



128 S Main St.
PO Box 445
Condon, OR 97823
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<http://cityofcondon.com/>

AGENDA REGULAR CITY COUNCIL MEETING

WEDNESDAY, JANUARY 7, 2026, 7:00 PM

Meeting ID: 884 8214 4634
Passcode: 228853

<https://us02web.zoom.us/j/88482144634?pwd=645bdbGuldlaE9Yv6sfDanIjN7KuYS.1>

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 December 3, 2025 Regular Condon City Council Meeting Minutes
 - 5.2. Review the December Accounts Payable & VISA Statements
6. OLD BUSINESS
 - 6.1. Review & Discuss Condon Community Swimming Pool Master Plan
7. NEW BUSINESS
 - 7.1. Discuss & Approve Six-Month Interim Personnel Appointments
 - 7.2. Review & Approve the 2026-27 Budget Calendar
 - 7.3. Review & Approve the 2026 Condon City Calendar
 - 7.4. Appoint ??? as 2026-27 Budget Officer
 - 7.5. Appoint Councilors to City Committees
 - 7.6. Designate The Times-Journal as the Newspaper of Record & City of Condon Depositories of Bank of Eastern Oregon and the Oregon Local Government Investment Pool
 - 7.7. Designate Dave Wildman, PE at Anderson, Perry & Associates and Integrator of Record as The Automation Group
 - 7.8. Review & Approve the Lease with Gilliam County SWCD
 - 7.9. Discuss and Consider Appointment to Fill Vacant Councilor Position
 - 7.10. Discuss and decide on future placement of cardboard recycling box
 - 7.11. Appoint Gibb Wilkins as Cash Manager Administrator for the City of Condon accounts at Bank of Eastern Oregon
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

9. COUNCIL INFORMATION

9.1. Gilliam County Housing Solutions Meeting January 28th 5:00pm

9.2. Columbia Basin High School Rodeo Club Sponsorship Letter

10. NEXT REGULAR MEETING DATE

10.1. The next Condon City Council meeting will be held Wednesday, February 4, 2026, 7 p.m. at Condon City Hall.

11. ADJOURN REGULAR MEETING

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. Please contact Condon City Administrator at (541) 384-2711 to make a request for an interpreter or other accommodations.

Agenda prepared and distributed 12/31/2025



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MINUTES REGULAR CITY COUNCIL MEETING

WEDNESDAY, DECEMBER 3, 2025, 7:00 PM

1. CALL REGULAR MEETING TO ORDER

Mayor Dustan Hall called the meeting to order at 7 p.m.

2. ROLL CALL

Present: Mayor Dustan Hall; Councilors Jan Stinchfield, Tom Fatland, Jeremy Kirby and Hanna Bass; Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins, Administrative Assistant Jessica Isley; Gilliam County Corporal Mike Walker.

Absent: Councilors Dawn Parm and Michael Durfey

3. ADDITIONS TO AGENDA

3.1. **** Review & Approve the E-Waste Service Agreement with URT**

3.2. **** Accept Councilor Dawn Parm's Resignation & Declare Position Open**

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 November 5, 2025 Regular Condon City Council Meeting Minutes**

CA Greiner stated that all the minutes could be combined into one motion.

A motion was made by Councilor Tom Fatland to approve the November 5, 2025 regular Condon City Council meeting minutes, the November 12, 2025 and November 24 special meeting minutes and executive session meeting minutes. The motion was seconded by Councilor Jan Stinchfield. Motion carried.

Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None

5.2. **Review & Approve the November 12, 2025 Special Meeting & Executive Session Meeting Minutes**

5.3. **Review & Approve November 24, 2025 Special Meeting & Executive Session Minutes**

5.4. **Review Accounts Payable and VISA Statements**

Councilor Fatland asked about the check to Lane COG and Lancaster Fending. CA Greiner replied that it was for the city administrator recruiter and down payment of the golf course fence project, respectively.

6. OLD BUSINESS

6.1. Condon Grade School Update

PW Wilkins reported that Environmental Sentry Corporation must hold public meetings in accordance with their federal grant, and they anticipate those to be held in the next two months. He stated that once the actual work starts, it should only take a month to complete. PW Wilkins stated that he anticipates the property being returned to the city in June or July 2026.

6.2. Fairway Housing Subdivision Update

CA Greiner reached out to the engineer and surveying company and the final grading and engineering plans should be available by the end of next week. Once the costs are tallied to apply toward the \$100,000 state grant, there may be funds left to do more engineering of the water, sewer or streets. Council will be updated in January.

6.3. Condon Community Swimming Pool Update

Waiting for final plans that are scheduled to be delivered by end of this month. The grant from the county has been extended until March 31, 2026 to allow for the final bills to be submitted.

6.4. City Administrator Recruitment Update

City determined to seek an interim solution and it was the consensus of the Council to appoint a Personnel Committee consisting of Mayor Hall, Councilor Bass & Councilor Kirby. The Committee will meet Monday, December 15 to determine interim job descriptions for current staff.

7. NEW BUSINESS**7.1. Review & Approve the 2024-25 Audit Correction Action Plan — Oregon Secretary of State**

State of Oregon requires an action plan of for findings in the 2025 audit and this letter addresses that issue.

A motion was made by Councilor Jan Stinchfield to approve the 2024-25 Audit Correction Action plan. The motion was seconded by Councilor Jeremy Kirby. Motion carried.

Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None

7.2. Add & Remove Signers to Bank of Eastern Oregon and Oregon Local Government Investment Pool Accounts

A motion was made by Councilor Tom Fatland to remove Kathryn Greiner as signer and administrator of the following accounts:

- **Bank of Eastern Oregon Checking Account Ending in 3673**
- **Bank of Eastern Oregon Municipal Account Ending in 1330**
- **Oregon Government Investment Pool Account 4821**

Remove Dawn Parm as check signer from Bank of Eastern Oregon Checking Account Ending in 3673.

Add Gibb Wilkins to the following accounts as a signer and administrator and add Jeremy Kirby as check signer for the following accounts:

- **Bank of Eastern Oregon Checking Account Ending in 3673**
 - **Bank of Eastern Oregon Municipal Account Ending in 1330**
 - **Oregon Government Investment Pool Account 4821**
 - **The motion was seconded by Councilor Jan Stinchfield. Motion carried.**
- Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None**

7.3. Review & Discuss Contracts for S. Main Street Sidewalk Project - Anderson, Perry & Associates & Gilliam County Grant

PW Wilkins stated that the city was successful in the Gilliam County grant request for phase 2 of this project, but this contract is for phase 1. Dave Wildman, Engineer of Record and Grant Banister from Anderson, Perry & Associates were presented and stated that they had done a walk-through of the project with PW Wilkins that afternoon. Wildman said that he was working on this project in 2004 and was glad to see that the city was trying to get it completed now.

City attorney Wyatt Baum had a conflict as he works with Anderson, Perry & Associates, so CA Greiner had Anna Cavaleri, who does work for the Port of Arlington and Frontier TeleNet, review the agreement. She asked that the council approve the agreement with the contingency that the items listed in Cavaleri's email are addressed prior to signing the agreement. Dave Wildman, Engineer of Record for the city was present and stated that they would address the items in the attorney's email.

A motion was made by Councilor Jeremy Kirby to move forward with the contract with Anderson, Perry & Associates for Phase 1 of the sidewalk project contingent on resolving the points made in Cavaleri's review. The motion was

seconded by Councilor Hanna Bass. Motion carried.

Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None

7.4. Oregon Frontier Chamber of Commerce Update & Fund Request

Brittany Dark, Executive Director of the Oregon Frontier Chamber of Commerce went through the activities, programs, events and promotional activities of the chamber. She noted that Condon's July 4 event costs approximately \$25,000 and asked for \$10,000 for the fireworks. She stated that the ticket sales last year were approximately \$5,000 that went towards that event and that the city gave \$22,000 in TLT in 2025. She also asked the council if they would donate \$5,800-\$8,200 for a light pole Christmas garland, park holiday lighting and new pole banners. CA Greiner stated that the city had approximately \$45,000 in the TLT fund, and it would be reasonable to donate at least \$10,000. A discussion was held that the garland would only get here with two weeks left of the Christmas season and that these items might be on sale after the holidays. Dark suggested that the Christmas season decorations could be on a reimbursement basis, and CA Greiner suggested that the city reimburse the chamber up to \$2,500 for seasonal lights or decorations purchased after the holidays. Dark was asked to come back for the banner request when she had a cost.

A motion was made by Councilor Hanna Bass to donate \$10,000 to the Oregon Frontier Chamber of Commerce for fireworks and reimburse the chamber up to \$2,500 for decor for Main Street. The motion was seconded by Councilor Jeremy Kirby. Motion carried.

Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None

7.5. ** Review & Approve the E-Waste Service Agreement with URT

This agreement has been reviewed and approved by city attorney Wyatt Baum with no corrections.

A motion was made by Councilor Jan Stinchfield to approve the E-Waste Service Agreement with URT. The motion was seconded by Councilor Tom Fatland. Motion carried.

Yes- Jan Stinchfield, Jeremy Kirby, Tom Fatland, Hanna Bass, No- None, Abstain- None

7.6. ** Accept Councilor Dawn Parm's Resignation & Declare Position Open

The council received Councilor Dawn Parm's resignation earlier in the day effective December 3, 2025. The council acknowledged her time on council and consensus was to accept the resignation and declare the position open. CA Greiner will put a vacancy notice in The Times-Journal and notify the Gilliam County Clerk that the position is vacant.

8. STAFF REPORTS

8.1. Public Works – Public Works Superintendent Gibb Wilkins

PW Wilkins that 2.8 million gallons of drinking water in November which is approximately 500,000 gallons more than previous years. He asked the council to prioritize which streets to put in the application for the ODOT Small City Allotment (SCA) grant in early 2026. He stated that the top priority is Ward Street from Walnut to Frazier Street (next to the mini-mart) and the second street to choose would be Oregon Street From Summit to Spring Streets, or near the first priority near the Condon Motel on Frazer Street. He noted that it may be more cost-effective to do the two streets together. Wildman stated that it may cut costs to do the Ward and Frazer Streets as they are close together and would save issues of mobilization and surveying costs. Wildman stated it could be a \$10,000-\$20,000 savings. It was the consensus of the council for PW Wilkins to apply for Ward and Frazer Streets for the SCA grant.

PW Wilkins reported that the crew had completed installation of the new propane system at City Farm, which was the last deficiency on the city's OHA Drinking Water report. The crew has put fungicide on the greens at the golf course, and he is meeting with CBEC on December 16 to discuss switching the streetlights to dark skylights. He noted that if CBEC were not able to assist with getting it done, the city would reallocate those funds to another area. Dark stated that the Dark Sky Initiative has been completed in other regions of the Oregon Frontier Chamber of Commerce areas and proven to attract visitors. She asked to be kept informed of the outcome.

PW Wilkins also gave the council a list of equipment that would assist the city in its operation that included a Hopper Broom, LD-16 Leak Detector, PL-VF10R Line Locator, Wacker Neason 35" Drum (roller) and a Pavijet Mini Paver. The total cost of the items was \$106,532.50 new and \$89,817.50 used. CA Greiner noted that the money was budgeted in the Water and Wastewater Reserve funds with cash available in those funds just over \$205,000. PW Wilkins stated that the three items would be his priority for a total of \$19,475. It was discussed that the roller would be an asset for utility cuts and potholes and would bring the amount to \$43,817.50. Since this was in the budget, it was the consensus of the council for PW Wilkins to purchase 4 of the 5 items for a cost of \$43,817.50.

8.2. Police & Fire – Gilliam County Sheriff Gary Bettencourt

Gilliam County Sheriff Gary Bettencourt introduced Col. Mike Walker of the Sheriff's Office. Col. Walker stated that he has been with the Gilliam County Sheriff's Office for 16 years. Written reports were submitted and attached to the council packet.

8.3. Administration – City Administrator Kathryn Greiner

CA Greiner stated that a majority of the staff will use vacation for Wednesday, December 24 afternoon and Friday, December 26, so City Hall will be closed December 24 at noon and reopen on Monday, December 29. She asked the council and staff to make sure they RSVP'd to the city dinner on December 16 no later than next Tuesday, December 9. CA Greiner stated that she received an email from Mayor Hall addressed to her and an employee regarding a perceived employment issue. CA Greiner

reminded the council they have oversight of the City Administrator position, not employees. All questions and concerns must go through the proper channels, which is the City Administrator position.

9. COUNCIL INFORMATION

9.1. Gilliam County Special Transportation Release of City Shop Lease

10. NEXT REGULAR MEETING DATE

10.1. The next regular Condon City Council meeting will be held Wednesday, January 7, 2026, 7 p.m. at City Hall

11. ADJOURN REGULAR MEETING

Mayor Hall adjourned the meeting at 8:09 p.m.

_____ Date _____
Dustan Hall, 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
ANDERSON, PERRY, & ASSOC.							
112	ANDERSON, PERRY, & ASSOC.	82095	S. SIDE SIDEWALK SCOPING	12/01/2025	1,072.50	.00	
Total ANDERSON, PERRY, & ASSOC.:					1,072.50	.00	
ARMSTRONG SURVEYING & ENGINEER, INC.							
600	ARMSTRONG SURVEYING & EN	1974	SUBDIVISION TOPO	11/25/2025	3,300.00	.00	
600	ARMSTRONG SURVEYING & EN	1974	DRAFTING TOPO & SITE LAYOU	11/25/2025	2,945.00	.00	
Total ARMSTRONG SURVEYING & ENGINEER, INC.:					6,245.00	.00	
ASI ACCTECHSOLUTIONS INC							
1551	ASI ACCTECHSOLUTIONS INC	6630	TECH SUPPORT SVCS	12/01/2025	375.00	.00	
Total ASI ACCTECHSOLUTIONS INC:					375.00	.00	
AT&T MOBILITY							
599	AT&T MOBILITY	872564008X11	PW Cell Phone	11/06/2025	97.20	.00	
599	AT&T MOBILITY	872564008X11	PHONE	11/06/2025	97.19	.00	
Total AT&T MOBILITY:					194.39	.00	
BISHOP SANITATION							
876	BISHOP SANITATION	112126	TRANSFER STATION RESTROO	11/15/2025	130.00	.00	
876	BISHOP SANITATION	112340	Park Restroom	11/23/2025	130.00	.00	
876	BISHOP SANITATION	114076	TRANSFER STATION RESTROO	12/12/2025	130.00	.00	
Total BISHOP SANITATION:					390.00	.00	
BLUE MOUNTAIN TELECOMMUNICATION							
1658	BLUE MOUNTAIN TELECOMMU	120125	W/S DEPOSIT REFUND 110 S JE	12/01/2025	150.00	.00	
Total BLUE MOUNTAIN TELECOMMUNICATION:					150.00	.00	
BOX R WATER ANALYSIS LAB							
151	BOX R WATER ANALYSIS LAB	X064521	BIOCHEMICAL OXYGEN DEMA	11/09/2025	68.00	.00	
151	BOX R WATER ANALYSIS LAB	X064521	TOTAL SUSPENDED SOLIDS	11/09/2025	47.00	.00	
151	BOX R WATER ANALYSIS LAB	X064537	E coli Coliform Testing	11/11/2025	51.00	.00	
151	BOX R WATER ANALYSIS LAB	X064537	SAMPLE COLLECTIONS/TRANS	11/11/2025	52.00	.00	
Total BOX R WATER ANALYSIS LAB:					218.00	.00	
C.M. & W.O. SHEPPARD, INC.							
868	C.M. & W.O. SHEPPARD, INC.	59630	KUBOTA BLADE	11/07/2025	180.81	.00	
Total C.M. & W.O. SHEPPARD, INC.:					180.81	.00	
COLUMBIA BASIN ELECTRIC							
169	COLUMBIA BASIN ELECTRIC	NOV 2025	CITY HALL	11/25/2025	259.00	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Library	11/25/2025	361.87	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	PARK	11/25/2025	43.05	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	MEMORIAL HALL	11/25/2025	183.48	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Golf Course	11/25/2025	82.21	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Sewer Plant w pivot	11/25/2025	199.05	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Disposal	11/25/2025	511.66	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Pool	11/25/2025	49.92	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	City Farm	11/25/2025	1,393.14	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	Street Lights	11/25/2025	1,519.36	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	City Farm	11/25/2025	51.79	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	GRADE SCHOOL	11/25/2025	112.06	.00	
169	COLUMBIA BASIN ELECTRIC	NOV 2025	NEW SHOP	11/25/2025	39.61	.00	
Total COLUMBIA BASIN ELECTRIC:					4,806.20	.00	
DEVIN OIL COMPANY							
224	DEVIN OIL COMPANY	NOV 2025	Water Fuel	11/30/2025	1,200.18	.00	
224	DEVIN OIL COMPANY	NOV 2025	Sewer Fuel	11/30/2025	1,200.19	.00	
Total DEVIN OIL COMPANY:					2,400.37	.00	
FATLAND, THOMAS							
252	FATLAND, THOMAS	NOV 2025	REIMBURSEMENT FOR KATHR	12/01/2025	300.00	.00	
Total FATLAND, THOMAS:					300.00	.00	
FIVE STAR PRINT & PROMO							
902	FIVE STAR PRINT & PROMO	10738	Tax Forms	11/24/2025	248.75	.00	
Total FIVE STAR PRINT & PROMO:					248.75	.00	
HATTENHAUER DIST.							
304	HATTENHAUER DIST.	NOV 2025	Water	11/30/2025	78.81	.00	
304	HATTENHAUER DIST.	NOV 2025	Sewer	11/30/2025	78.82	.00	
Total HATTENHAUER DIST.:					157.63	.00	
HOME TELEPHONE COMPANY							
766	HOME TELEPHONE COMPANY	10306844	Administration	12/01/2025	208.19	.00	
766	HOME TELEPHONE COMPANY	10306844	Water	12/01/2025	44.17	.00	
766	HOME TELEPHONE COMPANY	10306844	Sewer	12/01/2025	285.16	.00	
Total HOME TELEPHONE COMPANY:					537.52	.00	
INLAND DEVELOPMENT CORPORATION							
897	INLAND DEVELOPMENT CORP	NOV 2025	MRC Fiber Project	12/01/2025	4,080.00	.00	
Total INLAND DEVELOPMENT CORPORATION:					4,080.00	.00	
JAMIESON & MARSHALL							
328	JAMIESON & MARSHALL	NOV 2025	Pool WINTERIZATION	11/30/2025	284.55	.00	
328	JAMIESON & MARSHALL	NOV 2025	SERVICE OIL FURNACE	11/30/2025	146.20	.00	
328	JAMIESON & MARSHALL	NOV 2025	Water	11/30/2025	385.45	.00	
Total JAMIESON & MARSHALL:					816.20	.00	
M & A AUTO PARTS							
371	M & A AUTO PARTS	NOV 2025	DEEP CREEP & ELASTIC SEAL	11/29/2025	22.88	.00	
371	M & A AUTO PARTS	NOV 2025	RIVETS, CONCRETE/MORTER	11/29/2025	25.97	.00	
371	M & A AUTO PARTS	NOV 2025	ANTIFREEZE	11/29/2025	50.09	.00	
371	M & A AUTO PARTS	NOV 2025	GEAR OIL & SAFETY GLASSES	11/29/2025	19.48	.00	
371	M & A AUTO PARTS	NOV 2025	WELD RODS	11/29/2025	22.81	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
371	M & A AUTO PARTS	NOV 2025	WELD RODS	11/29/2025	22.82	.00	
371	M & A AUTO PARTS	NOV 2025	180 ST WELDER	11/29/2025	273.34	.00	
371	M & A AUTO PARTS	NOV 2025	180 ST WELDER	11/29/2025	273.34	.00	
371	M & A AUTO PARTS	NOV 2025	WATERPROOF WHITE TAPE	11/29/2025	17.99	.00	
371	M & A AUTO PARTS	NOV 2025	STARTER	11/29/2025	141.10	.00	
371	M & A AUTO PARTS	NOV 2025	LARGE GAP FOAM	11/29/2025	17.18	.00	
371	M & A AUTO PARTS	NOV 2025	BATTERY	11/29/2025	29.99	.00	
371	M & A AUTO PARTS	NOV 2025	BATTERY	11/29/2025	29.99	.00	
371	M & A AUTO PARTS	NOV 2025	ENGINE DUST VALVE	11/29/2025	6.71	.00	
371	M & A AUTO PARTS	NOV 2025	ENGINE DUST VALVE	11/29/2025	6.71	.00	
371	M & A AUTO PARTS	NOV 2025	TARP	11/29/2025	13.18	.00	
371	M & A AUTO PARTS	NOV 2025	GLOVES	11/29/2025	8.59	.00	
371	M & A AUTO PARTS	NOV 2025	GLOVES	11/29/2025	8.59	.00	
371	M & A AUTO PARTS	NOV 2025	WATER PARTS	11/29/2025	81.52	.00	
371	M & A AUTO PARTS	NOV 2025	WATER PARTS	11/29/2025	9.25	.00	
371	M & A AUTO PARTS	NOV 2025	1 GAL SPRAYER	11/29/2025	18.99	.00	
371	M & A AUTO PARTS	NOV 2025	BOLTS	11/29/2025	4.98	.00	
371	M & A AUTO PARTS	NOV 2025	AIR BRAKE TUBING	11/29/2025	12.14	.00	
371	M & A AUTO PARTS	NOV 2025	AIR BRAKE TUBING	11/29/2025	12.14	.00	
371	M & A AUTO PARTS	NOV 2025	COVER, WIRE	11/29/2025	11.65	.00	
371	M & A AUTO PARTS	NOV 2025	COVER, WIRE	11/29/2025	11.65	.00	
Total M & A AUTO PARTS:					1,153.08	.00	
MORROW COUNTY GRAIN GROW.							
377	MORROW COUNTY GRAIN GRO	NOV 2025	City Hall Propane	11/30/2025	307.45	.00	
Total MORROW COUNTY GRAIN GROW.:					307.45	.00	
NAME BADGES BY JAN & TRIAD TROPHIES							
898	NAME BADGES BY JAN & TRIA	3387	RETIREMENT GIFT	11/25/2025	95.00	.00	
Total NAME BADGES BY JAN & TRIAD TROPHIES:					95.00	.00	
OHA CASHIER							
1560	OHA CASHIER	41-00204	2026 CROSS CONNECTION WIL	12/01/2025	75.00	.00	
1560	OHA CASHIER	NOV 2025	DWS OPERATOR CERTIFICATE	10/25/2020	140.00	.00	
Total OHA CASHIER:					215.00	.00	
OP SIS ARCHITECTURE, LLP							
1643	OP SIS ARCHITECTURE, LLP	14946	PROFESISONAL SVCS 10/01-10/	11/06/2025	10,269.74	.00	
Total OP SIS ARCHITECTURE, LLP:					10,269.74	.00	
OREGON FRONTIER CHAMBER OF COMMERCE							
196	OREGON FRONTIER CHAMBER	DEC 2025	FIREWORKS	12/03/2025	10,000.00	.00	
Total OREGON FRONTIER CHAMBER OF COMMERCE:					10,000.00	.00	
OREGON SECRETARY OF STATE							
800	OREGON SECRETARY OF STAT	NOV 2025	Audit Filing Fee	12/09/2025	350.00	.00	
Total OREGON SECRETARY OF STATE:					350.00	.00	
OXARC							
442	OXARC	0062181090	Chlorine	11/30/2025	70.60	.00	
442	OXARC	0062181090	Chlorine	11/30/2025	70.60	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total OXARC:					141.20	.00	
R&R Products							
473	R&R Products	CD3095363	BEDKNIFE, SCREWS	11/19/2025	764.13	.00	
Total R&R Products:					764.13	.00	
REA, EMILY							
1659	REA, EMILY	100	CHEESECAKES FOR CHRISTM	12/10/2025	140.00	.00	
Total REA, EMILY:					140.00	.00	
SAIF CORPORATION							
493	SAIF CORPORATION	1001964101	Workman's Comp 2023-24 - GOL	12/01/2025	100.00	.00	
493	SAIF CORPORATION	1001964101	Workman's Comp 2025-26 - ADMI	12/01/2025	250.00	.00	
493	SAIF CORPORATION	1001964101	Workman's Comp 2025-26 - PAR	12/01/2025	100.00	.00	
493	SAIF CORPORATION	1001964101	Workman's Comp 2025-26 - SEW	12/01/2025	463.01	.00	
493	SAIF CORPORATION	1001964101	Workman's Comp 2025-26 - WAT	12/01/2025	463.01	.00	
493	SAIF CORPORATION	1001964101	Workman's Comp 2025-26 = POO	12/01/2025	200.00	.00	
Total SAIF CORPORATION:					1,576.02	.00	
THE DRIVE IN							
853	THE DRIVE IN	DEC 03 2025	RETIREMENT PARTY DINNER	12/03/2025	235.80	.00	
Total THE DRIVE IN:					235.80	.00	
THE TIMES-JOURNAL							
540	THE TIMES-JOURNAL	NOV 2025	PLANNING	11/06/2025	135.00	.00	
540	THE TIMES-JOURNAL	NOV 2025	Transfer station ADVERTISING	11/06/2025	72.00	.00	
540	THE TIMES-JOURNAL	NOV 2025	SUBSCRIPTION	11/06/2025	52.00	.00	
Total THE TIMES-JOURNAL:					259.00	.00	
TK ELEVATOR CORPORATION							
1535	TK ELEVATOR CORPORATION	3009077888	LIFT CHAIR	12/01/2025	157.50	.00	
Total TK ELEVATOR CORPORATION:					157.50	.00	
TWO BOYS MEAT & GROCERY							
548	TWO BOYS MEAT & GROCERY	NOV 2025	COFFEE	11/26/2025	27.04	.00	
548	TWO BOYS MEAT & GROCERY	NOV 2025	COFFEE	11/26/2025	27.03	.00	
548	TWO BOYS MEAT & GROCERY	NOV 2025	RECRUITING MTG DRINKS, SN	11/26/2025	59.46	.00	
548	TWO BOYS MEAT & GROCERY	NOV 2025	STAFF GIFT CERTIFICATES 10X	11/26/2025	750.00	.00	
Total TWO BOYS MEAT & GROCERY:					863.53	.00	
UMATILLA-GILLIAM PUBLIC HEALTH							
1578	UMATILLA-GILLIAM PUBLIC HE	5369	SWIMMING POOL LICENSE	11/03/2025	221.00	.00	
Total UMATILLA-GILLIAM PUBLIC HEALTH:					221.00	.00	
USDA							
554	USDA	#92-01	Loan 92-01 - Principal	11/04/2025	20,378.00	.00	
554	USDA	#92-01	Loan 92-01 - Interest	11/04/2025	15,711.00	.00	
554	USDA	#92-03	Loan #92-03 - Principal	11/04/2025	10,012.00	.00	
554	USDA	#92-03	Loan #92-03 - Interest	11/04/2025	12,999.00	.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total USDA:					59,100.00	.00	
VISA							
559	VISA	1827 NOV 25	FIBER CONFERENCE LUNCH	11/21/2025	126.02	.00	
559	VISA	1827 NOV 25	WEBSITE SSL CERTIFICATE	11/21/2025	39.95	.00	
559	VISA	1827 NOV 25	OREGON CONNECTIONS CONF	11/21/2025	240.90	.00	
559	VISA	1827 NOV 25	OREGON CONNECTIONS CONF	11/21/2025	240.90	.00	
559	VISA	1827 NOV 25	OREGON CONNECTIONS CONF	11/21/2025	392.02	.00	
559	VISA	1827 NOV 25	OREGON CONNECTIONS CONF	11/21/2025	240.90	.00	
559	VISA	1827 NOV 25	TRAILER HITCH	11/21/2025	193.49	.00	
559	VISA	1827 NOV 25	TRAILER HITCH	11/21/2025	193.50	.00	
559	VISA	1827 NOV 25	VENT CAP WITH INSECT SCRE	11/21/2025	33.53	.00	
559	VISA	1827 NOV 25	CITY PARTY INVITES	11/21/2025	66.44	.00	
559	VISA	1827 NOV 25	STAMPS	11/21/2025	15.60	.00	
559	VISA	8491 NOV 25	SHOP TOOLS	11/21/2025	70.73	.00	
559	VISA	8491 NOV 25	SHOP TOOLS	11/21/2025	70.72	.00	
559	VISA	8491 NOV 25	MICROSOFT ONLINE SVCS	11/21/2025	50.00	.00	
559	VISA	8491 NOV 25	MICROSOFT EMAIL	11/21/2025	96.00	.00	
559	VISA	8491 NOV 25	CHAIN & BINDER KIT, RATCHET	11/21/2025	133.66	.00	
559	VISA	8491 NOV 25	CHAIN & BINDER KIT, RATCHET	11/21/2025	133.66	.00	
559	VISA	8491 NOV 25	REGULATOR REPLACEMENT P	11/21/2025	98.22	.00	
559	VISA	8491 NOV 25	DRAIN PARTS	11/21/2025	150.76	.00	
559	VISA	8491 NOV 25	HITCH	11/21/2025	348.74	.00	
559	VISA	8491 NOV 25	HITCH	11/21/2025	348.74	.00	
559	VISA	8491 NOV 25	PUBLIC WORKS CELL PHONE	11/21/2025	42.49	.00	
559	VISA	8491 NOV 25	PUBLIC WORKS CELL PHONE	11/21/2025	42.49	.00	
559	VISA	8491 NOV 25	SILICA GEL PACKS	11/21/2025	16.99	.00	
559	VISA	8491 NOV 25	INSTAHOT	11/21/2025	399.96	.00	
559	VISA	8491 NOV 25	REPLACEMENT FILTERS	11/21/2025	89.99	.00	
559	VISA	8491 NOV 25	KEYBOARD AND MOUSE	11/21/2025	28.99	.00	
Total VISA:					3,905.39	.00	
Western States Equipment							
572	Western States Equipment	IN003400027	TRAVEL FOR REPAIR, TROUBL	11/10/2025	1,724.13	.00	
572	Western States Equipment	IN003400027	TRAVEL FOR REPAIR, TROUBL	11/10/2025	1,724.14	.00	
Total Western States Equipment:					3,448.27	.00	
Grand Totals:					115,374.48	.00	

Dated: _____

Mayor: _____

City Administrator: _____

<u>Vendor</u>	<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Net Invoice Amount</u>	<u>Amount Paid</u>	<u>Date Paid</u>
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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



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DEC - 1 2025
CITY OF CONDON

Account Summary

Billing Cycle		11/21/25
Days In Billing Cycle		30
Previous Balance		\$2,209.09
Purchases	+	1,783.25
Cash	+	0.00
Special	+	\$0.00
Balance Transfers	+	\$0.00
Credits	-	\$0.00
Payments	-	\$2,209.09
Other Charges	+	\$0.00
Finance Charges	+	0.00

NEW BALANCE \$1,783.25

Credit Summary

Total Credit Line	\$15,000.00
Available Credit Line	\$13,190.00
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

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Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
10/28/25	10/30/25	5812	24000975302673402488466	RIVERSIDE RESTAURANT 541-3862200 OR Fiber lunch	\$126.02 004-500
10/30/25	10/31/25	7379	24906415303242078003503	WEB*asmallorange.com 781-4186707 TX SSL certificate	\$39.95 A150
10/30/25	11/02/25	3502	24000975304683208429620	BEST WESTERN PLUS HOOD HOOD RIVER OR Greiner Fiber	\$240.90 004-500-600000
10/30/25	11/02/25	3502	24000975304683208429729	BEST WESTERN PLUS HOOD HOOD RIVER OR Jamieson Fiber	\$240.90 11

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Account Inquiries



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Report Lost or Stolen Card: (727) 570-4881



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

Payment Summary

NEW BALANCE	\$1,783.25
MINIMUM PAYMENT	\$1783.25
PAYMENT DUE DATE	12/16/2025

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.



Cardholder Account Summary Continued						
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
10/30/25	11/02/25	3502	24000975304683208433770	BEST WESTERN PLUS HOOD	\$392.02	004500- 000080
10/30/25	11/02/25	3502	24000975304683208433879	HOOD RIVER OR BEST WESTERN PLUS HOOD	\$240.90	11
11/04/25	11/04/25	5533	24116415308718792521954	HOOD RIVER OR TRAILERJACKS.COM	\$386.99	W210 \$193.49
11/04/25	11/05/25	5712	24492165309100010781476	702-374-8999 NV PVC VENT SCREENS	\$33.53	5310 \$193.50 W310
11/06/25	11/07/25	5399	24036295310712197365694	PVCVENTSCREEN OH ZAZZLE INC	\$66.44	001-100- 000600
11/13/25	11/13/25	6010	1 5317121599000040	PAYMENT - THANK YOU	\$2,209.09	-
11/18/25	11/19/25	9402	24137465323001337442270	USPS PO 4017920823 CONDON OR	\$15.60	A10

Additional Information About Your Account

Interest Charge Calculation/Plan Level Information						
Plan Description	ICM ¹	Balance Subject to Interest Rate	Periodic Rate	Annual Percentage Rate (APR) ²	Interest Charge	Ending Balance
CURRENT						
PURCHASES	G	\$ 0.00	1.3200%	15.84%	\$ 0.00	
CASH	F	\$ 0.00	1.3200%	15.84%	\$ 0.00	
FEES/INTEREST CHARGE					\$ 0.00	
TOTAL				0.00%	\$ 0.00	\$ 1,783.25

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.



RECEIVED
DEC - 1 2025

Account Summary

Billing Cycle		11/21/25
Days In Billing Cycle		30
Previous Balance		\$1,353.41
Purchases	+	2,122.14
Cash	+	0.00
Special	+	\$0.00
Balance Transfers	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,353.41
Other Charges	+	\$0.00
Finance Charges	+	0.00

NEW BALANCE **\$2,122.14**

Credit Summary

Total Credit Line	\$15,000.00
Available Credit Line	\$12,877.00
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Important Information About Your Account

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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	\$2,122.14
MINIMUM PAYMENT	\$2122.14
PAYMENT DUE DATE	12/16/2025

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.

Cardholder Account Summary

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
10/21/25	10/23/25	5200	24943015295010194332533	THE HOME DEPOT #4031 <i>shop tools</i> HERMISTON OR	\$141.45 <i>W270 \$70.72</i>
10/23/25	10/23/25	5734	24011345296100022417015	MSFT * E0500XRZ0M <i>online SVCS</i> MICROSOFT.COM WA	\$50.00 <i>A150</i>
10/23/25	10/23/25	5045	24011345296100022890724	MSFT * E0500XRZ7A MICROSOFT.COM WA	\$96.00 <i>A150</i>
10/23/25	10/23/25	5200	24943015296010189457740	HOMEDEPOT.COM <i>Chain + binder kit</i> 800-430-3376 GA <i>Ratchet load binders</i>	\$267.32 <i>W270 \$133.66</i>



Cardholder Account Summary Continued						
Trans Date	Post Date	MCC Code	Reference Number	Description	Amount	
10/27/25	10/28/25	5942	24692165300104475735230	AMAZON MKTPL*N42YG1F92 Amzn.com/bill WA	\$98.22	Regulator Replace part E1300
10/28/25	10/29/25	5331	24011345301100109954388	AMAZON RETA* N419G1ID0 WWW.AMAZON.CO WA	\$150.76	main parts E1300
10/28/25	10/29/25	5533	24011345302100021060289	GENY HITCH GENYHITCH.COM IN	\$697.48	Hitch w2260 \$348.74
10/28/25	10/29/25	5942	24692165301105388975119	AMAZON MKTPL*N47IV9I80 Amzn.com/bill WA	\$84.98	S310 \$348.74 DW Phone w270 \$42.49
10/29/25	10/30/25	5942	24692165302106307377287	AMAZON MKTPL*NK4JO34Z0 Amzn.com/bill WA	\$16.99	silica gel packs w270
11/13/25	11/13/25	6010	1 5317121599000050	PAYMENT - THANK YOU	\$1,353.41	-
11/13/25	11/14/25	5942	24692165317107136122319	AMAZON MKTPL*B883Z9MF1 Amzn.com/bill WA	\$399.96	Instahot A40
11/14/25	11/16/25	5942	24692165318108084883505	AMAZON MKTPL*B893M9J62 Amzn.com/bill WA	\$89.99	Replace - Filters A40
11/14/25	11/16/25	5331	24011345318100135375633	AMAZON RETA* B88V57B10 WWW.AMAZON.CO WA	\$28.99	keyboard + mouse A1D

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	\$ 2,122.14

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.



City of Condon Municipal Pool Master Plan

Final Report | January 2026



Acknowledgments

City of Condon

Kathryn Greiner, City Administrator

City Council Pool Committee and Volunteers

Michael Durfey, Councilmember

Molly Fatland

Dustan Hall, Condon Mayor

Shellie Johnson

Cindy Osterlund

Amanda Richardson

Steve Shaffer

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Guy Whatley

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Ballard*King & Associates (Operations Planning)

Scott Caron

Triplett Wellman Contractors (Cost Estimating)

Nick Wellman



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Cost Estimate



Executive Summary



Executive Summary

The City of Condon has a long tradition of providing seasonal aquatic recreation for local families, youth, and visitors across Gilliam County. The community pool has served as an essential gathering place, supporting recreational swimming, swim lessons and a safe summer activity hub in a rural region with limited alternatives. As the community evolves and expectations for safety, accessibility, and program diversity increase, the City is taking a proactive step to evaluate the future of its aquatic facility.



The existing pool, constructed decades ago, reflects the era in which it was built. While it has been maintained to the best extent possible, aging infrastructure, declining performance, and growing operational challenges now limit its reliability and its ability to safely and effectively serve the community. Frequent water loss, outdated mechanical systems, non-compliant accessibility features, and deteriorating structural components place increasing pressure on staff and resources. These challenges also restrict the City’s ability to expand programming or introduce new aquatic opportunities that residents increasingly value.

Recognizing these issues, the City of Condon has initiated a feasibility and concept study to assess long-term solutions for its seasonal pool. This effort builds upon the 2024 Condon Community Pool Evaluation with a focus on investment in a new seasonal aquatics facility to benefit the community. The study is grounded in the community’s priorities: offering safe and inclusive recreation, enhancing quality of life, supporting youth and family-friendly amenities, while ensuring that future investments reflect both fiscal responsibility and long-term operational sustainability.

A modern seasonal aquatic facility has the potential to significantly expand community use and year-to-year reliability. Updated aquatic systems can reduce operational costs, improve water quality, ensure ADA accessibility, and support a broader range of programs such as swim lessons, lap swimming, youth recreation, water fitness, diving and family activities. Through this study, the city aims to align the future of aquatic services with Condon’s long-term vision by providing a durable, welcoming, and community-centered amenity that continues to be a cornerstone of summer life for decades to come.

Site Selection & Analysis

Site selection was a key component of the planning process. Three locations within the City of Condon were evaluated to determine their suitability for a new aquatic facility: the existing pool site west of the High School, the former Grade School site, and the North Industrial Site located at the north end of town adjacent to the baseball fields along North Main Street.

These sites were selected for evaluation because they are owned by the City or the School District and are of sufficient size to accommodate the proposed facility. Each site is located within walking distance of Condon’s population center, providing convenient access for pedestrians, cyclists, and those traveling by vehicle.

The site evaluation criteria was developed to provide a framework for comparing the sites to one another. The criteria included development capacity, economic viability, stewardship of funding, support of accessibility & belonging and regulatory approval. The primary criteria categories were further defined with sub-categories providing 15 areas of comparison. The criteria were evaluated on a four-point scale with “excellent” being the highest score and “poor” being the lowest. Utilizing this methodology revealed that the North Industrial Site was best suited to support the development of a new aquatic facility. Greater detail regarding the site selection process is contained within the body of this report.



NORTH INDUSTRIAL SITE



OLD GRADE SCHOOL SITE



EXISTING POOL SITE



Market & Demographic Analysis

A market and demographic analysis was conducted in parallel with the site selection process to inform evaluation criteria and support data-driven decision-making. The analysis was prepared by nationally recognized sports and recreation consultants Ballard*King & Associates (B*K), drawing on their extensive experience working with communities across the country. The study evaluated local demographic trends, recreation participation patterns, and market conditions to assess both community need and the level of aquatic facility support that could be sustained in Condon.

The analysis identified both opportunities and challenges for a seasonal outdoor pool in Condon. The primary service area population is relatively small at approximately 4,098 residents and median household income levels are below state and national averages, which may limit the facility's ability to achieve full cost recovery through user fees alone. However, the community has a younger-than-average median age and a higher proportion of households with children, supporting strong demand for youth-oriented and family-based aquatic programming. In addition, local swimming participation rates exceed national averages, further indicating a strong interest in aquatic recreation.

Overall, the analysis concludes that while long-term financial sustainability may require external funding sources or operational support, the demographic profile suggests that a seasonal community pool would be well utilized and remain a valued recreational asset for the City of Condon.

Stakeholder Input & Engagement

Community engagement was a central component of this feasibility and concept study and was conducted in close coordination with City staff and key stakeholders. The process began in June 2025 with a focused kickoff meeting with City leadership to confirm project goals, scope, and schedule. Engagement continued through a series of five additional meetings, including both virtual and in-person workshops, involving City leadership and stakeholder representatives.

Through this collaborative process, **the project team established guiding principles to inform site selection, programming, and design decisions.** Early discussions focused on evaluating potential sites, with the advantages and constraints of each location considered holistically. As the study progressed, engagement shifted toward defining the programmatic needs of the facility, including support spaces such as locker rooms, staff offices, and reception areas.

Stakeholder input emphasized the importance of a flexible aquatic facility that could serve users of all ages and support a wide range of programs. The resulting concept centers on a right-sized pool with a single body of water incorporating distinct zones, including a lap swimming area, zero-entry leisure and exercise zone, and deep-water features. The inclusion of deep water capable of supporting diving, a climbing wall, and basketball backboards was identified as a key priority by the City.

Once the program was defined, site selection was finalized with consensus from City leadership and stakeholders. The engagement process, conducted between June and October 2025, successfully shaped a community-supported vision for a future aquatic facility aligned with local needs and priorities.

Guiding Principles

- 1 **Provide a welcoming, safe and fully accessible environment** for all ages, from infants to seniors.
- 2 **Promote community health and wellness** through inclusive aquatic activities.
- 3 Design a **right-sized facility that reflects Condon's unique culture** and character.
- 4 Ensure versatility to **support a wide variety of uses** and activities.
- 5 **Foster synergy** between the pool and the broader community.
- 6 Introduce **new and engaging programming opportunities** for all users.
- 7 Incorporate environmentally responsible and **energy-efficient systems and practices.**
- 8 **Maximize the value** of both capital investments and operational budgets.
- 9 **Operate in a financially sustainable manner** for the long term.
- 10 Present a vision that **earns strong community support** to address various funding sources and partnerships.

Facility Concept Design

The facility concept design was developed through an iterative process in close collaboration with the City of Condon. The final program and space requirements directly reflect the findings of the market and demographic analysis and are intended to provide meaningful recreational opportunities that align with community needs and priorities.

The concept centers on a multi-use, L-shaped pool designed to maximize flexibility and value within a single body of water. Consolidating activities into one pool reduces overall infrastructure requirements while supporting a wide range of programming. **The pool includes dedicated zones for lap swimming, shallow-water activities, and deep-water recreation.** Key amenities include a diving board, water slide, climbing wall and removable basketball backstops. The shallow-water area incorporates interactive water features for younger users and a submerged bench for casual use and cooling.

Varying water depths allow the facility to support diverse activities, including swim lessons, water fitness, lap swimming, and general leisure use. The pool deck is sized to accommodate a mix of seating, lounging, and a grass area for sunbathing. The deck is framed by the pool mechanical building and bathhouse, which provide wind protection and shaded areas during peak summer conditions.

A centrally located entry leads to men’s and women’s locker rooms, with universal changing rooms conveniently accessible from the pool deck to better serve families and individuals with mobility impairments. The concept also includes a new parking area that can be shared with the adjacent baseball fields, reducing on-street parking and improving overall traffic safety and site access.

L-SHAPED POOL DESIGNED TO MAXIMIZE FLEXIBILITY AND VALUE WITHIN A SINGLE BODY OF WATER



Capital & Operational Cost Analysis

Preliminary project cost estimates were provided by Triplett Wellman Contractors for the concept design outlined in the study. The feasibility cost plan was developed by analyzing the concept design and architectural narrative. The cost includes design and construction contingencies as well as escalation through May 2027. The total project cost summary includes both construction costs, indirect construction costs, and escalation. The entirety of the feasibility cost plan is included in the appendix of this report.

Operational costs were developed based on the proposed facility concept, program requirements, and market conditions identified through this feasibility study. As part of the process, B*K prepared an independent, third-party operational analysis informed by the concept plans and a series of workshops with City staff and stakeholders. The operational model reflects B*K's extensive experience operating and planning similar aquatic facilities and aligns with local market conditions and the City's cost-recovery objectives. A conservative planning approach was intentionally applied to avoid underestimating the funding required to operate and maintain the facility, ensuring realistic expectations for staffing, utilities, maintenance, and long-term capital replacement. Detailed operational plans and financial projections are included in the appendix.

Recommendations

Based on the site analysis matrix and overall feasibility findings, the North Industrial Site is recommended as the preferred location for a new seasonal community pool. This site offers the greatest flexibility and long-term value, allowing the City to leverage existing synergies with the adjacent ballfields and establish a cohesive recreation hub. Over time, this area has the capacity to accommodate additional amenities such as a city park, skate park, pump track, and picnic areas, supporting broader community recreation goals.

The recommended approach addresses current aquatic needs while positioning Condon for future growth and long-term operational success. A right-sized pool and appropriately scaled support spaces will enhance service levels, expand programming opportunities, and better serve residents throughout Condon and Gilliam County. Establishing a destination for aquatics and recreation will create a strong foundation for sustained community use and future investment.

The next step in advancing this vision is for the City to secure funding to complete final design, confirm project costs, and proceed with construction of the new facility.





Planning Process



Planning Process

The planning process involved City staff and was initiated over a one-day workshop which included an initial on-site meeting with tours of the potential outdoor pool sites. The City identified three sites as having the greatest potential to support a new pool and aquatic programming.

The main site considerations focused on city or school district-owned properties that are geographically equitable for the community. The three sites included the existing pool site west of the High School, the former Grade School site, and the North Industrial Site. During the workshop the design team and City staff collaborated on the creation of site evaluation criteria to be used in the site selection process.

