



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

**CITY OF CONDON
WORK SESSION AGENDA
FINANCE COMMITTEE
Thursday, May 22, 2025, 5:30 PM
CONDON CITY HALL**

1. CALL THE MEETING TO ORDER - Committee Members - Mayor Hall, Councilors Parm & Bass

Mayor Dustan Hall called the Finance Committee Meeting to order at 5:30 p.m.

Present: Mayor Dustan Hall; Councilors Hanna Bass & Dawn Parm; Staff - City Administrator Kathryn Greiner and Public Works Superintendent Kathryn Greiner

Absent: None

2. REVIEW GENERAL FEE SCHEDULE

2.1. Current General Fee Schedule

CA Greiner gave the committee a copy of the fee schedule with proposed changes on water, sewer, garbage, golf course clubhouse rental and staff charges.

On the water and sewer charge, CA Greiner proposed a 5% increase to the base rate, making in-town from \$30.30 to \$31.80, out-of-town from \$45 to \$47.25 and changing the deposit from \$75 on water and sewer to a total of \$175 to \$85 on water and sewer for a total of \$170. It was also recommended that the bulk water per 1,000 gallons increase from \$5 to \$6. It was also suggested that the "sewer reserve" monthly fee of \$1 be raised to \$1.50. The reserve is put in a separate account for future upgrades to the sewer plant/shop and currently has approximately \$320,000 and gains \$5,000 a year from this year. The connections to the city system for water and sewer are based on actual costs and those have not been determined at this time by the new meters. The discussion was that, since the base fees had not been raised since 2019 that these increases were within reason. Councilor Bass stated that the deposit increase is justified as, at the current rate, it would not cover a two-month delinquent account.

It was the consensus of the committee to recommend to the council the suggested water rate increases.

PW Wilkins said that Condon School District receives free water for their ball field up to 200,000 gallons a month. If they were charged for all water usage it would be approximately \$3,000 more a year. The consensus of the committee was that the increase of \$3,000 in the city's budget was not necessary at this time and to continue to give up to 200,000 gallons a month of free water for the irrigation of field. PW Wilkins also said that other towns have a fee for all meters if they are in use or not and this fee would add approximately \$21,000 a year to city revenue. A brief discussion was held regarding instituting this fee, but no recommendation was made.

Consensus of the committee was to adjust two of the transfer station fees for a grocery bag from \$.50 to \$1 and a 30-gallon bag from \$2.50 to \$3. CA Greiner stated that the revenue from the transfer station cover the cost of staff at that facility and recycle depot.

The Commission discussed golf fees and will have the Park & Recreation Committee, which is meeting in two weeks, to weigh in on any changes, but recommended that the green fees be a fee of \$15 instead of the current \$10 for 9 holes and \$15 for all day. With the construction of the new clubhouse, rental rates were recommended to be \$50 if you pay to close the course, or \$150 for a one-day rental. It was the consensus of the committee to approve these recommendations along with the input of the Park and Recreation Committee.

Consensus of the committee to approve the increase in staff time for secretarial/clerical from \$20 to \$40 and an hour and professional/technical from \$50 to \$75 an hour.

3. REVIEW 2025-26 EMPLOYEE COMPENSATION



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Committee members were presented with lifeguard salary schedule that was approved last year that increases the base rate by \$.50 each year. The base rate remains well above minimum wage and has step increases for 8 years.

Committee members were given two scenarios of salary schedules with 3.5% and 5% increases for staff. CA Greiner stated that even though the city has made efforts to get staff salaries up to account for certifications, if current staff leave it would be a challenge to find employees at the current rate of pay. She also said that in the past the staff took increases in insurance to offset wage increases and suggested taking the cap down from \$2,500 a month to \$2,200. This may only affect employees with families, but the insurance company is offering two plans this year with one being less expensive with similar benefits. It was the consensus of the committee to recommend 5% raises and lower the insurance cap to \$2,200 per month from \$2,500.

CA Greiner also stated that the council will have two position descriptions at their next meeting to make the park & golf positions part-time seasonal and maintain the one full-time seasonal at the golf course. This is due to not needing full-time work at the park after the initial maintenance is completed in April.

3.1. Proposed Salary Schedules

4. OTHER

CA Greiner noted that the city remains in strong financial position, but that the SIP funds from the county will end in the next two years. Mayor Hall asked if the city would maintain three public work employees if any retire in the future. PW Wilkins stated that it has worked well with three, allowing construction work to continue if one employee has to attend to other public works duties.

5. ADJOURN

Mayor Hall adjourned the Finance Committee work session at 6:32 p.m.