



AGENDA

Irrigon City Council Meeting
May 21 – 6:00 PM
Irrigon City Hall - 500 NE Main Avenue

ZOOM MEETING – Information on Second Page

- Call to Order/Pledge/Roll Call
- Mayor's Comments
- 1. **Public Comment – Maximum 3 minutes/person/topic. A maximum of 30 minutes may be allotted for the public comment. This is the time provided for individuals wishing to address the Council, at their discretion. Multiple items on the same topic need to be combined through one speaker. Please email (clerk@ci.irrigon.or.us) your comments or questions by 4:30pm of the meeting date so that the Mayor and Council can hear your comment or question.**
- 2. * Consent Agenda (The Consent Agenda allows the Council to approve all items together without discussion or individual motions. Councilors can request an item be removed for later in the meeting and discussion)
 - a. Approval of Minutes – April 16, 2024
 - b. City Manager Report and Staff Updates
 - c. Accounts Payable
 - d. Law Enforcement
 - e. Municipal Court
 - f. Correspondence
- 3. * Quote for paving of SE Greenwood by Granite
- 4. * Resolution 24-03 “2024 Wage Table Update”
- 5. Public Hearing – 2024-25 Budget and Receiving State Revenues per ORS 221.770
- 6. * Resolution 24-05 “City to Receive State Revenues”
- 7. * Resolution 24-06 “Adopting FY 2024-2025 Budget and Imposing Tax”
- 8. Items for Future Council Meetings
 - FY 2024 Audit Engagement Letter – June 2024
 - SCA Grant – Sidewalk Project NE Main Ave. – June 2024
 - Food Pod Loan with UEC – June 2024
 - CREZ III IGA (POM and MC) – June 2024
 - Ordinance 260-23 “Camping and Homelessness” - TBD
 - Lexipol Policies Ord 259-23 -TBD
 - Boards and Commissions (Irrigon Code) –TBD
 - Public Contracting & Purchasing Policy – TBD

Next Regular Meeting Date – June 18, 2024

* Denotes a motion and vote required.

If you would like to attend and need assistance, please phone Irrigon City Hall at 1.541.922.3047 or TTY relay 1.800.735.2900 The facility is accessible for people with disabilities. Records Requests: The public may request documents for review, as legally applicable. A written request shall be submitted with a response in 5 business days of the time and cost for such public document request. City will proceed upon written notice to proceed or disregard the request.

Zoom Meeting Information

Topic: May 21, 2024 Irrigon City Council Meeting

Join Zoom Meeting:

<https://us02web.zoom.us/j/5419223047?pwd=M2tqWGk3ajc4aVhtelhSeTVGdWk0Zz09&omn=89349020499>

Meeting ID: 541 922 3047

Passcode: 3d@k8rmH

Dial by your location

• +1 253 215 8782 US (Tacoma)

Meeting ID: 541 922 3047

Passcode: 45043984



Minutes
City of Irrigon Council Meeting
April 16, 2024 – 6:00 PM
Irrigon City Hall – 500 NE Main Ave, Irrigon, OR

- **Call to order/Pledge/Roll Call**

Mayor Michelle Patton called the meeting to order at 6:04 PM and led in the Pledge of Allegiance.

Councilors present: Daren Strong, Mayor Michelle Patton, Hector Cano, Pro-Tem Benji Calvert, and Heather Bishop.

Zoom participant: Councilor Melvin Lambert

Councilor not present: Councilor Marlina Avila Serratos, prearranged absence.

Staff present: City Manager Aaron Palmquist, and City Clerk Trista Seastone.

Audience present: Ruth Bostick

- **Mayor's Comments**

Mayor Patton started the evening meeting acknowledging the current sidewalk project has started moving again. There were some weather-related delays, but work is moving ahead. Patton also reminded the community to be mindful of the speed in a construction zone and to not move any safety cones, they are there for a reason and placed accordingly.

Patton reminded everyone about the Time to Shine event at Stokes Landing on the evening of April 26th, tickets are still available for purchase. Mayor Patton stated that this year's Spring Sports for the schools have brought a lot of spectators, and it is nice to see the support for our youth.

City of Irrigon Spring Cleanup 2024 is scheduled for April 27th from 8:00 – 3:00 at the corner of Columbia and First Street. Fliers were sent to city residents and will need to be shown to staff to use the drop boxes. Staff at City Hall are keeping a list of residents that are elderly or indigent that need assistance getting items to the drop off. The city will have drivers come and pick up those items and take them to the site.