A traffic analysis and geotechnical report were not included in this effort, and it is recommended that they be included in future work as the project is advanced into the design phase if funding is realized for the project.

Local soils are primarily Condon series silt loams, known as well-drained, moderately deep soils formed in wind-blown silt over basalt bedrock, featuring moderate permeability and slow to rapid runoff. Bedrock depth will affect the cost of excavation for the pool particularly in the deep end which is required for diving clearance and safety. Test pit or borings would establish the specific geotechnical requirements and inform cost. The closer the bedrock is to the surface the more effort will be required for excavation.

WORKSHOP WITH CITY STAFF AND EXISTING CONDITIONS OF CURRENT POOL FACILITIES



Evaluation Criteria

To provide a clear, consistent, and transparent framework for comparing potential pool sites, the project team developed a site evaluation matrix organized around five primary categories. These criteria were informed by stakeholder workshops, guiding principles, and best practices for public recreation planning. Together, they allowed multiple qualitative and quantitative aspects of each site to be evaluated holistically and compared side-by-side. Each site was scored within these five categories using a standardized rating system, allowing strengths and constraints to be clearly identified and compared.

SITE EVALUATION MATRIX



	Existing Condon Pool	Old Grade School Site	North Industrial Site
Development Capacity Focus: Evaluates each site's ability to meet programmatic, spatial, and functional needs. Program Accommodation: Ability to support required building area and functional adjacencies. Parking Capacity: Ability to meet or expand parking requirements. Property Value Enhancement: Potential to increase the value and utilization of existing city-owned assets. Site Efficiency: Effectiveness of site configuration, circulation, and land use.	56% 9	81% 13	100% 16
No	4	Yes	4
Shared parking with school	2	Limited site parking and neighborhood street parking	3
Existing pool property owned by the school district	1	Abandoned school; Located near indoor recreation court and within a 4 blocks of Condon City Park	3
Limited site size	2	Revitalizes old school site in residential neighborhood	3
Economic Viability Focus: Assesses the financial soundness and market alignment of the site. Asset Utilization: Cost-effective use or adaptive reuse of existing public assets. Visibility & Presence: Degree of street frontage, visibility, and public recognition. Community Synergy: Proximity and relationship to compatible uses, amenities, and local businesses that enhance vitality and economic return.	75% 9	92% 11	83% 10
Requires purchase of land and demolition of existing pool structure	2	Confined development nestled within central neighborhood	3
Maintains current visibility and adjacency to school	3	2 blocks off Main Street in center of town	4
South edge of downtown core	4	2-3 blocks from downtown business (3 minute walk)	4
Stewardship of Funding Focus: Evaluates cost implications and long-term value to ensure responsible public investment. Development Cost: Anticipated on-site and off-site improvement costs, including utilities and access. Site Conditions: Suitability based on soils, grading, and topography. Value-Added Design: Opportunities for design efficiency, lifecycle value, and innovation relative to cost.	42% 5	67% 8	92% 11
Large scale demolition and site reconfiguration	1	Large frontage improvements & nearby utilities - Removal of existing equipment and uncertain future of old school	2
Sloped & restricted site	2	Minimal slope, soils unknown	3
Site severely limits development opportunities	2	Limited site size & access to solar and wind power generation	3
Supports Accessibility & Belonging Focus: Measures how the site contributes to community access, inclusion, and connectivity. Service Balance: Ability to provide equitable and complementary service to diverse user groups. Outdoor Integration: Connection to existing or potential outdoor recreation amenities and capacity for future flexibility. Transportation Connectivity: Accessibility by multiple transportation modes (pedestrian, bicycle, transit).	33% 4	67% 8	92% 11
Sloped site is not conducive to universal accessibility	1	Recreation focused in the center of town	3
Requires removal of existing tennis courts and severely limits future flexibility	1	Future development is uncertain with school building on site	2
Multi-modal: car, bike, walking and limited parking	2	Multi-modal: car, bike, walking and parking	3
Regulatory Approval Focus: Assesses site readiness and alignment with permitting and environmental regulations. Environmental Suitability: Avoidance of critical areas such as wetlands, streams, and steep slopes. Permitting Complexity: Anticipated ease or complexity of obtaining necessary land use and building approvals.	50% 4	63% 5	88% 7
Sloped site	2	No known critical areas, future oil tank decommissioning related to school building	3
Demolition, potential hazardous material abatement and traffic review	2	Potential demolition, hazardous material abatement and traffic review	2
		Retired railroad track line	3
		Traffic review	4
	31	45	55

Development Capacity assessed each site's ability to physically and functionally support the proposed aquatic program. Considerations included whether the site could accommodate the required pool footprint and support spaces, provide sufficient and expandable parking, efficiently organize circulation and land use, and enhance the long-term value of City-owned property.

Economic Viability evaluated how well each site aligns with financial realities and community vitality. This category examined the ability to leverage existing public assets, the visibility and civic presence of the facility, and proximity to complementary uses such as downtown businesses, schools, parks, and recreational amenities that could reinforce economic and social activity.

Stewardship of Funding focused on responsible use of public investment by comparing anticipated development costs, site conditions such as soils and grading, and opportunities to achieve long-term value through efficient design, renewable energy integration, and lifecycle cost reduction.

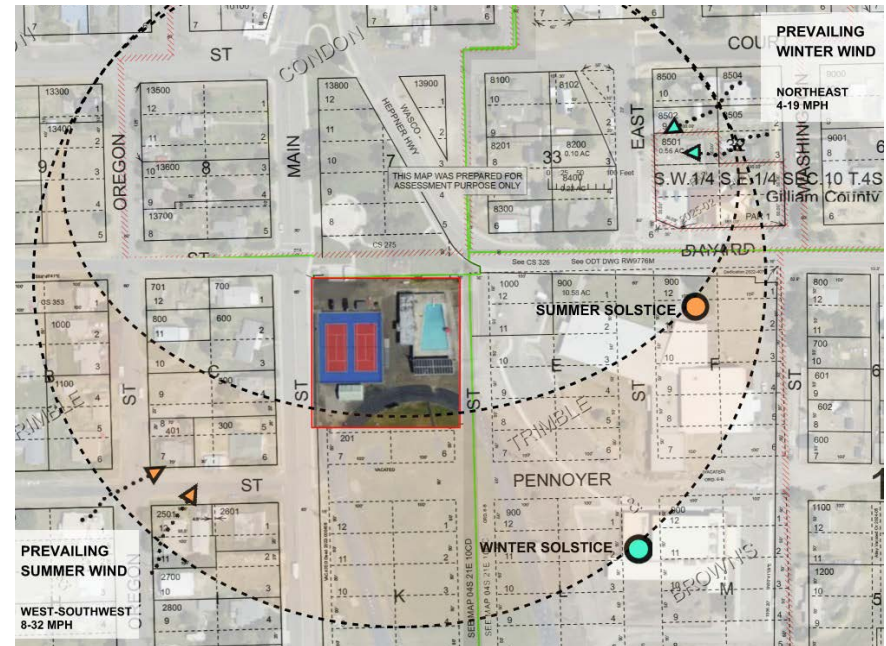
Supports Accessibility & Belonging measured how each site contributes to equitable access and inclusive community use. This included evaluating universal accessibility, integration with outdoor recreation amenities, flexibility for future expansion, and connectivity for pedestrians, cyclists, and vehicles.

Regulatory Approval assessed site readiness from an entitlement and environmental perspective, including the presence of critical areas, anticipated permitting complexity, and potential need for demolition, abatement, or environmental remediation.

Site Selection Process

The site selection process evaluated multiple locations within Condon to determine the most suitable site for a new seasonal community pool. The analysis considered physical site conditions, accessibility, cost, ownership, long-term flexibility, and alignment with community goals identified through stakeholder meetings and workshops. A comparative site matrix was used to provide a consistent framework for evaluating each location's opportunities and constraints.

Based on this analysis and extensive community and stakeholder input, the sites were ranked from lowest to highest suitability described as follows.

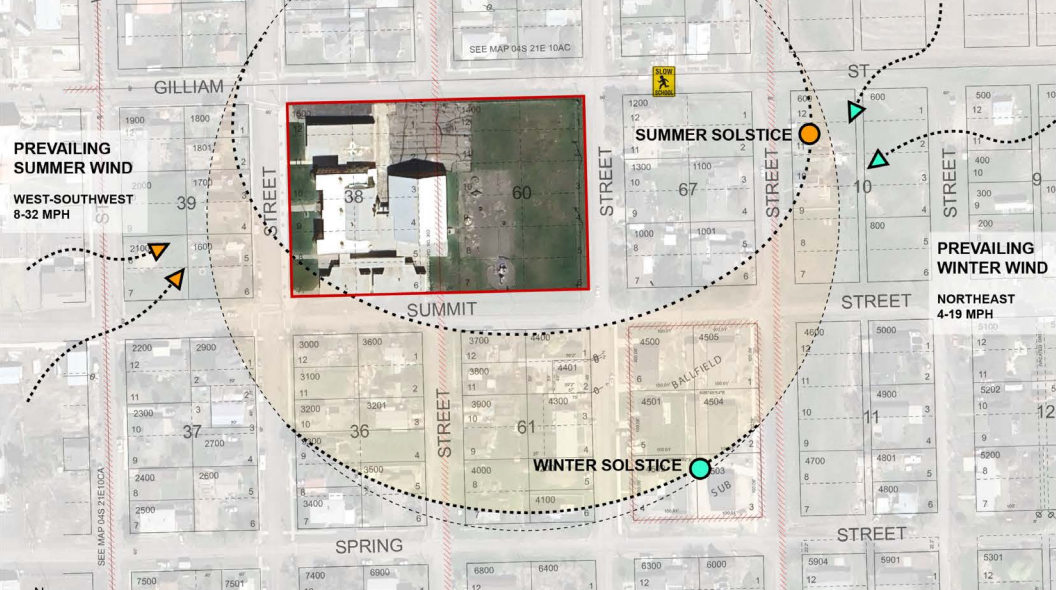


Existing Pool Site (Lowest Suitability)

The existing pool site benefits from strong community familiarity and adjacency to Condon City Park and nearby amenities. However, despite these advantages, the site presents significant physical, operational, and financial limitations that make it the least suitable option for redevelopment.

The site is constrained by steep slopes and underlying basalt, resulting in major grading challenges, high construction costs, and accessibility concerns, particularly for mobility-impaired users. The proposed pool program and support spaces do not fit within the site without removing existing amenities such as the tennis courts, which conflicts with broader community recreation goals. In addition, the site is effectively landlocked by School District–owned property, limiting opportunities for expansion or future enhancements.

Redevelopment would also require extensive demolition and site work, as well as acquisition of the property from the School District. Combined with documented geotechnical concerns and ongoing water loss at the existing pool, redevelopment at this location would be costly, disruptive, and provide little flexibility for future growth. For these reasons, the existing pool site ranks lowest among the evaluated options.

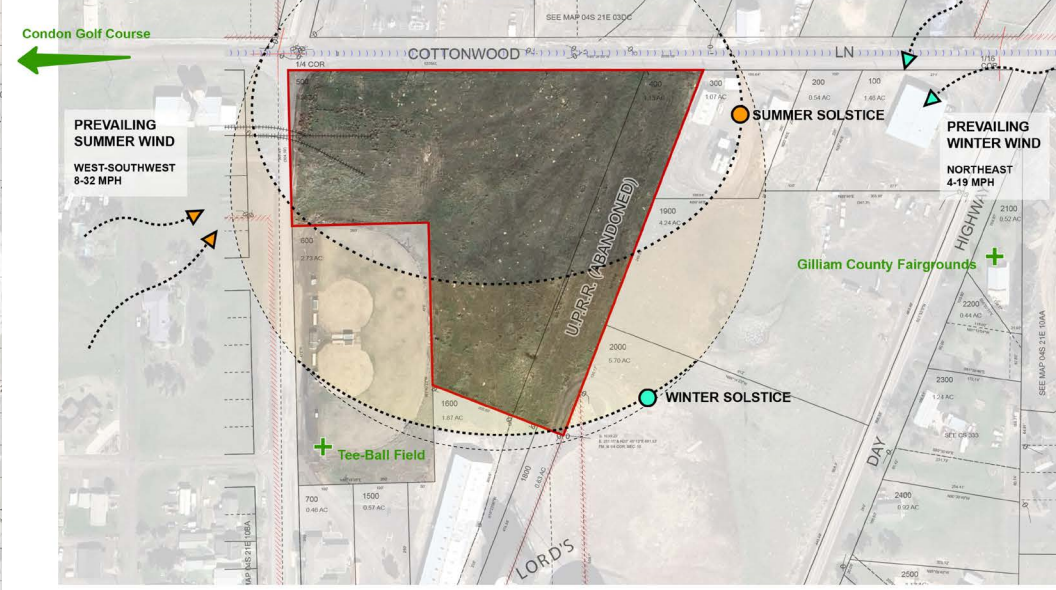


Former Grade School Site (Moderate Suitability)

The Former Grade School site offers several advantages, including a central location within walking distance of downtown, strong connections to surrounding neighborhoods, and a generally flat topography that is favorable for construction. The site has the potential to integrate with existing community assets, such as the old gym and play shed, and could support a civic-focused recreation environment.

However, significant uncertainty remains regarding the future of the former school buildings, including required abatement, potential demolition, and the presence of underground fuel tanks. These unknowns introduce risk to project cost, schedule, and long-term planning. Additionally, stakeholders expressed concern that using this centrally located site for an aquatic facility could limit future housing or mixed-use development opportunities that may be more appropriate for this asset.

While the Grade School site ranked higher than the Existing Pool Site due to its location and developability, uncertainty surrounding site conditions and long-term land use reduced its overall suitability compared to other options.



North Industrial Site (Highest Suitability)

The North Industrial site emerged as the most suitable location for a new seasonal pool based on its size, flexibility, ownership, and long-term potential. The site is City-owned, relatively flat, and large enough to accommodate the proposed pool program while allowing for future expansion. Soil testing confirmed that the site is not a brownfield, reducing environmental risk and development complexity.

The site's adjacency to existing baseball fields and proximity to the golf course create strong opportunities to establish a consolidated recreation hub serving the broader community and surrounding region. While concerns were noted regarding wind exposure, distance from the downtown core, and traffic speeds, these issues were determined to be manageable through thoughtful site planning, building placement, wind mitigation strategies, and potential traffic-calming measures.

Importantly, the North Industrial site offers the greatest opportunity to create a destination aquatic and recreation facility while preserving flexibility for additional amenities such as parks, skate facilities, picnic areas, and future programming. Its capacity to support long-term growth and multi-generational use aligns strongly with the City's guiding principles and long-term vision.

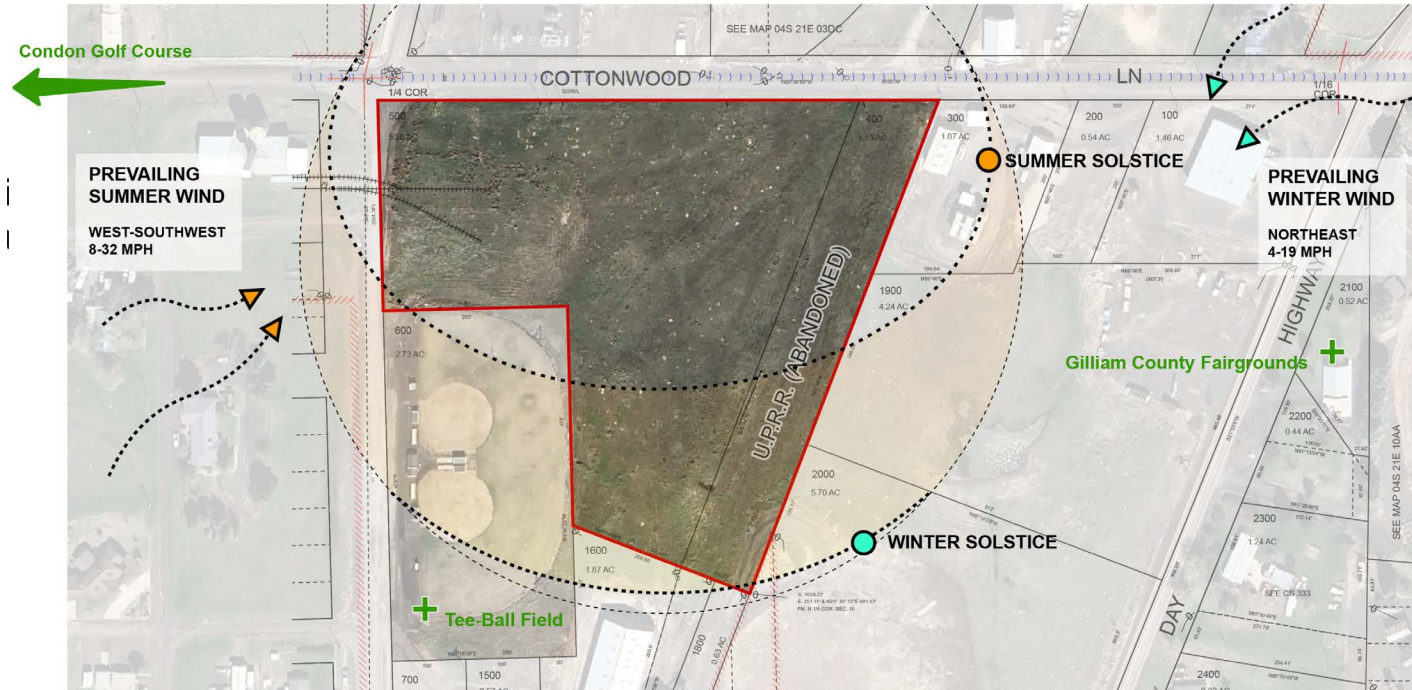
The planning process involved City staff and was initiated over a one-day workshop which included an initial on-site meeting with tours of the potential outdoor pool sites. The City identified three sites as having the greatest potential to support a new pool and aquatic programming.

Considered Sites & Recommendations

Initial site evaluations for the Existing Pool Site, Former Grade School Site, and North Industrial Site were presented to City leadership and stakeholders in October 2025. The process generated robust discussion, with each site demonstrating distinct advantages and challenges. However, when evaluated against the agreed-upon criteria and guiding principles, a clear hierarchy emerged.

The Existing Pool Site ranked lowest overall, scoring particularly poorly in Development Capacity, Stewardship of Funding, and Accessibility & Belonging. While centrally located and familiar to the community, the site's limited size, steep slopes, and underlying basalt significantly constrain development. The proposed program does not fit without removing existing amenities, and redevelopment would require extensive demolition, major grading, and acquisition of property from the School District. These factors resulted in the lowest composite score among the three sites.

The Former Grade School Site ranked in the middle. It performed well in Economic Viability due to its central location, walkability, and proximity to downtown businesses and neighborhoods. However, uncertainty surrounding the future of the existing school buildings, potential environmental remediation, and the desire to preserve this site for future housing or civic development reduced its overall score. While feasible, the site presented greater long-term planning risk than other options.



The North Industrial Site ranked highest across all five evaluation categories and achieved the strongest overall score in the matrix. Its large, relatively flat, City-owned parcel provides ample capacity to accommodate the proposed pool, parking, and support spaces while preserving flexibility for future expansion. The site's adjacency to existing baseball fields and proximity to the golf course create strong opportunities to establish a cohesive recreation hub. From a funding stewardship perspective, favorable soil conditions, reduced demolition requirements, and opportunities for energy-efficient and renewable systems further strengthened its ranking. Although farther from the downtown core, the site's visibility, scalability, and long-term adaptability outweighed these concerns.

Based on the site evaluation matrix, stakeholder input, and alignment with project guiding principles, the North Industrial Site is recommended as the preferred location for the new seasonal community pool. This site best positions the City of Condon to meet current aquatic needs while establishing a flexible foundation for future recreation amenities and long-term community benefit.



Market Analysis



Market Analysis

Demographics

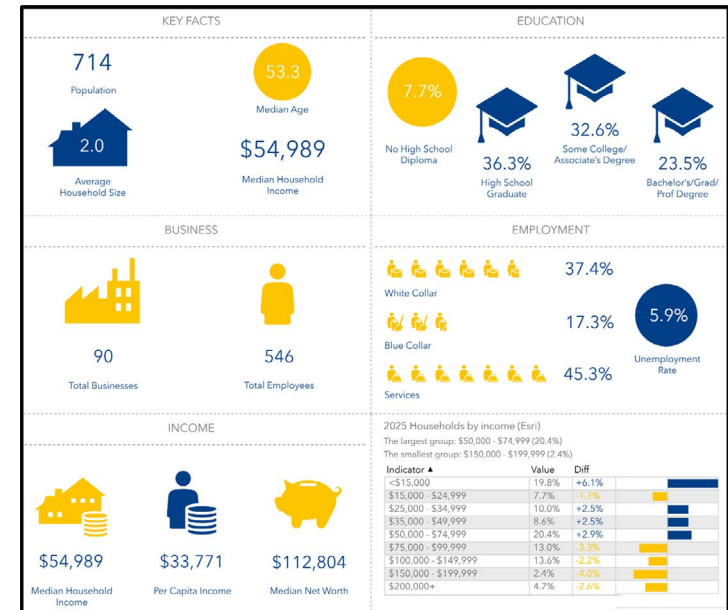
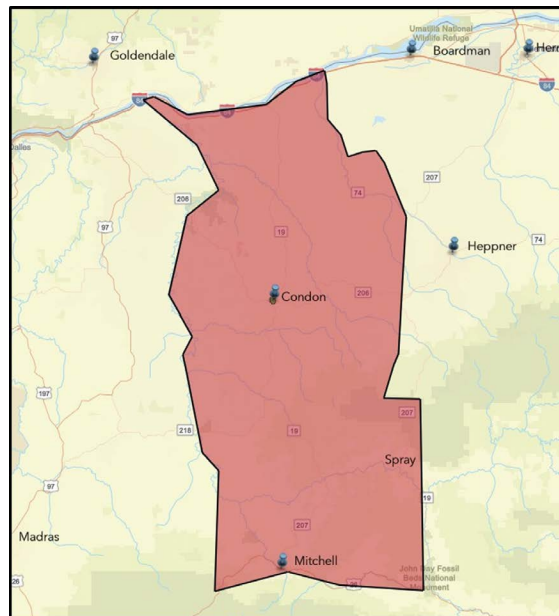
B*K completed a comprehensive demographic assessment to understand the population, household characteristics, and economic conditions influencing recreation and aquatic participation in Condon and its Primary Service Area. The **Primary Service Area includes approximately 4,100 residents** and reflects a stable but relatively small population base. While the City of Condon itself has fewer households with children, the broader service area aligns closely with state and national averages for households with children, indicating reliance on a regional market to support aquatic use.

The median age of the Primary Service Area is higher than both Oregon and national averages, with a significant concentration of residents aged 55 and older. At the same time, approximately 19% of the population is under age 18, reinforcing the need for youth-focused recreation, swim instruction, and water safety programming alongside wellness and low-impact activities for older adults.

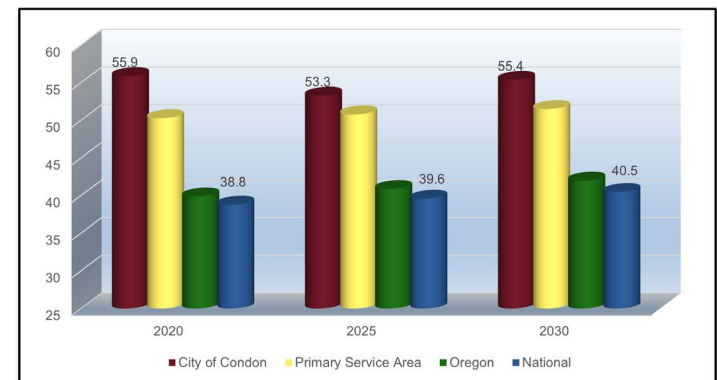
Population projections indicate continued growth in older age groups through 2030, underscoring

the importance of accessible design, shaded areas, and flexible programming.

Median household income in both Condon and the Primary Service Area is **substantially lower than state and national averages**, which has implications for pricing, affordability, and cost recovery. Household budget and recreation spending data show that while residents spend less overall than state and national peers, spending patterns are consistent with available income, indicating a realistic but limited capacity to pay for programs and services.



Households by income comparison uses the City of Condon and compares it to Gilliam County.



The median age in the City of Condon is higher than the State of Oregon and the National number. Parks and recreation activities, programs and events draw a large demographic but tend to be most popular with youth and their parents. Grandparents are becoming an increasing part of the household though, as they care for and are involved with their grandchildren, and are concerned about their own physical, mental, and social activities.

Needs Analysis

B*K evaluated recreation participation patterns using National Sporting Goods Association (NSGA) data overlaid with local demographics. The analysis shows that **swimming participation in the Primary Service Area exceeds national averages**, with an adult Market Potential Index (MPI) of **110** for swimming. Approximately **18% of adults** in the service area participate in swimming, translating to an estimated **690+ swimmers** and nearly **25,000 annual swim visits** across the broader market.

Importantly, national data indicates that approximately **84% of swimming participation is unstructured**, emphasizing the importance of leisure-oriented pool features, flexible scheduling, and family-friendly environments rather than purely competitive facilities. Youth participation

is particularly strong in the **7–11 and 12–17 age groups**, while older adults (**55–64**) represent the largest single cohort of swimmers which reinforces the need for a multi-generational, inclusive pool design.

The analysis also confirms that while the Primary Service Area does not meet the population or income thresholds typically associated with high cost recovery, demand for aquatic recreation remains strong. Comparable facilities in surrounding communities demonstrate that modestly sized, leisure-focused pools can achieve high utilization even when operational subsidies are required.

Market Conclusion

The market analysis indicates that while the City of Condon faces challenges related to **population size and median household income**, the demand for aquatic recreation is real and well-supported by demographic and participation data. Swimming participation exceeds national averages, households with children in the Primary Service Area are consistent with broader benchmarks, and older adults represent a growing and important user group.

These findings suggest that a right-sized, outdoor, leisure-oriented community pool with strong emphasis on learn-to-swim, open swim, family recreation, and wellness programming is well aligned with the market. Financial sustainability will likely require ongoing public support; however, utilization is expected to be strong, and the facility would provide meaningful quality-of-life benefits, water safety outcomes, and a valued community gathering space.

The market conditions support investment in a seasonal aquatic facility that balances affordability, operational efficiency, and broad community appeal, positioning the Condon Community Pool as a highly utilized regional amenity rather than a cost-recovery-driven enterprise.

Table A - Market Potential Index (MPI) for Participation in Recreation Activities In Primary Service Area

ADULTS PARTICIPATED IN	EXPECTED NUMBER OF ADULTS	% OF POPULATION	MPI
Aerobics	174	5.2%	69
Basketball	151	4.5%	79
Swimming	604	18.0%	110
Volleyball	82	2.4%	92
Waking for Exercise	1,060	31.5%	97

THE BALLARD*KING MARKET REPORT DRAFT, CONDON MARKET REPORT AND CONDON OPERATIONS REPORT ARE INCLUDED IN THE APPENDIX IN THEIR ENTIRETY.



Programming



Programming

Working closely with City leadership, staff, and community stakeholders, the project team developed a program that reflects Condon’s desire for a right-sized, inclusive, and flexible seasonal aquatic facility. As outlined in this report, the program is organized into two complementary parts. The pool program focuses on maximizing opportunities for a wide range of uses and activities for all ages, combining lap swimming, instruction, fitness, leisure, and play within a single, efficient body of water. The bathhouse and support spaces program is intentionally right-sized to support ease of operations and supervision, with clear sightlines and centralized control that enhance safety and efficiency.

Together, these elements are designed to elevate the user experience by creating a welcoming environment filled with fun, energy, and excitement all while ensuring the Condon Community Pool functions as a unique seasonal asset and enduring community amenity.



Support Space	1,990 sf
Toilets	306 sf
Locker Room	404 sf
Changing	144 sf
Showers	282 sf
Family RR	186 sf
Staff RR	68 sf
Circulation	600 sf
Administration	305 sf
Check-In	77 sf
Office	109 sf
First Aid	119 sf
Mechanical + Storage	1,272 sf
Bathhouse Mechanical/Storage	142 sf
Pool Mechanical/Storage	1130 sf
Outdoor Pool Space	19,883 sf
Aquatics (Pool + Deck)	18690 sf
Lounging Lawn	1193 sf
Total Building and Site Area	23,450 sf

Pool Program

The proposed Condon Community Pool is designed as a flexible, multi-use outdoor aquatic facility capable of supporting a wide range of programs within a single body of water. The layout and amenities intentionally accommodate both structured programming and informal recreational use, ensuring broad appeal across age groups and abilities.

1. Swim Instruction & Youth Programs

- **Learn-to-Swim Classes:** Shallow water zones and zero-depth entry areas support instruction for beginners and young children.
- **Youth Swim Lessons:** Dedicated lap lanes and adjustable depths allow instruction for multiple age and skill levels.
- **Water Safety Education:** Space supports safety instruction and community swim readiness programs.

2. Lap Swimming & Competitive Training

- **Lap Swimming:** Six 25-yard lap lanes support daily lap swim for fitness and training.
- **Swim Team Training:** Lane configuration and depth allow for organized swim practices and skill development.
- **Competitive Events (Limited):** Infrastructure allows for future installation of starting platforms and backstroke flags for meets or timed events.

3. Fitness & Wellness Programming

- **Water Aerobics:** Moderate-depth areas and lap lanes support group fitness classes.
- **Adult & Senior Exercise:** Walking channels, underwater benches, and warm water temperatures support low-impact exercise and rehabilitation-oriented programs.
- **Open Fitness Swim:** Flexible scheduling allows lap lanes to be repurposed for exercise programs when not used for training.

4. Recreational & Leisure Swimming

- **Open Swim:** The single-body pool allows general recreation during open swim hours.
- **Family Swim:** Zero-depth entry, shallow play zones, and seating areas encourage intergenerational use.
- **Youth Play:** Recreational amenities provide engaging activities beyond traditional swimming.

5. Play & Feature-Based Programming

- **Zero-Depth Entry Play Area:** Gently sloped entry supports young children and users with mobility challenges.
- **Interactive Spray Features:** Includes water table, rotating spray feature, and ground geysers for creative and sensory play.
- **Diving Board:** Provides traditional recreational diving opportunities.
- **Drop Slide:** Adds excitement and a destination feature for youth and teens.
- **Future Waterslide, Climbing Wall and Basketball Hoops (Phase Two):** Infrastructure supports expansion to include a larger body flume slide.

6. Social & Community Use

- **Casual Leisure Use:** Underwater benches and deck seating support relaxation and social interaction.
- **Community Events:** Flexible pool and deck layout allows for special swim nights, free swim days, and community celebrations.
- **Regional Use:** Facility supports participation from neighboring communities for lessons, open swim, and events.

7. Accessibility & Inclusive Programming

- **ADA-Accessible Entry:** Zero-depth entry ensure inclusive access.
- **Universal Use Design:** Pool configuration allows individuals of all abilities to participate in programming alongside others.
- **Multi-Generational Appeal:** Programming supports users ranging from young children to older adults.

Bath House Program

The support spaces for the Condon Community Pool should be designed to efficiently support daily operations, enhance safety and supervision, and provide flexibility for seasonal and year-round community use. The layout needs to prioritize clear sightlines, ease of staffing, and the ability to adapt spaces for off-season or after-hours use.

1. Entry, Control, and Administration

- **Central Main Entry:** The primary public entry should be located at the center of the bathhouse, serving as a clear and intuitive arrival point for all patrons.
- **Check-In and Control Desk:** A staffed check-in counter is best positioned directly at the transition between the entry and pool deck. This location provides a single, controlled access point into the pool area.
- **Visual Supervision:** The check-in desk should be designed with direct sightlines to both the pool deck and locker room entrances, enabling passive supervision of users entering and exiting the facility while reducing staffing needs.
- **Administrative Office & First Aid:** A small office and first aid room are ideally grouped adjacent to the check-in counter to improve operational efficiency, emergency response time, and staff coordination.

2. Locker Rooms and Restrooms

- **Men's and Women's Locker Rooms:** Separate men's and women's locker rooms should be located on either side of the central entry and need to include changing areas, lockers, individual showers, and restroom facilities.
- **Secure, Flexible Operation:** Ideally the pool deck and locker rooms can be secured independently using sliding doors and controlled access points, allowing restrooms to remain accessible during off-hours or outside of the pool season.
- **Multi-Use Support:** Flexibility will allow the restrooms to support adjacent uses such as the baseball fields and future recreation amenities without opening the pool deck.

3. Family and Inclusive Changing Facilities

- **Family Shower/Changing Rooms:** Two family changing rooms need to be located directly off the pool deck to provide convenient access for families, caregivers, and individuals with mobility needs.
- **Universal Accessibility:** These spaces will support inclusive use and provide private, flexible options beyond traditional locker room facilities.

4. Staff and Lifeguard Support Spaces

- **Dedicated Staff/Lifeguard Shower Room:** A designated staff shower and changing space needs to be provided to support lifeguards and operational staff, separate from public facilities.
- **Operational Efficiency:** Locating staff facilities near administration and first aid spaces supports efficient shift changes and staff coordination.

5. Mechanical and Building Support

- **Small Mechanical Room:** A compact mechanical room within the bathhouse will house a split HVAC system to provide cooling for staff areas and hot domestic water for showers.
- **Pool Mechanical & Chemical Storage:** The primary pool mechanical systems and all chemical storage should be located in an adjacent, dedicated structure next to the bathhouse, which will improve safety, ventilation, and maintenance access while separating these systems from public areas.



Concept Design



Concept Design

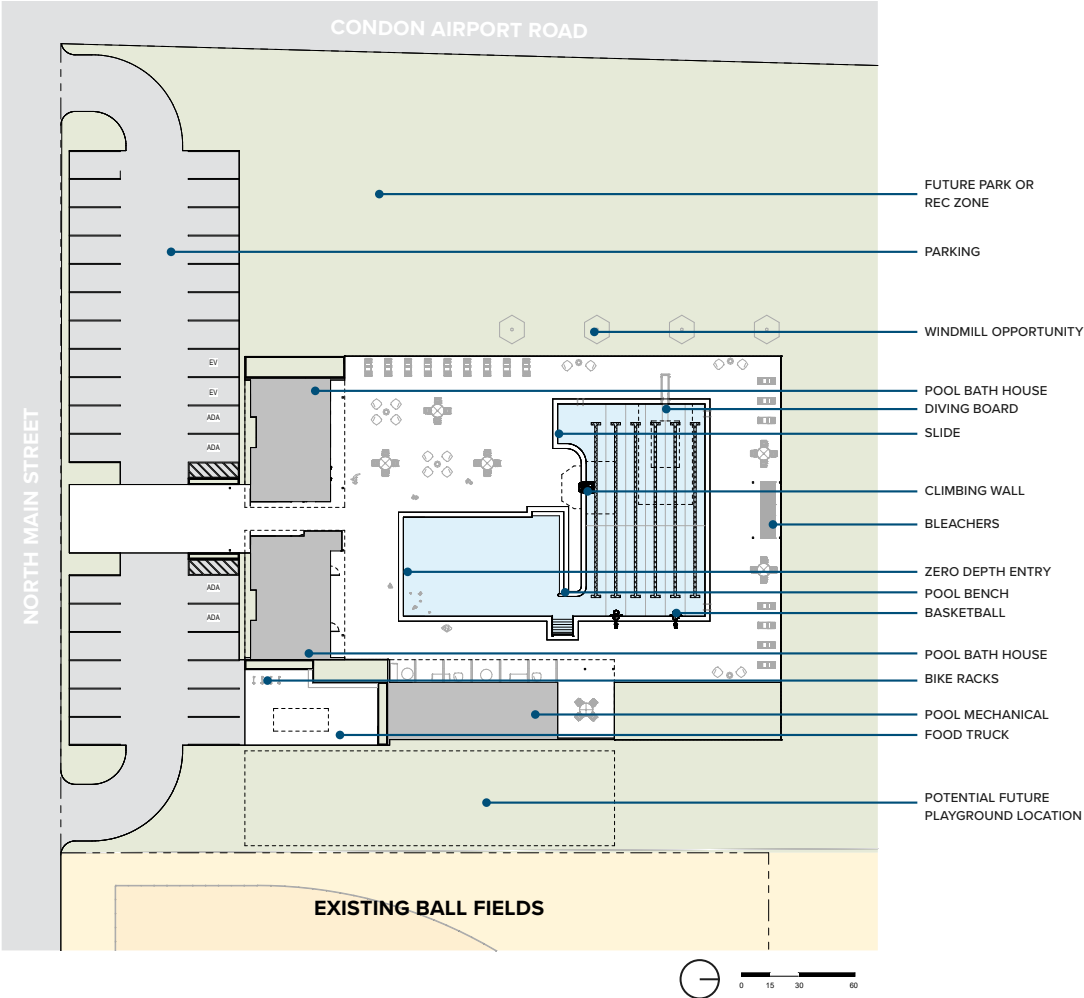
The concept design for the Condon Community Pool is informed by site-specific conditions, stakeholder input, and guiding principles established through multiple planning and design workshops. The design responds directly to prevailing wind patterns, adjacency to existing recreation assets, operational efficiency, and long-term flexibility, while creating a facility that feels appropriately scaled and rooted in the character of Condon.

Site Planning & Organization

The site design is intentionally shaped by prevailing summer wind directions, with building placement, landscape buffers, and fence alignments working together to provide wind relief and improve comfort on the pool deck. Buildings are pulled back from Main Street to allow for on-site parking and to create a safe, clearly defined arrival sequence.

Planning occurs primarily around the perimeter of the site, with fencing used to provide security and controlled access around the pool deck. A 6-foot-tall vinyl-coated chain-link fence encloses the pool area, ensuring visibility while maintaining safety and operational control.

The concept includes two primary building structures, the bathhouse and the pool mechanical building. The separate structures break down the overall mass of the facility and align more closely with the scale of the surrounding residential neighborhood. This approach was supported during stakeholder meetings as a way to reduce visual impact while improving functionality and wind protection.



Recreation Synergies & Community Use

The site's strategic location adjacent to the existing ball fields creates opportunities for shared use and long-term recreational synergy. An open, flat area along the southwest portion of the site is reserved for food trucks and event support, allowing it to serve both pool patrons and ballfield users. Electrical hookups are planned to support food carts, special events, and future programming.

The placement of the bathhouse and mechanical building intentionally creates visual openings into the pool deck, improving safety through passive supervision and creating an inviting, transparent presence from the parking and public areas.

Parking, Circulation & Access

The concept plan includes approximately 34 parking stalls, including required accessible and van-accessible spaces. The final stall count will be confirmed during design development and may be adjusted based on budget, operational needs, or code minimums. The intent is to balance parking demand for both pool and baseball field use while maintaining flexibility to reduce costs if necessary.

Concrete paving extends from the entry into portions of the parking area to:

- Clearly designate the main pedestrian entry
- Provide a visual cue for arrival
- Act as a traffic-calming measure

The remainder of the parking area is asphalt paving with painted striping, providing a cost-effective and durable solution.



Landscape & Environmental Strategies

Landscape design emphasizes low-maintenance, native plantings and strategic tree placement. Trees are located along the fence line to provide wind protection from southerly winds and shade on the pool deck. Evergreen species are envisioned to ensure year-round screening, reduce maintenance, and improve durability.

Additional tree plantings are strategically placed along the perimeter to screen views of the electrical substation across Airport Road, improving the overall visual quality of the site.

Potential for On-Site Energy Generation

The concept incorporates on-site renewable energy generation, including:

- Solar panels mounted on south-facing roof surfaces, particularly on the pool mechanical building for maximum solar exposure
- Small-scale wind power generation, consistent with the site's wind conditions and previous committee discussions



Aquatic Design

The aquatic facility will contain an outdoor lifestyle pool with multiple use programming. The pool will accommodate both competition and leisure activities in a single body of water. The pool will have six lap lanes with a 25-yard course length. The lap lane area will focus primarily on swim training and competition. The lap lane area will also be capable of accommodating other aquatic programs such as learn-to-swim, open swim/play, and fitness/exercise courses when the lap lanes are not in use. The pool will also contain a zero-depth entry area and underwater social benches. The zero depth entry will function as a gently sloping beach entry and provide shallow water for child play. The deep end of the lap pool will contain a diving board and drop slide. A future body flume waterslide with deck runout termination is planned for a possible phase two addition.

Pool Vessels

The pool vessel, or shell, will be constructed with steel reinforced concrete. The design of the pool will be based on an assumed soil bearing capacity of 2,500 pounds per square foot.

The Pool will have a water surface area of 5,125 sf. The six lap lanes will each be 7'-0" wide. The maximum depth of the Pool will be 12'-0" in the deep end of the lap lane area. The pool floor will slope at a 1:3 ratio up from 12'-0" to 5'-0", then slope from 5'-0" to a minimum depth of 3'-6" at a slope of approximately 1:14. In the zero-depth entry area, the pool floor slopes down at 1:15 to a depth of 3'-6".

Pool Perimeter

The perimeter of the pool will be constructed as a deck-level gutter to collect surface water for removal from the pools and processing in the filtration and water treatment systems. Most of the contamination in a swimming pool resides on the surface of the water, and the surface water removal provided by the gutter system is essential to maintaining a high level of water quality. The gutters for both pools will be constructed with steel reinforced concrete and will be covered with PVC grating. The gutters will be bordered with 1-inch by 1-inch ceramic tile on both sides of the grating, and a waterproofing compound will be applied to the interior of the gutters. The tile on the edge of the pool walls will be a finger-grip nosing to provide an easy and convenient handhold. The back, or non-pool side, of the gutters will be flush with the pool deck and separated by a construction joint. The deck level gutters will provide an uninterrupted transition into and out of the pools from any location on the pool deck.

Pool Finish

The interior finish of the pool will be predominantly a trowel applied cementitious exposed quartz aggregate plaster. However, certain areas will contain a ceramic tile finish. A 6-inch band of 1-inch by 1-inch ceramic tile will follow the perimeter edge at and below the water surface. This "scum line" is a common area for dirt and stains to collect on the pool finish, and a ceramic tile finish makes cleaning easier and provides greater durability.



OAK HILLS RECREATION POOL PRECEDENT - OPSIS ARCHITECTURE

In the Lap Lane area, the pool floor lane markers will run uninterrupted the length of the 25-yard lap lanes and be constructed with 1-inch by 1-inch black ceramic tile. Pool wall end targets, on both pool walls and for each lap lane, will be constructed with ceramic tile matching the floor lane marker tiles.

The pool inlets will return water to the pool from the filtration system and will be placed in the pool floor which will be surrounded with a border of ceramic tile. Ceramic tile surrounding pool floor inlets eases the removal of potential staining around the inlets, should high metal ion concentrations be present in the water. If possible, pool floor inlets may be positioned within the ceramic tile lane markers to also serve this purpose.

Underwater edges and transitions will be indicated with 2-inch black/dark contrasting lines of border tile. These areas involve the edges of stair treads and the pool floor slope transition at 5'-0" water depth in the Lap Lane Area.

Pool Entry/Exit

In the Lap Lane area, three pool ladders provide a means of entry and exit from the pool. Each ladder will be located near a corner of the pool on the side of the lap lane. All pool ladders have steps recessed into the pool wall to prevent interference with lap swimming or other pool activities. The grabrails on each ladder will be anchored into the pool deck, be built with 316L stainless steel or greater, and will have an outside diameter of 1.5 inches.

At the transition area between the lap lane area and zero depth entry area, a stair entry will provide convenience access into both areas as well as the underwater bench seating area. The stair handrails will be anchored into the pool deck, built with 316L stainless steel or greater, and will have an outside diameter of 1.5 inches.

Both the Pool will comply with ADA regulations for accessible means of entry and exit. The pool will utilize

a chairlift capable of lifting users into and out of the pool and will be operable without assistance.

Starting Platforms

The deep end of the Lap Lane area will be capable of having starting platforms for swim starts. Anchors in the pool deck will be installed at the deep end of each lap lane to allow future installation of starting platforms if desired.

Backstroke Flags and Stanchions
The pool will have two backstroke flag lines overhead on each end of the lap lanes. The backstroke flag stanchions will be 316L stainless steel and 1.9 inch outside diameter.

Lap Lane Dividers

The pool will have 6-inch diameter wave-quelling lap lane dividers separating each lap lane at the water surface. Lap lane dividers will anchor using "flip-up" anchors integrated into the gutter grating.

Drop Slide

The pool will incorporate a drop slide into the deep end of the pool. The drop slide is a short, steep enclosed waterslide providing the feeling of plunging into the water. The slide tower will be constructed with steel,

and the flume will be manufactured with fiberglass. The water supplied to the waterslide will be from and integrated with the pool.

Waterslide (Future)

The pool design will accommodate the potential addition of a body flume waterslide in the future. The tower for the future waterslide could be an addition to the drop slide tower. The waterslide is an open flume and terminates in a runout on the pool deck. The slide tower will be constructed with steel, and the flume will be manufactured with fiberglass. The water supplied to the waterslide will be from and integrated with the pool

Sprays & Features

The zero-depth entry area includes three spray features:

- Water Table: cascading channels of water and weirs and other apparatus to play and manipulate the flow of water.
- Rotating Character Spray: Small spray feature with animalistic character (ie. frog, turtle, or similar) able to be rotated by users
- Four ground geysers: floor flush water nozzles that create a spout of vertical water when activated.

POOL PRECEDENT - WATER TECHNOLOGY, INC.



Underwater Lighting

The pool will be illuminated with LED underwater lighting located in light niches recessed into the pool walls. Illuminating the water with underwater lights is not only aesthetically pleasing but will help to reduce glare on the water surface.

Pool Drains

Water will be partially removed from the pool through dual main drains located at the deepest location of the pool vessel. Piping from the main drains will be connected to facilitate suction forces transferring from one drain to the other in the event of a blockage. All main drains will be VGBA approved prefabricated fiberglass sumps with PVC grate assemblies to minimize regular maintenance. All main drain sumps will contain hydrostatic relief valves as a precaution against the potential damages from high ground water levels. All main drain and pump suction

assemblies will meet the requirements of the Virginia Graeme Baker Pool and Spa Safety Act. Main drains will be piped with an electronic control valve to allow for direct suction through the circulation pump to facilitate draining the pool and enhanced gutter performance.

