the changes to the ordinance as outlined with the consensus of the group and have Baum review. CA Greiner will bring the ordinance to the city council at their July 12 meeting for approval. It was noted that it is important for the city to communicate these changes with the community through website, social media and the chamber of commerce.

6. ADJOURN JOINT COUNCIL & PLANNING COMMISSION MEETING

Mayor Hassing adjourned the joint work session at 6:32 p.m.

________________________________Date ________
Jim Hassing, Mayor

ATTEST: ________________________________ Date ______________
Kathryn Greiner City Administrator

Kathryn Greiner

From: Kathryn Greiner
Sent: Thursday, July 06, 2023 8:16 AM
Subject: FW: Visioning

From: Cayla Catino <ccatino@rdiinc.org>
Sent: Friday, June 16, 2023 1:27 PM
To: Kathryn Greiner <admin@cityofcondon.com>
Cc: Amy Hause <ahause@rdiinc.org>
Subject: RE: Visioning

Hello Kathryn,
This is so exciting! We look forward to working with you on this and I've got some exciting news too! I talked to our team and we looked at our budgets and RDI has some funding to provide some match to help make this happen for you. We are able to pitch in $10,000 for this process!

We would like to start the process with our funding first, because we need to spend it this year, and then after that is spent we can start billing you. We can also do this in sections and can help you and K'Lynn brainstorm ideas for funding the $10,000 remainder of the project as we go along.

As far as timeline, our capacity is stretched a little thin this summer and I've never found launching anything in summer is good, so I see us being able to schedule some prep meetings as early as late August and then starting to really get the ball rolling in September. Would that timeline work for you?

Again, I am truly looking forward to this and am excited to spend more time in Condon. This project will be led by myself and my colleague, Marci Miller, who is based in Moscow Idaho (I'm excited for her and K'Lynn to meet since she is a UofI graduate) and Amy Hause will be overseeing and providing guidance along the way too.

Keep me updated on the City Council meeting and let me know if there is anything else you need from us.

Warmly,

Cayla Catino (she/her)
Program Manager

Rural Development Initiatives, Inc.
Cell: 971-343-2713 | ccatino@rdiinc.org

CONTRACT FOR
PROFESSIONAL SERVICES

This agreement is made and entered into between:

City of Condon "**Condon**"

And

RURAL DEVELOPMENT INITIATIVES, INC. "**RDI**"

R E C I T A L S

A. The City of Condon is a City in Gilliam County, Oregon.

B. RDI is an Oregon nonprofit corporation organized to provide leadership and create regional economic prosperity for our members through business development, the support of civic, educational and cultural programs and the enhancement and promotion of tourism development to ensure thriving communities. RDI will provide professional services to Condon upon the terms and conditions set forth in this Contract.

NOW, THEREFORE, since it is to the mutual benefit that both parties work together and in collaboration with each other to successfully accomplish this worthy project and in consideration of the premises and of the mutual covenants contained herein, the parties agree as follows:

1. Appointment of Independent Contractor

Condon hereby appoints RDI as an independent contractor for the purpose of performing the services set forth on Attachment A, Scope of Work. No scope may be added without the full consent and agreement of both parties.

RDI will deliver all services under this scope.

2. Term

This contract shall be effective September 1, 2023 and unless sooner terminated pursuant to the provisions of Section 7, shall terminate June 30, 2024. It is understood that the timeframe for achieving the Contract's outcome will be somewhat flexible as informed by the good faith of RDI and Condon.

3. Relationship of the Parties: Subcontracts

A. RDI is an independent contractor in as much as Condon retains control of only the outcome of performance and that RDI has the appropriate licensing needed to provide the service and will provide the necessary equipment to perform such service; and both parties stand ready to absorb any losses which could possibly occur through this venture. Nothing contained herein shall be deemed to create a partnership, joint venture, employee or agency relationship between the parties. RDI shall not represent itself to the public as an agent, employee, partner or joint venture of Condon without express written permission.

While working on this contract Condon will acknowledge RDI's branding on all related materials, intellectual property and public statements.

