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<http://cityofcondon.com/>

AGENDA REGULAR CITY COUNCIL MEETING

WEDNESDAY, APRIL 3, 2024, 7:00 PM

<https://us02web.zoom.us/j/86272518174?pwd=bXA2bmRGdkJGZWwzZG1rb2JEOHFJQT09>

**Meeting ID: 862 7251 8174
Passcode: 966538**

**+12532050468,,86272518174#,,,,*966538# US
+12532158782,,86272518174#,,,,*966538# US (Tacoma)**

- 1. CALL REGULAR MEETING TO ORDER**
- 2. ROLL CALL**
- 3. ADDITIONS TO AGENDA**
- 4. PUBLIC COMMENT**
 - 4.1. The council may hear discussion of unannounced items from the floor and comments on the agenda items. Comments are limited to five (5) minutes.**
- 5. CONSENT AGENDA**
 - 5.1. Review & Approve the March 6, 2024 Regular Condon City Council Meeting Minutes**
 - 5.2. Review the March Accounts Payable & VISA Statements**
 - 5.3. Approve Payment to ODOT for Match of Sidewalk Grant of \$78,515.86**
- 6. OLD BUSINESS**
 - 6.1. Condon Grade School Update**
- 7. NEW BUSINESS**
 - 7.1. Award Condon Golf Course Clubhouse Bid - Rutherford Construction, LLC**
 - 7.2. Discuss Oregon Park & Recreation Grant -Golf Course Restroom or Planning**
 - 7.3. Review & Approve OLCC License Request by A. Sedlock**
 - 7.4. Budget Increase Request of South Gilliam County RFPD**
 - 7.5. Discuss Condon Food Pantry Funding Request**
- 8. STAFF REPORTS**
 - 8.1. Public Works – Public Works Superintendent Gibb Wilkins**
 - 8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt**
 - 8.3. Administration – City Administrator Kathryn Greiner**
- 9. COUNCIL INFORMATION**
 - 9.1. 2024-25 Budget Documents & Committee Notice**

10. NEXT REGULAR MEETING DATE

10.1. The next regular Condon City Council meeting is Wednesday, May 1, 2024, 7 p.m.

11. 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 March 28, 2024



128 S Main St.
PO Box 445
Condon, OR 97823
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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, MARCH 6, 2024, 7:00 PM

1. CALL REGULAR MEETING TO ORDER

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

2. ROLL CALL

Present: Mayor Jim Hassing; Councilors Donald Jamieson, Jan Stinchfield, Dustan Hall, Jeremy Kirby, Dawn Parm and Tom Fatland (zoom); Staff - City Administrator Kathryn Greiner; Public Works Superintendent Gibb Wilkins (zoom).

Absent: Gilliam County Sheriff Gary Bettencourt

3. ADDITIONS TO AGENDA

3.1. * Review & Approve Point & Pay Payment Contract**

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 February 7, 2024 Regular Condon City Council Meeting Minutes

A motion was made by Councilor Parm to approve the February 7, 2024 regular Condon City Council meeting minutes. The motion was seconded by Councilor Jamieson and approved unanimously.

5.2. Review & Approve the February Accounts Payable & VISA Statements

No questions.

6. OLD BUSINESS

6.1. Condon Grade School Update & Structural Plans/Costs

The council received an estimate of construction costs in the packet obtained by the Port of Arlington for the Condon Grade School property that range from \$8.9 - \$12.1 million. This does not include a previous estimate to abate the property of approximately \$500,000. Port of Arlington Executive Director Jed Crowther stated that the federal grant will be announced in May or June with the work starting in November at the earliest; and take approximately 2-4 months. He said that Port of Arlington Environmental Sentry Corporation (POA ESC) has received over \$900,000 for development from Gilliam County and renewable energy company, so if the abatement grant is successful, there will be funds to re-purpose the building. Councilor Fatland stated that he did not see any elevators on the map with PW Wilkins, who is also president of the POA ESC company, stating that the architects noted that there was not a requirement to make the second floor ADA due to age and use. Crowther said that POA ESC will remediate the facility, then will sit back down with the city to make decisions about next steps.

7. NEW BUSINESS

7.1. Second Reading of Ordinance 2024-07 - An Ordinance of Chapter 154.09 - Outdoor Lighting Standards

Councilor Parm moved to approve the second reading of Ordinance 2024-07 - An Ordinance of the City of Condon Creating Chapter 154.049 - Outdoor Lighting Standards of the Condon Municipal Code by title only. Councilor Hall seconded the motion. Roll call vote - yes Jamieson, Stinchfield, Hall, Parm, Kirby, Fatland. Nays - none. Motion passed

CA Greiner read the ordinance by title only.

Councilor Parm moved to approve the second reading of Ordinance 2024-07 - An Ordinance of the City of Condon Creating Chapter 154.049 - Outdoor Lighting Standards of the Condon Municipal Code. Councilor Hall seconded the motion. Roll call vote - yes Jamieson, Stinchfield, Hall, Parm, Kirby, Fatland. Nays - none. Motion passed

The ordinance will go into effect April 6, 2024.

7.2. Emergency Adoption of Ordinance 2024-08 - An Ordinance of the City of Condon Implementing a Transient Lodging Tax in an Agreement with the Oregon Department of Revenue. Repealing Ordinance 2019-03.