Pool Water Return

After passing through filtration, water treatment, and heating systems, pool water will be returned to the pools via evenly spaced return floor inlets to provide even distribution without creating turbulence on the water surface.

Pool Circulation & Piping

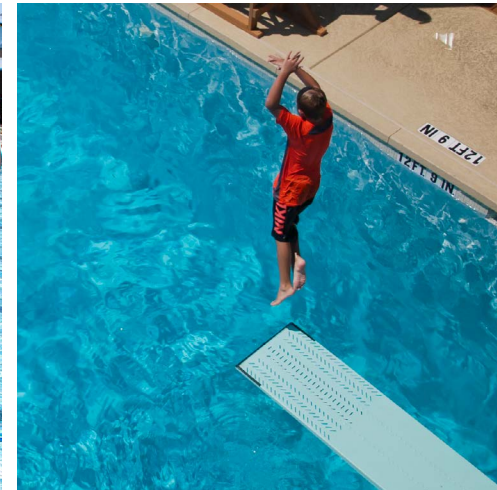
Water from the pool gutters will flow by gravity to a surge tank located in the pool mechanical room. The surge tank will be designed as part of the structural foundation of the building. Within the pool mechanical room and in a pump pit

below the static water level of the pools, flooded-suction three-phase centrifugal circulation pumps will draw a mixture of water from the surge tank and the main drain sumps. The centrifugal circulation pump will force water into the filtration system. Variable frequency drives will be installed on the circulation pumps to minimize energy consumption and optimize operation. The circulation systems will be designed to handle 100% of the required flow through either the gutters or the main drains.

The pool piping for all pressure piping will be Schedule 80 PVC. Gravity pool piping will be Schedule 40 PVC.

Pool Filtration

Pool water for the pool will pass through a pressure regenerative media filter to remove particles and contaminants. The regenerative media filter will filter pool water using perlite



POOL PRECEDENT - WATER TECHNOLOGY, INC.

media and a regenerative “bump” cycle. This cycle mechanically separates media that successfully trapped dirt or debris from cleaner media with remaining filtration capacity. This process prolongs the life and filtration ability of the media cycle and greatly reduces the waste of water. The regenerative cycle will be fully automated to optimize the filtration performance and will be initiated by the operator’s command.

Primary Disinfection

Chemical water treatment is necessary to disinfect and oxidize pollutants and contaminants in the pool water. A residual of free chlorine will be maintained with the automated injection of sodium hypochlorite, or liquid chlorine. Liquid chlorine will be stored in a dedicated chlorine chemical room and injected into the circulation systems with peristaltic pumps at the direction of the chemical controller.

Chemical Balance

With the addition of disinfection chemicals and the impact of dirt and contaminants from the environment and users’ bodies the pH level of the pool water is anticipated to rise. Carbon dioxide will be injected into the circulation system through solenoid valves and a venturi controlled by the automated chemical controller.

Periodically, muriatic acid, or hydrochloric acid, may need to be added to the pool water to decrease alkalinity, and/or decrease the pH level. Other pool chemicals will, at times, also likely be added to the pool water. These chemicals are commonly sodium bicarbonate (to increase alkalinity, also known as Baking Soda), sodium

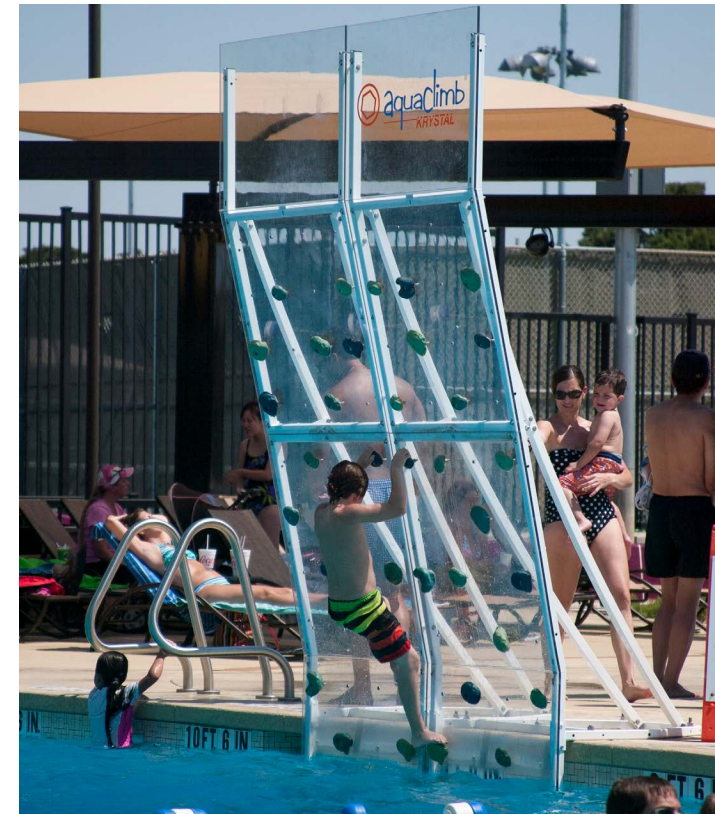
carbonate (to increase pH, also known as Soda Ash), calcium chloride (to increase calcium hardness), sodium thiosulfate (to rapidly decrease chlorine levels), clarifiers, sequestering agents, algaecides, and enzymes. These chemicals will be added manually on an as-needed basis.

Chemical Control

An automated chemical controller will monitor the pool water chemistry for each body of water. The controller will measure Oxidation Reduction Potential (ORP), Parts Per Million of Free Chlorine (PPM), and pH of the pool water. The automated controller will direct the addition and feed rate of disinfection and balancing chemicals through the control of the power to the peristaltic pumps for the sodium hypochlorite and solenoid valves for carbon dioxide.

Pool Heating

The pool will be heated using high efficiency, non-condensing, gas-fired pool water heaters with cupro-nickel tube heat exchangers. The water temperature for the pool is anticipated to be maintained at the following: 82°F to 86°F.



POOL PRECEDENT - WATER TECHNOLOGY, INC.

Building Character & Architectural Expression

The architectural character of the facility draws directly from Condon’s agricultural and industrial vernacular. Building forms, materials, and detailing reference the mills, silos, and utilitarian structures that define the region’s history and landscape.

- Standing seam metal roofs and wall panels reflect the textures, rhythms, and colors of historic agricultural buildings.
- Dark charcoal CMU walls provide a durable, cost-effective base that references the region’s basalt geology.
- Wood elements, including glulam beams and purlins, support the roof structure and entry canopy, creating warm, biophilic moments at key transitions.
- Cross-Laminated Timber (CLT) panels are layered over CMU walls to soften interior spaces and express regional material identity.

The bathhouse masses are expressed as solid, perpendicular wall planes, reinforcing a sense of permanence. Carefully placed slots and openings infilled with translucent glazing bring diffused natural light into locker rooms while maintaining privacy. Clerestory windows above shower areas introduce daylight deep into the building, significantly reducing the need for artificial lighting during operating hours.

As a seasonal facility, public spaces are designed to be naturally ventilated, eliminating the need for artificial heating or cooling in most areas and aligning with the project’s sustainability goals.

The concept design reflects a thoughtful balance of community input, site responsiveness, operational efficiency, and architectural character. By leveraging adjacency to existing recreation assets, responding to environmental forces, and grounding the design in local materials and forms, the Condon Community Pool is positioned as a functional, welcoming, and enduring community asset.



Sustainable Design Strategies

Sustainability is a core design objective for the proposed seasonal pool and bathhouse, with an emphasis on reducing embodied carbon, minimizing operational energy use, and utilizing durable, regionally appropriate materials. The strategies outlined below are tailored to the facility’s seasonal operation, rural context, and long-term stewardship goals.

Low-Carbon and Regionally Sourced Materials

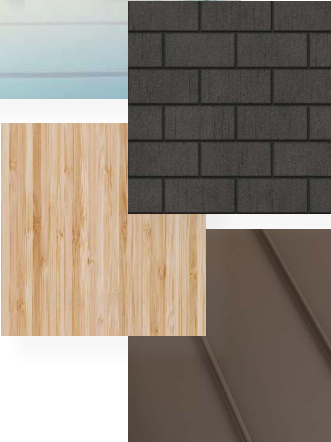
The project prioritizes the use of regionally sourced materials from the Pacific Northwest, reducing transportation-related emissions while supporting local industries. Primary building materials will include concrete masonry units (CMU) and selectively integrated mass timber components, where appropriate, to provide durability, constructability, and reduced environmental impact.

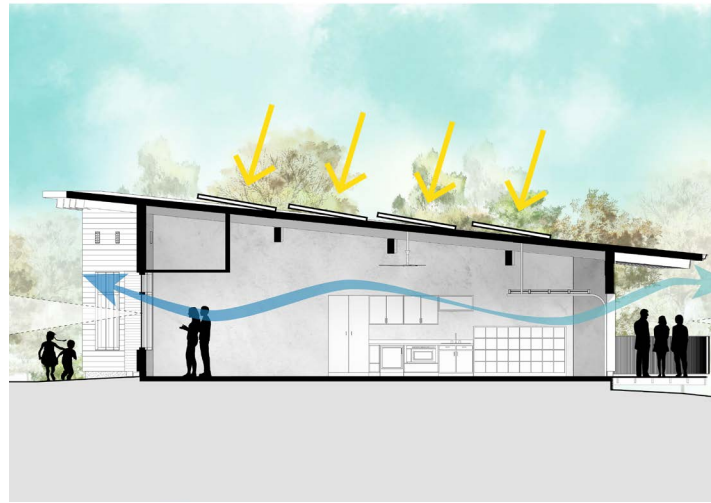
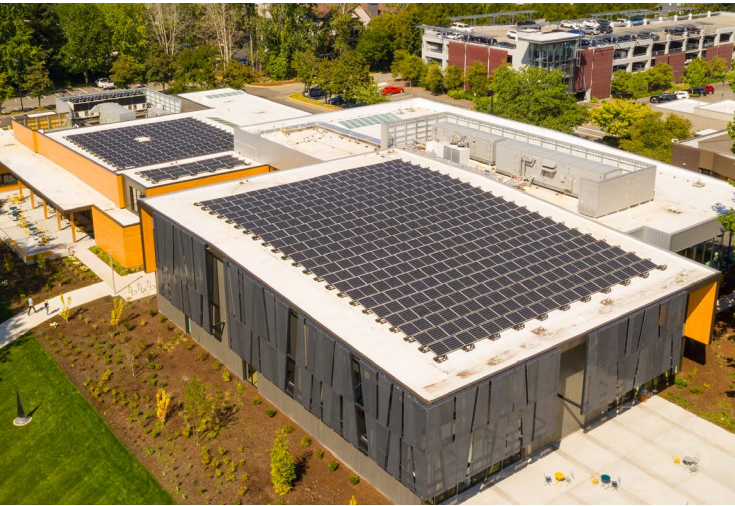
To address the significant embodied carbon associated with concrete, the project should specify low-carbon concrete mixes by replacing a portion of traditional Portland cement with supplementary cementitious materials such as fly ash, ground granulated blast furnace slag, and silica fume. These substitutions significantly reduce greenhouse gas emissions while maintaining structural performance and durability.

Materials with high recycled content will be prioritized throughout the project, including steel components, CMU, insulation, and site furnishings, further reducing the facility’s overall environmental footprint.



MATERIALS INPIRED BY CONDON





OPSIS ARCHITECTURE - SUSTAINABILITY

Energy-Efficient Building Systems

Given the seasonal nature of the facility, the bathhouse should be designed with simple, efficient mechanical systems sized only for occupied periods. Ductless mini-split heat pump systems can provide highly efficient heating and cooling for staff, office, and first aid spaces, allowing zones to be conditioned only when needed. This approach reduces energy consumption, maintenance requirements, and first costs compared to traditional centralized systems.

Lighting throughout the facility should utilize high-efficiency LED fixtures, significantly reducing energy demand and maintenance while improving light quality. Controls such as occupancy sensors and daylight-responsive dimming would further optimize performance.

Daylighting and Natural Ventilation

The bathhouse design should embrace natural daylighting strategies to reduce reliance on artificial lighting during daytime operation. Translucent wall systems, clerestory windows, and carefully placed openings will allow daylight to penetrate interior spaces while maintaining privacy and security.

Natural ventilation strategies should be integrated wherever feasible, using operable windows, louvers, and cross-ventilation to provide thermal comfort during summer months. This passive approach aligns with seasonal use patterns and reduces dependence on mechanical cooling systems.

Healthy Indoor Environments

All interior finishes should prioritize low-emitting materials, including low-VOC paints, sealants, and coatings, to promote healthy indoor air quality for patrons and staff. These strategies support occupant wellness while aligning with widely recognized green building standards.

Long-Term Durability & Stewardship

Material selections and construction methods are focused on durability, ease of maintenance, and long service life, all key considerations for public facilities with limited operational budgets. By balancing robust materials with energy-efficient systems and passive design strategies, the project will minimize lifecycle costs while maximizing long-term value.

Pathway to Net Zero Energy for a Seasonal Community Pool & Bathhouse

A seasonal community pool and bathhouse presents a strong opportunity to achieve Net Zero Energy (NZE) when paired with on-site renewable energy generation such as solar and small-scale wind. Because the facility operates primarily during the summer months which is when renewable energy production is at its peak, energy demand and energy generation are naturally aligned.

1. Energy Demand Reduction (Efficiency First): Achieving Net Zero begins with minimizing energy demand through efficient design and operations.

Key strategies include:

- High-performance building envelope for the bathhouse and support spaces, including enhanced insulation, air sealing, and durable materials suited for seasonal use.
- Efficient mechanical systems, such as high-efficiency pool heaters, variable-frequency drives on pumps, and energy-efficient ventilation systems sized appropriately for seasonal operation.
- LED lighting throughout the facility, including pool deck and support spaces, paired with daylighting strategies where feasible.
- Right-sized program and support spaces, limiting unnecessary square footage and reducing long-term operational loads.
- Reducing baseline energy consumption lowers the amount of renewable energy required to offset facility use.

2. Solar Energy Generation: On-site solar photovoltaic (PV) systems can provide a significant portion of the facility's annual energy needs.

- Rooftop Solar: Solar panels can be installed on the bathhouse roof, pool mechanical building, and shade structures.
- Solar Canopies: Parking lot carports can incorporate PV panels, providing both energy generation and shaded parking.
- Seasonal Alignment: Solar production is highest during summer months, coinciding with peak pool operation and energy demand.
- Net Metering: Excess energy generated during daytime hours can be exported to the grid and credited against evening or off-season use.
- Solar generation is typically the primary renewable energy source for achieving Net Zero at seasonal aquatic facilities.

3. Wind Energy Generation: Where wind resources are favorable, small-scale wind turbines can complement solar generation:

- Distributed Wind Turbines: Low-profile or mid-height turbines can be strategically placed to capture prevailing winds without creating visual or noise impacts.
- Seasonal and Diurnal Balance: Wind energy often peaks during early morning, evening, and shoulder seasons, helping balance solar generation.
- Educational and Civic Identity: Visible wind turbines can reinforce the City's sustainability goals and serve as an educational feature.
- When combined with solar, wind generation increases resiliency and reduces reliance on a single energy source.

4. Electrification and Low-Carbon Systems: To fully realize Net Zero goals, the facility should prioritize electrification wherever feasible:

- Electric pool equipment and controls where available.
- Heat pump systems or hybrid systems for domestic hot water and space conditioning.
- Electric vehicle (EV) charging stations, powered in part by on-site renewables, to support future transportation trends.
- Reducing or eliminating fossil fuel use simplifies the path to Net Zero and supports broader climate action goals.

5. Energy Storage and Grid Integration

- Grid-interactive design allows the facility to draw from the grid when necessary while exporting surplus renewable energy during high-production periods.
- Seasonal Net Zero Accounting: While the pool may not be energy-neutral every hour of operation, annual net energy production can offset total consumption.

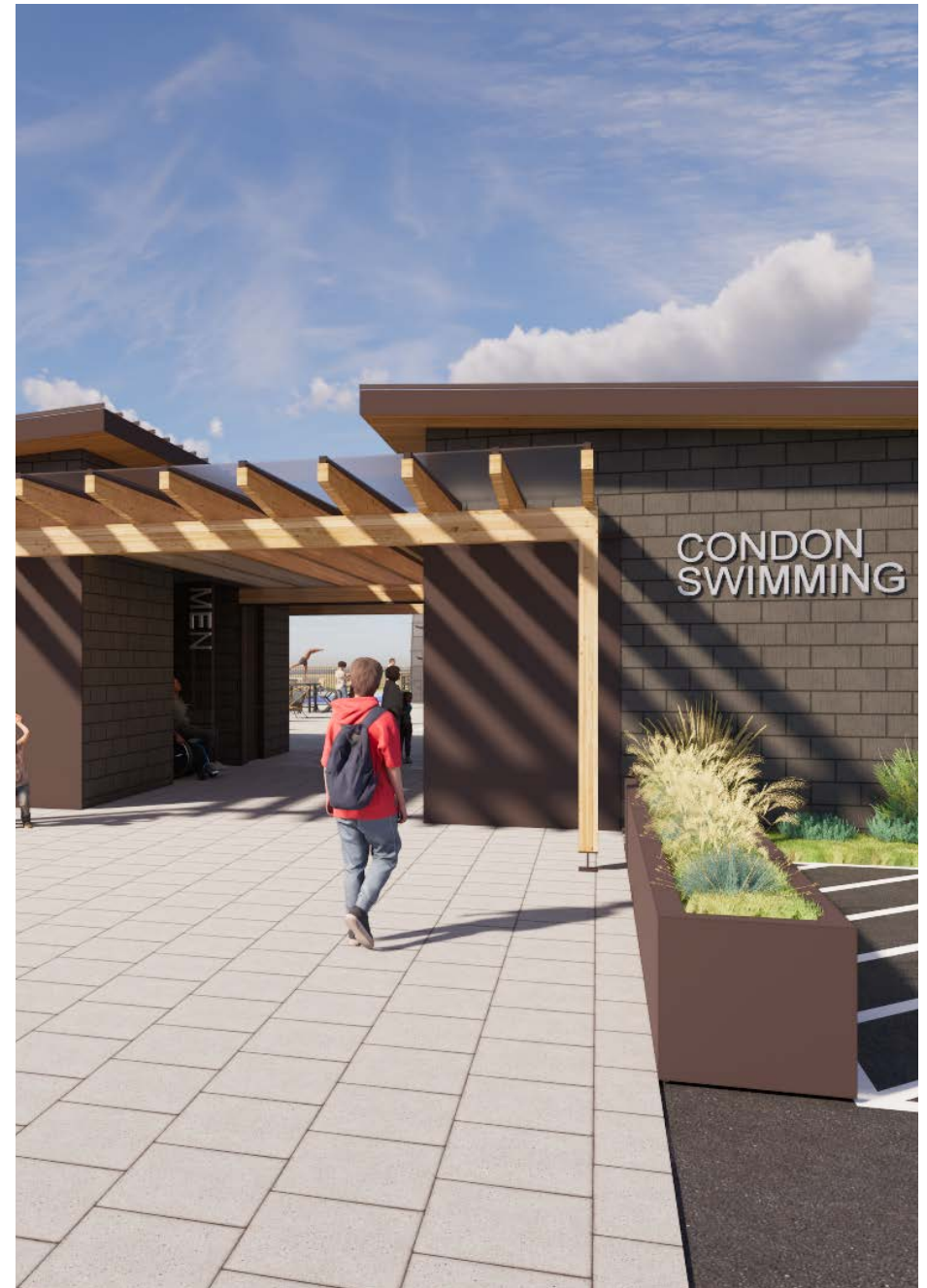
6. Seasonal Operations Advantage: Seasonal operation is a key advantage for achieving Net Zero:

- Energy-intensive systems are active primarily during summer, when renewable generation is strongest.
- Off-season energy use is minimal, allowing surplus renewable energy credits to offset operational periods.
- Maintenance and commissioning can be aligned with the operating season to ensure peak performance.

7. Certification and Documentation: Net Zero certification can be achieved through recognized frameworks such as:

- International Living Future Institute (ILFI) Zero Energy Certification
- LEED Zero Energy
- State or utility-recognized Net Zero Energy standards
- Certification requires:
 - Modeled and measured energy performance
 - Documentation of renewable energy generation
 - Verification that annual energy production equals or exceeds annual energy consumption

With an efficient first design approach, strategic use of on-site solar and wind generation, and the inherent advantages of seasonal operation, a community pool and bathhouse can realistically achieve Net Zero Energy. Doing so not only reduces long-term operating costs but also positions the facility as a regional model for sustainable, resilient public infrastructure and supports grant eligibility, community pride, and long-term environmental stewardship.





Cost Model



Cost Model

Capital building and site construction costs were developed by Triplett Wellman Contractors and reflect current market conditions. The cost model includes appropriate design and construction contingencies and is based on a nine to 12-month construction duration.

Sitework costs include the pool shell, all pool equipment, and associated on-site improvements required to deliver a complete aquatic facility. Based on the selected construction type and building size, the cost model assumes that fire sprinkler systems are not required. The full feasibility study cost plan is included in the appendix.

Soft costs were developed using an industry-standard 20% allowance applied to construction costs for a project of this scale. These costs include architectural and engineering services, permitting, furniture, fixtures, and equipment (FF&E), and applicable taxes. When combined with construction costs, the soft costs represent the total project investment required to deliver a fully operational facility.

Operational costs were developed by Ballard*King & Associates and include staffing, supplies, maintenance, and utilities. Revenue assumptions are based on current market conditions and user fees and are intended to offset, but not fully recover, annual operating expenses. Net annual operating costs are summarized in the following tables, with detailed operational plans provided in the appendix.

Building	\$	3,205,350
Site Work	\$	5,978,164
Const. Cost	\$	9,183,514
Soft Cost	\$	1,836,703
Total Project	\$	11,020,217

Expense	\$	77,000
Revenue	\$	20,000
*Subsidy	\$	57,000
Cost Recovery		26%

*Subsidy = Net Annual Operating Cost
 Capital estimates are rounded to nearest \$1,000
 Operating estimates are rounded to nearest \$1,000





Appendix



Appendix Contents

Precedent Pools

Material Palette

Architecture Concept Designs

Site Evaluation Matrix

B*K Condon Market Report

B*K Condon Operations Report

WTI Evaluation Report

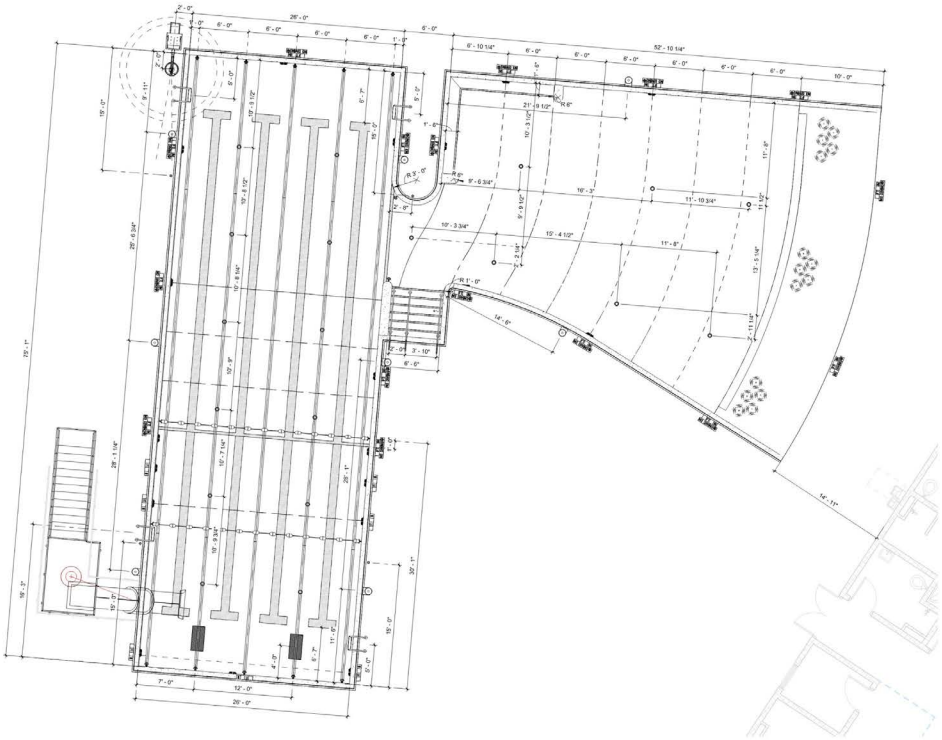
TW Cost Estimate



Precedent Pools

Pool Precedent

Blue Ridge Pool + Splash Pad | Blue Ridge, GA



Amenities

- 3,600 SF Lifestyle Pool
- 4 Lap Lanes
- Zero Depth Entry
- Drop Slide
- 1,700 SF Splash Pad
- Safety Surface Flooring
- Water Table

Capital Cost

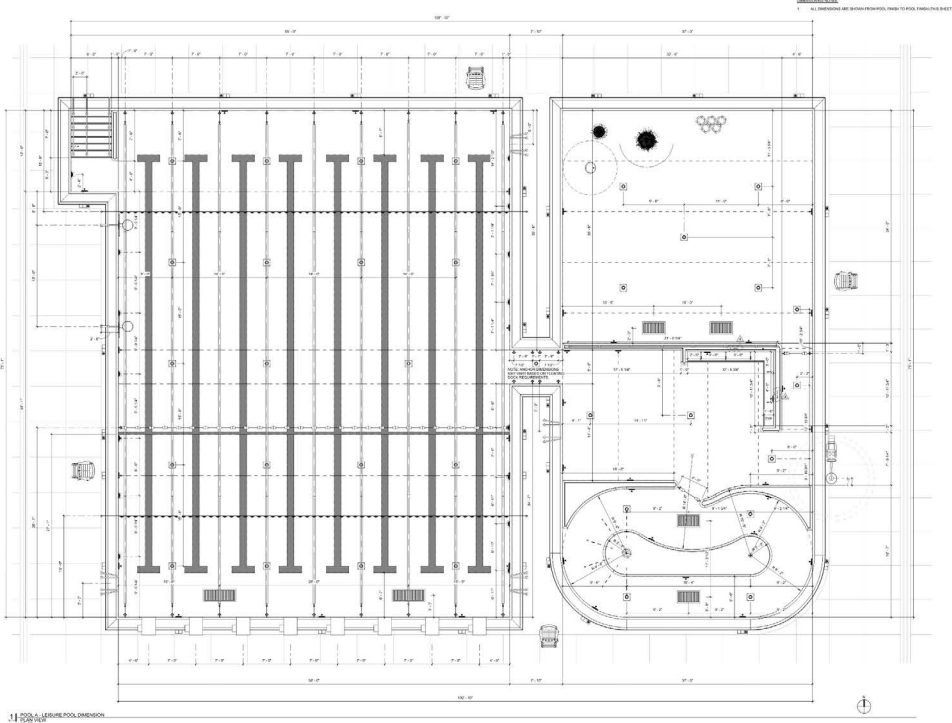
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Operational Cost

\$\$

Pool Precedent

Selah Aquatic Center | Selah, WA



Amenities

- 6,978 SF Leisure Pool
- 8 Lap Lanes
- Flat 4' Deep Area for Water
- Exercise Current Channel
- Zero Depth Entry
- Variety of Sprays & Geysers
- Basketball Hoop
- Underwater Seating

Capital Cost

\$\$

Operational Cost

\$\$

Pool Precedent

Suncadia Nelson Farm Pool | Cle Elum, WA



Amenities

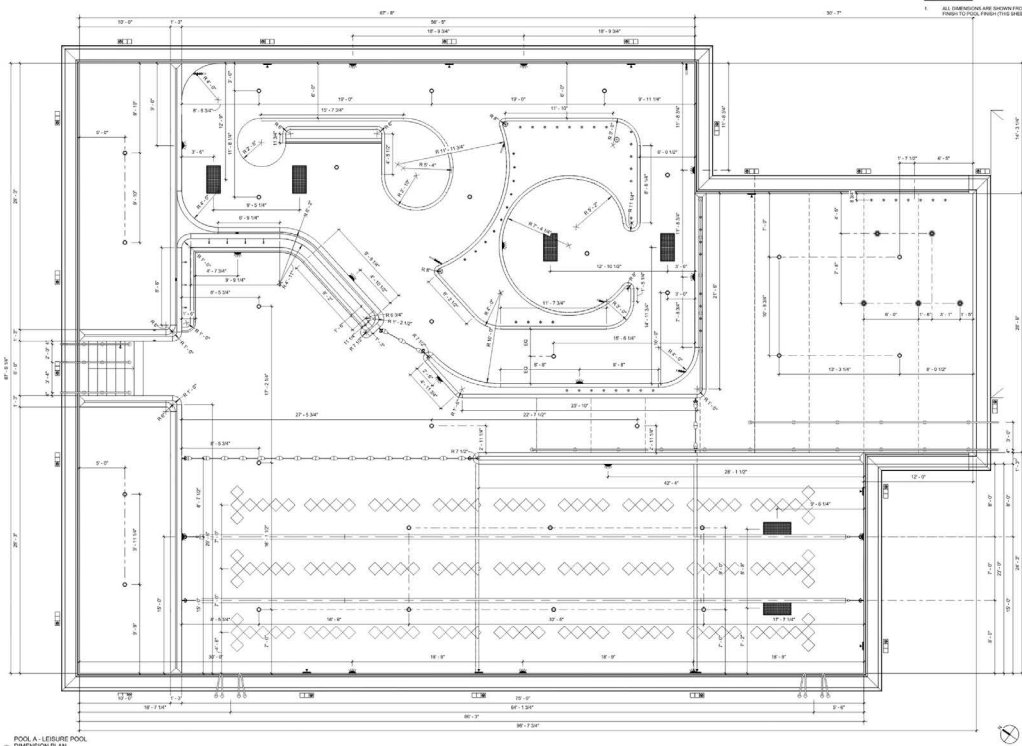
- 5,246 SF Leisure Pool
 - Current Channel with Vortex
 - River Propulsions
 - Variety of Sprays and Gushers
 - Hydrojet Benches
 - 3 Lap Lanes
- 347 SF Whirlpool with
 - 28 Hydrojets
- 2,848 SF Splash Pad with
 - 4 Different Types of Spray Features

