

**Mayor:**  
David Cates

**City Council:**  
Amber Schoenrock  
Carrie Doty  
Karla Breding  
Darryl Burditt



**City of Conrad**  
413 S. Main St.  
Conrad, MT 59425  
**406-271-3623**  
cityofconrad.com

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL**  
**OF THE CITY OF CONRAD, COUNTY OF PONDERA, STATE OF MONTANA**  
**HELD AT CONRAD CITY HALL ON NOVEMBER 18<sup>th</sup>, 2025**

The City Council of the City of Conrad, County of Pondera, State of Montana, met in regular session at Conrad City Hall on Tuesday November 18th, 2025, at 6:00 p.m.

Present: Mayor David Cates, Alderman Amber Schoenrock, Alderman Darryl Burditt, Alderman Carrie Doty, Alderman Karla Breding, Finance Director Jodi Rogers and City Clerk Jerad Walston.

Absent: None

Guests: Tom Buffum; Amy Shaw

Teleconference Guests: None

The meeting was called to order by Mayor David Cates at 6:00 p.m.

1. Action: Read and approve minutes of November 4<sup>th</sup>, 2025, regular council meeting.
  - Motion by Alderman Karla Breding, Second by Alderman Carrie Doty, to approve the minutes of the November 4<sup>th</sup>, 2025, regular meeting, as presented.
    - Motion Carried Unanimously
2. Action on any Claims and Payroll:  
Claims: 29350-29383  
Total: \$148,230.69
  - Motion by Alderman Amber Schoenrock, Second by Alderman Carrie Doty, to approve the claims as presented.
    - Motion Carried Unanimously
3. Action on Water Contracts: None
4. Correspondence: None
5. Public Comment (no action taken): None
6. Department Reports:
  - Finance Office –

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- Finance Director Jodi Rogers briefly explained the financial report and explained that expenditure has been in line with the city budget. She further explained that Real Estate Taxes are expected to come in December and January, which will make the report look better.
- Finance Director Jodi Rogers also reported that she is working on the closing entries for the annual financial report and expects it to be finished by the first week of December.
- In closing, Finance Director Jodi Rogers referenced a large pay request from Triple Tree (for the Stormwater Project) but explained that it does not need to be paid until reimbursements are received.

**7. Discussion/Action: Appointment of Members of the Police Commission.**

- Mayor David Cates nominated Tom Buffum, with a term ending May of 2027, and Amy Shaw, with a term ending May of 2028, to serve on the police commission.
- Motion by Alderman Carrie Doty, Second by Alderman Darryl Burditt, to appoint Tom Buffum to serve on the police commission, with a term ending May of 2027, and to appoint Amy Shaw to serve on the police commission, with a term ending May of 2028.
  - Motion Carried Unanimously

**8. Executive Session: None**

**9. Other Business:**

- Mayor David Cates briefly summarized the recent Tree Board meeting and provided updates on expanding the current tree ordinance, as well as the progress he has made on having the Tree City applications accepted and approved.
- Tom Buffum commented on the difficulty of maintaining a tree on the sidewalk and referred to a tree planted in front of the Orpheum Theater as an example.
- Alderman Amber Schoenrock will not be in attendance for the December 16th Council Meeting; her absence is permitted.

**10. Items to Appear on the Next Agenda:**

- A formal ordinance for a No Parking Zone at 300 Block of Illinois, on the west side of the street, between the high school and 4<sup>th</sup> Ave SW will be presented.

There being no further business to come before the Council,

**11. Motion by Alderman Amber Schoenrock, Second by Alderman Carrie Doty, to adjourn the meeting at 6:13 p.m.**

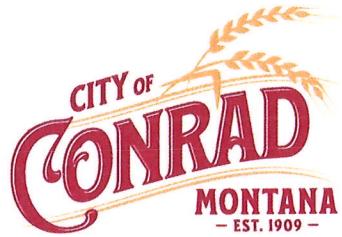
- Motion Carried Unanimously

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\_\_\_\_\_  
Mayor, David Cates



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Attest:   
\_\_\_\_\_  
Council President, Amber Schoenrock



11/17/25  
13:12:38

CITY OF CONRAD  
Statement of Expenditure - Budget vs. Actual Report  
For the Accounting Period: 10 / 25