City Manager Aaron Palmquist and Mayor Michelle Patton attended the Chamber Luncheon this month and were guest speakers. Michelle stated it was nice to be asked to be a presenter, and she enjoyed meeting some new people.

The first week of May, the Future Farmers of America (FFA) annual hanging flower baskets will be available at the Irrigon High School. For details contact the school.

Southwest Greenwood Street was placed on the City Council's priority list in 2023 of roads that were ready for paving. Greenwood has the infrastructure in place and resources are available to have the project done this fiscal year. Granite is scheduled to come and provide a quote and

upon approval, a start date will be set. The next street on the priority list will be Southeast Fourth Street, time frame is to be determined.

1. Public Comment

There was no public comment.

2. *Consent Agenda

- a. Approval of Minutes March 19, 2024
- b. City Manager report and staff updates
- c. Accounts Payable
- d. Law Enforcement
- e. Municipal Court
- f. Correspondence

Councilor Heather Bishop moved to accept the Consent Agenda as presented.

Councilor Benji Calvert seconded the motion.

There was no discussion.

Motion passed unanimously.

3. City Representation to Morrow County ASA Ad Hoc Committee

Morrow County is working on a new Ambulance Service Area (ASA) Ordinance. The Morrow County Board of Commissioners decided to form a committee to review and recommend any potential providers that may apply to provide coverage for the three-service areas. The commissioners requested that each of the five cities nominate one representative with a potential alternate from their respective cities to sit on this committee. The individuals could be from the council, staff, or a resident in the community.

- The individual should have no direct ties (familial or professional) to Boardman Fire Rescue District, Morrow County Health District, and/or any potential ambulance service providers.
- The individual should be able to consider proposals in a non-biased manner.
- The individual should be able to participate either in person or via Zoom/Teams in three to four meetings during May.

Mayor Michelle Patton appointed herself and Councilor Hector Cano as an alternate to represent the City of Irrigon.

4. *Resolution 24-02 Fostering an Environment of Equality, Fairness, and Respect policy

Grant applications have a requirement that the applicant formally adopts by resolution or ordinance, a policy that affirms and provides for an environment of equality and diversity. PRIDE is part of our values adopted in May of 2019; therefore, this resolution would meet the noted and required grant application process. Staff recommended the adoption of Resolution 24-02 and authorizing the mayor to sign as presented.

City Councilor Benji Calvert moved to accept and adopt Resolution 24-02 Policy on Fostering an Environment of Equality, Fairness, and Respect as presented.

City Councilor Daren Strong seconded the motion.

Motion passed unanimously.

5. *FY 24-25 Budget Committee Members

Each year the City Council reviews Budget Committee members to add or remove members as appropriate. It is a requirement that city budget committee members total no more than 14 individuals, seven (7) members of the City Council and seven (7) from the City of Irrigon. Those members selected and appointed from the public are to serve an appointment for three years. The terms must be staggered so that one third of the terms end each year (ORS 294.414 (5)). Members may be reappointed for additional years, at the discretion of the governing body.

Councilor Benji Calvert moved to approve the FY 2024-2025 Budget Committee members as presented and continue to the opportunity for additional members prior to the first Budget Committee meeting.

Councilor Hector Cano seconded the motion.

There was no discussion.

Motion passed unanimously.

6. Items For Future Council Meeting

- Ordinance for 260-23 "Camping and Homelessness"-TBD
- Food Pod Project – Late Fall 2024
- Lexipol Policies Ord 259-23-TBD
- Boards and Commissions (Irrigon Code) – TBD
- Development Code – On Going
- Public Contracting & Purchasing Policy – TBD

Adjourned:

City Councilor Melvin Lambert adjourned the meeting at 6:33 pm.

Next scheduled meeting May 21, 2024, at 6:00 pm.

SIGNED:

Michelle Patton, Mayor

ATTEST:

Aaron Palmquist, City Manager



City Manager Report 5-21-2024

Much activity continues to take place, with everyone working hard at their various springtime activities and tasks. The city crews are no different with areas across town showing signs of the great initiative and dedication. While our public works team is small in comparison to other surrounding cities, they accomplish much more and continue to make Irrigon a great place live and raise a family. Please join me in thanking them for their continued dedication and service to Irrigon.