Councilor Jamieson moved to approve the second reading of Ordinance 2024-08 - An Ordinance of the City of Condon Implementing a Transient Lodging Tax in an agreement with the Oregon Department of Revenue Repealing Ordinance 2019-03 by title only and as an emergency. Councilor Kirby seconded the motion. Roll call vote - yes Jamieson, Stinchfield, Hall, Parm, Kirby, Fatland. Nays - none. Motion passed

CA Greiner read the ordinance by title only.

Councilor Parm moved to approve the second reading of Ordinance 2024-08 - An Ordinance of the City of Condon Implementing a Transient Lodging Tax in an agreement with the Oregon Department of Revenue Repealing Ordinance 2019-03 by title only and as an emergency. Councilor Kirby seconded the motion. Roll call vote - yes Jamieson, Stinchfield, Hall, Parm, Kirby, Fatland. Nays - none. Motion passed

This motion goes into effect March 6, 2024.

7.3. Review & Approve Intergovernmental Agreement with the Oregon Department of Revenue for Transient Tax Collection

Council received the Intergovernmental Agreement (IGA) that will accompany the new transient tax ordinance that has not been reviewed by the city attorney at that time. CA Greiner asked that the agreement be approved contingent on review and approval of city attorney Wyatt Baum.

A motion was made by Councilor Stinchfield to approve the Intergovernmental Agreement with the Oregon Department of Revenue contingent on review and approval of city attorney Wyatt Baum. The motion was seconded by Councilor Parm and approved unanimously.

7.4. Oregon Frontier Chamber of Commerce Street Request & Chamber Update

Brooklyn Griffith, Interim Executive Director of the Oregon Frontier Chamber of Commerce introduced the new Executive Director Shania Drinkwine-Wagenaar. Griffith submitted a letter from the chamber asking for street closures July 4 weekend and August 3 for street dances and artisan market, plus a request for funding for these events. The previous donation was \$2,500 which was added to the request in the letter. Griffith also invited the council to the July 4 planning meeting Monday, March 18, 11 a.m. at the chamber office.

A motion was made by Councilor Jamieson to approve the street closure request and \$2,500 to sponsor the events on those days. The motion was seconded by Councilor Parm and approved unanimously.

Griffith presented the council with a budget for the Condon July 4 and summer concert events for a total cost of over \$44,411. The costs include the firework show, bands, advertising and other costs for events in Condon. The revenue from the city is approximately \$18,000 from the transient tax fund, and other revenue toward these events included sponsorship, memberships and raffle tickets on July 4. Griffith also showed that over the last three years over \$250,000 was distributed through the Gilliam County Small Business grant that is managed through the chamber.

Griffith also presented the council with a letter requesting that a dog park be built in Condon. She listed the benefits and asked the council if they would be willing to assist with this project. Councilor Jamieson asked who would maintain the park, and Griffith replied that it would be a group of volunteers. This discussion was tabled.

7.5. Review & Approve the Public Works Laborer Position Description

Council received a position description for Public Works Laborer and hiring timeline. The council discussed this position at their retreat in January and the funds are budgeted in the current budget for a June start date and will be put into the 2024-25 budget.

A motion was made by Councilor Stinchfield to approve the Public Works Laborer position description and the hiring timeline for the position as presented. The motion was seconded by Councilor Parm and approved unanimously.

7.6. Review & Approve City Administrator Position Description

An updated position description for the City Administrator position was included in the packet for review in anticipation of recruitment in 2025.

A motion was made by Councilor Stinchfield to approve the City Administrator position description. The motion was seconded by Councilor Hall and approved unanimously.

7.7. Appoint Rachel Boyer to the City of Condon Budget Committee

Mayor Hassing appointed Rachel Boyer to the city's budget committee in replacement of Dennis Bruneau who declined the appointment at the January meeting.

7.8. Review & Approve Point & Pay Payment Contract

Council received an agreement for the credit card service Point & Pay that is updated to allow interaction between this company and Caselle accounting software. CA Greiner noted that with the new upgrade, the customer will be able to access their account and see what is owed, water usage and be able to pay their bill with credit or debit card or e-check. This agreement is with attorney Wyatt Baum and CA Greiner asking that approval be contingent on Baum's review and approval.

A motion was made by Councilor Parm to approve the agreement with Point & Pay contingent on review and approval of city attorney Wyatt Baum. The motion was seconded by Councilor Stinchfield and approved unanimously.

8. STAFF REPORTS**8.1. Public Works – Public Works Superintendent Gibb Wilkins**

PW Wilkins said that 2.2 million gallons of water was pumped at City Farm in February, which is over half a million fewer gallons pumped in January. He is working with Anderson, Perry & Associates on the meter bid that is anticipated will go out soon. He is at short school and heard that within two years the Oregon Water Resources Department would not be issuing any more licenses to drill wells. This started a discussion of moving forward with drilling a deep well as planned almost 20 years ago. Councilor Jamieson stated that he wanted to see more information about the need for more water before anything project to drill is started. Staff will look into the current studies and confer with Anderson, Perry & Associates to gather more information on the water demand and supply. PW Wilkins also attended a class at short school regarding selling water outside city limits and will follow up with this topic in the next month. He said that he has met with the groundskeeper at the cemetery district to discuss water conservation and irrigation strategies to use less water. The wastewater line on Gilliam Street may need more engineering, and he will bring back results next month. PW Aaron Fitzsimmons is working on the finishing groundwork on the new city shop.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Mayor Hassing noted that Gilliam County Sheriff Gary Bettencourt was elected president of the Wester State Sheriff's Association which includes 17 states.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner said that Dana Carter had stopped in for an update on the city's lot near his home. She has reached out to the heirs of that property and heard decisions be made on it in the next several months. The Condon Food Pantry has asked if the city would gift them some property to build a food pantry. The lot in question is near the Condon Motel and is close to water and sewer. The group is looking at another option and will draft a formal request if they want to move forward. CA Greiner said that she has not gotten a response from Hayden Homes but will keep trying to set up a meeting this spring to discuss developing the Fairway Housing area. She noted that Gilliam County is moving from GEODC to MCEDD in The Dalles, and she will send out their economic development goals. She will not be in Condon for the April 3 meeting but will zoom in that evening and asked if the council would consider waiving licensing the fee for dogs in the city. The consensus was to waive the dog license fee and bring that change back in the General Fee Resolution. CA Greiner said that property and liability insurance will go up approximately 15% in 2025 and health insurance will increase by 10%. She noted that the city has approximately \$6.1 million in the bank at this point, gaining over \$20,000 in interest alone and congratulated the council on good fiscal management while continuing to complete projects in the city.

