



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

AGENDA REGULAR CITY COUNCIL MEETING

WEDNESDAY, DECEMBER 6, 2023, 7:00 PM

<https://us02web.zoom.us/j/83618193993?pwd=c1NSVmRYeno4QmpQdTVWSnFDaG1rdz09>

- 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. PUBLIC HEARING - ORDINANCE 2024-05 ALLEY VACATION**
 - 5.1. Open Public Hearing**
 - 5.2. Staff Report on Alley Vacation**
 - 5.3. Public Comment**
 - 5.4. Close Public Hearing**
- 6. CONSENT AGENDA**
 - 6.1. Review & Approve November 1, 2023 Regular Condon City Council Meeting Minutes**
 - 6.2. Review the November Accounts Payable & VISA Statements**
 - 6.3. Review & Approve the Payment of \$209,739 to Clearn Building Corp for City Shop**
- 7. OLD BUSINESS**
 - 7.1. Condon Can! - Visioning Project Update**
 - 7.2. Condon Grade School Building Update**
- 8. NEW BUSINESS**
 - 8.1. Review 2022-23 Audit Report - Kori Sarrett, CPA Accuity**
 - 8.2. Review & Approve the 2022-23 Audit Action Plan**
 - 8.3. Second Reading of 2024-04 - An Ordinance Amending Cross Control Connections Rules & Regulations**
 - 8.4. First Reading of Ordinance 2024-05 - An Ordinance to Vacate an Alley**
 - 8.5. First Reading Ordinance 2024-06 - An Ordinance of the City of Condon Amending Chapter 32 of the Condon Municipal Code - Public Contracting**
 - 8.6. Discuss Linus Pauling Field Priorities**
 - 8.7. Review Gilliam County's Urban Growth Boundary Change to Zoning**
 - 8.8. Review & Approve Resolution 2024-02 - A Resolution Reiterating the Need of a Reserve Fund and the Intended Sources and Uses of Funds Accumulated Therein**

9. STAFF REPORTS

9.1. Public Works – Public Works Superintendent Gibb Wilkins

9.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

9.3. Administration – City Administrator Kathryn Greiner

10. COUNCIL INFORMATION

10.1. PSU Population Estimate

10.2. Thank You Note - Condon Scholarship Foundation

11. NEXT REGULAR MEETING DATE

11.1. The next regular Condon City Council Meeting will be held January 3, 2024, 7 p.m. in Council Chambers.

12. ADJOURN REGULAR MEETING

The City of Condon is an Equal Opportunity Provider and Employer. Complaints of discrimination should be sent to City of Condon Administrator, PO Box 445, Condon, OR 97823.

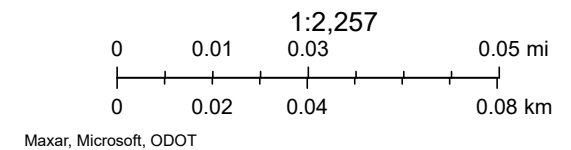
Agenda prepared and distributed November 29, 2023

ArcGIS Web Map



11/29/2023, 10:45:59 AM

		AVENUE	CUTOFF	HEIGHTS	LOOP	POINT	SQUARE	TURN	U.S. Routes
		BLVD	DRIVE	HIGHWAY	MAINLINE	RAMP	STREET	VIEW	Oregon Routes
		BRIDGE	EASEMENT	HOLLOW	PARKWAY	RIDGE	STUB	WAY	Mile Posts
		BYPASS	EXT	LANDING	PASS	ROAD	SWITCHBACK	WAYSIDE	
		CIRCLE	FREEWAY	LANE	PIKE	RUN	TERRACE	Signed Routes	
		COURT	GRADE	LEG	PLACE	SPUR	TRAIL	Interstate	



Web AppBuilder for ArcGIS

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November 29, 2023

City of Condon
Planning Commission
128 South Main Street
Condon, Oregon 97823

RE: Alley Vacation – Staff Report

Report Prepared By:	Kirk Fatland, Contract Planner
Applicant:	Barbara Anderson
Procedure Type:	Quasi-Judicial
Decision Date:	December 6, 2023
Location:	Alley between Trimble and Pennoyer Streets

Request and Background Information: The applicant proposes the vacation of a mid-block alley located between Trimble and Pennoyer Streets. The public right-of-way proposed to be vacated is more accurately described as the mid-block alley bisecting Block 5 of the Moyer's Addition to the City of Condon. The applicant is an owner of the majority of property within the subject block. The alley proposed to be vacated is platted but has never been developed or used for vehicle traffic. Vacating the alley will likely have no impact on the surrounding areas, properties, or uses.

Notice: The requisite notices were mailed to adjacent property owners, published in the Times-Journal as well as posted at the subject site and the City of Condon website.

Comments Received: No public comments were received by the writing of this report.

Recommendation: Planning Staff recommend approval based upon the following findings of fact.

271.080 Vacation in incorporated cities; petition; consent of property owners.

- (1) Whenever any person interested in any real property in an incorporated city in this state desires to vacate all or part of any street, avenue, boulevard, alley, plat, public square or other public place, such person may file a petition therefor setting forth a description of the ground proposed to be vacated, the purpose for which the ground is proposed to be used and the reason for such vacation.

FINDING: The applicant, Barbara Anderson, has submitted a petition as an adjacent landowner to the right-of-way proposed to be vacated.

- (2) There shall be appended to such petition, as a part thereof and as a basis for granting the same, the consent of the owners of all abutting property and of not less than two-thirds in area of the real property affected thereby. The real property affected thereby shall be deemed to be the land lying on either side of the street or portion thereof proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted. In the vacation of any plat or part thereof the consent of the owner or owners of two-thirds in area of the property embraced within such plat or part thereof proposed to be vacated shall be sufficient, except where such vacation embraces street area, when, as to such street area the above requirements shall also apply. The consent of the owners of the required amount of property shall be in writing. [Amended by 1999 c.866 §2]

FINDING: Of the affected property owners as defined in this section, greater than two thirds of the necessary signatures were obtained and submitted with the petition.

271.090 Filing of petition; notice.

The petition shall be presented to the city recorder or other recording officer of the city. If found by the recorder to be sufficient, the recorder shall file it and inform at least one of the petitioners when the petition will come before the city governing body. A failure to give such information shall not be in any respect a lack of jurisdiction for the governing body to proceed on the petition.

FINDING: The petition has been filed with the City Administrator. City staff have determined that all necessary information has been included to proceed to a hearing before the Council regarding the petition.

271.100 Action by city governing body.

The city governing body may deny the petition after notice to the petitioners of such proposed action, but if there appears to be no reason why the petition should not be allowed in whole or in part, the governing body shall fix a time for a formal hearing upon the petition.

FINDING: The City Council has set a hearing date for December 6, 2023.

271.110 Notice of hearing.

- (1) The city recorder or other recording officer of the city shall give notice of the petition and hearing by publishing a notice in the city official newspaper once each week for two consecutive weeks prior to the hearing. If no newspaper is published in such city, written notice of the petition and hearing shall be posted in three of the most public places in the city. The notices shall describe the ground covered by the petition, give the date it was filed, the name of at least one of the petitioners and the date when the petition, and any objection or remonstrance, which may be made in writing and filed with the recording officer of the city prior to the time of hearing, will be heard and considered.
- (2) Within five days after the first day of publication of the notice, the city recording officer shall cause to be posted at or near each end of the proposed vacation a copy of the notice, which shall be headed, "Notice of Street Vacation," "Notice of Plat Vacation" or "Notice of Plat and Street Vacation," as the case may be. The notice shall be posted in at least two conspicuous places in the proposed vacation area. The posting and first day of publication of such notice shall be at least 14 days before the hearing.
- (3) The city recording officer shall, before publishing such notice, obtain from the petitioners a sum sufficient to cover the cost of publication, posting and other anticipated expenses. The city recording officer shall hold the sum so obtained until the actual cost has been ascertained, when the amount of the cost shall be paid into the city treasury and any surplus refunded to the depositor. [Amended by 1991 c.629 §1; 2005 c.22 §196]

FINDING: All notice requirements of this section have been met. A hearing has been noticed appropriately and scheduled for December 6, 2023.

271.120 Hearing; determination.

At the time fixed by the governing body for hearing the petition and any objections filed thereto or at any postponement or continuance of such matter, the governing body shall hear the petition and objections and shall determine whether the consent of the owners of the requisite area has been obtained, whether notice has been duly given and whether the public interest will be prejudiced by the vacation of such plat or street or parts thereof. If such matters are determined in favor of the petition the governing body shall by ordinance make such determination a matter of record and vacate such plat or street; otherwise it shall deny the petition. The governing body may, upon hearing, grant the petition in part and deny it in part, and make such reservations, or either, as appear to be for the public interest.

FINDING: The City Council will follow the above procedure at the public hearing scheduled for December 6, 2023.

271.190 Consent of owners of adjoining property; other required approval.

No vacation of all or part of a street, alley, common or public place shall take place under ORS 271.180 unless the consent of the persons owning the property immediately adjoining that part of the street or alley to be vacated is obtained thereto in writing and filed with the

auditor or clerk of the city or town. No vacation shall be made of any street, alley, public place or part thereof, if within 5,000 feet of the harbor or pierhead line of the port, unless the port commission, or other bodies having jurisdiction over docks and wharves in the port district involved, approves the proposed vacation in writing.

FINDING: All adjacent landowners of the subject right-of-way have signed the petition consenting to the proposed vacation.

271.200 Petition; notice.

- (1) Before any street, alley, common or public place or any part thereof is vacated, or other right granted by any city governing body under ORS 271.180 to 271.210 the applicant must petition the governing body of the city or town involved, setting forth the particular circumstances of the case, giving a definite description of the property sought to be vacated, or of the right, use or occupancy sought to be obtained, and the names of the persons to be particularly affected thereby. The petition shall be filed with the auditor or clerk of the city or town involved 30 days previous to the taking of any action thereon by the city governing body.
- (2) Notice of the pendency of the petition, containing a description of the area sought to be vacated or right, use or occupancy sought to be obtained, shall be published at least once each week for three successive weeks prior to expiration of such 30-day period in a newspaper of general circulation in the county wherein the city or town is located.

FINDING: The proposed area to be vacated is described as the undeveloped mid-block alley bisecting Block 5 of Moyer's Addition to the City of Condon. A petition of affected and adjacent property owners has been submitted with the application.

271.210 Hearing; grant of petition. Hearing of the petition shall be had by the city governing body at its next regular meeting following the expiration of 30 days from the filing of the petition. At that time objections to the granting of the whole or any part of the petition shall be duly heard and considered by the governing body, which shall thereupon, or at any later time to which the hearing is postponed or adjourned, pass by a majority vote an ordinance setting forth the property to be vacated, or other rights, occupancy or use to be thereby granted. Upon the expiration of 30 days from the passage of the ordinance and the approval thereof by the mayor of the city or town, the ordinance shall be in full force and effect.

FINDING: The City Council will hold a public hearing as required on December 6, 2023.



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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, NOVEMBER 1, 2023, 7:00 PM

1. CALL REGULAR MEETING TO ORDER

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

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors Donald Jamieson, Tom Fatland, Jeremy Kirby, Jan Stinchfield, Dustan Hall; Staff - Public Works Superintendent Gibb Wilkins, City Administrator Kathryn Greiner and Gilliam County Sheriff Gary Bettencourt.

Absent: Councilor Dawn Parm

3. ADDITIONS TO AGENDA

3.1. ** Presentation of Oregon Connections Telecommunications Conference Award

3.2. ** Vision Process Update

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.

None

5. CONSENT AGENDA

5.1. Review & Approve the October 4, 2023 Regular Condon City Council Meeting Minutes

A motion was made by Councilor Fatland to approve the October 4, 2023 regular Condon City Council meeting minutes. The motion was seconded by Councilor Hall and approved unanimously.

5.2. Review Accounts Payable and VISA Statements

Councilor Fatland asked if the swimming pool phone was still on and CA Greiner stated that it has been turned off for a year. He also asked about the purchase of fungicide and PW Wilkins stated that it was for the golf course.

6. OLD BUSINESS

6.1. Condon Grade School Building Update

The Port of Arlington Environmental Sentry Corporation is moving forward with grants to abate the Condon Grade School meeting. A public meeting to comment on the soon to be submitted US Environmental Protection Agency is scheduled for Thursday, November 2, 5:30 p.m. and CA Greiner urged councilors and the public to attend. Community support is important for this particular grant. POA ES has also submitted a grant to Business Oregon for a Brownfields grant for technical assistance that includes testing and structural assessment. CA Greiner stated that she is assisting with the meeting logistics and advertising of the CGS project.

6.2. Housing Update

CA Greiner stated that she had heard that planner Kirk Fatland is meeting with staff of their new parent company AKS to move forward with the subdivision plan for Fairway Housing. She also stated that she attended the League of Oregon Cities Conference with Mayor Hassing and made contact with several housing entities that may be able to assist with development. One contact was Deb Flagen of Hayden Homes, whom she met in Arlington last month and heard that Hayden Homes may be interested in being the developers of Fairway housing. CA Greiner suggested that either the Housing Committee or at the retreat the city discuss Hayden Homes as a developer of a subdivision north of the golf course. She noted that it was discussed that they could do a mix of market rate homes along with affordable/workforce housing. Also at LOC, she made contact with federal staff from Housing and Urban Development with the assistance of the Umatilla Housing Authority and grants for second floor Main Street Housing.

6.3. Alley Vacation Request Update

CA Greiner met with Barb Anderson who had requested the alley vacation and is working through the process of the ORS outlined by city attorney Wyatt Baum.

6.4. Visioning Process Update

CA Greiner noted that the visioning process was started with a kickoff meeting of stakeholders last month to start the process of forming focus groups to work on particular portions of the subject areas. PW Wilkins and Mayor Hassing also attended and stated it was a good cross section of community member groups and was a good start. The process will continue this month with forming focus groups and working on the community survey that will be distributed in early January 2024. A community meeting will be held in March and the process will be completed in June 2024.

7. NEW BUSINESS

7.1. Second Reading & Approval of Ordinance 2024-03 - Public Art

A motion was made by Councilor Jamieson to approve the second reading of Ordinance 2024-03 - an Ordinance to adopt public art mural code by title only. The motion was seconded by Councilor Fatland. Roll call vote Motion carried. Yes- Fatland, Stinchfield, Jamieson, Kirby, Hall, No- None, Abstain- None Absent-Parm Motion carried.

CA Greiner read the ordinance by title only

A motion was made by Councilor Jamieson to approve the second reading of Ordinance 2024-03 - an Ordinance to adopt public art mural code. The motion was seconded by Councilor Fatland. Roll call vote Motion carried. Yes- Fatland, Stinchfield, Jamieson, Kirby, Hall, No- None, Abstain- None Absent-Parm Motion carried.

The public art ordinance will go into effect December 1, 2023.

7.2. First Reading of Ordinance 2024- 04 - An Ordinance Amending Cross-Control Connection - Rules & Regulations

Councilor Jamieson asked that the ordinance make it clear that the backflow device was installed according to Oregon Plumbing Codes. Councilor Kirby read the portion of the current cross connection code that stated that requirement in the existing code.

A motion was made by Councilor Jamieson to approve the first reading of Ordinance 2024-04 - An Ordinance of the City of Condon Amending Chapter 50 of the Condon Municipal Code by title only . The motion was seconded by Councilor Hall. Yes- Fatland, Stinchfield, Jamieson, Kirby, Hall, No- None, Abstain- None Absent- Parm Motion carried.

CA Greiner read the ordinance by title only.

A motion was made by Councilor Jamieson to approve the first reading of Ordinance 2024-04 - An Ordinance of the City of Condon Amending Chapter 50 of the Condon Municipal Code. The motion was seconded by Councilor Hall. Yes- Fatland, Stinchfield, Jamieson, Kirby, Hall, No- None, Abstain- None Absent- Parm Motion carried.

The second reading will be held at the December 6 council meeting.

7.3. Discuss Park & Recreation Committee Recommendations

Councilor Fatland, member of the Park & Recreation committee, said that the recommendation of the committee was to tear down the clubhouse this winter and rebuild it next spring/summer. He did note that the committee had questions about the roof on the west side of the patio, saying that if it was a solid surface it may not be able to handle the snow load. It appears from the draft building plan made by Vernon Grey that it is a pergola, but CA Greiner will clarify it. She added that if the council approves, she will work with Vernon Grey to get a set of plans that will be ready for bid and go to building codes.

A motion was made by Councilor Jamieson to approve the Park & Recreation committee's recommendation to

demolish the golf course clubhouse and move forward with a new building. The motion was seconded by Councilor Hall and approved unanimously.

Councilor Fatland stated that the pool needed a new summer tarp and painting of the locker room floors. It was also noted that the bathroom doors at the park needed painted. Councilors Jamieson and Stinchfield commended park staff Jim Gavin on keeping the park looking good last summer.

7.4. Discuss 2024 Staffing - Administration & Public Works

CA Greiner was asked by the council to present budget figures for putting the administrative position from 80% to 100% on January 1, 2024. She included in the packet a spreadsheet showing that the cost is approximately \$8,200 for salary and benefits and that there are funds that will keep the city within the budgeted appropriations.

A motion was made by Councilor Hall to approve the administrative assistant position to full-time on January 1, 2024. The motion was seconded by Councilor Jamieson and approved unanimously.

7.5. ** Presentation of Oregon Connections Telecommunications Conference Award

Councilor Stinchfield put on the record that CA Greiner recently won the award of "Outstanding Telecommunications Advocate" at the recent Oregon Telecommunications Conference in Ashland. She was nominated for the award by Gilliam County Judge Elizabeth Farrar Campbell and Adam Haas of Rabbit Communications.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins said that 3.4 million gallons of water were pumped in October, which is average. He stated that the crew had switched to the winter wells, fixed a leak in the transmission line in the middle of a CRP field which required the pumps to be shut down for 24 hours. On the golf course, the greens have been seeded and fungicide has been applied. The park restrooms have been closed for the winter and several pieces of equipment have gone to be serviced in central Oregon. PW Wilkins has fixed potholes on Oregon Street and asked the council to tell him where other potholes are in need of patching. ODOT is scheduled to do some blade patching on intersections near the child care and street signs are going to be replaced. He said that the school has reinstated their FFA program and has had a conversation with its instructor on soil testing.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Sheriff Bettencourt stated that he will not be at the December council meeting and that there could be some disruption of ODOT plowing this winter due to financial shortfalls. His department is continuing to work on getting lots cleaned up of abandoned cars.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner stated that she had submitted a Community Wildfire Defense grant written by Cori Mikkalo for a skidsteer to assist with vegetation control. The city shop storage building is to begin construction next Monday and the free dog license/rabies vaccination has been successful with approximately 10 people coming in for a dog license. She also stated that a person came in and is interested in purchasing two acres on the industrial land north of the Condon Little League field for a auto business. She asked the council how they wanted to proceed with this request and how they wanted to plan for the entire 7 acres. It was consensus to work with city planner and public works on a tentative plan to discuss at the council retreat in January.

9. COUNCIL INFORMATION

9.1. Transient Tax Draft "Good Neighbor Guidelines"

10. NEXT REGULAR MEETING DATE

10.1. The next regular meeting date of the Condon City Council is Wednesday, December. 6, 2023, 7 p.m.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:56 p.m.

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	5463	TECH SUPPORT SVCS	11/02/2023	375.00	.00	
Total ACCTECH - A SYSTEMS INTEGRATOR:					375.00	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	OCT2023	Admin Janitorial	10/31/2023	509.74	.00	
Total ARAMARK UNIFORM SERVICES:					509.74	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X10	PHONE	10/06/2023	18.76	.00	
599	AT&T MOBILITY	872564008X10	PW Cell Phone	10/06/2023	18.75	.00	
Total AT&T MOBILITY:					37.51	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	33432	Admin Legal	10/23/2023	375.00	.00	
Total BAUM SMITH LLC:					375.00	.00	
BENNETT'S POINT S TIRE & AUTO							
859	BENNETT'S POINT S TIRE & AU	OCT2023	Flat Repair	10/23/2023	27.50	.00	
859	BENNETT'S POINT S TIRE & AU	OCT2023	Flat Repair	10/23/2023	27.50	.00	
859	BENNETT'S POINT S TIRE & AU	OCT2023	LAWN MOWER	10/23/2023	56.12	.00	
Total BENNETT'S POINT S TIRE & AUTO:					111.12	.00	
BOBCAT OF CENTRAL OREGON							
621	BOBCAT OF CENTRAL OREGO	78589	Bobcat Maintenance	11/01/2023	1,989.76	.00	
621	BOBCAT OF CENTRAL OREGO	78589	Bobcat Maintenance	11/01/2023	1,989.77	.00	
Total BOBCAT OF CENTRAL OREGON:					3,979.53	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	423	Copier Charge	10/31/2023	3.64	.00	
Total BOHN'S PRINTING:					3.64	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X054919	SYNTHETIC ORGANIC COMPO	06/24/2023	1,675.00	.00	
151	BOX R WATER ANALYSIS LAB	X054919	VOLATILE ORGANIC COMPOUN	06/24/2023	420.00	.00	
151	BOX R WATER ANALYSIS LAB	X054919	ARSENIC	06/24/2023	53.00	.00	
151	BOX R WATER ANALYSIS LAB	X054919	METAL DIGESTION FEE	06/24/2023	26.00	.00	
151	BOX R WATER ANALYSIS LAB	X054919	SHIPPING	06/24/2023	200.00	.00	
151	BOX R WATER ANALYSIS LAB	X055961	E coli Coliform Testing	09/19/2023	134.50	.00	
151	BOX R WATER ANALYSIS LAB	X056211	Biochemical Oxygen	10/12/2023	112.00	.00	
151	BOX R WATER ANALYSIS LAB	X056218	E coli Coliform Testing	10/16/2023	89.50	.00	
151	BOX R WATER ANALYSIS LAB	X056491	E coli Coliform Testing	11/02/2023	89.50	.00	
Total BOX R WATER ANALYSIS LAB:					2,799.50	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	OCT2023	City HALL	10/24/2023	178.02	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Golf Course	10/24/2023	67.77	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	PARK	10/24/2023	74.93	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Memorial Hall	10/24/2023	75.86	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Golf Course	10/24/2023	47.52	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Sewer Plant w pivot	10/24/2023	140.93	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Disposal	10/24/2023	313.60	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Golf Course	10/24/2023	202.99	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	City Farm	10/24/2023	1,445.98	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Street Lights	10/24/2023	1,470.44	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	City Farm	10/24/2023	41.32	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Golf Course	10/24/2023	132.34	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Pool	10/24/2023	192.72	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	Library	10/24/2023	286.95	.00	
169	COLUMBIA BASIN ELECTRIC	OCT2023	GRADE SCHOOL	10/24/2023	137.79	.00	
Total COLUMBIA BASIN ELECTRIC:					4,809.16	.00	
Condon School District							
197	Condon School District	SEPT2023	Wreath	11/13/2023	25.00	.00	
Total Condon School District:					25.00	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	OCT2023	Water Fuel	10/31/2023	446.90	.00	
224	DEVIN OIL COMPANY	OCT2023	Sewer Fuel	10/31/2023	446.90	.00	
Total DEVIN OIL COMPANY:					893.80	.00	
E. H. WACHS							
1605	E. H. WACHS	INV220840	FOAM FILTERS	10/25/2023	92.50	.00	
1605	E. H. WACHS	INV220840	FOAM FILTERS	10/25/2023	92.51	.00	
Total E. H. WACHS:					185.01	.00	
ESRI							
1521	ESRI	26178750	ARCGIS ANNUAL SUBSCRIPTIO	11/03/2023	467.50	.00	
1521	ESRI	26178750	ARCGIS ANNUAL SUBSCRIPTIO	11/03/2023	467.50	.00	
Total ESRI:					935.00	.00	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	1227708	WATER PARTS	10/10/2023	1,751.76	.00	
254	FERGUSON ENTERPRISES	1232247	WATER PARTS	10/27/2023	69.36	.00	
Total FERGUSON ENTERPRISES:					1,821.12	.00	
GILLIAM CO. WEED DEPT.							
280	GILLIAM CO. WEED DEPT.	1324	Golf Course Spraying	10/12/2023	894.40	.00	
280	GILLIAM CO. WEED DEPT.	1329	Pesticide Spraying	10/16/2023	574.17	.00	
Total GILLIAM CO. WEED DEPT.:					1,468.57	.00	
GREINER, KATHRYN							
347	GREINER, KATHRYN	OCT2023	Travel Reimbursement - HOUSIN	10/16/2023	49.78	.00	
347	GREINER, KATHRYN	OCT2023	Travel Reimbursement LOC	10/16/2023	328.81	.00	
347	GREINER, KATHRYN	OCT2023	Travel Reimbursement LOC CON	10/16/2023	275.72	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total GREINER, KATHRYN:					654.31	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	OCT2023	Park Fuel	10/31/2023	87.83	.00	
304	HATTENHAUER DIST.	OCT2023	Golf Fuel	10/31/2023	144.57	.00	
304	HATTENHAUER DIST.	OCT2023	Water	10/31/2023	21.36	.00	
304	HATTENHAUER DIST.	OCT2023	Sewer	10/31/2023	21.36	.00	
304	HATTENHAUER DIST.	OCT2023	STOVE OIL	10/31/2023	1,596.69	.00	
Total HATTENHAUER DIST.:					1,871.81	.00	
HD FOWLER COMPANY							
306	HD FOWLER COMPANY	I6552767	Water Improvement	10/25/2023	1,253.15	.00	
Total HD FOWLER COMPANY:					1,253.15	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	OCT2023	Sewer	11/01/2023	165.69	.00	
766	HOME TELEPHONE COMPANY	OCT2023	Water	11/01/2023	43.72	.00	
766	HOME TELEPHONE COMPANY	OCT2023	Administration	11/01/2023	133.51	.00	
Total HOME TELEPHONE COMPANY:					342.92	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	OCT2023	MRC Fiber Project	11/01/2023	2,000.00	.00	
Total INLAND DEVELOPMENT CORPORATION:					2,000.00	.00	
JENKINS, MEAGEN							
1604	JENKINS, MEAGEN	NOV2023	W/S DEPOSIT REFUND 232 N O	11/04/2023	28.59	.00	
Total JENKINS, MEAGEN:					28.59	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	OCT2023	BATTERY & CORE DEPOSIT	10/28/2023	54.90	.00	
371	M & A AUTO PARTS	OCT2023	SPARK PLUG	10/28/2023	15.96	.00	
371	M & A AUTO PARTS	OCT2023	BOLTS	10/28/2023	1.20	.00	
371	M & A AUTO PARTS	OCT2023	SHOP TOWELS	10/28/2023	71.11	.00	
371	M & A AUTO PARTS	OCT2023	SHOP TOWELS	10/28/2023	71.10	.00	
371	M & A AUTO PARTS	OCT2023	FIX A FLAT	10/28/2023	22.08	.00	
371	M & A AUTO PARTS	OCT2023	ANTIFREEZE	10/28/2023	31.47	.00	
371	M & A AUTO PARTS	OCT2023	ANTIFREEZE	10/28/2023	31.47	.00	
371	M & A AUTO PARTS	OCT2023	RATCHET BINDERS & OIL	10/28/2023	44.38	.00	
371	M & A AUTO PARTS	OCT2023	RATCHET BINDERS & OIL	10/28/2023	44.38	.00	
Total M & A AUTO PARTS:					388.05	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	OCT 2023	City Hall Propane	10/23/2023	230.61	.00	
377	MORROW COUNTY GRAIN GRO	OCT 2023	MEMORIAL HALL	10/23/2023	87.16	.00	
Total MORROW COUNTY GRAIN GROW.:					317.77	.00	
OBERST, KRISTIN							
1573	OBERST, KRISTIN	OCT2023	JANITORIAL - 4.25 HOURS X \$2	11/06/2023	106.25	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total OBERST, KRISTIN:					106.25	.00	
OFFICE DEPOT							
427	OFFICE DEPOT	333135237001	TONER X 3	10/12/2023	287.47	.00	
Total OFFICE DEPOT:					287.47	.00	
OHA- DRINKING WATER SERVICES							
625	OHA- DRINKING WATER SERVI	OCT2023	2024-2025 L-Z RENEWAL DWS	11/13/2023	140.00	.00	
Total OHA- DRINKING WATER SERVICES:					140.00	.00	
OREGON FRONTIER CHAMBER OF COMMERCE							
196	OREGON FRONTIER CHAMBER	OCT2023	Transient Tax Turnover & LEICA	11/11/2023	15,627.20	.00	
Total OREGON FRONTIER CHAMBER OF COMMERCE:					15,627.20	.00	
TENNESON ENGINEERING							
533	TENNESON ENGINEERING	10645	Planning Consultant	10/24/2023	153.00	.00	
Total TENNESON ENGINEERING:					153.00	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	OCT2023	EPA/GRADE SCHOOL MEETING	10/16/2023	36.00	.00	
540	THE TIMES-JOURNAL	OCT2023	FREE DOG LICENSE AND RABI	10/16/2023	78.00	.00	
Total THE TIMES-JOURNAL:					114.00	.00	
TMG SERVICES							
913	TMG SERVICES	0050797-IN	CHLORINE	10/11/2023	2,563.92	.00	
913	TMG SERVICES	0050798-IN	CHLORINE	10/11/2023	2,706.80	.00	
Total TMG SERVICES:					5,270.72	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	OCT2023	OFFICE MEETING SUPPLIES	10/26/2023	58.81	.00	
Total TWO BOYS MEAT & GROCERY:					58.81	.00	
VERNON GREY DESIGN							
557	VERNON GREY DESIGN	23B428 C3928	CONDON CLUBHOUSE	11/09/2023	2,982.00	.00	
Total VERNON GREY DESIGN:					2,982.00	.00	
VISA							
559	VISA	OCT23 1827	CHRISTMAS PARTY INVITES	10/22/2023	59.69	.00	
559	VISA	OCT23 1827	GENERATOR	10/22/2023	649.50	.00	
559	VISA	OCT23 1827	GENERATOR	10/22/2023	649.50	.00	
559	VISA	OCT23 1827	SUPPLIES, HALLOWEEN CAND	10/22/2023	143.42	.00	
559	VISA	OCT23 1827	LOC CONFERENCE PARKING	10/22/2023	16.00	.00	
559	VISA	OCT23 1827	LOC CONFERENCE HOTEL	10/22/2023	338.46	.00	
559	VISA	OCT23 1827	FRAUD CHARGE REMOVED	10/22/2023	27.95-	.00	
559	VISA	OCT23 5886	RECORD RESER LEIN	10/22/2023	78.00	.00	
559	VISA	OCT23 5886	MICROSOFT MONTHLY EMAIL	10/22/2023	96.00	.00	
559	VISA	OCT23 5886	MICROSOFT ONLINE SERVICE	10/22/2023	37.50	.00	
559	VISA	OCT23 5886	HAND SOAPS	10/22/2023	40.74	.00	
559	VISA	OCT23 5886	CHROMEBOOK - REFURBISHE	10/22/2023	89.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total VISA:					2,169.86	.00	
WAMBEKE WINDOW WASHING							
1589	WAMBEKE WINDOW WASHING	9537	WINDOW WASHING	11/01/2023	255.00	.00	
Total WAMBEKE WINDOW WASHING:					255.00	.00	
Grand Totals:					52,349.61	.00	