On Saturday, April 27, 2024 Sanitary Disposal (SDI) and PW staff joined forces and had a very successfully clean-up day for Irrigon. Thank you everyone for taking advantage of this opportunity. We look forward to see an event each year. Holding an annual event does not mean that trash, debris, or waste should be collected the whole year. City code requires that all trash is to be removed weekly and no storing in trailers, etc. For those who live in the City of Irrigon and do not like to burn or not wait on the burn season there is a punch card at City Hall that will allow you access to take yard debris (grass, leaves, branches – not trees) to the transfer station in Hermiston for free. Please take advantage of this as this is one of the perks in the franchise agreement the city has with SDI.

Disposing/throwing of trash in areas that are not for a personal trash can, such as along roadways, private property, or down at the recycling center is a violation. Recycling demands are increasing in Oregon with the State Legislators passing a law in 2023 on such action. While Irrigon is not yet mandated to provide or allow curbside we are exploring the when and how with SDI. In the mean-time please take advantage of the Recycling Center for all items that can be recycled. As many have heard SDI has increased garbage rates around the area. While Irrigon's remain lower we need to explore various options and avenues to keep costs down and/or modify with recycling as it comes closer to being mandated.

Court/Law Enforcement

The Law enforcement information was not provided in time for the packet as they have been working on several items that seem to have increased in the area. An area they have seen an increase, which is also a code violation, is various areas tagged with graffiti. Morrow County Deputies are diligently working with local properties and the city in seeking to identify and eliminate this negative behavior. The Irrigon Municipal Court is reviewing various ways to see how to strengthen and hold individuals accountable and responsible for their actions. One area is working with the State to see a smoother way to implement the warrant process. Not many actions were presented for court action with individuals not showing for their respective times noted on their violations. The Judge is also working with our Karma, our Code Enforcement Officer, on taking the next step to clean up action and activities that may have continual nuisance issues or properties that are a chronic nuisance property.

As a reminder the speed change has taken place on Hwy 730, moving from 35 down to 30 miles per hour (mph). ODOT has made the changes with adjustments to the signage. While we cannot get speeds down to 25 mph the new 30 mph works to set the stage that Irrigon is a community that has a highway, not a freeway, running through the center of town. ODOT received a note from one individual that they did not like the change and the response from ODOT that the order stands as administered. Law enforcement has notified some while others have been cited as they were traveling way beyond the old posted speed.

The Code Enforcement Officer has been diligently working with various properties and notifying them to clean up their respective areas, which includes mowing grass and weeds to keep fire problems bay. There are multiple avenues and opportunities to make properties compliant and less cluttered or messy. One is for properties to take advantage of the Enhancement Grant. Please see Karma, City Hall, or the website for mor information on this program that is funded by CREZ (Columbia River Enterprise Zone). If you have unused vehicles or abandoned ones, there is a means to have a local non-profit take them off your hands at no cost to the property. A tax deduction may even be provided. As a reminder to us in leadership, the process starts with each of us by following the code and setting the example with and on our respective properties, renting or ownership, as we maintain a clear and consistent message of compliance. Karma is going to do her job whether it is me as the city manager, a counselor, staff, planning commission, or someone who has lived in the area for multiple years. We thank each one who strives daily to maintain or better their properties, making and beautifying Irrigon. A should out to each of you for your pride and efforts.

Public Works (PW)

The Hwy 730 Sidewalk Project is almost completed. The contractor, Nelson Construction, has the end of May as their completion date. They will then finalize punch list items before the end of the fiscal year (June 30th). As may be noticed they are currently concentrating on the cement work, with a few areas being paved as they move east to the project end. They will then do SE Fourth, SE Division, and SE Seventh Street intersections at Hwy 730. These areas will be a total rebuild to ensure all areas are properly sloped and no water can stand.

The Safe Routes to Schools (SRTS) sidewalk project will begin in about three weeks. This will tie all sidewalk areas together, creating better safe areas for children and pedestrians. On these sidewalks and walking paths we have seen individuals with motorized bikes. These are not to be used on these locations and should be used and shared roadways with motorists. Law enforcement will be communicating with those who do not follow the law.

The season seemed to start slower than some previous years and our hanging baskets are not yet installed. They are to be here soon and city crews thank everyone for their patience.

The PW team is also working with Rock Enterprise on evaluating various decorative lighting opportunities for installation along Hwy 730. The main evaluation is how to achieve consistency of the city decorative lights and also ensure they are solar. Once all areas have been verified, we will work with the city engineers to seek out the best locations for the decorative lights down the south side of Hwy 730. The estimate of installation will be in 2025 or 2026.