9. COUNCIL INFORMATION**9.1. Thank You - High School Rodeo****10. NEXT REGULAR MEETING DATE**

10.1. The Next Regular Condon City Council Meeting will be held Wednesday, April 3, 2024, 7 p.m. at City Hall.

11. ADJOURN REGULAR MEETING

Mayor Hassing adjourned the meeting at 7:57 p.m.

Jim Hassing, Mayor

Date _____

ATTEST: _____
Kathryn Greiner City Administrator

Date _____

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	5618	TECH SUPPORT SVCS	03/08/2024	375.00	.00	
Total ACCTECH - A SYSTEMS INTEGRATOR:					375.00	.00	
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	76809	977-77 WATER METER UPGRAD	02/29/2024	2,268.75	.00	
Total ANDERSON, PERRY, & ASSOC.:					2,268.75	.00	
ARAMARK UNIFORM SERVICES							
115	ARAMARK UNIFORM SERVICES	FEB 2024	Admin Janitorial	02/29/2024	372.86	.00	
Total ARAMARK UNIFORM SERVICES:					372.86	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X02	PHONE	02/06/2024	18.78	.00	
599	AT&T MOBILITY	872564008X02	PW Cell Phone	02/06/2024	18.78	.00	
Total AT&T MOBILITY:					37.56	.00	
BAUM SMITH LLC							
831	BAUM SMITH LLC	34183	Admin Legal	02/22/2024	375.00	.00	
Total BAUM SMITH LLC:					375.00	.00	
BENNETT'S POINT S TIRE & AUTO							
859	BENNETT'S POINT S TIRE & AU	1059396	TIRES - BOBCAT	02/15/2024	567.50	.00	
859	BENNETT'S POINT S TIRE & AU	1059396	TIRES - BOBCAT	02/15/2024	567.50	.00	
Total BENNETT'S POINT S TIRE & AUTO:					1,135.00	.00	
BOHN'S PRINTING							
148	BOHN'S PRINTING	1670	Copier Charge	02/29/2024	5.63	.00	
Total BOHN'S PRINTING:					5.63	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X057418	Biochemical Oxygen	02/11/2024	112.00	.00	
Total BOX R WATER ANALYSIS LAB:					112.00	.00	
CASELLE , INC							
166	CASELLE , INC	FEB 2024	POINT & PAY INTEGRATION	02/06/2024	1,100.00	.00	
166	CASELLE , INC	FEB 2024	POINT & PAY INTEGRATION	02/06/2024	1,100.00	.00	
166	CASELLE , INC	FEB 2024	POINT & PAY INTEGRATION	02/06/2024	1,100.00	.00	
Total CASELLE , INC:					3,300.00	.00	
CIVICPLUS LLC							
880	CIVICPLUS LLC	287797	Councilor Paperless Packet progr	02/19/2024	1,458.61	.00	
880	CIVICPLUS LLC	287797	Councilor Paperless Packet progr	02/19/2024	1,458.60	.00	
880	CIVICPLUS LLC	287797	Councilor Paperless Packet progr	02/19/2024	1,458.61	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total CIVICPLUS LLC:					4,375.82	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	FEB 2024	City HALL	02/22/2024	302.69	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	PARK	02/22/2024	38.72	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Memorial Hall	02/22/2024	143.47	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Golf Course	02/22/2024	37.70	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Sewer Plant w pivot	02/22/2024	255.80	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	GRADE SCHOOL	02/22/2024	175.69	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	NEW SHOP	02/22/2024	36.19	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Disposal	02/22/2024	665.24	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	City Farm	02/22/2024	1,150.34	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Street Lights	02/22/2024	1,470.44	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	City Farm	02/22/2024	46.49	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Pool	02/22/2024	58.16	.00	
169	COLUMBIA BASIN ELECTRIC	FEB 2024	Library	02/22/2024	320.48	.00	
Total COLUMBIA BASIN ELECTRIC:					4,701.41	.00	
DAILY JOURNAL OF COMMERCE							
226	DAILY JOURNAL OF COMMERCE	745677628	BIDS - GOLF CLUBHOUSE	02/26/2024	155.80	.00	
Total DAILY JOURNAL OF COMMERCE:					155.80	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	FEB 2024	Water Fuel	02/29/2024	260.81	.00	
224	DEVIN OIL COMPANY	FEB 2024	Sewer Fuel	02/29/2024	260.80	.00	
Total DEVIN OIL COMPANY:					521.61	.00	
D-S HARDWOOD CORPORATION							
1591	D-S HARDWOOD CORPORATION	2024S13	MH FLOORS REFINISHED	03/08/2024	12,275.00	.00	
Total D-S HARDWOOD CORPORATION:					12,275.00	.00	
FERGUSON ENTERPRISES							
254	FERGUSON ENTERPRISES	1245370	WATER PARTS	02/02/2024	72.44	.00	
Total FERGUSON ENTERPRISES:					72.44	.00	
GEVEKO MARKINGS INC							
1610	GEVEKO MARKINGS INC	10305012523	CHIP SEAL, SEALER	02/19/2024	803.83	.00	
Total GEVEKO MARKINGS INC:					803.83	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	FEB 2024	Water	02/29/2024	53.39	.00	
304	HATTENHAUER DIST.	FEB 2024	Sewer	02/29/2024	53.38	.00	
Total HATTENHAUER DIST.:					106.77	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	FEB 2024	Administration	03/01/2024	204.68	.00	
766	HOME TELEPHONE COMPANY	FEB 2024	Sewer	03/01/2024	165.76	.00	
766	HOME TELEPHONE COMPANY	FEB 2024	Water	03/01/2024	43.74	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total HOME TELEPHONE COMPANY:					414.18	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	FEB 2024	MRC Fiber Project	03/01/2024	2,000.00	.00	
Total INLAND DEVELOPMENT CORPORATION:					2,000.00	.00	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	46462	MAGNETIC COILS FOR PUMP	02/29/2024	703.75	.00	