Dated: _____

Mayor: _____

City Administrator: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Account Summary

Billing Cycle 10/22/23
Days In Billing Cycle 31
Previous Balance \$2,724.50
Purchases + 341.24
Cash + 0.00
Special + \$0.00
Balance Transfers + \$0.00
Credits - \$0.00
Payments - \$2,724.50
Other Charges + \$0.00
Finance Charges + 0.00

NEW BALANCE \$341.24

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$9,658.00
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
09/20/23	09/22/23	9399	2437735326500003894951	GILLIAM COUNTY CLERK Record Reser 888-8916064 OR MSFT * E0500P5YCW MSBILL.INFO WA	\$78.00 A10
09/22/23	09/24/23	5045	24430993265400814000194	MSFT * E0500P5YCW monthly email MSBILL.INFO WA	\$96.00 A150
09/22/23	09/24/23	5045	24430993265400814000202	MSFT * E0500P5ZAG online SVCS MSBILL.INFO WA	\$37.50 A150
10/08/23	10/09/23	5942	24692163281107490837103	AMZN Mktp US*T996H97G1 Hand soups Amzn.com/bill WA	\$40.74 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



Account Number

5886

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date

10/22/23

New Balance

\$341.24

**Total Minimum
Payment Due**

\$341.24

Payment Due Date

11/16/2023

\$

341.24

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



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

Account Number: ##### 5886

Closing Date: 10/22/23

Credit Limit: \$10,000.00 Available Credit: \$9,658.00

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Cardholder Account Summary Continued

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
10/08/23	10/09/23	5942	24692163281107491742112	AMZN Mktp US*TE66K4HP2 <i>Chromebook</i>	\$89.00 <i>ATO</i>
				Amzn.com/bill WA	
10/12/23	10/12/23	6010	1 3285121740000510	PAYMENT - THANK YOU	\$2,724.50 -

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	\$ 341.24

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.

Account Summary

Billing Cycle 10/22/23
Days In Billing Cycle 31
Previous Balance \$337.64
Purchases + 1,856.57
Cash + 0.00
Special + \$0.00
Balance Transfers + \$0.00
Credits - \$27.95 -
Payments - \$337.64
Other Charges + \$0.00
Finance Charges + 0.00

NEW BALANCE \$1,828.62

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$8,171.00
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
09/29/23	09/29/23	5399	24492153272743288858705	ZAZZLE INC Christmas Party Invites 888-892-9953 CA	\$59.69 AIO
10/10/23	10/12/23	5200	24943013284010181445817	HOMEDPOT.COM Generator 800-430-3376 GA	\$1,299.00 W270 \$649.50
10/11/23	10/12/23	5300	24692163284100051563603	WWW COSTCO COM supplies, candy 800-955-2292 WA	\$143.42 AIO S270 \$649.50
10/12/23	10/12/23	6010	1 3285121740000500	PAYMENT - THANK YOU	\$337.64 -

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

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



Account Number

1827

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date

10/22/23

New Balance

\$1,828.62

**Total Minimum
Payment Due**

\$1828.62

Payment Due Date

11/16/2023

\$

1828.62

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



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

(V) = Variable Rate. If you have a variable rate account the periodic rate and **Annual Percentage Rate (APR)** may vary.



P.O. BOX 930220
VERONA, WI 53593-0220
(608) 845-9700 / 800-373-5550
FAX: (608) 845-7070

Date Received: _____

Date Recorded: _____

Job Number: 2023102128

CONTRACT CHANGE ORDER # 4

Purchaser: THE CITY OF CONDON

Address: 1034 S JEFFERSON STREET, CONDON, OR 97823

Current Tentative Date to Start Erection: OCT 2023 New Tentative Date to Start Erection: JAN 2024

Reason for Change: UPDATED TENTATIVE ERECTION DATE AND PAYMENT TERMS

Description of Change: 1. UPDATE TENTATIVE ERECTION DATE \$ _____
2. UPDATE PAYMENT TERMS - ADDING A SUBCONTRACT PAYMENT \$ _____
- COMPLETED CONCRETE STEM WALL \$ _____
- COMPLETED EXCAVATION \$ _____
\$ _____
\$ _____
\$ _____

NEW TERMS OF PAYMENT

Down Payment \$ 61,180 *DD*

Balance Due Upon Delivery \$ 132,539 *

Truss Payment \$ 34,659

Other Payment EXCAVATION \$ 77,200 *
+ CONCRETE WALL

Other Payment \$ _____

Balance Due Upon Completion \$ 10,500

Amount of Change Order \$ 0

Previous Contract Amount \$ 316,078

New Contract Amount \$ 316,078

Seller: *Chris D. K.*

Purchaser: *Kathryn Drenth*

Date: 11-21-23

Assignment

This change order contract is assigned by Seller to Cleary Building Corp. and accepted by Cleary Building Corp. this _____ day of _____, _____. (Office use only)

CLEARY BUILDING CORP.
132,539.00 +
By (Office Use Only) 77,200.00 +
\$ 209,739.00 *

Seller: _____

Sketch if Change: (if helpful)



CITY OF CONDON
Gilliam County, Oregon

ANNUAL FINANCIAL REPORT

June 30, 2023



CITY OF CONDON
Gilliam County, Oregon

CITY OFFICIALS

June 30, 2023

MAYOR

Jim Hassing
PO Box 462
Condon, Oregon 97823

CITY COUNCIL

Mike Cronk (term ended 12/31/2022)

Tom Fatland

Dustan Hall (term began 1/1/2023)

Donald Jamieson

Jeremy Kirby

Dawn Parm

Jan Stinchfield

All councilors receive mail at the City's address below.

CITY ADMINISTRATOR

Kathryn Greiner
128 S. Main Street
Condon, Oregon 97823

CITY OF CONDON
Gilliam County, Oregon

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June 30, 2023

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

The Honorable Jim Hassing, Mayor, and Members of the City Council
City of Condon
Condon, Oregon 97823

Opinions

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and the remaining fund information of the City of Condon, Gilliam County, Oregon, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the remaining fund information of the City of Condon, Gilliam County, Oregon as of June 30, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Condon, Gilliam County, Oregon, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter – Change in Accounting Principle

As described in the notes to the financial statements, in the year ended June 30, 2023, the City adopted new accounting guidance: GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability of Arrangements*, Statement No. 96, *Subscription-Based Information Technology Arrangements*, Statement No. 99, *Omnibus 202*, and Statement No. 101, *Compensated Absences*. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Condon's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Condon, Gilliam County, Oregon's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Condon, Gilliam County, Oregon's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedules of the City's proportionate share of the net pension liability and City contributions, and the budgetary comparison information on pages 5 through 11, and 53 through 56, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the management's discussion and analysis and the schedules of the City's proportionate share of the net pension liability and City contributions in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the management's discussion and analysis and the schedules of the City's proportionate share of the net pension liability and City contributions because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The budgetary comparison information is the responsibility of management and is derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The budgetary comparison information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Condon, Gilliam County, Oregon's basic financial statements. The accompanying combining and individual fund financial statements, if applicable, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America.

In our opinion, the individual fund financial statements, if applicable, are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the other financial schedules but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 1, 2023, on our consideration of the City's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Condon's internal control over financial reporting and compliance.

Other Report on Other Legal and Regulatory Requirements

In accordance with Minimum Standards for Audits of Oregon Municipal Corporations, we have also issued our report dated November 1, 2023 on our tests of the City's compliance with certain provisions of laws and regulations specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.

Accuity, LLC

By: 
Glen O. Kearns, CPA

Albany, Oregon
November 1, 2023

MANAGEMENT'S DISCUSSION AND ANALYSIS

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

INTRODUCTION

As management of the City of Condon, Gilliam County, Oregon, we offer readers this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2023. It should be read in conjunction with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- At June 30, 2023, total net position of the City of Condon amounted to \$10,905,281. Of this amount, \$5,594,545 was invested in capital assets, net of related debt. The remaining balance included \$714,197 restricted for various purposes, and \$4,596,539 of unrestricted net position.
- The City's total net position decreased by \$283,767 during the current fiscal year.
- At June 30, 2023, the City's governmental funds reported combined fund balances of \$5,114,709.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City of Condon's basic financial statements. The City's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and liabilities with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, highways and streets, and culture and recreation. The business-type activities of the City include water and sewer services.

The government-wide financial statements can be found on pages 12 and 13 of this report.

Fund Financial Statements

The fund financial statements are designed to demonstrate compliance with finance-related legal requirements overseeing the use of fund accounting. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities and objectives. All of the funds of the City of Condon can be divided into two categories: governmental funds and proprietary funds.

□ **Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of available resources, as well as on the balances of available resources at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains 14 individual governmental funds. Information is presented separately in the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances for the General, State Street, Development Grant, Equipment Reserve, Water Improvement, and Sewer Improvement Funds, all of which are considered to be major governmental funds. Data from the nonmajor governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT’S DISCUSSION AND ANALYSIS

The City of Condon adopts an annual appropriated budget for all of its funds. A budgetary comparison statement has been provided for each fund individually to demonstrate compliance with their respective budgets.

The basic governmental fund financial statements can be found on pages 14 through 18 of this report.

□ **Proprietary Funds**

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The City maintains two enterprise funds.

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses the enterprise funds to account for its water and sewer utility operations.

The basic proprietary fund financial statements can be found on pages 19 through 21 of this report.

Notes to the Basic Financial Statements

The notes to the basic financial statements provide additional information that is essential to a full understanding of the financial data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 22 through 52 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, which includes the schedules of the City’s proportionate share of the net pension liability and City contributions, and the budgetary comparison information for the General, State Street, and Development Grant Funds. This required supplementary information can be found on pages 53 through 56 of this report.

The combining statements, in connection with nonmajor governmental and proprietary funds, are presented immediately following the required supplementary information. Combining and individual fund statements and schedules can be found on pages 57 through 71 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of the City’s financial position. At June 30, 2023, the City’s assets exceeded liabilities by \$10,905,281.

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

A large portion of the City's net position reflects its investment in capital assets (e.g., land, buildings, and equipment) less any related debt used to acquire those assets that is still outstanding. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

City's Net Position

The City's net position decreased by \$283,767 during the current fiscal year. This decrease is primarily due to an increase in contributed capital expenses. Condensed statement of net position information is shown below.

Condensed Statement of Net Position

	Governmental Activities		Business-Type Activities		Totals	
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>
Assets						
Current assets	\$ 4,600,493	\$ 4,207,909	\$ 574,707	\$ 552,158	\$ 5,175,200	\$ 4,760,067
Restricted assets	803,861	668,415	52,806	52,605	856,667	721,020
Net capital assets	<u>3,284,231</u>	<u>3,714,664</u>	<u>3,040,237</u>	<u>3,106,064</u>	<u>6,324,468</u>	<u>6,820,728</u>
Total assets	<u>8,688,585</u>	<u>8,590,988</u>	<u>3,667,750</u>	<u>3,710,827</u>	<u>12,356,335</u>	<u>12,301,815</u>
Deferred outflows of resources	<u>90,478</u>	<u>93,721</u>	<u>90,478</u>	<u>93,720</u>	<u>180,956</u>	<u>187,441</u>
Liabilities						
Current liabilities	365,901	56,961	126,406	69,024	492,307	125,985
Noncurrent liabilities	<u>543,427</u>	<u>515,020</u>	<u>471,527</u>	<u>434,555</u>	<u>1,014,954</u>	<u>949,575</u>
Total liabilities	<u>909,328</u>	<u>571,981</u>	<u>597,933</u>	<u>503,579</u>	<u>1,507,261</u>	<u>1,075,560</u>
Deferred inflows of resources	<u>62,375</u>	<u>112,324</u>	<u>62,374</u>	<u>112,324</u>	<u>124,749</u>	<u>224,648</u>
Net position						
Net investment in capital assets	2,878,997	3,292,422	2,715,548	2,772,538	5,594,545	6,064,960
Restricted	661,391	665,573	52,806	52,605	714,197	718,178
Unrestricted	<u>4,266,972</u>	<u>4,042,409</u>	<u>329,567</u>	<u>363,501</u>	<u>4,596,539</u>	<u>4,405,910</u>
Total net position	<u>\$ 7,807,360</u>	<u>\$ 8,000,404</u>	<u>\$ 3,097,921</u>	<u>\$ 3,188,644</u>	<u>\$10,905,281</u>	<u>\$11,189,048</u>

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

City's Changes in Net Position

The condensed statement of activities information shown below explains changes in net position.

Changes in Net Position						
	Governmental Activities		Business-Type Activities		Totals	
	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>	<u>2023</u>	<u>2022</u>
Program revenues						
Charges for services	\$ 313,184	\$ 130,269	\$ 486,935	\$ 473,330	\$ 800,119	\$ 603,599
Operating grants and contributions	59,964	238,475	-	-	59,964	238,475
Capital grants and contributions	<u>289,669</u>	<u>405,708</u>	<u>-</u>	<u>-</u>	<u>289,669</u>	<u>405,708</u>
Total program revenues	<u>662,817</u>	<u>774,452</u>	<u>486,935</u>	<u>473,330</u>	<u>1,149,752</u>	<u>1,247,782</u>
General revenues						
Taxes	386,978	353,791	-	-	386,978	353,791
Investment earnings	118,685	20,787	17,070	2,303	135,755	23,090
Other	<u>373,723</u>	<u>359,653</u>	<u>-</u>	<u>-</u>	<u>373,723</u>	<u>359,653</u>
Total general revenues	<u>879,386</u>	<u>734,231</u>	<u>17,070</u>	<u>2,303</u>	<u>896,456</u>	<u>736,534</u>
Total revenues	<u>1,542,203</u>	<u>1,508,683</u>	<u>504,005</u>	<u>475,633</u>	<u>2,046,208</u>	<u>1,984,316</u>
Program expenses						
General government	377,638	183,532	-	-	377,638	183,532
Public safety	40,195	42,899	-	-	40,195	42,899
Highways and streets	135,228	50,540	-	-	135,228	50,540
Culture and recreation	188,359	194,642	-	-	188,359	194,642
Contributed capital	469,885	-	-	-	469,885	-
Unallocated depreciation	342,497	346,706	-	-	342,497	346,706
Water	-	-	345,620	293,285	345,620	293,285
Sewer	<u>-</u>	<u>-</u>	<u>430,553</u>	<u>440,423</u>	<u>430,553</u>	<u>440,423</u>
Total program expenses	<u>1,553,802</u>	<u>818,319</u>	<u>776,173</u>	<u>733,708</u>	<u>2,329,975</u>	<u>1,552,027</u>
Transfers	<u>(181,445)</u>	<u>17,900</u>	<u>181,445</u>	<u>(17,900)</u>	<u>-</u>	<u>-</u>
Change in net position	<u>(193,044)</u>	<u>708,264</u>	<u>(90,723)</u>	<u>(275,975)</u>	<u>(283,767)</u>	<u>432,289</u>
Net position - beginning	<u>8,000,404</u>	<u>7,292,140</u>	<u>3,188,644</u>	<u>3,464,619</u>	<u>11,189,048</u>	<u>10,756,759</u>
Net position - ending	<u>\$ 7,807,360</u>	<u>\$ 8,000,404</u>	<u>\$ 3,097,921</u>	<u>\$ 3,188,644</u>	<u>\$ 10,905,281</u>	<u>\$ 11,189,048</u>

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, the City uses fund accounting to demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measurement of the City's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City's governmental funds reported combined fund balances of \$5,114,709. Of this amount, \$998,199 constitutes unassigned fund balance, which is available for spending at the City's discretion.

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, total fund balance of the General Fund was \$1,176,213. Of this amount, \$1,132,665 constitutes unassigned fund balance.

Proprietary Funds

The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Total net position of the proprietary funds amounted to \$3,097,921 at year-end. Of this amount, \$2,715,548 was invested in capital assets, net of related debt. The remaining balance included \$52,806 restricted for various purposes and \$329,567 of unrestricted net position.

BUDGETARY HIGHLIGHTS

Budget amounts shown in the financial statements reflect the original budget amounts.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets for its governmental activities and business-type activities as of June 30, 2023 amounted to \$3,284,231 and \$3,040,237 net of accumulated depreciation, respectively. This investment in capital assets includes land, buildings and structures, equipment and vehicles, land improvements, and infrastructure. The total depreciation expense related to the City's investment in capital assets for its governmental activities and business-type activities during the current fiscal year was \$342,497 and \$288,435, respectively.

Additional information on the City's capital assets can be found on pages 35 through 37 of this report.

CITY OF CONDON
Gilliam County, Oregon

MANAGEMENT'S DISCUSSION AND ANALYSIS

Long-Term Liabilities

At the end of the current fiscal year, the City had total debt outstanding in the governmental and business-type activities of \$405,234 and \$324,689, respectively. This amount is comprised of general obligation bonds and revenue bonds. The City's total debt decreased in the governmental and business-type activities by \$17,008 and \$8,837, respectively, during the current fiscal year. Additional information on the City's long-term liabilities can be found on pages 37 through 39 of this report.

KEY ECONOMIC FACTORS AND BUDGET INFORMATION FOR THE FUTURE

At the time these financial statements were prepared and audited, the City was aware of the following circumstances that could affect its future financial health:

- The City signed over the CGS building to Port of Arlington Environmental Sentry which is a non-profit arm of the Port of Arlington. We are doing some assistance with that project, but all documents and grants are not through the City.
- We are working on housing by moving forward with the Fairway Housing subdivision which is north of the City's golf course.

All of these factors were considered in preparing the City's budget for the fiscal year 2023-2024.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City's finances for all those with an interest. Questions concerning any of the information provided in the report or requests for additional information should be addressed to the City Administrator at the following address: P.O. Box 129, Condon, Oregon 97823.

BASIC FINANCIAL STATEMENTS

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF NET POSITION

June 30, 2023

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Current assets			
Cash and cash equivalents	\$ 4,236,093	\$ 530,102	\$ 4,766,195
Accounts receivable	358,696	41,899	400,595
Prepaid expenses	5,704	2,706	8,410
Total current assets	<u>4,600,493</u>	<u>574,707</u>	<u>5,175,200</u>
Restricted assets			
Cash and cash equivalents	803,861	52,806	856,667
Capital assets not being depreciated	382,643	232,989	615,632
Capital assets being depreciated, net	<u>2,901,588</u>	<u>2,807,248</u>	<u>5,708,836</u>
Total assets	<u>8,688,585</u>	<u>3,667,750</u>	<u>12,356,335</u>
DEFERRED OUTFLOWS OF RESOURCES	<u>90,478</u>	<u>90,478</u>	<u>180,956</u>
LIABILITIES			
Current liabilities			
Accounts payable	286,480	955	287,435
Accrued interest	11,107	7,586	18,693
Compensated absences	47,292	78,858	126,150
Customer deposits	-	29,795	29,795
Unearned revenues - golf course	3,165	-	3,165
Long-term debt, current portion	<u>17,857</u>	<u>9,212</u>	<u>27,069</u>
Total current liabilities	<u>365,901</u>	<u>126,406</u>	<u>492,307</u>
Noncurrent liabilities			
Net pension liability	156,050	156,050	312,100
Long-term debt, less current portion	<u>387,377</u>	<u>315,477</u>	<u>702,854</u>
Total liabilities	<u>909,328</u>	<u>597,933</u>	<u>1,507,261</u>
DEFERRED INFLOWS OF RESOURCES	<u>62,375</u>	<u>62,374</u>	<u>124,749</u>
NET POSITION			
Net investment in capital assets	2,878,997	2,715,548	5,594,545
Restricted	661,391	52,806	714,197
Unrestricted	<u>4,266,972</u>	<u>329,567</u>	<u>4,596,539</u>
Total net position	<u>\$ 7,807,360</u>	<u>\$ 3,097,921</u>	<u>\$ 10,905,281</u>

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2023

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Totals
Governmental activities							
General government	\$ 377,638	\$ 15,084	\$ -	\$ 20,000	\$ (342,554)	\$ -	\$ (342,554)
Public safety	40,195	-	-	-	(40,195)	-	(40,195)
Highways and streets	135,228	-	-	-	(135,228)	-	(135,228)
Culture and recreation	188,359	298,100	59,964	269,669	439,374	-	439,374
Capital contributed	469,885	-	-	-	(469,885)	-	(469,885)
Unallocated deprec.	342,497	-	-	-	(342,497)	-	(342,497)
Total governmental activities	<u>\$ 1,553,802</u>	<u>\$ 313,184</u>	<u>\$ 59,964</u>	<u>\$ 289,669</u>	<u>(890,985)</u>	<u>-</u>	<u>(890,985)</u>
Business-type activities							
Water	\$ 345,620	\$ 219,412	\$ -	\$ -	-	(126,208)	(126,208)
Sewer	430,553	267,523	-	-	-	(163,030)	(163,030)
Total business-type activities	<u>\$ 776,173</u>	<u>\$ 486,935</u>	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>	<u>(289,238)</u>	<u>(289,238)</u>
General revenues							
Property taxes					287,564	-	287,564
Transient lodging tax					25,884	-	25,884
State highway tax					57,495	-	57,495
Liquor and cigarette taxes					16,035	-	16,035
Franchise fees					335,188	-	335,188
Intergovernmental					6,897	-	6,897
Investment earnings					118,685	17,070	135,755
Miscellaneous					31,638	-	31,638
Total general revenues					<u>879,386</u>	<u>17,070</u>	<u>896,456</u>
Transfers					<u>(181,445)</u>	<u>181,445</u>	<u>-</u>
Change in net position					(193,044)	(90,723)	(283,767)
Net position - beginning					<u>8,000,404</u>	<u>3,188,644</u>	<u>11,189,048</u>
Net position - ending					<u>\$ 7,807,360</u>	<u>\$ 3,097,921</u>	<u>\$ 10,905,281</u>

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon
BALANCE SHEET
GOVERNMENTAL FUNDS

June 30, 2023

		Special Revenue		Capital Projects				
	General	State	Development	Equipment	Water	Wastewater	Nonmajor	Total
	Fund	Street	Grant	Reserve	Improvement	Improvement	Governmental	Governmental
	Fund	Fund	Fund	Fund	Fund	Fund	Funds	Funds
ASSETS								
Cash and cash equivalents	\$ 836,362	\$ 137,783	\$ 589,279	\$ 650,303	\$ 846,198	\$ 618,940	\$ 1,361,089	\$ 5,039,954
Accounts receivable	349,845	-	-	-	-	-	8,851	358,696
Prepaid expenses	2,340	-	-	-	414	-	2,950	5,704
Total assets	<u>\$ 1,188,547</u>	<u>\$ 137,783</u>	<u>\$ 589,279</u>	<u>\$ 650,303</u>	<u>\$ 846,612</u>	<u>\$ 618,940</u>	<u>\$ 1,372,890</u>	<u>\$ 5,404,354</u>
LIABILITIES								
Accounts payable	<u>\$ 9,169</u>	<u>\$ 272,249</u>	<u>\$ 4,687</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 375</u>	<u>\$ 286,480</u>
DEFERRED INFLOWS								
OF RESOURCES								
Unavailable revenue -								
Golf course revenue	<u>3,165</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,165</u>
FUND BALANCES								
Nonspendable	2,340	-	-	-	414	-	2,950	5,704
Restricted	-	-	584,592	-	-	-	76,799	661,391
Committed	41,208	-	-	650,303	846,198	618,940	1,292,766	3,449,415
Unassigned	<u>1,132,665</u>	<u>(134,466)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>998,199</u>
Total fund balances	<u>1,176,213</u>	<u>(134,466)</u>	<u>584,592</u>	<u>650,303</u>	<u>846,612</u>	<u>618,940</u>	<u>1,372,515</u>	<u>5,114,709</u>
Total liabilities, deferred inflows of								
resources, and fund balances	<u>\$ 1,188,547</u>	<u>\$ 137,783</u>	<u>\$ 589,279</u>	<u>\$ 650,303</u>	<u>\$ 846,612</u>	<u>\$ 618,940</u>	<u>\$ 1,372,890</u>	<u>\$ 5,404,354</u>

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES
TO NET POSITION OF GOVERNMENTAL ACTIVITIES

June 30, 2023

Total fund balances		\$ 5,114,709
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Capital assets used in governmental activities are not financial resources and are therefore not reported in the governmental funds:

Cost	5,402,024	
Accumulated depreciation	<u>(2,117,793)</u>	3,284,231

Accounts relating to the City's proportionate share of net pension liability or assets for the Oregon Public Employees Retirement System (PERS) are not reported in governmental fund statements. In the governmental fund statements, pension expense is recognized when due. The amounts consist of:

Deferred outflows of resources relating to pension expense	90,478	
Deferred inflows of resources relating to return on pension assets	(62,375)	
Net pension asset (liability)	<u>(156,050)</u>	(127,947)

Long-term liabilities are not due or payable in the current period and are therefore not reported in the governmental funds. Interest on long-term debt is not accrued in the governmental funds, but rather, is recognized as an expenditure when due. These liabilities consist of:

Accrued interest	(11,107)	
Compensated absences	(47,292)	
Loans payable	<u>(405,234)</u>	<u>(463,633)</u>

Net position of governmental activities		<u><u>\$ 7,807,360</u></u>
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The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

GOVERNMENTAL FUNDS

For the Year Ended June 30, 2023

		Special Revenue		Capital Projects			Nonmajor	Total
	General	State	Development	Equipment	Water	Wastewater	Governmental	Governmental
	Fund	Street	Grant	Reserve	Improvement	Improvement	Funds	Funds
		Fund	Fund	Fund	Fund	Fund		
REVENUES								
Property taxes	\$ 263,163	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,401	\$ 287,564
State liquor/cigarette taxes	16,035	-	-	-	-	-	-	16,035
Transient lodging taxes	-	-	-	-	-	-	25,884	25,884
Franchise fees	56,090	-	-	-	-	-	-	56,090
Charges for services	-	-	-	-	-	-	5,176	5,176
Licenses, fees, and permits	323,125	-	3,950	-	-	-	-	327,075
Intergovernmental	329,633	57,495	-	-	-	-	26,897	414,025
Grants and contributions	254,073	-	-	-	-	-	-	254,073
Rents and leases	958	-	-	-	-	-	-	958
Investment earnings	26,564	5,449	12,894	19,007	26,741	15,583	37,458	143,696
Miscellaneous	11,627	-	-	-	-	-	-	11,627
Total revenues	<u>1,281,268</u>	<u>62,944</u>	<u>16,844</u>	<u>19,007</u>	<u>26,741</u>	<u>15,583</u>	<u>119,816</u>	<u>1,542,203</u>
EXPENDITURES								
Current								
General government	183,781	-	27,286	-	40,756	67	64,275	316,165
Public safety	97,814	-	-	-	-	-	-	97,814
Highways and streets	-	105,115	-	-	-	-	-	105,115
Culture and recreation	109,924	-	-	-	-	-	16,554	126,478
Debt service	-	-	-	-	-	23,011	36,089	59,100
Capital outlay	-	345,558	-	33,098	220,580	30,743	-	629,979
Total expenditures	<u>391,519</u>	<u>450,673</u>	<u>27,286</u>	<u>33,098</u>	<u>261,336</u>	<u>53,821</u>	<u>116,918</u>	<u>1,334,651</u>
Excess (deficiency) of revenues over (under) expenditures	<u>889,749</u>	<u>(387,729)</u>	<u>(10,442)</u>	<u>(14,091)</u>	<u>(234,595)</u>	<u>(38,238)</u>	<u>2,898</u>	<u>207,552</u>

(continued)

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS

For the Year Ended June 30, 2023

(continued)	General Fund	Special Revenue		Capital Projects			Nonmajor Governmental Funds	Total Governmental Funds
		State Street Fund	Development Grant Fund	Equipment Reserve Fund	Water Improvement Fund	Wastewater Improvement Fund		
OTHER FINANCING SOURCES (USES)								
Transfers in	10,000	-	250,000	60,000	225,000	205,000	185,000	935,000
Transfers out	(885,000)	-	-	-	-	-	-	(885,000)
Total other financing sources (uses)	(875,000)	-	250,000	60,000	225,000	205,000	185,000	50,000
Net change in fund balances	14,749	(387,729)	239,558	45,909	(9,595)	166,762	187,898	257,552
Fund balances - beginning	1,161,464	253,263	345,034	604,394	856,207	452,178	1,184,617	4,857,157
Fund balances - ending	<u>\$ 1,176,213</u>	<u>\$ (134,466)</u>	<u>\$ 584,592</u>	<u>\$ 650,303</u>	<u>\$ 846,612</u>	<u>\$ 618,940</u>	<u>\$ 1,372,515</u>	<u>\$ 5,114,709</u>

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2023

Net change in fund balances	\$ 257,552
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlay as expenditures; however, in the statement of activities, the costs of these assets are allocated over their estimated useful lives and are reported as depreciation expense.