Financial/Administration

City council packets are placed on-line as well as the agenda and if the public desires a copy they can print out the full packet or separate pages as desired. If a hard copy is requested it must be done through the public records request process and this has charges associated.

The Budget Committee met earlier in the month and approved next year's annual budget. Tonight, city council will take up the budget for adoption. All items have been met in accordance with Oregon Budget law. Thank you everyone for their commitment and dedication to another successful and fiscally sound year.

Guadalupe Santana began employment as our Accounting Clerk. She comes with a broad array of experience and determination. While it has only been a few weeks her presence has made positive impacts to internal processes and interactions with the public. Please welcome Lupe to the team.

Zoom participants are requested to speak up and speak slower so that those with hearing challenges and out on Zoom can follow along better. Those signing in by Zoom need to turn in their name, address and their topic/questions to the City Clerk by 4:30pm the day of the council meeting so that the council and staff might be able to have information available at the meeting.

If anyone from the public needs assistance or questions please contact City Hall. For councilors, please contact me directly and we will provide the requested information in a timely manner. It is always best to ask questions and gather information from all perspectives. Staff and I thank you for your continued support.

Sincerely,

Aaron Palmquist, City Manager



MEMORANDUM

To: City Council
From: Aaron Palmquist, City Manager *APK*
Date: May 21, 2023
RE: Paving SE. Greenwood Quote Acceptance and Award Item #3

The City of Irrigon requested three (3) and only received one (1) eligible quote. American Rock – no submittal; Granite Construction - \$105,693.00; and Morrow County Public Works (PW) – not able to submit as during budget season. All work to prep and pave the road will be completed by the contractor. Granite Construction has multiple years of experience and will provide all the leveling, compacting, etc. for any asphalt application.

This project has available funding through saved reserves from the user fee charges, no tax dollars to be used and funds are available. This roadway also is on the top council list of roads to pave and/or repair as council approved in February 2023. All utilities are currently installed and ready for paving. Staff is evaluating SE Fourth Street to also be paved next fiscal year.

Staff recommends acceptance of \$105,693.00 by Granite Construction as the experience, warranty and time availability warrants.



**ATTACHMENT A
GRANITE CONSTRUCTION COMPANY
PROPOSAL AND CONSTRUCTION CONTRACT**

Owner/Address **City of Irrigon**
 Attn: **Jerry,**
Irrigon, Oregon
541- 314- 8518

Proposal Date: **4/2/2024**
 Estimate No.: **1**
 Estimator: **Elmer W. Adkins**
541-571-3915

Scope of Work and Project Location: Grading, Rock and paving for SE Greenwood St.in Irrigon, Oregon per the enclosed plan sheet

Plans and Specifications: Per Enclosed Sheet for SE Greenwood Street areas #1 and #2

Bid item	Description	Quantity	Unit	Unit Price	Ext Price
AREA #1 S.E. Utah to Calif.	S.E. Green Wood STREET,				
1.	Prepare existing rock grade areas to proper elevations, supply & lay an additional 3" depth crush rock to establish proper crown line elevations.				
2.	Supply and lay 3" compacted depth 1/2" level 3 PG 64-22 Asphaltic concrete.				
3.	Supply and lay crushed rock for 3' width 3- 1 tapered shoulders.				
	PRICING:				
	A. Mobilization	One (1)	Each	\$ 8,000.00	\$ 8,000.00
	B. Grade prep, crushed rock & asphalt paving.	14,500	Sq. Ft.	\$ 4.30	\$62,350.00
	AREA #1 PRICE				\$70,350.00
AREA #2 S.E. Utah to North	S.E. Green Wood Street, Shall be completed in conjunction with Area#1				
1.	Excavate & haul surplus materials to City of Irrigon location, (Level Materials), Supply and lay 6" compacted depth crushed rock, finish grade to proper elevations, water and compact.				
2.	Supply and lay 3" compacted depth 1/2" level 3 PG 64-22 asphaltic concrete.				
	AREA #2 PRICE	5,610	Sq. Ft.	\$ 6.30	\$ 35,343.00
	NOTE: Asphalt paving areas shall be paid per the as quoted unit pricing as placed and measured in the field.				
Sub Total:				TOTAL	\$105,693.00

