



City of Irrigon

Budget Committee Meeting Minutes

May 4, 2023

1. Call to Order/Pledge of Allegiance

Mayor Patton called the meeting to order at 6:03 pm and led in the Pledge of Allegiance.

2. Appointment of Chairperson

Melvin nominated Daren to serve as chairperson.

Marlina nominated Michelle to serve as chairperson.

Heather motioned to appoint Daren as the 2023 Budget Committee Chairperson. Melvin seconded the motion. Daren was appointed the 2023 Budget Committee Chairperson by unanimous vote.

3. Roll Call

Budget Committee Members present: Mayor Michelle Patton, Mayor Pro tem Daren Strong, Heather Bishop, Melvin Lambert and Marlina Avila.

A quorum was present.

Staff present: City Manager Aaron Palmquist and Finance Officer Amanda Ferguson

In attendance: Shad Bishop

4. Approval of May 5, 2022, Budget Committee Meeting Minutes

Michelle motioned to approve the 2022 Budget Committee meeting minutes as presented.

5. 2023-2024 Budget Message

City Manager Aaron Palmquist presented the 2024 Budget Message.

The budget includes 12 self-balancing funds with total appropriations of \$15,897,400.

Total appropriations increased over last year's appropriation by \$1,284,596 as a result of anticipated grant funds for project improvements and unspent appropriations in Public Safety and Code Enforcement activities this year.

The budget includes a 6.3% CPI adjustment to wages in accordance with city council policy. The Morrow

County Tax Assessor has given us an estimated increase of 5.6% in assessed value from the prior year. This is due to the new developments that have been done within the city. The city's permanent tax rate is 3.6782 per one thousand assessed property value. Beyond the regular city tax, the city also has general obligation bonds that are paid for by property taxes, due to a distribution of an Amazon gift via the county, the amount assessed as property taxes will be reduced to \$136,100 in the 2023-2024 fiscal year.

6. Public comment

There was no public comment.

7. Public Hearing – State Revenue Sharing

State Revenue Sharing Law, ORS 221.770, mandates a public hearing before the budget committee be held to discuss possible uses of the funds in order to receive state revenue sharing in 2023-2024.

A public hearing before the city council on the proposed uses of the funds in relation to the entire budget will be required after the public hearing before the budget committee. Then a resolution approving participation in the program and requesting state revenue sharing money must be passed by city council.

8. Review 2023-2024 Budget Document

The General Fund (10) consists of several different activities: administration, municipal court, parks, and public safety and code enforcement. Any appropriation not allocated to a specific activity is on page 11. The transfers out have corresponding transfers in for the corresponding funds.

The Governmental Reserve Fund (11) was established for payment of accrued leave, building maintenance and upkeep, bicycle/footpath improvements, capital equipment expenditures and capital infrastructure improvements.

As the city collects street maintenance and street light fees, it is able to set aside more in reserves for needed street improvements.

The Irrigon Improvements Fund (12) was established for separately and clearly tracking resources received from outside sources used for community improvements. In the fiscal year ending June 30, 2024 the city has estimated that \$1,152,800 will be received from the Columbia River Enterprise Zone for community enhancements; \$393,200 from the Safe Routes to School program to help finance Pedestrian improvements along Wyoming Avenue including a new sidewalk; and \$1,250,00 from the Port of Morrow, Morrow Development Corporation and congressionally directed spending to develop a business opportunity incubator.

Oregon has a highway trust fund that supports the construction, preservation, maintenance, repair and improvements of streets and roads, cities receive approximately 20% of the highway trust fund. The City of Irrigon is estimated to receive \$163,000 in the 2023-2024 fiscal year. This is recorded in the State Street Fund (20) with other resources dedicated to streets.

The water system resources and expenditures are accounted for in the Water Operations & Development

Fund (60), Water Reserve Fund (62), Water Debt Service for Revenue Bonds (68) and Water Debt Service for G.O. Bonds (69). There are several new developments expected to be completed in the next year which will result in increased water service sales. It is anticipated that in the fall, staff will bring before the council a recommendation for a decrease in water bond fees per ERU. The more services we have paying the bond payments, the less each individual will have to pay.

The sewer system resources and expenditures are accounted for in the Sewer Operations & Development Fund (70), Sewer Reserve Fund (72), Sewer Debt Service for Revenue Bonds (78) and Sewer Debt Service for G.O. Bonds (79).

9. Approve Tax Levy

a. General Fund

Michelle moved to approve the tax levy of \$3.6782 per \$1,000 assessed value. Daren seconded the motion. Motion passed unanimously.

b. Bonded Debt

Michelle moved to approve the tax levy for bonded debt of \$136,100. Daren seconded the motion. Motion passed unanimously.

10. Approve the FY 2023-2024 Budget

Michelle moved to approve the 2023-2024 budget as discussed. Heather seconded the motion. Motion passed unanimously.

11. Adjournment

Michelle moved to adjourn at 7:05 pm.

Meeting minutes completed by Amanda Ferguson