Expenditures for capital assets	381,949	
Disposals, net	(469,885)	
Current year depreciation expense	<u>(342,497)</u>	(430,433)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Compensated absences	(37,693)
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Long-term debt proceeds are reported as other financing sources in the governmental funds. In the statement of net position, however, issuing long-term debt increases liabilities. Similarly, repayment of principal is an expenditure in the governmental funds, but reduces the liability in the statement of net position.

Debt principal paid	17,008
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Pension expense or credits that do not meet the measurable and available criteria are not recognized as revenue or expense in the current year in the governmental funds. In the statement of activities, pension expense or credit is recognized when determined to have been accrued.

Pension expense	<u>522</u>
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Change in net position	<u><u>\$ (193,044)</u></u>
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The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF NET POSITION

PROPRIETARY FUNDS

June 30, 2023

	Business-Type Activities - Enterprise Funds		
	Water Fund	Sewer Fund	Totals
ASSETS			
Current assets			
Cash and cash equivalents	\$ 238,751	\$ 291,351	\$ 530,102
Accounts receivable	20,747	21,152	41,899
Prepaid expenses	1,353	1,353	2,706
Total current assets	260,851	313,856	574,707
Restricted assets			
Cash and cash equivalents	29,795	23,011	52,806
Capital assets not being depreciated	146,782	86,207	232,989
Capital assets being depreciated, net	1,168,931	1,638,317	2,807,248
Total assets	1,606,359	2,061,391	3,667,750
DEFERRED OUTFLOWS OF RESOURCES	45,239	45,239	90,478
LIABILITIES			
Current liabilities			
Accounts payable	624	331	955
Accrued interest	-	7,586	7,586
Compensated absences	38,476	40,382	78,858
Customer deposits	29,795	-	29,795
Long-term debt, current portion	-	9,212	9,212
Total current liabilities	68,895	57,511	126,406
Noncurrent liabilities			
Net pension liability	78,025	78,025	156,050
Long-term debt, less current portion	-	315,477	315,477
Total noncurrent liabilities	78,025	393,502	471,527
Total liabilities	146,920	451,013	597,933
DEFERRED INFLOWS OF RESOURCES	31,187	31,187	62,374
NET POSITION			
Net investment in capital assets	1,315,713	1,399,835	2,715,548
Restricted for various purposes	29,795	23,011	52,806
Unrestricted	127,983	201,584	329,567
Total net position	\$ 1,473,491	\$ 1,624,430	\$ 3,097,921

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION

PROPRIETARY FUNDS

For the Year Ended June 30, 2023

	Business-Type Activities - Enterprise Funds		
	Water Fund	Sewer Fund	Totals
Operating revenues			
Charges for services	\$ 219,412	\$ 267,523	\$ 486,935
Operating expenses			
Personnel services	156,755	166,446	323,201
Materials and services	80,659	83,878	164,537
Depreciation	108,206	180,229	288,435
Total operating expenses	345,620	430,553	776,173
Operating income (loss)	(126,208)	(163,030)	(289,238)
Nonoperating revenues (expenses)			
Investment earnings	8,070	9,000	17,070
Income (loss) before contributions and transfers	(118,138)	(154,030)	(272,168)
Transfers in	217,018	39,427	256,445
Transfers out	(30,000)	(45,000)	(75,000)
Change in net position	68,880	(159,603)	(90,723)
Total net position - beginning	1,404,611	1,784,033	3,188,644
Total net position - ending	\$ 1,473,491	\$ 1,624,430	\$ 3,097,921

The accompanying notes are an integral part of these financial statements.

CITY OF CONDON
Gilliam County, Oregon
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended June 30, 2023

	Business-Type Activities - Enterprise Funds		
	Water Fund	Sewer Fund	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 215,030	\$ 268,506	\$ 483,536
Cash payments for payroll and related costs	(129,873)	(137,658)	(267,531)
Cash payments for operating expenses	(80,279)	(83,646)	(163,925)
Net cash provided (used) by operating activities	4,878	47,202	52,080
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers from other funds	25,000	-	25,000
Net cash provided (used) by noncapita financing activities	25,000	-	25,000
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Transfers to other funds for capital acquisitions	(30,000)	(45,000)	(75,000)
Net cash provided (used) by capital and related financing activities	(30,000)	(45,000)	(75,000)
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment earnings	8,070	9,000	17,070
Net increase (decrease) in cash and cash equivalents	7,948	11,202	19,150
Cash and cash equivalents - beginning (including \$29,594 and \$23,011 in the Water and Sewer Funds, respectively, reported in restricted accounts)	260,598	303,160	563,758
Cash and cash equivalents - ending (including \$29,795 and \$23,011 in the Water and Sewer Funds, respectively, reported in restricted accounts)	\$ 268,546	\$ 314,362	\$ 582,908
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:			
Operating income (loss)	\$ (126,208)	\$ (163,030)	\$ (289,238)
Adjustments to reconcile operating income to net cash provided (used) by operating activities:			
Depreciation	108,206	180,229	288,435
(Increase) decrease in accounts receivable	(4,583)	983	(3,600)
(Increase) decrease in deferred outflows of resources	1,621	1,621	3,242
Increase (decrease) in accounts payable	380	232	612
Increase (decrease) in compensated absences	27,144	29,050	56,194
Increase (decrease) in customer deposits	201	-	201
Increase (decrease) in net pension liability	23,092	23,092	46,184
Increase (decrease) in deferred inflows of resources	(24,975)	(24,975)	(49,950)
Net cash provided (used) by operating activities	\$ 4,878	\$ 47,202	\$ 52,080

The accompanying notes are an integral part of these financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statements of activities) report information on all of the activities of the City. Governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support.

B. Reporting Entity

The City of Condon, Oregon was incorporated in 1893. The government of the City consists of an elected mayor and six council members. The mayor serves a two-year term and the council members serve four-year terms. The administrative functions of the City are delegated to individuals who report and are responsible to the Mayor and City Council. The City Administrator is the chief financial officer of the City.

C. Basis of Presentation - Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities incorporate data from governmental funds, while the business-type activities incorporate data from enterprise funds. Separate financial statements are provided for all governmental and proprietary funds. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

D. Basis of Presentation - Fund Financial Statements

The fund financial statements provide information about the government's funds. Separate financial statements for each fund category - governmental and proprietary - are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column.

All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

The City reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the City. It accounts for all financial resources of the City except those required to be accounted for in another fund.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Special Revenue Funds

State Street Fund – The Housing Rehabilitation Revolving Loan Fund accounts for the repayment of no-interest loans for housing rehabilitation funded by a federal community development block grant. The money may only be used for new no-interest loans to qualified homeowners. The City has a contract with Community Action Team, Inc. (CAT) to identify qualified homeowners for possible loans.

Development Grant Fund – The Trust Fund was established in 1997 to account for revenues and expenditures by volunteer groups working under the City’s umbrella, and who have not achieved separate tax-exempt status. The fund is also intended to account for donations for specific projects and to provide a clear accounting for individuals who may be hesitant to donate for fear that their donation might be mixed in with the City’s other general revenues and be overlooked.

Capital Projects Fund

Equipment Reserve Fund – The Equipment Reserve Fund accounts for revenues transferred from the General Fund, sale of surplus property, investment earnings, and carryover. The fund is maintained to address the city hall office space needs when appropriate.

Water Improvement Fund – The Water System Improvement Fund accounts for the receipt and expenditure of financial resources that are generally restricted for use on the City’s water system.

Wastewater Improvement Fund – The Wastewater System Improvement Fund accounts for the receipt and expenditure of financial resources that are generally restricted for use on the City’s sewer system.

The City reports the following major proprietary funds:

Enterprise Funds

Water Fund – The Water Fund accounts for the operation and maintenance of the City’s water system.

Sewer Fund – The Water Fund accounts for the operation and maintenance of the City’s sewer system.

Additionally, the City reports the following nonmajor governmental funds:

Special Revenue Funds

Grade School Facility Fund – The Grade School Facility Fund was established in 2022 to account for revenues and expenditures related to the grade school facility improvement. Primary revenues will be grants.

State Revenue Sharing Fund – The State Revenue Sharing Fund accounts for funds received from the State of Oregon. Expenditures are generally for capital outlay items, administration services and the City’s Main Street Project.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Transient Tax Fund – The Trust Fund was established in 1997 to account for revenues and expenditures by volunteer groups working under the City’s umbrella, and who have not achieved separate tax-exempt status. The fund is also intended to account for donations for specific projects and to provide a clear accounting for individuals who may be hesitant to donate for fear that their donation might be mixed in with the City’s other general revenues and be overlooked.

Debt Service Fund

Debt Service Fund – The Debt Service Fund accounts for the repayment of the City’s governmental long-term debt. The primary source of revenue is property taxes. The primary use of the revenue is the repayment of principal and interest on long-term debt.

Capital Projects Funds

Sewer Reserve Fund – The Sewer Reserve Fund accounts for the revenue from the City’s timber resources. Proceeds from timber sales benefit the City’s general governmental activities.

Water Equipment Fund – The Water Equipment Reserve Fund accounts for revenues related to system development charges from new residences, private donations, and investment earnings. Expenditures are proposed when a new project is identified.

Sewer Equipment Fund – The Sewer Equipment Reserve Fund, authorized by ORS 294.525, was established by Ordinance 98-06. This fund accounts for revenues transferred from the General Fund for the purchase of vehicles, vehicle equipment, police and emergency medical equipment, and training facilities. Transfers from the General Fund are proposed and based on an updated analysis, determining the amount to be set aside each year for the replacement of all police equipment over time.

Additionally, the City reports the Memorial Hall Fund, as described below, which is presented in the General Fund for financial statement presentation purposes in accordance with GASB Statement No. 54. A budget and actual statement is presented for this fund in accordance with Oregon Budget Law.

Memorial Hall Fund – The Memorial Hall Fund accounts for resources to be used for maintenance and operations of Memorial Hall. The primary source of revenue is transfers from the General Fund.

During the course of operations, the government has activity between funds for various purposes. Any residual balances outstanding at year end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in the fund financial statements, certain eliminations are made in preparation of the government-wide financial statements.

Balances between the funds included in governmental activities are eliminated so that only the net amount is included as internal balances in the governmental activities column.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as internal balances in the business-type activity column. Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured, such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources. Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period.

Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount received during the period or within the availability period for this revenues source (within 60 days of year-end).

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the government. The proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

F. Budgetary Basis of Accounting

Annual budgets are adopted on the cash basis of accounting for revenues and the modified accrual basis for expenses. The City budgets all funds in accordance with the requirements of state law. Annual appropriated budgets are adopted for the general, special revenue, capital projects, debt service and enterprise funds.

The City begins its budgeting process by appointing budget committee members. The budget officer prepares a budget, which is reviewed by the budget committee. The budget is then published in proposed form and is presented at public hearings to obtain taxpayer comments and approval from the budget committee. The budget is legally adopted by the City Council by resolution prior to the beginning of the City's fiscal year. The council resolution authorizing appropriations for each fund sets the level by which expenditures cannot legally exceed appropriations. Total personnel services, materials and services, debt service, capital outlay, interfund transfers, and operating contingencies are the levels of control established by the resolution. The detailed budget document, however, is required to contain more specific detailed information for the aforementioned expenditure categories, and management may revise the detailed line item budgets within appropriation categories.

Unexpected additional resources may be added to the budget through the use of a supplemental budget and appropriation resolution. Supplemental budgets of less than 10% of a fund's original budget requires hearings before the public, publication in newspapers, and approval by the City Council. Original and supplemental budgets may be modified by the use of appropriation transfers between the levels of control. Such transfers require approval by the City Council. During the year there were no supplemental budgets. The City does not use encumbrances, and appropriations lapse at year-end.

Budget amounts shown in the financial statements reflect the original budget amounts.

G. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

1. Cash and Cash Equivalents

The City's cash and cash equivalents are cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

2. Investments

State statutes authorize the City to invest in legally issued general obligations of the United States, the agencies and instrumentalities of the United States and the states of Oregon, Washington, Idaho, or California, certain interest-bearing bonds, time deposit open accounts, certificates of deposit, and savings accounts in banks, mutual savings banks, and savings and loan associations that maintain a head office or a branch in this state in the capacity of a bank, mutual savings bank, or savings and loan association, and share accounts and savings accounts in credit unions in the name of, or for the benefit of, a member of the credit union pursuant to a plan of deferred compensation.

3. Accounts Receivable

Receivables are recorded as revenue when earned. No allowance for uncollectible accounts has been established, as management deems all receivables collectible.

4. Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost where no historical records exist. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance or repairs that do not add to the value of an asset or materially extend its life are charged to expenditures as incurred and are not capitalized. Major capital outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant, and equipment of the City are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Equipment and vehicles	5 - 40
Buildings and improvements	10 - 40
Infrastructure	10 - 40

5. Deferred Outflows/Inflows of Resources (non-pension related)

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until that time.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The City has only one type of item, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues from property taxes. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

6. Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

7. Fund Balance Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned, fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government’s policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

8. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government’s highest level of decision-making authority. The city council is the highest level of decision-making authority for the government that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The city council (council) has by resolution authorized the City Administrator to assign fund balance. The council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget.

Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

The City reports fund equity in accordance with GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. The following classifications describe the relative strength of the spending constraints:

- Nonspendable fund balance – amounts that are in nonspendable form (such as inventory) or are required to be maintained intact.
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance – amounts constrained to specific purposes by the City itself, using its highest level of decision-making authority (i.e. city council). To be reported as committed, amounts cannot be used for any other purpose unless the City takes the same highest-level action to remove or change the constraint.
- Assigned fund balance – amounts that City intends to use for a specific purpose. Intent can be expressed by the board of directors or by an official or body to which the city council delegates authority.
- Unassigned fund balance – amounts that are available for any purpose. Positive amounts are reported only in the General Fund.

The City has not formally adopted a minimum fund balance policy.

H. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

I. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes and other intentionally dedicated resources are reported as general revenues rather than as program revenues.

2. Property Taxes

Property taxes attach as an enforceable lien on real property and are levied as of July 1st. The tax levy is divided into two billings: the first billing (mailed on July 1) is an estimate of the current year's levy based on prior year's taxes; the second billing (mailed on January 1) reflects adjustments to the current year's actual levy. The billings are considered past due 15 days after the respective billing date, at which time the applicable property is subject to lien, and penalties and interest are assessed. Under state law, county governments are responsible for extending authorized property tax levies, computing tax rates, billing and collecting all property taxes, and making periodic remittances of collection to entities levying taxes. Property taxes are levied and become a lien as of July 1 on property values assessed as of June 30. Property taxes are payable in three installments, which are due on November 15, February 15, and May 15.

Uncollected property taxes are shown as assets in the governmental funds. Property taxes collected within approximately 60 days of fiscal year-end are recognized as revenue, while the remaining are recorded as deferred inflows of resources because they are not deemed available to finance operations of the current period.

3. Compensated Absences

Amounts of vested/accumulated vacation and sick leave that are expected to be liquidated with expendable available financial resources are reported as expenditures when paid. Amounts of vested or accumulated leave that are not expected to be liquidated with expendable available financial resources are reported as long-term liabilities on the statement of net position.

4. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oregon Public Employees Retirement System (PERS) and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS.

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For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

5. Proprietary Funds Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with proprietary fund's principal ongoing operations. The principal operating revenues of the Water and Sewer Funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues not meeting this definition are reported as nonoperating revenues and expenses.

II. DETAILED NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Cash Deposits with Financial Institutions

The City maintains a cash and cash equivalents pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the fund financial statements as cash and cash equivalents. Additionally, several funds held separate cash accounts. Interest earned on pooled cash and investments is allocated to participating funds based upon their combined cash and investment balances.

Investments, including amounts held in pooled cash and investments, are stated at fair value. In accordance with Governmental Accounting Standards Board (GASB) Statement No. 72, *Fair Value Measurement and Application*, investments with a remaining maturity of more than one year at the time of purchase are stated at fair value.

The City participates in an external investment pool (State of Oregon Local Government Investment Pool). The Pool is not registered with the U.S. Securities and Exchange Commission as an investment company. The State's investment policies are governed by the Oregon Revised Statutes (ORS) and the Oregon Investment Council (OIC). The State Treasurer is the investment officer for the OIC and is responsible for all funds in the State Treasury. These funds are invested exercising reasonable care, skill, and caution. Investments in the Pool are further governed by portfolio guidelines issued by the Oregon Short-Term Fund Board, which established diversification percentages and specifies the types and maturities of investments.

The portion of the external investment pool which belongs to local government investment participants is reported in an Investment Trust Fund in the State's Annual Comprehensive Financial Report (ACFR). A copy of the State's ACFR may be obtained at the Oregon State Treasury, 350 Winter St. N.E., Salem, Oregon 97310-0840.

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Fair Value Measurement

Fair value is defined as the price that would be received to sell an asset or price paid to transfer a liability in an orderly transaction between market participants at the measurement date. Observable inputs are developed based on market data obtained from sources independent of the reporting entity. Unobservable inputs are developed based on the best information available about the assumptions market participants would use in pricing the asset. The classification of securities within the fair value hierarchy is based on the activity level in the market for the security type and the inputs used to determine their fair value, as follows:

- *Level 1* – Unadjusted quoted prices for identical investments in active markets.
- *Level 2* – Observable inputs other than quoted market prices; and,
- *Level 3* – Unobservable inputs.

There were no transfers of assets or liabilities among the three levels of the fair value hierarchy for the year ended June 30, 2023.

Fair values of assets measured on a recurring basis at June 30, 2023 are as follows:

Investments	Level 2
Oregon Local Government Investment Pool	<u>\$ 5,297,241</u>

Credit Risk

Oregon statutes authorize the City to invest in obligations of the U.S. Treasury and U.S. agencies, bankers' acceptances, repurchase agreements, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, and the Local Government Investment Pool. The City has not adopted a formal policy regarding credit risk; however, investments comply with state statutes.

Investments

As of June 30, 2023, the City had the following investments:

	<u>Quality Rating</u>	<u>Maturities</u>	<u>Fair Value</u>
Oregon Local Government Investment Pool	Unrated	-	<u>\$ 5,297,241</u>

Interest Rate Risk

The City does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increases in interest rates.

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June 30, 2023

Concentration of Credit Risk

The City does not have a formal policy that places a limit on the amount that may be invested in any one insurer. 100 percent of the City's investments are in the Oregon Local Government Investment Pool.

Custodial Credit Risk – Investments

This is the risk that, in the event of the failure of a counterparty, the City will not be able to recover the value of its investments that are in the possession of an outside party. The City does not have a policy that limits the amount of investments that can be held by counterparties.

Custodial Credit Risk – Deposits

This is the risk that, in the event of a bank failure, the City's deposits may not be returned. All City deposits not covered by Federal Depository Insurance Corporation (FDIC) insurance are covered by the Public Funds Collateralization Program (PFCP) of the State of Oregon, organized in accordance with ORS 295.

The PFCP is a shared liability structure for participating bank depositories. Barring any exceptions, a bank depository is required to pledge collateral valued at a minimum of 10% of their quarter-end public fund deposits if they are considered well capitalized, 25% of their quarter-end public fund deposits if they are considered adequately capitalized, or 110% of their quarter-end public fund deposits if they are considered undercapitalized or assigned to pledge 110% by the Office of the State Treasurer. In the event of a bank failure, the entire pool of collateral pledged by all qualified Oregon public funds bank depositories is available to repay deposits of public funds of government entities.

The City holds accounts at Bank of Eastern Oregon, for which deposits are insured by the FDIC up to \$250,000. At June 30, 2023, the City's had deposits of \$250,000 insured by the FDIC, and \$110,265 collateralized by the PFCP.

Deposits

The City's deposits and investments at June 30, 2023 are as follows:

Cash on hand	\$ 165
Checking accounts	325,456
Total investments	<u>5,297,241</u>
 Total deposits and investments	 <u><u>\$ 5,622,862</u></u>

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Cash and investments by fund:

Governmental activities - unrestricted	
General Fund	\$ 836,362
Equipment Reserve Fund	650,303
Water Improvement Fund	846,198
Wastewater Improvement Fund	618,940
Nonmajor governmental funds	<u>1,284,290</u>
Total governmental activities - unrestricted	<u>4,236,093</u>
Business-type activities - unrestricted	
Water Fund	238,751
Sewer Fund	<u>291,351</u>
Total business-type activities - unrestricted	<u>530,102</u>
Subtotal unrestricted cash and investments	<u>4,766,195</u>
Governmental activities - restricted	
State Street Fund	137,783
Development Grant Fund	589,279
Nonmajor governmental funds	<u>76,799</u>
Total governmental activities - restricted	<u>803,861</u>
Business-type activities - restricted	
Water Fund	29,795
Sewer Fund	<u>23,011</u>
Total business-type activities - restricted	<u>52,806</u>
Subtotal restricted cash and investments	<u>856,667</u>
Total cash and investments	<u><u>\$ 5,622,862</u></u>

Restricted cash is for tourism promotion, street maintenance and development, land conservation, debt service, and utility customer deposits.

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June 30, 2023

B. Capital Assets

Governmental capital asset activity for the year ended June 30, 2023 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities				
Capital assets not being depreciated				
Land and improvements	\$ 68,620	\$ -	\$ (46,120)	\$ 22,500
Construction in progress	20,698	339,445	-	360,143
Total capital assets not being depreciated	89,318	339,445	(46,120)	382,643
Capital assets being depreciated				
Buildings	2,168,537	8,000	(941,700)	1,234,837
Vehicles and equipment	747,968	34,504	(67,988)	714,484
Infrastructure	3,070,060	-	-	3,070,060
Total capital assets being depreciated	5,986,565	42,504	(1,009,688)	5,019,381
Less accumulated depreciation for:				
Buildings	(1,068,564)	(185,377)	517,935	(736,006)
Vehicles and equipment	(612,364)	(18,664)	67,988	(563,040)
Infrastructure	(680,291)	(138,456)	-	(818,747)
Total accumulated depreciation	(2,361,219)	(342,497)	585,923	(2,117,793)
Total capital assets being depreciated, net	3,625,346	(299,993)	(423,765)	2,901,588
Governmental activities capital assets, net	<u>\$ 3,714,664</u>	<u>\$ 39,452</u>	<u>\$ (469,885)</u>	<u>\$ 3,284,231</u>

Governmental capital assets are reported on the statement of net position as follows:

	Capital Assets	Accumulated Depreciation	Net Capital Assets
Governmental activities			
Land and improvements	\$ 22,500	\$ -	\$ 22,500
Construction in progress	360,143	-	360,143
Buildings	1,234,837	(736,006)	498,831
Vehicles and equipment	714,484	(563,040)	151,444
Infrastructure	3,070,060	(818,747)	2,251,313
Total governmental activities capital assets	<u>\$ 5,402,024</u>	<u>\$ (2,117,793)</u>	<u>\$ 3,284,231</u>

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June 30, 2023

Business-type capital asset activity for the year ended June 30, 2023 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities				
Capital assets not being depreciated				
Land and improvements	\$ 111,233	\$ -	\$ -	\$ 111,233
Construction in progress	23,624	121,756	(23,624)	121,756
Total capital assets not being depreciated	134,857	121,756	(23,624)	232,989
Capital assets being depreciated				
Buildings	100,269	-	-	100,269
Vehicles and equipment	300,062	-	-	300,062
Infrastructure	9,366,690	124,476	-	9,491,166
Total capital assets being depreciated	9,767,021	124,476	-	9,891,497
Less accumulated depreciation for				
Buildings	(75,877)	(2,081)	-	(77,958)
Vehicles and equipment	(267,133)	(9,902)	-	(277,035)
Infrastructure	(6,452,804)	(276,452)	-	(6,729,256)
Total accumulated depreciation	(6,795,814)	(288,435)	-	(7,084,249)
Total capital assets being depreciated, net	2,971,207	(163,959)	-	2,807,248
Business-type activities capital assets, net	\$ 3,106,064	\$ (42,203)	\$ (23,624)	\$ 3,040,237

Business-type capital assets are reported on the statement of net position as follows:

	Capital Assets	Accumulated Depreciation	Net Capital Assets
Business-type activities			
Land and improvements	\$ 111,233	\$ -	\$ 111,233
Construction in progress	121,756	-	121,756
Buildings	100,269	(77,958)	22,311
Vehicles and equipment	300,062	(277,035)	23,027
Water system	9,491,166	(6,729,256)	2,761,910
Total business-type activities capital assets	\$ 10,124,486	\$ (7,084,249)	\$ 3,040,237

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

For the governmental activities, depreciation was not charged to specific functions or programs of the City. Capital assets of the City's governmental activities are for the use of the entire City and are therefore unallocated. Depreciation expense was charged to functions/programs of the City as follows:

Governmental activities	
Unallocated depreciation expense	\$ 342,497
Business-type activities	
Water	108,206
Sewer	180,229
Total business-type activities	\$ 288,435

C. Long-Term Liabilities

1. Changes in Long-Term Liabilities

The following is a summary of long-term liabilities transactions for the year:

	Interest Rate	Original Amount	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities							
General Obligation							
Installment Sewer Bond	3.35%	\$ 664,000	\$ 422,242	\$ -	\$ 17,008	\$ 405,234	\$ 17,857
Business-type activities							
Sewer Revenue Bond	4.25%	438,970	333,526	-	8,837	324,689	9,212
Total		<u>\$1,102,970</u>	<u>\$ 755,768</u>	<u>\$ -</u>	<u>\$ 25,845</u>	<u>\$ 729,923</u>	<u>\$ 27,069</u>

2. Legal Debt Limit

The City's legal annual debt service limit (as defined by Oregon Revised Statutes 478.410) as of June 30, 2023 was approximately \$1,643,972. The City's legal debt service limit is 3.00% of the real market value of property within the City.