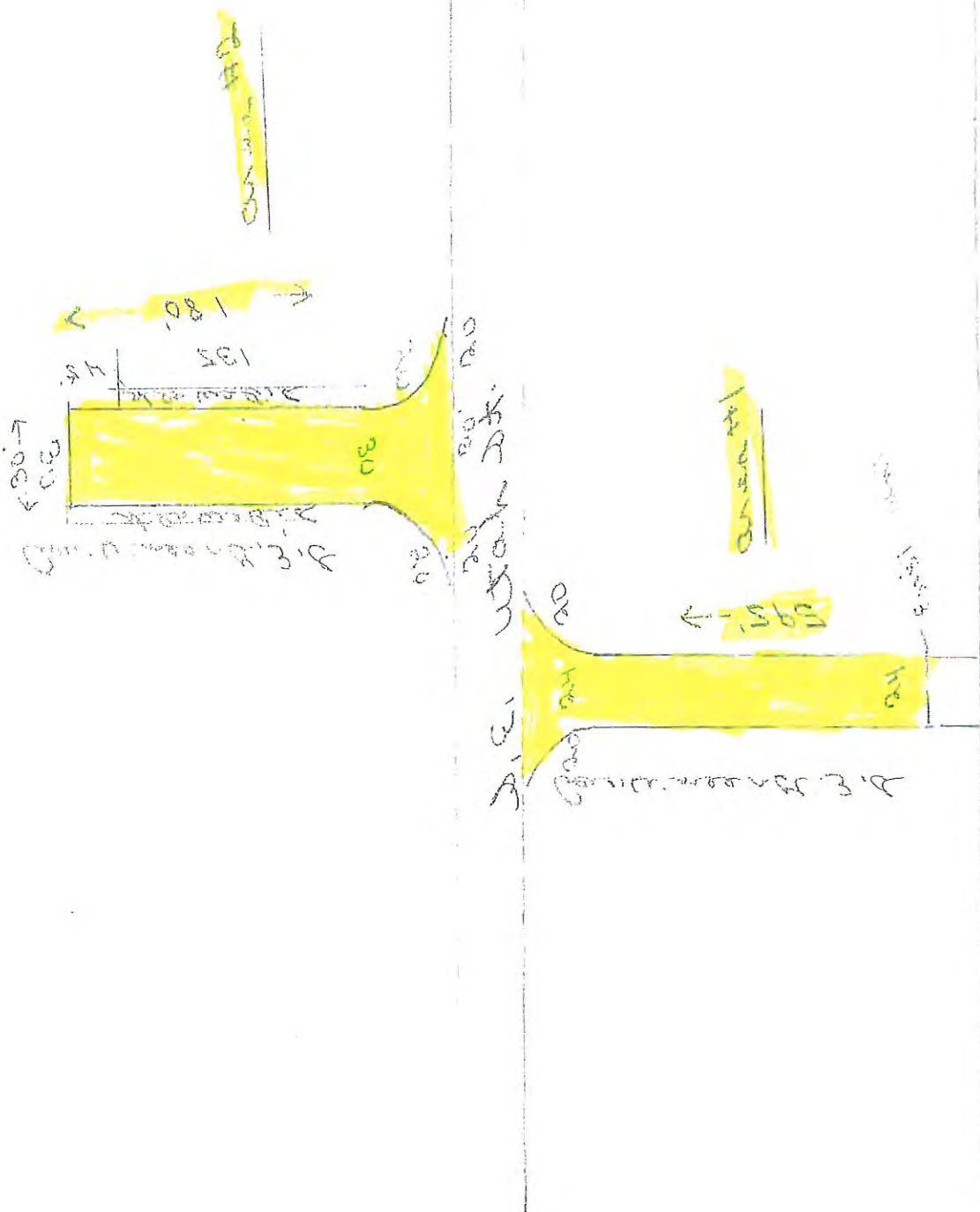
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Grand Total:	20,110	SQ. FT.	\$105,693.00
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Owner Initials *[Signature]* Contractor Initials *E.W.A.* Page | 3

10-1-14

Handwritten notes on the left side of the page, including "D.E. Cavity" and other illegible scribbles.



D.E. Cavity



MEMORANDUM

To: City Council
From: Aaron Palmquist, City Manager *asp*
Date: May 21, 2024
RE: Resolution 24-03 "Updating the City of Irrigon's Wage Table" # 4

Periodically staff present the wage table before City Council for updating and ensuing staff are kept up to date with current wage rates, according to the NW Regional Consumer Price Index (Seattle-Tacoma-Bellevue CPI-W) as established.

As part of the City Council's commitment to staff, action was implemented to review potential raises in January of each year as it relates to the NW-CPI. The attached wage table follows that council process.

