



**CITY of LA GRANDE**  
**THE HUB OF NORTHEASTERN OREGON**

**Staff Report**  
**September 2008**  
**City Manager's Top Ten**

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated September 17, 2008	Economic Development	We have selected Charlie Mitchell as the new Community and Economic Development Director. He is scheduled to start October 1 <sup>st</sup> .	City Manager
2	Updated September 17, 2008	Downtown Enhancement Program	The City Council approved application for the Transforming Main Street Program and the application has been completed and submitted to the State of Oregon for approval. Formal announcements are set for September 26 <sup>th</sup> on the selections.	City Manager
3	June 10, 2008	Information Technology Needs Review	We were unable to budget for an in-house position for the coming fiscal year. We have created new budget lines to better track actual IT expenses and are discussing options for enhanced service from EONI.	City Manager
4	Updated September 17, 2008	Update the City's web site	The Computer Users Group is submitting information for use in a Request for Proposals that will go out to solicit proposals for updating the City's web site.	City Manager
5	Updated September 17, 2008	Explore the relocation of the Police Department to the downtown	We are working on a joint meeting for October 6 <sup>th</sup> to discuss the potential for a joint law enforcement facility in downtown. Players include County Commissioners, City Council, and UCSO	Police
7	Updated September 15, 2008	Quiet Zone	Whistle Free Zone – The Quiet Zone Committee was established by Council at the July 16 meeting and members were appointed. The Committee is continuing to meet twice a month so a comprehensive review can be completed. A questionnaire is being developed for public input.	Public Works

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8	August 29, 2008	Capital Improvement Program	Eldon is going to begin work on a Capital Improvement Program as a special project.	Finance

## Department Head Goals

Item	Date of Change in Status	Goal	Comments	Department
1	May 29, 2008	Develop Records Management Policies and Procedures/Rehab Records Center	The City does not have formal Records Management Policies and Procedures; Records Center requires detailed and careful attention.	City Recorder
2	May 29, 2008	Develop Public Records Request Policies and Forms	The City does not have a formal process for requests for Public Records. These types of requests are increasing, and the Public Records law requires that we have a consistent, fair, and equitable process.	City Recorder
3	May 29, 2008	Continue to Explore Web-Based Ordinance Codification	It is imperative that the City's Legislative Ordinances (those retained in the "Ordinance Book") be updated as soon as possible. Even though funding for this project was eliminated from the proposed FY 2008-2009 Budget before it reached Committee level, Staff will continue to pursue cost estimates and other alternatives to achieving the same goal.	City Recorder
4	May 29, 2008	Complete requirements for becoming a Registered Parliamentarian	This is a goal that was established some years ago but was "back burned" after the departure of former City Manager Hare.	City Recorder
5	May 29, 2008	Credit Card Policy	A new policy has been drafted and submitted to the City Manager for review. This policy will greatly limit the number of employees using a City credit card.	Finance
6	May 29, 2008	City vehicle commuting Policy	Auditors have recommended we review present usage of city vehicles for commuting from home to work and the Federal taxing issue for this benefit.	Finance
7	May 29, 2008	Time sheet process review and approvals	Auditors have recommended we review all department's time sheet process and approvals, including department directors.	Finance
8	May 29, 2008	Payroll & Personnel cross-training	We do presently have one employee that is cross-trained with payroll. Our next step is to begin the cross-training with the personnel phase of payroll function.	Finance
9	May 29, 2008	Finance Director's functions	Begin the process of cross-training staff with the different functions and project that are presently being done by the Finance Director.	Finance
10	June 1, 2008	Complete	Target hazard occupancies = Buildings in the	Fire