3. Governmental Activity General Obligation Bonds

General obligation bonds are direct obligations that pledge the full faith and credit of the City and are payable from ad valorem debt service levy proceeds. The City's outstanding general obligation bonds represent funding primarily for building improvement projects. Interest is fixed at 3.35%. Principal and interest are due annually on December 18. The Debt Service Fund has traditionally been used to liquidate long-term debt related to the general obligation bonds. The general obligation bond requires a loan reserve of \$21,052 which is maintained in the Debt Service Fund.

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June 30, 2023

4. Business-Type Activity Revenue Bonds

Revenue bonds are direct obligations that pledge the full faith and credit of the City and are payable from sewer utility revenue proceeds. The City's outstanding revenue bonds represent funding primarily for system improvement projects. Principal and interest are due annually on December 28. The Wastewater Improvement Fund has traditionally been used to liquidate long-term debt related to the revenue bonds. The revenue bond requires a loan reserve of \$23,011 which is maintained in the Sewer Fund.

5. Governmental Activity Future Maturities of Long-Term Liabilities

Year Ending June 30	General Obligation Bond		
	Principal	Interest	Total
2024	\$ 17,857	\$ 18,232	\$ 36,089
2025	18,660	17,429	36,089
2026	19,500	16,589	36,089
2027	20,378	15,711	36,089
2028	21,295	14,794	36,089
2029-2033	121,739	58,706	180,445
2034-2038	151,709	28,736	180,445
2039	34,096	1,993	36,089
	<u>\$ 405,234</u>	<u>\$ 172,190</u>	<u>\$ 577,424</u>

6. Business-Type Activity Future Maturities of Long-Term Liabilities

Year Ending June 30	Sewer Revenue Bond		
	Principal	Interest	Total
2024	\$ 9,212	\$ 13,799	\$ 23,011
2025	9,604	13,408	23,012
2026	10,012	12,999	23,011
2027	10,437	12,574	23,011
2028	10,881	12,130	23,011
2029-2033	61,747	53,309	115,056
2034-2038	76,032	39,024	115,056
2039-2043	93,622	21,434	115,056
2044-2045	43,142	2,766	45,908
	<u>\$ 324,689</u>	<u>\$ 181,443</u>	<u>\$ 506,132</u>

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

7. Governmental and Business-type Activities – Interest Expense

Interest expense is reported on the statement of activities as follows:

Governmental activities	
General government	\$ 32,407
Business-type activities	
Sewer	\$ 14,175

D. Compensated Absences

Changes in the City's compensated absences during the year ended June 30, 2023 are as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities	\$ 9,599	\$ 37,693	\$ -	\$ 47,292
Business-type activities	\$ 22,664	\$ 56,194	\$ -	\$ 78,858

E. Interfund Transfers

Interfund transfers made during the year for future expenses consisted of:

	Transfers in:						Total
	Development Grant Fund	Water Improvement Fund	Sewer Improvement Fund	Equipment Reserve Fund	Nonmajor Governmental Funds	Water Fund	
Transfers out:							
Governmental activities							
General Fund	\$ 250,000	\$ 225,000	\$ 200,000	\$ 20,000	\$ 155,000	\$ 25,000	\$ 875,000
Business-type activities							
Water Fund	-	-	-	20,000	10,000	-	30,000
Sewer Fund	-	-	5,000	20,000	20,000	-	45,000
Total	\$ 250,000	\$ 225,000	\$ 205,000	\$ 60,000	\$ 185,000	\$ 25,000	\$ 950,000

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

F. Constraints on Fund Balances

Constraints on fund balances reported on the balance sheet are as follows:

	General Fund	State Streets Fund	Development Grant Sharing	Equipment Reserve Fund	Water Improvement Fund	Wastewater Improvement Fund	Other Governmental Funds	Total Governmental Funds
Fund balances:								
Nonspendable:								
Prepaid balances	\$ 2,340	\$ -	\$ -	\$ -	\$ 414	\$ -	\$ 2,950	\$ 5,704
Restricted:								
Street maint & imp	-	-	-	-	-	-	-	-
Land conservation and development	-	-	584,592	-	-	-	-	584,592
Tourism	-	-	-	-	-	-	43,174	43,174
Debt Service	-	-	-	-	-	-	33,625	33,625
Committed:								
Main street projects	-	-	-	-	-	-	524,827	524,827
Equipment purchases	-	-	-	650,303	-	-	239,033	889,336
Water system upgrade and repair	-	-	-	-	846,198	-	-	846,198
Sewer replacement	-	-	-	-	-	-	387,263	387,263
Sewer system upgrade and repair	-	-	-	-	-	618,940	-	618,940
Memorial Hall needs	41,208	-	-	-	-	-	-	41,208
Grade school facility needs	-	-	-	-	-	-	141,643	141,643
Unassigned	1,132,665	(134,466)	-	-	-	-	-	998,199
Total fund balances	<u>\$ 1,176,213</u>	<u>\$ (134,466)</u>	<u>\$ 584,592</u>	<u>\$ 650,303</u>	<u>\$ 846,612</u>	<u>\$ 618,940</u>	<u>\$ 1,372,515</u>	<u>\$ 5,114,709</u>

CITY OF CONDON
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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

III. OTHER INFORMATION

A. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the City carries commercial insurance. There was no significant reduction in insurance coverage from the previous year. There were no insurance settlements exceeding insurance coverage in any of the past three years.

B. Retirement Plans

1. Oregon Public Employees Retirement System

General Information about the Pension Plan

The Oregon Public Employees Retirement System (OPERS) consists of a cost-sharing, multiple-employer defined benefit plan (Plan) for units of state government, political subdivisions, community colleges, and school districts, containing multiple actuarial pools. Plan assets may be used to pay the benefits of the employees of any employer that provides pensions through the Plan. As of June 30, 2022, there were 939 participating employers.

Plan Membership

As of June 30, 2022, there were 11,413 active plan members, 129,376 retired plan members or their beneficiaries currently receiving benefits, 8,372 inactive plan members entitled to but not yet receiving benefits, for a total of 149,161 Tier One members.

For Tier Two members, as of June 30, 2022, there were 27,056 active plan members, 20,720 retired plan members or their beneficiaries currently receiving benefits, 13,335 inactive plan members entitled to but not yet receiving benefits, for a total of 61,111.

As of June 30, 2021, there were 136,785 active plan members, 8,311 retired plan members or their beneficiaries currently receiving benefits, 7,520 inactive plan members entitled to but not yet receiving benefits, and 18,263 inactive plan members not eligible for refund or retirements, for a total of 170,879 OPSRP Pension Program members.

Plan Benefits

Plan benefits of the System are established by the legislature pursuant to Oregon Revised Statute (ORS) Chapters 238 and 238A, and Internal Revenue Code Section 401(a).

Tier One/Tier Two Retirement Benefit (Chapter 238) - OPERS is a defined benefit pension plan that provides retirement and disability benefits, annual cost-of-living-adjustments, and death benefits to members and their beneficiaries. Benefits are established by state statute. This defined benefit pension plan is closed to new members hired on or after August 29, 2003.

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Pension Benefits

The OPERS retirement allowance is payable monthly for life. It may be selected from 13 retirement benefit options that are actuarially equivalent to the base benefit. These options include survivorship benefits and lump-sum refunds. The basic benefit is based on years of service and final average salary. A percentage (2.0 percent for police and fire employees, 1.67 percent for general service employees) is multiplied by the number of years of service and the final average salary. Benefits may also be calculated under a formula plus annuity (for members who were contributing before August 21, 1981) or a money match computation if a greater benefit results.

A member is considered vested and will be eligible at minimum retirement age for a service retirement allowance if he or she has had a contribution in each of five calendar years or has reached at least 50 years of age before ceasing employment with a participating employer (age 45 for police and fire members). General service employees may retire after reaching age 55. Police and fire members are eligible after reaching age 50. Tier One general service employee benefits are reduced if retirement occurs prior to age 58 with fewer than 30 years of service. Police and fire member benefits are reduced if retirement occurs prior to age 55 with fewer than 25 years of service. Tier Two members are eligible for full benefits at age 60. Police and Fire members may purchase increased benefits that are payable between the date of retirement and age 65.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives a lump-sum refund of the member's account balance (accumulated contributions and interest). In addition, the beneficiary will receive a lump-sum payment from employer funds equal to the account balance, provided one or more of the following conditions are met:

- Member was employed by a PERS employer at the time of death,
- Member died within 120 days after termination of PERS-covered employment,
- Member died as a result of injury sustained while employed in a PERS-covered job, or
- Member was on an official leave of absence from a PERS-covered job at the time of death.

Disability Benefits

A member with 10 or more years of creditable service who becomes disabled from other than duty-connected causes may receive a non-duty disability benefit. A disability resulting from a job-incurred injury or illness qualifies a member (including PERS judge members) for disability benefits regardless of the length of PERS-covered service. Upon qualifying for either a non-duty or duty disability, service time is computed to age 58 (55 for police and fire members) when determining monthly benefit.

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Benefit Changes after Retirement

Members may choose to continue participation in their variable account after retiring and may experience annual benefit fluctuations caused by changes in the fair value of the underlying global equity investments of that account. Under ORS 238.360 monthly benefits are adjusted annually through cost-of-living changes. The cap on the COLA in fiscal year 2015 and beyond will vary based on the amount of the annual benefit, in accordance with *Moro* decision. The COLA is capped at 2.0 percent.

OPSRP Defined Benefit Pension Program (OPSRP DB) – This Pension Program (ORS Chapter 238A) provides benefits to members hired on or after August 29, 2003.

Pension Benefits

This portion of OPSRP provides a life pension funded by employer contributions. Benefits are calculated with the following formula for members who attain normal retirement age:

Police and Fire – 1.8 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for police and fire members is age 60 or age 53 with 25 years of retirement credit. To be classified as a police and fire member, the individual must have been employed continuously as a police and fire member for at least five years immediately preceding retirement.

General Service: 1.5 percent is multiplied by the number of years of service and the final average salary. Normal retirement age for general service members is age 65, or age 58 with 30 years of retirement credit.

A member of the OPSRP Pension Program becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, and, if the pension program is terminated, the date on which termination becomes effective.

Death Benefits

Upon the death of a non-retired member, the spouse or other person who is constitutionally required to be treated in the same manner as the spouse receives for life 50 percent of the pension that would otherwise have been paid to the deceased member.

Disability Benefits

A member who has accrued 10 or more years of retirement credits before the member becomes disabled or a member who becomes disabled due to job-related injury shall receive a disability benefit of 45 percent of the member's salary determined as of the last full month of employment before the disability occurred.

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Benefit Changes After Retirement

Under ORS 238A.210 monthly benefits are adjusted annually through cost-of-living changes.

The cap on the COLA in fiscal year 2015 and beyond will vary based on the amount of the annual benefit, in accordance with *Moro* decision. The COLA is capped at 2.0 percent.

OPSRP Individual Account Program (OPSRP IAP) - Membership includes public employees hired on or after August 29, 2003. PERS members retain their existing defined benefit plan accounts, but member contributions are deposited into the member's IAP account. OPSRP is part of OPERS and is administered by the OPERS Board.

Pension Benefits

An IAP member becomes vested on the date the employee account is established or on the date the rollover account was established. If the employer makes optional employer contributions for a member, the member becomes vested on the earliest of the following dates: the date the member completes 600 hours of service in each of five calendar years, the date the member reaches normal retirement age, the date the IAP is terminated, the date the active member becomes disabled, or the date the active member dies.

Upon retirement, a member of the OPSRP Individual Account Program (IAP), may receive the amounts in his or her employee account, rollover account, and vested employer account as a lump-sum payment or in equal installments over a 5-, 10-, 15-, 20-year period or an anticipated life span option. Each distribution option has a \$200 minimum distribution limit.

Death Benefits

Upon the death of a non-retired member, the beneficiary receives in a lump sum the member's account balance, rollover account balance, and vested employer optional contribution account balance. If a retired member dies before the installment payments are completed, the beneficiary may receive the remaining installment payments or choose a lump-sum payment.

Contributions

OPERS funding policy provides for monthly employer contributions at actuarially determined rates. These contributions, expressed as a percentage of covered payroll, are intended to accumulate sufficient assets to pay benefits when due. This funding policy applies to the OPERS Defined Benefit Plan and the Other Postemployment Benefit Plans. Employer contribution rates during the period were based on the December 31, 2020 actuarial valuation, which became effective July 20, 2021. The State of Oregon and certain schools, community colleges, and political subdivisions have made unfunded actuarial liability payments, and their rates have been reduced.

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NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Member contributions are set by statute at six percent of salary and are remitted by participating employers. The contributions are either deducted from member salaries or paid by the employers on the members' behalf. As permitted, the City has opted to pick-up the contributions on behalf of its employees.

Employer contributions for the year ended June 30, 2023 were \$52,817.

Annual Comprehensive Financial Report (ACFR)

Additional disclosures related to Oregon PERS not applicable to specific employers are available by contacting PERS at the following address: PO Box 23700 Tigard, OR 97281-3700, or can be found at:

<https://www.oregon.gov/pers/Documents/Financials/CAFR/2021-ACFR.pdf>

Actuarial Valuations

The employer contribution rates effective June 30, 2022 were set using the entry age normal actuarial cost method. For the Tier One/Tier Two component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (1) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (2) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial accrued liabilities being amortized over 20 years.

For the OPSRP Pension Program component of the PERS Defined Benefit Plan, this method produced an employer contribution rate consisting of (a) an amount for normal cost (the estimated amount necessary to finance benefits earned by the employees during the current service year), (b) an actuarially determined amount for funding a disability benefit component, and (c) an amount for the amortization of unfunded actuarial accrued liabilities, which are being amortized over a fixed period with new unfunded actuarial liabilities being amortized over 16 years.

Actuarial Methods and Assumptions:

Valuation Date	December 31, 2020
Measurement Date	June 30, 2022
Experience Study	2020, published July 20, 2021
<i>Actuarial Assumptions:</i>	
Actuarial Cost Method	Entry age normal
Inflation Rate	2.40 percent
Long-term Expected Rate of Return	6.90 percent

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Discount Rate	6.90 percent
Projected Salary Increases	3.40 percent
Cost of living adjustment (COLA)	Blend of 2.00% COLA and graded COLA (1.25%/.15%) in accordance with <i>Moro</i> decision; blend based on service.
Mortality	Health retirees and beneficiaries: Pub-2010 Healthy Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. Active members: Pub-2010 Employee, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation. Disabled retirees: Pub-2010 Disabled Retiree, sex distinct, generational with Unisex, Social Security Data Scale, with job category adjustments and set-backs as described in the valuation.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Experience studies are performed as of December 31 of even numbered years. The methods and assumptions shown above are on the 2020 Experience Study, which reviewed experience for the four-year period ended December 31, 2020. There were no differences between the assumptions and plan provisions used for June 30, 2022 measurement date calculations compared to those shown above.

Actuarial Methods and Assumptions

Assets are valued at their market value. Gains and losses between odd-year valuations are amortized as a level percentage of combined valuation payroll over 20 years from the odd-year valuation in which they are first recognized.

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position of Oregon PERS and additions to/deductions from Oregon PERS' fiduciary net position have been determined on the same basis as they are reported by Oregon PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Discount Rate

The discount rate used to measure the total pension liability was 6.90 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and those of the contributing employers are made at the contractually required rates, as actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Depletion Date Projection

GASB 68 generally requires that a blended discount rate be used to measure the Total Pension Liability (the Actuarial Accrued Liability calculated using the Individual Entry Age Normal Cost Method). The long-term expected return on plan investments may be used to discount liabilities to the extent that the plan's Fiduciary Net Position is projected to cover benefit payments and administrative expenses. A 20-year high quality (AA/Aa or higher) municipal bond rate must be used for periods where the Fiduciary Net Position is not projected to cover benefit payments and administrative expenses. Determining the discount rate under GASB 68 will often require that the actuary perform complex projections of future benefit payments and pension plan investments. GASB 68 (paragraph 67) does allow for alternative evaluations of projected solvency if such evaluation can reliably be made. GASB does not contemplate a specific method for making an alternative evaluation of sufficiency; it is left to professional judgment.

The following circumstances justify an alternative evaluation of sufficiency for OPERS:

- OPERS has a formal written policy to calculate an Actuarially Determined Contribution (ADC), which is articulated in the actuarial valuation report.
- The ADC is based on a closed, layered amortization period, which means that payment of the full ADC each year will bring the plan to a 100% funded position by the end of the amortization period if future experience follows assumption.
- GASB 68 specifies that the projections regarding future solvency assume that plan assets earn the assumed rate of return and there are no future changes in the plan provisions or actuarial methods and assumptions, which means that the projections would not reflect any adverse future experience which might impact the plan's funded position.

Based on these circumstances, it is our independent actuary's opinion that the detailed depletion date projections outlined in GASB 68 would clearly indicate that the Fiduciary Net Position is always projected to be sufficient to cover benefit payments and administrative expenses.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Long-Term Expected Rate of Return

To develop an analytical basis for the selection of the long-term expected rate of return assumption, in June 2022 the PERS Board reviewed long-term assumptions developed by both Milliman's capital market assumptions team and the Oregon Investment Council's (OIC) investment advisors. Each asset class assumption is based on a consistent set of underlying assumptions and includes adjustment for the inflation assumption. These assumptions are not based on historical returns, but instead are based on a forward-looking capital market economic model. For more information on the Plan's portfolio, assumed asset allocation, and the long-term expected rate of return for each major asset class, calculated using both arithmetic and geometric means, see PERS' audited financial statements at:

<https://www.oregon.gov/pers/Documents/Financials/ACFR/2022-Annual-Comprehensive-Financial-Report.pdf>

OIC Target and Actual Investment Allocation as of June 30, 2022

<u>Asset Class/Strategy</u>	<u>OIC Policy Low Range</u>	<u>OIC Policy High Range</u>	<u>OIC Target Allocation</u>	<u>Actual Allocation²</u>
Debt Securities	15.0%	25.0%	20.0%	19.8%
Public Equity	25.0%	35.0%	30.0%	21.2%
Real Estate	7.5%	17.5%	12.5%	13.6%
Private Equity	15.0%	27.5%	20.0%	28.0%
Risk Parity	0.0%	3.5%	2.5%	2.0%
Real Assets	2.5%	10.0%	7.5%	7.9%
Diversifying Strategies	2.5%	10.0%	7.5%	4.9%
Opportunity Portfolio ¹	0.0%	5.0%	0.0%	2.6%
Total			100.0%	100.0%

¹Opportunity Portfolio is an investment strategy, and it may be invested up to 5% of total Fund assets.

² Based on the actual investment value at 6/30/2022.

³ October 2021, the Alternative Portfolio was split into Real Assets and Diversifying Strategies.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2023, the City reported a liability of \$312,100 for its proportionate share of the net pension liability. The net pension liability was measured at June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2023, the City's proportion was 0.0020838%. For the year ended June 30, 2022, the City recognized pension expense of \$46,516. At June 30, 2023, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 15,150	\$ (1,946)
Changes of assumptions	48,970	(446)
Net difference between projected and actual earnings on investments	-	(55,797)
Changes in proportionate share	32,263	(40,226)
Differences between employer contributions and employer's proportionate share of system contributions	31,757	(26,334)
Total (prior to post-MD contributions)	128,140	(124,749)
Contributions subsequent to the MD	52,816	-
Total (subsequent to post-MD contributions)	\$ 180,956	\$ (124,749)

Differences between expected and actual experience, changes in assumptions, and changes in employer proportion are amortized over the average remaining service lives of all plan participants, including retirees, determined as of the beginning of the respective measurement period. Employers are required to recognize pension expense based on the balance of the closed period "layers" attributable to each measurement period. The average remaining service life determined as of the beginning of the June 30, 2022 measurement period is 5.5 years.

Amounts reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in subsequent years as follows:

Employer subsequent year ends:	Deferred Outflow/(Inflow) of Resources (prior to post-measurement date contributions)
1st Fiscal Year	\$ (1,339)
2nd Fiscal Year	(4,651)
3rd Fiscal Year	(19,957)
4th Fiscal Year	28,462
5th Fiscal Year	875

Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a higher discount rate that is 1-percentage-point lower (5.90 percent) or 1-percentage-point higher (7.90 percent) than the current rate:

City's proportionate share of the net pension liability (asset):

1% Decrease (5.90%)	Discount Rate (6.90%)	1% Increase (7.90%)
\$ 553,482	\$ 312,100	\$ 110,074

Changes Subsequent to the Measurement Date

We are not aware of any changes subsequent to the June 20, 2022 measurement date that meet this requirement and thus would require a brief description under GASB standard.

C. Related Party Transactions

The City regularly enters into transactions with businesses owned or managed by three councilors for routine goods and services. Expenses paid by the City to these related entities amounted to \$10,829 for the year ended June 30, 2023.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

D. Commitments

On August 5, 2020, the City executed a purchase & sale agreement with Condon School District for the acquisition of the elementary school and the related land. In April 2021, the City had a Phase I Environmental Site Assessment (ESA) conducted by Maul Foster Alongi. The ESA determined that due to the date of construction of the building, the potential for asbestos-containing material and lead-based paint is high.

The ESA also identified the existence of one 6,000-gallon storage tank (UST) and one 8,000-gallon UST, containing heating oil, located between the original portion of the school building and the northern classroom wing. Considering the age of the USTs, the assessment determined that petroleum releases have occurred at the property.

As of June 30, 2023, the City has not determined the potential environmental remediation costs associated with the property.

E. New Pronouncements

For the fiscal year ended June 30, 2023, the City implemented the following new accounting standards:

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability of Arrangements* – This Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs).

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* – This statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users.

GASB Statement No. 99, *Omnibus 2022*. This statement was issued April 2022 and enhances comparability in accounting and financial reporting to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to lease implementation, public-private and public-public partnerships and availability payment arrangements, and subscription-based information technology arrangements.

GASB Statement No. 101, *Compensated Absences*. This statement was issued to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

CITY OF CONDON
Gilliam County, Oregon

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2023

The City will implement applicable new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements for implementing any of the following pronouncements:

GASB Statement No. 99, *Omnibus 2022*. This statement was issued April 2022 and enhances comparability in accounting and financial reporting to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to financial guarantees and classification of derivatives.

GASB Statement No. 100, *Accounting Changes and Error Corrections*. This statement was issued to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.

F. Commitments

During the year, the City signed construction contracts with multiple vendors. As of June 30, 2023, the City was committed to ongoing construction contracts totaling \$258,299.

G. Subsequent Events

Management has evaluated subsequent events through November 1, 2023, which was the date that the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF CONDON
Gilliam County, Oregon

SCHEDULES OF THE CITY'S PROPORTIONATE SHARE OF THE
NET PENSION LIABILITY (ASSET) AND CITY CONTRIBUTIONS

OREGON PERS SYSTEM

Schedule of the Proportionate Share of the Net Pension Liability

Year Ended June 30,	(a) Employer's proportion of the net pension liability (NPL)	(b) Employer's proportionate share net pension liability (NPL)	(c) Employer's covered payroll	(b/c) NPL as a % of covered payroll	Plan fiduciary net position as a % of the total pension liability
2015	0.0041345%	\$ (93,727)	\$ 261,558	-49%	103.59%
2016	0.0029684%	\$ 170,432	\$ 194,581	250%	91.88%
2017	0.0023437%	\$ 351,836	\$ 177,621	260%	80.53%
2018	0.0024942%	\$ 336,216	\$ 207,251	204%	83.12%
2019	0.0025984%	\$ 393,617	\$ 232,737	209%	82.07%
2020	0.0023147%	\$ 400,393	\$ 200,593	233%	80.20%
2021	0.0017976%	\$ 392,292	\$ 193,664	255%	75.79%
2022	0.0018362%	\$ 219,732	\$ 207,456	129%	87.60%
2023	0.0020383%	\$ 312,100	\$ 233,875	133%	84.50%

Schedule of Contributions

	Contractually required contribution	Contributions in relation to the contractually required contribution liability (NPL)	Contribution deficiency (excess)	Employer's covered payroll	Contributions as a % of covered payroll
2015	\$ 63,792	\$ (63,792)	\$ -	\$ 194,581	19.00%
2016	\$ 79,303	\$ (79,303)	\$ -	\$ 276,463	21.00%
2017	\$ 84,328	\$ (84,328)	\$ -	\$ 265,969	22.00%
2018	\$ 65,080	\$ (65,080)	\$ -	\$ 184,444	32.00%
2019	\$ 62,913	\$ (62,913)	\$ -	\$ 250,041	39.00%
2020	\$ 114,931	\$ (114,931)	\$ -	\$ 221,620	42.00%
2021	\$ 60,326	\$ (60,326)	\$ -	\$ 274,155	41.00%
2022	\$ 59,708	\$ (59,708)	\$ -	\$ 222,851	32.00%
2023	\$ 52,817	\$ (52,817)	\$ -	\$ 170,680	30.95%

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

GENERAL FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis	Adjustments	GAAP Basis
REVENUES					
Property taxes	\$ 265,000	\$ (1,837)	\$ 263,163	\$ -	\$ 263,163
State liquor taxes	20,000	(4,454)	15,546	-	15,546
State cigarette taxes	1,000	(511)	489	-	489
Franchise fees	337,500	(281,410)	56,090	-	56,090
Licenses, fees, and permits	1,000	322,125	323,125	-	323,125
Intergovernmental	335,000	(5,367)	329,633	-	329,633
Grants and contributions	150,000	104,073	254,073	-	254,073
Charges for services	17,500	(17,500)	-	-	-
Rents and leases	26,000	(25,642)	358	600	958
Investment earnings	10,000	15,011	25,011	1,553	26,564
Miscellaneous	5,500	6,127	11,627	-	11,627
Total revenues	<u>1,168,500</u>	<u>110,615</u>	<u>1,279,115</u>	<u>2,153</u>	<u>1,281,268</u>
EXPENDITURES					
Administration	265,700	(103,932)	161,768	22,013	183,781
Police	30,500	(9,305)	21,195	-	21,195
Fire	33,000	(14,000)	19,000	-	19,000
Golf	139,250	(72,824)	66,426	-	66,426
Parks	42,200	(10,598)	31,602	-	31,602
Swimming pool	107,300	(37,785)	69,515	-	69,515
Contingency	265,550	(265,550)	-	-	-
Total expenditures	<u>883,500</u>	<u>(513,994)</u>	<u>369,506</u>	<u>22,013</u>	<u>391,519</u>
Excess (deficiency) of revenues over (under) expenditures	285,000	624,609	909,609	(19,860)	889,749
OTHER FINANCING SOURCES (USES)					
Transfers out	<u>(885,000)</u>	<u>-</u>	<u>(885,000)</u>	<u>10,000</u>	<u>(875,000)</u>
Net change in fund balance	(600,000)	624,609	24,609	(9,860)	14,749
Fund balance - beginning	<u>600,000</u>	<u>510,394</u>	<u>1,110,394</u>	<u>51,070</u>	<u>1,161,464</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 1,135,003</u>	<u>\$ 1,135,003</u>	<u>\$ 41,210</u>	<u>\$ 1,176,213</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

STATE STREETS FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Intergovernmental	\$ 55,000	2,495	\$ 57,495
Grants and contributions	700,000	(700,000)	-
Investment earnings	<u>2,500</u>	<u>2,949</u>	<u>5,449</u>
Total revenues	<u>757,500</u>	<u>(694,556)</u>	<u>62,944</u>
EXPENDITURES			
Highways and streets	<u>917,500</u>	<u>(466,827)</u>	<u>450,673</u>
Excess (deficiency) of revenues over (under) expenditures	(160,000)	(227,729)	(387,729)
Fund balance - beginning	<u>160,000</u>	<u>93,263</u>	<u>253,263</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ (134,466)</u>	<u>\$ (134,466)</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

DEVELOPMENT GRANT FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Budget Basis	Actual Adjustments	GAAP Basis
REVENUES					
Charges for services	\$ 1,000	2,950	\$ 3,950	\$ -	\$ 3,950
Grants and contributions	250,000	(250,000)	-	-	-
Investment earnings	<u>1,000</u>	<u>11,894</u>	<u>12,894</u>	<u>-</u>	<u>12,894</u>
Total revenues	<u>252,000</u>	<u>(235,156)</u>	<u>16,844</u>	<u>-</u>	<u>16,844</u>
EXPENDITURES					
Culture and recreation	<u>927,000</u>	<u>(899,714)</u>	<u>27,286</u>	<u>-</u>	<u>27,286</u>
Excess (deficiency) of revenues over (under) expenditures	(675,000)	664,558	(10,442)	-	(10,442)
OTHER FINANCING SOURCES (USES)					
Transfers in	<u>250,000</u>	<u>-</u>	<u>250,000</u>	<u>-</u>	<u>250,000</u>
Net change in fund balance	(425,000)	664,558	239,558	-	239,558
Fund balance - beginning	<u>425,000</u>	<u>(79,966)</u>	<u>345,034</u>	<u>-</u>	<u>345,034</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 584,592</u>	<u>\$ 584,592</u>	<u>\$ -</u>	<u>\$ 584,592</u>