Inflationary action continues with the current CPI trending but not as high compared to the previous few years. It is likely to continue to rise through the remainder of the year. This wage table moves staff closer to current price comparisons while other jurisdictions are challenged under various commitments or contractual obligations, affording a much lessor commitment.

The increase noted in the attachment to Resolution 24-03 reflects a 3.3 percent increase according to the NW Regional CPI-W as reflected in January 2024 and has been figured into next year's fiscal year budget and recommended approval by the annual budget committee.

RESOLUTION NO. 24-03

A RESOLUTION UPDATING THE CITY OF IRRIGON'S WAGE TABLE

WHEREAS, the City of Irrigon has multiple job positions across several departments; and

WHEREAS, the City of Irrigon has had a wage table in place for multiple years; and

WHEREAS, it is the intent of the Irrigon City Council to remain relevant and consistent with current wage trends and wage rates;

WHEREAS, the U.S. Bureau of Labor Statistics has introduced a geographic area design for the Consumer Price Index and established local area and aggregate indexes;

WHEREAS, the City of Irrigon is under the Pacific Division of the West Region,

WHEREAS, the City Council ordered the wage table reviewed periodically and modified based on the Consumer Price Index;

NOW, THEREFORE BE IT RESOLVED:

SECTION 1. The City of Irrigon will periodically review and modify the Wage Table based upon the West Region's Pacific Division CPI-U.

SECTION 2. The City of Irrigon Wage Table, providing for six and three-tenths of a percent (3.3%) adjustment for the past year according to the West Region's Pacific Division CPI-U, attached as Exhibit A, is hereby adopted.

SECTION 3. The wages and steps, per job classification, in Exhibit A of this resolution take precedence over any previously adopted Wage Table and wage rates adopted or approved, providing for a basis for any wage increases that may further be budgeted and approved by the City Council.

SECTION 4. The City Manager and staff shall review the wage table periodically and shall modify the rates and steps based on the U.S. Bureau of Labor Statistics Pacific Division of the West Region Consumer Price Index with the approval of the City Council.

SECTION 5. This resolution shall be effective July 1, 2024.

This Resolution adopted and passed by the Common Council of the City of Irrigon and signed by the Mayor on this 21st day of May 2024.

SIGNED:

ATTEST:

Michelle Patton, Mayor

Aaron Palmquist, City Manager

Exhibit A

City of Irrigon Monthly Wage Table Reorganized 2024 - 2025

ADMINISTRATION

<i>CITY MANAGER - Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 7,949.34	\$ 8,577.51	\$ 8,920.62	\$ 9,361.54	\$ 9,802.47	\$ 10,243.40	\$ 10,684.33	\$ 11,165.12	\$ 11,667.55

<i>FINANCE AND ADMINISTRATION DIRECTOR- Non-Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 4,763.68	\$ 5,076.71	\$ 5,304.82	\$ 5,544.86	\$ 5,793.86	\$ 6,054.76	\$ 6,326.13	\$ 6,610.81	\$ 6,908.30

<i>CITY CLERK/COURT CLERK - Non -Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 3,584.47	\$ 3,745.77	\$ 3,914.33	\$ 4,090.48	\$ 4,274.55	\$ 4,478.83	\$ 4,667.91	\$ 4,877.97	\$ 5,097.47

<i>ACCOUNTING CLERK – Non-Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 3,584.47	\$ 3,745.77	\$ 3,914.33	\$ 4,090.48	\$ 4,274.55	\$ 4,478.83	\$ 4,667.91	\$ 4,877.97	\$ 5,097.47

<i>CODE ENFORCEMENT OFFICER – Non-Exempt PART TIME hourly wage</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 23.88	\$ 24.96	\$ 26.08	\$ 27.25	\$ 28.48	\$ 29.76	\$ 31.10	\$ 32.50	\$ 33.96

PUBLIC WORKS DEPT

<i>PUBLIC WORKS DIRECTOR - Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 6,330.00	\$ 6,725.42	\$ 7,042.32	\$ 7,374.15	\$ 7,721.63	\$ 8,085.47	\$ 8,466.46	\$ 8,865.41	\$ 9,276.55

<i>LEVEL II OPERATOR – Non-Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 4,483.27	\$ 4,694.52	\$ 4,915.73	\$ 5,147.36	\$ 5,389.90	\$ 5,643.31	\$ 5,909.23	\$ 6,175.14	\$ 6,453.02