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Report ID: B100F

Fund	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Comm.
1000 GENERAL	96,139.65	458,747.16	2,037,644.00	2,037,644.00	1,578,896.84	23%
2190 COMPREHENSIVE INSURANCE	0.00	55,533.50	58,323.00	58,323.00	2,789.50	95%
2220 LIBRARY	18,958.07	152,714.99	494,400.00	494,400.00	341,685.01	31%
2260 INDUSTRIAL PARK	0.00	0.00	40,213.00	40,213.00	40,213.00	0%
2370 P.E.R.S. & M.P.O.R.S.-EMPLOYER	1,158.50	8,388.39	69,024.00	69,024.00	60,635.61	12%
2371 EMPLOYER CONTRIBUTIONS GROUP	6,957.31	27,173.17	100,211.00	100,211.00	73,037.83	27%
2372 PERMISSIVE MEDICAL LEVY	0.00	0.00	75,325.00	75,325.00	75,325.00	0%
2394 BUILDING CODE ENFORCEMENT	824.89	3,478.08	14,019.00	14,019.00	10,540.92	25%
2400 STREET LIGHT	9,924.76	45,303.68	123,156.00	123,156.00	77,852.32	37%
2525 STREET MAINTENANCE DISTRICT #1	10,208.34	47,103.73	195,821.00	195,821.00	148,717.27	24%
2720 REIKEN-ANDERSON MEMORIAL	0.00	0.00	57,682.00	57,682.00	57,682.00	0%
2810 POLICE TRAINING	1,125.82	1,570.82	9,421.00	9,421.00	7,850.18	17%
2820 GAS TAX	14,997.97	58,584.84	253,353.00	253,353.00	194,768.16	23%
4020 LIBRARY DEPRECIATION RESERVE	0.00	0.00	203,341.00	203,341.00	203,341.00	0%
5210 WATER UTILITY	67,286.34	259,158.53	2,815,512.00	2,815,512.00	2,556,353.47	9%
5310 SEWER UTILITY	75,812.51	282,146.66	6,372,436.00	6,372,436.00	6,090,289.34	4%
5410 SOLID WASTE	362,986.44	407,999.56	589,379.00	589,379.00	181,379.44	69%
7071 CRIME VICTIMS COMPENSATION &	0.00	49.00	1,900.00	1,900.00	1,851.00	3%
7120 FIRE PENSION	0.00	0.00	50,000.00	50,000.00	50,000.00	0%
Grand Total:	666,380.60	1,807,952.11	13,561,160.00	13,561,160.00	11,753,207.89	13%

11/17/25  
13:13:08

CITY OF CONRAD  
Statement of Revenue Budget vs Actuals  
For the Accounting Period: 10 / 25

Page: 1 of 1  
Report ID: B110F

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
1000 GENERAL	24,855.18	374,882.36	1,292,798.00	917,915.64	29 %
2190 COMPREHENSIVE INSURANCE	284.62	8,465.45	61,859.00	53,393.55	14 %
2220 LIBRARY	5,082.81	45,613.62	490,656.00	445,042.38	9 %
2260 INDUSTRIAL PARK	3,253.61	13,014.44	39,043.00	26,028.56	33 %
2370 P.E.R.S. & M.P.O.R.S.-EMPLOYER CONTRIBUTION	297.52	7,935.25	70,342.00	62,406.75	11 %
2371 EMPLOYER CONTRIBUTIONS GROUP MEDICAL BENEFITS	102.65	2,814.43	101,491.00	98,676.57	3 %
2372 PERMISSIVE MEDICAL LEVY	299.36	7,919.67	42,290.00	34,370.33	19 %
2394 BUILDING CODE ENFORCEMENT	551.00	17,610.00	25,000.00	7,390.00	70 %
2400 STREET LIGHT	747.17	1,982.32	123,740.00	121,757.68	2 %
2525 STREET MAINTENANCE DISTRICT #1	695.41	6,116.16	161,622.00	155,505.84	4 %
2720 REIKEN-ANDERSON MEMORIAL	0.00	0.00	10,500.00	10,500.00	0 %
2810 POLICE TRAINING	0.00	0.00	5,680.00	5,680.00	0 %
2820 GAS TAX	13,980.88	46,290.57	132,121.00	85,830.43	35 %
4020 LIBRARY DEPRECIATION RESERVE	627.97	1,745.10	2,000.00	254.90	87 %
5210 WATER UTILITY	86,506.36	376,714.07	1,085,100.00	708,385.93	35 %
5310 SEWER UTILITY	76,025.80	234,318.76	5,409,033.00	5,174,714.24	4 %
5410 SOLID WASTE	27,603.80	67,093.90	247,430.00	180,336.10	27 %
7071 CRIME VICTIMS COMPENSATION & ASSISTANCE	0.00	0.00	2,040.00	2,040.00	0 %
7120 FIRE PENSION	276.31	6,923.72	55,880.00	48,956.28	12 %
Grand Total:	241,190.45	1,219,439.82	9,358,625.00	8,139,185.18	13 %

# CITY OF CONRAD COUNCIL MEETING

## VISITOR SIGN-IN SHEET

DATE OF MEETING: 11-18-2025

Tom Buffum

Amy Shaw