**COMBINING AND INDIVIDUAL FUND
STATEMENTS AND SCHEDULES**

CITY OF CONDON
Gilliam County, Oregon

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

June 30, 2023

	Special Revenue Funds				Capital Projects Funds			Total
	Grade School	State Revenue	Transient	Debt	Sewer	Water	Sewer	Nonmajor
	Facility	Sharing	Tax	Service	Reserve	Equipment	Equipment	Governmental
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Funds
ASSETS								
Cash and cash equivalents	\$ 141,643	\$ 524,078	\$ 35,904	\$ 33,625	\$ 386,806	\$ 104,305	\$ 134,728	\$ 1,361,089
Accounts receivable	-	1,124	7,270	-	457	-	-	8,851
Prepaid items	2,950	-	-	-	-	-	-	2,950
Total assets	<u>\$ 144,593</u>	<u>\$ 525,202</u>	<u>\$ 43,174</u>	<u>\$ 33,625</u>	<u>\$ 387,263</u>	<u>\$ 104,305</u>	<u>\$ 134,728</u>	<u>\$ 1,372,890</u>
LIABILITIES								
Accounts payable	<u>\$ -</u>	<u>\$ 375</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 375</u>
FUND BALANCES								
Nonspendable	2,950	-	-	-	-	-	-	2,950
Restricted	-	-	43,174	33,625	-	-	-	76,799
Committed	<u>141,643</u>	<u>524,827</u>	<u>-</u>	<u>-</u>	<u>387,263</u>	<u>104,305</u>	<u>134,728</u>	<u>1,292,766</u>
Total fund balances	<u>144,593</u>	<u>524,827</u>	<u>43,174</u>	<u>33,625</u>	<u>387,263</u>	<u>104,305</u>	<u>134,728</u>	<u>1,372,515</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 144,593</u>	<u>\$ 525,202</u>	<u>\$ 43,174</u>	<u>\$ 33,625</u>	<u>\$ 387,263</u>	<u>\$ 104,305</u>	<u>\$ 134,728</u>	<u>\$ 1,372,890</u>

CITY OF CONDON
Gilliam County, Oregon

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

For the Year Ended June 30, 2023

	Special Revenue Funds				Capital Projects Funds			Total
	Grade School	State Revenue	Transient	Debt	Sewer	Water	Sewer	Nonmajor
	Facility	Sharing	Tax	Service	Reserve	Equipment	Equipment	Governmental
	Fund	Fund	Fund	Fund	Fund	Fund	Fund	Funds
REVENUES								
Property taxes	\$ -	\$ -	\$ -	\$ 24,401	\$ -	\$ -	\$ -	\$ 24,401
Transient lodging taxes	-	-	25,884	-	-	-	-	25,884
Charges for services	-	-	-	-	5,176	-	-	5,176
Intergovernmental	20,000	6,897	-	-	-	-	-	26,897
Investment earnings	1,340	16,223	853	1,028	11,331	2,889	3,794	37,458
Total revenues	21,340	23,120	26,737	25,429	16,507	2,889	3,794	119,816
EXPENDITURES								
Current								
General government	26,747	37,528	-	-	-	-	-	64,275
Culture and recreation	-	-	16,554	-	-	-	-	16,554
Debt services	-	-	-	36,089	-	-	-	36,089
Total expenditures	26,747	37,528	16,554	36,089	-	-	-	116,918
Excess (deficiency) of revenues over (under) expenditures	(5,407)	(14,408)	10,183	(10,660)	16,507	2,889	3,794	2,898
OTHER FINANCING SOURCES (USES)								
Transfers in	150,000	5,000	-	10,000	-	10,000	10,000	185,000
Net change in fund balances	144,593	(9,408)	10,183	(660)	16,507	12,889	13,794	187,898
Fund balances - beginning	-	534,235	32,991	34,285	370,756	91,416	120,934	1,184,617
Fund balances - ending	\$ 144,593	\$ 524,827	\$ 43,174	\$ 33,625	\$ 387,263	\$ 104,305	\$ 134,728	\$ 1,372,515

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

CONDON GRADE SCHOOL BUILDING/FACILITY FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Rentals	\$ 5,000	\$ (5,000)	\$ -
Grants and contributions	1,100,000	(1,080,000)	20,000
Investment earnings	500	840	1,340
Total revenues	<u>1,105,500</u>	<u>(1,084,160)</u>	<u>21,340</u>
EXPENDITURES			
General government	<u>1,255,600</u>	<u>(1,228,853)</u>	<u>26,747</u>
Excess (deficiency) of revenues over (under) expenditures	(150,100)	144,693	(5,407)
OTHER FINANCING SOURCES (USES)			
Transfers in	<u>150,000</u>	<u>-</u>	<u>150,000</u>
Net change in fund balance	(100)	144,693	144,593
Fund balance - beginning	<u>100</u>	<u>(100)</u>	<u>-</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 144,593</u>	<u>\$ 144,593</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL

STATE REVENUE SHARING FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Fees and charges	\$ 10,500	\$ (10,500)	\$ -
Intergovernmental	7,500	(603)	6,897
Grants and contributions	10,000	(10,000)	-
Investment earnings	<u>10,000</u>	<u>6,223</u>	<u>16,223</u>
Total revenues	<u>38,000</u>	<u>(14,880)</u>	<u>23,120</u>
EXPENDITURES			
General government	<u>543,000</u>	<u>(505,472)</u>	<u>37,528</u>
Excess (deficiency) of revenues over (under) expenditures	(505,000)	490,592	(14,408)
OTHER FINANCING SOURCES (USES)			
Transfers in	<u>5,000</u>	<u>-</u>	<u>5,000</u>
Net change in fund balance	(500,000)	490,592	(9,408)
Fund balance - beginning	<u>500,000</u>	<u>34,235</u>	<u>534,235</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 524,827</u>	<u>\$ 524,827</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

TRANSIENT TAX FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Transient room taxes	\$ 22,500	\$ 3,384	\$ 25,884
Investment earnings	500	353	853
Total revenues	<u>23,000</u>	<u>3,737</u>	<u>26,737</u>
EXPENDITURES			
Culture and recreation	<u>48,000</u>	<u>(31,446)</u>	<u>16,554</u>
Excess (deficiency) of revenues over (under) expenditures	(25,000)	35,183	10,183
Fund balance - beginning	<u>25,000</u>	<u>7,991</u>	<u>32,991</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 43,174</u>	<u>\$ 43,174</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

DEBT SERVICE FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget - Basis
REVENUES			
Property taxes	\$ 25,500	\$ (1,099)	\$ 24,401
Investment earnings	500	528	1,028
Total revenues	26,000	(571)	25,429
EXPENDITURES			
Debt service	71,000	(34,911)	36,089
Excess (deficiency) of revenues over (under) expenditures	(45,000)	34,340	(10,660)
OTHER FINANCING SOURCES (USES)			
Transfers in	10,000	-	10,000
Net change in fund balance	(35,000)	34,340	(660)
Fund balance - beginning	35,000	(715)	34,285
Fund balance - ending	\$ -	\$ 33,625	\$ 33,625

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

WATER IMPROVEMENT FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual		
			Budget Basis	Adjustments	GAAP Basis
REVENUES					
Intergovernmental	\$ 2,000	\$ (2,000)	\$ -	\$ -	\$ -
Investment earnings	<u>10,000</u>	<u>16,741</u>	<u>26,741</u>	<u>-</u>	<u>26,741</u>
Total revenues	<u>12,000</u>	<u>14,741</u>	<u>26,741</u>	<u>-</u>	<u>26,741</u>
EXPENDITURES					
Water system improvements	<u>1,112,000</u>	<u>(850,664)</u>	<u>261,336</u>	<u>-</u>	<u>261,336</u>
Excess (deficiency) of revenues over (under) expenditures	(1,100,000)	865,405	(234,595)	-	(234,595)
OTHER FINANCING SOURCES (USES)					
Transfers in	<u>225,000</u>	<u>-</u>	<u>225,000</u>	<u>-</u>	<u>225,000</u>
Net change in fund balance	(875,000)	865,405	(9,595)	-	(9,595)
Fund balance - beginning	<u>875,000</u>	<u>(18,793)</u>	<u>856,207</u>	<u>-</u>	<u>856,207</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 846,612</u>	<u>\$ 846,612</u>	<u>\$ -</u>	<u>\$ 846,612</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

WASTEWATER IMPROVEMENT FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Grants and contributions	\$ 10,000	\$ (10,000)	\$ -
Investment earnings	3,000	12,583	15,583
	<u>13,000</u>	<u>2,583</u>	<u>15,583</u>
EXPENDITURES			
Wastewater system improvements	648,000	(594,179)	53,821
Excess (deficiency) of revenues over (under) expenditures	(635,000)	596,762	(38,238)
OTHER FINANCING SOURCES (USES)			
Transfers in	205,000	-	205,000
Net change in fund balance	(430,000)	596,762	166,762
Fund balance - beginning	430,000	22,178	452,178
Fund balance - ending	<u>\$ -</u>	<u>\$ 618,940</u>	<u>\$ 618,940</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

EQUIPMENT RESERVE FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Investment earnings	\$ 5,000	\$ 14,007	\$ 19,007
EXPENDITURES			
Capital outlay	665,000	(631,902)	33,098
Excess (deficiency) of revenues over (under) expenditures	(660,000)	645,909	(14,091)
OTHER FINANCING SOURCES (USES)			
Transfers in	60,000	-	60,000
Net change in fund balance	(600,000)	645,909	45,909
Fund balance - beginning	600,000	4,394	604,394
Fund balance - ending	\$ -	\$ 650,303	\$ 650,303

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

SEWER RESERVE FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Charges for services	\$ 5,000	\$ 176	\$ 5,176
Investment earnings	<u>2,000</u>	<u>9,331</u>	<u>11,331</u>
Total revenues	<u>7,000</u>	<u>9,507</u>	<u>16,507</u>
EXPENDITURES			
Capital outlay	<u>377,000</u>	<u>(377,000)</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	(370,000)	386,507	16,507
Fund balance - beginning	<u>370,000</u>	<u>756</u>	<u>370,756</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ 387,263</u>	<u>\$ 387,263</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

WATER EQUIPMENT FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Investment earnings	\$ 1,000	\$ 1,889	\$ 2,889
EXPENDITURES			
Water equipment	101,000	(101,000)	-
Excess (deficiency) of revenues over (under) expenditures	(100,000)	102,889	2,889
OTHER FINANCING SOURCES (USES)			
Transfers in	10,000	-	10,000
Net change in fund balance	(90,000)	102,889	12,889
Fund balance - beginning	90,000	1,416	91,416
Fund balance - ending	\$ -	\$ 104,305	\$ 104,305

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

SEWER EQUIPMENT FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual Budget Basis
REVENUES			
Investment earnings	\$ 1,000	\$ 2,794	\$ 3,794
EXPENDITURES			
Capital outlay	<u>131,000</u>	<u>(131,000)</u>	<u>-</u>
Excess (deficiency) of revenues over (under) expenditures	(130,000)	133,794	3,794
OTHER FINANCING SOURCES (USES)			
Transfers in	<u>10,000</u>	<u>-</u>	<u>10,000</u>
Net change in fund balance	(120,000)	133,794	13,794
Fund balance - beginning	<u>120,000</u>	<u>934</u>	<u>120,934</u>
Fund balance - ending	<u><u>\$ -</u></u>	<u><u>\$ 134,728</u></u>	<u><u>\$ 134,728</u></u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL

MEMORIAL HALL FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual		
			Budget Basis	Adjustments	GAAP Basis
REVENUES					
Rents and leases	\$ 1,000	\$ (400)	\$ 600	\$ (600)	\$ -
Investment earnings	500	1,053	1,553	(1,553)	-
Total revenues	1,500	653	2,153	(2,153)	-
EXPENDITURES					
General government	46,500	(24,485)	22,015	(22,015)	-
Excess (deficiency) of revenues over (under) expenditures	(45,000)	25,138	(19,862)	19,862	-
OTHER FINANCING SOURCES (USES)					
Transfers in	10,000	-	10,000	(10,000)	-
Net change in fund balance	(35,000)	25,138	(9,862)	9,862	-
Fund balance - beginning	35,000	16,070	51,070	(51,070)	-
Fund balance - ending	\$ -	\$ 41,208	\$ 41,208	\$ (41,208)	\$ -

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
BUDGET AND ACTUAL

SEWER FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual		
			Budget Basis	Adjustments	GAAP Basis
REVENUES					
Sewer charges	\$ 263,000	\$ 4,523	\$ 267,523	\$ -	\$ 267,523
Investment earnings	<u>2,000</u>	<u>7,000</u>	<u>9,000</u>	<u>-</u>	<u>9,000</u>
Total revenues	<u>265,000</u>	<u>11,523</u>	<u>276,523</u>	<u>-</u>	<u>276,523</u>
EXPENSES					
Sewer operations	259,550	(38,013)	221,537	209,016	430,553
Contingency	<u>235,450</u>	<u>(235,450)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total expenses	<u>495,000</u>	<u>(273,463)</u>	<u>221,537</u>	<u>209,016</u>	<u>430,553</u>
Excess (deficiency) of revenues over (under) expenses	(230,000)	284,986	54,986	(209,016)	(154,030)
OTHER FINANCING SOURCES (USES)					
Transfers in	-	-	-	39,427	39,427
Transfers out	<u>(45,000)</u>	<u>-</u>	<u>(45,000)</u>	<u>-</u>	<u>(45,000)</u>
Total other financing sources (uses)	<u>(45,000)</u>	<u>-</u>	<u>(45,000)</u>	<u>39,427</u>	<u>(5,573)</u>
Net change in fund net position	(275,000)	284,986	9,986	(169,589)	(159,603)
Net position - beginning	<u>275,000</u>	<u>51,549</u>	<u>326,549</u>	<u>1,457,484</u>	<u>1,784,033</u>
Net position - ending	<u>\$ -</u>	<u>\$ 336,535</u>	<u>\$ 336,535</u>	<u>\$ 1,287,895</u>	<u>\$ 1,624,430</u>

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION -
BUDGET AND ACTUAL

WATER FUND

For the Year Ended June 30, 2023

	Original and Final Budget	Variance with Final Budget Over (Under)	Actual		
			Budget Basis	Adjustments	GAAP Basis
REVENUES					
Water charges	\$ 225,000	\$ (5,588)	\$ 219,412	\$ -	\$ 219,412
Investment earnings	<u>2,000</u>	<u>6,070</u>	<u>8,070</u>	<u>-</u>	<u>8,070</u>
Total revenues	<u>227,000</u>	<u>482</u>	<u>227,482</u>	<u>-</u>	<u>227,482</u>
EXPENSES					
Water operations	<u>422,000</u>	<u>(211,468)</u>	<u>210,532</u>	<u>135,088</u>	<u>345,620</u>
Excess (deficiency) of revenues over (under) expenses	(195,000)	211,950	16,950	(135,088)	(118,138)
OTHER FINANCING SOURCES (USES)					
Transfers in	25,000	-	25,000	192,018	217,018
Transfers out	<u>(30,000)</u>	<u>-</u>	<u>(30,000)</u>	<u>-</u>	<u>(30,000)</u>
Total other financing sources (uses)	<u>(5,000)</u>	<u>-</u>	<u>(5,000)</u>	<u>192,018</u>	<u>187,018</u>
Net change in fund net position	(200,000)	211,950	11,950	56,930	68,880
Net position - beginning	<u>200,000</u>	<u>48,277</u>	<u>248,277</u>	<u>1,156,334</u>	<u>1,404,611</u>
Net position - ending	<u>\$ -</u>	<u>\$ 260,227</u>	<u>\$ 260,227</u>	<u>\$ 1,213,264</u>	<u>\$ 1,473,491</u>

OTHER FINANCIAL SCHEDULES

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF FUTURE REQUIREMENTS FOR RETIREMENT OF LONG-TERM DEBT

June 30, 2023

	Governmental Activities			Business-Type Activities		
	GO Installment Sewer Bond			Sewer Revenue Bond		
	Principal	Interest	Total	Principal	Interest	Total
2023-2024	\$ 17,857	\$ 18,232	\$ 36,089	\$ 9,212	\$ 13,799	\$ 23,011
2024-2025	18,660	17,429	36,089	9,604	13,408	23,012
2025-2026	19,500	16,589	36,089	10,012	12,999	23,011
2026-2027	20,378	15,711	36,089	10,437	12,574	23,011
2027-2028	21,295	14,794	36,089	10,881	12,130	23,011
2028-2029	22,253	13,836	36,089	11,343	11,668	23,011
2029-2030	23,254	12,835	36,089	11,826	11,186	23,012
2030-2031	24,301	11,788	36,089	12,328	10,683	23,011
2031-2032	25,394	10,695	36,089	12,852	10,159	23,011
2032-2033	26,537	9,552	36,089	13,398	9,613	23,011
2033-2034	27,731	8,358	36,089	13,968	9,044	23,012
2034-2035	28,979	7,110	36,089	14,561	8,450	23,011
2035-2036	30,283	5,806	36,089	15,180	7,831	23,011
2036-2037	31,646	4,443	36,089	15,825	7,186	23,011
2037-2038	33,070	3,019	36,089	16,498	6,513	23,011
2038-2039	34,096	1,993	36,089	17,199	5,812	23,011
2039-2040	-	-	-	17,930	5,081	23,011
2040-2041	-	-	-	18,692	4,319	23,011
2041-2042	-	-	-	19,486	3,525	23,011
2042-2043	-	-	-	20,315	2,697	23,012
2043-2044	-	-	-	21,178	1,833	23,011
2044-2045	-	-	-	21,964	933	22,897
	<u>\$ 405,234</u>	<u>\$ 172,190</u>	<u>\$ 577,424</u>	<u>\$ 324,689</u>	<u>\$ 181,443</u>	<u>\$ 506,132</u>

CITY OF CONDON
Gilliam County, Oregon

COMPARATIVE SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION

SEWER FUND

For the Year Ended June 30, 2023

	<u>2023</u>	<u>2022</u>
Operating revenues		
Charges for services	\$ 267,523	\$ 258,286
Operating expenses		
Personnel services	166,446	116,954
Materials and services	83,878	67,915
Depreciation	<u>180,229</u>	<u>255,554</u>
Total operating expenses	<u>430,553</u>	<u>440,423</u>
Operating income (loss)	<u>(163,030)</u>	<u>(182,137)</u>
Nonoperating revenues (expenses)		
Investment earnings	<u>9,000</u>	<u>1,104</u>
Income (loss) before contributions and transfers	(154,030)	(181,033)
Transfers in	39,427	8,476
Transfers out	<u>(45,000)</u>	<u>(45,000)</u>
Change in net position	(159,603)	(217,557)
Total net position - beginning	<u>1,784,033</u>	<u>2,001,590</u>
Total net position - ending	<u><u>\$ 1,624,430</u></u>	<u><u>\$ 1,784,033</u></u>

**AUDIT COMMENTS AND DISCLOSURES REQUIRED BY
FEDERAL AND STATE REGULATIONS**



**INDEPENDENT AUDITOR'S REPORT
REQUIRED BY OREGON STATE REGULATIONS**

The Honorable Jim Hassing, Mayor
and Members of the City Council
City of Condon
Condon, Oregon 97823

We have audited the basic financial statements of the City of Condon as of and for the year ended June 30, 2023 and have issued our report thereon dated November 1, 2023. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*.

Compliance

As part of obtaining reasonable assurance about whether the City of Condon's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including the provisions of Oregon Revised Statutes, as specified in Oregon Administrative Rules 162-010-0000 through 162-010-0320 of the Minimum Standards for Audits of Oregon Municipal Corporations, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

We performed procedures to the extent we considered necessary to address the required comments and disclosures, which included, but were not limited to, the following:

Deposit of public funds with financial institutions (ORS Chapter 295)

Indebtedness limitations, restrictions, and repayment

Budgets legally required (ORS Chapter 294)

Programs funded from outside sources

Insurance and fidelity bonds in force or required by law

Highway revenues used for public highways, roads, and streets

Authorized investment of surplus funds (ORS Chapter 294)

Public contracts and purchasing (ORS Chapters 279A, 279B, 279C)

In connection with our testing, nothing came to our attention that caused us to believe the City was not in substantial compliance with certain provisions of laws, contracts, and grants, including the provisions of Oregon Revised Statutes, as specified in Oregon Administrative Rules 162-010-0000 through 162-010-0320 of the Minimum Standards for Audits of Oregon Municipal Corporations.

OAR 162-010-0230 Internal Control

In planning and performing our audit, we considered the City of Condon's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Condon's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Condon's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over financial reporting, as described below, that we consider to be significant deficiencies in internal control over financial reporting. A *significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

We consider the deficiencies described below to be significant deficiencies in internal control over financial reporting:

1. A lack of segregation of duties exists due to the limited number of staff. Presently, a single staff member prepares checks, reconciles bank statements, performs payroll duties, and maintains utility billing accounts.

This report is intended solely for the information and use of the city council and management of the City of Condon and the Oregon Secretary of State and is not intended to be and should not be used by anyone other than these parties.


Accuity, LLC
Albany, Oregon
November 1, 2023



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

The Honorable Jim Hassing, Mayor
and Members of the City Council
City of Condon
Condon, Oregon 97823

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Condon, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 1, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City of Condon, Oregon's internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Condon, Oregon's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Condon, Oregon's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

We identified certain deficiencies in internal control over financial reporting, as described in the accompanying schedule of findings and responses as item 2023-01, that we consider to be a significant deficiency in internal control over financial reporting.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Condon's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. We did not identify any instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

City of Condon, Oregon's Response to Findings

The City of Condon, Oregon's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The City of Condon, Oregon's response was not subjected to the auditing procedures applied in the audit of the financial statements, and accordingly, we express no opinion on it.

Purpose of this Report

This report is intended solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Accuity, LLC". The signature is stylized and cursive.

Accuity, LLC
Albany, Oregon
November 1, 2023

CITY OF CONDON
Gilliam County, Oregon

SCHEDULE OF FINDINGS AND RESPONSES

June 30, 2023

<u>Finding Number</u>	<u>Findings</u>
2023-001	Adequate segregation of duties in most areas was impractical due to the limited number of employees. The City has, however, developed alternative procedures, which mitigate this condition to some extent.
	<u>Response</u>
2023-001	Management continually evaluates the monitoring and controls established to ensure risks are mitigated.



CITY OF CONDON

Report to the City Council
for the Year Ended June 30, 2023

November 1, 2023



CITY OF CONDON
Gilliam County, Oregon

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November 1, 2023

City Council
City of Condon
Condon, Oregon

We are pleased to present this report related to our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Condon, Gilliam County, Oregon, for the year ended June 30, 2023. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for the City's financial reporting process. Also included, is a summary of recently issued accounting standards that may affect future financial reporting by the City.

This report is intended solely for the information and use of the City Council and management of the City, and it is not intended to be used, and should not be used, by anyone other than these specified parties.

It will be our pleasure to respond to any questions you have regarding this report. We appreciate the opportunity to continue to be of service to the City.

Very truly yours,

Accuity, LLC
Certified Public Accountants
Albany, Oregon



City Council
City of Condon
Condon, Oregon

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the City of Condon for the year ended June 30, 2023. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter dated June 9, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by City of Condon are described in Note I to the financial statements. Four new accounting policies were adopted during the year, GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability of Arrangements*, Statement No. 96, *Subscription-Based Information Technology Arrangements*, Statement No. 99, *Omnibus 202*, and Statement No. 101, *Compensated Absences*. The application of existing policies was not changed during the year ended June 30, 2023. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

- Management's estimate of depreciable lives and salvage values of capital assets, which are based on expected useful lives of the assets and current market conditions and management's estimate of the net realizable value of the property held for sale. We evaluated the key factors and assumptions used to develop the depreciable lives and salvage values and fair value of the property held for sale and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.
- Defined benefit pension plan actuarial assumptions.
- Valuation of accrued compensation.

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the City of Condon's financial statements relate to pension plans and long-term debt obligations.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes material misstatements that we identified as a result of our audit procedures that were brought to the attention of, and corrected by, management.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain written representations from management, which are included in the attached letter dated November 1, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the entity's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors; however, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, the schedules of the City's proportionate share of the net pension liability and City contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

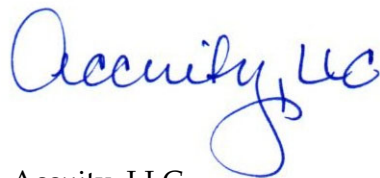
We were engaged to report on the General and State Revenue Sharing Funds' budgetary comparison information, which is RSI. We were also engaged to report on combining and individual fund statements and supporting schedules, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the schedule of future requirements for retirement of long-term debt, or the Water Fund comparative schedule of revenues, expenses, and changes in net position, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on it.

Restriction on Use

This report is intended solely for the use of the City Council and management of the City of Condon, and is not intended to be, and should not be used by anyone other than these specified parties.

Very truly yours,



Accuity, LLC
November 1, 2023



November 1, 2023

City Council
City of Condon
Condon, Oregon

In planning and performing our audit of the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of City of Condon as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered City of Condon's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We identified the following deficiencies in internal control that we consider to be significant deficiencies.

Organizational Structure

The size of the City's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This situation dictates that the City Council remains involved in the financial affairs of the City to provide oversight and independent review functions.

The City's internal control system does not reliably and consistently produce adjustments to bring the accounting records into alignment with generally accepted accounting principles for government-wide financial statements. Examples are the prepaid expenses, long-term debt and depreciation calculations. Due to the size of the City, this control deficiency will most likely remain in subsequent years. The State of Oregon has adopted statutes that mitigate the identified deficiency by requiring municipal auditing firms to assist with and/or prepare financial statements for audit clients in accordance with GAAP.

This communication is intended solely for the information and use of management, the City Council, and others within the City, and is not intended to be, and should not be used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in blue ink that reads "Accuity, LLC". The signature is stylized, with the "A" and "C" being particularly large and flowing into each other. The "LLC" is written in a smaller, more standard script at the end of the signature.

Accuity, LLC

Recently Issued Accounting Standards
June 30, 2023

New Pronouncements

For the fiscal year ended June 30, 2023, the City implemented the following new accounting standards:

GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability of Arrangements* – This Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs).

GASB Statement No. 96, *Subscription-Based Information Technology Arrangements* – This statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users.

GASB Statement No. 99, *Omnibus 2022*. This statement was issued April 2022 and enhances comparability in accounting and financial reporting to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to lease implementation, public-private and public-public partnerships and availability payment arrangements, and subscription-based information technology arrangements.

GASB Statement No. 101, *Compensated Absences*. This statement was issued to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

The City will implement applicable new GASB pronouncements no later than the required fiscal year. Management has not determined the effect on the financial statements for implementing any of the following pronouncements:

GASB Statement No. 99, *Omnibus 2022*. This statement was issued April 2022 and enhances comparability in accounting and financial reporting to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics including issues related to financial guarantees and classification of derivatives.

GASB Statement No. 100, *Accounting Changes and Error Corrections*. This statement was issued to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability.



June 09, 2023

Kathryn Greiner
City of Condon
(541) 384 - 2711

Dear Kathryn,

We are pleased to confirm our understanding of the services we are to provide City of Condon for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, blended or discretely presented component unit, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of City of Condon as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Condon's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Condon's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules of Funding Progress and Employer Contributions, if applicable
3. Schedules of the Government's Proportionate Share of the Net Pension and OPEB Liabilities and Government Contributions, if applicable

The following RSI is required by the Governmental Accounting Standards Board and will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund and Major Special Revenue Funds, if any

We have also been engaged to report on supplementary information other than RSI that accompanies City of Condon's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining Balance Sheet and Combining Statement of Revenues, Expenditures, and Changes in Fund Balances for all Nonmajor Governmental Funds, if any
2. Schedules of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – Nonmajor



Special Revenue Funds, Debt Service Funds, and Capital Projects Funds, if any

3. Schedule of expenditures of federal awards

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report:

1. Schedule of Long-Term Debt Transactions
2. Schedule of Future Requirements for Retirement of Long-Term Debt

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS, the Minimum Standards for Audits of Oregon Municipal Corporations, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of accounting records, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS, and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level



of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from the Government's attorneys as part of the engagement, and they may bill you for responding to this inquiry.