<i>LEVEL I OPERATOR – Non-Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 4,012.02	\$ 4,201.07	\$ 4,399.03	\$ 4,606.31	\$ 4,823.36	\$ 5,050.64	\$ 5,288.63	\$ 5,526.62	\$ 5,775.31

<i>UTILITY WORKER I – Non-Exempt</i>								
STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP	STEP
1	2	3	4	5	6	7	8	9
\$ 3,541.19	\$ 3,700.54	\$ 4,915.73	\$ 5,147.36	\$ 5,389.90	\$ 5,643.31	\$ 5,909.23	\$ 6,175.14	\$ 6,270.91



MEMORANDUM

To: City Council
From: Aaron Palmquist, City Manager *ap*
Date: May 21, 2024
RE: Public Hearing – City Election to Receive State Revenues and the Fiscal Year 2024-2025 Budget #5

State Revenue Sharing Law, ORS 221.770, mandates public hearings be held by the city council, giving citizens an opportunity to comment on State Revenue Sharing.

Oregon Budget Law, ORS 294.453, requires a public hearing be conducted to receive testimony from any person present regarding the budget that was approved by the budget committee.

NOTICE OF BUDGET HEARING

A public meeting of the Irrigon City Council will be held on Tuesday May 21, 2024 at 6:00 pm at 500 NE Main Ave., Irrigon, Oregon. The meeting may also be joined via Zoom Meeting ID: 541.922.3047 Pass code: 3d@k8rmH. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2024 as approved by the Irrigon Budget Committee and on the proposed use of State Revenue Sharing funds in relation to the entire budget. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Irrigon City Hall 500 NE Main Ave., Irrigon, Oregon, between the hours of 8:00 a.m. and 5:00 p.m. or online at ci.irrigon.or.us. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used in the preceding year.

Contact: Amanda Ferguson Telephone: (541) 922-3047 Email: finance@ci.irrigon.or.us

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	First Preceding - Actual	Current Adopted Budget	Approved Budget
Beginning Fund Balance/Net Working Capital	5,991,727	7,095,700	8,742,900
Fees, Licenses, Permits, Fines, Assessments & Other	1,985,429	2,531,400	2,369,400
Federal, State & all Other Grants, Gifts, Allocations &	2,008,142	5,607,600	6,134,200
Revenue from Bonds and Other Debt	411,681	720,000	0
Interfund Transfers / Internal Service Reimbursements	199,194	392,800	486,800
All Other Resources Except Current Year Property Taxes	311,205.90	159,000	942,800
Current Year Property Taxes Estimated to be Received	449,015	387,300	513,900
Total Resources	11,356,395	16,893,800	19,190,000

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	999,203	1,315,600	1,432,900
Materials and Services	1,399,356	2,656,600	2,656,100
Capital Outlay	1,552,005	10,543,600	12,564,600
Debt Service	555,737	624,800	619,200
Interfund Transfers	180,475	392,800	486,800
Contingencies	-	364,000	381,300
Unappropriated Ending Balance and Reserved for Future Exp	6,669,618	996,400	1,049,100
Total Requirements	11,356,395	16,893,800	19,190,000


FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program FTE for that unit or program			
Administration	360,976	495,800	550,200
FTE	1.00	1.20	1.50
Municipal Court	21,189	69,100	90,400
FTE	0.20	0.50	0.50
Parks	51,443	91,100	101,300
FTE	0.45	0.60	0.67
Public Safety & Code Enforcement	243,126	342,000	267,400
FTE	0.00	0.50	0.75
State Street	408,287	2,991,400	556,900
FTE	1.20	1.50	1.69
Water Operations & Development	717,403	2,015,500	2,652,800
FTE	3.10	2.80	2.73
Sewer Operations & Development	1,821,235	3,392,700	2,827,900
FTE	3.05	2.90	2.91
Not Allocated to Organizational Unit or Program	1,063,118	7,496,200	12,143,100
FTE	0.00	0.00	0.00
Total Requirements	4,686,776	16,893,800	19,190,000
Total FTE	9.00	10.00	10.75

PROPERTY TAX LEVIES			
	Rate or Amount Imposed 2022-2023	Rate or Amount Imposed 2023-2024	Rate or Amount Approved Next Year 2024-2025
Permanent Rate Levy (rate limit 3.6782 per \$1,000)	3.6782	3.6782	3.6782
Levy For General Obligation Bonds	208,117	136,100	204,800

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds	3,103,236	
Other Bonds	4,876,104	-
Total	7,979,340	-



MEMORANDUM

To: City Council
From: Aaron Palmquist, City Manager 
Date: May 21, 2024
RE: Resolution 24-05 "City Election to Receive State Revenues" #6

This item is an annual requirement by the State of Oregon if any city is to receive any portions of State Revenues. This is critical if we as a city are to be able to receive any funds collected for transportation, gas and cigarette taxes, etc.