Capital Cost

\$\$

Operational Cost

\$\$

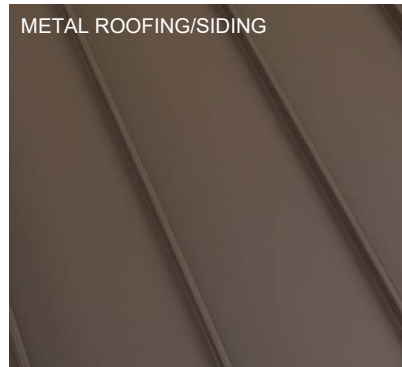




Material Palette

Materials Palette

Condon Municipal Pool

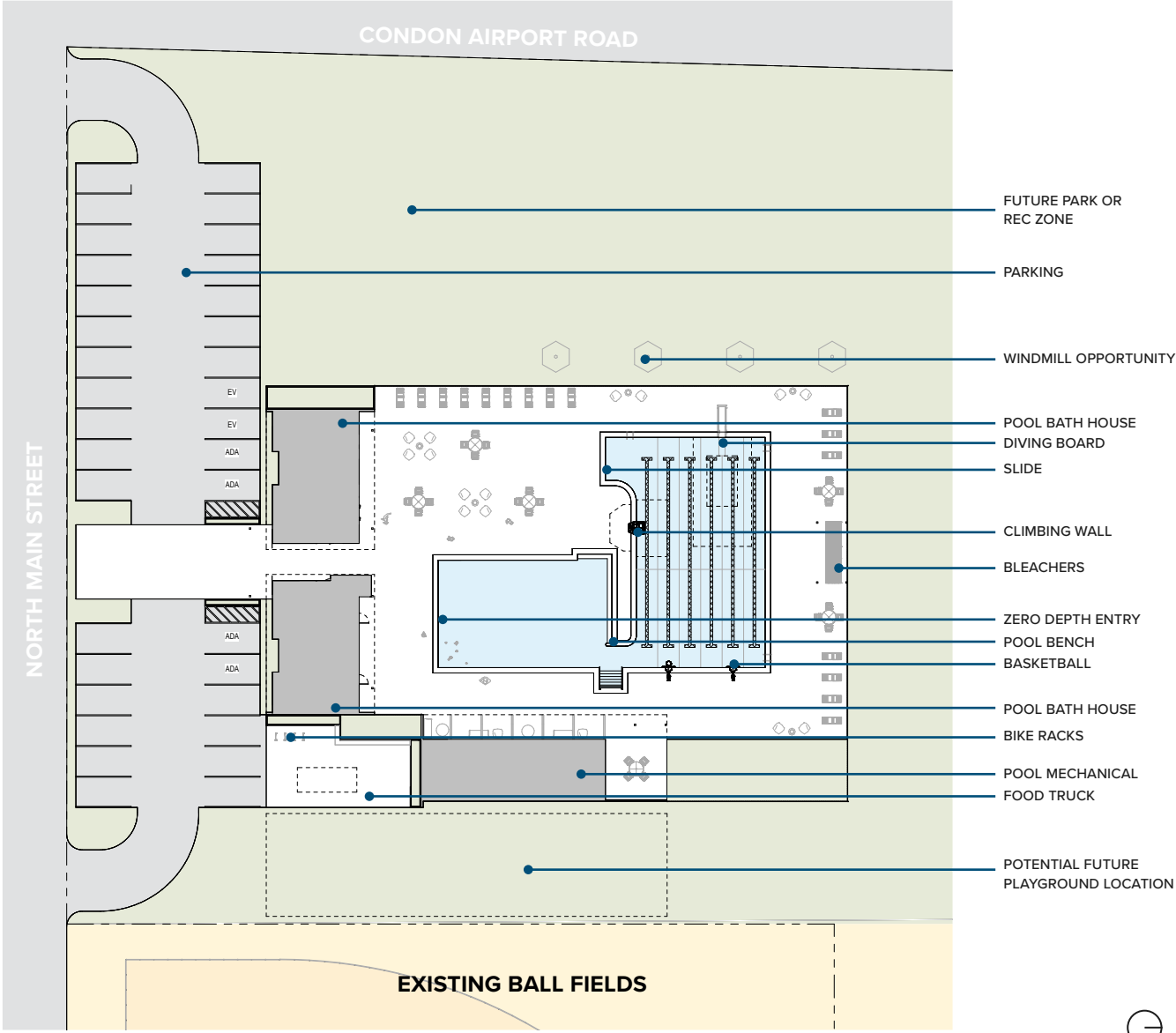




Architecture Concept Designs

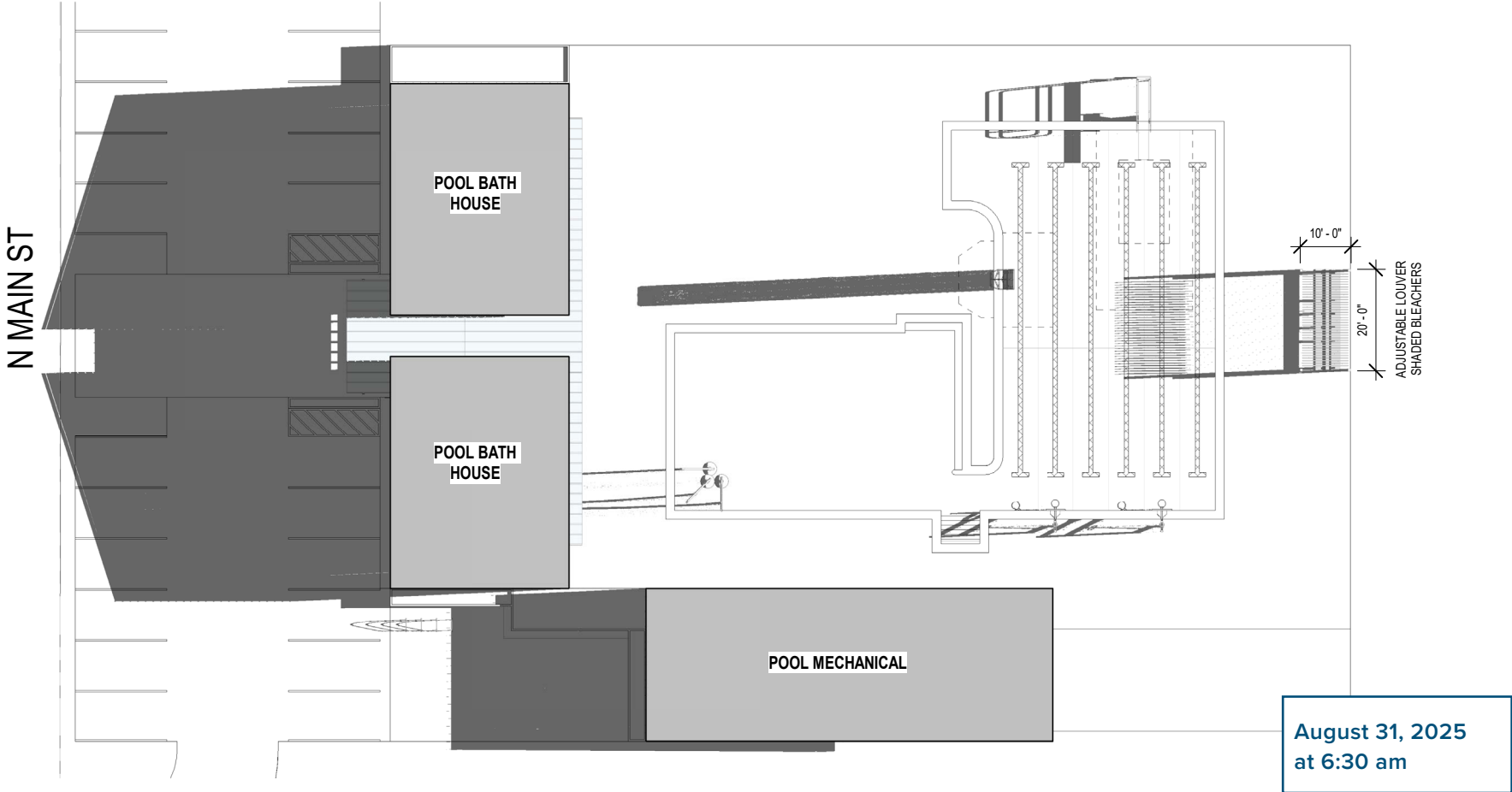
Site Plan

North Industrial Site



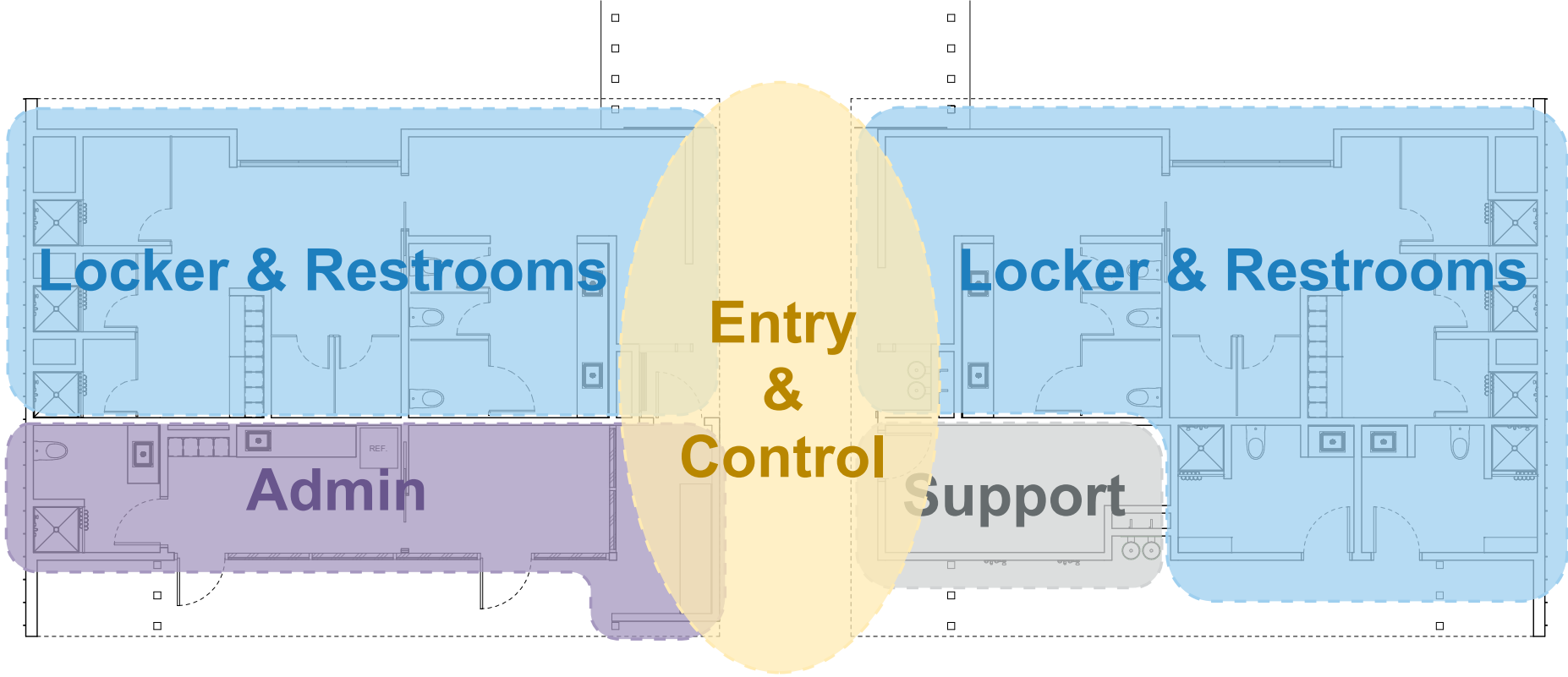
Shadow Study

North Industrial Site

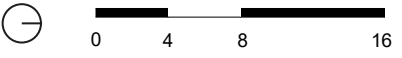


Pool Bathhouse Program Diagram

Condon Municipal Pool

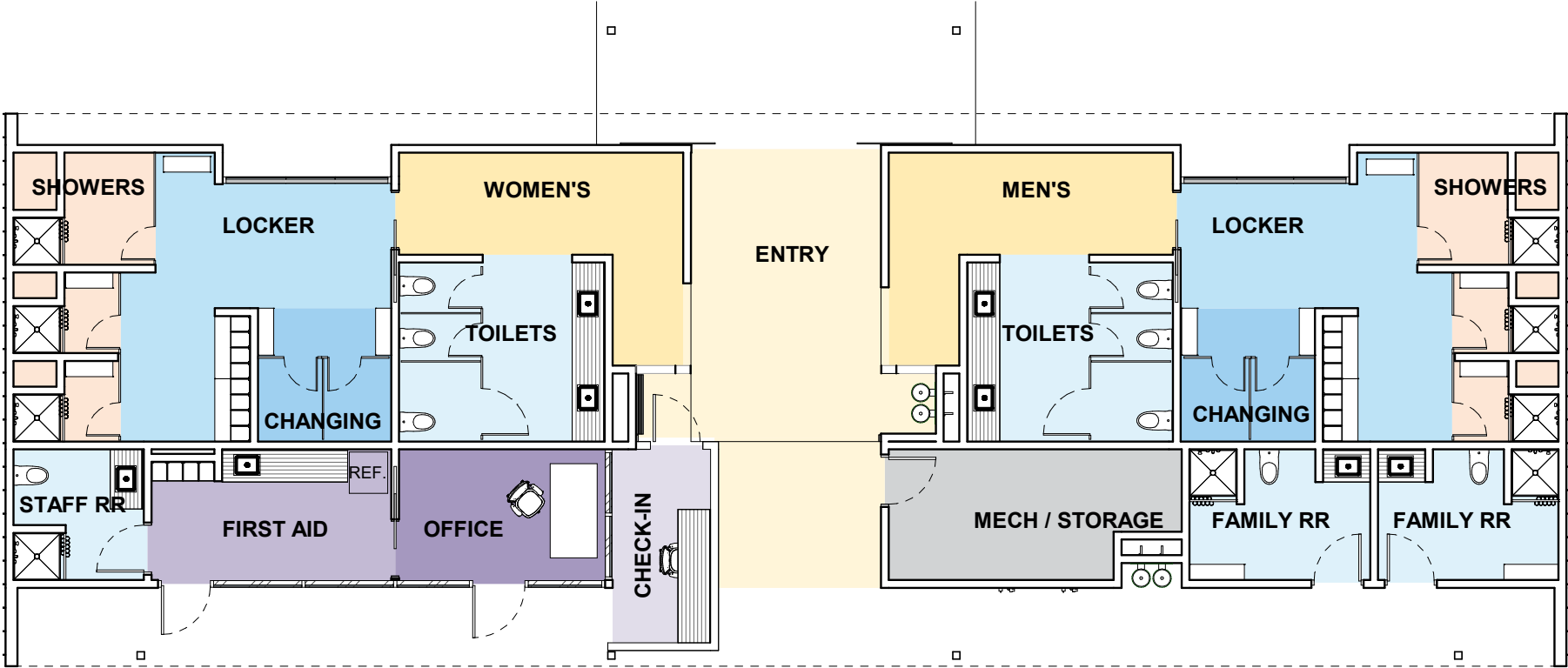


LEVEL 00

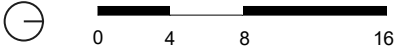


Pool Bathhouse Plan

Condon Municipal Pool

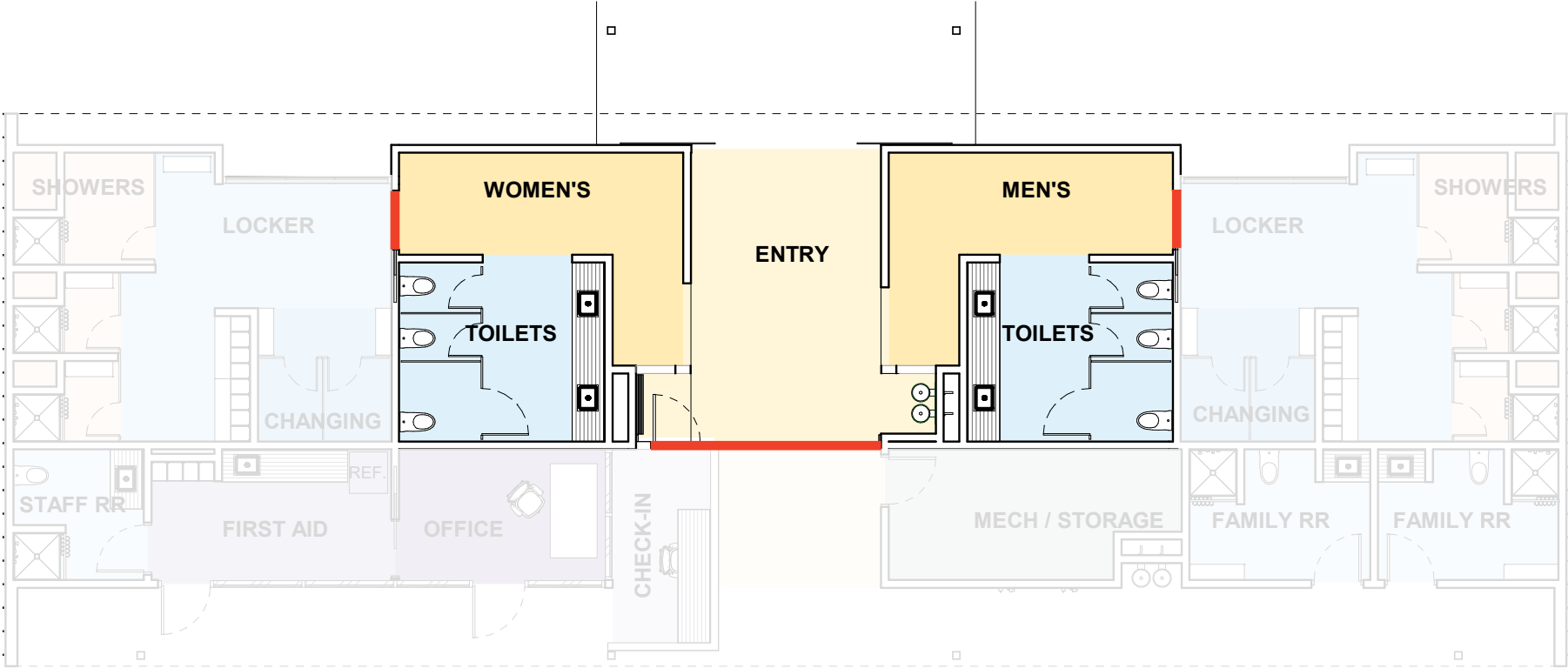


LEVEL 00

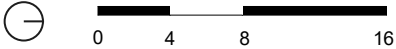


Pool Bathhouse Plan - Off Season Use

Condon Municipal Pool



LEVEL 00



Entry Approach

Condon Municipal Pool



Pool Looking West

Condon Municipal Pool



Shaded Seating Looking Northwest

Condon Municipal Pool



Check-in

Condon Municipal Pool



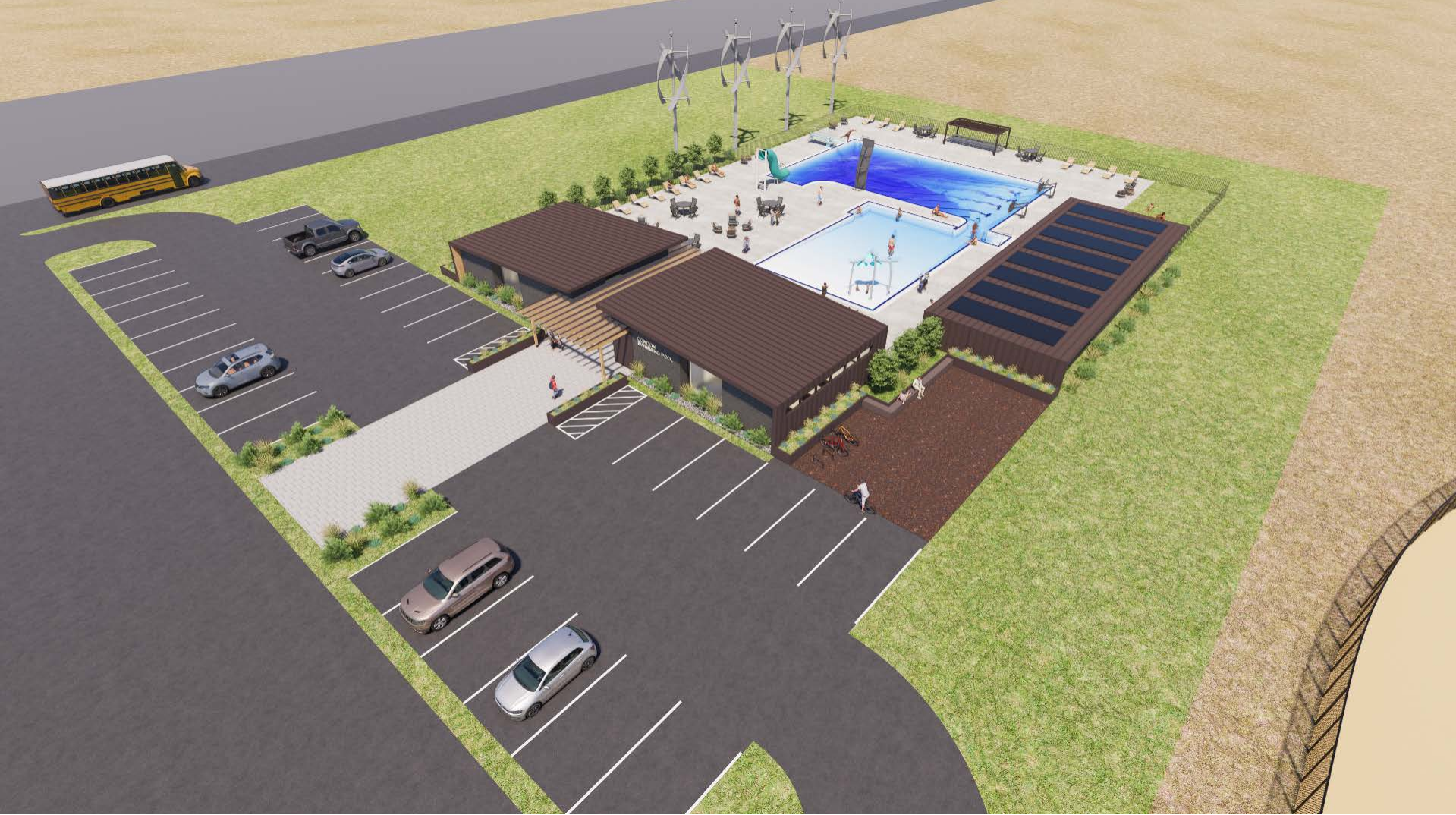
Parking Approach

Condon Municipal Pool



Southwest Aerial

Condon Municipal Pool





Site Evaluation Matrix



B*K Condon Market Report

Market Overview

Ballard*King & Associates (B*K) has been contracted by Opsis Architecture to complete a market assessment for Condon Oregon for an aquatics study. B*K is a recreation consulting and facility planning firm based out of Denver, CO specializing in feasibility studies, master plans, operational assessments, and provide some short-term management solutions and in the parks and recreation industry.

The intent of the study is to understand the potential to develop and diversify the aquatic recreational and instructional opportunities for residents of Condon and the surrounding area. The initial aspects of the study include a demographic assessment of the region, review of existing recreation providers in the area and trends in aquatics. A future task will be developing an operation pro-forma. That information then informs the City of Condon of the investment needed for the annual operation of the facility. It is important to note that B*K is a third-party, independent group. They are not affiliated with a firm that may receive a financial benefit from the project moving into construction.

Key Indicators

B*K accesses demographic information from Environmental Systems Research Institute (ESRI), who utilizes 2020 Census data and their demographers for 2025-2030 projections, and the National Sporting Goods Association (NSGA), who estimates participation in various activities.

When completing feasibility studies for an aquatic center there are two data points that B*K uses to predict the *financial* success of the facility; a population of 25,000+ in the primary service area, and a higher median household income. If the primary service area meets these data points, our experience would indicate that a facility has the possibility of significant cost recovery. If those data points are not met, it does not mean that it won't be embraced and heavily used by the community, but it does mean that achieving significant cost recovery will be much more challenging.

Population: While the facility would be in Condon, facility would have a Primary Service Area of an approximate 60+ minute drive. The population within the Primary Service Area (4,098) is small to support an outdoor aquatic center. Population size is important because a sufficient size base is necessary to provide the use and attendance. Larger populations are more likely to support diverse user groups which improve program participation and utilization.

Median Income: one of the goals of this feasibility study is for the pool to be as operationally efficient as possible. Condon and the Primary Service Area has a lower median household income than the State and National number.

B*K would identify the median household income as a challenge for revenue generation within the facility.

Median Age: For purposes of an aquatic study, the preference is for median age to be lower than the national number, indicating the presence of families with young children. Condon and the Primary Service Area median age is significantly lower than both the State and National figures. In the service area identified in the study there are 29.6% of households with children present, which is similar to the State (27.6%) and National number (29.9%) numbers. Swimming is heavily participated in by youth so their presence influences the program and potential visits. However, much like exercise walking and exercising with equipment, swimming is an activity that all age categories can participate in. Also, one of the reasons communities invest in pools is to provide recreation for youth, water safety, lifelong wellness activities and a cooling spot

Given the median age and households with children data, B*K would identify these metrics as positive attributes regarding the long-term success of an outdoor aquatic center.

Other important demographic notes:

- The Diversity Index of Condon is 35.5, which is lower than the State. While there are not significant Hispanic or Black populations, pools tend to draw from a large range of populations.
- The Market Potential Index (MPI) for adults that participate in swimming is significantly higher than the national number (10%), and accounts for 18.0% of the adult population.

Participation Statistics

Using NSGA data to overlay onto the demographic profile to determine potential participation in various activities, the following observations are made:

- When that percentage of swimmers is applied to the population of Condon Primary Service Area, aged 7 and up, it equals 693 individuals that participate in swimming in 2024.
- Taking that information one step further and using frequency tables produced by the NSGA, B*K can determine that the 693 individuals that swim, would account for approximately 24,842 pool visits during a calendar year. Those visits are not specific to one facility.
- Another important statistic to consider when looking at pool visits is the fact that 16% of people participating in swimming are looking for an organized activity, while 84% are in search of unorganized use. This further emphasizes the need for the leisure components within a pool.
- In most cases facilities hope to capture between 10-15% of the market within the identified primary service area.

Sports Participation Summary

Sport	Nat'l Rank ¹	Nat'l Participation (in millions)
Exercise Walking	1	105.1
Hiking	2	54.9
Exercising w/ Equipment	3	50.7
Swimming	4	46.9
Bicycle Riding	5	40.6

Participation by Age Group

Top 3 age groups participating

Activity	Largest	Second Largest	Third Largest
Swimming	55-64	12-17	7-11

Alternative Providers

There are few aquatic facilities in the Central Oregon Region. The ones that exist are beyond the Primary Service Area of Condon. Due to the distance to these other facilities, Condon has the opportunity to be the provider of choice for providing a pool and aquatics if the appropriate facility program is developed. Each of the other facilities provide both lap swimming and recreational amenities such as zero depth, diving boards and/or slides.

Aquatic Trends

The traditional pool uses of competitive swimming and diving are important and significant users of pools. Users are typically looking for consistent availability for lap swimming and water fitness. Recreation/Leisure pools continue to be a very popular trend as they expand the user groups. The shallow water is less intimidating than a traditional lap pool and many times additional features create greater experiences. Pools that incorporate both lap lanes and recreation amenities accommodate multiple programs simultaneously, and typically offer something for the full age spectrum over the course of a day.

Conclusion

The market conditions suggest support for an outdoor pool. Consideration needs to be given for additional recreation/leisure activities for a pool to increase use by those under 18. A critical element will be providing a learn to swim program. The facility will require annual investment from the community, sponsors and/or donors. The proposed facility, depending on the final program, could position the City to enhance the quality of life for residents and become an identifying landmark.

¹ This rank is based upon the 58 activities reported on by NSGA in their 2024 survey instrument.

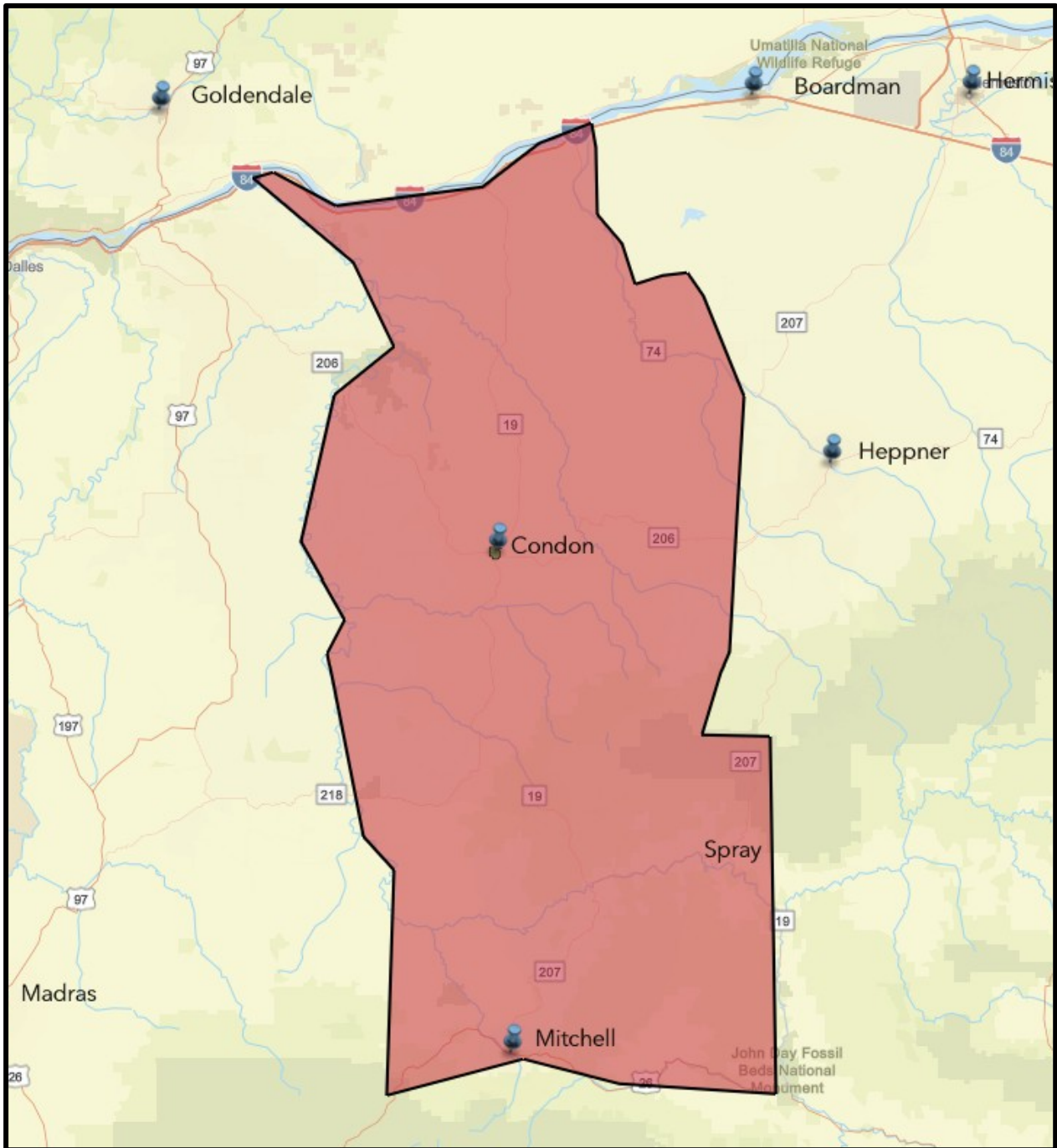
Section I – Demographic Analysis

Ballard*King & Associates (B*K) has been contracted by Opsi Architecture to complete a market assessment for Condon, OR for their Parks Plan. The first step to complete this scope of work is to determine a service area for analysis and recreation/leisure activities. The information provided includes the basic demographics and data for Condon with comparison data for the State of Oregon and the United States. Use by individuals outside of this area will be much more limited and will focus more on special activities or events.

Service areas can flex or contract based upon proximity to major thoroughfares. Other factors impacting the use of programs and services as it relates to driving distance are the presence of alternative service providers in the service area. Alternative service providers can influence participation, membership, daily admissions, and the associated penetration rates for programs and services.

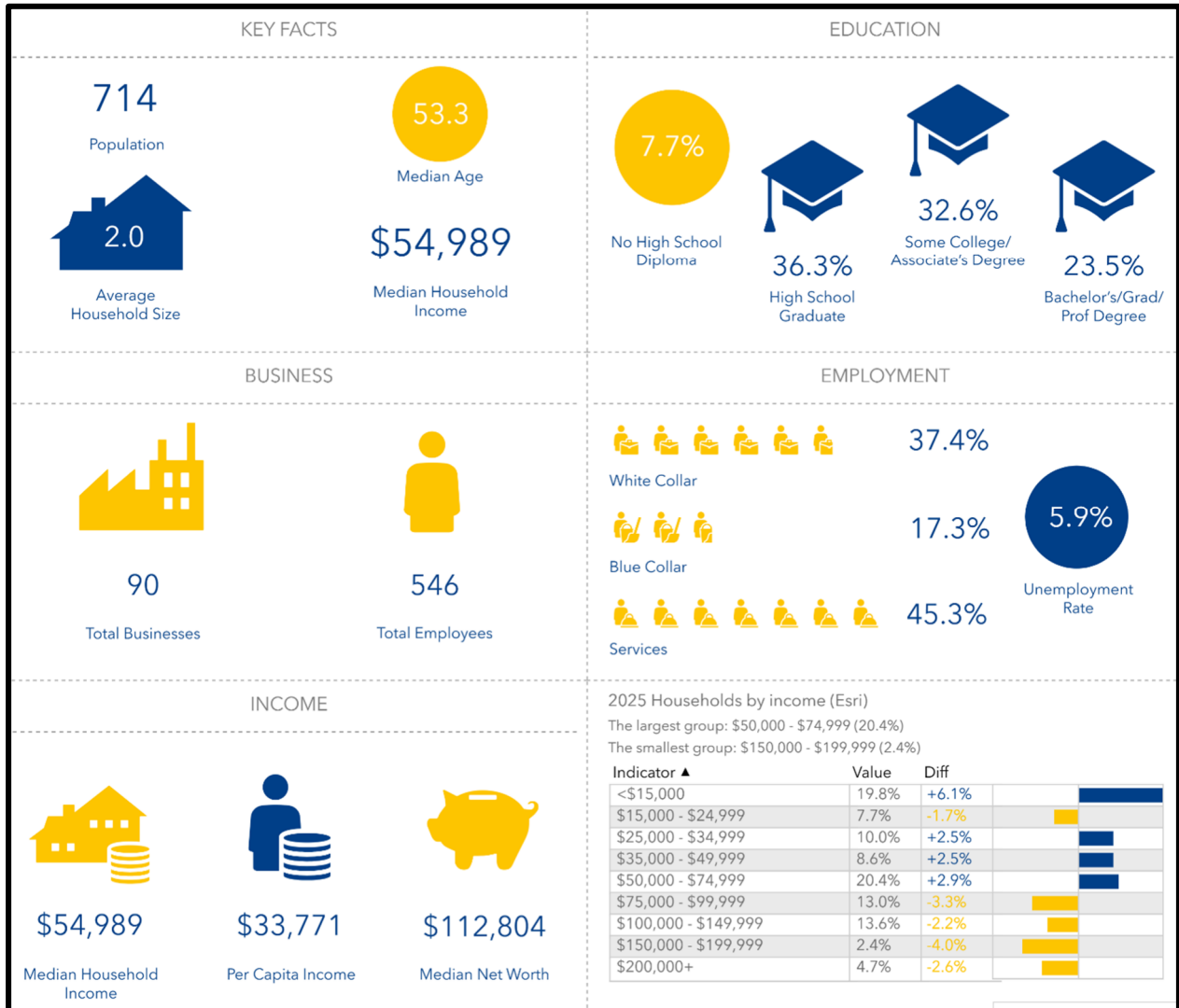
B*K accesses demographic information from Environmental Systems Research Institute (ESRI) who utilizes 2020 Census data and their demographers for 2025-2030 projections. In addition to demographics, ESRI also provides data on housing, recreation, and entertainment spending and adult participation in activities. B*K also uses information produced by the National Sporting Goods Association (NSGA) to overlay onto the demographic profile to determine potential participation in various activities.

Service Area Map



- Red Boundary – Primary Service Area

Infographic



Households by Income comparison uses the City of Condon and compares it to Gilliam County.

Demographic Summary

	City of Condon	Primary Service Area
Population:		
2020 Census ²	711	4,134
2025 Estimate	714	4,098
2030 Estimate	710	4,103
Households:		
2020 Census	338	1,813
2025 Estimate	339	1,817
2030 Estimate	337	1,811
Families:		
2020 Census	198	1,173
2025 Estimate	190	1,144
2030 Estimate	210	1,133
Average Household Size:		
2020 Census	2.04	2.26
2025 Estimate	2.04	2.24
2030 Estimate	2.04	2.25
Ethnicity:		
Hispanic	4.5%	7.4%
White	89.2%	85.9%
Black	0.4%	0.3%
American Indian	0.4%	1.8%
Asian	0.4%	0.6%
Pacific Islander	0.0%	0.3%
Other	1.4%	2.5%
Multiple	8.1%	8.6%
Median Age:		
2020 Census	55.9	50.3
2025 Estimate	53.3	50.8
2030 Estimate	55.4	51.5
Median Income:		
2025 Estimate	\$54,989	\$61,835
2030 Estimate	\$62,792	\$69,941

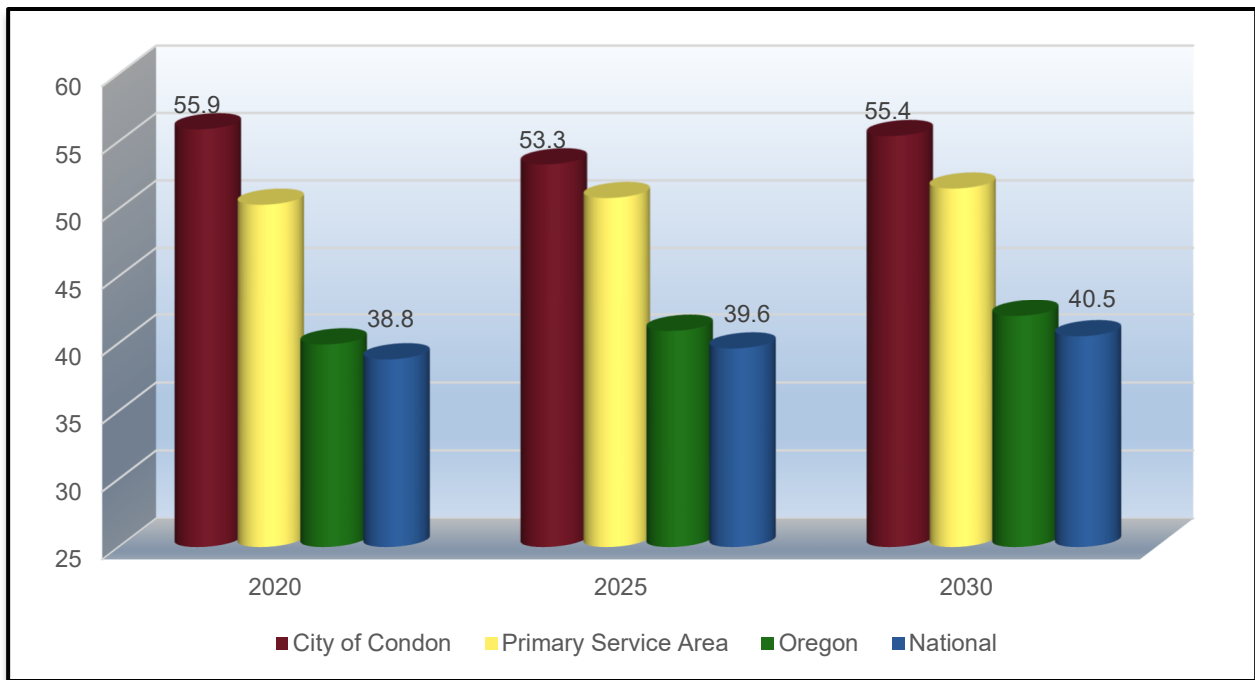
² From the 2010-2020 Census, the City of Condon experienced a population increase of 4.2% and the Primary Service Area experienced a 4.0% increase.

Age and Income: The median age and household income levels are compared with the national number as both factors are secondary determiners of participation in recreation activities. The lower the median age, the higher the participation rates are for most activities. The level of participation also increases as the median income level goes up.

Table A – Median Age:

	2020 Census	2025 Projection	2030 Projection
City of Condon	55.9	53.3	55.4
Primary Service Area	50.3	50.8	51.5
Oregon	39.9	40.9	42.0
National	38.8	39.6	40.5

Chart A – Median Age:



The median age in the City of Condon is higher than the State of Oregon and the National number. Parks and recreation activities, programs and events draw a large demographic but tend to be most popular with youth and their parents. Grandparents are becoming an increasing part of the household though, as they care for and are involved with their grandchildren, and are concerned about their own physical, mental, and social activities.

The following chart provides the number of households and percentage of households in the City of Condon with children.

Table B – Households w/ Children

	Number of Households w/ Children	Percentage of Households w/ Children
City of Condon	40	11.1%
Primary Service Area	357	29.6%
Oregon	-	27.6%
National	-	29.9%

The information contained in Table-B helps further outline the presence of families with children. As a point of comparison in the 2025 USA Projection, 29.9% of households nationally had children present.

Median Age by Census Block Group Map

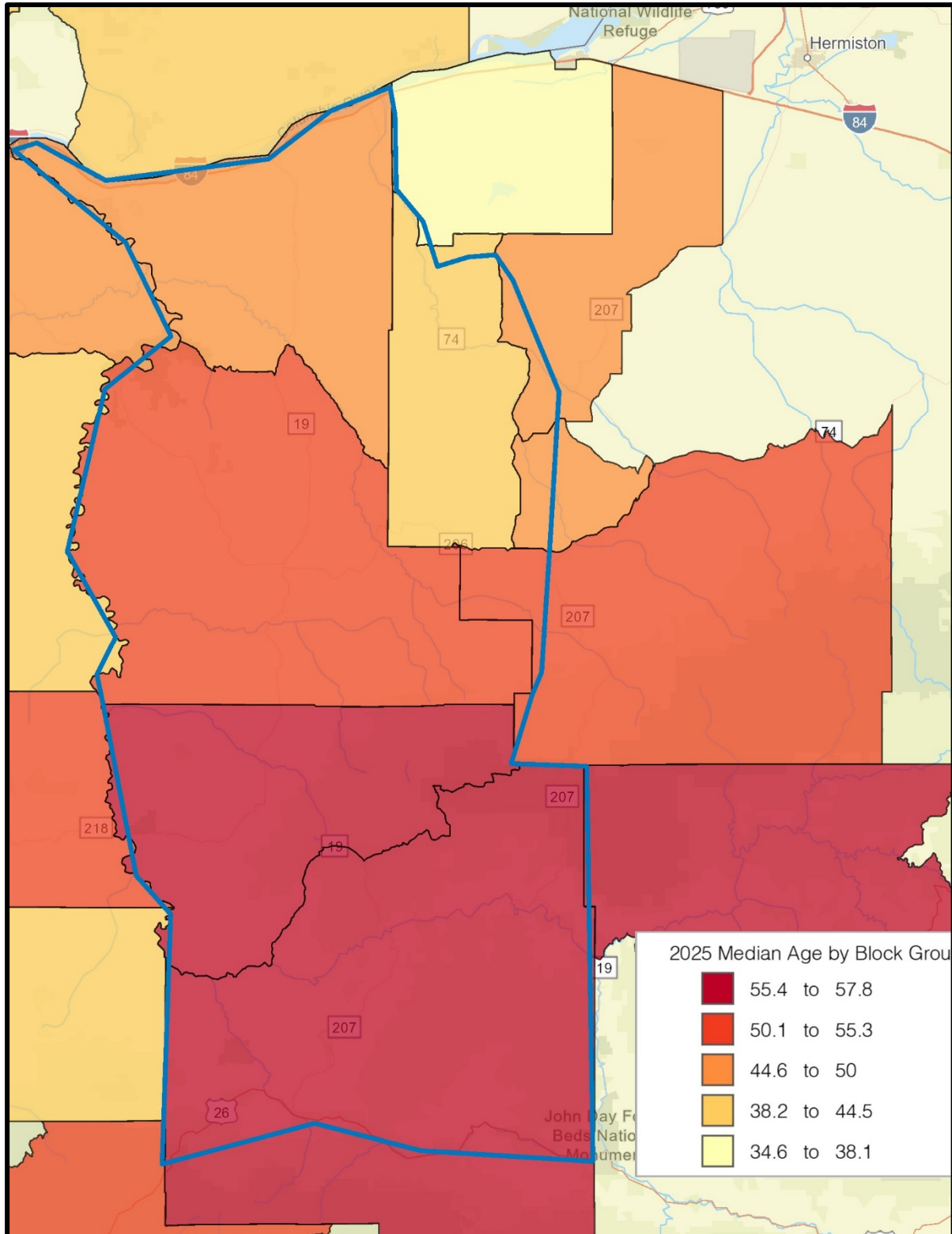


Table C – Median Household Income:

	2025 Projection	2030 Projection
City of Condon	\$54,989	\$62,792
Primary Service Area	\$61,835	\$69,941
Oregon	\$84,398	\$97,555
National	\$81,624	\$92,476

Chart C (1) – Median Household Income:

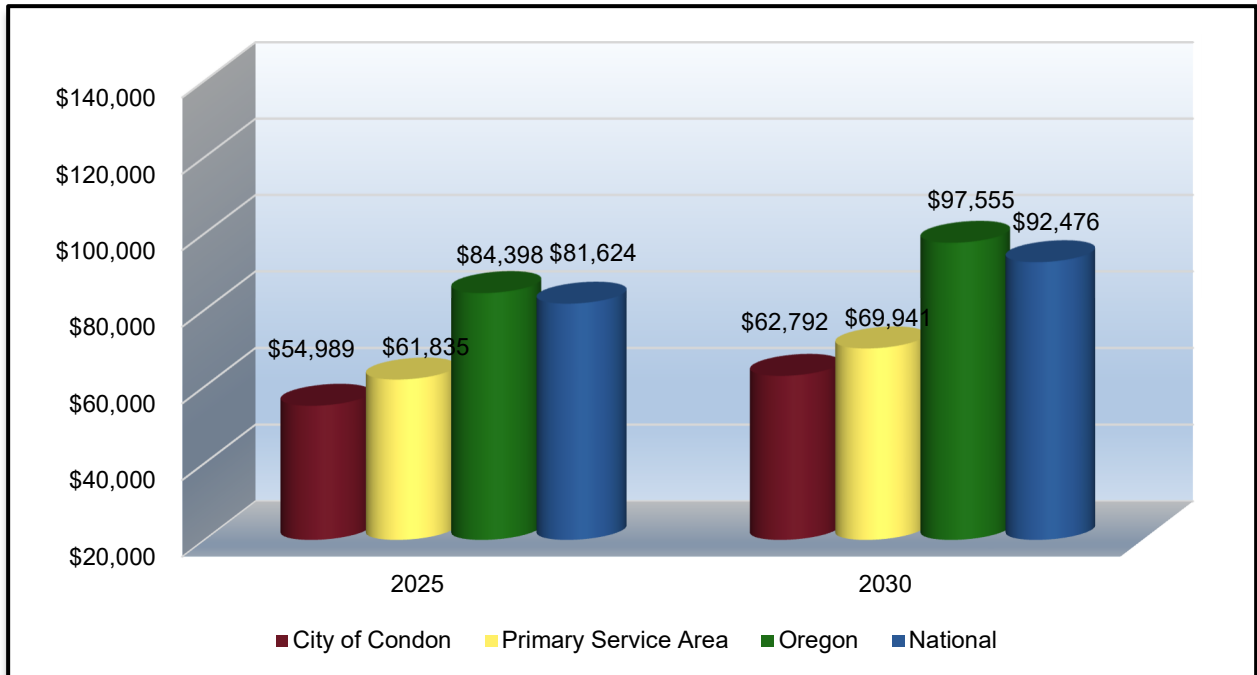
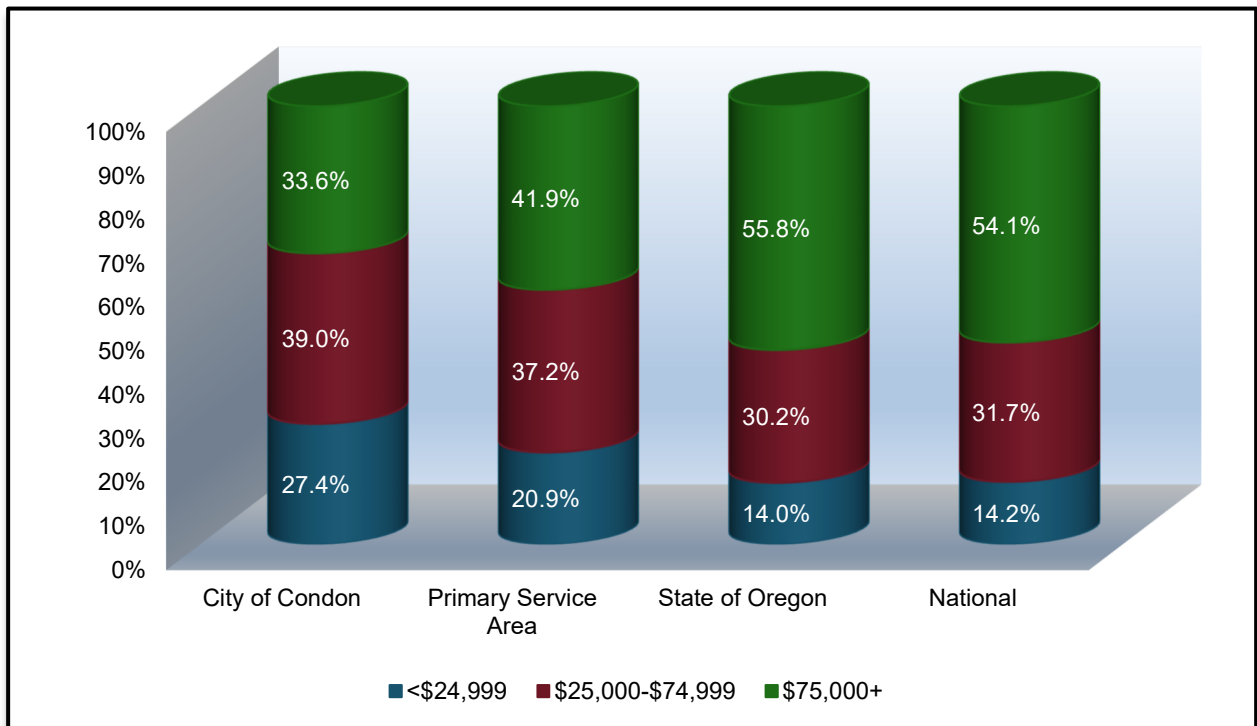


Chart C (2) – Median Household Income Distribution

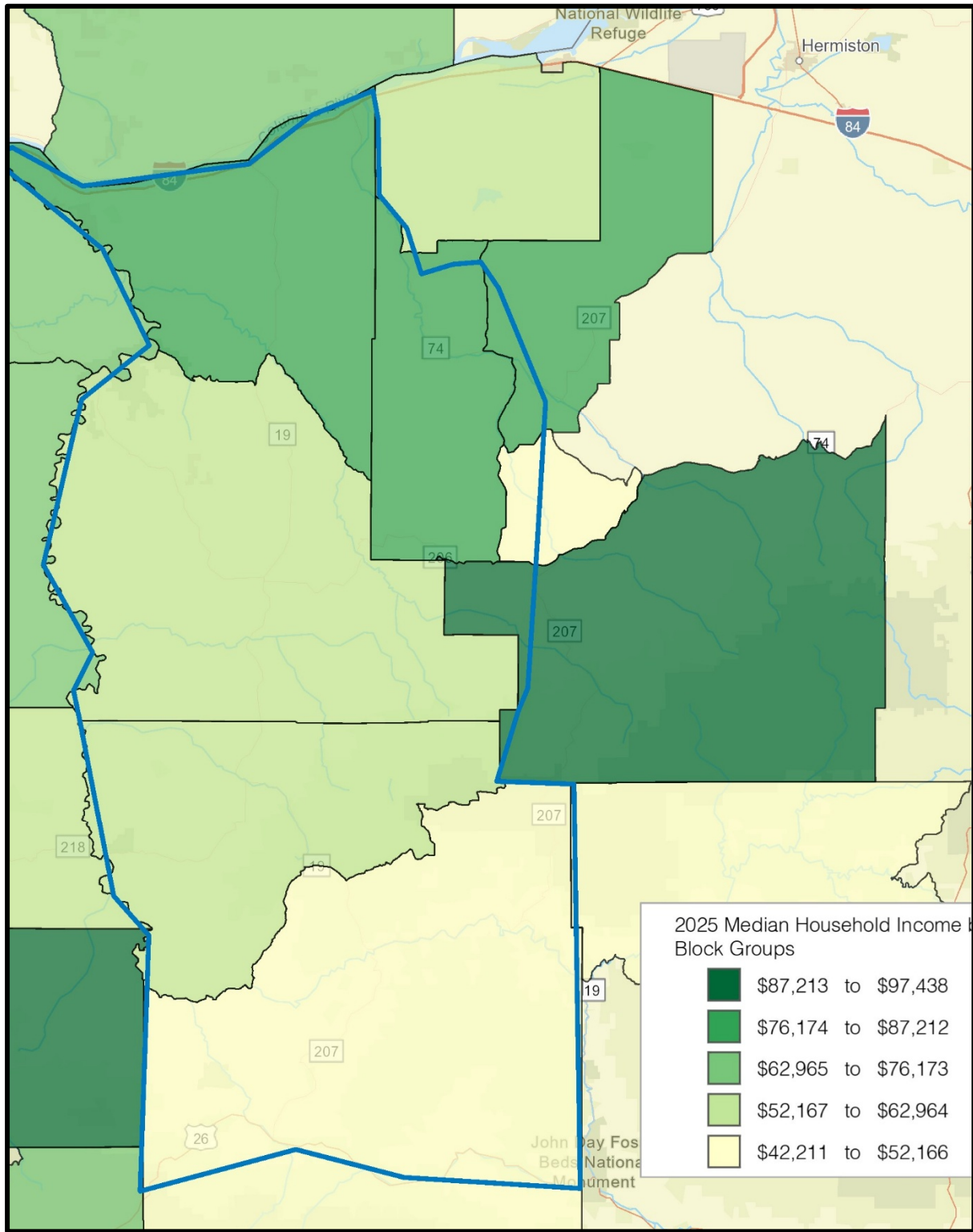
Based on 2025 projections for median household income the following narrative describes the service area:

In the Primary Service Area, the percentage of households with median income over \$75,000 per year is 41.9% compared to 54.1% on a national level. Furthermore, the percentage of the households in the service area with median income less than \$25,000 per year is 20.9% compared to a level of 14.2% nationally.

While there is no perfect indicator of use of a parks and recreation system, the percentage of households with more than \$50,000 median income is a key indicator. Therefore, those numbers are significant and balanced with the overall cost of living.



Household Income by Census Block Group Map



In addition to taking a look at the Median Age and Median Income, it is important to examine Household Budget Expenditures. Reviewing housing information; shelter, utilities, fuel and public services; along with entertainment & recreation can provide a snapshot into the cost of living and spending patterns in the services areas. The table below looks at that information and compares the service areas.

Table D – Household Budget Expenditures³:

City of Condon	SPI	Average Amount Spent	Percent
Housing	60	\$19,451.81	30.6%
<i>Shelter</i>	57	\$15,100.06	23.7%
<i>Utilities, Fuel, Public Service</i>	73	\$4,351.76	6.8%
Entertainment & Recreation	71	\$2,921.60	4.6%

Primary Service Area	SPI	Average Amount Spent	Percent
Housing	72	\$23,290.62	31.3%
<i>Shelter</i>	69	\$18,387.41	24.7%
<i>Utilities, Fuel, Public Service</i>	83	\$4,903.20	6.6%
Entertainment & Recreation	79	\$3,250.30	4.4%

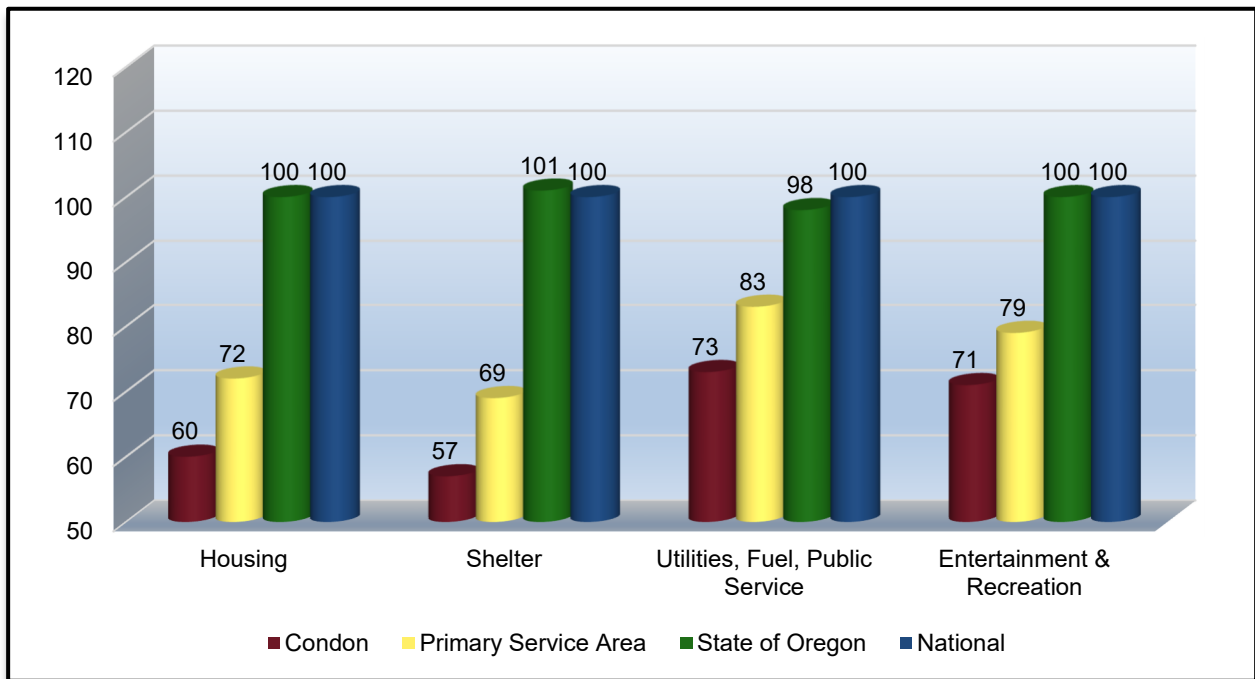
Oregon	SPI	Average Amount Spent	Percent
Housing	100	\$32,616.63	32.8%
<i>Shelter</i>	101	\$26,811.41	27.0%
<i>Utilities, Fuel, Public Service</i>	98	\$5,805.22	5.8%
Entertainment & Recreation	100	\$4,092.41	4.1%

SPI: Spending Potential Index as compared to the National number of 100.
Average Amount Spent: The average amount spent per household.
Percent: Percent of the total 100% of household expenditures.

Note: *Shelter along with Utilities, Fuel, Public Service are a portion of the Housing percentage.*

³ Consumer Spending data are derived from the 2022 and 2023 Consumer Expenditure Surveys, Bureau of Labor Statistics. ESRI forecasts for 2025 and 2030.

Chart D – Household Budget Expenditures Spending Potential Index:



The consistency between the median household income and the household budget expenditures is important because it illustrates that the spending patterns of the service area are aligning with the resources available. It also points to the fact that compared to a National level the dollars available, the money being spent in the City of Condon is lower. This could point to a good ability to pay for programs and services offered at a recreation facility of any variety. This could have a negative impact on the City’s ability to achieve a significant cost recovery associated with operations.

Housing Inventory:

The total number of housing units in the Primary Service Area is 2,316 and 78.0% are occupied, or 1,806 housing units. The total vacancy rate for the service area is 22.6%. As a comparison, the vacancy rate nationally was 10.8%. Of the available units:

Primary Service Area	
For Rent	1.3%
Rented, Not Occupied	0.0%
For Sale	0.0%
Sold, Not Occupied	0.0%
For Seasonal Use	10.6%
Other vacant	10.9%

These statistics point to a stable housing market that is has underutilization due to the seasonal nature. The Other vacant could be holding down housing values.

Recreation Expenditures Spending Potential Index: Finally, through the demographic provider that B*K utilizes for the market analysis portion of the report, we can examine the overall propensity for households to spend dollars on recreation activities. The following comparisons are possible.