Total JAMIESON & MARSHALL:					703.75	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	FEB 2024	AIR FILTER	02/29/2024	25.99	.00	
371	M & A AUTO PARTS	FEB 2024	KEY	02/29/2024	3.00	.00	
371	M & A AUTO PARTS	FEB 2024	BATTERIES	02/29/2024	33.60	.00	
371	M & A AUTO PARTS	FEB 2024	BATTERIES	02/29/2024	33.60	.00	
371	M & A AUTO PARTS	FEB 2024	ECHO FILTER	02/29/2024	6.50	.00	
371	M & A AUTO PARTS	FEB 2024	ECHO FILTER	02/29/2024	6.49	.00	
371	M & A AUTO PARTS	FEB 2024	KEY	02/29/2024	3.00	.00	
371	M & A AUTO PARTS	FEB 2024	OILDRY	02/29/2024	14.49	.00	
371	M & A AUTO PARTS	FEB 2024	#40 CHAIN 10FT	02/29/2024	15.00	.00	
371	M & A AUTO PARTS	FEB 2024	OFFSET LINK	02/29/2024	2.29	.00	
371	M & A AUTO PARTS	FEB 2024	SPARK PLUG	02/29/2024	3.75	.00	
371	M & A AUTO PARTS	FEB 2024	OVL HD SCRW	02/29/2024	2.64	.00	
371	M & A AUTO PARTS	FEB 2024	BOLTS	02/29/2024	6.60	.00	
Total M & A AUTO PARTS:					156.95	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	FEB 2024	City Hall Propane	02/29/2024	292.77	.00	
377	MORROW COUNTY GRAIN GRO	FEB 2024	SEWER PROPANE	02/29/2024	317.48	.00	
Total MORROW COUNTY GRAIN GROW.:					610.25	.00	
OFFICE DEPOT							
427	OFFICE DEPOT	352654544001	YELLOW & BLACK TONERS BR	01/31/2024	113.99	.00	
427	OFFICE DEPOT	355072627001	MATTE BLACK INK CARTRIDGE	02/28/2024	211.77	.00	
427	OFFICE DEPOT	355076304001	IN CARTRIDGES CYAN, YELLO	02/28/2024	362.38	.00	
Total OFFICE DEPOT:					688.14	.00	
PACIFIC GOLF & TURF							
881	PACIFIC GOLF & TURF	P903524POR	Golf Machinery Repairs	02/29/2024	187.97	.00	
881	PACIFIC GOLF & TURF	P906187POR	Golf Machinery Repairs	03/05/2024	156.41	.00	
Total PACIFIC GOLF & TURF:					344.38	.00	
PARAS, DEMETRA							
1611	PARAS, DEMETRA	FEB 2024	W/S DEPOSIT REFUND 121 N P	03/11/2024	21.02	.00	
Total PARAS, DEMETRA:					21.02	.00	
R&R Products							
473	R&R Products	CD2879025	NUMBERED GOLF FLAGS	02/29/2024	119.95	.00	
473	R&R Products	CD2879026	FLEXSTAKES RED	02/29/2024	47.40	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total R&R Products:					167.35	.00	
THE AUTOMATION GROUP							
1501	THE AUTOMATION GROUP	W14272	TROUBLESHOOT RESERVOIR	03/06/2024	2,875.71	.00	
Total THE AUTOMATION GROUP:					2,875.71	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	FEB 2024	BUDGET COMMITTEE VACANC	02/20/2024	84.00	.00	
Total THE TIMES-JOURNAL:					84.00	.00	
TK ELEVATOR CORPORATION							
1535	TK ELEVATOR CORPORATION	3007775596	LIFT CHAIR	03/01/2024	305.11	.00	
Total TK ELEVATOR CORPORATION:					305.11	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	FEB 2024	WATER & DRINKS	02/26/2024	44.75	.00	
548	TWO BOYS MEAT & GROCERY	FEB 2024	COFFEE AND CUPS	02/26/2024	14.88	.00	
548	TWO BOYS MEAT & GROCERY	FEB 2024	LOC MTG SUPPLIES	02/26/2024	52.66	.00	
Total TWO BOYS MEAT & GROCERY:					112.29	.00	
VISA							
559	VISA	FEB 24 5886	MICROSOFT ONLINE SVCS	02/20/2024	37.50	.00	
559	VISA	FEB 24 5886	MONTHLY EMAIL	02/20/2024	96.00	.00	
559	VISA	FEB 24 5886	RETREAT LUNCH - THE DRIVE I	02/20/2024	160.00	.00	
559	VISA	FEB 24 5886	LIGHT BULBS	02/20/2024	64.98	.00	
559	VISA	FEB 24 5886	IPADS AND KEYBOARDS	02/20/2024	2,245.00	.00	
559	VISA	FEB 24 5886	CABINET	02/20/2024	129.99	.00	
559	VISA	FEB 24 5886	SHELVES	02/20/2024	149.99	.00	
559	VISA	FEB 24 5886	TABLECLOTHS	02/20/2024	140.99	.00	
559	VISA	FEB 24 5886	BULBS	02/20/2024	19.99	.00	
559	VISA	FEB 24 5886	PRESSURE REDUCING VALVE	02/20/2024	268.99	.00	
559	VISA	FEB 24 5886	MAIL LARGE ENVELOPE	02/20/2024	1.39	.00	
559	VISA	FEB 24 5886	URN AND KETTLE	02/20/2024	83.39	.00	
559	VISA	FEB 24 5886	EASTERN OR REGIONAL SUBS	02/20/2024	150.00	.00	
559	VISA	FEB 24 5886	EASTERN OR REGIONAL SUBS	02/20/2024	150.00	.00	
559	VISA	FEB 24 5886	IPADS AND KEYBOARDS	02/20/2024	1,245.00	.00	
559	VISA	FEB 24 5886	RECORD VACATE ALLEY ORD	02/20/2024	103.53	.00	
559	VISA	FEB 24 5886	WATERFALL PUMP	02/20/2024	187.00	.00	
559	VISA	FEB 24 5886	BUCKET PUMP	02/20/2024	91.47	.00	
559	VISA	FEB 24 5886	BUCKET PUMP	02/20/2024	91.48	.00	
559	VISA	FEB 24 5886	IPADS	02/20/2024	449.00	.00	
559	VISA	FEB 24 5886	IPAD PENCILS	02/20/2024	328.00	.00	
559	VISA	FEB 24 5886	ECO PLUG MAX	02/20/2024	150.91	.00	
559	VISA	FEB 24 5886	MAIL LARGE ENVELOPE	02/20/2024	1.63	.00	
559	VISA	FEB 24 5886	LOCKOUT MAGNET SENSOR	02/20/2024	72.99	.00	
559	VISA	FEB 24 5886	LOCKOUT MAGNET SENSOR	02/20/2024	72.99	.00	
559	VISA	FEB 24 5886	BUCKET	02/20/2024	18.28	.00	
559	VISA	FEB 24 5886	BUCKET	02/20/2024	18.29	.00	
Total VISA:					6,528.78	.00	
WATKINS EXCAVATING, LLC							
1577	WATKINS EXCAVATING, LLC	2024-01	TEAR DOWN GOLF CLUBHOUS	03/12/2024	6,800.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total WATKINS EXCAVATING, LLC:					6,800.00	.00	
Grand Totals:					52,806.39	.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 02/20/24
Days In Billing Cycle 29
Previous Balance \$(225.00)
Purchases + 18.75
Cash + 0.00
Special + \$0.00
Balance Transfers + \$0.00
Credits - \$0.00
Payments - \$0.00
Other Charges + \$0.00
Finance Charges + 0.00