Staff recommends the adoption of Resolution 24-05 in election of the City of Irrigon receiving State Revenues. Upon adoption, a copy of this resolution is forwarded to the Secretary of State.

RESOLUTION NO. 24-05

A Resolution Declaring the City's Election to Receive State Revenues

The **City of Irrigon** ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year beginning July 1, 2024.

Passed by the Common Council on the 21st day of May 2024.

Mayor _____


Attest _____

I certify that a public hearing before the Budget Committee was held on May 2, 2024, and a public hearing before the City Council was held on May 21, 2024, giving citizens an opportunity to comment on use of State Revenue Sharing.

City Manager/City Recorder



MEMORANDUM

To: City Council
From: Aaron Palmquist, City Manager 
Date: May 21, 2024
RE: Resolution 24-06 "Adopting FY 2025 Budget" #7

This item is an annual requirement for adopting the City's annual budget according to State Budget Law. With this resolution all appropriations, imposing and categorizing of taxes will be adopted for the 2024-2025 fiscal year. The budget has been properly published, with applicable public hearings and the Budget Committee has met and recommended approval to the City Council for adoption as presented.

Staff recommends the adoption of Resolution 24-06 in adopting the 2025 Fiscal Year Budget.

Resolution 24-06

ADOPTING THE 2024-2025 BUDGET, MAKING APPROPRIATIONS, IMPOSING THE TAX AND CATEGORIZING THE TAX

ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Irrigon hereby adopts the budget for fiscal year 2024-2025 in the total amount of \$19,190,000 now on file at the Irrigon City Hall located at 500 NE Main Avenue in Irrigon Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below are hereby appropriated:

FUND - ACTIVITY	Personnel Service	Materials & Services	Capital Outlay	Transfers	Debt Service	Contingency	Total
General - Administration	185,100	365,100	-	-	-	-	550,200
General – Municipal Court	46,100	44,300	-	-	-	-	90,400
General – Parks	76,800	24,500	-	-	-	-	101,300
General – Public Safety & Code Enforcement	83,900	154,000	29,500	-	29,500	-	267,400
General – Not Allocated to Organizational Unit	-	20,000	-	286,400	-	100,000	406,400
Governmental Reserve Fund	125,000	78,000	1,314,500	-	-	-	1,517,500
Irrigon Improvements Fund	-	1,063,000	9,056,200	-	-	-	10,119,200
State Street	202,300	131,200	-	1,700	-	121,700	456,900
Water Operations & Development Fund	336,700	188,000	-	74,000	-	38,000	636,700
Water Reserve	-	171,000	1,398,500	-	-	-	1,569,500
Water Debt Service	-	-	-	4,800	68,200	-	73,000
Water G.O. Bond Debt Service	-	-	-	-	91,400	-	91,400
Sewer O & D	377,000	227,000	75,000	104,400	-	121,600	905,000
Sewer Reserve	-	190,000	720,400	-	-	-	910,400
Sewer Debt Service	-	-	-	15,500	279,500	-	295,000
Sewer G.O. Bond Debt Service	-	-	-	-	150,600	-	150,600
TOTAL APPROPRIATIONS	1,432,900	2,656,100	12,564,600	486,800	619,200	381,300	18,140,900
Total Unappropriated and Reserved Amounts, All Funds							1,049,100
Total Adopted Budget							19,190,000

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed for the tax year 2024-2025 upon the assessed value of all taxable property within the City of Irrigon

- (1) At the rate of 3.6782 per \$1,000 of assessed value for permanent rate;
- (2) In the amount of \$107,388 for water debt service on general obligation bonds; and
- (3) In the amount of \$97,399 for sewer debt service on general obligation bonds;

CATEGORIZING THE TAX

General Government Limitation

Excluded from Limitation

General Fund	\$3.6782 / \$1,000	
Water General Obligation Bond Debt Service.....		\$107,388
Sewer General Obligation Bond Debt Service.....		\$97,399

The above resolution statements were approved and declared adopted on the 21st day of May 2024.

SIGNED:

ATTEST:

Michelle Patton
City of Irrigon Mayor

Aaron Palmquist
City Manager