Table E – Recreation Expenditures Spending Potential Index⁴:

City of Condon	SPI	Average Spent
Fees for Participant Sports	50	\$82.73
Fees for Recreational Lessons	41	\$67.81
Social, Recreation, Club Membership	53	\$169.08
Exercise Equipment/Game Tables	68	\$54.40
Other Sports Equipment	55	\$4.33

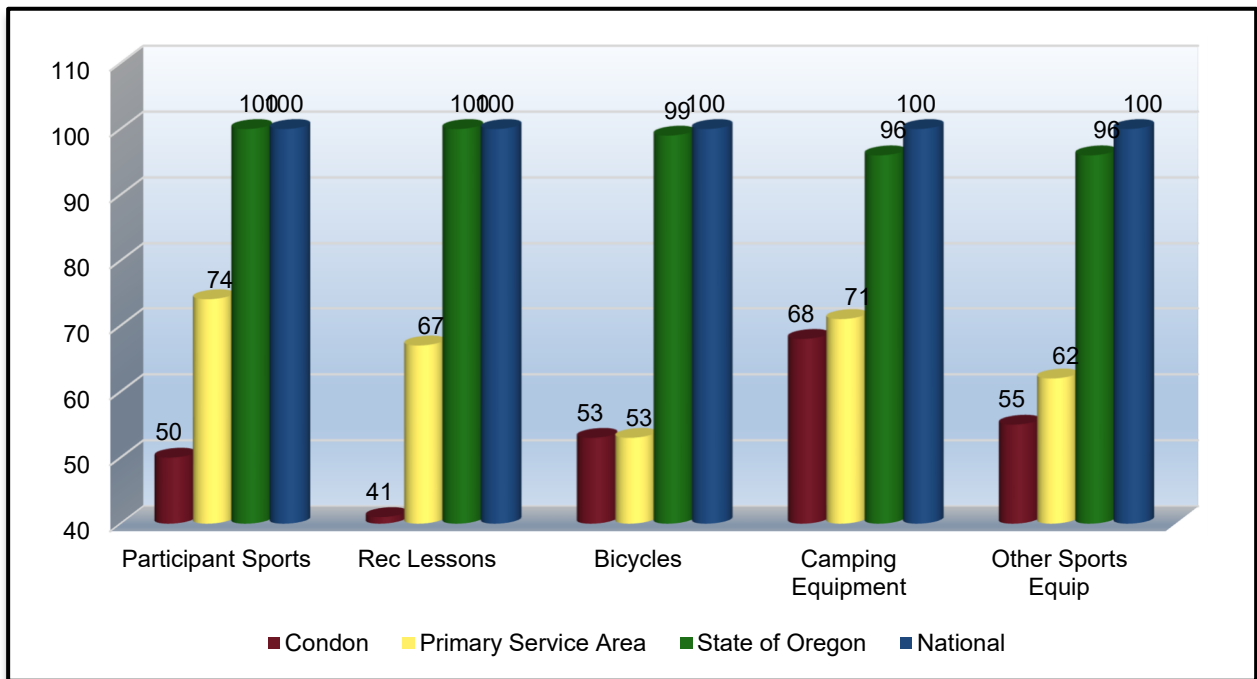
Primary Service Area	SPI	Average Spent
Fees for Participant Sports	74	\$67.60
Fees for Recreational Lessons	67	\$111.19
Social, Recreation, Club Membership	53	\$88.23
Exercise Equipment/Game Tables	71	\$57.12
Other Sports Equipment	62	\$4.86

Oregon	SPI	Average Spent
Fees for Participant Sports	100	\$165.31
Fees for Recreational Lessons	100	\$167.90
Social, Recreation, Club Membership	99	\$314.17
Exercise Equipment/Game Tables	96	\$76.79
Other Sports Equipment	96	\$7.56

Average Amount Spent: The average amount spent for the service or item in a year.
SPI: Spending potential index as compared to the national number of 100.

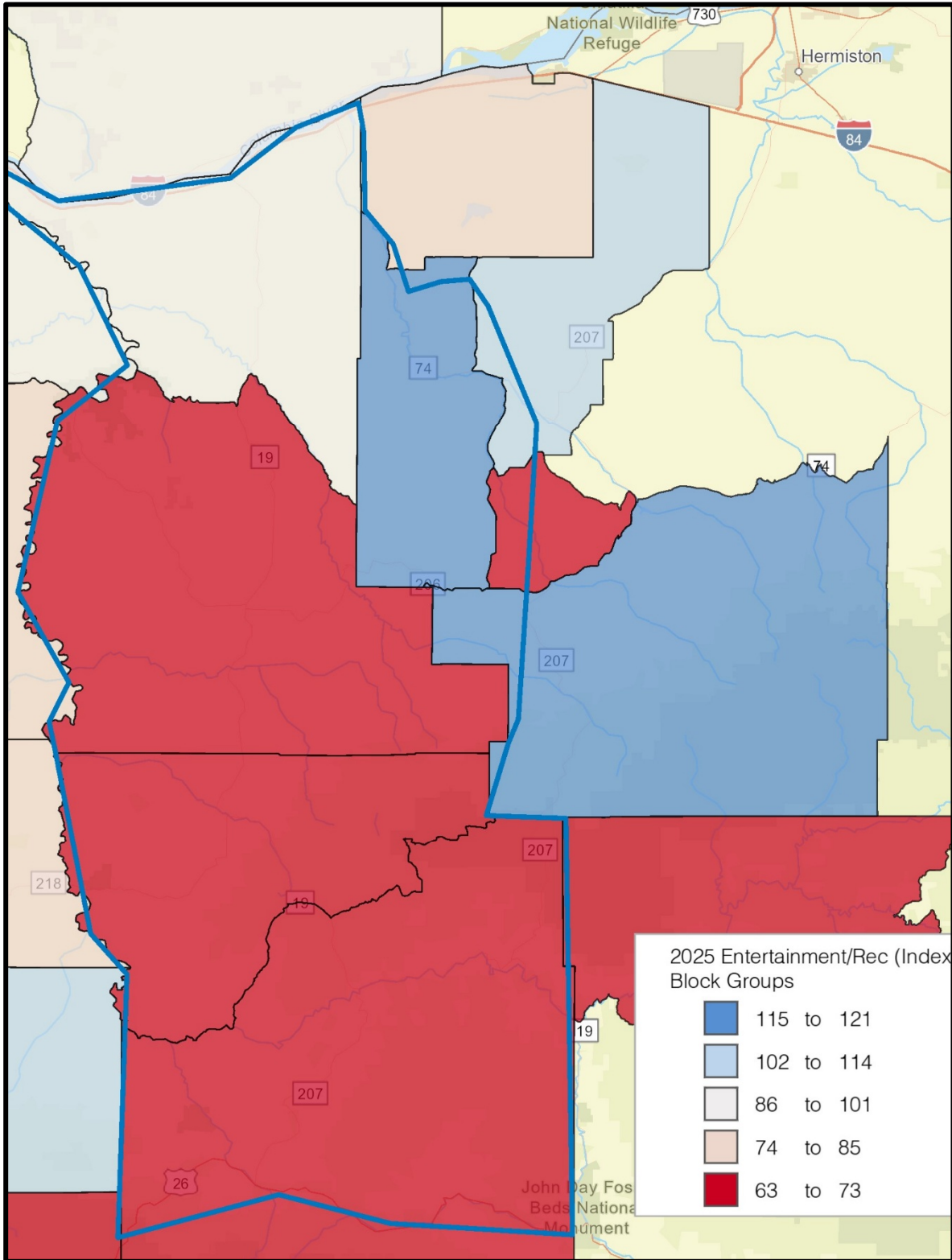
⁴ Consumer Spending data are derived from the 2022 and 2023 Consumer Expenditure Surveys, Bureau of Labor Statistics.

Chart E – Recreation Spending Potential Index:



There is a strong positive ratio between median household income, household budget expenditures and recreation and spending potential. It is important to note that these dollars are already being spent in the service area.

Recreation Spending Potential Index by Census Block Group Map



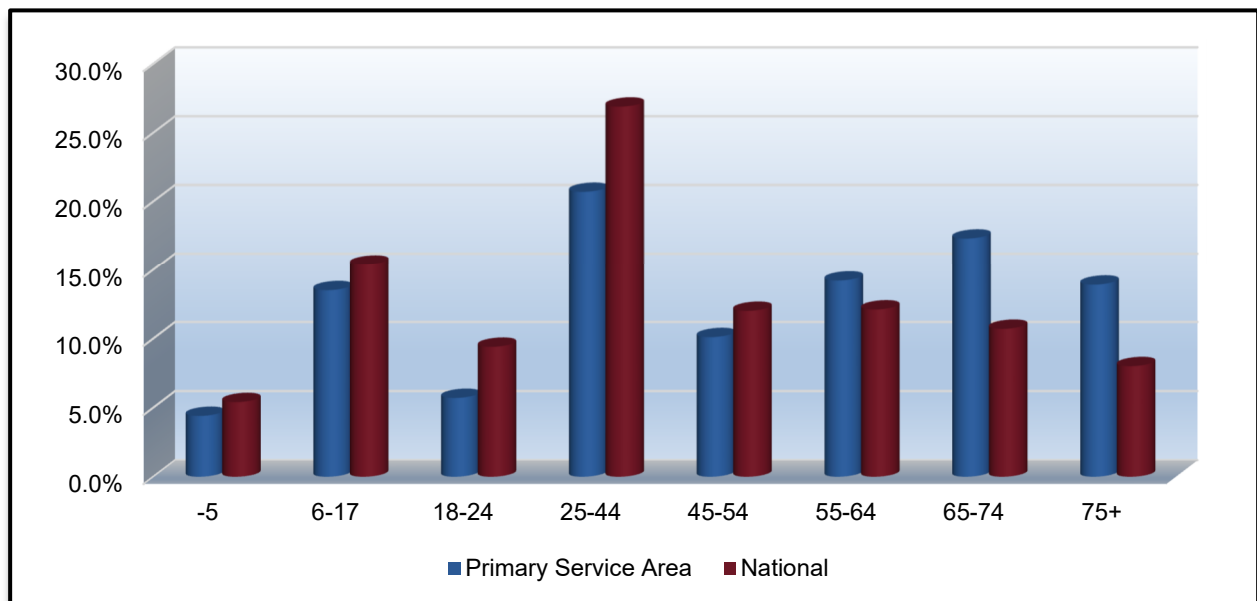
Population Distribution by Age: Utilizing census information for the Primary Service Area, the following comparisons are possible.

Table F – 2025 Primary Service Area Age Distribution (ESRI estimates)

Ages	Population	% of Total	Nat. Population	Difference
<5	182	4.4%	5.4%	-1.0%
5-17	554	13.5%	15.4%	-1.9%
18-24	236	5.7%	9.4%	-3.7%
25-44	848	20.7%	26.9%	-6.2%
45-54	415	10.1%	12.0%	-1.9%
55-64	584	14.2%	12.1%	2.1%
65-74	709	17.3%	10.7%	6.6%
75+	572	13.9%	8.0%	5.9%

Population: 2025 census estimates in the different age groups in the Primary Service Area.
% of Total: Percentage of the Primary Service Area population in the age group.
National Population: Percentage of the national population in the age group.
Difference: Percentage difference between the Primary Service Area and the national population.

Chart F – 2025 Primary Service Area Age Group Distribution



The demographic makeup of the Primary Service Area, when compared to the characteristics of the national population, indicates that there are some differences, with a larger population in the age groups 55+. The greatest positive variance is in the 65-74 age group with +6.6%, while the greatest negative variance is in the 25-44 age group with -6.2%.

Population Distribution by Age Over Time: Utilizing census information from the Primary Service Area, the following comparisons are possible.

Table G – 2025 Primary Service Area Population Estimates (U.S. Census and ESRI)

Ages	2020 Census	2025 Projection	2030 Projection	Percent Change	Percent Change Nat'l
-5	203	182	179	-11.8%	0.3%
5-17	587	554	526	-10.4%	-8.0%
18-24	237	236	215	-9.3%	2.4%
25-44	828	848	846	2.2%	7.2%
45-54	427	415	433	1.4%	4.0%
55-64	651	584	538	-17.4%	-9.6%
65-74	697	709	680	-2.4%	15.3%
75+	506	572	685	35.4%	46.0%

Chart G – Primary Service Area Population Growth

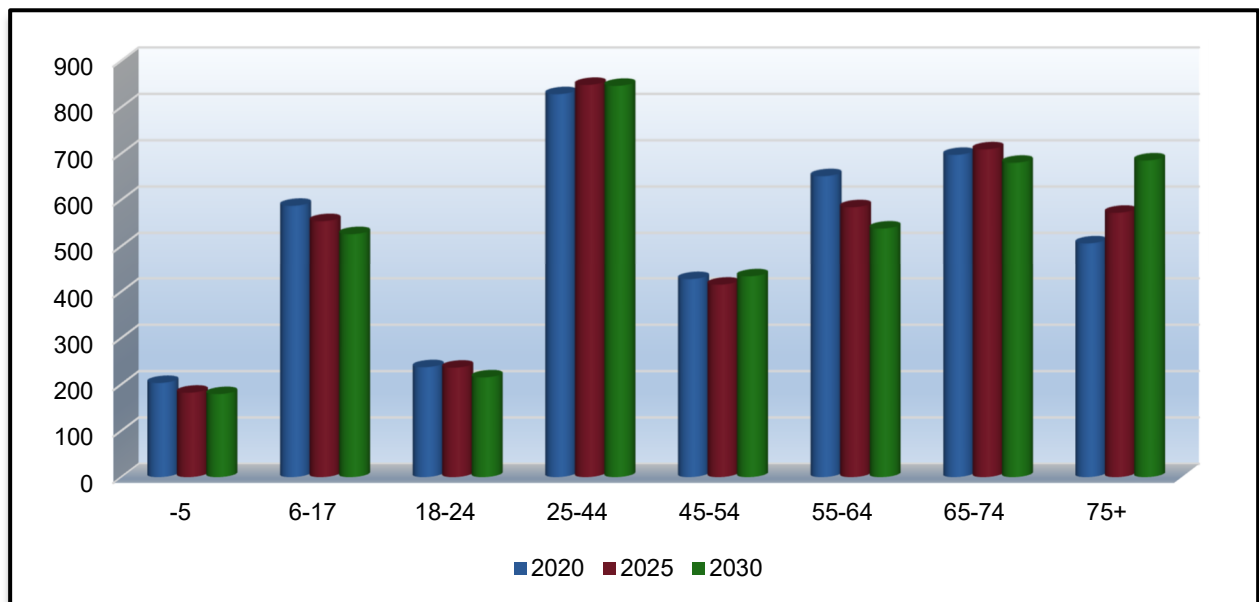


Table-G illustrates the growth or decline in age group numbers from the 2020 census until the year 2030. It is projected that age categories 25-44, 45-54, and 75+ will see an increase in population. The population of the United States is aging, and it is not unusual to find negative growth numbers in the younger age groups and significant net gains in the 45 plus age groupings in communities which are relatively stable in their population numbers.

Ethnicity and Race: Below is listed the distribution of the population by race and ethnicity for the Primary Service Area for 2025 population projections. Those numbers were developed from 2020 Census Data.

Table H – Primary Service Area Ethnic Population and Median Age 2025

(Source – U.S. Census Bureau and ESRI)

Ethnicity	Total Population	Median Age	% of Population	% of OR Population
Hispanic	301	32.3	7.4%	15.1%

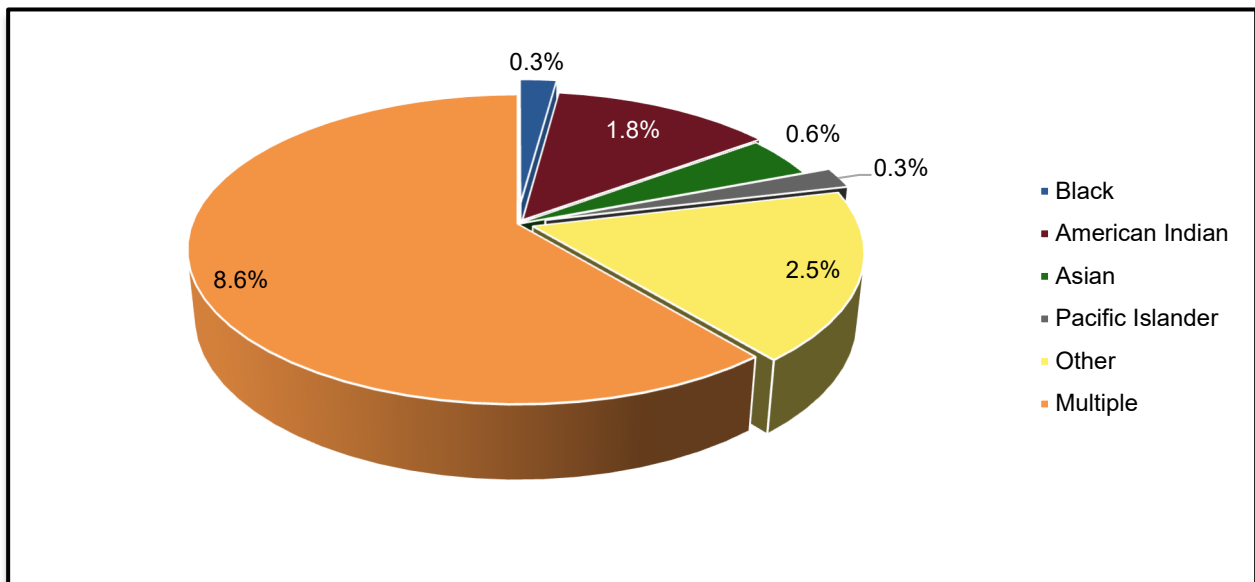
Table I – Primary Service Area by Race and Median Age 2025

(Source – U.S. Census Bureau and ESRI)

Race	Total Population	Median Age	% of Population	% of OR Population
White	3,524	53.2	85.9%	72.9%
Black	11	18.8	0.3%	2.1%
American Indian	74	32.5	1.8%	1.5%
Asian	23	41.2	0.6%	5.0%
Pacific Islander	11	42.5	0.3%	0.5%
Other	104	37.9	2.5%	6.8%
Multiple	352	30.8	8.6%	11.2%

2025 Primary Service Area Total Population: 4,098 Residents

Chart I – 2025 Primary Service Area Population by Non-White Race



Tapestry Segmentation

Tapestry segmentation represents the 4th generation of market segmentation systems that began 30 years ago. The 67-segment Tapestry Segmentation system classifies U.S. neighborhoods based on their socioeconomic and demographic compositions. While the demographic landscape of the U.S. has changed significantly since the 2020 Census, the tapestry segmentation has remained stable as neighborhoods have evolved.

There is value including this information for Condon, OR. The data assists the organization in understanding the consumers/constituents in their service area and supply them with the right products and services.

The Tapestry segmentation system classifies U.S. neighborhoods into 65 unique market segments. Neighborhoods are sorted by more than 60 attributes including; income, employment, home value, housing types, education, household composition, age and other key determinates of consumer behavior.

The following pages and tables outline the top 5 tapestry segments in each of the service areas and provide a brief description of each. This information combined with the key indicators and demographic analysis help further describe the markets that the City of Condon looks to provide with programs, services, and special events.

Table J – Primary Service Area Tapestry Segment Comparison (ESRI estimates)

	Primary Service Area		Demographics	
	Percent	Cumulative Percent	Median Age	Median HH Income
Heartland Communities (I3)	27.8%	27.8%	43.6	\$60,072
Southern Satellites (I6)	21.6%	49.5%	41.5	\$72,167
Rural Resort Dwellers (I5)	21.0%	70.5%	55.1	\$71,031
Senior Escapes (J1)	16.3%	86.8%	61.5	\$50,282
Country Charm (I7)	10.7%	97.5%	43.6	\$78,155

Heartland Communities - Neighborhoods in this segment are primarily found in outlying towns and cities across the Midwest. Nearly half of the population resides in low-density suburbs or small towns outside official metropolitan or micropolitan area boundaries, with a notable portion living in very rural settings. Households are predominantly married couples and single-person households. Commutes are generally short, and residents tend to own one or more vehicles. Residents tend to opt for domestic vacations, drive domestic trucks, perform their own vehicle maintenance, and spend time outdoors.

Southern Satellites - These communities, though within metropolitan or micropolitan boundaries, are largely concentrated on the outskirts in suburbs or very low-density areas. The population is generally older, with more than half of household heads aged 55 and above, though younger families with school-aged children are also prevalent. Both child and senior age dependency rates are higher than the national averages. The cost of living is low, and long commutes of more than 30 minutes, sometimes crossing county or state lines, are common. These individuals tend to spend time outside. Common activities include camping trips, fishing, hunting, and gardening, and residents often travel domestically.

Rural Resort Dwellers - Nearly half of households are comprised of married couples without children. Residents tend to have skilled jobs in construction and manufacturing. Rates of self-employment and government employment are higher than average, and there is a notable veteran population. There is a high number of second homes used for recreation, with one in three housing units designated for seasonal or occasional use. Residents tend to engage with their communities and regularly volunteer with local organizations.

Senior Escapes - Most neighborhoods are suburban, on the outskirts of metropolitan areas, and roughly one-quarter of residents live in rural areas. This segment is growing at approximately twice the national rate, with more than half of householders aged 65 and older. There is a notable population of retired military personnel. The majority of households earn low- to middle-tier incomes, with many supported by social security and other forms of public assistance, and about a third live on retirement income. Residents are likely to vote and contribute to religious groups.

Country Charm - These communities are evenly distributed across metropolitan, micropolitan, and nonmetropolitan areas, with the highest concentration in the Midwest. Most residents live outside defined towns or cities in very low-density regions. Agriculture is at the heart of these communities, with many residents self-employed on their own farms or working for neighboring farms. Residents tend to be older, with more married couples than singles, however, there is a higher-than-average presence of children under 18. Residents tend to own at least two vehicles.

Demographic Summary

The following summarizes the demographic characteristics of the Condon Primary Service Area.

- The median age in the City of Condon and Primary Service Area is significantly higher than the State and National numbers. While a lower median age points to young families with children, which are significant participants in recreation and aquatic programs, swimming is an activity that is enjoyed by all age groups. As such, the median age suggests some focus on health/wellness, easy-access and shaded seating areas. It may lead to lower attendance during open swim.
- The age distribution in is such that 18.7% is under the age of 18 and 45.4% is over the age of 55 in the Service Area. These are two age groups that will be significant users of parks and recreation programs and services. Additionally, it is projected that the 55+ age categories will increase substantially through 2030.
- The City of Condon has a significantly lower percentage of households with children (11.1%) than both the state and national average of about 30% but the Primary Service Area is much greater and in line with those averages. This indicates the reliance on a larger market.
- The City of Condon and Primary Service Area has a lower median household income than the state of Oregon by nearly 40%. Income level is important when it comes to price point for programs and services, subsequently the cost recovery level of a facility.
- The Household Budget Expenditures and the Recreation Spending Potential are consistent with the median household income. The consistency is important for the financial performance of parks and recreation system. It is also important to note, specific to recreation, that a portion of those dollars are currently being spent with other providers by City residents.
- Over 50% of the population is in the top 2 Tapestries, Heartland Communities and Southern Satellites. This user groups are typically married couples in rural settings with low cost of living often traveling 30 minutes or more for work. They enjoy spending time outdoors.

Section II – Participation Figures

Market Potential Index for Adult Participation: In addition to examining the participation numbers for various outdoor activities through the National Sporting Goods Association, the 2020 Survey and the Spending Potential Index for Entertainment & Recreation, B*K can access information about Sports & Leisure Market Potential. The following information illustrates participation rates for adults in a variety of activities that could be accommodated within a comprehensive parks and recreation system.

Table A - Market Potential Index (MPI) for Participation in Recreation Activities in Primary Service Area

Adults participated in:	Expected Number of Adults	Percent of Population	MPI
Aerobics	174	5.2%	69
Basketball	151	4.5%	79
Swimming	604	18.0%	110
Volleyball	82	2.4%	92
Waking for Exercise	1,060	31.5%	97

Expected # of Adults: Number of adults, 18 years of age and older, participating in the activity in Condon.
Percent of Population: Percent of the service area that participates in the activity.
MPI: Market potential index as compared to the national number of 100.

This table indicates that the overall propensity for adults to participate in activities is greater than the national number of 100. In many cases, when a participation number is lower than the National number, this is due to a lack of facilities or an inability to pay for services and programs.

In addition to analyzing the demographic realities of the service areas, it is possible to project possible participation in recreation and sport activities.

Participation Numbers: On an annual basis, the National Sporting Goods Association (NSGA) conducts an in-depth study and survey of how Americans spend their leisure time. The data is collected in one year and the report is issued in May of the following year. This information provides the data necessary to overlay rate of Indoor and Outdoor recreation participation onto the Primary Service Area to determine market potential.

B*K takes the national average and combines that with participation percentages of the Primary Service Area based upon age distribution, median income, region and National number. Those four percentages are then averaged together to create a unique participation percentage for the service area. This participation percentage, when applied to the population of the Primary Service Area then provides an idea of the market potential for a variety of recreation activities.

Table B –Participation Rates in the Primary Service Area

Indoor Activities	Age	Income	Region	Nation	Average
Aerobics	16.1%	10.6%	18.5%	15.8%	15.3%
Basketball	6.1%	5.3%	7.0%	7.7%	6.5%
Swimming	14.1%	9.9%	14.8%	15.2%	13.5%
Volleyball	2.8%	2.4%	4.6%	3.5%	3.3%
Waking for Exercise	36.0%	28.0%	38.6%	34.0%	34.1%

- Age:** Participation based on individuals ages 7 & Up of Condon.
- Income:** Participation based on the 2025 estimated median household income in Condon.
- Region:** Participation based on regional statistics (Pacific).
- National:** Participation based on national statistics.
- Average:** Average of the four columns.

Anticipated Participation Number: Utilizing the average percentage from Table B above plus the 2020 census information and census estimates for 2025 and 2030 (over age 7) the following comparisons are available.

Table C –Participation Growth or Decline for Indoor Activities in Primary Service Area

Indoor Activities	Average	2020 Population	2025 Population	2030 Population
Aerobics	15.3%	587	584	587
Basketball	6.5%	251	250	251
Swimming	13.5%	519	517	519
Volleyball	3.3%	128	127	128
Waking for Exercise	34.1%	1,314	1,308	1,315

Note: These figures do not necessarily translate into attendance figures for various activities or programs. The “Did Not Participate” statistics refers to all 58 activities outlined in the NSGA 2024 Survey Instrument.

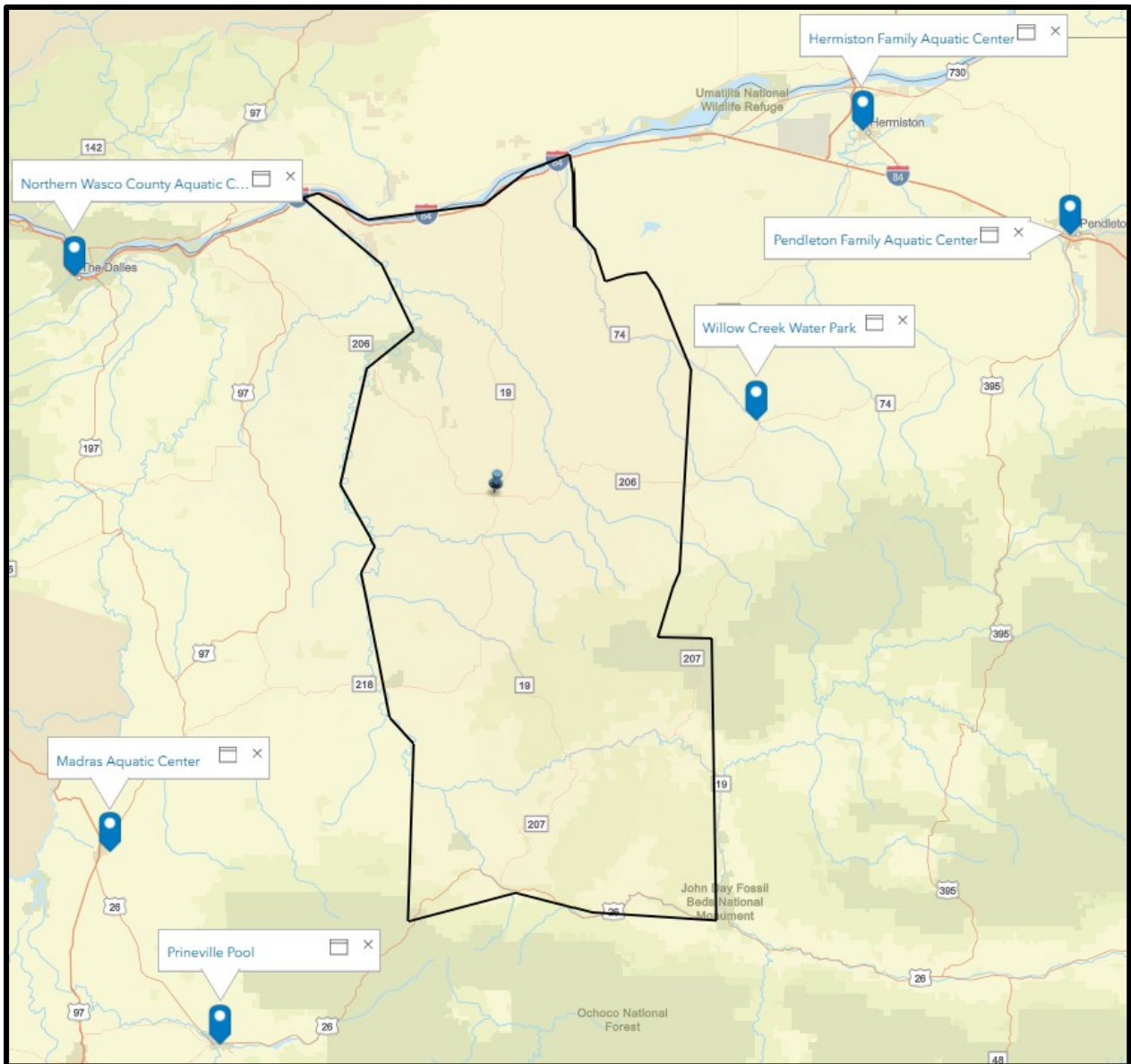
Participation by Ethnicity and Race: The table below compares the overall rate of participation nationally with the rate for Hispanics and African Americans. Utilizing information provided by the National Sporting Goods Association's 2023 survey, the following comparisons are possible.

Table D – Primary Service Area Comparison of National, African American and Hispanic Indoor Participation Rates

Indoor Activity	Primary Service Area	National Participation	African American Participation	Hispanic Participation
Aerobics	15.3%	15.8%	13.1%	17.8%
Basketball	6.5%	7.7%	13.9%	8.0%
Swimming	13.5%	15.2%	8.5%	12.4%
Volleyball	3.3%	3.5%	2.5%	3.6%
Walking for Exercise	34.1%	34.0%	28.5%	27.9%

There is a significant Black (0.3%) and Hispanic population (7.4%) in the Primary Service Area. As such, these numbers may play a factor with regards to overall participation.

Section III - Alternative Providers



Willow Creek Water Park	Hours	Mon – Sat 1-7pm Sun 1-5pm
Heppner, OR	Daily	Adults \$5 Students \$4 Seniors \$3
	Pass/Membership	Indiv. - \$85 Couple - \$120 Family - \$150
	Programs	Swim Lessons - \$35 per session
	Amenities	water slide, in-pool basketball, lap-swim lane, shallow play area and deep end
Madras Aquatic Center	Hours	Temporarily Closed
Madras, OR	Daily	Adults \$8 Students \$4 Seniors \$6
	Pass/Membership	Adults - \$33/mo Youth - \$16/mo Senior - \$28/mo
	Programs	Swim Lessons & Water Fitness
	Amenities	a competitive lap pool, an activity pool with a slide and lazy river, a relaxing spa, and versatile multi-purpose meeting/party rooms. Additional features include a diving board, rope swing, and a hot tub
Prineville Pool	Hours	Mon – Fri Open Swim 1:15-3:15pm Lap Swim 9-11am, Noon-1pm, 5:30-6:20pm Sat & Sun Open Swim 1:15-3:15pm Lap Swim 11am-1pm
Prineville, OR	Daily	\$5 In-District, \$8.75 Out of District
	Pass/Membership	Indiv. \$125 In-District, \$218.75 Out of District Senior - \$75 In-District, \$131.25 Out of District Family \$225 In-District, \$393.75 Out of District
	Programs	Swim Lessons - \$40 per session In-District, \$70 Out of District
	Amenities	a lap pool, a leisure pool with shallow play area, a water slide, and shade structures with picnic tables

Pendleton Family Aquatic Center	Hours	Mon – Fri Noon – 8pm
Pendleton, OR	Daily	\$7 per person
	Pass/Membership	\$60 per person
	Programs	Swim Lessons - \$70 per session Scuba & Jr. Lifeguard Training
	Amenities	3 Pools, Zero depth pool w/ play structures and slides, 50-meter lap pool, diving well
Hermiston Family Aquatic Center	Hours	Mon – Thu Open Swim 1:10-5pm Lap Swim 6-7am, Noon-1pm, 5:45-6:45pm Fri, Sat, Sun Open Swim 1:10-5pm Lap Swim 5:45-6:45pm
Hermiston, OR	Daily	Adult \$7 Child \$5 Youth \$6 Senior \$6
	Pass/Membership	Indiv. - \$85 Youth, \$95 Adult, \$85 Senior Family - \$200
	Programs	Swim Lessons - \$52 per session Aqua Fit \$7 per class
	Amenities	2 Pools, Zero depth pool w/ play structures and slides, 50-meter lap pool
Northern Wasco County Aquatic Center	Hours	Mon – Sun Open Swim 1-6pm Lap Swim 10am-12:30pm
The Dalles, OR	Daily	Adults \$6 In-District, \$8 Out of District Youth \$5 In-District, \$7 Out of District Senior \$5.50 In-District, \$7.50 Out of District
	Pass/Membership	Adults - \$145 In-District, \$175 Out of District Youth - \$115 In-District, \$140 Out of District Family - \$200 In-District, \$140 Out of District
	Programs	Swim Lessons - \$45 per session
	Amenities	50-meter pool, water slide, an aqua-climbing wall, and diving board

Section IV - Aquatic Trends

Swimming is one of the most popular sports and leisure activities, meaning that there is a significant market for aquatic pursuits. Approximately 15.5% of the population in the Pacific region of the country participates in aquatic activities. This is a significant segment of the population.

Despite the recent emphasis on recreational swimming the more traditional aspects of aquatics (including swim teams, instruction and aqua fitness) remain as an important part of most aquatic centers. The life safety issues associated with teaching children how to swim is a critical concern in most communities and competitive swim team programs through USA Swimming, high schools, masters, and other community-based organizations continue to be important. Aqua fitness, from aqua exercise to lap swimming, has enjoyed strong growth during the last ten years with the realization of the benefits of water-based exercise.

A competitive pool allows for a variety of aquatic activities to take place simultaneously and can handle aqua exercise classes, learn to swim programs as well competitive swim training and meets (short course and possibly long course). In communities where there are several competitive swim programs, utilizing a pool with 8 lanes or more is usually important. A competitive pool that is designed for hosting meets will allow a community to build a more regional or even national identity as a site for competitive swimming. However, it should be realized that regional and national swim meets are difficult to obtain on a regular basis, take a considerable amount of time, effort and money to run; can be disruptive to the regular user groups and can be financial losers for the facility itself. On the other side, such events can provide a strong economic stimulus to the overall community.

There are a couple of other aquatic sports that are often competing for pool time at competitive aquatic centers nationwide. However, their competition base and number of participants is often smaller and face barriers of entry fighting for pool time including a more organized competitive swimming community and existing agreements for pool space at facilities with pools large enough and deep enough to host them. These include water polo and water polo and artistic swimming.

Without doubt the hottest trend in aquatics is the leisure pool concept. This idea of incorporating slides, lazy rivers (or current channels), fountains, zero depth entry and other water features into a pool's design has proved to be extremely popular for the recreational user. The age of the conventional pool in most recreational settings has greatly diminished. Leisure pools appeal to the younger kids (who are the largest segment of the population that swims) and to families. These types of facilities are able to attract and draw larger crowds and people tend to come from a further distance and stay longer to utilize such pools. This all translates into the potential to sell more admissions and increase revenues. It is estimated conservatively that a leisure pool can generate up to 30% more revenue than a comparable conventional pool and the cost of

operation while being higher, has been offset through increased revenues. Of note is the fact that patrons seem willing to pay a higher user fee with this type of pool that is in a park like setting than a conventional aquatics facility.

Another trend that is growing more popular in the aquatic's field is the development of a raised temperature therapy pool for relaxation, socialization, and rehabilitation. This has been effective in bringing in swimmers who are looking for a different experience and non-swimmers who want the advantages of warm water in a different setting. The development of natural landscapes has enhanced this type of amenity and created a pleasant atmosphere for adult socialization.

The multi-function indoor aquatic center concept of delivering aquatics services continues to grow in acceptance with the idea of providing for a variety of aquatics activities and programs in an open design setting that features a lot of natural light, interactive play features and access to an outdoor sun deck. The placing of traditional instructional/competitive pools, with shallow depth/interactive leisure pools and therapy water, in the same facility has been well received in the market. This idea has proven to be financially successful by centralizing pool operations for recreation service providers and through increased generation of revenues from patrons willing to pay for an aquatics experience that is new and exciting. Indoor aquatic centers have been instrumental in developing a true family appeal for community-based facilities. The keys to success for this type of center revolve around the concept of intergenerational use in a quality facility that has an exciting and vibrant feel in an outdoor like atmosphere.

Also changing is the orientation of aquatic centers from stand-alone facilities that only have aquatic features to more of a full-service recreation center that has fitness, sports and community based amenities. This change has allowed for a better rate of cost recovery and stronger rates of use of the aquatic portion of the facility as well as the other "dry side" amenities.

Lastly, a newer concept is the splash pad or spray ground. This provides a fun yet safe environment where drowning is not a concern and lifeguards are not necessary. While most spray grounds are outdoor amenities, they are now being integrated into indoor facilities as well. In many communities outdoor spray grounds have replaced older traditional neighborhood pools as they are less expensive to build and to operate.

Aquatic Facilities Market Orientation: Based on the market information, the existing pools, and typical aquatic needs within a community, there are specific market areas that need to be addressed with any aquatic facility. These include:

- 1. Leisure/recreation aquatic activities** - This includes a variety of activities found at leisure pools with zero depth entry, warm water, play apparatus, slides, seating areas and deck space. These are often combined with other non-aquatic areas such as concessions and birthday party or other group event areas.
- 2. Instructional programming** – The Immediate emphasis is on teaching swimming and lifesaving skills to many different age groups. These activities have traditionally taken place in more conventional pool configurations but should not be confined to just these spaces. Reasonably warm water, shallow depth with deeper water (4 ft. or more), and open expanses of water are necessary for instructional activities. Easy pool access, a viewing area for parents, and deck space for instructors is also crucial.
- 3. Fitness programming** – These types of activities continue to grow in popularity among a large segment of the population. From aqua exercise classes, to lap swimming times, these programs take place in more traditional settings that have lap lanes and large open expanses of water available at a 3 1/2 to 5 ft. depth.
- 4. Therapy** – A growing market segment for many aquatic centers is the use of warm, shallow water for therapy and rehabilitation purposes. Many of these services are offered by medically based organizations that partner with the center for this purpose.
- 5. Social/relaxation** - The appeal of using an aquatics area for relaxation has become a primary focus of many aquatic facilities. This concept has been very effective in drawing non-swimmers to aquatic facilities and expanding the market beyond the traditional swimming boundaries. The use of natural landscapes and creative pool designs that integrate the social elements with swimming activities has been most effective in reaching this market segment.
- 6. Special events/rentals** - There is a market for special events including kid's birthday parties, corporate events, community organization functions, and general rentals to outside groups. The development of this market will aid in the generation of additional revenues and these events/rentals can often be planned for after or before regular hours or during slow use times. It is important that special events or rentals not adversely affect daily operations or overall center use.

Specific market segments include:

1. **Families** – Within this market, an orientation towards family activities is essential. The ability to have family members of different ages participate in a fun and vibrant facility is essential.
2. **Pre-school children** – The needs of pre-school age children need to be met with very shallow or zero depth water which is warm and has play apparatus designed for their use. Interactive programming involving parents and toddlers can also be conducted in more traditional aquatic areas as well.
3. **School age youth** – A major focus of most pools is to meet the needs of this age group from recreational swimming to competitive aquatics. The leisure components such as slides, fountains, lazy rivers and zero depth will help to bring these individuals to the pool on a regular basis for drop-in recreational swimming. The lap lanes provide the opportunity and space necessary for instructional programs and aquatic team use.
4. **Teens** – Another aspect of many pools is meeting the needs of the teenage population. Serving the needs of this age group will require leisure pool amenities that will keep their interest (slides) as well as the designation of certain “teen” times of use.
5. **Adults** – This age group has a variety of needs from aquatic exercise classes to lap swimming, triathlon training and competitive swimming through the master’s program.
6. **Seniors** – As the population of the United States and the service area continues to age, meeting the needs of an older senior population will be essential. A more active and physically oriented senior is now demanding services to ensure their continued health. Aqua exercise, lap swimming, therapeutic conditioning and even learn to swim classes have proven to be popular with this age group.
7. **Special needs population** – This is a secondary market, but with the A.D.A. requirements and the existence of shallow warm water and other components, the amenities are present to develop programs for this population segment. Association with a hospital and other therapeutic and social service agencies will be necessary to reach this market.
8. **Special interest groups** – These include swim teams (and other aquatic teams), school district teams, day care centers and social service organizations. While the needs of these groups can be great, their demands on an aquatics center can often be incompatible with the overall mission of the facility. Care must be taken to ensure that special interest groups are not allowed to dictate use patterns for the center.

With the proper pools and strong utilization of the aquatics area, it is possible to meet most of the varied market orientations as outlined above.

Level of Service

According to ESRI and NSGA participation data, it is estimated the Condon Service Area has in 25,000 pool visits annually. Those visits are distributed across all pools within Condon between the City facility and any alternative providers. Regardless, that number of visits is significant. Most communities hope to capture around 10% of this total.

Based on the National Recreation & Park Association and their 2024 Park Metrics, a community the size of Fayetteville has approximately 0.3 splash pads, .5 outdoor pools, and 0.0 indoor aquatic centers. In addition, it is important to consider the service area of pools. For neighborhood pools, a typical service area is 1 to 2 miles as the amenities available attract users immediately surrounding the pool. Larger regional facilities can attract users from a greater distance with the bulk of the attendance from within 30-60 minutes.

Aquatic centers or swimming pools are usually developed on three levels.

Neighborhood – smaller pools that are designed to serve specific neighborhoods. The bather load is often less than 500. The usual standard is 1 per 25,000. These amenities in the past have been provided by cities but now are usually built and maintained by a developer or HOA next to a small neighborhood park.

Regional/Community – larger pools that serve a specific region within a community or an entire community. These vary in size and amenities (competitive to recreational) and can range from a bather load of 700 to over 1,500. They are developed as part of a community park. A usual standard is 1 per 50,000 population.

Metro Area – these are large water parks that are designed to serve a significant geographic area. They usually contain an expansive recreational pool but can also have a strong competitive focus. Bather loads are 1,500 or more. These are often developed through a partnership with other organizations or the private sector. They would be located in a regional park or as a stand-alone facility. A usual standard is 1 per 250,000 or more.



B*K Condon Operations Report

Operational Analysis

All the information gathered to this point is used to develop an operational plan for the proposed facility. It is important to note again that B*K is an operational and planning firm. As such we provide third party, independent analysis regarding operations, and have no financial gain associated with the facility being built and/or operated.

B*K developed operational plans for the concept plan currently being developed by Opsis and Water Technology, Inc.. The concept includes a single body of water with a zero depth entry, underwater pool bench, basketball goals, slide, diving boards and 6 lap lanes. In addition the facility would have an office, lifeguard space, restrooms, storage, and mechanical room.

B*K takes a conservative approach when developing operational plans for proposed facilities and consideration of the market. While there are not alternative facilities within the primary service area that have an impact on the operations, others in the region might. Also, this would not be a new pool in Condon, however, it is replacing a pool previously operated by the City. The new facility provides a greater user experience, however the preconceived notion of what a pool costs may challenge the operations. For the operational portion of the study with the City of Condon the following assumptions were made.

- The final concept plan could impact part-time staffing levels and site could influence revenue.
- The first year of operation will be 2028 or later.
- Seasons:
 - Outdoor Pool – 10 Weeks
- There is an admission fee (or season pass) for using the outdoor pool.
- The presence of other providers in the market will remain the same.
- The operator of the facility is the City of Condon through a contractor. As such there is no full-time staff associated with the facility.
- Part-time rates are based on front desk at \$16.00/hr and lifeguards at \$16.00/hr.
- Condon pays for water/sewer.
- No internal charge backs have been factored into this plan to account for; HR, IT Support, Building & Grounds, Marketing, etc.
- The operational plan is built from industry standards regarding staffing and best practices associated with aquatic operations.
- Bank charges are calculated at 3% of revenue generation expected to be from credit card usage.

Using the concept provided by Opsis, B*K developed an operational plan for the aquatic center. Using the best information available, combined with the City's operational goals, B*K created the following 5-year projection.

	Year 1	Year 2	Year 3	Year 4	Year 5
Expenses	\$76,728	\$78,262	\$80,610	\$83,028	\$85,519
Revenue	\$20,075	\$21,079	\$22,133	\$22,797	\$23,481
	(\$56,653)	(\$57,184)	(\$58,477)	(\$60,232)	(\$62,039)
Percentage w/ Equipment Replacement	26.2%	26.9%	27.5%	27.5%	27.5%
Capital (cumulative)	\$6,490	\$12,980	\$19,470	\$25,960	\$32,450

It is important to note that total expenses in this model reflect a \$6,490 annual allocation to a capital sinking fund. That fund is dedicated to improvements/repairs needed at the aquatic center, not a full facility replacement.

Additional Recommendations

- Fees should be reviewed annually, especially pass rates. Adjustments should be made consistently to keep up with inflation and maintain the quality of service.
- In addition, due to the complexity and size of the maintenance and operations associated with this size of an aquatic center, maintenance should have a designated staff to respond to issues.
- Annual allocation for capital/equipment replacement. These funds would be set aside annually to accumulate allowing Condon to replace critical components of the pool operation without impacting the overall City budget. Items typically include pumps, motors, heaters and other mechanical systems.
- Purchase/Lease recreation management software. A solution should be implemented to assist with program registration, admission management, facility reservations, and point-of-sale transactions. Many of these fully integrate to financial software and/or City websites.
- Develop aquatic operations manual. The document should include items such as:
 - Staff schedules and attendance policy
 - Lifeguard expectations and rotations
 - Inservice training requirements
 - Incident management and reporting
 - Cash handling procedures

Additional Comments

There are potential ways to narrow the associated expenses, but not significantly. There are also ways to increase the revenue, but regardless of the methods employed it is the opinion of B*K that it will be extremely difficult in this market to recover the operating costs, let alone the operating costs plus the debt service. That is not to say that there isn't a market for this facility and service, quite the contrary, but the market will struggle to financially support a facility.

Operation Detail

This section of the report analyzes the operation of the concept plan provided to B*K by Opsis.