NEW BALANCE \$(206.25)

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$10,000.00
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!

* THE TOTAL FINANCE CHARGE PAID ON YOUR ACCOUNT DURING THE PAST YEAR *
* WAS...\$ 0.00 *

Account Inquiries

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

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

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

Payment Summary

NEW BALANCE \$(206.25)
MINIMUM PAYMENT \$0.00
PAYMENT DUE DATE 03/16/2024

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

Credit

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

02/20/24

New Balance

\$(206.25)

**Total Minimum
Payment Due**

\$0.00

Payment Due Date

03/16/2024

\$

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

Account Number: ##### 1827

Closing Date: 02/20/24

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

Page 3 of 4

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
01/25/24	01/26/24	5812	24269794026000948402049	SPOOKYS THE DALLES OR	\$18.75

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	\$ (206.25)

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 02/20/24
Days In Billing Cycle 29
Previous Balance \$831.12
Purchases + 6,528.78
Cash + 0.00
Special + \$0.00
Balance Transfers + \$0.00
Credits - \$0.00
Payments - \$831.12
Other Charges + \$0.00
Finance Charges + 0.00

NEW BALANCE \$6,528.78

Credit Summary

Total Credit Line \$10,000.00
Available Credit Line \$3,471.00
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!

* THE TOTAL FINANCE CHARGE PAID ON YOUR ACCOUNT DURING THE PAST YEAR *
* WAS...\$ 0.00 *

Account Inquiries



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



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



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

Payment Summary

NEW BALANCE \$6,528.78

MINIMUM PAYMENT \$6528.78

PAYMENT DUE DATE 03/16/2024

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

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

02/20/24

New Balance

\$6,528.78

**Total Minimum
Payment Due**

\$6528.78

Payment Due Date

03/16/2024

\$

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



MAKE CHECK PAYABLE TO:

VISA
PO BOX 4512
CAROL STREAM IL 60197-4512

12 4344 2212 1003 5886 00652878 00652878 2



Page 3 of 4

Additional Information About Your Account

Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.3200%	15.84%	\$ 0.00	
CASH	F	\$ 0.00	1.3200%	15.84%	\$ 0.00	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				0.00%	\$ 0.00	\$ 6,528.78

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.