We have identified the following significant risk(s) of material misstatement as a part of our audit planning:

1. Organizational Structure - The size of the City's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. Due to the limited number of staff, many critical accounting duties have been combined. The situation dictates that the City Council remains involved in the financial affairs of the City to provide oversight and independent review functions.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but will remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we express no such opinion. However, during the audit, we will communicate to management and those charged with governance, internal control related matters that are required to be communicated under AICPA professional standards, and *Government Auditing Standards*.



Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Condon's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of City of Condon in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, and related notes services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will also assist with preparation of the capital asset schedule and depreciation calculation in conformity with the applicable basis of accounting.

You agree to assume all management responsibilities for the financial statements, and related notes, and any other nonattest services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, and related notes and that you have reviewed and approved the financial statements, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

You are also responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, and other matters, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during



the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP, (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP, (3) the methods of measurement or presentation have not changed from those used in the prior period (or if they have changed, the reasons for such changes), and (4) you have disclosed to us any significant assumptions in interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations that we request, and will locate any documents selected by us for testing, and will prepare schedules requested by us by the dates communicated directly to management.

We will provide copies of our reports to City of Condon; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Accuity, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Oregon or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Accuity, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.



The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the State of Oregon. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party/parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on September 14, 2023 and to issue our report no later than December 31, 2023. Glen Kearns is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services will be based on the value of the services rendered, plus out-of-pocket expenses. We estimate that our fees for these services, including out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.), will be \$19,500 for financial audit services. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate. Our invoices for these fees will be rendered each month as work progresses and are payable upon presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Reporting

We will issue a written report upon completion of our audit. Our reports will be addressed to management and those charged with governance of City of Condon. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature and circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete our audit or are unable to form or have not formed opinions, we may decline to express our opinions or withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Condon is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

If this engagement letter is written in support of any existing bid or contract, in case of any conflict between such agreement and this letter, this letter will control.

If any of the above sections or clauses are held to be invalid for any reason, or are declared to be null and void, all



other sections and clauses of this agreement shall remain valid, will not be nullified, and are hereby further affirmed.

Venue of all matters arising from this agreement, this engagement, and subsequent engagements shall reside in Albany, Linn County, Oregon.

Any dispute, controversy, or claim rising out of this agreement shall be settled by binding arbitration under the arbitration rules of the Linn County Circuit Court. There shall be one arbitrator selected from the Circuit Court Panel of Arbitrators and the proceeding shall follow the Oregon Rules of Civil Procedure.

The arbitrator shall have the authority to award any remedy or relief that an Oregon court could order or grant, including, without limitation, specific performance of any obligation created under this agreement, the issuance of an injunction, or the imposition of sanctions for abuse or frustration of the arbitration process, except that the arbitrator shall not have authority to award punitive damages or any other amount for the purpose of imposing a penalty as opposed to compensating for actual damages suffered or loss incurred. With respect to any action relating to this agreement, the prevailing party shall be entitled to recover from the losing party its reasonable attorney's fees, paralegal fees, expert fees, and all other fees, costs, and expenses actually incurred and reasonably necessary in connection with such action as determined by the arbitrator.

Our audit engagement ends upon delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new specific engagement letter for that service.

We appreciate the opportunity to be of service to you and believe that this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Accuity, LLC
Glen Kearns

RESPONSE:

This letter correctly sets forth the understanding of City of Condon

Kathryn Greiner
Kathryn Greiner, City Administrator

06/16/2023
Date

Accuity, LLC
Certified Public Accountants
436 1st Avenue W
P.O. Box 1072
Albany, Oregon 97321

This representation letter is provided in connection with your audit of the financial statements of the City of Condon, which comprise the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2023, the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of the date of signature of this letter, the following representations made to you during your audit.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated June 9, 2023, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
2. The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information of the City required by generally accepted accounting principles to be included in the financial reporting entity.
3. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

4. We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
5. Significant assumptions we used in making accounting estimates are reasonable.
6. Related party relationships and transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
7. Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements.
8. If any, the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements for each opinion unit. We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the accounts.
9. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements, and we have not consulted a lawyer concerning litigation, claims, or assessments.
10. Guarantees, whether written or oral, under which the City is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

11. We have provided you with:
 - a. Access to all information of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the City from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of the board of directors or summaries of actions of recent meetings for which minutes have not yet been prepared.
12. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
13. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

14. We have no knowledge of any fraud or suspected fraud that affects the City and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
15. We have no knowledge of any allegations of fraud or suspected fraud affecting the City's financial statements communicated by employees, former employees, regulators, or others.
16. We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
17. We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
18. We have disclosed to you the identity of the City's related parties and all the related party relationships and transactions of which we are aware.

City-Specific

19. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
20. We have taken timely and appropriate steps to remedy fraud, noncompliance with provisions of laws, regulations, contracts, grant agreements, or abuse that you have reported to us.
21. We have a process to track the status of audit findings and recommendations.
22. We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
23. We have provided our views on reported findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
24. The City has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.

25. We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts, and legal and contractual provisions for reporting specific activities in separate funds.
26. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
27. We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
28. We have identified and disclosed to you all instances that have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
29. There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
30. As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related
31. The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral.
32. The City has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
33. The financial statements properly classify all funds and activities in accordance with GASB Statement No. 34.

34. All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
35. Components of net position (net investment in capital assets, restricted, and unrestricted) and equity amounts are properly classified and, if applicable, approved.
36. Investments, derivative instruments, and land and other real estate held by endowments are properly valued.
37. Provisions for uncollectible receivables have been properly identified and recorded.
38. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
39. Revenues are appropriately classified in the statement of activities within program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
40. Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
41. If any, special and extraordinary items are appropriately classified and reported.
42. Deposits, investment securities, and derivative instruments are properly classified as to risk and are properly disclosed.
43. Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated.
44. We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
45. We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
46. We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.

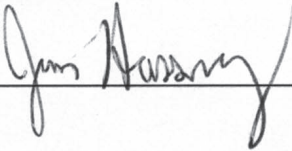
47. With respect to the RSI:

- d. We acknowledge our responsibility for presenting the management's discussion and analysis, schedules of the City's proportionate share of the net pension liability and City contributions, and budgetary comparison information in accordance with accounting principles generally accepted in the United States of America, and we believe this information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the RSI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.

48. Expenditures of federal awards were below the \$750,000 threshold for the year ended June 30, 2023 and we were not required to have an audit in accordance with Title 2 U.S. Code of Federal Requirements (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Office Administrator

Mayor



Date

Date

11-1-23

CITY OF CONDON
Journal Entry
06/30/2023

Account	Description	Workpaper Reference	Debit	Credit	Net Income Effect
AJE01					
To record receivables to agree to CY and cash with county CY					
001-000-104010	CASH WITH COUNTY TREASURER		0.00	3,605.32	
001-000-402000	PREV. LEVIED TAXES REC.		3,605.32	0.00	
001-000-107000	FRANCHISE FEES RECEIVABLE		0.00	294,517.84	
001-000-418000	OWSI HOST FEE		283,886.48	0.00	
001-000-419000	CWM HOST FEE		7,500.00	0.00	
001-000-406000	ELECTRIC FRANCHISE		2,122.56	0.00	
001-000-413000	TELEPHONE FRANCHISE		1,008.80	0.00	
001-000-418000	OWSI HOST FEE		0.00	279,097.77	
001-000-413000	TELEPHONE FRANCHISE		0.00	1,060.52	
001-000-406000	ELECTRIC FRANCHISE		0.00	2,329.11	
001-000-419000	CWM HOST FEE		0.00	7,500.00	
001-000-107000	FRANCHISE FEES RECEIVABLE		289,987.40	0.00	
001-000-425000	SWIMMING POOL - GILLIAM COUNTY		49,105.23	0.00	
001-000-456000	OUTSIDE FUNDING SOURCE		20,850.00	0.00	
001-000-425000	SWIMMING POOL - GILLIAM COUNTY		29,595.25	0.00	
001-000-106000	ACCOUNTS RECEIVABLE		0.00	99,550.48	
001-000-425000	SWIMMING POOL - GILLIAM COUNTY		0.00	60,000.00	
001-000-106000	ACCOUNTS RECEIVABLE		60,000.00	0.00	
Total			747,661.04	747,661.04	-47,686.24
GRAND TOTAL			747,661.04	747,661.04	-47,686.24



December 7, 2023

Oregon Secretary of State,
Audits Division
255 Capitol St. NE, Suite #500
Salem, OR 97310

128 S Main St.
PO Box 445
Condon, OR 97823-0445
P: 541-384-2711
F: 541-384-2700

City of Condon respectfully submits the following corrective action plan in response to deficiency reported in our audit of fiscal year ended June 30, 2023. The audit was completed by the independent auditing firm Accuity, LLC and reported the deficiency listed below. The plan of action was adopted by the governing body at their meeting on December 6, 2023, as indicated by signatures below.

The deficiency is listed below, including the adopted plan of action and timeframe for each.

1. Segregation of Duties.

- a. Significant weakness in Segregation of Duties. "Adequate segregation of duties in most areas was impractical due to the limited number of employees. The City has, however developed alternative procedures, which mitigate this condition to some extent."
- b. Due to limited staff the City Council has been assigned review responsibilities of the bank reconciliations to one Councilor to do each month. The administrative assistant has taken on the roles of utility billing clerk that includes deposits and billing, plus now does the accounts payable. The City Administrator completes the payroll, budgeting, bank reconciliation, plus reviews the adjustments to the billing and initials monthly.
- c. The checks are signed by two people, the city administrator and one of three councilors that are on the bank's signatory card. The councilor who signs the accounts payable checks also sign the summary register and have the opportunity to review each invoice with the check.

This letter was approved at the Condon City Council meeting December 7, 2023.

Jim Hassing, Mayor Print Name

Signature

Dawn Parm, Councilor – Print Name

Signature

ORDINANCE No. 2024-04

**AN ORDINANCE OF THE CITY OF CONDON
AMENDING CHAPTER 50 THE CONDON MUNICIPAL CODE**

The City of Condon Ordains as follows:

Except as specifically modified below, the provisions of Chapter 50 of the Condon Municipal Code shall remain unmodified and in effect.

Section 1. SECTION 50.61(B) Rules and Regulations is hereby amended as follows:

(11) Any water service that has been approved by the City to be installed outside of City limits, which includes the Urban Growth Boundary, regardless of purpose or use, shall have the minimum protection of a double check value assembly (DCVA) installed in accordance with O.A.R. Chapter 333-61-071(1-4) located near the discharge side of the water meter for said property.

Section 2. EFFECTIVE DATE. This ordinance will take effect 30 days from and after its passage by the Council.

PASSED AND ADOPTED by the City of Condon City Council by a vote of _____ ayes
and ____ nays this ____ day of _____ 2023.

Mayor Jim Hassing

ATTEST:

Kathryn Greiner, City Recorder

Ordinance 2024-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CONDON, OREGON, VACATING AN UNDEVELOPED ALLEY BETWEEN TRIMBLE AND PENNOYER STREETS, BLOCK 5 OF MOYER'S ADDITION, GILLIAM COUNTY ASSESSOR MAP 4S21E10DC TAX LOTS 1100, 1200 AND 1202, CONDON, OREGON

WHEREAS, Barbara Anderson, pursuant to ORS Chapter 271, filed a Vacation Petition, which was accepted by the Condon City Council on January 3, 2024, to Vacate the Undeveloped Alley in Block 5 of Moyer's Addition, in Township 4 South Range 21 East, Section 10DC, Condon, Gilliam County, Oregon.

THE CITY OF CONDON, OREGON ORDAINS AS FOLLOWS:

Section 1. That the notice of the time and place for the Public Hearing of the proposed Vacation of the above-described public right-of-way has been given.

Section 2. That a Notice of Public Hearing was published twice in The Times-Journal, a local newspaper, advertising the Public Hearing as being scheduled for November ~~23 &~~ 30, 2023 held at the, regular scheduled December 6, 2023 council meeting of the Condon City Council; said noticed being posted at each end of the subject Vacation areas as well as on city's website – www.cityofcondon.com

Section 3. That the owners of the majority of the property within the requisite area will not be adversely affected by said Vacation, as depicted on Exhibit 'A' attached.

Section 4. That the proposed Vacation will not substantially affect the market value of the property abutting said street.

Section 5. That over two-thirds (2/3) of the owners of the requisite area, as required by Statute, have consented to said public right-of-way Vacation.

Section 6. A public hearing was held on December 6, 2023 and testimony was received for the record.

Section 7. That the City Council adopts the findings of fact and conclusions set forth in the City Council staff report dated November 30, 2023.

Section 8. That the following described undeveloped alley is hereby Vacated:

The entire alley beginning from the north right-of-way line of Trimble Street to the south right-of-way of Pennoyer Street

Section 9. The City Recorder shall file a certified copy of this Ordinance with the County Clerk, the County Assessor, and the County Surveyor of Gilliam County, Oregon.

Section 8. Effective date. This Ordinance shall become effective 30 days after the second reading of this ordinance is adopted by the Condon City Council on January 3, 2024.

PASSED AND ADOPTED by the City of Condon City Council by a vote of _____ ayes and _____ nays this ____ day of _____ 2024.

Mayor Jim Hassing

ATTEST:

Kathryn Greiner, City Recorder

ORDINANCE 2024-06

**AN ORDINANCE OF THE CITY OF CONDON
AMENDING CHAPTER 32 OF THE CONDON MUNICIPAL CODE**

The City of Condon Ordains as follows:

Except as specifically modified below, the provisions of Chapter 32 of the Condon Municipal Code shall remain unmodified and in effect.

Section 1. SECTION 32.27(E)(2) Contracts for Goods and Services is hereby amended as follows:

(2) *Procurements up to \$250,000.* The procurement of goods or services, or goods and services, for which the estimated contract price does not exceed \$250,000 may be made under an informal solicitation for either quotes or proposals.

Section 2. SECTION 32.27(F)(4) is hereby amended as follows:

(4) *Contracts up to \$25,000.* Contracts of any type for which the contract price does not exceed \$25,000 without a record of the method of award.

Section 3. SECTION 32.27(K)(2) Concession Agreements is hereby amended as follows:

(a) *Contracts under \$25,000.* Contracts under which the solicitation agent estimates that receipts by the city will not exceed \$25,000 in any fiscal year and \$50,000 in the aggregate.

Section 4. EFFECTIVE DATE. This ordinance will take effect after 30 days from and after its passage by the Council.

PASSED AND ADOPTED by the City of Condon City Council by a vote of _____ ayes and ____ nays this ____ day of _____ 2024.

Mayor Jim Hassing

ATTEST:

Kathryn Greiner, City Recorder

Kathryn Greiner

From: BEACH Anthony <Anthony.BEACH@odav.oregon.gov>
Sent: Wednesday, November 08, 2023 8:49 AM
To: Kathryn Greiner
Cc: SUGAHARA Kenji; Jed Crowther; devine.bobby@gmail.com
Subject: RE: Condon Airport Tour - Fuel/Water Improvements Discussion

Good morning everyone,

Kathryn, thank you for organizing yesterday's meeting, please forward this message and thank everyone who took time to meet and discuss improvements at the Condon State Airport. Here is a quick recap of what we discussed, and a few additional resources.

Airport Wants/Needs:

- Aviation fuel storage (100LL at a minimum, Jet A would also be desirable)
- Weather Reporting Equipment
- Instrument Approach Procedures
- Airport Perimeter Fence / wildlife deterrence
- Water utilities extended to the airport
- Courtesy Vehicle
- Volunteers
 - Maintenance, repairs, coordination of courtesy vehicle
 - Inspections, reporting for Aviation fuel

Potential Funding Sources?

- State Legislature – Resiliency (Study phase in progress now, funding for recommendations in future session?)
- FAA (likely dependent on upcoming Airport Master Plan)
- Connect OR (30% match required)
- Local, County, Port, City, Private, Other?

Current project schedule:

- Master Plan and Airport GIS Update (Includes Wildlife Hazard Assessment) – 2025
- Pavement Surface Rehabilitation – Design – 2025
- Pavement Surface Rehabilitation – Construction - 2026
- Perimeter Fence – Environmental and Design – 2027
- Perimeter Fence – Construction - 2029

Additional Resources:

- [Sign up / Update preferences for Airport, Board, other Dept. notifications](#)
- [Oregon Aviation Plan \(with information about airport categories and needs\)](#)
- [Minimum Standards \(Category IV State Airports\)](#)
- [Aviation System Action Program \(ASAP\) – ODAV Airport Grant Program](#)
 - Included because we discussed this, SOAR is the part of ASAP that is for State-owned airports, but there is not enough funding available to repair critical infrastructure and a backlog of previously approved projects since 2018.
- [Fuel QT Pod Point of Sale](#) – This is what we use at Cottage Grove and Joseph
- Recent fuel tank cost – I looked back at a recent fuel tank we installed at Cottage Grove. The cost of the 6,000 gallon tank for 100LL was approximately \$150,000 to install the tank on an existing hard surface, plus ~\$12K for

the QT Pod Point of Sale. This was back in 2019, I would expect prices to reflect recent inflation, and account for surface prep.

For more information on how courtesy vehicles work at a couple of our other airport, try reaching out to Shawn Kelly at (541) 968-9328 (Cottage Grove State Airport), and Wup Winn (541) 263-2968 (Joseph State Airport).

A reminder on fuel, we can manage fuel directly with some local assistance. If anyone else would like to sell fuel, they would need to meet the FBO requirements in the Minimum Standards document linked above.

I think this covers everything we discussed, please let me know if I missed anything! I'll keep you all updated if anything changes on our end. Signing up for GovDelivery notifications (first link above) is the best way to receive updates from us for the Condon State Airport.

Thanks again for the discussion and lunch!

Tony

Anthony Beach, C.M., ACE

OREGON DEPARTMENT OF AVIATION
STATE AIRPORTS MANAGER
M-F 7:30am – 4pm



OFFICE 503-378-2523 **CELL** 503-302-5455

EMAIL Anthony.Beach@odav.oregon.gov

3040 25TH STREET SE, SALEM, OR 97302

WWW.OREGON.GOV/AVIATION

-----Original Appointment-----

From: BEACH Anthony

Sent: Thursday, September 14, 2023 2:22 PM

To: BEACH Anthony; Kathryn Greiner

Cc: SUGAHARA Kenji; Jed Crowther; devine.bobby@gmail.com

Subject: Condon Airport Tour - Fuel/Water Improvements Discussion

When: Tuesday, November 7, 2023 11:00 AM-12:00 PM (UTC-08:00) Pacific Time (US & Canada).

Where: Condon State Airport



STAFF REPORT

Gilliam County Planning Commission

Proposed Zoning and Land Development Ordinance Text Amendment

[Amend property setbacks for Condon Urban Growth Area (UGA-C and UGA-C1 zones)]

DATE DISTRIBUTED	November 21, 2023
FILE NUMBER	File No. L-2023-L01
DATE	Prepared for November 28, 2023 Planning Commission Public Hearing
APPLICANT	Gilliam County
STAFF CONTACT	Michelle Colby, Planning Director
PROCEDURE TYPE	Legislative
REQUEST	The purpose of the public hearing is to consider provisions amending development requirements for property setbacks in the Condon Urban Growth Area (UGA-C zone, Section 4.200 and UGA-C1 zone, Section 4.210). Additional amendments to the Gilliam County Zoning and Land Development Ordinance (GCZLDO) are necessary to support the provisions including: Article 1, Introductory Provisions.
APPLICABLE PROPERTIES	The amendments are applicable to all of the lands within the Condon Urban Growth Area; Gilliam County zones UGA-C and UGA-C1.
PUBLIC COMMENTS	No comments received from the public or agencies as of November 21, 2023 date the staff report was published.
RECOMMENDATION	Accept public testimony on the proposed amendments, advise staff of any additional changes, and make a recommendation to the Gilliam County Court.

ATTACHMENTS

Attachment 'A' Findings – Applicable Planning Goals and Other Criteria; Findings of Fact, applicable comprehensive plan goals and other criteria.

Attachment 'B' City of Condon Comprehensive-Zone Map: Location of Condon Urban Growth Area (UGA-C and UGA-C1).

Attachment 'C' City of Condon Residential Zone: R-1 standards (154.020 of Condon Land usage; land use zone)

EXHIBITS:

Exhibit '1' – Article 1 (Introductory Provisions)

Exhibit '2' – Article 4 (Use Zones); Section 4.200 and Section 4.210

PURPOSE & BACKGROUND

The purpose of the November 28th Public Hearing is to consider proposed text amendments that would allow for reduced property line setbacks for development. The Planning Commission is charged with making a recommendation for the County Court's consideration at a meeting in December 2023. The County Court makes the final decision on all "legislative" applications.

The amendments were proposed by Gilliam County as the Gilliam County Court directed Gilliam County Planning Director to prepare amendments that would facilitate development within the Condon Urban Growth Area including the potential siting of a new Gilliam County Transportation Building on lands owned by Gilliam County within the Condon Urban Growth Area.

The proposed text amendments respond to concerns of a lack of available space for a proposed development in the urban growth boundary area due to larger setback requirements. The proposed amendments would better align with setback requirements for the City of Condon when properties within the Condon Urban Growth Area are annexed. The proposed amendments comply with the adopted Gilliam County Comprehensive Plan and Statewide Planning Goals as discussed below.

DEPARTMENT OF LAND CONSERVATION AND DEVELOPMENT (DLCD) FEEDBACK

Feedback was solicited from DLCD. No comment received at the time of drafting this staff report.

CONCLUSION

Based on the findings of fact and other relevant information contained within this staff report set forth in Attachment A and Exhibits 1-3, staff recommends the Planning Commission:

- 1) Accept public testimony and deliberate.
- 2) Direct staff to make any additional changes.
- 3) Forward a recommendation to the County Court.

EXHIBITS & EDITOR'S NOTES

Gilliam Comprehensive Plan and Zoning and Land Development Ordinance Criteria will be printed in **Bold** letters and the response will be in regular print.

Attachment 'A' Findings – Applicable Planning Goals and Other Criteria; Findings of Fact, applicable comprehensive plan goals and other criteria.

**GILLIAM COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE (GCZLDO)
Article 10 ("Amendments")**

Section 10.010 - Authorization to Initiate Amendments

An amendment to the text of this ordinance or to a zoning map may be initiated by the County Court, the County Planning Commission, or by application of a property owner. The request by a property owner for an amendment shall be accomplished by filing an application with the Planning Department, using forms prescribed pursuant to Section 11.130.

Findings: The Gilliam County Court initiated the process by directing Planning Director Colby to submit an application to amend the Gilliam County Zoning and Land Development Ordinance on October 4, 2023.

Section 10.020 - Public Hearings on Amendments

The Planning Commission shall conduct a public hearing on the proposed amendment at its earliest practicable meeting after it is proposed and shall, within 40 days after the hearing, recommend to the County Court approval, disapproval, or modification of the proposed amendment. After receiving the recommendation of the Planning Commission, the County Court shall hold a public hearing on the proposed amendment.

Findings: The Planning Commission's first public hearing(s) is scheduled for November 28, 2023, the earliest opportunity to comply with Post-acknowledgement plan amendments (PAPA) noticing requirements. The Planning Commission will make a recommendation (approval, disapproval, or modification) to the County Court within 40 days after the Planning Commission's public hearing(s). A public hearing(s) before the County Court is anticipated to occur in December of 2023 or January of 2024 after all appropriate notices are provided.

Section 10.030 – Record of Amendments

The County Clerk shall maintain records of the amendments to the text and zoning map ordinance.

Findings: Both the Gilliam County Clerk and planning staff will maintain records of the amendments (File No. L-2023-L01). The amendments will be adopted by ordinance, forwarded to DLCD, and, upon becoming acknowledged, incorporated into the County zoning ordinance.

Section 10.050 - Approval Criteria for Amendments

A. The applicant for an amendment must show that the proposed change conforms with the Comprehensive Plan.

Findings: The proposed text amendments conform to the Gilliam County Comprehensive Plan as identified below.

- B. A plan or land use regulation amendment significantly affects a transportation facility if it:**
- 1. Changes the functional classification of an existing or planned transportation facility;**
 - 2. Changes standards implementing a functional classification system;**
 - 3. Allows types or levels of land use that would result in levels of travel or access that are inconsistent with the functional classification of a transportation facility; or**
 - 4. Would reduce the level of service of the facility below the minimum acceptable level identified in the Transportation System Plan.**

Findings: The proposed text amendments would not significantly affect a transportation facility and the allowed land uses are consistent with the function, capacity, and level of service of existing facilities identified in the Transportation System Plan (TSP). No functional classifications will be changed. No standards implementing a functional classification will be changed. No levels of service would be reduced below the minimum acceptable levels identified in the TSP.

- C. Amendments to the comprehensive plan and land use regulations which significantly affect a transportation facility shall assure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the Transportation System Plan. This shall be accomplished by one of the following:**

- 1. Limiting allowed land uses to be consistent with the planned function of the transportation facility;**
- 2. Amending the Transportation System Plan to ensure that existing, improved, or new transportation facilities are adequate to support the proposed land uses consistent with the requirement of the Transportation Planning Rule; or**
- 3. Altering land use designations, densities, or design requirements to reduce demand for automobile travel needs through other modes.**

Findings: The text amendment does not significantly affect an existing transportation facility as it does not change the uses permitted with the applicable zones and only allows a nominal amount of additional development (via allowing for greater site utilization).

GILLIAM COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE

Article 11 ("Administrative Provisions")

Findings: The proposed text amendments adhere to the procedural requirements identified in Article 11, specifically:

- Section 11.070 (A) - Decision Time-frames
- Section 11.100 - Planning Commission Review
- Section 11.110 (A) – Board of Commissioner Review
- Section 11.140 – Public Notice

GILLIAM COUNTY LAND USE COMPREHENSIVE PLAN

The Comprehensive Plan is the guiding instrument used for county land use planning. It controls and directs the use and development of land use activities on private lands within the county. Potentially applicable sections of the Comprehensive Plan area addressed below.

GOAL 1 – CITIZEN INVOLVEMENT

Goal: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Policies

- 1. It shall be the policy of Gilliam County to hold all meetings pertaining to and discussions of land use development issues in advertised public sessions. Except in those instances of order, citizens of the county attending any meeting of a county planning commission shall have all rights of access to agenda and supporting materials and to discussion of issues as if they were members of the commission.**

(...)

- 4. The County Planning Commission shall act as the Committee for Citizen Involvement. Planning Commission members shall be appointed by the Board of Commissioners after an open application process, and shall represent different geographic areas as well as different areas of interest to the greatest extent possible.**

(...)

- 8. Notice of public hearings should be published in The Times Journal and any local newspaper where a land use is proposed when the application is likely to generate public interest or concern.**

(...)

Findings: The proposal complies with Goal 1 because the County is holding public hearings to allow for citizen involvement in the decision-making process on the proposed text amendments. All public hearings regarding the proposed amendments have been advertised. Notice of the November 28, 2023 was published in the local newspaper of record The Times-Journal more than 10-days prior to the hearing. Notice was in the November 9th and November 16th editions of The Times-Journal. Public hearing notice posted on Gilliam County website and at the Gilliam County Courthouse, Arlington Post Office and Condon Post Office. The Planning Commission has been established as a citizen body to review such proposals. Materials concerning the proposed amendments are publicly available as identified in public hearing notices.

GOAL 2 – LAND USE PLANNING

Goal: To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land to assure an adequate factual base for such decisions and actions.

Policies

- 2. The City of Condon Urban Growth Boundary outside the incorporated city limits will be governed by an Urban Area Joint Management Agreement between the County and the City of Condon.**

(...)

- 9. The County will maintain a planning department to coordinate land use planning activities, and a Planning Commission to provide citizen input concerning land use**

matters. The Board of Commissioners, as governing body, will continue to be the final authority in making land use decisions.

(...)

Findings: The County is maintaining a Planning Department and Planning Commission to process and review land use planning activities such as the proposed amendments. The County and City of Condon established and entered into a City of Condon Urban Growth Area Joint Management Agreement. Said agreement acknowledges the County Planning Department as the land use jurisdiction for lands within the urban growth boundary until such time land is annexed to the City. The agreement set forth the creation of zoning designations specific to the urban growth boundary; the Condon Urban Growth Area and Condon Urban Growth Area Livestock.

(...)

GOAL 3 – AGRICULTURAL LANDS

Goal: To preserve and maintain agricultural lands.

Policies

(...)

- 2. With the exception of the General Industrial and future Rural Residential lands indicated on the Comprehensive Plan map and the lands included within Urban Growth Boundaries, all lands in Gilliam County are hereby defined as agricultural lands for purposes of applying policies adopted by this Comprehensive Plan.**

Findings: The proposal complies with Goal 3 because the County will only be applying the proposed text amendments to already designated urban growth area lands, no land will be removed from exclusive farm use thereby preserving and maintain agricultural lands.