Outdoor Seasonal Family Aquatic Center

- Activity Pool (approximately 5,500 square feet)
 - Zero Depth Entry
 - Underwater Pool Bench
 - Basketball Goals
 - Climbing Wall
 - Slide
 - Diving Board
 - 6-lane 25-yard Course
- Entry Building
 - Ticketing/Vending
 - Lifeguard/First Aid
 - Restrooms
 - Storage
 - Mechanical/Chemical
- Covered Shade
- Social Patio/Deck
- Lawn Area

The assumptions above have been incorporated into the operations plan for the City of Condon. Again, B*K takes a conservative approach when developing operational plans for proposed facilities.

In addition:

- 10 Weeks (include Memorial Day to mid-August)
 - Mon – Sat 1 – 6pm
 - Sun 1 – 5pm
- Season Pass Structure
 - Resident Individual \$40
 - Resident Family of 4 \$100
- Daily Admission Structure
 - Resident Under 3 Free
 - Resident Youth \$4
 - Resident Adult \$4
 - Resident Senior \$4
- Program Fees
 - Water Exercise Session \$30
 - Learn to Swim \$45
 - Special Events \$5.00/person
- Rental Structure
 - Recreation Pool \$400 for 2 hours
- Most of the maintenance would be handled by City of Condon staff. B*K would recommend including winterizing and de-winterizing the new pool into the construction contract for at least the first 2 seasons.
- Full-time positions associated with maintenance are not factored into the cost accounting model.
- A Capital Improvement/Renovation Sinking Allocation of \$6,490 annually has been included.
- The utilities were factored based on 5,500 sq. ft of water surface and 3,400 indoor sq. ft. space (entry building and mechanical).
- Expenses for water and trash were included.

Expense Model: The expense model has been built with the best information available at the time of the study. The model reflects recommendations from B*K as to how the City might operate the facility in an efficient and effective manner.

Category	
Personnel	\$45,934
Commodities	\$11,454
Contractual	\$12,850
Sub-Total	\$70,238
Capital Replacement Allocation ¹	\$6,490
Total Expense	\$76,728

Revenue Model: The revenue model was built with the best information available at the time of the study. The model reflects how the City might operate the facility with the intent of balancing cost recovery along with accessibility. It is important to note that the revenue figures do not reflect capacity.

Category	
Fees (passes/admissions)	\$11,460
Programs	\$5,440
Other ²	\$3,175
Total Revenue	\$20,075

5-Year Projection: The following is a 5-year projection for the future operation. Year 1 is the first full season that the pool is available. The operation reflects reasonable weather patterns for all 5 years. The total operational expense includes the \$6,490 allocated to improvement allocation.

	Year 1	Year 2	Year 3	Year 4	Year 5
Expenses	\$76,728	\$78,262	\$80,610	\$83,028	\$85,519
Revenue	\$20,075	\$21,079	\$22,133	\$22,797	\$23,481
	(\$56,653)	(\$57,184)	(\$58,477)	(\$60,232)	(\$62,039)
Percentage w/ Capital	26.2%	26.9%	27.5%	27.5%	27.5%
Capital (cumulative)	\$6,490	\$12,980	\$19,470	\$25,960	\$32,450

¹ B*K would recommend the City begin an improvement account for outdoor pool. \$14,400 would be allocated annually to the account to build a balance that the City could then access for pool improvements/repairs.

² The Other category includes concessions and rentals.

Full Time Staffing

It is the opinion of B*K that a full-time recreation position for aquatics is not needed to accommodate the full operation. If one were added, this position would spend the summer months overseeing the operations, and the shoulder seasons with start-up and shut down. During the off-seasons the position would recruit and retain staff and coordinate other programs, activities and events for the City.

The operations will also have an impact on Public Works, and a position may be necessary to adequately maintain the facility and surrounding area. One has not been included in the overall expenses of the operation although this position may be found in a different budget.

This assumes that the facility is aligned with the current City operations. As such there are no fees associated with HR, IT, landscaping, security, etc. If the facility were to operate as a true stand along operation, those numbers will need to be calculated into the operational expenses.

Part Time Staffing

Positions	Hourly Rate	Hours/Week	Total
Pool Manager	\$20.00	39	\$9,240
Lifeguard	\$16.00	153	\$24,400
Lead Front Desk	\$16.00	38	\$6,000
Rentals Staff			\$950
Aquatic Programs			\$2,080
Benefit Factor	7.65%		\$3,264
Total			\$45,934

- B*K factored early arrival, late departure, for part-time staff to allow for setting the pool deck and provide training windows for lifeguards.
- In developing the operational plan B*K accounted for lifeguards being present whenever individuals were in the pool, regardless of if they were part of a practice, lesson, group exercise, etc.

NOTES:

- Although the season typically is 12 weeks, days are often lost due to weather and school beginning in mid-August.
- Lifeguard training was not factored into the operational plan.
- Programs are not factored at capacity.
- Rentals are not factored in at capacity.
- It is the belief of B*K that Condon, or operator of the facility will be well versed in these programs and rental opportunities. As such the initial focus of the operation should be to provide these programs and services with excellent customer service. As the facility moves into years 2 and 3, they can add other specialty programs.

Projected Expenditures

Commodities/Service & Supplies	
Office supplies (forms, ID, etc.)	\$500
Chemicals	\$5,400
Maintenance/Repair/Materials	\$1,000
Janitor Supplies	\$1,000
Recreation supplies (LTS, Water Ex, Lap)	\$500
Safety supplies (First Aid, rescue tubes)	\$200
Uniforms	\$1,267
Printing/Postage	\$100
Concessions (food/supplies) ³	\$788
Vending/Re-sale	\$200
Other Misc. Exp.	\$500
Sub-Total	\$11,454

Contractual	
Utilities	\$6,559
Water/Sewer	\$2,189
Communications (phone)	\$500
Contract services (HVAC, Fire Alarm, Misc)	\$500
Equipment Maintenance	\$500
Advertising	\$500
Training	\$1,500
Membership Dues/subscriptions	\$500
Bank charges	\$602
Sub-Total	\$12,850

Capital Replacement Fund	
Annual Allocation	\$6,490
Sub-Total	\$6,490

Totals	
Staffing	\$45,934
Commodities	\$11,454
Contractual	\$12,850
Replacement Fund	\$70,238
Total⁴	\$6,490

³ Factored at 25% of total revenue generation.

⁴ This total does not include debt service.

The following revenue opportunities developed by B*K, are based on information provided by Condon, familiarity with the market, and experience as facility operators. The projections are what B*K feels the department could anticipate achieving in year 1 of the operation.

Revenues

Category	
Fees	
Daily Admission	\$4,860
Season Pass	\$6,600
Sub-Total	\$11,460
Aquatic Programs	\$5,440
Sub-Total	\$5,440
Other	
Concessions	\$1,575
Pool Rentals	\$1,600
Sub-Total	\$3,175
Total	\$20,075

In 2024, the Condon Primary Service Area had approximately 1,817 households for a population of 4,100. The penetration rate utilized for the operation plan was 21.0% of households purchasing a season pass. Total annual attendance would be approximately 6,300.



WTI Evaluation Report



Condon Community Pool Evaluation

WTI #24505

Wednesday, 09 October 2024

Prepared For City of Condon

A handwritten signature in black ink that reads "R. Nachreiner".

Ryan Nachreiner

Water Technology, Inc. (WTI)

INTRODUCTION

WTI has been commissioned by the City of Condon to report on the current condition of the existing outdoor pool. WTI visited the facility on October 9, 2024, toured the pool and related amenities, and met with staff to discuss operations. The enclosed report documents the observations from the site visit and outlines recommended capital and operational changes.

The condition of a facility is a major determination of the effort and cost of maintaining the utility and value of the amenities. A deteriorated facility will demand higher annual operating expenses over time as parts break, systems fail, finishes deteriorate, and structures weaken. There are also efficiencies lost when operating aging systems or equipment which are unable to take advantage of current methods and financially sustainable practices. The recommended repairs, replacements and renovations described in this report seek to modernize aquatic components and renew the efficient lifespan of the facility.

The purpose of this evaluation is to observe the present condition of the aquatic amenities and aquatic mechanical systems at the existing pool. The evaluation consists of visual examination of the pool and associated mechanical equipment. The report outlines the present condition of the systems, equipment, and components and provides recommendations for repairs or replacements. Potential options for facility repair or replacements are given an estimated range of the probable cost of construction.

Aquatic elements include pool vessels, water features, pool filtration systems, pool circulation pumps, piping, valves and controls, and water treatment systems. Observations were conducted in a non-destructive manner and did not involve the removal of any structures or disassembly of any equipment.

Included in the report are observations and indications of the condition of the accessible means of pool entry and exit. WTI has endeavored to identify problems with the means of access and potential non-compliance with the Americans with Disabilities Act (ADA). Observations and evaluations included in this report do not constitute certification or verification of compliance with ADA requirements. ADA compliance is a legal opinion, and WTI is not able to anticipate or guarantee judicial interpretation with respect to a facility's legal compliance. WTI recommendations are based on a current understanding of the technical requirements of ADA regulations on aquatic amenities.

Compliance with Virginia Graeme Baker Pool and Spa Safety Act (VGBA) regulations has not been verified or investigated as a part of this evaluation and report. Any statements regarding

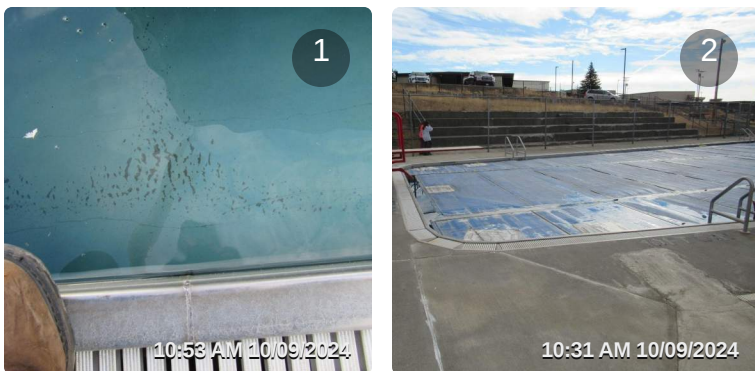
drains, suction fittings, or any other component pertaining to VGBA are preliminary observations only, and further inspection to substantiate compliance is necessary.

The cost amounts associated with the provided recommendations are the opinion of WTI based on a professional understanding of market conditions. Cost amounts have not been trade or contractor verified, and are intended only to provide guidance for a preliminary aquatic budget.

OBSERVATIONS

Observation - Vessel

The pool vessel is constructed of concrete. While there are no visible signs of structure failure, there are several visible cracks in the interior surface of the pool.



Observation - Finishes

The interior finish of the pool is in moderate condition; aside from some cracking, which is likely a concrete vessel issue rather than solely interior finish related.



Observation - Perimeter Skimming

The water is removed from the surface of the pool by a stainless-steel perimeter gutter. The gutter is not functioning properly and skimming over the rim of the gutter is not able to be

achieved. The water level is too low and staff is unable to bring the water level up to appropriate levels due to excessive water leaks. This is a significant detriment to the proper distribution of the pool water and overall water quality.



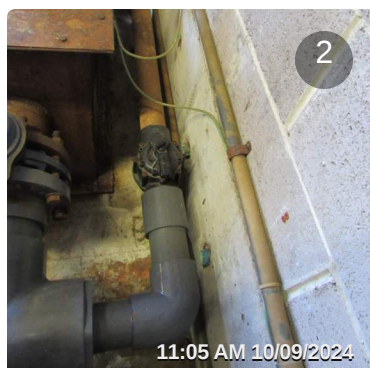
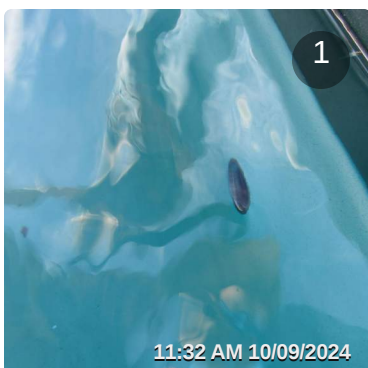
Observation - Submerged Outlets - Main Drains

While the main drains were not specifically evaluated for VGBA SOFA requirement compliance, the drain covers appear to be compliant.



Observation - Submerged Outlets - Vacuum Port

There is a piping connection to the pool wall which is believed to be a vacuum port for vacuum cleaning the pool. This connection is assumed to have a direct piping to the circulation pump. This is a regulated submerged suction fitting and is not compliant with current SOFA requirements. If suction forces were to activate on this piping it is an entrapment hazard.



Observation - Accessibility

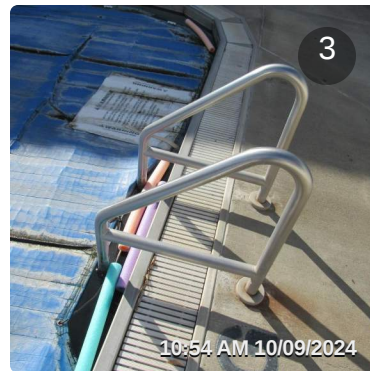
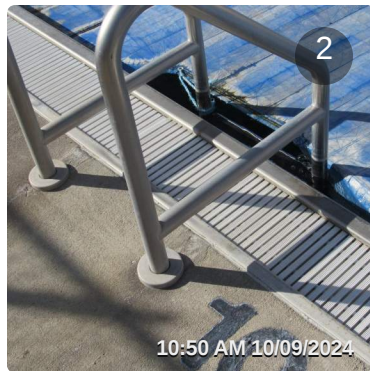
The pool does not have an ADA compliant means of access, such as a chairlift. While beyond the scope of this evaluation, the pool deck and facility in general does not appear to be ADA compliant.

Observation - Deck Equipment

A single fixed lifeguard chair/station is installed on the pool deck. The station is mildly corroded.

A pool cover was placed on the pool water at the time of observation. A pool cover storage reel is located on the deck and is severely corroded.

The pool is accessed with four in-pool stainless steel ladders. The ladders have some mild scaling and are in good condition.



Observation - Competition Equipment

The pool does not have starting platforms, lane lines, or lane dividers.

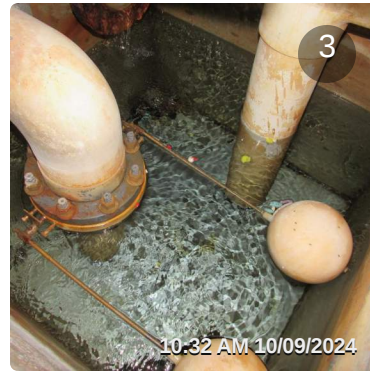
A single springboard diving board resides in the deep end of the pool. The stand is heavily corroded. The board surface is worn and chipping. The pool vessel, with a depth of 10', is no longer compliant with current code requirements for water depth for 1-meter springboard diving.



Observation - Surge Tank

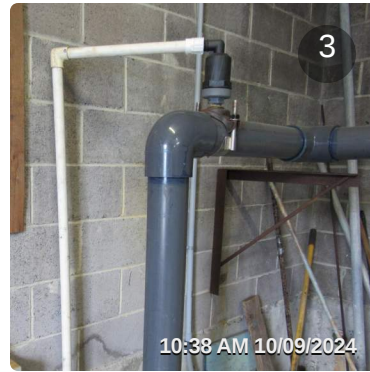
The surge tank is a steel tank within the pool mechanical room. The tank is severely corroded, to the extent it should be expected to soon fail to be waterproof.

The tank is also insufficient in size to properly hold the potential surge capacity of the pool.



Observation - Circulation Pump

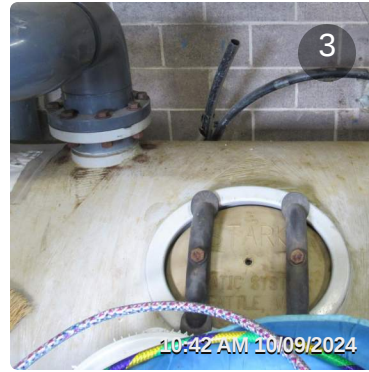
The pool water is moved with a flooded suction centrifugal pump. Prior to the pump is a strainer with stainless steel basket and acrylic lid. The pump body has mild corrosion. No variable frequency drive was observed. The pump is a flooded suction horizontal centrifugal pump, however, is not at a sufficient elevation to convey positive head pressure to the pump. Staff reports an inability to achieve 300 GPM of circulation flow rate. This may be an insufficiency in the pump/impeller, blockage in piping, or filter flow dynamics. A large amount of air is building in the system and is evident in the stainer body prior to the pump. An air bleed has been added on the pressure side of the pump but may be insufficient in preventing air from reaching the filter.



Observation - Filtration

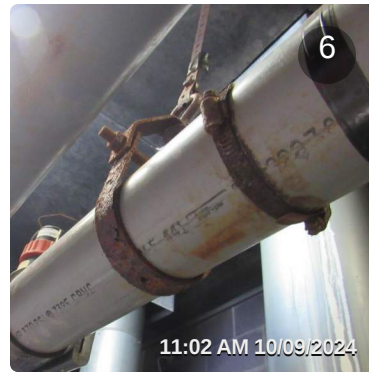
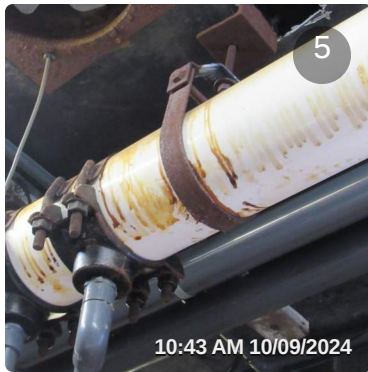
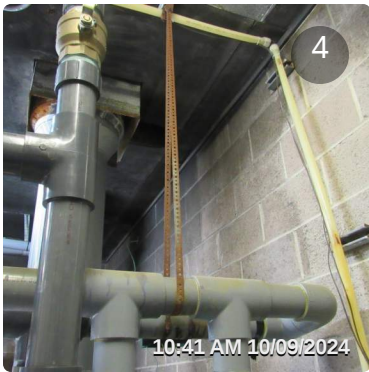
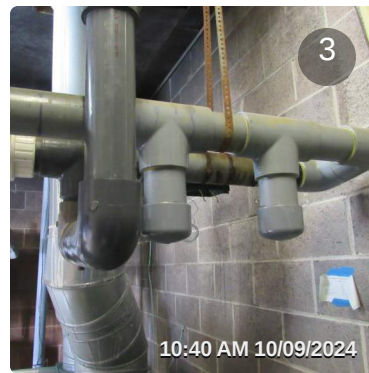
The pool water is filtered with a horizontal high rate sand filter. The fiberglass body of the filter appears to be in good condition. The age of the sand media is understood to be approximately 5 years.

The pressure differential between the existing influent and effluent gauges is approximately 5 PSI, which depending on the timing within the backwash cycle is likely appropriate.



Observation - Observable Piping

All observed piping in the mechanical room was PVC. There are several stubbed, or deadheaded, pipes in the system. Some piping hangers and straps are heavily corroded.



Observation - Underground Piping

The unobservable piping buried under the pool and pool deck is assumed to be broken, cracked, or otherwise leaking. This is due to the amount continuous water loss and the need for near constant filling of the pool with fresh water. A garden hose runs almost continuously and has trouble keeping the pool filled. The majority of the water loss is assumed to be in the underground piping, likely in the main drain line as the pool completely drains if left without fresh water fill.



Observation - Valves

Valves on the main pool lines are butterfly valves, while valves on the heater loop are ball valves. All valves appear to be in working order.



Observation - Chemical Control

Disinfection and pH control chemicals are injected by digital automatic chemical controller. The controller, flow cell, and probes appear in good condition.

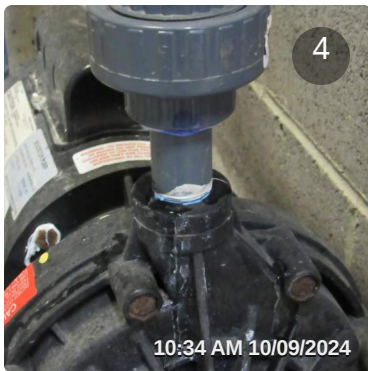


Observation - Primary Disinfection

The pool is disinfected using the addition of calcium hypochlorite. Tablets are added to a spray erosion feeder and the dissolved chemical is injected into the pool circulation system. The feeder and stored buckets of tablets are located in the common open area of the pool mechanical room, exposing other equipment to the fumes of the chlorine tablets. The feeder is immediately adjacent to the pool heater, which is particularly susceptible to damage from

chemical fumes. Furthermore, adjacency to gas-fired heaters is dangerous as calcium hypochlorite is a Class 3 Oxidizer.

The booster pump on the feeder bypass has a small leak on the pressure side of the pump.



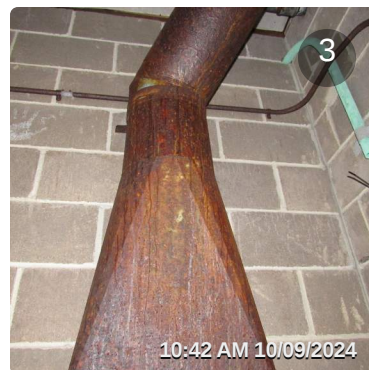
Observation - Supplemental Systems

The pool does not have a supplemental sanitation system, such as ultraviolet disinfection.

Observation - pH Balance

The pool is balanced using the addition of hydrochloric acid, or muriatic acid. The acid is delivered and stored in 15 gallon drums. Injection of the acid, governed by the chemical controller, is performed with a peristaltic chemical pump.

The acid is stored in a chemical closet with ventilation. The door and metal ventilation ductwork are extremely corroded, suggesting excessive exposure to acid fumes from unsealed containers.



Observation - Chemical Storage and Safety

As discussed, chlorine is stored in the common area of the mechanical room and acid fumes have corroded components of the acid storage closet.

Neither chemical has spill containment or secondary containment.

All other dry chemicals are stored in the common area of the mechanical room.

There is no chemical shower or eyewash station available in the mechanical room.



Observation - Pool Heating

Pool water heating is provided by a gas fired pool heater. The pool heater appears in good condition.



Observation - Mechanical General

A flow meter is present and appears to be working.

There is no Valve Legend or system operating chart in the mechanical room. However, piping flow direction is well labeled.

The mechanical room does not have good access for repairs or heavy equipment replacements. Access is only out to the pool deck.

DEFICIENCIES

D01: Cracking and potentially leaking pool vessel concrete

D02: Non-functioning gutter / water level

D03: Non-compliant vacuum port

D04: Lack of ADA compliant access

D05: Corroded pool cover storage reel

D06: Corroded and worn diving stand and board

D07: Non-compliant water depth for springboard diving

D08: Corroded surge tank

D09: Insufficiently sized surge tank

D10: Lack of Variable Frequency Drive (VFD)

D11: Insufficient pump elevation depth

D12: Insufficient flow rate (<300 GPM)

D13: Excessive air in circulation system

D14: Significant water loss / leaking

D15: Lack of isolated ventilated chlorine storage

D16: Leaking chlorine booster pump

D17: Corrosion in acid chemical room

D18: Lack of chemical spill containment

D19: Lack of chemical shower or eyewash

RECOMMENDATIONS - Repairs and Renovation

The following repairs are recommended, at a minimum, to allow the facility to continue operating in an effective manner and correct the deficiencies defined above.

R01: Repair concrete cracks in the pool vessel

R02: Remove/decommission vacuum port line

R03: Replace underground pool piping

R04: Replace pool gutter

R05: Install chair lift

R06: Replace pool cover storage reel

R07: Remove diving stand and board

R08: Construct new surge tank and pump pit

R09: Install a Variable Frequency Drive on the circulation pump

R10: Construct isolated and ventilated chlorine storage room with spill containment

R11: Replace corroded vents and components in acid room and add spill containment

R12: Replace filter sand media

R13: Add medium pressure ultraviolet supplemental sanitation

Opinion of Probable Construction Cost of Pool Repair and Renovation: \$775,000 to \$1,250,000 USD

RECOMMENDATIONS - Replacement

The previously discussed recommendations are necessary to maintain the aquatic components of the facility in proper working order. When a significant capital investment is considered for components of an asset, the cost to replace the complete asset is often a valuable comparative consideration. Therefore, an estimated probable construction cost for the complete reconstruction of the pool and associated pool systems with newly a constructed pool vessel, pool piping and pool mechanical systems is provided below. The newly constructed pool vessel will be designed and engineered to modern standards of quality and compliance and be supported by today's advanced mechanical, filtration and water treatment systems.

New Lap Pool, approximately 3,400 SF

- Water Depth: 3'6" to 7'0"
- Quartz Aggregate Finish with Tile Border and Markings
- Deck Level Perimeter Gutter
- Six Lap Lanes with Starting Platforms
- Shallow Water Program Area

Opinion of Probable Construction Cost of Pool Replacement: \$1,320,000 to \$1,850,000 USD

Complete pool replacement as defined above does NOT include replacement or improvements to the bathhouse/buildings, mechanical rooms, site work, excavation, site drainage, utilities, decks and walkways, turf and landscaping, lighting, and fences and barriers.

CONCLUSION

There is a significant investment required to provide aquatic amenities to the community which are maintainable long-term. However, lower levels of capital inputs for repairs or renovations in the short-term often result in higher total expenditures in the long-term. This report finds the Condon community would be best served, both programmatically and financially, with a new aquatic facility. A modern aquatic center can provide the durability and efficiencies to enable a more effective and sustainable facility over a lifespan measured in decades than the existing facility after repairs and renovations.

Furthermore, the construction of a completely new pool provides an opportunity to refine the facility's ability to accommodate users. The program offerings of new aquatic amenities can meet and exceed those available in the current facility. New aquatic amenities allow separate bodies of water, new features, and a wider range of programs resulting in increased community participation. A new aquatic facility allows for the reconsideration of aquatic program offerings and realignment of how to best serve the needs of the community.



Cost Estimate

**CONDON OUTDOOR POOL - CONDON, OR
SCHEMATIC DESIGN ESTIMATE**

3,665 SF NEW

12-30-25

		QUANTITY	UNIT	RATE	TOTAL	
DIVISION 1	GENERAL					
	GENERAL CONDITIONS	1	LS	800,000.00	800,000	
	BUILDERS RISK INSURANCE POLICY			BY OWNER	BY OWNER	
	FORKLIFT	9	MO	3,500.00	31,500	
	FINAL CLEANING	1	LS	7,000.00	7,000	
	WAREHOUSE / LOGISTICS MANAGER	1	LS	15,000.00	15,000	
	CONSTRUCTION FENCING	2,000	LF	6.00	12,000	
	TEMPORARY HEATING EQUIPMENT & UTILITY FEES	2	MO	5,000.00	10,000	
	COLD-WEATHER SLAB PROTECTION ALLOWANCE	15,000	SF	1.00	15,000	
	FIELD ENGINEERING / SURVEY	1	LS	49,000.00	49,000	
						939,500
DIVISION 3	CONCRETE					
032000	REINFORCING STEEL SUPPLY & INSTALL	40,000	LB	1.45	58,000	
033000	CAST-IN-PLACE CONCRETE	1	LS	150,000.00	150,000	
						208,000
DIVISION 4	MASONRY					
042000	MASONRY - CMU	1	LS	274,600.00	274,600	
						274,600
DIVISION 5	METALS					
051200	STRUCTURAL STEEL & METAL FABRICATIONS	1	LS	80,000.00	80,000	
058000	STEEL ERECTION/INSTALLATION	1	LS	40,000.00	40,000	
						120,000
DIVISION 6	WOODS/PLASTICS/COMPOSITES					
061000	ROUGH CARPENTRY - MISC BACKING BLOCKING INSTALLATION, ETC.	3,665	SF	4.00	14,660	
062000	FINISH CARPENTRY					
	FINISH CARPENTRY ALLOWANCE	1	LS	5,000.00	5,000	
064100	CASEWORK					
	SOLID SURFACE COUNTERS	35	LF	500.00	17,500	
	LOWERS	8	LF	400.00	3,200	
	UPPERS	8	LF	325.00	2,600	
	RECEPTION DESK	9	LF	600.00	5,400	
						48,360
DIVISION 7	THERMAL & MOISTURE PROTECTION					
071400	FLUID APPLIED WATERPROOFING	1	LS	14,000.00	14,000	
075400	STANDING SEAM METAL ROOF	4,503	SF	60.00	270,180	
076200	SHEETMETAL FLASHINGS	1	LS	8,000.00	8,000	
079200	JOINT SEALANTS	3,600	SF	0.70	2,520	
						294,700
DIVISION 8	OPENINGS					
081000	NEW DOORS / FRAMES / HARDWARE	7	EA	3,600.00	25,200	
083100	ACCESS DOORS	1	LS	1,500.00	1,500	
083323	BARN DOOR - STEEL & LOCKABLE	1	LS	9,200.00	9,200	
083613	LOCKABLE BIFOLD GATE	1	EA	4,500.00	4,500	
084313	STOREFRONT EXTERIOR, VESTIBULES, CLERESTORY	1	LS	104,700.00	104,700	
088001	MIRRORS	1	LS	2,200.00	2,200	



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**CITY OF CONDON
WORK SESSION AGENDA
DECEMBER 15 2025 PERSONNEL
Monday, December 15, 2025, 4:00 PM
CONDON CITY HALL**

1. CALL THE MEETING TO ORDER

The meeting was called to order by Mayor Dustan Hall at 4 p.m.

Present: Mayor Dustan Hall; Councilors Jeremy Kirby and Hanna Bass (Zoom); Staff - City Administrator Kathryn Greiner, Public Works Superintendent Gibb Wilkins and Administrative Assistant Jessica Isley.

Absent: None

2. DISCUSS INTERIM CITY OPERATIONS

At the December 3, 2025, Condon City Council meeting, it was decided that the city would look to appoint a Personnel Committee to go with an interim solution of the city administrator position that would use existing staff. Assigned to the committee were Mayor Hall, Councilors Bass & Kirby. The council discussed a six-month interim solution as they look for a new city administrator. CA Greiner was to bring position descriptions for Interim Public Works/City Administrator and Interim Administrative Assistant/City Recorder to this meeting per council direction. She had a draft that was currently with the CIS staff that assist with Human Resources (HR), and was waiting back for final changes. She had gone over the drafts with Administrative Assistant Isley and PW Wilkins to capture the job duties.

PW Wilkins gave the Committee copies of the city charter for reference when it comes to the existing positions, and added that the City Recorder position has been combined with the City Administrator position currently held by CA Greiner. It was discussed that there is an option for outside HR sources as used by the S. Gilliam County Health District in the past to assist with the interim staffing needs.

Isley stated that the hours may vary while the interim positions are in place and discussed closing at noon on Fridays while adding extra hours on Tuesdays or Wednesdays. PW Wilkins stated that there are going to be times that he cannot be in the office due to duties required by Public Works that include plowing or an emergency situation that may require more flexible City Hall hours.

Councilor Bass asked if the staff were comfortable with the interim job descriptions and heard that both were comfortable with tasks in the drafts. PW Wilkins stated that he is the Operator of Record for the water and wastewater system, but that employee, Aaron Fitzsimmons, also has certification of both systems.

CA Greiner recommended that the staff give brief bi-weekly updates to the council during the interim period to keep everyone informed of what is going on and if there are issues. Mayor Hall stated that he has years of HR experience and if they need assistance, contact him. Councilor Kirby clarified that these positions are interim and within six months, the council may go out again for the administrative positions.

Compensation was discussed briefly and both PW Wilkins and Isley stated that their "asks" were negotiable. Isley asked for an additional \$12,000 for the 6-month period and PW Wilkins asked for \$20,000. Consensus of the Committee was that compensation would be discussed and negotiated in the council meeting when all councilors are present. Isley and PW Wilkins were asked to put their requests in writing to bring to the council.

2.1. Draft Interim Position Descriptions

3. OTHER

No other items were discussed.

4. ADJOURN

Mayor Hall adjourned the committee meeting at 4:42 p.m.

Interim Public Works Superintendent/City Administrator City of Condon

Department:	Administration
Accountable to:	Council
Supervises:	All Staff other than Interim Administrative Assistant/Recorder
FLSA:	Exempt
Classification:	Full Time
Adopted:	January 7, 2026

GENERAL SUMMARY

Under the general direction of the city council, this interim position will be responsible for the overall operation of the City of Condon. This will include public works, park, golf, pool, city administration and oversight of all employees with the exception of the Interim Administrative Assistant/City Recorder. Additionally, the position will develop and nurture a working relationship with other area cities, Gilliam County, state and federal agencies and private organizations.

ESSENTIAL JOB FUNCTIONS

- Organize, plan and administer and manage a city-wide maintenance management program for water systems, wastewater systems, park, golf and street & sidewalk and associated equipment.
- Schedule staff and needs for Public Works and Park and Recreation Departments
- Prepare recommendations for annual operations and maintenance, and capital improvement projects for Public Works, park, golf, pool, city buildings, streets and sidewalks.
- Supervise city staff with the exclusion of the Interim Administrative Assistant/City Recorder and must approve any or all overtime by staff.
- Attend all City Council and city committee meetings and understands public meeting law.
- Assist with council meeting agendas and packets through the electronic packet system
- Develop policies and procedures as needed to implement the decisions of the city council.
- Assists with preparation of the city's annual budget and administers the budget in coordination with council and staff.
- Monitors overall fiscal activity of the city and maintains that spending is within council budget appropriations.
- Understands and abides by public contracting rules approved by the city.
- Maintains records, reports and testing data as required by city activities – DEQ, OHA Drinking Water – and recommend compliance procedures.

- Prepare and oversee city planning department functions. Schedule meetings, process applications and coordinate with planning consultant.
- Meets with businesses, and local/state/federal entities to maintain positive relationships in cooperating projects, grant submittals and economic development
- Attends meetings and represent the city in various community organization groups explaining city issues and projects to encourage citizen participation and support.
- Stay current state and federal laws regarding operations of the city.
- Apply and administer city grants and oversee city capital projects.
- May be required to perform on-call duties after business hours. Alert the council of an unusual or emergency situations and recommend responses to meet problems

Minimum Qualifications:

Education and Experience

Education and or experience to be able to execute all the essential functions of the job

Certifications and Licenses

- **High School Diploma or GED equivalent required**

Skills, Knowledge and Abilities

- **Have excellent customer service skills and ability to multi-task.**
- **Applicable experience with WORD and Excel**
- **Must be able to understand and follow oral and written instructions,**
- **Must be able to establish and maintain harmonious working relationships with the public and other employees.**
- **Must be able to understand and apply municipal budgets**
- **Must have applicable knowledge of public meetings laws and regulations**

SPECIAL REQUIRMENTS/LICENSES

- Possession of, or the ability to obtain within 60 days, Wastewater Collection level 1, Wastewater Treatment level 1, Water Distribution level 1, Competent Person (Trenching and Shoring),
- Cross Connection Specialist certifications
- Work Zone Traffic Control training.
- Must possess a valid Oregon Class B Commercial Drivers License with Air Brake and Tank endorsements, or the ability to obtain one within 6 months of hire date.

PHYSICAL DEMANDS OF POSITION

While performing the duties of this position the employee is frequently required to stand, sit, communicate, reach and manipulate objects, tools or controls. The position requires mobility. Duties involve moving materials weighing up to 50 pounds on a regular basis. On occasion, the work involves moving materials weighing in excess of 100 pounds. Manual dexterity and coordination are required over 50% of the work period while operating various public works equipment, motorized vehicles, hand

and power tools and standard office equipment. Majority of the administrative duties will be in an office environment.

WORKING CONDITIONS

The majority of duties take place outside of buildings with exposure to all types of weather conditions, sewage, bio-hazards, traffic, dirt, oil, grease, fumes, noise, and chemicals. The duties listed above are intended only as illustrations of various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee _____ Date _____

_Attest _____ Date _____

Approved by the City Council January 7, 2026

12/30/2025

To the Condon City Council,

I propose that the salary for the Public Works Superintendent/Interim City Manager position be \$95,000 annually with the expectation that when I am relieved of the Interim City Manager duties that I go back to my current Public Works Superintendent salary.

In this month's council meeting packet, I have included two other documents that helped me decide on this salary. The first has comparable salaries of public works jobs for Gilliam County, other public works job openings around the state that are of comparable responsibility and qualifications, as well as a short list of other City Administrator jobs that are currently open or hired with in the last 6 months.

The second document has a listing of all duties assigned to me as Public Works Superintendent. This was produced to demonstrate the full depth and width of the current job duties. Most of the duties on the list are not visible to the general public, as most only see the direct hands on in the field aspect of the job.

This spring I start my 9th year with the City of Condon.

Thank You for your Time

Gibb Wilkins

Current “As assigned” Task of City of Condon Public Works Superintendent

Power and Authority Established by City of Condon Ordinances

1. Utilities

- a. Operator of Record Water Distribution System (Governend by Oregon Health Authority (OHA))
 - i. Manages and updates Water System Master Plan (WSMP) in conjunction with City Engineer
 - ii. Supervises City crews in operating, maintaining and installing infrastructure in accordance with ORS’s, OARs and City ordinances
 - iii. Meets regularly with high water users to encourage water conservation
 - iv. Manages the AMI/ALD infrastructure
- b. Operator of Record Wastewater Collection System (Governed by Oregon Department of Environmental Quality (DEQ))
 - i. Manages and updates Wastewater Collection System Study Update (WWSSU) in conjunction with City Engineer
 - ii. Supervises City crews in operating, maintaining and installing infrastructure in accordance with ORS’s, OARs and City ordinances
- c. Operator of Record Wastewater Treatment Facility (Governed by DEQ)
 - i. Operates Facility in accordance with DEQ permits, ORS’s, and OAR’s.
 - ii. Rewrote DEQ permits in house saving city \$20,000+ (permit lasts 10 years)
- d. Maintain Storm Water System (Governend by DEQ)
- e. System Control and Data Acquisition (SCADA) manager
 - i. Troubleshoots SCADA system in conjunction with City Integrator
 - ii. Plans long-term upgrades to SCADA system in conjunction with City Integrator
- f. On Call
 - i. Serves on-call shift every third weekend.
 1. Responds to Water and Sewer emergencies during assigned weekends
 - ii. First point of contact for dispatch and citizens on any weekend
 1. If not on-call weekend, will take care of minor emergencies if able to save city overtime pay

- 2. Will contact on-call staff for major emergencies and assist if able. May also be contacted on off weekends to make major decisions.
- iii. Responds to fire department calls in the City of Condon if able
 - 1. Assists Fire Department in operating City owned fire hydrants and other minor tasks.
 - 2. Works overtime when fire camp in town to ensure hydrants are operated correctly and provide support to Gilliam County Emergency Management

2. Transportation

- a. Serve as Street (Sidewalk) Commissioner (City Ordinances)
 - i. Remove snow from city streets at night, starting at 8:00pm to 8:00am. Will respond on off weekends if able
 - ii. Removes snow from downtown sidewalks and around school campus, usually starting at 4:30am on days school isn't delayed
 - 1. City Ordinance 151.22 (B) requires all Main Street Business to remove snow before 10:00am. Ordinance is not currently enforced.
 - iii. Ensures residents compliance with City Ordinances governing sidewalks and right of ways
 - iv. Plans and maintains a list of streets needing resurfacing
 - v. Responsible for ensuring potholes and utility cuts are repairs
 - vi. Responsible for placing street signs.
- b. Serves on Lower John Day Area Council of Transportation (LJDACT), City representative for Gilliam County, (meets quarterly)
 - i. LJDACT advises Oregon Department of Transportation (ODOT) on goals, priorities and projects for District 9.
- c. Serves on ODOT Small Cities Allotment Advisory Committee (SCAAC) as region 4 representative.
 - i. Advises ODOT staff on operation of the Small Cities Allotment (SCA) program, sets policy for SCA.
- d. Serves as Grant Writer
 - i. Writes grants for SCA and ODOT Safe Routes to School (SRTS) programs
- e. Long Term Planning, manages and updates the Cities Transportation System Plan (TSP) and SRTS plan in conjunction with City Engineer.
 - i. Interacts with ODOT, county agencies and non-city developers to ensure proper traffic planning in the City of Condon.

- ii. Initiated and currently manages the Safe Routes to School Project Identification process
 - f. Currently managing dark sky upgrades to City streetlights.
- 3. Construction Management (City Ordinances)
 - a. Serves as project manager for city construction projects (saving at minimum \$15,000 in 2025)
 - b. Assists with and inspects city infrastructure when being upgraded and installed due to non-city projects.
 - c. Reviews engineer drawings for city and non-city projects, gives opinion to planning commission when asked.
- 4. Graphic Information System (GIS)
 - a. Brought GIS system in house saving city \$6,000+ per year
- 5. Parks and Recreation
 - a. Supervises Park attendant
 - i. Sets long term goals for park
 - ii. Fills in for Park attendant when out
 - b. Supervises Golf Course Attendant
 - i. Sets long term goals for golf course
 - c. Provides limited maintenance services to Condon Community Swimming Pool (including after-hour repairs and monitoring)
 - i. Readies Pool in Spring and readies pool for winter (assisted by Jameison Marshall Plumbing)
- 6. Garbage
 - a. Supervise and assist transfer station and recycle depot attendants
 - b. Managers Transfer Station Permit (DEQ)
 - c. Perform minor repairs during and after working hours to keep facility open.

Comparable Salaries for Interim City Manager/Public Works Superintendent position

Gilliam Count Roadmaster-Supervises (Supv) 10 FTEs \$98,983.68

Gilliam County Rock Crusher Supervisor-Supv 2 FTEs \$87,929.82

Current Public Works Job Openings (from OAWU.net):

Cit of Lapine Public Works Director-Supv 5 FTEs	\$123,397-\$138,885
City of Lakeside Wastewater Operator-Supv 1 FTEs	\$70,000-\$90,000
City of St Paul Public Works Operator-Supv 1 FTEs	\$90,000-\$100,000
Lusted Water District Water System Operator-Supv .5 FTEs	\$72,800-\$93,600

City of John Day Public Works Director open since June 13th

Salary Range \$100,000 to \$115,000-Supv 5 FTE

Job opened June 13th, 2025

Offered to candidate September 2025 for \$105,000

<https://bluemountaineagle.com/2025/09/25/john-day-hires-luis-campos-as-public-works-head/>

Candidate withdrew October 1st, Position still open as of 12/24/2025

<https://bluemountaineagle.com/2025/10/01/john-day-to-resume-search-for-public-works-head/>

Current and recently closed City Manager Job Openings:

City of Yoncalla- Supv 4 FTEs \$85,000-\$115,000

City Manager Resigned May 13th, 2025, multiple Interim Managers since.

City of Drain (position filled October 2025) Supv 10 FTE \$96,000

Cit of Echo (interviews closed, but no hire yet) Supv. ?FTEs \$75,000-\$105,000

Recruitment for City Manager was roughly same timeline as Condon. On 12-22-2025 held meeting with Short-Term City Manager Contract on the agenda

City of Wheeler (new manager starts January 5th, 2026) Supv 5FTEs \$80,000+

Hired City manager in June 2025, Started recruitment for current manger 7/28/2025 (2 interim City Managers during this period)

City of Myrtle Creek Supv 21 FTEs \$95,000-\$115,000

Applications closed 12-22-2025

Position Description

Title: Interim Administrative Assistant/City Recorder

Department: Administration

Reports to: City Council

Supervision Duties: None

FLSA Status: Non-Exempt

Classification: Full Time

Essential Job Duties:

- Primary responsibility for reception, fax services, copying, answering the multi-line telephone system, mail pickup and distribution, ordering supplies.
- Primary responsibility for maintenance of utility accounts, calculation of deposits and balances, perform data entry and prepare and review monthly utility bills, delinquency notices and water shut off notices.
- Primary responsibility for the accounts payable cycle includes conducting necessary research to determine appropriateness of payment, entering invoices into computer system, printing checks and assembling checks with invoices/statements for signatures. Mail signed checks, file check copy with backup and file accounts payable reports in appropriate manner.
- **Primary responsibility for payroll including but not limited to accruals, quarterly/annual reporting, annual workers' compensation reporting.**
- **Recording and reporting all city council and city committee meeting minutes. Assisting with agenda formation and distribution to council and public of all materials. Adhering to all state and federal meeting laws.**
- **Assist with building annual budget and adhere to all budget law requirements.**
- **Be the Election Officer.**
- Serve as city cashier for utility and other city payments, deposits, fees, fines, etc.
- Provide clerical services in support of all city functions including computer, 10-key, fax, copier and multi-line phone system.
- ~~Interact directly with the public on a daily basis.~~
- Provide excellent customer service. Create a positive experience for customers through professional and courteous behavior and creative problem resolution.
- Continue to develop skills through training, reading and meeting with others so that they can meet the changing demands and perform the duties of their position.
- Coordinate and record safety committee meetings and training. Follow and enforce the safety rules and procedures and contribute to the safety of co-workers and the public.
- Coordinate rentals of city facilities and maintain calendar and forms for rentals.
- Coordinate staff calendar and maintain leave forms for employees.
- Generate and update forms as needed for rentals, utility functions and other forms needed.
- Other duties as assigned.

Typical Duties:

- Perform varied clerical and secretarial services, greet the public, act as receptionist answers telephone and respond to questions as appropriate from public and co-workers.
- Schedules use of community facilities – Veterans Memorial Hall, golf course, park, swimming pool.
- ~~Acts as receptionist and cashier.~~
- Receives cash receipts for sewer and water services, pay stations, licenses, fees and fines.
- Performs the duties of Utility Billing Clerk including but not limited to: Assisting with maintenance of utility billing accounts, receiving and posting payments for billing and deposits, printing, posting and tracking of utility bills, preparation for mailing of bills, reconciling water deposit records, maintaining utility billing, accounts receivable records, preparing shut-off lists, assessing and recording late penalties.
- **Completes monthly accounts payable and payroll. This includes all corresponding reports for council, state and federal governments, and assists with compiling financial information for grant reporting.**
- **Completes bank reconciliations and makes appropriate journal entries and transfers as necessary. These reports will be emailed to assigned councilor.**
- **Maintains and updates the city's website.**
- Manages collection of online payments from all city revenue sources and post to Caselle system.
- Issue dog licenses and maintain records of the issued licenses.
- Schedules use of community facilities and tracks deposits, track keys, payments and forms required for use.
- ~~Prepare daily cash deposit for reconciliation.~~
- Perform other related tasks as required.
- ~~Assist swimming pool manager in ordering and other administrative tasks as needed.~~
- ~~Maintain transient tax forms, mailings and receipts.~~ **Maintain transient tax files for local entities and correspond accordingly with State Department of Revenue.**

Minimum Qualifications:

Education and Experience

- **Demonstrate knowledge and skills to execute all the essential functions of the position.**
- **Secretarial and general office procedures experience necessary.**
- **Word processing, accurate operation of 10-key calculator, bookkeeping,**
- **Ability to form positive public working relationships with staff, elected officials and the**

Certifications and Licenses

- High School Diploma or GED equivalent required.
- May substitute completion of business school or equivalent education for experience.