B. RDI shall not enter into any subcontract for any of the work scheduled under this Contract without obtaining the prior written approval of Condon.

4. Compensation

RDI shall be compensated for the scope of work referenced in Attachment A. The agreed upon amount is $30,000 for services and expenses. Work in the agreed scope will cost $40,000, and RDI will use its own sources of funding to cover the cost for $10,000. The remaining $10,000 of funding will be discussed next year.

RDI shall invoice Condon $20,000 at the start of the contract.

5. Expenses

No incurred expenses will be reimbursed, unless specified in Attachment A.

6. Indemnification and Insurance

To the fullest extent permitted by law, RDI shall indemnify and hold harmless Condon and its directors, employees and agents, from and against all claims, damages, losses and expenses, including, but not limited to, attorney fees, arising out of or resulting in any way from the performance or nonperformance of the activities described in this Contract except for any claims, damages, losses or expenses caused solely by the negligence of Condon, which Condon agrees to indemnify and hold RDI harmless there from.

7. Termination and Modification

A. This Contract may be terminated prior to its stated termination date by the mutual consent of both parties, or by either party for any reason upon 30 days advance written notice.

B. In the event of RDI's default, Condon, by written notice of default may terminate the whole or any part of this Contract immediately:

(1) if RDI fails to provide services called for by this Contract and listed on Attachment A within the time specified herein or any extension thereof granted by RDI; or

(2) if RDI fails to perform any of the other provisions of this Contract, or so fails to pursue the work as to endanger performance of this Contract in accordance with its terms, and after receipt of written notice from Condon, fails to correct such failures within 10 days or such longer period as Condon may authorize in such notice.

The rights and remedies of Condon provided in the above clause relating to defaults (including breach of contract) by RDI shall be in addition to any other rights and remedies provided by Oregon law or under this contract.

8. Ownership of Work Product

Work product independently produced by RDI under this Contract is the sole property of RDI, unless otherwise stipulated in Attachment A.

9. **State Worker's Compensation Act**

RDI and its subcontractors working under this Contract (if any), are subject employers under the Oregon Workers' Compensation Law, and shall comply with ORS 656.017, which requires an employer to provide Workers' Compensation coverage that satisfies Oregon law for all of an employer's subject workers. Condon shall not be responsible for providing Worker's Compensation coverage to RDI or any of RDI's subcontractors or employees working under this Contract.

10. **Independent Consultant**

RDI shall perform all Services as an independent contractor. Although Condon reserves the right (a) to determine (and modify) the delivery schedule for the services and (b) to evaluate the quality of the completed performance, Condon cannot and will not control the means or manner of the RDI's performance. RDI is responsible for determining the appropriate means and manner of performing the services.

11. **Assignment**

Neither this Contract nor any interest in this Contract or in the rights thereunder shall be assigned, conveyed or transferred in any manner whatsoever, directly or indirectly by RDI.

12. **Attorney Fees**

If an action is instituted to declare or enforce any provision of this Contract, the prevailing party shall be entitled to recover reasonable attorney fees from the losing party in the trial and all appellate courts, in addition to any other recovery and costs.

13. **Notices**

Any notice required or permitted under this Contract shall be given when actually delivered or when deposited in the United States mail as certified mail with postage prepaid, addressed to the parties as indicated below their signatures, or to such other address as may be specified from time to time by notice in compliance with this Section.

14. **Waiver**

The failure by either party at any time to require performance of any provision of this Contract shall in no way affect the right to enforce that provision or be deemed a waiver of any subsequent breach of any such provision.

15. **Integration and Amendment**

This Contract is the final and complete agreement of the parties and there are no understandings, agreements or representations, oral or written, not contained here in regarding the subject matter of this Contract. This Contract may not be amended except by a written agreement signed by both parties.

16. **Governing Law**

This Contract shall be interpreted, construed, governed and enforced according to the laws of the State of Oregon.

"RDI"
Rural Development Initiatives, Inc.