(...)

GOAL 4 – FOREST LANDS

Findings: The County does not have any designated forest lands therefore Goal 4 is not applicable.

GOAL 5 – NATURAL RESOURCES, SCENIC AND HISTORIC AREAS AND OPEN SPACES

Goal: To conserve open space and protect natural and scenic resources.

Findings: The County does not have any designated natural resources, scenic or historic areas identified in the urban growth boundary for the City of Condon, therefore Goal 5 is not applicable.

GOAL 6 – AIR, WATER AND LAND RESOURCES QUALITY

Goal: To maintain and improve the quality of the air, water, and land resources of the state.

Policies

(...)

2. The County shall continue to require compliance with State and Federal regulations, as applicable, for land use activities involving sewage disposal treatment and disposal, solid waste disposal, and air, water and noise pollution.
(...)
6. All new industrial development should comply with DEQ air, noise and water quality standards.
(...)
7. The Department of Environmental Quality and other affected agencies should be notified of all proposals for industrial development or other uses which may affect environmental quality. Their comments should be considered in decisions concerning the proposal.
8. New commercial and industrial development should provide on-site water retention so that stormwater runoff does not flow onto adjoining properties or roads.
(...)

Findings: The proposal complies with Goal 6 because any development within the subject zones is required to comply with the County's Zoning Ordinance, which implements Goal 6 by requiring compliance with environmental requirements, notice to affected state agencies, and stormwater management.

GOAL 7 – AREAS SUBJECT TO NATURAL HAZARDS

Goal: To protect people and property from natural hazards.

Findings: The proposal complies with Goal 7 because there are no identified natural hazards in the City of Condon's Urban Growth Boundary. The proposed amendments do not otherwise change the procedures for evaluating development for natural hazards such as the requirements for compliance with Federal Emergency Management Agency (FEMA) designated flood zones.

GOAL 8 – RECREATIONAL NEEDS

Goal: To satisfy the recreation needs of the citizens of the state and visitors and where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.

Findings: The proposal complies with Goal 8 because there are no known recreational facilities located within the Urban Growth Boundary.

GOAL 9 - ECONOMIC DEVELOPMENT

Goal: To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.

Findings: The proposal complies with Goal 9 because the proposed text amendments align with urban growth needs, the proposed text amendments affect setbacks only, with no change to designated industrial use areas. If anything, the amendments would facilitate compliance with Goal 9 by removing barriers to development of employment uses in the affected zones.

GOAL 10 - HOUSING

Goal: To provide for the housing needs of citizens of the state.

Findings: The proposal complies with Goal 10 because the proposal only impacts property setbacks. The change to setbacks better aligns with the City of Condon's comprehensive zoning for the area within the urban growth boundary planned as Residential 1 "R1". The City's R-1 zone and the County's UGA-C and UGA-C1 all allow for housing. The proposed amended setbacks to the County's UGA-C and UGA-C1 will now mirror the City's R-1 setbacks which when and at the time land is annexed into the city there will be no concern of preexisting setbacks meeting those of the City's zoning

GOAL 11 – PUBLIC FACILITY AND SERVICES

Goal: To develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.

Policies:

1. A significant feature of Gilliam County is that fact that about 70 percent of its population is located within the two principal cities and that the remaining 30 percent is widely dispersed over the 1,208 square miles of land area of which the county is comprised. Accordingly, it is the policy of Gilliam County to encourage the situation of public service facilities in relatively close proximity to the population concentrations and yet in a convenient location for the balance of the population that is widely scattered throughout the county.
2. Certain types of public services, such as schools, churches and similar meeting facilities, generally should be located within the incorporated cities where public sewer and water facilities are more easily provided. Other facilities, such as cemeteries and some types of utility installations, have no such locational requirements and can be situated satisfactorily in wholly rural areas, consistent with the EFU Zone.

(...)

Findings: The proposal complies with Goal 11 because it is the policy of Gilliam County to encourage the situation of public service facilities in relatively close proximity to the population concentrations. Public services should be located within the incorporated cities where public sewer and water facilities are more easily provided. Although, the action before the Planning Commission is concentrated on reducing property setbacks with the urban growth boundary of the City of Condon, the catalyst for the proposed text amendment is the desire of the County to construct a public transportation vehicle storage and office facility within the urban growth boundary.

GOAL 12 - TRANSPORTATION

Goal: To provide and encourage a safe, convenient, and economic transportation system.

Findings: The proposal complies with Goal 12 because it will not adversely impact the current or planned transportation system. Setbacks are still required from road frontage.

GOAL 13 – ENERGY CONSERVATION

Goal: To conserve energy.

Findings: The proposal complies with Goal 13 because the amendments encourage for efficient utilization of land and thus reduce negative energy consequences of lower density development.

GOAL 14 – URBANIZATION

Goal: To provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.

Policies:

1. On January 22, 1997, the City of Arlington and Gilliam County adopted Ordinance No. 97-01 eliminating the City of Arlington Area of Mutual Concern, amending the City of Arlington Urban Growth Boundary, and adopting an Urban Area Joint Management Agreement. On November 05, 2008, the City of Condon and Gilliam County adopted Ordinance No. 08-03 eliminating the City of Condon Area of Mutual Concern, amending the Urban Growth Boundary and adopting an Urban Growth Boundary Area Joint Management Agreement.
(...)
3. The City of Condon Urban Growth Boundary outside the incorporated city limits will be governed by an Urban Area Joint Management Agreement between the County and the City of Condon.
4. The basic precept of the county's development policy is that the cities of the county will limit the extension of urban services to lands within their corporate limits, the City of Arlington has extended their sewer system to provide service to the entire Urban Growth Boundary.
5. In Arlington and Condon, vacant plated lots exist in sufficient quantity to accommodate immediate needs for development, although some assembly and replatting might be necessary. The adequacy of the two cities of the County to accommodate the needs for urban development has been addressed in UGB agreements adopted by both cities and the county.
(...)
7. The Oregon Revised Statutes require that the county government exercise its authority in Planning in all unincorporated portions of the County. However, since the cities will ultimately be responsible for providing these services, they need to be involved in the planning decisions that will determine the form of development that would occur in the adjacent, but yet unincorporated, territory that surrounds them.
(...)

Findings: The proposal complies with Goal 14 because it promotes more efficient utilization of land within the Condon urban growth boundary and will better align setbacks with the City of Condon zoning requirements to eliminate or reduce non-conformities as properties are annexed into the City of Condon. The proposed amendments have been processed in a manner consistent with the Condon Urban Growth Boundary Area Management Agreement.

APPLICABLE STATE LAWS – OREGON REVISED STATUTES (ORS) AND OREGON ADMINISTRATIVE RULES (OAR)

ORS 197.610 and OAR 660-018-0020 – Notice of a Proposed Change to a Comprehensive Plan

or Land Use Regulation – 20 - 35 day notice to DLCD, prior to 1st evidentiary hearing

Findings: Local governments are required to send notice of a proposed change to a comprehensive plan or land use regulations at least 35-days before the first evidentiary hearing. Staff provided notice of the proposed amendments to DLCD on October 19, 2023. Satisfying the 35-days prior to the first evidentiary hearing, which is scheduled before the planning commission on Tuesday, November 28, 2023. Updates adopted by the County Court will be forwarded to DLCD for review and acknowledgement.

ORS 215.223 - 215.223 Procedure for adopting zoning ordinances; notice. (1) No zoning ordinance enacted by the county governing body may have legal effect unless prior to its enactment the governing body or the planning commission conducts one or more public hearings on the ordinance and unless 10 days' advance public notice of each hearing is published in a newspaper of general circulation in the county or, in case the ordinance applies to only a part of the county, is so published in that part of the county.

Findings: Consistent with the above rule, notice of the November 28th Planning Commission Public Hearing was published in the local newspaper (The Times-Journal) November 9th more than 10-days before the hearing.

ORS 215.503 Legislative act by ordinance; mailed notice to individual property owners required by county for land use actions.

Findings: "Measure 56 notice" is not required because the proposed text amendments do not "rezone" any property. The County is only proposing to reduce the required setbacks in the affected zones and thus the amendments will not limit or prohibit land uses previously allowed in the subject zones.

OREGON STATEWIDE PLANNING GOALS

Oregon Statewide Planning Goal 1 "To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process."

Findings: As part of the amendment process, proper notice was sent and public hearings will be held. These procedures allow for citizen involvement in the review of the proposed amendments consistent with Goal 1.

Oregon Statewide Planning Goal 2 "To establish a land use planning process and policy framework as a basis for all decision and actions related to use of land and to assure an adequate factual base for such decisions and actions."

Findings: In accordance with Goal 2, the County will render a written decision on the proposed amendments based on a record. Staff finds that the record contains an adequate factual basis to support a decision adopting the proposed amendments.

Oregon Statewide Planning Goal 3 “To preserve and maintain agricultural lands.”

Findings: In accordance with Goal 3, the amendment applies to existing lands within the City of Condon Urban Growth Boundary only thereby preserving and maintaining agriculture lands and thus no impact on lands designated exclusive farm use.

Oregon Statewide Planning Goal 4 “Forests”

Findings: The proposal has no impact on lands designated for forest uses as there are no lands with such designation in Gilliam County; thereby not applicable.

Oregon Statewide Planning Goal 5 “Open Spaces, Scenic and Historic Areas, and Natural Resources”

Findings: The proposed amendments do not concern any Goal 5 resources or otherwise affect the County’s Goal 5 resource inventories. The proposed amendments do not affect mineral, aggregate, or energy resources, fish and wildlife habitat, ecologically or scientifically significant sites, views, water resources, wilderness areas, historic sites, or cultural areas.

Oregon Statewide Planning Goal 6 “Air, Water, and Land Resources Quality”

Findings: No exception to compliance with Goal 6 is proposed. Maintaining or improving the quality of the County’s air, water and land resources will be assured through enforcement of state and local regulations. The proposed amendments do not conflict with any such state regulations and do not affect any such local regulations.

Oregon Statewide Planning Goal 7 “Natural Disasters and Hazards”

Findings: The proposed amendments do not increase susceptibility to natural disasters and hazards and do not have any effect on the County’s regulations that mitigate risk of natural disasters and hazards.

Oregon Statewide Planning Goal 8 “Recreational Needs”

Findings: The proposed amendments do not affect the supply or quality of lands dedicated to meeting the recreational needs of the County.

Oregon Statewide Planning Goal 9 “Economic Development”

Findings: The proposed amendments do not change the amount of lands designated for industrial or employment uses within the County.

Oregon Statewide Planning Goal 10 “Housing”

Findings: The proposed amendments do not have any impact on the availability of lands designated for residential housing within the County.

Oregon Statewide Planning Goal 11 “Public Facilities and Services”

Findings: The proposed amendments do not have any effect on the ability to serve lands with public facilities and services.

Oregon Statewide Planning Goal 12 is “To provide and encourage a safe, convenient and economic transportation system.”

Findings: OAR 660-012 implements Oregon Statewide Planning Goal 12. This administrative rule requires the County to prepare and adopt a Transportation System Plan (“TSP”) as part of its Comprehensive Plan. The County has adopted a TSP, which has been acknowledged by Department of Land Conservation and Development (DLCD) in 2015. The proposed amendments do not have any significant effects on any existing or planned transportation facilities.

Oregon Statewide Planning Goal 13 “Energy Conservation”

Findings: The proposed amendments have no impact on energy usage. If anything, the greater site utilization allowed under the proposed amendments will minimize negative energy consequences of utilizing a greater amount of land for the same amount of development.

Oregon Statewide Planning Goal 14 “Urbanization”

Findings: The proposed amendments have no effect on the County’s ability to transition rural lands to urban uses.

Oregon Statewide Planning Goals 15-19

Findings: These Goals are not applicable as the County is not within the Willamette Greenway, estuarine areas, coastal shoreland, beaches and dunes or ocean resources.

CONCLUSION-SUMMARY

The information contained in the staff report is based upon the application, and supporting documentation submitted by the applicant. Any Ordinance Adoption by the County Court does not allow for any change in use or further development of the Condon Urban Growth Area (UGA-C or UGA-C1) zoned land. Any land use activity must obtain applicable permit(s) from the Planning Department, local agencies and applicable state and/or federal agencies prior to any use/development on such lands zoned within the Urban Growth Boundary for City of Condon.

ALL uses allowed within the Intermodal Industrial Zone require at the very minimum a land use permit from the local county Planning Department.

PLANNING COMMISSION ACTION

The Gilliam County Planning Commission may recommend approval, amended approval or denial of the amendment request based on applicable approval criteria set out in this staff record and the supporting evidence in the record.

The Planning Commission will provide a recommendation to the County Court to either:

- Approve the text amendments as presented.
- Approve the text amendments with specified amendments.
- Deny the text amendments based on findings of fact.

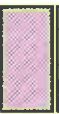
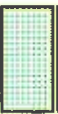
CITY OF CONDON

GILLIAM COUNTY, OREGON
IN SECTIONS 2, 3, 4, 9, 10, 11 AND 15,
TWP. 4 S., RANGE 21 E., W.M.

JANUARY 2012

COMPREHENSIVE PLAN & ZONING MAP

ZONING LEGEND:

	R1 RESIDENTIAL
	C COMMERCIAL
	P PUBLIC LANDS
	M INDUSTRIAL
	AD AIRPORT DEVELOPMENT
	F FLOOD ZONE

0' 700' 1400'
SCALE IN FEET

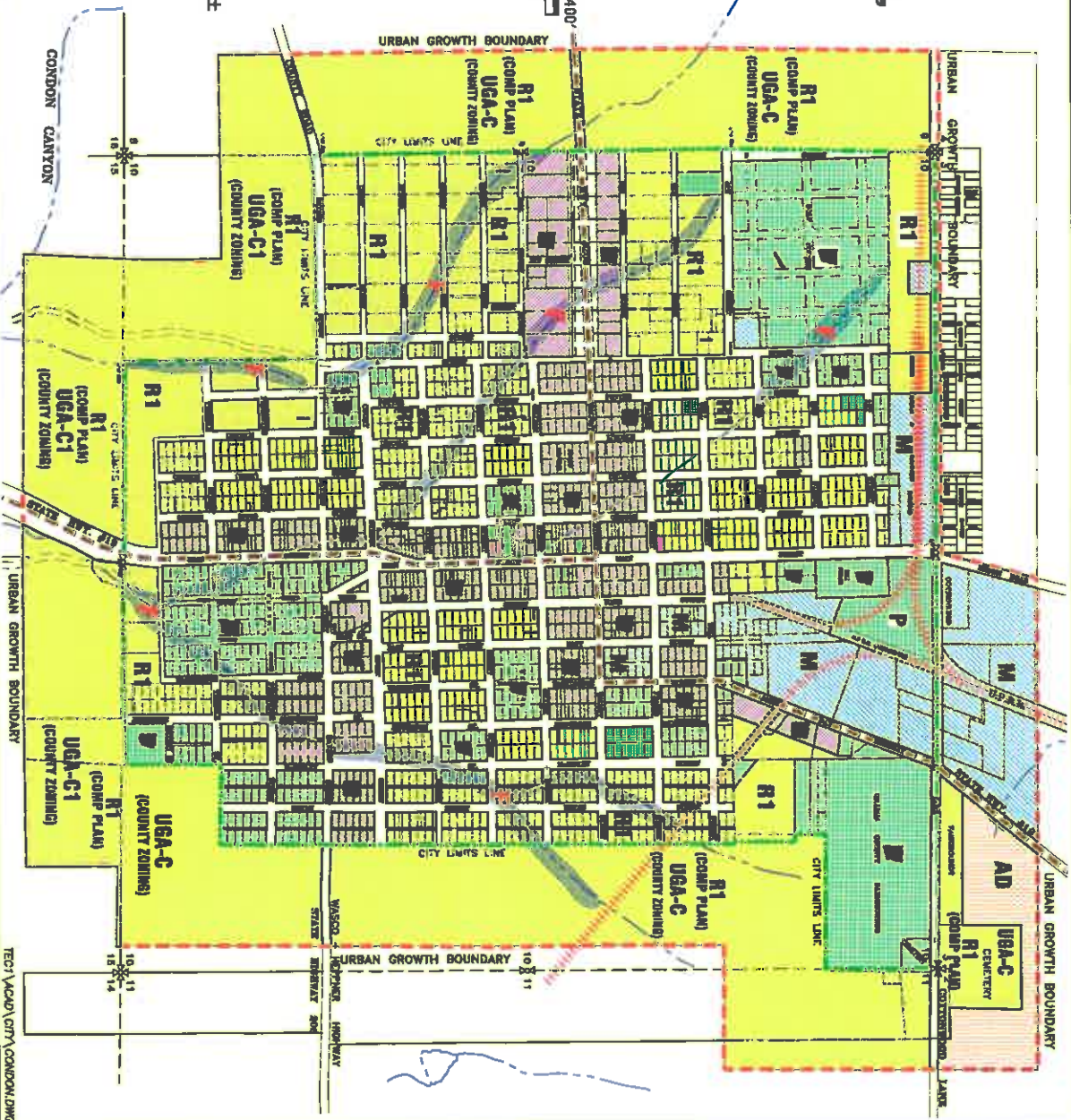


COUNTY ZONING:

	UGA-C URBAN GROWTH AREA-CONDON
	UGA-C1 (LIVESTOCK OVERLAY) 261.9 AC.±

	CONDON CITY LIMITS LINE (512 AC.±)
	URBAN GROWTH BOUNDARY (823 AC.±)

TEC
T ENNISON ENGINEERING CORP.
CONSULTING ENGINEERS
8318 WEST 2ND STREET, SUITE 100
THE DALLES, OREGON 97058
541-298-9177 FAX 541-298-6867



Condon - Land Usage

LAND USE ZONES**§ 154.020 R-1, RESIDENTIAL ZONE.**

(A) *Uses.* Buildings or structures hereafter erected, structurally altered, enlarged, or moved and land hereafter used in the R-1, Residential Zone shall comply with the following regulations. One single-family dwelling per lot or parcel is the maximum allowed density unless otherwise specified herein.

(B) *Permitted uses.* Permitted uses include:

- (1) Single-family dwellings including manufactured homes meeting the requirements of § 154.044;
- (2) Duplexes, triplexes, and fourplexes meeting the requirement of § 154.047;
- (3) Accessory dwelling units meeting the requirements of § 154.041(B);
- (4) Townhomes meeting the requirements of § 154.048;
- (5) Short-term rentals as defined;
- (6) Public parks, public recreation areas, and publicly owned community or neighborhood centers;

(7) Accessory uses or structures conforming with the requirements of division (I) below customarily incidental to the above uses. Detached accessory buildings shall not be located within the required setback areas or less than five feet from the main building. Accessory uses are those which are clearly incidental and subordinate to the primary use of the main building;

(8) Name plates and signs; one non-illuminated name plate, not to exceed four square feet in area, placed flat against the building, for each dwelling containing a home occupation; one temporary non-illuminated sign not to exceed eight square feet in area appertaining to the lease, rental, or sale of a building or premises upon which it is located; and one bulletin board not to exceed 24 square feet in area for each church, public library, neighborhood, or community center; (See §§ 154.075 through 154.078.)

(9) Residential homes; and

(10) Home occupation-type I.

(C) *Conditional uses.* The following are permitted with approval of the Planning Commission in accordance with § 154.061:

- (1) Churches;
- (2) Public buildings, schools, and libraries;
- (3) Lodge for civic or fraternal organization carrying on no commercial activity;
- (4) Home occupation-type II;
- (5) Duplexes, two unit dwellings, triplexes, and fourplexes;
- (6) Necessary public utilities and public services with safeguards against non-compatibility to adjacent or abutting residential property as required by the Planning Commission;
- (7) Mobile home parks;
- (8) Bed and breakfast facilities meeting the provisions of § 154.062;
- (9) Boarding house;
- (10) Residential facilities;
- (11) Child care centers; and
- (12) Temporary use for construction with a one-year time limit or once an occupancy permit is granted for the constructed structure.

(D) *Height.* Buildings, structures, or portions thereof shall not be erected to exceed a height of two and one-half stories or 35 feet. Accessory buildings shall not exceed 16 feet in height.

(E) *Setback and area requirements.*

- (1) *Setbacks.* The following setbacks apply to both primary and accessory structures.

(a) *Front yard, setback.* There shall be a front yard of not less than 15 feet in depth. Unenclosed structures such as stairs, decks, or porches may encroach up to five feet into the required setback.

(b) *Side yard, setback.* There shall be a side yard on each side of the main building, and each side yard shall have a width of not less than five feet. A corner lot shall have ten feet of side yard setback.

(c) *Rear yard, setback.* There shall be a rear yard of not less than five feet in depth.

- (2) *Area requirements.* Every lot shall have a minimum average width of not less than 50 feet and an area of not less than 5,000 square feet.

(F) *Parking regulations.* One parking space shall be provided for each dwelling unit. If provided off-street, a driveway apron, as defined, shall be provided.

(1) *On-street credit.* On-street parking spaces meeting the following criteria shall be counted toward the minimum parking requirement above:

- (a) The space must be a minimum of 22 feet long;
- (b) The space must be abutting the subject site; and
- (c) The space must not obstruct a required sight distance area.

(2) *Garage door orientation.* All garage doors must be subordinate to the primary dwelling's street facing facade. Select at least one of the following options:

(a) Front-facing garage door with limited width. Front-facing garage door(s) extending a maximum of 50% of the street facing facade width or 12 feet, whichever is greater;

(b) Front-facing garage door beneath a second story. Front-facing garage door(s) may extend beyond 50% of the street facing facade if beneath a full second story;

(c) Garage door set back from primary facade. Front-facing garage door(s) set back at least four feet from the street facing facade; or

(d) Side or rear facing garage door. Garage door(s) oriented to a side street or alley.

(3) *Uses other than dwellings.* (See §§ 154.090 through 154.092.)

(G) *Sanitation regulations.* Before any dwelling is occupied, it must be connected to the city sewer system.

(H) *Design.*

(1) *Entry orientation.* The main entrance for each dwelling unit must:

(a) Be within eight feet of the street-facing facade; and

(b) Either:

- 1. Face the street; or
- 2. Open onto a porch with at least one entrance facing the street.

(2) A minimum of 15% of the area of each street-facing facade must be windows or a main entrance door. Windows in garage doors do not count toward meeting this standard.

(I) *Accessory structures or uses.* Accessory uses or structures larger than 200 square feet must meet all of the following requirements:

(1) *Setbacks.*

- (a) Accessory structures shall not be located within the required setbacks; and
- (b) Must be located a minimum of five feet behind the street-facing facade of the primary dwelling.

(2) *Size and design.*

- (a) Accessory structures or uses must have a maximum height of 16 feet.
- (b) Accessory dwelling units meeting the design standards of division (H) above may be constructed to a maximum height of two and one-half stories or 35 feet.
- (c) Shipping containers are prohibited as accessory structures in the R-1 Zone.
- (d) Accessory dwelling units shall adhere to § 154.041(B).
- (e) If manufactured off site:
 - 1. The manufacture date shall not be more than three years prior to date of placement; and
 - 2. If purchased used, the seller must certify the unit has not been previously used for the manufacture, storage, or transportation of hazardous wastes.
(Prior Code, § 152.301) (Ord. 01-05, passed 6-6-2001; Ord. 2012-01, passed 12-7-2011; Ord. 2022-02, passed 6-1-2022)

**COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE
GILLIAM COUNTY, OREGON**

A COUNTY PLANNING DOCUMENT PROVIDING FOR AMENDMENTS TO THE GILLIAM COUNTY ZONING AND LAND DEVELOPMENT ORDINANCE OF 1977 IN ACCORDANCE WITH PERIODIC REVIEW REQUIREMENTS SET FORTH BY ORS 197.640, AND ADOPTED BY REFERENCE BY COUNTY ORDINANCE NO. 87-2 ON THE 15TH DAY OF MAY, 1987, AND HAVING BEEN FURTHER UPDATED AND AMENDED BY ORDER OF THE GILLIAM COUNTY COURT ON:

- **2000:** October 25, 2000 (Periodic Review); Gilliam County Ordinance No. 2000-03 and subsequent Resolution No. 2000-13 adopted January 10, 2001 (*correcting typographical error article 7.010(1)(A), line two with effectiveness retroactive to Ordinance No. 2000-03*)
- **2005:2006** GCZLDO codified
- **2008:2009** GCZLDO Text Amendment and Comprehensive Plan Map Amendment. Text amendment includes the addition of two (2) new zones, specifically designed to apply to the City of Condon Urban Growth Boundary (UGA-C or UGA-C1), amendment to City of Condon/County zoning and comprehensive map. Gilliam County Ordinance No. 2008-03, Date of local adoption 11-05-2008. Date of DLCD acknowledgment 2-02-2009; DLCD File No. 001-06.
- **2011:** November 2, 2011 (Periodic Review; included revisions to 4.070 RP Intermodal-Industrial zone);
- **2017:** May 3, 2017 (Addition of 'Marijuana Businesses' to 8.270 Marijuana Businesses and applicable sections); Gilliam County Ordinance No. 2017-02;
- **2019:** December 18, 2019 (Addition of 'Community Gathering Place' to 4.050 M-L Limited Industrial Zone); Gilliam County Ordinance No. 2019-03;
- **2021:** May 5, 2021 (Addition of 'Guest Ranch' to 4.020 EFU zone); Gilliam County Ordinance No. 2021-02;
- **2021:** May 5, 2021 (Addition-new of 'RR-II zone' 4.130 RR-II Rural Residential zone and comp plan map and zone map amendment); Gilliam County Ordinance No. 2021-03;
- **2021:** June 16, 2021 (Addition-new of 'RR-III zone' 4.140 RR-III Rural Residential zone and comp plan map and zone map amendment); Gilliam County Ordinance No. 2021-04;
- **2022:** August 17, 2022 (Amend Article 4, Section 4.070 Intermodal Zone by adding temporary workforce housing provisions and other affected articles include Article 1 and Article 7); Gilliam County Ordinance No 2022-04;
- **2023:** October 2, 2023 (submit technical memo to DLCD explaining discovery of 2008-2009 amendments inadvertently never incorporated into GCZLDO and further incorporating said 2008-2009 Amendments effective immediately in October of 2023; DLCD to attached memo to original PAPA request 2008-2009).
- **2023:2024** (Text Amendent to setbacks for Sections 4.200 Condon Urban Growth Area, UGA-C and 4.210 Condon Urban Growth Area, UGA-C1)

SECTION 1.020 - PURPOSE

The Amendments set forth by this Document are those Amendments to the County's Zoning and Land Development Ordinance of 1977 identified by Gilliam County as being necessary to meet the requirements of ORS Chapter 197.640 as part of the County's Periodic Review conducted in 1986 and 1987. The Amendments set forth hereinafter are those Amendments deemed necessary to maintain compliance with Statewide Planning Goals and State Statutes, and to maintain coordination with applicable State Agency plans and programs.

In 2000 Gilliam County undertook another Post Acknowledge Plan Amendment (PAPA) to update its comprehensive plan and development code to address changes to the Statewide Planning Goals and Administrative Rules. Correction/clarification adding the work 'not' via Gilliam County Court Resolution 2000-13 "A. GENERAL APPROVAL CRITERIA AND CONDITIONS 1. In addition to criteria, standards and conditions that may be set forth in a specific Zone, this Article, or other regulations applicable to a specific Conditional Use shall not be approved or permitted unless the following criteria are met. A Conditional Use may be approved on the Condition or Conditions that the applicant obtain and maintain compliance with other permits and approvals required."

In 2008:2009 Gilliam County and City of Condon adopt Condon Urban Growth Area, previously known as/referred to as Area of Mutual Concern. Post Acknowledge Plan Amendment included new zoning designations for the County to address development within the urban growth boundary; an adjustment to and/or redefined urban growth area-boundary and a new City of Condon Urban Growth Area Joint Management Agreement with Gilliam County was established.

In 2011 Gilliam County adopted Ordinance No. 2011-04 to amend the Comprehensive Plan and Zoning and Land Development Ordinance, which also included a zone change from Exclusive Farm Use to Limited Industrial.

In 2017 Gilliam County adopted Ordinance No. 2017-02, adopting legislative amendments to update the Gilliam County Zoning and Land Development Ordinance related to the time, place, and manner of the production, processing, wholesaling, and retailing of recreational and medical marijuana, pursuant to the Oregon House Bill 3400, and declaring an emergency.

In 2019 Gilliam County Court adopted Ordinance No. 2019-03, adopting legislative amendments contained in Planning Department File No. L-2019-02 to amend the Gilliam County Zoning and Land Development Ordinance related to the limited industrial zone, definitions and conditional uses allowed and allowing 'Community Gathering Place' as a defined use.