Oregon

Tina Kotek, Governor

Department of Transportation
Federal Aid Funding Unit
Salem OR

March 8, 2024

REMITTANCE COPY

**ATTN KATHRYN GREINER
CITY OF CONDON
128 S MAIN STREET
CONDON OR 97823**

Subject: Condon pedestrian access
Project # S005(066)
Key # 20179
EA # CON04648
IGA # 32358
Advance Deposit EA 32358 SJ 000

We are in the process of programming funds for this project. Per our agreement #32358, the City of Condon is to deposit their share of the construction costs. The following is a summary of the estimated costs for the construction phase:

Estimated construction costs	\$310,329.50
Less state funds	<u>(\$238,951.44)</u>
Estimated match:	\$71,378.06

Amount Due (110%) **\$78,515.86**

You may use one of the three options for payment outlined in our attachment. Please submit your advance deposit upon receipt of this notice. Please return the remittance copy of this letter to ensure the proper project is credited.

When making your advance deposit please make it based on the agreement number and not on the project number. This will allow us to transfer funds from one project phase to another.

Please contact me with any questions and thank you for your prompt attention to this matter.

Sincerely,

Jennifer Jones

Jennifer Jones
Federal Aid Funding Unit
503-986-3224
jennifer.d.jones@odot.oregon.gov

CHECK PAYMENTS:

Attn Cash Receipts Technician
ODOT Financial Services
355 Capitol St NE MS 21
Salem OR 97301

LGIP & LETTERS OF CREDIT:

Attn Jennifer Jones
jennifer.d.jones@odot.oregon.gov

Construction Bid

Rutherford Construction, LLC



OWNER INFORMATION

Name: City of Condon
PO Box 445
Condon, OR 97823
Job address: 525 N Lincoln St.
Condon Golf Course
Clubhouse Project

CONTRACTOR INFORMATION

Company: Rutherford Construction, LLC
License: #200287
Address: 46012 Stone Cabin Road
City, State ZIP: Fossil, OR 97830
541-460-8127
Email: travisrutherford9@gmail.com
aaruth@gmail.com (office)

Project Name: clubhouse2024

SCOPE OF WORK

3/6/2024

Rutherford Construction to provide material and labor to construct the Condon Golf Course Clubhouse according to the plans prepared by Vernon Grey, revised 2/1/2024, pdf files provided by City of Condon, and as per the job description and material specifications provided. This estimate does not include demo of the previous structure. **This estimate does not include the cost of a performance bond and would need to be revised if required.**

COMPANY PROPOSAL

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of : **\$210,475** with payments to be as follows: \$105,000 down with a \$45,000 progress payment due 30 days after work begins, a \$45,000 progress payment due 60 days after work begins, balance of \$15,475 due upon completion of work.

Submitted by (Company Representative)

Date

OWNER ACCEPTANCE

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. Contractor has provided owner or authorized representative with copies of lein notices as required by the State of Oregon: _____ (initial)

Submitted by (home owner or authorized representative)

Date



OREGON LIQUOR & CANNABIS COMMISSION

LIQUOR LICENSE APPLICATION

Instructions

1. **Complete and sign** this application.
2. Prior to submitting this application to the OLCC, send the completed application to **the local government for the premises address** to obtain a recommendation.
 - If the premises street address is within a city's limits, the local government is the city.
 - If the premises street address is not within a city's limits, the local government is the county.
3. You can submit the application to the OLCC if:
 1. You have WRITTEN documentation showing the date the local government received the application or;
 2. The local government has provided you their recommendation.

ALL forms and documents must be a PDF attachment

4. **Email the PDF application that contains the local government recommendation or proof of submission** to: OLCC.LiquorLicenseApplication@oregon.gov.
5. **Do not** include any license fees with your application packet (fees will be collected at a later time).
When it's time to pay the license fee you must pay the full yearly fee for the current license year (the license fee will not be prorated). If you pay in the last quarter of your license year you must also pay the yearly fee for the next license year.

License Request Options - Please see the general definitions of the license request options below:

- **New Outlet**: The licensing of a business that does not currently hold an active liquor license.
- **Change of Ownership**: The request to completely change the licensee of record at a licensed business.
- **Greater Privilege**: The request to change from an Off-Premises to a Limited or Full On-Premises Sales license **OR** from a Limited to Full On-Premises Sales license.
- **Additional Privilege**: The licensee currently holds an active liquor license at the premises and that same licensee would like to request to add an **additional** different liquor license type at that same premises location.

Additional Information

Applicant Identification: Please review [OAR 845-006-0301](#) for the definitions of "applicant" and "licensee" and [OAR 845-005-0311](#) to confirm that all individuals or entities with an ownership interest (other than a waivable ownership interest, per OAR 845-005-0311[6]) in the business have been identified as license applicants on this document. If you have a question about whether an individual or entity needs to be listed as an applicant for the license, discuss this with the OLCC staff person assigned to your application.

Premises Address: This is the physical location of the business and where the liquor license will be posted.

Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

Applicant/Licensee Representative(s): In order to make changes to a license or application or to receive information about a license or application by someone other than the applicant/licensee you must:

- Complete the [Authorized Representative CÜ0Ψ](#) ΣΣσ° Ω†ΩΩ° † μΣσσΩΩ ΣΩΩΩβι ΩΩ †ΩΩ ΩΩ βιΩΩο Ö\$††PÜ and submit with the application.