Skills, Knowledge and Abilities

- Have excellent customer service skills and ability to multi-task.
- ~~Some~~ **Bookkeeping** skills required.
- Have extensive knowledge of record keeping and office procedures.

- Computer, word processing, data entry and filing skills required.
- Able to make computations and tabulations accurately and at reasonable speed using a ten-key calculator.
- Must be able to understand and follow oral and written instructions, learn clerical tasks readily; adhere to prescribed departmental routines; establish and maintain harmonious working relationships with the public and other employees.
- Must be able to pass background check and demonstrate ability to perform essential skills.

Physical/Mental Demands:

While performing the duties of this position, the employee is frequently required to walk, stand, bend, kneel, ~~stoop~~, communicate, reach and manipulate objects. The position requires mobility. Duties involve moving materials weighing up to 10 pounds on a regular basis such as files, books, office equipment, etc., coordination is required while operating equipment such as a computer keyboard, calculator and standard office equipment.

Working Conditions:

Usual office working conditions: noise level in the work area is typical of most office environments with telephones, personal interruptions, and background noises.

Employee Signature _____

Date: _____

Attest: _____
 Kathryn Greiner, City Administrator

Date:-----

Wednesday, December 31, 2025

Condon City Council,

I am proposing that the annual wage for the Administrative Assistant/Interim City Recorder position be \$80,000, or \$38.46 per hour, and having me remain an hourly employee for the interim period. Relieving me of the Interim City Recorder duties will revert my pay to the Administrative Assistant wage current at that time. The following are a few small cities with annual pay ranges for their City Recorder:

- City of Bay City – City Recorder/Utility Billing Clerk \$64,754 - \$82,757 Annually works with the City Manager & Assistant City Manager/Finance Director
- City of Sisters – City Recorder \$75,108 - \$113,609 Annually works with the City Manager & Assistant City Manager
- City of Depoe Bay – City Administrator/Recorder \$60,000 - \$90,000 Annually works with a Deputy City Recorder, Admin. Assistant, & Office Assistant
- City of Maupin – City Recorder \$40,000 - \$70,000 Annually works with the City Manager & Utility Billing Clerk/Admin. Assistant

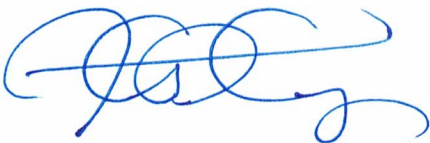
I would like to suggest the following hours:

Monday – Thursday: 8am – 1pm, 2pm – 5pm and Friday: 8am – 1pm

These hours should alleviate any overtime. I am also willing to work outside of these hours, if there is a need, such as being open later on a Tuesday or someone scheduling a different time. I may not be able to accommodate every request; however, I will do my best. I would ask the council and community to be understanding during the interim period, there may be times City Hall might be closed, and we will work together to ensure that any closure is communicated as soon as it can be.

I appreciate your time and consideration.

Respectfully,



Jessica Isley



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

CITY OF CONDON 2026-27 BUDGET CALENDAR

Appoint Budget Officer	January 7, 2026
Appoint Budget Committee Members	January 7, 2026
Adopt Budget Calendar	January 7, 2026
Publish 1 st Notice of Budget Committee Meeting	April 2, 2026
Publish 2 nd Notice of Budget Committee Meeting	April 9, 2026
Budget Committee Meeting	April 20, 2026
2 nd Budget Committee Meeting (If Necessary)	April 27, 2026
Publish Notice of Budget Hearing	May 22, 2026
Budget Hearing	June 3, 2026
Enact Resolutions to: Adopt Budget Make Appropriations Impose and Categorize Taxes	June 3, 2026
Submit Tax Certification Documents to Assessor	July 15, 2026



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2026 CONDON CITY CALENDAR PLANNER

Council Meetings – First Wednesday of the month, 7 p.m.

January 7	May 6	September 2
February 4	June 3	October 7
March 4	July 1	November 4
April 1	August 5	December 2

Planning Commission Meetings – Third Tuesday of the month as needed, 5:30 p.m.

January 20	May 19	September 15
February 17	June 16	October 20
March 17	July 21	November 17
April 21	August 18	December 15

Election Information

Elections for Mayor & Three Councilors in 2026 – Elections Manual Will Determine Deadlines

Holidays – City Hall Closed

New Year's Day – January 1
Martin Luther King Day – January 19
President's Day – February 16
Memorial Day – May 25
Independence Day – July 3
Labor Day – September 7
Veteran's Day – November 11
Thanksgiving Holiday – November 26-27
Christmas Day – December 25



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City of Condon 2025 Committee Members

Public Safety

- **Mayor Dustan Hall, Councilors Hanna Bass & Michael Durfey**

Housing

- **Mayor Dustan Hall, Councilors Jan Stinchfield & Jeremy Kirby**

Park & Recreation

- **Mayor Dustan Hall, Councilors Dawn Parm & Tom Fatland**

Public Works

- **Mayor Dustan Hall, Councilors Jeremy Kirby & Michael Durfey**

Finance

- **Mayor Dustan Hall, Councilors Hanna Bass & Dawn Parm**

Fiber

- **Mayor Dustan Hall, Councilors Jan Stinchfield & Tom Fatland, Donald Jamieson**
- **Gilliam County Fire Services Board – Mayor Dustan Hall**



This AGREEMENT, made this ____ day of _____ 20__, by and between _____, hereinafter referred to as the Owner, and Anderson Perry & Associates, Inc., hereinafter referred to as the Consultant.

The Owner has need of engineering and/or related professional services from time to time for various work tasks or projects. The Owner hereby designates the Consultant as "Engineer of Record for _____." The Owner may utilize the Consultant to provide services as may be needed by authorizing individual Work Orders that will be extensions of this Agreement for General Services, subject to all of the provisions contained herein. The scope of work (SOW) and cost of services for each specific request will be described in each Work Order outlining the Consultant's services. The Consultant, acting as an independent consulting firm, agrees to provide the necessary engineering and/or related professional services, hereinafter referred to as Services, under the terms and conditions as outlined herein and as may be further detailed and described in the respective Work Orders.

Note: Delete the sentence above if AP will not be designated as the engineer of record for the Owner.

WITNESSETH:

In consideration of the mutual covenants and promises between the Owner and Consultant hereto, it is hereby agreed:

SECTION A - ENGINEERING SERVICES

WORK ORDERS

The Owner will request the Consultant provide Services whenever the Owner wishes to engage the Consultant. A Work Order (see general format attached to this Agreement as Exhibit "A") will be prepared that describes the scope of services to be provided by the Consultant, any special contractual agreements that are applicable to the Work Order, and the method of compensation for the Services to be performed. The Consultant will provide the Services outlined in the Work Order after the Work Order has been approved and authorized by both the Owner and the Consultant's representatives. Work Orders will be prepared for each specific project or work task to be performed for the Owner.

SERVICES

When requested by the Owner in a Work Order, the Consultant will provide Services of the general type and scope outlined in Exhibit "B."

SECTION B - COMPENSATION FOR SERVICES

The Owner will compensate the Consultant for the various Services to be provided on either a lump sum basis or on a time and materials basis as the Owner and Consultant agree. The method(s) of compensation will be defined in each Work Order and as described herein.

1. Lump Sum Basis

The Owner will compensate the Consultant on a lump sum fee basis for the tasks defined and at the dollar amounts stated in the respective Work Orders. If, during the course of the work, the scope of the work should substantially change, the Owner and the Consultant will amend the Work Order to cover the revised scope and lump sum fee for Services.

2. Time and Materials Basis

The Owner will compensate the Consultant on a time and materials basis for the tasks defined in the respective Work Orders. The time and materials fee referred to in this Agreement will be in accordance with the attached Hourly Fee Schedule (HFS), plus direct reimbursable expenses. The HFS may be adjusted by the Consultant at the beginning of each year.

Direct reimbursable expenses will include, but not be limited to, such direct job costs as the cost of travel, subsistence, lodging, outside consultants, tests and services of special consultants, etc. Direct reimbursable expenses will include an additional fee in accordance with the HFS to cover handling, overhead, insurance costs, etc.

3. Payment

The Owner agrees to pay the Consultant for the Services provided in accordance with this Agreement on a monthly basis. The Owner agrees to pay the Consultant for lump sum work on a percentage basis of the total fee relative to the percent completion of the work. The Owner agrees to pay the Consultant for time and materials work for the actual Services provided. The Consultant will render to the Owner an itemized invoice on a monthly basis, for compensation for such Services performed hereunder during such month, the same to be due and payable by the Owner to the Consultant.

Past due amounts owed will include a service fee charge of 12 percent annual interest beginning the 30th day after the date of billing.

SECTION C - RESPONSIBILITIES OF OWNER

1. The Owner will be responsible for all requirements and instructions it furnishes to the Consultant pursuant to this Agreement and for the accuracy and completeness of all programs, reports, data, and other information furnished by the Owner to the Consultant pursuant to this Agreement. The Consultant may use and rely on such requirements, instructions, programs, reports, data, and information in performing or furnishing Services under this Agreement.

2. The Owner will give prompt written notice to the Consultant whenever the Owner observes or otherwise becomes aware of a hazardous environmental condition or of any development that affects the scope or time of performance of the Consultant's Services, or any defect or nonconformance in the Consultant's Services or in the work of any Contractor.
3. The Owner will provide the Consultant with all criteria and full information as to the Owner's requirements for the Services to be provided, including objectives and constraints, performance requirements, flexibility and expandability, and any budgetary limitations; furnish copies of all design and construction standards that the Owner will require to be included in the Bidding and Contract Documents; and furnish copies of the Owner's standard forms, conditions, and related documents for the Consultant to include in the Bidding and Contract Documents, when applicable.
4. The Owner will furnish to the Consultant all available information pertinent to a project including reports and data relative to previous designs, all existing maps, field survey data, lines of streets and boundaries or rights-of-way (ROWs), and other surveys presently available. The Owner will also provide all known information concerning the existing underground utilities, etc., that could impact the proposed improvements.
5. The Owner will arrange for safe access to and make all provisions for the Consultant to enter upon public and private property as required for the Consultant to perform Services under this Agreement.
6. The Owner will provide, as may be required for a project:
 - a. Accounting, bond and financial advisory, and insurance counseling services;
 - b. Legal services with regard to issues pertaining to a project as the Owner requires, the Contractor raises, or the Consultant reasonably requests; and
 - c. Such auditing services as the Owner requires.
7. The Owner will obtain, with guidance from the Consultant, reviews, approvals, and permits from all governmental authorities having jurisdiction to approve a project and such reviews, approvals, and consents from others as may be necessary for completion of each phase of a project.
8. The Owner will pay for any agency plan review fees, advertisements for bids, building or other permits, licenses, etc., as may be required by local, state, or federal authorities. Unless otherwise noted in a Work Order, the Owner will secure the necessary land easements, ROW, and construction permits needed for improvements.
9. The Owner will advise the Consultant in a timely manner of the identity and SOW of any independent consultants employed by the Owner to perform or furnish services in regard to a project, including, but not limited to, cost estimating, project peer review, value engineering, and constructability review.

10. The Owner will inform the Consultant in writing of any specific requirements of safety or security programs applicable to the Consultant as a visitor to a project site.
11. The Owner will examine all alternate solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by the Consultant (including obtaining the advice of an attorney, insurance counselor, and other consultants as the Owner deems appropriate (or the Consultant requests) with respect to such examination) and render timely decisions pertaining thereto.

SECTION D - TERM OF AGREEMENT

The term of this Agreement will be for three years, to be extended automatically for succeeding three-year periods indefinitely, unless either the Consultant or Owner deliver written notice to the other not less than 30 days before the three-year anniversary date of the commencement of the term of this Agreement requesting renegotiation or termination of this Agreement. Notwithstanding the content of any other term or provision of this Agreement, this Agreement may be terminated at any time by either the Consultant or Owner by delivery of written notice to the other at least 30 days prior to the date of termination.

Note: The length of the term may be dependent on the Owner's preference. We recommend three years but verify this with the Owner.

SECTION E - GENERAL PROVISIONS

1. Standard of Care
 - a. The standard of care for all professional and related Services performed or furnished by the Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Unless expressly stated herein, all Services will be performed according to current code and conditions, not future ones. The Consultant makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with any Services performed or furnished by the Consultant. The Owner and Consultant, recognizing the risks to the Consultant relative to the reward, intend and agree to limit the Consultant's scope of services to what is covered by professional liability insurance, notwithstanding anything else in this Agreement or any other agreement (including any construction contract to the contrary). The Consultant and Owner agree that this Agreement will be construed and interpreted so as to give effect to that intent regardless of specific language used.
 - b. Subject to the standard of care set forth above, the Consultant and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

2. Opinions of Cost

- a. The Consultant's opinions of probable construction cost, if any, are to be made on the basis of the Consultant's experience, qualifications, and general familiarity with the construction industry as a design professional, not as contractor or professional cost estimator. However, because the Consultant has no control over the cost of labor, materials, equipment, or services furnished by others; over contractors' methods of determining prices; or over competitive bidding or market conditions, the Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by the Consultant. If the Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

3. Use of Documents

- a. Original documents, except those furnished to the Consultant by the Owner, are instruments of service and Consultant will retain all ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Consultant) whether or not a project is completed.
- b. The Owner may make and retain copies of documents for information and reference in connection with the use of the documents on a project. The Consultant grants the Owner a limited license to use the documents for construction and maintenance of a project, subject to receipt by the Consultant of full payment due and owing for all Services relating to preparation of the documents, and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on a project unless completed by the Consultant, or for use or reuse by the Owner or others on extensions of a project, or for any other use on purpose, without written permission from the Consultant; (2) any such use or reuse, or any modification of the documents, without written permission from the Consultant, as appropriate for the specific purpose intended, will be at the Owner's sole risk and without liability or legal exposure to the Consultant or to its officers, directors, members, partners, agents, employees, and subconsultants, and the Owner agrees, by using the instruments of services without the Consultant's retention and involvement, to release the Consultant from any and all claims (regardless of theory of liability) arising therefrom; (3) to the fullest extent permitted by law, and except to the extent caused by the Consultant's negligence, the Owner will indemnify and hold harmless the Consultant and its officers, directors, members, partners, agents, employees, and subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by the Consultant; and (4) such limited license to the Owner will not create any rights in third parties.

4. Insurance

- a. The Consultant will procure and maintain insurance as set forth below. The Consultant will cause the Owner to be listed as an additional insured on any applicable general liability insurance policy carried by the Consultant.

Workers' Compensation: Statutory

Employer's Liability:

- 1) Bodily Injury, Each Accident: \$500,000
- 2) Bodily Injury by Disease, Each Employee: \$500,000
- 3) Bodily Injury/Disease, Aggregate: \$500,000

General Liability:

- 1) Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
- 2) General Aggregate: \$1,000,000

Excess or Umbrella Liability:

- 1) Per Occurrence: \$10,000,000
- 2) General Aggregate: \$10,000,000

Automobile Liability:

- 1) Combined Single Limit (Bodily Injury and Property Damage): \$1,000,000

Professional Liability:

- 1) Each Claim Made \$2,000,000
- 2) Annual Aggregate \$5,000,000

Note: The above coverage numbers are accurate for AP for the year 2025. Check with accounting if you have any questions about AP's actual coverage outside this year.

- b. The Owner will procure and maintain insurance as set forth below. The Owner will cause the Consultant and its subconsultants to be listed as additional insureds on any general liability policies carried by the Owner and/or the contractor hired by the Owner for a project, on a primary and non-contributory basis.

Workers' Compensation: Statutory

Employer's Liability:

- 1) Bodily Injury, Each Accident \$500,000
- 2) Bodily Injury by Disease, Each Employee \$500,000
- 3) Bodily Injury/Disease, Aggregate \$500,000

General Liability:

- 1) General Aggregate: \$2,000,000
- 2) Each Occurrence (Bodily Injury and Property Damage): \$2,000,000

Excess Umbrella Liability:

- 1) Per Occurrence: \$5,000,000
- 2) General Aggregate: \$5,000,000

Automobile Liability:

- 1) Combined Single Limit (Bodily Injury and Property Damage) \$1,000,000

Note: Check with the Owner to ensure the above amount of coverage are in place. These numbers may need altered to match the Owner's actual coverage.

- c. The Owner and Consultant will each deliver to the other certificates of insurance evidencing the coverages indicated. Such certificates will be furnished prior to commencement of the Consultant's Services and at renewals thereafter during the life of the Agreement.
- d. All policies of insurance will contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least ten days' prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving party will promptly forward a copy of the notice to the other party to this Agreement.
- e. At any time, the Owner may request that the Consultant or its subconsultants, at the Owner's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified above. If so requested by the Owner, and if commercially available, the Consultant will obtain and will require its subconsultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by the Owner, and this section of the Agreement will be supplemented to incorporate these requirements.

5. Suspension and Termination

a. Suspension

- i. By Owner. The Owner may suspend a project for up to 90 days upon seven days' written notice to the Consultant.
- ii. By Consultant. The Consultant may, after giving seven days' written notice to the Owner, suspend Services under this Agreement if the Owner has failed to pay the Consultant for invoiced Services and expenses within 30 days after receipt of the Consultant's invoice.

b. Termination

- i. Either party may terminate this Agreement for cause for any of the following reasons:
 - 1. Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
 - 2. Assignment of this Agreement or transfer of a project by either party to any other entity without the prior written consent of the other party;
 - 3. Suspension of a project of the Consultant's Services by the Owner for more than 90 calendar days, consecutive or in the aggregate;

4. Material changes in the conditions under which this Agreement was entered into, the SOW or the nature of a project, and the failure of the Owner and Consultant to reach agreement on the compensation and schedule adjustments necessitated by such changes.
 - ii. Notwithstanding the foregoing, this Agreement will not terminate for cause if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 20 days of receipt thereof, provided however, that if and to the extent such substantial failure cannot be reasonably cured within such 20-day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein will extend up to, but in no case more than, 40 days after the date of receipt of the notice.
- c. Effective Date of Termination. The terminating party may set the effective date of termination at a time up to 30 days later than otherwise provided to allow the Consultant to demobilize personnel from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.
- d. Payment Upon Termination. In the event of any termination, the Consultant will be entitled to invoice the Owner and to receive full payment for all Services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

6. Controlling Law

- a. Unless otherwise specified within this Agreement, this Agreement will be governed by the laws of **Oregon OR Washington** without reference to any choice of law principles.

Note: Pick one.

7. Successors, Assigns, and Beneficiaries

- a. The Owner and Consultant are hereby bound and the successors, executors, administrators, and legal representatives of the Owner and Consultant (and to the extent permitted in the subsequent paragraph the assigns of the Owner and Consultant) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- b. Neither the Owner nor the Consultant may assign, sublet, or transfer any rights under, rights arising under, or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under

this Agreement. There are no third-party beneficiaries of this Agreement between the Owner and the Consultant, and no third party will be entitled to rely upon any work performed or reports prepared by the Consultant hereunder.

- c. Unless expressly provided otherwise in this Agreement, nothing in this Agreement will be construed to create, impose, or give rise to any duty owed by the Owner or the Consultant to any contractor, other third-party individual or entity, or to any surety for or employee of any of them. In addition, all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Owner and Consultant and not for the benefit of any other party.

8. Dispute Resolution

- a. The Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to invoking the procedures of the subsequent paragraph.
- b. Any claim, dispute, or other matter in question arising out of or related to this Agreement will be subject to mediation as a condition precedent to binding dispute resolution through arbitration. Notwithstanding the foregoing, the Consultant may proceed with applicable law to preserve any lien rights. However, before the Owner may commence litigation against the Consultant based on professional negligence or failure to perform in accordance with this Agreement, the Owner will furnish the Consultant with a report written by, and bearing the professional seal of, a design professional (or professionals) licensed to practice in the state of a project and who has recent experience with projects similar to the project. The report must describe in detail each respect in which the Consultant, in the opinion of the author, performed negligently or breached this Agreement. Only those items described in the report may be the subject of any claim by the Owner against the Consultant. The report must be furnished to the Consultant at least 30 days before the mediation called for in this Agreement is convened, and its author must, if requested by the Consultant, meet with the Consultant during the mediation to discuss the report. If, in any litigation, the Owner asserts any claim against the Consultant without having complied with this provision, the litigation will, upon motion of the Consultant, be dismissed.

9. Indemnification, Limit of Liability, Waivers

- a. To the fullest extent permitted by law, the Owner and Consultant will indemnify and hold the other harmless, and their officers, directors, and employees, from damages to the extent that such damages are caused by the indemnifying party's negligent act or omission. In the event damages are caused by the joint or concurrent negligence of the Owner and Consultant, they will be borne by each party in proportion to its negligence. Notwithstanding anything else herein to the contrary, the Consultant will have no upfront duty to defend the Owner.
- b. The Owner agrees to limit the aggregate amount of any damages and/or costs (including attorney fees and expert witness fees) that it may recover against the Consultant (together with its owners, principals, employees, and subconsultants) on any claims, complaints, or causes of action arising under or related to this Agreement and/or a

project to the lesser of the following: (1) the amount of compensation actually paid to the Consultant for Services performed pursuant to this Agreement; or (2) the amount of proceeds available, at the time the damages and/or costs are paid, under the Consultant's insurance policy or policies applicable to the claim being made by the Owner. The types of claims to which this limitation applies include, but are not limited to, claims based on negligence, professional negligence, professional errors or omissions, professional malpractice, indemnity, contribution, breach of contract, breach of expressed or implied warranty and strict liability.

Note: There may be instances where we are requested to remove the language above. Please discuss this with a Board member prior to removing from the General Provisions.

- c. Notwithstanding anything else to the contrary in this Agreement, the Owner releases the individuals associated with the Consultant (directors, owners, and employees of the Consultant or its subconsultants) ("Consultant Personnel") from any and all claims (including any future claims that have not yet come into existence) against Consultant Personnel as individuals related to their provision of professional services. The Owner acknowledges and agrees that, for any claim involving professional services provided by any Consultant Personnel, the Owner may look only to the Consultant as an entity to recover any damages. The types of claims to which this limitation applies include, but are not limited to, claims based on negligence, professional errors or omissions, professional malpractice, indemnity, contribution, breach of contract, breach of expressed or implied warranty, and strict liability. The Owner acknowledges that the pricing of the Consultant's Services within this Agreement is predicated upon this clause and that any contract without this clause would require additional negotiation and compensation.
- d. To the fullest extent permitted by laws, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, will not exceed the percentage share that the party's negligence bears to the total negligence of the Owner, Consultant, and all other negligent entities and individuals, whether immune from suit or not.
- e. To the fullest extent permitted by laws and regulations, the Owner and Consultant waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or a project, from any cause or causes.

10. Records Retention

- a. The Consultant will maintain on file in legible form, for a period of ten years following completion or termination of its Services, all documents, records (including cost records), and design calculations related to the Consultant's Services or pertinent to the Consultant's performance under this Agreement. Upon the Owner's request, the Consultant will provide a copy of any such item to the Owner at cost.

11. Miscellaneous Provisions

- a. This Agreement represents the entire and integrated agreement between the Owner and the Consultant for this project and supersedes all prior negotiation, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and the Consultant.
- b. Approval of this Agreement by the Owner and the Consultant will serve as written authorization for the Consultant to proceed with the Services called for in the Agreement.
- c. In the event any provisions of this Agreement will be held to be invalid and unenforceable, the remaining provisions will be valid and binding upon the Owner and Consultant. One or more waivers by either party of any provisions, term, condition, or covenant will not be construed by the other party as a waiver of a subsequent breach of the same by the other party.
- d. Neither party will hold the other responsible for damages or delay in performance caused by acts of God, strikes, lockouts, accidents, or other events beyond the control of the other or the other's employees and agents.
- e. In the event of any dispute, claim, or legal action arising out of or relating to this Agreement, including without limitation any action to enforce or interpret this Agreement, the prevailing party will be entitled to recover from the non-prevailing party all reasonable attorneys' fees, expert witness fees, court costs, and other expenses incurred in connection with such dispute, claim, or action, whether incurred before suit, at trial, on appeal, or in any bankruptcy or alternative dispute resolution proceeding.
- f. The Consultant will comply with all applicable provisions of the Regulations of the U.S. Department of Commerce (Part 8 of Subtitle 15 of the Code of Federal Regulations [CFR]) issued pursuant to the Civil Rights Act of 1964, in regard to nondiscrimination in employment because of race, religion, color, sex, or national origin. The Consultant will comply with Executive Order 11246 (41 CFR 60-1.4), Section 503 of the Rehabilitation Act of 1973 (41 CFR 60-741.5(a)), Section 402 of the Vietnam Era Veterans Readjustment Act of 1974 (41 CFR 60-250.5(a)), the Jobs for Veterans Act of 2003 (41 CFR 60-300.5(a)), and the organizing and collective bargaining Clauses of Executive Order 13496 (29 CFR 471). The Consultant will comply with applicable federal, state, and local laws, rules, and regulations concerning Equal Employment Opportunity.

- g. The Consultant will have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials or toxic substances in any form at a project site. If hazardous materials are present, the Owner will be responsible to remove them from the project site in a manner that will not adversely affect the health of any person and will comply with any applicable governmental laws and regulations. The presence or discovery of any hazardous or toxic substance on the site will be cause for extension of the schedule of the Consultant's Services and equitable adjustment of fees for the Consultant as mutually agreed by the Owner and Consultant.
- h. The Consultant will not supervise, direct, or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences, or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.
- i. The Owner and the Consultant acknowledge that changes to projects may be required as the result of possible omissions, ambiguities, or inconsistencies in the Contract Documents or changes that are identified during construction that will result in an overall better end project for the Owner, or changes that are necessary due to unusual field conditions or construction circumstances beyond the control of the Owner, Consultant, or Contractor.

As a consequence of the above, the Owner realizes that the Contractor may be entitled to additional payment. The Owner agrees to set up a contingency of 10 percent in a project budget to be used as required to make additional payments to the Contractor with respect to such changes. When additional payments are due to the Contractor, they will be made in accordance with an approved Change Order. The Owner further agrees to make no claim by way of direct or third-party action against the Consultant with respect to additional payments made to contractors or as a result of any claim made by contractors relating to such changes.

- j. The Owner will require that any contractor or subcontractor performing work in connection with the Contract Documents produced under this Agreement will hold harmless, indemnify, and defend the Owner and the Consultant, their subconsultants, and each of their officers, agents, and employees from any and all liability claims, losses, or damage arising out of or alleged to arise from the Contractor's (or subcontractor's) negligence in the performance of the work described in the Contract Documents, but not including liability that may be due to the sole negligence of the Owner, the Consultant, their subconsultants, or their officers, agents, and employees.

This Agreement is executed the day and year written at the beginning of this Agreement.

Owner:

Consultant:

Anderson Perry & Associates, Inc.

By _____
Type Name _____
Title _____

By _____
Type Name Chas Hutchins, P.E.
Title President

For Washington:

Owner:

Consultant:

Anderson Perry & Associates, Inc.

By _____
Type Name _____
Title _____

By _____
Type Name Adam Schmidtgall, P.E.
Title Vice President

EXHIBIT "A"

Work Order - _____ and Anderson Perry & Associates, Inc.
Project Title

Work Order No. _____
Date _____

Job No. _____

I. SCOPE OF SERVICES

In accordance with the Agreement for General Engineering Services dated _____, the Owner hereby authorizes the Consultant to perform the following professional engineering services:

II. SPECIAL CONDITIONS

Special conditions related to this Work Order are as follows:

III. BASIS OF PAYMENT

- Time and Materials Basis
- Lump Sum Basis = (Lump Sum Amount: \$ _____)
- Other as described hereafter:

IV. AUTHORIZATION OF WORK ORDER

Owner: _____

By: _____

Type Name: _____

Title: _____

Acceptance by Consultant: **Anderson Perry & Associates, Inc.**

By: _____

Type Name: _____

Title: _____

EXHIBIT "B"

The Consultant may provide Services to the Owner as may be requested by the Owner. Any Services performed must be authorized by an approved Work Order. A general list of Services that could be provided is summarized hereafter. This list is not all-inclusive but is intended to provide a summary of Services that could be provided.

A. General City Engineering Services.

- Assistance to the Owner in working with regulatory agencies (i.e., permits, negotiations, compliance issues, etc.).
- Assistance with funding applications and other applications as required for project funding acquisition.
- Assistance with water rights work.
- Assistance with planning issues, plat reviews, tentative partitions, etc.
- Preparation and maintenance of City utility maps, street maps, zoning maps, etc.
- General surveying services for property boundaries, street and right-of-way surveys, right-of-way vacations, etc., as required.
- General review of construction of public facilities performed by non-City personnel.
- Assistance with developing recommendations and alternatives for infrastructure systems' operation and maintenance.
- Preparation of environmental review records, impact statements, and other information as may be requested from outside agencies or bodies.
- Attendance at City Council meetings to assist the Council as needed.
- Advice to the City regarding impacts of new and/or proposed state and federal regulations, etc.
- Other services as may be required.

B. Planning Studies, Technical Evaluations, Water/Sewer Rate Studies, and Feasibility Studies.

C. Design Engineering Services including Conceptual Designs, Cost Estimates, Site Mapping, and Final Bidding and Contract Documents.

D. Construction Engineering Services such as Construction Contract Administration, Engineering Review of Construction Work, Staking, and Materials Testing.

E. General Consultation for Water, Wastewater, and Stormwater Systems.

F. General Consultation for Street and Transportation Systems.

COMMERCIAL LEASE

Date: _____, 2022

Between: THE CITY OF CONDON (“LESSOR”)
128 S. Main Street
Condon, OR 97823

And: GILLIAM COUNY SOIL and WATER (“LESSEE”)
CONSERVATION DISTRICT
133 S Ward Street
Condon, OR 97823

Lessor is the owner of a 2,200 square foot building located at 133 S. Ward Street, Condon, Oregon. Lessor desires to lease to Lessee and Lessee desires to lease from Lessor the building located at 133 S. Ward Street, Condon, Oregon (hereinafter “the Building”). Now therefore the parties agree as follows.

Section 1. Occupancy

1.1 Original Term. The term of this lease shall commence January 7th, 2026 and continue for a term of one year until December 31st, 2026, unless sooner terminated as hereinafter provided. The parties acknowledge the dates to be flexible and the lease will commence upon 30 days’ notice from the Lessee to the Lessor.

The Lessee has the option to extend the Term of this Lease on an annual basis by delivering to the Lessor, no later than 90 days prior to the expiration of the term, written notice of the Lessee’s election to extend the Term. If the Lessee exercises such option in accordance with this section, this Lease will continue on the same terms during any such extended Term except with respect to rent, which will be agreed upon by the Lessor and the Lessee after the Lessee’s notice of its election to extend the Term and before commencement of the extension.

1.2 Possession/Access. Lessee’s right to possession and obligations under the lease shall commence January 7th, 2026, unless otherwise agreed, or on such later date as the Premises is available for possession by Lessee if possession is not given on the opening day of the term. Lessor shall have no liability for delays in delivery of possession and Lessee will not have the right to terminate this lease because of delay in delivery of possession except as hereinafter provided.

Section 2. Rent

2.1 Rent During the Original Term. The initial Rent shall be \$500.00 per month. The first payment shall be made on January 7th, 2026, or the date the parties agree this Lease begins, and continue on the seventh (7th) day of each subsequent month for the duration of the Lease. Any payment received later than the 15th day of the month will be deemed late.

2.2 Additional Rent. All insurance costs, utility charges that Lessee is required to pay by this lease, and any other sum that Lessee is required to pay to Lessor or third parties shall be additional rent.

2.3 Late Charges. If rent is not received by 11:59 p.m. on the 15th (15th) day of the rental period for which it is due, Lessee shall pay a late charge of 5% of the Base Rent.

Section 3. Use of the Premises

3.1 The Lessee shall use the Premises for District business and associated activities. Lessee shall receive permission in writing from Lessor prior to any other use.

3.2 Hazardous Substances. Lessee shall not cause or permit any Hazardous Substance to be spilled, leaked, disposed of, or otherwise released on or under the Premises. Lessee shall comply with all Environmental Laws and exercise the highest degree of care in the use, handling, and storage of Hazardous Substances and shall take all practicable measures to minimize the quantity and toxicity of Hazardous Substances used, handled, or stored in the Premises. On the expiration or termination of this Lease, Lessee shall remove all Hazardous Substances from the Premises. The term *Environmental Law* shall mean any federal, state, or local statute, regulation, or ordinance or any judicial or other governmental order pertaining to the protection of health, safety, or the environment. The term *Hazardous Substance* shall mean any hazardous, toxic, infectious, or radioactive substance, waste, and material as defined or listed by any Environmental Law and shall include, without limitation, petroleum oil and its fractions.

3.3 Compliance with Laws. Both parties will give prompt notice to the other of any notice it receives of the violation of any law or requirement of any public authority with respect to the Premises or the use or occupancy thereof. Lessee will, at Lessee's expense, comply with all laws and requirements of any public authorities ("Laws") that, in respect of the Premises or the use and occupancy thereof, or the abatement of any nuisance in, on, or about the Premises, impose any violation, order, or duty on Lessor or Lessee, arising from (a) Lessee's use of the Premises; (b) the manner of conduct of Lessee's business or operation of its installations, equipment, or other property therein; (c) any cause or condition created by or at the instance of Lessee; or (d) breach of any of Lessee's obligations hereunder.

3.3.1 ADA Compliance. Lessor and Lessee acknowledge that the provisions of the Americans with Disabilities Act (the "ADA") allow allocation of responsibility for compliance with the terms and conditions of the ADA in this Lease. Responsibility for compliance with the ADA is allocated as set forth in this section 3.3.1. Lessee is responsible for compliance with the applicable provisions of the ADA with respect to all improvements within the Premises, except that Lessor represents that any improvements designed by Lessor's representative and installed by Lessor or its contractors under this Lease will conform to the

requirements of the ADA Standards for Accessible Design in effect as of the date of substantial completion of the work. Lessor is responsible for compliance with the provisions of Title III of the ADA with respect to the exterior of the Premises and the Land including sidewalks and walkways and the like, together with all entrances, lobbies, elevators, common restrooms, and the other common areas of the Premises. Neither Lessor nor Lessee is obligated to supervise, monitor, or otherwise review the compliance activities of the other. References in this Lease to “Laws” are deemed to include the ADA.

3.3.2 Indemnity Regarding Legal Violations. Lessee will indemnify and hold harmless Lessor, and its and their respective partners, directors, officers, agents, and employees from and against any and all claims arising from or in connection with the violation of Laws including but not limited to the ADA and Environmental Laws, occurring in, at, or about the Premises and the Land due to the acts or omissions of Lessee or its partners, directors, officers, agents, and employees, together with all costs, expenses, and liabilities incurred or in connection with each such claim, action, proceeding, or appeal, including, without limitation, all attorney fees and expenses. Lessor will indemnify and hold harmless Lessee and its partners, directors, officers, agents, and employees from and against any and all claims arising from or in connection with the violation of Laws, including but not limited to the ADA and Environmental Laws, occurring in, at, or about the Premises and the Land due to the acts or omissions of Lessor or its partners, directors, officers, agents, and employees, together with all costs, expenses, and liabilities incurred or in connection with each such claim, action, proceeding, or appeal, including, without limitation, all attorney fees and expenses.

Section 4. Repairs and Maintenance

4.1 Lessee Obligation. Lessee will maintain, at Lessee’s cost and expense, the Building (including all Building interior glass) in a clean condition and in good order and repair and will preserve the Building, normal wear and tear excepted, and will not commit nor permit waste. To this end, Lessee will have the following maintenance and repair obligations, which Lessee will complete at Lessee’s cost and expense:

4.1.1 Repair and maintain all Building interior walls, ceilings, doors, windows, and related hardware, light fixtures, switches, wiring, and plumbing from the point of entry to the Building.

4.1.2 Maintain the Building’s interior electrical system and heating and air conditioning system.

4.1.3 Maintain the sidewalks, curbs, parking areas, etc., including, without limitation, sweeping and snow removal.

4.1.4 Any repairs or maintenance necessitated by Lessee's negligence, including repairs and maintenance that would otherwise be Lessor's responsibility under Section 4.3

4.2 Lessor Obligation. The following shall be the responsibility of the Lessor:

- 1) Repairs and maintenance of the roof and gutters, exterior walls (including painting), bearing walls, structural members, floor slabs, and foundation.
- 2) Repairs of sidewalks and curbs.
- 3) Repairs and maintenance of exterior water, sewage, gas, and electrical services.
- 4) Repairs of the plumbing, electrical, and heating and air conditioning systems

4.3 Inspection of Premises. Upon no less than 72 hours' prior notice to Lessee, Lessor shall have the right to inspect the Building at any reasonable time or times to determine the necessity of repair; provided, however, in the case of an emergency, Lessor is permitted to access the Building immediately after providing Lessee notice of Lessor's need to entry the Building due to the emergency. Whether or not such inspection is made, the duty of Lessor to make repairs shall not mature until a reasonable time after Lessor has received from Lessee written notice of the repairs that are required. Any Notwithstanding anything contained in this Lease to the contrary, any Lessor inspection will be conducted in a manner that does not interfere with Lessee's use of the Building.

Section 5. Insurance

5.1 Insurance Required. Each party agrees to maintain insurance levels, or self-insurance in accordance with ORS 30.282, for the duration of this Lease, at levels necessary to protect against public body liability as specified in ORS 30.270. This Lease is expressly subject to the tort limits and provisions of the Oregon Tort Claims Act (ORS 30.260 to 30.300).

Section 6. Taxes; Utilities

6.1 Property Taxes. Lessee shall pay as due all taxes on its personal property located in the Premises and all real property taxes. As used herein, real property taxes include any fee or charge relating to the ownership, use, or rental of the Premises, other than taxes on the net income of Lessor or Lessee.

6.2 Payment of Utilities Charges. Lessee shall pay when due all charges for services and utilities incurred in connection with the use, occupancy, operation, and maintenance of the Premises, including (but not limited to) charges for fuel, water, gas, electricity, sewage disposal, power, refrigeration, air conditioning, telephone, and janitorial services.

Section 7. Damage

In case of Major Damage, Lessor or Lessee may elect to terminate this Lease by notice in writing to the other party within 30 days after the date of the Major Damage. "Major Damage" means damage by fire or other casualty to the Premises or the Premises (a) that causes the Premises or any substantial portion of the Premises to be unusable, (b) the repair of which will cost more than 25 percent of the replacement value of the Premises, or (c) that is not required under this Lease to be covered by insurance. If neither Lessor nor Lessee terminates this Lease after any Major Damage, or if damage occurs to the Premises or Premises that is not Major Damage, Lessor will promptly restore the Premises to the condition existing immediately before the damage, and this Lease will continue in full force and effect. In the event of any damage to the Premises or Premises from a fire or other casualty, Lessee will promptly repair and restore all Lessee improvements or alterations installed or paid for by Lessee or pay the cost of the restoration to Lessor if Lessor performs the restoration. If the Premises are damaged by any casualty, Rent will be reduced in proportion to the unusable portion of the Premises from the date of damage until the date restoration work to the Premises is substantially complete.

Section 8. Indemnity

Subject to the limitations of liability for public bodies set forth in the Oregon Tort Claims Act, ORS 30.260 to 30.300, and the Oregon Constitution, each party agrees to hold harmless, defend, and indemnify each other, including its officers, agents, and employees, against all claims, demands, actions and suits (including all attorney's fees and costs) arising from the performance of this Lease where the loss or claim is attributable to the negligent acts or omissions of that party.

Section 9. Estoppel

Either party will, within 10 days after notice from the other, execute and deliver to the other party a certificate stating whether or not this lease has been modified and is in full force and effect and specifying any modifications or alleged breaches by the other party. The certificate shall also state the amount of monthly base rent, the dates to which rent has been paid in advance, and the amount of any security deposit or prepaid rent. Failure to deliver the certificate within the specified time shall be conclusive on the party from whom the certificate was requested that the lease is in full force and effect and has not been modified except as represented in the notice requesting the certificate.

Section 10. Assignment and Subletting

Lessee will not assign, transfer, or encumber its interest under this Lease or sublet all or any portion of the Premises without having first obtained Lessor's written consent except. Lessor's consent will not be unreasonably withheld, conditioned, or delayed.

Section 11. Default

The following shall be events of default:

11.1 Default under Section 2. Failure of Lessee to pay rent as required under Section 2.

11.2 Default in Other Covenants. Failure of Lessee to comply with any term or condition or fulfill any obligation of the lease (other than the payment of rent or other charges) within 30 days after written notice by Lessor specifying the nature of the default with reasonable particularity. If the default is of such a nature that it cannot be completely remedied within the 30-day period, this provision shall be complied with if Lessee begins correction of the default within the 30-day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable.

11.3 Assignment or subletting by Lessee in violation of Section 11.

Section 12. Remedies on Default

12.1 Termination. Lessor may terminate this Lease, reserving all rights to damages resulting from Lessee's breach. Whether or not Lessor terminates this Lease, Lessor may retake possession of the Premises by any legal means including self-help, and any relet or use of the Premises by Lessor will not be deemed a surrender or waiver of Lessor's right to damages. If Lessor retakes possession of the Premises, Lessor's mitigation efforts will be deemed sufficient if Lessor follows standard procedures otherwise used by Lessor for locating Lessees for the Premises and otherwise complies with Law. If Lessor retakes possession, Lessor agrees to allow Lessee to remove Lessee's property and allow 20 days to do so. Lessor further agrees to make no claim of interest or ownership in any of Lessee's property stored in the Premises.

12.2 Reletting. Following reentry or abandonment, Lessor may relet the Premises and in that connection may make any suitable alterations or refurbish the Premises, or both, or change the character or use of the Premises, but Lessor shall not be required to relet for any use or purpose other than that specified in the lease or which Lessor may reasonably consider injurious to the Premises, or to any Lessee that Lessor may reasonably consider objectionable. Lessor may relet all or part of the Premises, alone or in conjunction with other properties, for a term longer or shorter than the term of this lease, on any reasonable terms and conditions, including the granting of some rent-free occupancy or other rent concession.

12.3 Damages. In the event of termination or retaking of possession following default, Lessor shall be entitled to recover immediately, without waiting until the due date of any future rent or until the date fixed for expiration of the lease term, the following amounts as damages:

(1) The reasonable costs of reentry and reletting including without limitation the cost of any cleanup, refurbishing, removal of Lessee's property and fixtures, costs incurred under Section 13.5, or any other expense occasioned by Lessee's default including but not limited to, any remodeling or repair costs.

(2) Any excess of the value of the rent and all of Lessee's other obligations under this lease over the reasonable expected return from the Premises for the period commencing on the earlier of the date of trial or the date the Premises are relet and continuing through the end of the term.

12.4 Lessor's Right to Cure Defaults. If Lessee fails to perform any obligation under this lease, Lessor shall have the option to do so after 30 days' written notice to Lessee. All of Lessor's expenditures to correct the default shall be reimbursed by Lessee on demand. Such action by Lessor shall not waive any other remedies available to Lessor because of the default.

12.5 Remedies Cumulative. The foregoing remedies shall be in addition to and shall not exclude any other remedy available to Lessor under applicable law.

12.6 Improvements. The parties agree that if this Agreement is terminated early and any credit remains, the improvements shall become the sole property of the Lessor and Lessor will have no duty to reimburse Lessee for remaining credits not used.

Section 13. Termination. Either party may terminate for convenience this agreement after the first term upon 90 days written notice.

Section 14. Right of First Refusal

14.1 In addition to the right to lease the Premises, Lessee shall have a right of first refusal to purchase to Premises subject to the following:

14.2 Lessor agrees not to sell, transfer, exchange, grant an option to purchase, or otherwise dispose of the Property or any part of, or interest in, the Property without first offering the Property to Lessee on the terms and conditions set forth herein. As used in this Agreement, the term "sell" includes a ground lease of the Property with primary and renewal terms of more than 15 years in the aggregate.

14.3 When Lessor receives from a third party (the "Third-Party Offeror") a bona fide offer to purchase the Property, or a part of it or an interest in it, that Lessor desires to accept, Lessor must give Lessee written notice (the "Notice") of the price, terms, and conditions of the offer and deliver a copy of the executed contract evidencing the offer (the "Offer") to Lessee.

14.4 When Lessee receives the Notice and a copy of the Offer, Lessee will have the prior and preferential right to purchase the Property (or the part of or interest in the Property covered by the Offer, as the case may be) at the same price and on the same terms and conditions as are contained in the Offer, except that if Lessee exercises the right of first refusal by electing to purchase the Property then (1) the closing of the transaction contemplated by the Offer will take place no earlier than 90 days after the date that Lessee elects to exercise the right of first refusal, and (2) Lessee will receive a credit against the sale price of the Property in an amount equal to any brokerage

commission that Lessor may save by selling the Property to Lessee rather than the Third-Party Offeror.

14.4 Lessee will have 30 days from the date that Lessee receives the Notice and a copy of the Offer to notify Lessor whether Lessee elects to purchase the Property under the terms of the Offer. If Lessee elects to exercise its right to purchase the Property, then, in addition to giving Lessor written notice of its election within the 30-day period, Lessee also must tender an amount equal to the earnest-money deposit, if any, specified in the Offer, which will be held and used in accordance with the terms of the Offer.

14.5 If Lessee fails to timely exercise its right to purchase the Property under the terms of this Agreement, then Lessor will be entitled to sell the Property according to the terms of the Offer to the Third-Party Offeror, subject to the terms of section 14.6. If the sale contemplated by the Offer is completed, this Agreement will terminate and be of no further force or effect.

14.6 If Lessee fails to timely exercise its right to purchase the Property under the terms of this Agreement, and for any reason Lessor does not sell or convey the Property to the Third-Party Offeror on the terms contained in the Offer within six months of Lessee's election not to purchase, then Lessor must resubmit the Offer as well as any other offer to Lessee before selling the Property, and such offers will be subject to Lessee right of first refusal under this Agreement.