In 2021 Gilliam County Court adopted Ordinance No. 2021-02, adopting legislative amendments contained in Planning Department File No. L-2021-02 to amend the Gilliam County Zoning and Land Development Ordinance related to exclusive farm use zone, definitions and planning director review for allowing "Guest Ranch" as a defined use and declaring an emergency.

In 2021 Gilliam County Court adopted Ordinance No. 2021-03, adopting legislative amendments contained in Planning Department File No. L-2021-01 to adopt Comprehensive Plan Map and Zoning Map Amendments and a proposed Text Amendment to add a new zone to the Gilliam

County Zoning and Land Development Ordinance, Article 4, Section 4.130 RR-II Rural Residential II Zone. This zone is to be applied to an area within the City of Condon Urban Growth Boundary. The properties impacted are Tax Lots 100, 300, 400, 500, 600, 700, 800 and a portion of 200 of Map 04S21E03DC as well as the portion of Tax Lot 400 of Map 04S21E that lies within the City of Condon Urban Growth Boundary.

In 2021 Gilliam County Court adopted Ordinance No. 2021-04, adopting legislative amendments contained in Planning Department File No. L-2021-03 to adopt Comprehensive Plan Map and Zoning Map Amendments and a proposed Text Amendment to add a new zone to the Gilliam County Zoning and Land Development Ordinance, Article 4, Section 4.140 RR-III Rural Residential III Zone. This zone is to be applied to an area outside the City of Condon City Limits. The properties impacted are identified as Tax Lots 100, 200, 300, 400, 500, and 600 of Map 04S21E03CC as well as Tax Lots 100, 200, 400, 500, and 600 of Map 04S21E0CD (collectively known as the platted subdivision 'Dunn's Addition to The City of Condon'). The subject area is outside of City of Condon limits and is not in the urban growth boundary it was rezoned from exclusive farm use to rural residential.

In 2022 Gilliam County Court adopted Ordinance No. 2022-04, adopting legislative amendments contained in Planning Department File. No. L-2022-L01 to adopt text amendments to the Gilliam County Zoning and Land Development Ordinance, Article 4, Section 4.070 Intermodal Industrial Zone to allow temporary workforce labor housing associated with permitted renewable energy development construction and to allow such housing in the Intermodal-Industrial Zone. The properties impacted are identified as being located in 2 North Range 21 East portions of Sections 22, 23, and 27 Map Tax Lot: 02N21E0000-01706; 02N21E0000-01703; and 02N21E0000-01104.

In 2023:2024 Gilliam County Court adopted Ordinance No. 2023-xx, adopting legislative text amendments contained in Planning Department File No. L2023-L01 to amend property setbacks for the zones within the City of Condon Urban Growth Boundary UGA-C Section 4.200 and UGA-C1 Section 4.210.

SECTION 4.200 - CONDON URBAN GROWTH AREA, UGA-C ZONE "UGA-C"

The purpose of the UGA-C Zone is to manage land uses and land divisions in the unincorporated portion of the urban growth boundary to retain land in large enough blocks to be efficiently converted to urban uses when the city of Condon needs to expand, respect existing activities in the urban growth area and maintain compatibility with the city limits.

- A. USES PERMITTED OUTRIGHT.** The following uses and their accessory uses are permitted outright, subject to applicable provisions of this chapter:
1. Single-family dwelling consistent with a Conversion Plan as described in subsection D.4. of this Section, if applicable, and the provisions of subsection E.
 2. Public Infrastructure Projects such as the construction, extension or improvement of roads or sewer and water lines but not including sewer lagoons or other activities that are likely to create long term impacts. Uses not allowed by this paragraph may be considered for conditional use approval as a "Utility Facility Necessary for Public Service."
 3. Cultivated agriculture common to the Condon area including the production of wheat and other cereal grains, hay crops and livestock grazing of cultivated lands and/or rangelands.
- B. USES PERMITTED SUBJECT TO ADMINISTRATIVE REVIEW.** For purposes of this section the Administrative Review will be conducted by the county Planning Director. An Administrative Review is a land use decision that requires notice to nearby land owners and an opportunity for a hearing. The Planning Director shall consider requests for an Administrative Review against the general criteria ordinarily reserved for conditional use applications. The following uses and their accessory uses are permitted, subject to applicable provisions of this ordinance.
1. Park or playground.
 2. Community building.
 3. Public or semipublic building or use.
 4. Highway maintenance facility.
- C. CONDITIONAL USES PERMITTED.** The following uses and their accessory uses are permitted subject to applicable provisions of this ordinance.
1. Church.
 2. School.
 3. Cemetery.
 4. Home Occupation.
 5. Medical clinic or veterinary clinic.
 6. Community Center.
 7. Recreational vehicle or trailer park.
 8. Residential home and residential facility
 9. Utility facility necessary for public service.
- D. LAND DIVISIONS.**
1. The minimum size for new lots and parcels in the UGA-C Zone shall be 10-acres unless authorized by paragraph three (3) below.

2. New lots and parcels created pursuant to paragraph one (1) above shall have a minimum of 330' of frontage along a public road.
3. Lots or parcels less than 10-acres may be created for nonresidential uses identified in Sections B. and C. only if the planning commission finds that:
 - a. The proposed lot or parcel is no larger than necessary to accommodate the use; and
 - b. The proposed lot or parcel will not increase the difficulties of converting the area to urban uses; and
 - c. The use proposed to occupy the new lot or parcel will provide a public benefit.
4. A tentative plan to create new lots or parcels less than 20-acres in size shall include a Conversion Plan showing how the subject property can be divided and developed at densities allowed by the city's most likely city zone, including provisions for right-of-way and street and utility extensions. A Conversion Plan is a scale drawing prepared by a registered surveyor, engineer or architect showing how a property can be divided and developed at an urban density, including provisions for street and utilities. The applicant shall submit a copy of the Conversion Plan to the city for comments prior to submitting the tentative plat to the county. The city's comments as to whether the Conversion Plan complies with the city's future development plans shall be submitted with the tentative plan. The tentative plan will not be approved if the city indicates that the division will interfere with future urban development. Once the tentative plat is approved, a copy of the Conversion Plan shall be filed with the county recorders office prior to the final plat being recorded. Existing and future structures and other improvements will be required to be sited on lots and parcels in a location and manner consistent with the Conversion Plan.

E. DEVELOPMENT REQUIREMENTS.

1. The front yard setback shall be a minimum of ~~30-15~~ feet.
2. The minimum side yard setback shall be ~~20~~ 5 feet.
3. The minimum rear yard setback shall be ~~30~~ 5 feet.
4. The minimum side and rear yard setbacks for property that is adjacent to land zoned exclusive farm use shall be ~~50-25~~ feet.
5. New buildings and accessory structures shall be clustered within an area not exceeding one-acre (43,560 square feet) of the lot or parcel.

F. RECOMMENDED DESIGN STANDARDS. New buildings should be designed and constructed to promote a clean and aesthetic appearance.

1. Commercial and Public Uses.

- a. Roofs. Coverings should be nonreflective metal, tile, asphalt and other appropriate materials. If wood roofing is used it should be fire retardant treated. All roofs should have a minimum 6-12 pitch unless a detailed store front design is proposed that includes regularly spaced and similar shaped windows with window hoods or trim and a decorative cornice at the top of the building.
- b. Exterior Materials. Materials in the varieties of horizontal wood siding, vertical board and batten (rough sawn or surfaced four sides) and cedar shingles, with

the latter particularly applicable to ornamental patterns on residential structures are encouraged. Any T-111 (grooved) plywood siding is discouraged.

- c. Exterior colors. The exterior of a building should be painted or oiled and/or stained to protect the surface materials. Rough sawn or milled boards and batten, particularly cedar and redwood, may be retained in a natural finish. Other colors for large surface areas could be earthy ochres, yellows, browns and reds with appropriate trim.

2. Residential Uses:

- a. Roofs. Coverings should be nonreflective metal, tile, asphalt and other appropriate materials. If wood roofing is used it should be fire retardant treated. All roofs should have a minimum 6-12 pitch.
- b. Exterior Materials. Materials in the varieties of horizontal wood siding, vertical board and batten (rough sawn or surfaced four sides) and cedar shingles, with the latter particularly applicable to ornamental patterns on residential structures are encouraged. Any T-111 (grooved) plywood siding is particularly discouraged on elevations facing a public or private street.
- c. Exterior colors. The exterior of a building should be painted or oiled and/or stained to protect the surface materials. Rough sawn or milled boards and batten, particularly cedar and redwood, may be retained in a natural finish. Other colors for large surface areas could be earthy ochres, yellows, browns and reds with appropriate trim.
- d. Additional Features. Residential development is strongly encouraged to include features such as dormers and gables in addition to the primary roof pitch, covered porch entries, recessed entries, bay or bow windows, and exterior window sills.

#end#

(Amended-adopted-acknowledged 2008/2009. In 2008/2009 Gilliam County adopted a new zoning designation to specifically apply to area within the City of Condon Urban Growth Boundary. However, inadvertently the new zoning designation was never incorporated into the GCZLDO this was corrected via a technical memo to DLCD in 2023.)

SECTION 4.210 CONDON URBAN GROWTH AREA, UGA-C1 ZONE “UGA-C1”

The purpose of the UGA-C Zone is to manage land uses and land divisions in the unincorporated portion of the urban growth boundary to retain land in large enough blocks to be efficiently converted to urban uses when the city of Condon needs to expand, respect existing activities in the urban growth area and maintain compatibility with the city limits.

A. USES PERMITTED OUTRIGHT. The following uses and their accessory uses are permitted outright, subject to applicable provisions of this chapter:

1. Single-family dwelling consistent with a Conversion Plan as described in subsection D.4. of this Section, if applicable, and the provisions of subsection E.
2. Public Infrastructure Projects such as the construction, extension or improvement of roads or sewer and water lines but not including sewer lagoons or other activities that are likely to create long term impacts. Uses not allowed by this paragraph may be considered for conditional use approval as a “Utility Facility Necessary for Public Service.”
3. Keeping of horses, cattle, sheep, swine or similar types of livestock except that the number of livestock on any particular lot or parcel may not exceed the absolute total of 3(B), 4, 5 and 6 listed below.
 - A. Livestock, animals, ratite and/or fowl shall be properly caged or housed and proper sanitation shall be maintained at all times. Animal feed shall be appropriately stored in rodent-proof receptacles.
 - B. Two (2) livestock per 10 acre parcel (horses, cattle, sheep or goats, swine,
 - C. All swine shall be confined to an area not less than 500 feet from any adjacent residential dwelling (not the property of the owner of the swine).
4. The number of colonies of bees allowed on a property shall be limited to one (1) colony for each 10 acre parcel.
5. Density for Poultry – twenty fowl per 10 acre parcel, and for fur-bearing animals (rabbits, mink, chinchillas, etc.) – twenty animals per 10 acre parcel.
6. Cultivated agriculture common to the Condon area including the production of wheat and other cereal grains, hay crops and livestock grazing of cultivated lands and/or rangelands.

B. USES PERMITTED SUBJECT TO ADMINISTRATIVE REVIEW. For purposes of this section the Administrative Review will be conducted by the county Planning Director. An Administrative Review is a land use decision that requires notice to nearby land owners and an opportunity for a hearing. The Planning Director shall consider requests for an Administrative Review against the general criteria ordinarily reserved for conditional use applications. The following uses and their accessory uses are permitted, subject to applicable provisions of this ordinance.

1. Park or playground.
2. Community building.
3. Public or semipublic building or use.
4. Highway maintenance facility.

C. CONDITIONAL USES PERMITTED. The following uses and their accessory uses are permitted subject to applicable provisions of this ordinance.

1. Church.
2. School.
3. Cemetery.
4. Home Occupation.
5. Medical clinic or veterinary clinic.
6. Community Center.
7. Recreational vehicle or trailer park.
8. Residential home and residential facility
9. Utility facility necessary for public service.

D. LAND DIVISIONS.

1. The minimum size for new lots and parcels in the UGA-C Zone shall be 10-acres unless authorized by paragraph three (3). below.
2. New lots and parcels created pursuant to paragraph one (1). above shall have a minimum of 330' of frontage along a public road.
3. Lots or parcels less than 10-acres may be created for nonresidential uses identified in Sections B. and C. only if the planning commission finds that:
 - a. The proposed lot or parcel is no larger than necessary to accommodate the use; and
 - b. The proposed lot or parcel will not increase the difficulties of converting the area to urban uses; and
 - c. The use proposed to occupy the new lot or parcel will provide a public benefit.
4. A tentative plan to create new lots or parcels less than 20-acres in size shall include a Conversion Plan showing how the subject property can be divided and developed at densities allowed by the city's most likely city zone, including provisions for right-of-way and street and utility extensions. A Conversion Plan is a scale drawing prepared by a registered surveyor, engineer or architect showing how a property can be divided and developed at an urban density, including provisions for street and utilities. The applicant shall submit a copy of the Conversion Plan to the city for comments prior to submitting the tentative plat to the county. The city's comments as to whether the Conversion Plan complies with the city's future development plans shall be submitted with the tentative plan. The tentative plan will not be approved if the city indicates that the division will interfere with future urban development. Once the tentative plat is approved, a copy of the Conversion Plan shall be filed with the county recorders office prior to the final plat being recorded. Existing and future structures and other improvements will be required to be sited on lots and parcels in a location and manner consistent with the Conversion Plan.

E. DEVELOPMENT REQUIREMENTS.

1. The front yard setback shall be a minimum of ~~30~~ 15 feet.
2. The minimum side yard setback shall be ~~20~~ 5 feet.
3. The minimum rear yard setback shall be ~~30~~ 5 feet.
4. The minimum side and rear yard setbacks for property that is adjacent to land zoned exclusive farm use shall be ~~50~~ 25 feet.
5. New buildings and accessory structures shall be clustered within an area not exceeding one-acre (43,560 square feet) of the lot or parcel.

F. RECOMMENDED DESIGN STANDARDS. New buildings should be designed and constructed to promote a clean and aesthetic appearance.

1. Commercial and Public Uses.

- a. Roofs.** Coverings should be nonreflective metal, tile, asphalt and other appropriate materials. If wood roofing is used it should be fire retardant treated. All roofs should have a minimum 6-12 pitch unless a detailed store front design is proposed that includes regularly spaced and similar shaped windows with window hoods or trim and a decorative cornice at the top of the building.
- b. Exterior Materials.** Materials in the varieties of horizontal wood siding, vertical board and batten (rough sawn or surfaced four sides) and cedar shingles, with the latter particularly applicable to ornamental patterns on residential structures are encouraged. Any T-111 (grooved) plywood siding is discouraged.
- c. Exterior colors.** The exterior of a building should to be painted or oiled and/or stained to protect the surface materials. Rough sawn or milled boards and batten, particularly cedar and redwood, may be retained in a natural finish. Other colors for large surface areas could be earthy ochres, yellows, browns and reds with appropriate trim.

2. Residential Uses:

- a. Roofs.** Coverings should be nonreflective metal, tile, asphalt and other appropriate materials. If wood roofing is used it should be fire retardant treated. All roofs should have a minimum 6-12 pitch.
- b. Exterior Materials.** Materials in the varieties of horizontal wood siding, vertical board and batten (rough sawn or surfaced four sides) and cedar shingles, with the latter particularly applicable to ornamental patterns on residential structures are encouraged. Any T-111 (grooved) plywood siding is particularly discouraged on elevations facing a public or private street.
- c. Exterior colors.** The exterior of a building should be painted or oiled and/or stained to protect the surface materials. Rough sawn or milled boards and batten, particularly cedar and redwood, may be retained in a natural finish. Other colors for large surface areas could be earthy ochres, yellows, browns and reds with appropriate trim.
- d. Additional Features.** Residential development is strongly encouraged to include features such as dormers and gables in addition to the primary roof pitch, covered porch entries, recessed entries, bay or bow windows, and exterior window sills.

#end#

(Amended-adopted-acknowledged 2008/2009. In 2008/2009 Gilliam County adopted a new zoning designation to specifically apply to area within the City of Condon Urban Growth Boundary. However, inadvertently the new zoning designation was never incorporated into the GCZLDO this was corrected via a technical memo to DLCD in 2023.)

After recording return to
City of Condon
128 S. Main Street
Condon, OR 97823

Send tax statement to the
Following address:
PO BOX 445
Condon, OR 97823

IRREVOCABLE CONSENT TO ANNEXATION

WHEREAS, _____ is owner of certain real property located within _____ County, Oregon, identified as Tax Lot(s) _____, Assessor's Parcel Map No. _____, which property is more particularly described in Exhibit "A" and as "Title A" in Exhibit A of Instrument No. _____ and recorded on the _____; and,

WHEREAS, at some point in the future, the owner may desire to initiate a request for sewer and water service outside the corporate limits of the City of Condon; and,

WHEREAS, in order to assure required control by the City of Condon of connections and sewer and water use in perpetuity, the owner of the above described property, covenants to the City of Condon and irrevocably consents to be annexed to the City of Condon without an election being held within the territory to be annexed, at such future time as all legal requirements for annexation have otherwise been met and at the discretion of the City, and,

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. This irrevocable consent to annexation is an instrument affecting the title and possession of the real property described in Exhibit "A", and as "Title A" in Exhibit A of Instrument No. _____. All terms and conditions herein imposed shall run with the land and shall be binding upon and inure to the benefit of the successors in interest of owner. Upon any sale or division of the property as herein described the terms of this consent shall apply separately to each parcel and the owner of each parcel shall succeed to the obligations imposed on owner by this consent.
2. The owner, and all successors in interest of the owner of the above described property hereby covenants, agrees and irrevocably consents to the annexation of said real property as herein described to the City of Condon, and that said annexation be without an election being held within the territory to be annexed, at such future time as all legal requirements for annexation have otherwise been met and at the sole discretion of the City.
3. In accordance with ORS 222.170 it is hereby represented and stated that the undersigned are the owner(s) of either the legal and/or equitable title to the real property herein described.

Dated this _____ day of _____, 2023.

OWNER(S):

CITY OF CONDON:

By: _____, City Administrator
_____, Public Works
_____, Planner

***** NOTARY ON FOLLOWING PAGE *****

STATE OF OREGON

SS

COUNTY OF GILLIAM

On this _____ day of _____, _____ before me,
_____, a Notary Public in and for the State of Oregon, personally appeared
_____ known to me to be the person who executed the Consent to
Annexation and acknowledged to me that s/he executed the same for the purposes therein stated.

Notary Public for Oregon

My commission expires: _____

STATE OF OREGON

SS

COUNTY OF GILLIAM

On this _____ day of _____, _____ before me,
_____, a Notary Public in and for the State of Oregon, personally
appeared _____, on behalf of the City of Condon and known to
be the person who executed the Consent to Annexation and acknowledged to me that s/he executed the same
for the purposes therein stated.

Notary Public for Oregon

My commission expires: _____

EXHIBIT A



GILLIAM COUNTY PLANNING DEPARTMENT
221 South Oregon Street, PO Box 427
Condon, OR 97823
541-351-9517 office

**RECOMMENDATION – TEXT AMENDMENT TO GILLIAM COUNTY ZONING AND
LAND DEVELOPMENT ORDINANCE ARTICLE 4: CONDON URBAN GROWTH AREA:
UGA-C ZONE, SECTION 4.200 AND UGA-C1 ZONE, SECTION 4.210;
AMENDMENTS TO REDUCE SETBACK REQUIREMENTS**

Date issued November 29, 2023

Gilliam County Land Use-Planning Department File Number: L-2023-L01

REQUEST OF CITY OF CONDON COUNCIL

Gilliam County Planning Department is requesting feedback-support for the proposed text amendments. The two zones affected are specific to area with the urban growth boundary of City of Condon; the zones were established to align with City of Condon comprehensive plan designation for the area being residential 1. The County Planning Department understands that any landowner requesting access to water from the City of Condon, will be required by the City to sign an annexation agreement and the County will relay such request when considering land use applications within the Gilliam County zones UGA-C and UGA-C1 which are specific to lands within the City of Condon's urban growth boundary.

Recommendation to Gilliam County Court

On November 28, 2023 the Gilliam County Planning Commission held a legislative public hearing to consider text amendments to the zoning and land development ordinance. The amendments are applicable to all the lands within the City of Condon Urban Growth Boundary; Gilliam County zones UGA-C and UGA-C1. These land are subject to Gilliam County Planning Department for land use jurisdiction. A favorable recommendation was made by the Planning Commission, see below proposed amendments.

E. DEVELOPMENT REQUIREMENTS.

1. The front yard setback shall be a minimum of ~~30~~-15 feet.
2. The minimum side yard setback shall be ~~20~~-5 feet.
3. The minimum rear yard setback shall be ~~30~~-5 feet.
4. The minimum side and rear yard setbacks for property that is adjacent to land zoned exclusive farm use shall be ~~50~~-25 feet.
5. The minimum side and rear yard setbacks for property that is adjacent to residential zoned lands shall be 25 feet.
6. New buildings and accessory structures shall be clustered within an area not exceeding one-acre (43,560 square feet) of the lot or parcel.

Background

The purpose of the November 28th Public Hearing is to consider proposed text amendments that would allow for reduced property line setbacks for development. The Planning Commission is charged with making a recommendation for the County Court's consideration at a meeting in December 2023. The County Court makes the final decision on all "legislative" applications.

The amendments were proposed by Gilliam County as the Gilliam County Court directed Gilliam County Planning Director to prepare amendments that would facilitate development within the Condon Urban Growth Area including the potential siting of a new Gilliam County Transportation Building on lands owned by Gilliam County within the Condon Urban Growth Area.

The proposed text amendments respond to concerns of a lack of available space for a proposed development in the urban growth boundary area due to larger setback requirements. The proposed amendments would better align with setback requirements for the City of Condon when properties within the Condon Urban Growth Area are annexed. The proposed amendments comply with the adopted Gilliam County Comprehensive Plan and Statewide Planning Goals as discussed below.

Next steps

Gilliam County Court to hold a public hearing on the matter December 20, 2023 to consider amendments to Gilliam County Zoning and Land Development Ordinance as recommended by Gilliam County Planning Commission.

Questions: Please contact Michelle Colby, Planning Director 541-351-9517 or michelle.colby@co.gilliam.or.us

**CITY OF CONDON
RESOLUTION 2024-02**

**A RESOLUTION REITERATING THE NEED OF A RESERVE FUND AND THE INTENDED
SOURCES AND USES OF FUNDS ACCUMULATED THEREIN**

The City of Condon Resolves as follows:

- Equipment Reserve Fund (008). This fund is to purchase equipment for all departments – public works, golf, police, park, fire and general office or administrative equipment. The funds are transferred in from the General (001), Water (006) and Sewer (007) funds.
- Sewer Reserve Fund (010). This fund was set up to replace the wastewater plant. The funds are collected as a \$1 per sewer unit charge per month on all active accounts. This also includes interest income. This fund will remain in place until needed.
- Water Equipment Reserve Fund (080). This fund is to allow for purchases of equipment or system costs of the water system. Funds are transfers from General and Water fund and interest income.
- Sewer Equipment Reserve Fund (090). This fund is to allow for purchases of equipment or system costs of the sewer system. Funds are transfers from the Sewer fund and interest income.
- Debt Service Reserve Fund (100). The fund is for payments of the debt of wastewater projects and must hold a reserve of a year's payment. Funds are transferred from the Sewer fund and interest income.

THEREFORE, BE IT RESOLVED by the governing body of the City of Condon that the Council approves the reserve funds set forth to continue.

Passed by the City Council and signed by the Mayor this 6th day of December 2023.

Jim Hassing, Mayor

Date

ATTEST:

Kathryn Greiner, City Administrator

Date

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

RECEIVED
NOV 28 2023
CITY OF CONDON

CONDON CITY
PO Box 445
CONDON, OR 97823

– IMPORTANT NOTICE –

Preliminary 2023 Population Estimate

November 15, 2023

Listed below is the preliminary population estimate for July 1, 2023. Also included are the Revised 2022 estimate and 2020 Census figure. The July 1, 2023, estimate will be certified following the review period on December 15, 2023.

PRELIMINARY POPULATION ESTIMATE:
JULY 1, 2023: 717

Revised POPULATION ESTIMATE:
JULY 1, 2022: 724

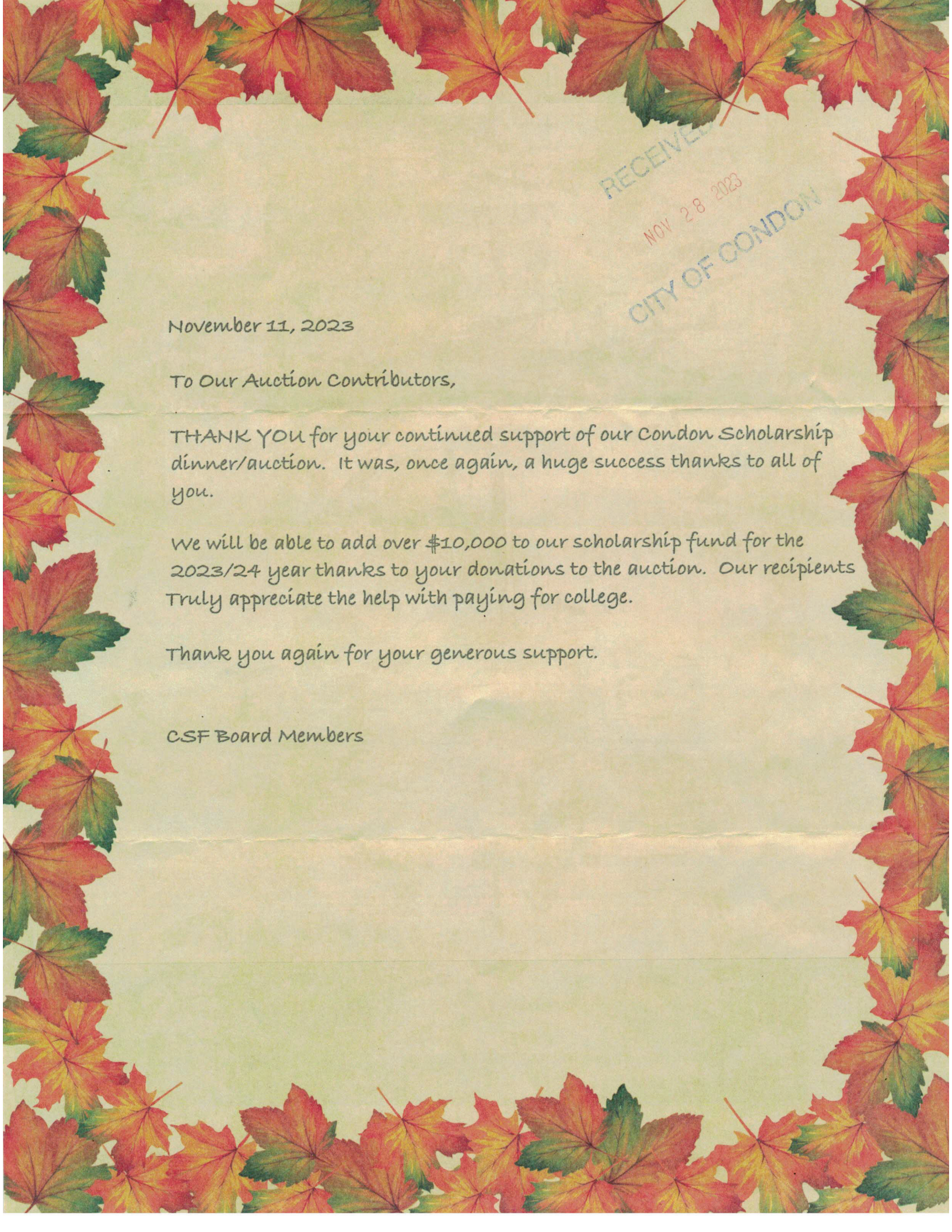
CENSUS FIGURE:
APRIL 1, 2020 : 711

The 2023 CERTIFIED population estimates will be posted on our website by December 15, 2023 at the following page URL:

<https://www.pdx.edu/population-research/population-estimate-reports>

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

Huda Alkitkat, Ph.D.
Population Estimates Program Manager
Population Research Center
Portland State University
E-mail: alkitkat@pdx.edu



RECEIVED
NOV 28 2023
CITY OF CONDON

November 11, 2023

To Our Auction Contributors,

THANK YOU for your continued support of our Condon Scholarship dinner/auction. It was, once again, a huge success thanks to all of you.

We will be able to add over \$10,000 to our scholarship fund for the 2023/24 year thanks to your donations to the auction. Our recipients Truly appreciate the help with paying for college.

Thank you again for your generous support.

CSF Board Members