For help with this application or any related documents or processes, email olcc.alcohollicensing@oregon.gov.

LIQUOR LICENSE APPLICATION

Page 1 of 4

Check the appropriate license request option:

☐ [New Outlet](#) | ☐ [Change of Ownership](#) | ☐ [Greater Privilege](#) | ☐ [Additional Privilege](#)

Select the license type you are applying for.

More information about all license types is available [online](#).

Full On-Premises

- ☐ Commercial
- ☐ Caterer
- ☐ Public Passenger Carrier
- ☐ Other Public Location
- ☐ For Profit Private Club
- ☐ Nonprofit Private Club

Winery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th

Brewery

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Brewery-Public House

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Grower Sales Privilege

- ☐ Primary location
- Additional locations: ☐ 2nd ☐ 3rd

Distillery

- ☐ Primary location
- Additional tasting locations: (Use the DISTT form [HERE](#))

☐ Limited On-Premises

☐ Off Premises

☐ Warehouse

☐ Wholesale Malt Beverage and Wine

LOCAL GOVERNMENT USE ONLY

LOCAL GOVERNMENT

After providing your recommendation, return this form to the applicant **WITH** the recommendation marked below

Name of City OR County (not both)

Please make sure the name of the Local Government is printed legibly or stamped below

Date application received:

Optional: Date Stamp Received Below

- ☐ Recommend this license be granted
- ☐ Recommend this license be denied
- ☐ No Recommendation/Neutral

Printed Name

Date

Signature

Trade Name

LIQUOR LICENSE APPLICATION

Page 2 of 4

APPLICANT INFORMATION

Identify the applicants applying for the license. This is the entity (example: corporation or LLC) or individual(s) applying for the license. Please add an additional page if more space is needed.

Name of entity or individual applicant #1:

Name of entity or individual applicant #2:

Name of entity or individual applicant #3:

Name of entity or individual applicant #4:

BUSINESS INFORMATION

Trade Name of the Business (name customers will see):

Premises street address (The physical location of the business and where the liquor license will be posted):

City:

Zip Code:

County:

Business phone number:

Business email:

Business mailing address (where we will send any items by mail as described in [OAR 845-004-0065\[1\]](#)):

City:

State:

Zip Code:

Does the business address currently have an OLCC liquor license? Yes No

Does the business address currently have an OLCC marijuana license? Yes No

APPLICATION CONTACT INFORMATION – Provide the point of contact for this application. If this individual is not an applicant or licensee, the Authorized Representative Form must be completed and submitted with this application.

Application Contact Name:

Phone number:

Email:

LIQUOR LICENSE APPLICATION

Page 3 of 4

TERMS

- “Real property” means the real estate (land) and generally whatever is erected or affixed to the land (for example, the building) at the business address.
- “Common area” is a privately owned area where two or more parties (property tenants) have permission to use the area in common. Examples include the walking areas between stores at a shopping center, lobbies, hallways, patios, parking lots, etc. An area’s designation as a “common area” is typically identified in the lease or rental agreement.

ATTESTATION – OWNERSHIP AND CONTROL OF THE BUSINESS AND PREMISES

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-005-0311](#) and attests that:
 1. At least one applicant listed in the “Application Information” section of this form has the legal right to occupy and control the real property proposed to be licensed as shown by a property deed, lease, rental agreement, or similar document.
 2. No person not listed as an applicant in the “Application Information” section of this form has an ownership interest in the business proposed to be licensed, unless the person qualifies to have that ownership interest waived under OAR 845-005-0311.
 3. The licensed premises at the premises street address proposed to be licensed either:
 - a. Does not include any common areas; or
 - b. Does include one or more common areas; however, only the applicant(s) have the exclusive right to engage in alcohol sales and service in the area to be included as part of the licensed premises.
 - In this circumstance, the applicant(s) acknowledges responsibility for ensuring compliance with liquor laws within and in the immediate vicinity of the licensed premises, including in portions of the premises that are situated in “common areas” and that this requirement applies at all times, even when the business is closed.
 4. The licensed premises at the premises street address either:
 - a. Has no area on property controlled by a public entity (like a city, county, or state); or
 - b. Has one or more areas on property controlled by a public entity (like a city, county, or state) and the public entity has given at least one of the applicant(s) permission to exercise the privileges of the license in the area.

LIQUOR LICENSE APPLICATION

Page 4 of 4

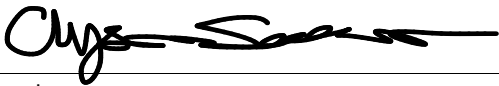
Applicant Signature(s): Each individual listed in the applicant information box on page 2 (entity or individuals applying for the license) must sign the application.

If an applicant listed in the applicant information box on page 2 is an entity (such as a corporation or limited liability company), at least one member or officer of the entity must sign the application.

- Each applicant listed in the “Application Information” section of this form has read and understands [OAR 845-006-0362](#) and attests that:

1. Upon licensure, each licensee is responsible for the conduct of others on the licensed premises, including in outdoor areas.
2. The licensed premises will be controlled to promote public safety and prevent problems and violations, with particular emphasis on preventing minors from obtaining or consuming alcoholic beverages, preventing over-service of alcoholic beverages, preventing open containers of alcoholic beverages from leaving the licensed premises unless allowed by OLCC rules, and preventing noisy, disorderly, and unlawful activity on the licensed premises.

I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application, are true and complete.