14.7 If Lessee elects to purchase the Property and any element of the consideration specified in the Offer is not cash or deferred purchase money (e.g., an exchange of property or performance of covenants other than the payment of money), then Lessee may elect to have the nonmonetary consideration appraised by an independent Member of the Appraisal Institute (MAI) appraiser and pay Lessor the cash value of the nonmonetary consideration in lieu of the performance of the nonmonetary obligations specified in the Offer.

Section 15. Alterations

15.1 Alterations Prohibited. Excepting the Improvements, Lessee shall make no improvements or alterations in or to the Building of any kind without first obtaining Lessor's written consent, which consent Lessor will not unreasonably withhold, condition, and/or delay. All alterations shall be made in a good and workmanlike manner, and in compliance with applicable laws and building codes. As used herein, "alterations" includes the installation of computer and telecommunications wiring, cables, and conduit.

15.2 Ownership and Removal of Alterations. All improvements and alterations performed on or to the Building by either Lessor or Lessee shall be the property of Lessor when installed unless the applicable Lessor's consent or work sheet specifically provides otherwise. Excepting the Improvements (and the improvements Lessee completed prior to the Effective Date, improvements and alterations installed by

Lessee shall, at Lessor's option, be removed by Lessee and the Building restored unless the applicable Lessor's consent or work sheet specifically provides otherwise.

Section 16. Surrender at Expiration

On expiration of the lease term or earlier termination on account of default, Lessee shall deliver all keys to Lessor and surrender the Premises in the same condition as received and broom clean. Alterations constructed by Lessee with permission from Lessor shall not be removed or restored to the original condition unless the terms of permission for the alteration so require. Depreciation and wear from ordinary use for the purpose for which the Premises are leased shall be excepted but repairs for which Lessee is responsible shall be completed to the latest practical date before such surrender. Lessee's obligations under this section shall be subordinate to the provisions of Section 8 relating to damage and destruction.

Section 17. Arbitration

17.1 Disputes to Be Arbitrated. If any dispute arises between the parties regarding a matter that this lease says should be arbitrated, or regarding to any other question involving apportionment or valuation, either party may request arbitration and appoint as an arbitrator an independent real estate appraiser having knowledge of valuation of rental properties comparable to the Premises. The other party shall also choose an arbitrator with such qualifications, and the two arbitrators shall choose a third. If the choice of the second or third arbitrator is not made within 10 days of the choosing of the prior arbitrator, then either party may apply to the presiding judge of the judicial district where the Premises are located to appoint the required arbitrator.

17.2 Procedure for Arbitration. The arbitrator shall proceed according to the Oregon statutes governing arbitration, and the award of the arbitrators shall have the effect therein provided. The arbitration shall take place in the county where the leased Premises is located. Costs of the arbitration shall be shared equally by the parties, but each party shall pay its own attorney fees incurred in connection with the arbitration.

Section 18. Miscellaneous

18.1 Nonwaiver. Waiver by either party of strict performance of any provision of this lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision. The acceptance of a late payment of rent shall not waive the failure to perform an obligation under this lease except for the failure to pay the rent so accepted when due and shall not affect Lessor's remedies for failure to perform such other obligations.

18.2 Attorney Fees. If suit or action is instituted in connection with any controversy arising out of this lease, the prevailing party shall be entitled to recover in addition to costs such sum as the court may adjudge reasonable as attorney fees at trial, on petition for review, and on appeal.

18.3 Notices. Any notice required or permitted under this lease shall be given when actually delivered or 48 hours after deposited in United States mail as certified mail addressed to the address first given in this lease or to such other address as may be specified from time to time by either of the parties in writing.

18.4 Succession. Subject to the above-stated limitations on transfer of Lessee's interest, this lease shall be binding on and inure to the benefit of the parties and their respective successors and assigns.

18.5 Recordation. This lease shall not be recorded without the written consent of Lessor.

18.6 Entry for Inspection. Lessor shall have the right to enter on the Premises at any time to determine Lessee's compliance with this lease, to make necessary repairs to the Premises or to the Premises, or to show the Premises to any prospective Lessee or purchaser, and in addition shall have the right, at any time during the last two months of the term of this lease, to place and maintain on the Premises notices for leasing or selling of the Premises.

18.7 Proration of Rent. In the event of commencement or termination of this lease at a time other than the beginning or end of one of the specified rental periods, then the rent shall be prorated as of the date of commencement or termination and in the event of termination for reasons other than default, all prepaid rent shall be refunded to Lessee or paid on its account.

18.8 Time of Essence. Time is of the essence of the performance of each of Lessee's obligations under this lease.

18.9 Amendments. This Agreement may be amended only by an instrument in writing executed by all the parties, which writing must refer to this lease.

18.10 Construction. The captions used in this lease are provided for convenience only and will not affect the meaning or interpretation of any provision of this lease. All references in this lease to "Section" or "Sections" without additional identification refer to the Section or Sections of this lease. All words used in this lease will be construed to be of such gender or number as the circumstances require. Whenever the words "include" or "including" are used in this lease, they will be deemed to be followed by the words "without limitation."

18.11 Governing Law. This lease will be governed by and construed in accordance with the laws of the state of Oregon, without regard to conflict-of-laws principles.

18.12 Severability. If any provision of this lease is deemed to be invalid or unenforceable in any respect for any reason, the validity and enforceability of such

provision in any other respect and of the remaining provisions of this lease will not be impaired in any way.

18.13 Counterparts. This lease may be executed in counterparts, each of which will be considered an original and all of which together will constitute one and the same agreement.

18.14 Facsimile Signatures. Facsimile transmission of any signed original document, and retransmission of any signed facsimile transmission, will be the same as delivery of an original. At the request of any party, the parties will confirm facsimile transmitted signatures by signing an original document.

LESSOR

LESSEE

CITY OF CONDON

GILLIAM COUNTY WATER and SOIL
CONERVATION DISTRICT

By: _____
Its: _____

By: _____
Its: _____

Gibb Wilkins

From: Eli Caudill <eli1138@yahoo.com>
Sent: Tuesday, December 30, 2025 8:35 PM
To: Gibb Wilkins
Subject: Subject: Letter of Interest - Condon City Council Vacancy - Eli Caudill

Dear Gibb, Mayor, and City Council Members,

Please accept this email as my formal expression of interest in filling the open seat on the Condon City Council. I would be honored to serve the community in this capacity.

I follow local issues and make a concerted effort to stay informed. I am familiar with many of the developments in Condon and have a good sense of the challenges and opportunities currently facing our town.

I am particularly interested in supporting the economic health of our community. I look forward to exploring practical strategies that strengthen our existing local businesses and help bring new revenue into the town. I believe we can create an environment that encourages growth and investment while maintaining the character of Condon.

Thank you for your time and consideration.

Best regards,

Eli Caudill

503-888-0902

30 Dec 2025

Condon City Counsel

This letter is regarding property located on N. East St. between E. Walnut St. & E. Frazer St. Lancaster Addition, Block 51, Lot 2.

It is adjacent to the Condon Recycling Center Lot 1. I have recently acquired the property and had a survey done. Survey done by;

Armstrong Surveying Inc.

267 N.E. Second St. Ste 100

Prineville, Oregon 97734

It has come to my attention that when an extra Cardboard Recycling Container is placed just outside the fenced area, it is on my property.

I do have future plans for this property, but not for some time.

So, I would request that going forward if you would like to continue use of the property rent of \$ 25.00 (twenty-five dollars) a month be paid for the use there of. Starting February 1st 2026.

When I decide to do anything with the afore mentioned property and have need for other uses, I will provide the City of Condon with a 90 day written notice.

Thank you for your consideration to this matter.

Daniel Cathcart



Physical Address; 227 N. Main St.

Condon, OR. 97823

Mailing Address; P.O. Box 879

Condon, OR. 97823

RECEIVED

JAN - 2 2026

Phone # 541.626.3620

CITY OF CONDON

Gibb Wilkins

From: Christopher Rippy <Christopher.Rippy@WasteConnections.com>
Sent: Friday, January 2, 2026 1:14 PM
To: Gibb Wilkins; Jim Winterbottom
Subject: RE: Extra cardboard box at recycling depot

Gibb,

Couple things is I believe the box on the outside opens differently than the box on the inside so we may need to look at if we can swap the pins on it. The only other thing would be is if the boxes fill up, they will have to just store the material until we can get out there and swap on the normal days. So very minimal impact on us just let us know what the outcome is and I will have the driver get some photos to me on Tuesday of the box to see what we need to do to accommodate it going on the inside of the fence.

Thanks,

Chris

From: Gibb Wilkins <gwilkins@cityofcondon.com>
Sent: Friday, January 2, 2026 1:06 PM
To: Christopher Rippy <Christopher.Rippy@WasteConnections.com>; Jim Winterbottom <Jimmie.Winterbottom@WasteConnections.com>
Subject: Extra cardboard box at recycling depot

Hello Chris and Jim, hope your holidays went well.

The person who inherited the property that the outside the fence cardboard box sits wants to start charging the city rent. I'm gathering up all the options for the Cit Council so they can make their decision.

If the council decides to not have to pay rent, does it mess up your operations if we store the extra box at the transfer station or up at the City Shop?

Gibb Wilkins
Public Works Superintendent
City of Condon, Oregon
541-384-2711

City of Condon Dark Sky Street Light Project costs

Non Decorative Street lights (off Main St)

Materials	\$25,000
Labor-provided by CBEC	\$13,000
Total	\$38,000

Decorative Street Lights (On-Main Street)

Materials	\$39,270
Labor (Must hire Contractor)	
Total	\$39,270



Job Name: Carlson Sales Metering
 Quote #: 2405-25-10045-8
 Quote Label: WFCL3 - CBEC/City of Condon
 Job Location: BATTLEGROUNDS, Washington
 Issue Date: 1/5/2026
 Good Through: 2/4/2026
 Bid Date: 12/9/2025

Quoted By: Josh Coiner

Quoted **BY:** CARLSON SALES METERING SOLUTIONS, LLC
 2210 W MAIN ST, STE 107 # 386
 BATTLE GROUND, WA 98604-4232

Type	Qty	Catalog #	Unit \$	Ext \$
	30	WFCL3 P10 27K MVOLT FC3 BK SK PR7	\$1,309.00	\$39,270.00
Utility Washington Postlite Full Cutoff LED 3, P10 performance package, 2700K, 120-277V, Full cutoff, type III, Black, Spike finial, 7 pin NEMA dimmable photocontrol receptacle				

Estimated Lead Time: 20 days Grand Total: \$39,270.00

Notes

- * Lead time 6-8 weeks.
- 1. Quote number must be written on Purchase Order
- 2. All quotes subject to standard terms and conditions unless specifically noted
- 3. All Hold for Release requests must be indicated on your purchase order
- 4. Quote is based on quantities and types indicated. Changes in counts or types may affect prices
- 5. All quotes are subject to Customer's approval
- 6. Pole lead times are valid at the time of quote, but may be extended due to unexpected business conditions. Lead times should be validated prior to the release of an order.
- 7. Freight Allowance \$3,000.00
- * All quotes from Acuity Brands Lighting, Inc. ("ABL") are valid for 30 days from issue date, unless otherwise indicated through the ABL Expiration Date specified on the Quote. All quotes are subject to ABL's Standard Terms and Conditions as well as to its Standard Product Warranty Terms (Complete warranty terms located at <http://www.acuitybrands.com/resources/terms-and-conditions>). Any request for terms and conditions and/or product warranty that differ from ABL's Standard Terms and Conditions and/or Standard Product Warranty terms, must be communicated separately to ABL for our consideration, quotation and approval.

Terms

Please reference the Acuity Brands Terms & Conditions at: <https://www.acuitybrands.com/support/warranty/terms-and-conditions>. Shipment lead times begin the day after the order is released and are based on working days only. Shipments are FOB Shipping Point on all orders. Holophane shall pay freight on orders of \$3,000 or more (\$750 for replacement ballast kits) to all points in the continental United States and Canada. Upon release of your order, poles and non-standard material cannot be canceled or returned. Terms are subject to revision.

Catalog Number	
Notes	Type

WFCL3

Utility Washington Series Luminaire
Full Cutoff LED3



Mechanical

- Heavy grade A360 cast aluminum (<1% copper)
- Tool-less access with a spring-loaded latch
- Hidden hinge door allowing the door to swing open and remain open
- Optional internal or external NEMA twist lock photocontrol receptacle. Housing contains a tempered glass window to allow light to reach the cell for internal versions.
- Mount to slip-fitter that will accept 3" high by 2-7/8" to 3-1/8" O.D. pole tenon
- Decorative top cover contains stainless steel hinge which secures entry the LED optical chamber
- Polyester power coat paint to ensure maximum durability
- Rigorous multi-stage pre-treating and painting process yields a finish that achieves a scribe creepage rating of 8 (per ASTM D1654) after over 5,000 hours exposure to salt fog chamber (operated per ASTM B117) on standard and RAL finish options.
- RAL (RALxxxSDCR) paint colors are Super Durable Corrosion Resistant, 80% gloss.

Electrical

- Surge protection meets ANSI/IEEE C62.41.2 10kV/10kA.
- Standard SPD meets 20kV/10kA per ANSI C136.2-2015
- Quick disconnect connectors for ease of installation and maintenance.
- Three pole terminal block is standard, with optional prewired leads for ease of installation
- LED electronic 0-10v dimmable driver meets maximum total harmonic distortion (THD) of 20%, >0.90 Power Factor and is ROHS compliant.
- Minimum operating temperature is -40°C.
- Electronic driver has an estimated minimum life of 100,000 hours at 25°C.

Optical

- IP65 rated optical compartment
- LED circuit board located in the top cover
- Asymmetric or Symmetric zero uplight distributions
- 2700K, 3000K and 4000K CCT
- 70CRI Standard

Control Options

- Field Adjustable Output (AO) module - Onboard device that adjusts the light output and input wattage to meet site specific requirements. The AO module is preset at the factory to position number 8
- nLight Air rSBOR6 outdoor fixture-mounted motion and photo-sensor, features a dual radio to communicate wirelessly to other nLight Air devices for group response to motion, on/off control in response to daylight and by switch - rSBOR6
- Long life photocontrol, 20 years - PCLL, P34 and P48 with DTL

- 7 pin photocontrol receptacles internally (PR7) or externally (PR7E) mounted in place of the finial
- DTL DIN dedicated bracket with external mounted antenna -DINBRA

Manufacturing

- Manufactured in Crawfordsville, Indiana, ARRA compliant
- 100% electrical testing on all luminaires before shipment
- Ten (10) years minimum experience in manufacturing LED based products

Certification and Standards

- Luminaire shall be UL 1598 - Wet Location Safety Listing
- Suitable for operation in an ambient temperature -40°C (40°F) to 40°C (104°F) per UL certification for performance packages P05 thru P100 Type 2, 3 & 5 no glass, P05 thru P90 Type 2, 3, 4 & 5 clear glass and P05 thru P90 Type 3 & 5 frosted glass
- Suitable for operation in an ambient temperature -40°C (40°F) to 35°C (95°F) per UL certification for performance packages P100 Type 45 no glass, P100 Type 2, 3, 4 & 5 clear glass and P100 Type 3 & 5 frosted glass
- LM79 compliant
- DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.

Government Procurement

BAA – Buy America(n) Act: Product qualifies as a domestic end product under the Buy American Act as implemented in the FAR and DFARS. Product also qualifies as manufactured in the United States under DOT Buy America regulations.

BABA – Build America Buy America: Product qualifies as produced in the United States under the definitions of the Build America, Buy America Act.

Please refer to www.acuitybrands.com/resources/buy-american for additional information.

Warranty

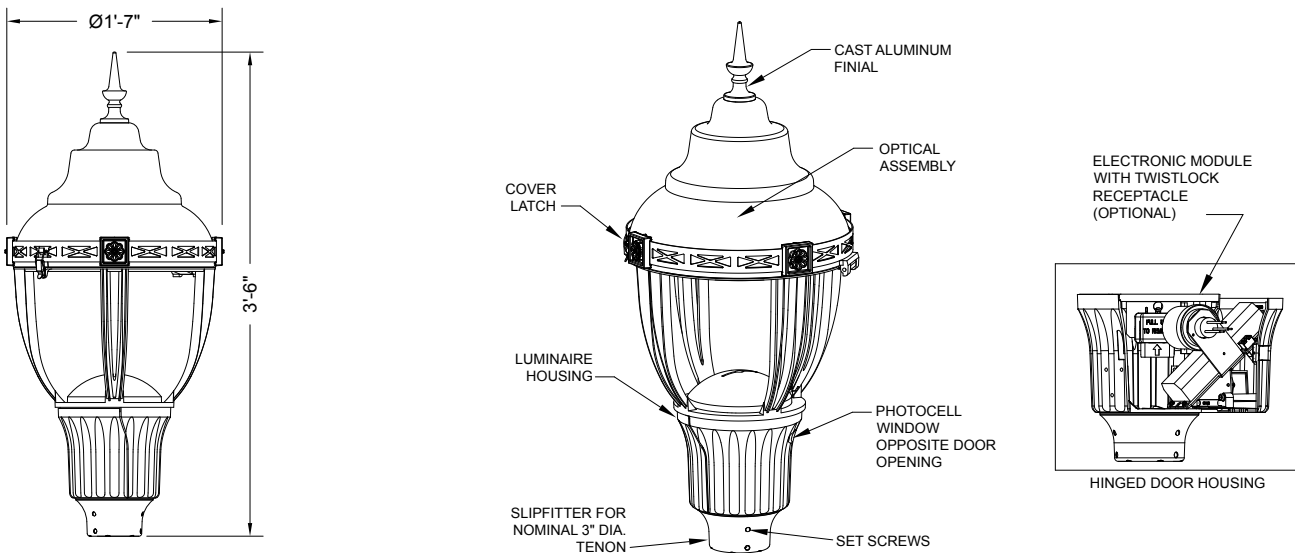
5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application.

All values are design or typical values, measured under laboratory conditions at 25 °C.

Specifications subject to change without notice.

DIMENSIONAL DATA



Maximum Weight - 53 lbs
Maximum Effective Projected Area - 1.72 sq. ft.

ORDERING INFORMATION (refer to page 3 for configurable options)

Example: WFCL3 P20 30K MVOLT FC3 BK NF PR7E

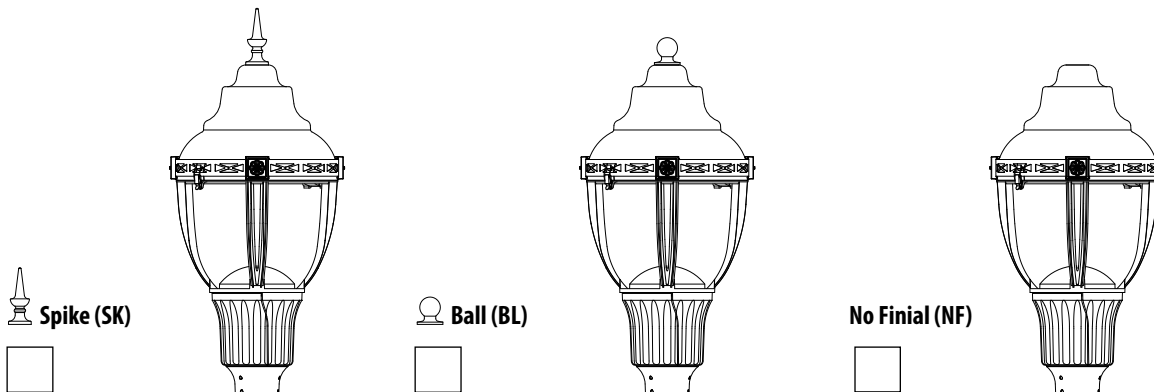
Series	LED performance package	LED Color temperature	Voltage	Optics	Housing Color	Finial
WFCL3 Utility Washington LED FCO	P05 3,200 nominal lumens	27K 2700K CCT	MVOLT Auto-sensing voltage (120 thru 277) 50/60 HZ	FC2 Type 2 distribution full cutoff	BK Black	NF None
	P10 4,500 nominal lumens	30K 3000K CCT			GR Gray	BL Ball
	P20 5,600 nominal lumens	40K 4000K CCT			GH Graphite	SK Spike
	P30 7,000 nominal lumens		HVOLT Auto-sensing voltage (347 thru 480) 50/60 HZ	FC3 Type 3 distribution full cutoff	GN Green	
	P40 8,100 nominal lumens				PP Prime paint	
	P50 9,200 nominal lumens				WH White	
	P60 10,200 nominal lumens		XVOLT Auto-sensing voltage (277 thru 480V) with enhanced power quality protection	FC4 Type 4 distribution full cutoff	BZ Bronze	
	P70 10,800 nominal lumens				RALxxxxSDCR RAL Super Durable Corrosion Resistant, 80% Gloss Paint, replace xxxx with RAL number.	
	P80 11,700 nominal lumens				CMC Custom color match	
	P90 12,700 nominal lumens			FC5 Type 5 distribution full cutoff		
P100 13,600 nominal lumens						

Options: Option Compatibility Matrix on page 3 of 4		
<p>CONTROLS OPTIONS</p> <p>A0 Field Adjustable Output</p> <p>DINBRA DTL DIN node bracket with external mounted antenna, DTL DIN node ordered and shipped separately</p> <p>PR7 NEMA twistlock dimming photocontrol receptacle - 7 pin</p> <p>PR7E NEMA twistlock dimming photocontrol receptacle - 7 Pin (Must use NF Finial Option)</p> <p>PCLL Long Life DTL Twistlock Photocontrol for Solid State, MVOLT</p> <p>P34 Long Life DTL Twistlock Photocontrol for Solid State, 347V</p> <p>P48 Long Life DTL Twistlock Photocontrol for Solid State, 480V</p> <p>SH Shorting Cap</p> <p>RSBOR6 nLight Motion Sensing Photocontrols</p>	<p>PREWIRED LEAD OPTIONS</p> <p>L1H 1.5 ft prewired leads</p> <p>L03 3 ft prewired leads</p> <p>L10 10 ft prewired leads</p> <p>L20 20 ft prewired leads</p> <p>L25 25 ft prewired leads</p> <p>L30 30 ft prewired leads</p>	<p>OPTIC OPTIONS</p> <p>CLGL Clear tempered glass lens</p> <p>FRGL 10% Frosted tempered glass lens</p> <p>HSS Louvered house side shield</p> <p>LEM REVEAL COLOR OPTIONS</p> <p>MHC LEM Reveal Plate Painted to match Housing Color</p> <p>NEMA LABEL OPTIONS</p> <p>NL1X1 1" X 1" ANSI Wattage Label</p> <p>NL2X2 2" X 2" ANSI Wattage Label</p>

Accessories: Order as separate catalog number.	
HOUSE SIDE SHIELD	
CLHSSNG25	No glass, Type 2 & Type 5 - Louvered house side shield
CLHSSNG34	No glass, Type 3 & Type 4 - Louvered house side shield
CLHSSGL25	Glass, Type 2 & Type 5 - Louvered house side shield
CLHSSGL34	Glass, Type 3 & Type 4 - Louvered house side shield

FINIAL INFORMATION

Mark Appropriate Box for Finial Options



PERFORMANCE DATA

STANDARD OPTIONS: NO GLASS

LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P05	FC2	30	3,054	102	1	0	1	3,105	104	1	0	1	3,317	111	1	0	1
	FC3		3,111	104	1	0	1	3,163	105	1	0	1	3,379	113	1	0	1
	FC4		3,068	102	1	0	1	3,119	104	1	0	1	3,332	111	1	0	1
	FC5		3,334	111	2	0	1	3,389	113	2	0	1	3,621	121	3	0	1
P10	FC2	39	4,294	110	1	0	2	4,365	112	1	0	2	4,663	120	1	0	2
	FC3		4,374	112	1	0	1	4,447	114	1	0	1	4,750	122	1	0	1
	FC4		4,314	111	1	0	2	4,385	112	1	0	2	4,685	120	1	0	2
	FC5		4,687	120	3	0	1	4,765	122	3	0	1	5,090	131	3	0	1
P20	FC2	48	5,284	110	1	0	2	5,372	112	1	0	2	5,738	120	2	0	2
	FC3		5,383	112	1	0	2	5,472	114	1	0	2	5,845	122	1	0	2
	FC4		5,309	111	1	0	2	5,397	112	1	0	2	5,765	120	1	0	2
	FC5		5,768	120	3	0	1	5,864	122	3	0	1	6,264	131	3	0	2
P30	FC2	59	6,750	114	2	0	2	6,862	116	2	0	2	7,330	124	2	0	2
	FC3		6,649	113	1	0	2	6,759	115	1	0	2	7,221	122	2	0	2
	FC4		6,413	109	2	0	2	6,520	111	2	0	2	6,965	118	2	0	2
	FC5		7,386	125	3	0	2	7,509	127	3	0	2	8,021	136	3	0	2
P40	FC2	69	7,911	115	2	0	2	8,042	117	2	0	2	8,591	125	2	0	3
	FC3		7,792	113	2	0	2	7,921	115	2	0	2	8,462	123	2	0	2
	FC4		7,319	106	2	0	2	7,440	108	2	0	2	7,948	115	2	0	2
	FC5		8,656	125	4	0	2	8,800	128	4	0	2	9,400	136	4	0	2
P50	FC2	81	8,924	110	2	0	3	9,072	112	2	0	3	9,692	120	2	0	3
	FC3		8,791	109	2	0	2	8,937	110	2	0	2	9,546	118	2	0	2
	FC4		8,378	103	2	0	2	8,517	105	2	0	2	9,098	112	2	0	2
	FC5		9,766	121	4	0	2	9,928	123	4	0	2	10,605	131	4	0	2
P60	FC2	91	9,944	109	2	0	3	10,109	111	2	0	3	10,799	119	3	0	3
	FC3		9,795	108	2	0	2	9,957	109	2	0	2	10,637	117	2	0	2
	FC4		9,125	100	2	0	2	9,276	102	2	0	2	9,909	109	2	0	3
	FC5		10,881	120	4	0	2	11,062	122	4	0	2	11,816	130	4	0	2
P70	FC2	98	10,475	107	2	0	3	10,649	109	3	0	3	11,375	116	3	0	3
	FC3		10,318	105	2	0	2	10,489	107	2	0	2	11,205	114	2	0	2
	FC4		9,667	99	2	0	3	9,827	100	2	0	3	10,498	107	2	0	3
	FC5		11,462	117	4	0	2	11,652	119	4	0	2	12,447	127	4	0	2
P80	FC2	107	11,437	107	3	0	3	11,627	109	3	0	3	12,421	116	3	0	3
	FC3		11,266	105	2	0	2	11,453	107	2	0	2	12,235	114	2	0	2
	FC4		10,408	97	2	0	3	10,580	99	2	0	3	11,302	106	2	0	3
	FC5		12,516	117	4	0	2	12,723	119	4	0	2	13,592	127	4	0	3
P90	FC2	117	12,338	105	3	0	3	12,543	107	3	0	3	13,399	115	3	0	3
	FC3		12,153	104	2	0	2	12,355	106	2	0	2	13,198	113	2	0	2
	FC4		11,319	97	2	0	3	11,507	98	2	0	3	12,293	105	2	0	3
	FC5		13,501	115	4	0	2	13,725	117	4	0	3	14,662	125	4	0	3
P100	FC2	130	13,177	101	3	0	3	13,396	103	3	0	3	14,310	110	3	0	3
	FC3		12,980	100	2	0	2	13,195	102	2	0	2	14,096	108	3	0	3
	FC4		12,110	93	2	0	3	12,311	95	2	0	3	13,152	101	3	0	3
	FC5		14,419	111	4	0	3	14,658	113	4	0	3	15,659	120	4	0	3

PERFORMANCE DATA

OPTIONAL: CLEAR GLASS

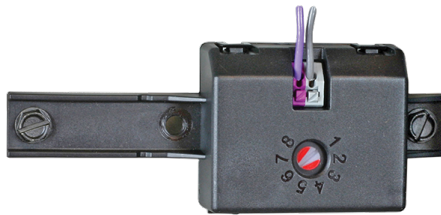
LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P05	FC2	30	2,759	92	1	0	1	2,804	93	1	0	1	2,996	100	1	0	1
	FC3		2,803	93	1	0	1	2,850	95	1	0	1	3,044	101	1	0	1
	FC4		2,681	89	1	0	1	2,726	91	1	0	1	2,912	97	1	0	1
	FC5		2,975	99	2	0	1	3,025	101	2	0	1	3,231	108	2	0	1
P10	FC2	39	3,878	99	1	0	1	3,943	101	1	0	1	4,212	108	1	0	1
	FC3		3,941	101	1	0	1	4,006	103	1	0	1	4,280	110	1	0	1
	FC4		3,770	97	1	0	1	3,832	98	1	0	1	4,094	105	1	0	1
	FC5		4,183	107	3	0	1	4,252	109	3	0	1	4,543	116	3	0	1
P20	FC2	48	4,773	99	1	0	1	4,852	101	1	0	1	5,183	108	1	0	1
	FC3		4,850	101	1	0	1	4,930	103	1	0	1	5,267	110	1	0	1
	FC4		4,639	97	1	0	1	4,716	98	1	0	1	5,038	105	1	0	1
	FC5		5,148	107	3	0	1	5,233	109	3	0	1	5,590	116	3	0	1
P30	FC2	59	6,050	103	2	0	2	6,150	104	2	0	2	6,570	111	2	0	2
	FC3		6,052	103	1	0	1	6,152	104	1	0	1	6,572	111	1	0	2
	FC4		5,604	95	1	0	2	5,697	97	1	0	2	6,086	103	1	0	2
	FC5		6,444	109	3	0	1	6,551	111	3	0	1	6,998	119	3	0	1
P40	FC2	69	7,090	103	2	0	2	7,208	104	2	0	2	7,699	112	2	0	2
	FC3		7,092	103	2	0	2	7,210	104	2	0	2	7,702	112	2	0	2
	FC4		6,396	93	2	0	2	6,502	94	2	0	2	6,945	101	2	0	2
	FC5		7,551	109	3	0	2	7,677	111	3	0	2	8,201	119	3	0	2
P50	FC2	81	7,999	99	2	0	2	8,131	100	2	0	2	8,686	107	2	0	2
	FC3		8,001	99	2	0	2	8,134	100	2	0	2	8,689	107	2	0	2
	FC4		7,321	90	2	0	2	7,442	92	2	0	2	7,950	98	2	0	2
	FC5		8,519	105	3	0	2	8,660	107	3	0	2	9,251	114	3	0	2
P60	FC2	91	8,912	98	2	0	2	9,060	100	2	0	2	9,678	106	2	0	2
	FC3		8,915	98	2	0	2	9,063	100	2	0	2	9,682	106	2	0	2
	FC4		7,974	88	2	0	2	8,106	89	2	0	2	8,659	95	2	0	2
	FC5		9,492	104	3	0	2	9,650	106	3	0	2	10,308	113	4	0	2
P70	FC2	98	9,388	96	2	0	2	9,544	97	2	0	2	10,195	104	2	0	2
	FC3		9,391	96	2	0	2	9,547	97	2	0	2	10,199	104	2	0	2
	FC4		8,448	86	2	0	2	8,588	88	2	0	2	9,174	94	2	0	2
	FC5		9,999	102	3	0	2	10,165	104	3	0	2	10,859	111	4	0	2
P80	FC2	107	10,251	96	2	0	2	10,421	97	2	0	2	11,132	104	3	0	3
	FC3		10,254	96	2	0	2	10,425	97	2	0	2	11,136	104	2	0	2
	FC4		9,095	85	2	0	2	9,246	86	2	0	2	9,877	92	2	0	2
	FC5		10,918	102	4	0	2	11,099	104	4	0	2	11,857	111	4	0	2
P90	FC2	117	11,058	95	3	0	3	11,241	96	3	0	3	12,009	103	3	0	3
	FC3		11,062	95	2	0	2	11,245	96	2	0	2	12,013	103	2	0	2
	FC4		9,892	85	2	0	2	10,056	86	2	0	2	10,742	92	2	0	2
	FC5		11,778	101	4	0	2	11,973	102	4	0	2	12,790	109	4	0	2
P100	FC2	130	11,810	91	3	0	3	12,006	92	3	0	3	12,826	99	3	0	3
	FC3		11,814	91	2	0	2	12,010	92	2	0	2	12,830	99	2	0	2
	FC4		10,583	81	2	0	2	10,759	83	2	0	2	11,493	88	2	0	2
	FC5		12,579	97	4	0	2	12,787	98	4	0	2	13,660	105	4	0	2

PERFORMANCE DATA

OPTIONAL: FROSTED GLASS

LED Package	Glass/Optic	System Watts	27K (27000K, 70CRI)					30K (3000K, 70CRI)					40K (4000K, 70CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P05	FC3	30	1,962	65	1	0	1	1,994	66	1	0	1	2,130	71	1	0	1
	FCS		2,070	69	1	0	1	2,105	70	1	0	1	2,248	75	1	0	1
P10	FC3	39	2,758	71	1	0	1	2,804	72	1	0	1	2,995	77	1	0	1
	FCS		2,911	75	1	0	1	2,959	76	1	0	1	3,161	81	1	0	1
P20	FC3	48	3,394	71	2	0	1	3,450	72	2	0	1	3,686	77	2	0	1
	FCS		3,582	75	2	0	1	3,641	76	2	0	1	3,890	81	2	0	1
P30	FC3	59	4,162	71	2	0	1	4,231	72	2	0	1	4,520	77	2	0	1
	FCS		4,425	75	2	0	1	4,498	76	2	0	1	4,805	81	2	0	1
P40	FC3	69	4,878	71	2	0	2	4,959	72	2	0	2	5,297	77	2	0	2
	FCS		5,185	75	2	0	1	5,271	76	2	0	1	5,631	82	2	0	1
P50	FC3	81	5,503	68	2	0	2	5,594	69	2	0	2	5,976	74	2	0	2
	FCS		5,850	72	2	0	1	5,947	73	2	0	1	6,353	78	2	0	1
P60	FC3	91	6,131	67	2	0	2	6,233	68	2	0	2	6,659	73	2	0	2
	FCS		6,518	72	2	0	1	6,626	73	2	0	1	7,078	78	2	0	1
P70	FC3	98	6,459	66	2	0	2	6,566	67	2	0	2	7,014	72	2	0	2
	FCS		6,866	70	2	0	1	6,980	71	2	0	1	7,456	76	2	0	1
P80	FC3	107	7,052	66	2	0	2	7,169	67	2	0	2	7,659	72	2	0	2
	FCS		7,497	70	2	0	1	7,621	71	2	0	2	8,142	76	3	0	2
P90	FC3	117	7,608	65	2	0	2	7,734	66	2	0	2	8,262	71	2	0	2
	FCS		8,087	69	3	0	2	8,221	70	3	0	2	8,783	75	3	0	2
P100	FC3	130	8,125	63	2	0	2	8,260	64	2	0	2	8,824	68	2	0	2
	FCS		8,637	66	3	0	2	8,781	68	3	0	2	9,380	72	3	0	2

COMPONENTS & OPTIONS DATA



AO
Manual field adjustable output dimming device



HSS
Minimize backlight with a louvered house-side-shield. Available as a factory installed

Performance Package	FAO Position	% Lumen Output	% Wattage
P05-P20	8	100%	100%
	7	94%	95%
	6	82%	83%
	5	70%	72%
	4	57%	60%
	3	45%	48%
	2	32%	38%
	1	19%	25%

Performance Package	FAO Position	% Lumen Output	% Wattage
P30-P100	8	100%	100%
	7	94%	93%
	6	83%	81%
	5	71%	69%
	4	59%	56%
	3	46%	44%
	2	33%	32%
	1	19%	20%

ACCESSORIES OPTION DATA



CLHSS
Minimize backlight with a louvered house-side-shield, field accessory



The Rapid Ship Pole and Luminaire program provides quick solutions for urgent needs.

The most popular and readily available are available for those urgent projects. Select from the following options to get up to 20 units shipped in 20 working days or less!

ORDERING INFORMATION

Example: WFCL3 P20 30K MVOLT FC3 BK NF PR7E

Series	Lumen/Wattage Package	Color Temperature	Voltage	Optics	Housing Color	Finial
WFCL3 Utility Washington LED FCO	P05 3,200 nominal lumens	27K 2700 series CCT	MVOLT Auto-sensing voltage (120 thru 277) 50/60 HZ	FC2 Type 2 distribution zero uplight	BK Black	NF None
	P10 4,500 nominal lumens	30K 3000 series CCT	HVOLT Auto-sensing voltage (347 thru 480) 50/60 HZ	FC3 Type 3 distribution zero uplight	GR Gray	BL Ball
	P20 5,600 nominal lumens	40K 4000 series CCT			GH Graphite	SK Spike
	P30 7,000 nominal lumens			FC4 Type 4 distribution zero uplight	GN Green	
	P40 8,100 nominal lumens			FC5 Type 5 distribution zero uplight	WH White	
	P50 9,200 nominal lumens				BZ Bronze	
	P60 10,200 nominal lumens					
	P70 10,800 nominal lumens					
	P80 11,700 nominal lumens					
	P90 12,700 nominal lumens					
P100 13,600 nominal lumens						

Options: <i>Option Compatibility Matrix on page 3 of 4</i>		
<p>CONTROLS OPTIONS</p> <p>A0 Field Adjustable Output</p> <p>DINBRA DTL DIN node bracket with external mounted antenna, DTL DIN node ordered and shipped separately</p> <p>PR7 NEMA Twist Lock Dimming photocontrol receptacle - 7 PIN receptacle only.</p> <p>PR7E NEMA Twist Lock Photocontrol Receptacle - 7 PIN. Externally mounted, available with NF option</p> <p>PCLL DTL long life twistlock photocontrol for solid-state MVOLT</p> <p>SH Shorting cap</p>	<p>PREWIRED LEAD OPTIONS</p> <p>L1H 1.5 ft. prewired leads</p> <p>L03 3 ft. prewired leads</p> <p>L10 10 ft. prewired leads</p> <p>L20 20 ft. prewired leads</p>	<p>OPTIC OPTIONS</p> <p>CLGL Clear tempered glass lens</p> <p>FRGL 10% Frosted tempered glass lens</p> <p>HSS House side shield</p> <p>LEM REVEAL COLOR OPTIONS</p> <p>MHC LEM Reveal Plate Painted to match Housing Color</p> <p>NEMA LABEL OPTIONS</p> <p>NL1X1 NEMA Label 1" x 1"</p> <p>NL2X2 NEMA Label 2" x 2"</p>

Accessories: <i>Order as separate catalog number, ships separately & field installed.</i>	
HOUSE SIDE SHIELD	
CLHSSNG25	No glass, Type 2 & Type 5 - Louvered house side shield
CLHSSNG34	No glass, Type 3 & Type 4 - Louvered house side shield
CLHSSGL25	Glass, Type 2 & Type 5 - Louvered house side shield
CLHSSGL34	Glass, Type 3 & Type 4 - Louvered house side shield



Gilliam County Sheriff's Office

Total CAD Calls Received, by Nature of Call in Zone GSOC

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Unknown Emergency	2	4.65
Abandoned Call	1	2.33
Abandoned Vehicle	1	2.33
Assault/Sex Assault	1	2.33
Call-Back Request	2	4.65
Civil Problem/Service	2	4.65
Serving Civil	1	2.33
Extra Patrol Request	2	4.65
Follow-Up Investigation	4	9.30
Information Report	3	6.98
Slide Off	2	4.65
Lost/Found Property	1	2.33
Restraining Order Violation	1	2.33
Suicide	1	2.33
Test Call	3	6.98
Vehicle Stop	12	27.91
Trespass	1	2.33
Vehicle Check	1	2.33
Wanted Subject	1	2.33
Welfare Check	1	2.33

Total reported: 43

Report Includes:

All dates between `00:00:00 12/01/25` and `23:59:00 12/31/25`, All nature of incidents, All cities, All types matching `I`, All priorities, All agencies, All zones matching `GSOC`



Gilliam County Sheriff's Office

Total CAD Calls Received, by Nature of Call in Zone

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Unknown Emergency	1	0.34
911 Open Line	3	1.02
Abandoned Call	4	1.36
Abandoned Vehicle	5	1.69
Agency Assistance	2	0.68
Animal Problem/Complaint/Rescu	1	0.34
Animal/Dog Complaint	3	1.02
Assault/Sex Assault	1	0.34
Attempt to Locate	2	0.68
Call-Back Request	4	1.36
Civil Problem/Service	3	1.02
Serving Civil	3	1.02
Code Enforcement	2	0.68
Domestic Violence, DV	1	0.34
Driving Complaint	13	4.41
Escort/Funeral/Parade	1	0.34
Extra Patrol Request	3	1.02
Follow-Up Investigation	9	3.05
Fraud / Forgery / Scam	1	0.34
Traffic Hazard	9	3.05
Hit & Run	1	0.34
Information Report	3	1.02
Juvenile Problem	1	0.34
Littering / Illegal Dumping	1	0.34
Motorist Assist	24	8.14
Motor Vehicle Crash	1	0.34
Noise Complaint	2	0.68
Slide Off	2	0.68
Panic/Burglary Alarm	1	0.34
Lost/Found Property	2	0.68
Public Assist	1	0.34
Restraining Order Violation	1	0.34
Subject Stop	1	0.34
Suspicious Person/Circumstance	5	1.69
Theft/Shoplift	3	1.02
Threat	1	0.34
Vehicle Stop	152	51.53
Trespass	7	2.37
Vehicle Check	8	2.71
Wanted Subject	1	0.34
Welfare Check	6	2.03

Total reported: 295

Report Includes:

All dates between `00:00:00 12/01/25` and `23:59:00 12/31/25`, All nature of incidents, All cities, All types matching `I`, All priorities, All agencies matching `GCSO`, All zones



Gilliam County Sheriff's Office

Total Traffic Citation Report, by Area

<u>Area</u>	<u>Citations</u>	<u>Violations</u>
GCSO Gilliam County	133	133
GSOA ARLINGTON	5	5

Report Totals	138	138
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Report Includes:

All dates of issue between `00:00:00 12/01/25` and `23:59:00 12/31/25`, All agencies matching `GCSO`, All issuing officers, All areas, All courts, All offense codes, All dispositions, All citation/warning types



Gilliam County Sheriff's Office

Law Incident Summary Report, by Incident Number

Agency: Gilliam County Sheriffs Office

<u>Number</u>	<u>Time and Date</u>	<u>Nature</u>	<u>Location</u>	<u>Dsp</u>
G25-298	12:00:00 12/01/25	Property	GSOA	INA
G25-299	17:17:47 12/03/25	Mvc	GCSO	CLD
G25-300	14:42:59 12/05/25	Theft	GSOA	INA
G25-301	18:36:00 12/05/25	Agency Assist	SSOM	CAA
G25-302	09:33:40 12/06/25	Mvc	GCSO	CLD
G25-303	10:49:59 12/09/25	Non Injury Mvc	GSOC	CLD
G25-304	15:11:53 12/10/25	Theft	GSOA	INA
G25-305	09:46:47 12/11/25	Fraud	GCSO	ACT
G25-306	15:21:11 12/11/25	Agency Assist	GCSO	CLD
G25-307	12:18:05 12/13/25	Hr	GCSO	CAA
G25-308	13:59:21 12/18/25	Agency Assist	GCSO	CLD
G25-309	09:19:32 12/20/25	Trespass	GCSO	CAA
G25-310	15:26:38 12/23/25	Roviol	GSOC	RDA
G25-311	17:02:11 12/23/25	Theft	GSOA	INA
G25-312	09:41:34 12/24/25	Domestic	GSOA	CAA
G25-313	08:16:26 12/25/25	Non Injury Mvc	GSOC	CLD
G25-314	04:55:57 12/26/25	Non Injury Mvc	GCSO	CLD
G25-315	11:23:52 12/26/25	Animal/Dog	GCSO	CAA
G25-316	12:20:32 12/27/25	Agency Assist	GSOA	REF
G25-317	17:10:09 12/28/25	Agency Assist	GCSO	CAA
G25-318	14:04:35 12/29/25	Sex Crime	GSOC	ACT
G25-319	15:57:46 12/29/25	Animal/Dog	GCSO	CLD
G25-320	11:22:31 12/30/25	Property	GSOC	CLD
G25-321	15:37:44 12/31/25	Duii	GCSO	CAA

Total Incidents for This Agency: 24

Total reported: 24

Report Includes:

All dates between `00:00:00 12/01/25` and `23:59:00 12/31/25`, All agencies matching `GCSO`, All officers, All dispositions, All natures, All locations, All cities, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Gilliam County Sheriff's Office

Total Traffic Warning Report, by Area

<u>Area</u>		<u>Warnings</u>	<u>Violations</u>
GCSO	Gilliam County	42	42
GSOA	ARLINGTON	3	3
Report Totals:		45	45

Report Includes:

All dates between `00:00:00 12/01/25` and `23:59:00 12/31/25`, All agencies matching `GCSO`, All issuing officers, All areas, All violations



Columbia Basin High School Rodeo Club

Members of the Oregon High School Rodeo Association (OHSRA) from Gilliam, Hood River, Sherman, Wasco and Wheeler Counties make up the Columbia Basin High School Rodeo Club.

These young people work hard with the following goals in mind:

- To promote the positive image of rodeo.
- To preserve Western Heritage.
- To promote the humane treatment of all animals.
- To develop sportsmanship, horsemanship, and character in the youth of Oregon.
- To assist contestants in attaining their individual goals.
- To build self-confidence and leadership skills.

OHSRA sanctioned rodeos offer events in Bareback Riding, Barrel Racing, Breakaway Roping, Bull Riding, Goat Tying, Pole Bending, Saddle Bronc, Steer Wrestling, Team Roping & Tie Down Roping.

The Columbia Basin Rodeo Club hosts one of the fall high school rodeos, usually in September. The estimated costs to promote and produce a rodeo is approximately \$40,000. We receive a portion from contestant entry fees but rely on our sponsors to fill the difference. Our rodeo cannot happen without our sponsors.

The information below is to show you some options for donations.

The Columbia Basin High School Rodeo Club would like to Thank You for taking time to consider our sponsor program. We look forward to hearing from you and would be honored to have you as one of our sponsors this year.