____ __________July 11, 2023______________
Signature Date
Heidi Khokhar, Executive Director
Rural Development Initiatives
91017 S Willamette St
Coburg, OR 97408

93-1073746__________________
Employer Identification Number

"CONDON"

____ __________________________________
Signature Date
Jim Hassing, Mayor
City of Condon
PO Box 445
Condon, OR 97823

Attachment A: SCOPE OF WORK

RDI will provide the following services to Condon:

City of Condon Community Visioning

Description of RDI

Rural Development Initiatives is a place-based organization working hand-in-hand with communities to strengthen rural people, places, and economies in the Pacific Northwest. RDI was established as a nonprofit 501(c)(3) organization in 1991 and has worked in over 300 rural communities in Oregon, Washington, Idaho, and Northern California. We have supported over 8,000 rural leaders working for community and economic vitality, engaged over 700 rural Latinx people in financial literacy and business trainings, helped create and implement economic development strategies in hundreds of rural communities, and convened over 4,000 people at our biennial Regards to Rural conferences.

RDI holds the uncompromising belief that answers and priorities, driven by a diversity of local people and built from a community's assets, are key to achieving rural community prosperity. RDI works alongside rural communities to build networks of rural leaders, revitalize rural economies, and elevate rural voices to create community vitality.

Proposed Scope of Work

RDI will work with the City of Condon to engage the community in a visioning process. The outcomes will be a vision statement for 2050 and a 10-year action plan.

Step 1: Plan & Launch Community Meeting 1 (Month 1-2)
RDI will facilitate 1-2 virtual meetings with the City to clarify goals, outcomes, timeline, and scope and identify key stakeholders that need to be involved and their roles. RDI will review previous plan and current planning documents for reference. RDI will work with the City to organize and facilitate a broader kick off meeting with stakeholder (in-person) where we will review the process, timeline, and form a Citizens Advisory Committee (CAC).

City of Condon is responsible for providing a location and refreshments for the kick-off meeting.

Estimated Cost: $5,500

Step 2: Survey 1 - Community Input & Values (Month 2-3)
RDI will design a simple online survey and marketing materials with input from the City and CAC to distribute to residents gathering broad goals and vision for the future.

This will include 1-2 virtual meetings with the City and CAC. RDI will set up the online survey and provide a flyer and/or postcard for distribution. RDI will analyze the results and put them into a graphic format.

Estimated Cost: $3,750

Step 3: Interviews and Focus Groups (Month 3-4)
RDI will co-develop interview and focus group questions and conduct four focus groups (in-person) with representatives from priority groups and up to eight 1:1 interviews with key stakeholders in person or virtually.

The CAC is responsible for identifying and organizing the focus groups and key stakeholders and providing refreshments if desired. RDI will co-facilitate the focus groups with a CAC member (during one 2-day visit) and conduct interviews with participation from CAC members.

Estimated Cost: $8,500

Step 4: Community Meeting 2 - Community Aspiration Event (Month 5-6)
RDI will facilitate a three-hour community aspiration event (in-person) to review results from the survey, focus groups, and interviews. Anticipated results consist of a community vision statement, community values, long-term goals, and description of success. The meeting will also serve to identify potential volunteers who would like to be involved in working on these long-term areas of focus. RDI will develop a flyer for distribution, social media posts, and workshop materials. The CAC will publicize the workshop to a broad range of community members and arrange the venue and refreshments.

Estimated Cost: $7,000

Step 5: Survey 2 - Prioritization (Month 6-7)
RDI will debrief event with CAC, refine draft of vision statement and community values and design a second survey to identify community priorities and assess interest in participation.

Estimated Cost: $3,750

Step 6: Community Meeting 3 - Goal Setting (Month 7)
RDI will consolidate results from the second survey and facilitate an in-person workshop to finalize the vision and values and set goals and next steps around community priorities. Outcomes include a finalized vision and values statement, long-term goals, and a short-term (1-3 year) action plan that reflects the long-term vision.

Estimated Cost: $6,000

Step 7: Final Vision (Month 8-9)
RDI will produce a concise user friendly and graphically appealing document that captures the vision statement, values, goals, and action plan. RDI will circulate to CAC and incorporate feedback.

Estimated cost: $5,500

Total Budget: $40,000