Applicant name	 Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date
Applicant name	Signature	Date

Applicant/Licensee Representative(s): If you would like to designate a person/entity to act on your behalf you must complete the [Authorized Representative Form](#). You may submit the form with the application or anytime thereafter. The form must be received by the OLCC before the representative can receive or submit information for the applicant.

Please note that applicants/licensees are responsible for all information provided, even if an authorized representative submits additional forms on behalf of the applicant.

**SOUTH GILLIAM COUNTY
RURAL FIRE PROTECTION DISTRICT**

**P.O. Box 623
Condon, OR 97823
Telephone: (541) 384-5555
Email: sgerfpd@ortelco.net**

RECEIVED

MAR 15 2024

CITY OF CONDON

Mayor Jim Hassing
Condon City Council
P.O. Box 445
Condon, OR 97823

Dear Mayor Hassing and City Councilors:

Our board has been discussing the contract with the City of Condon. The contract amount was last increased in the 2015-2016 budget year. With this in mind, the Fire District is requesting an increase to the annual contract, raising the current amount from \$11,000.00 per year to \$17,500.00 per year. This amounts to approximately a 5% increase per year from the 2015-2016 budget year.

As you are aware, expenses have increased rather significantly during the past eight years. From your own budgeting process, you know the cost for replacing equipment has increased significantly. The Fire District has replaced equipment that is outdated by national standards and equipment that is worn out. SCBAs (Self-Contained Breathing Apparatus), new hose for fighting structure fires and structural turnout gear have all been replaced. Each of these items serve their primary purpose inside the City of Condon city limits. The costs for these replacements are in addition to the increase of everyday operating expenses.

Due to the increased operating expenses outlined, we have determined it is time to revisit our current contract. If you have any questions or concerns, please feel free to contact us.

Thank you for your attention to this matter.

Sincerely,



Eric Harrison
Board President



PO Box 761
Condon, OR 97823
27, 2024

March

Dear Kathryn Geiner and Condon City Council,

The Condon Community Food Pantry (CCFP) is a charitable corporation that serves the Condon to help eliminate hunger. The mission of Condon Community Food Pantry is "To Feed our Neighbors in need and to lead our community to end Hunger."

We serve an average of 155 individuals in 63 households each month. With an average of 14 volunteers each month. We volunteer an average of 90 hours each month.

The facility that we are currently using has become an undersized space at approximately 500 square feet and we have noticed several safety concerns with our facility. We are looking to "Grow our Pantry" into a new facility. We have located an existing building here in Condon located at 215 E Walnut St. Condon, OR, which is 1018 square feet, that will be suitable for our use and eliminating our safety concerns. We are in need of community support and that is why we are reaching out to you as a continued supporter of CCFP. We would love to move into our new facility by the end of the summer 2024.

I have attached a copy of our proposed budget for the expenses at this time. We are still obtaining estimates on some of the renovations that need to be made prior to moving into the facility. We have requested financial assistance from three other organizations at this time for financial assistance as well.

Please feel free to reach out to me if you need any additional information.

Thank you,
Kolona Morin
Condon Community Food Pantry
Board of Directors Chairperson
817-716-1596
Condonfoodpantry@gmail.com
Lkmorin81@gmail.com

Proposed Budget From
Condon Community Food Pantry
TO
City of Condon

Condon Community Food Pantry

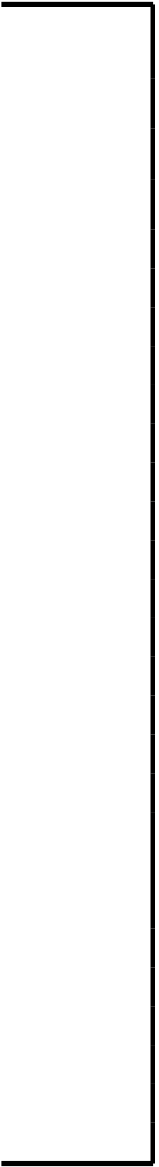
For the purpose of purchase and renovation of building at

215 E Walnut St., Condon, OR 97823

Prepared for: The City of Condon

Submitted: March 27, 2024

Building Acquisition	\$ 77,000.00
Roof and Seal Seams	\$ 22,000.00
Water Heater	\$ 1,000.00
Mini Split Heating/Cooling	\$ 10,000.00
Paint and supplies	\$ 700.00
Shelving units 9	\$ 4,500.00
Contractor Labor	\$ 3,000.00
Contractor Labor Donated	(\$3,000.00)
Ground Work	\$ 5,000.00
Ground Work Donated	
Electrician	
Volunteer Labor Donated	
	\$2000.00 was
	already
Produce Cooler	donated \$ 3,000.00
Floor repair	\$ 1,200.00
TOTAL:	124,400.00



NOTICE OF BUDGET COMMITTEE NOTICE

A public meeting of the Budget Committee of the City of Condon, Gilliam County, State of Oregon to discuss the budget for the fiscal year July 1, 2024 to June 30, 2025, will be held in person at City Hall, 128 S. Main Street and remotely via Zoom. The zoom link to the meeting will be available on the agenda which is found on the City of Condon's website – www.cityofcondon.com The meeting will take place on Monday, April 22, 2024, 7 p.m.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting via Zoom and discuss the proposed programs with the Budget Committee.

A copy of the budget document may be inspected or obtained on or after April 3, 2024 at City Hall, 128 S. Main Street, Condon between the hours of 8 a.m. and 5 p.m. or on the city's website – www.cityofcondon.com

Published April 4 & 11, 2024