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		inspections of occupancies with high risk / low frequency for large fire loss, injuries and fatalities.	downtown core, the Boise mill and all multistory apartment buildings. The goal would be to inspect these occupancies at least every two-years.	
11	June 1, 2008	Implement a smoke alarm inspection and replacement program	Program would target low-income households and the elderly. Accomplishment of the goal will require receipt of grant dollars to purchase smoke alarms.	Fire
12	Aug 30, 2008	Strategic plan	Create a strategic plan for the library by June 30, 2009 Have discussed with Commission	Library
13	Aug 30, 2008	Reassign staff duties	Cross-train staff to perform standard duties by June 30, 2009 Have begun the process	Library
14	Aug 30, 2008	Update volunteer program	Recruit and train new volunteers; initiate process of criminal checks; update volunteer policy by September 1, 2008 Almost complete	Library
15	June 12, 2008	Implement Morgan Lake Development Plan as opportunities arise.	Work with the La Grande Rotary Club, Oregon Youth Authority and other service/non-profit agencies to secure funding and complete volunteer activities.	Parks
16	June 12, 2008	Greenway Development	Work with the Greenway Development partners to ensure it continues to move forward.	Parks
17	June 12, 2008	Birnie Park Restrooms	Install restrooms in Birnie Park in conjunction with the La Grande Lions Club this summer and fall.	Parks
18	June 12, 2008	Market the Aquatics Center	Work with staff to promote the swim pool and it's programs.	Parks
19	Updated September 16, 2008	Community Visioning	Conduct a community visioning process to establish a Vision for La Grande. It will be desirable for this process to be completed as part of the Goal 9 – Industrial Lands analysis to give the Consultants guidance on preparing their Economic Needs Analysis and making recommendations to the City.	Planning
20	Updated September 16, 2008	Goal 9 Commercial & Industrial Large Lot Needs Analysis	The Consultants are well under way with conducting the Buildable Lands Inventory and the Market Analysis. A Work Session will be scheduled with the City Council (December or early January) to discuss the economic	Planning

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		(DLCD Grant)	conditions of the Region and to give the Consultant's direction (La Grande's Economic Vision) for including in the Final Report	
21	August 27, 2008	2008 LDC Amendments	The Land Development Code was last updated in 2006. Since that time, there have been changes in State Law, finalization of the UPRR Diesel Impact Area, and others. LDC amendments will be proposed in the Spring (2009).	Planning
22	Updated Sept. 11, 2008	SRO-Summer roving officer	Now that summer is over, this officer has begun preparing for the upcoming school year. He has been involved in several school district Staff meetings to discuss this year's directives from a new school superintendant. This officer may still be called upon to assist in department needs as time allows.	Police
23	Updated Sept. 11, 2008	Police/Dispatch relocation	We will continue to explore potential properties of interest for the possibilities of relocating the department. There is some talk regarding the county exploring the possibilities of expansion of the existing building space.	Police
24	Updated Sept. 11, 2008	Drug prevention & Enforcement team.	There have been talks with the Sheriff's office to allow the task force to work with the SRO and participate in an educational program this Spring within the La Grande School Dist. There was additional conversation regarding similar programs in other county school districts.	Police
25	Updated Sept. 11, 2008	Communications Strategic Plan	Assist in the coordination and placement of towers and equipment for Union County Emergency Responders to obtain the most optimal communications coverage. The tower and building construction proposals for the Mt. Emily site have been awarded with a completion date of November 15, 2008.	Police
26	Updated September 17, 2008	Goal 8 – Livability and Safety	Whistle Free Zone – The Quiet Zone Committee was established by Council at the July 16 meeting and members were appointed. The Committee is continuing to meet twice a month so a comprehensive review can be completed. A questionnaire is being developed for public input.	Public Works
27	Updated September 17,	Special Street Funding	Data has been compiled and submitted to the Committee for evaluation. The Committee is in	Public Works

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	2008	Committee	the process of developing a questionnaire for public input to be mailed in about 2 to 3 weeks.	
28	Updated September 17, 2008	12 <sup>th</sup> Street LID	Construction of the storm sewer system, road excavation and basing has been completed. The contractor has poured the curbs and sidewalks and has paved the street. The project should be opened to the public the week of September 15. Minor completion work will continue.	Public Works

## Council Meeting and Work Session Calendar

<u>DATE</u>	<u>TYPE</u>	<u>TOPIC(S)</u>
<b>Wednesday, September 17 Regular Session</b>		
<u>Thursday, October 2 - Sunday, October 5, League of Oregon Cities Conference</u>		
<b>Monday, October 6</b>	<b>Work Session</b>	<b>Joint meeting with Union County to discuss joint facilities for law enforcement (Tentative)</b>
<b>Wednesday, October 15</b>	<b>Regular Session</b>	
Monday, October 20	Work Session	Amendments Urban Renewal Agency Training
Monday, November 17	Work Session	Planning Division Permit Fee Structure Review and Council Fee Waiver Policy and Review Ambulance Rates
<b>Wednesday, November 19 Regular Session</b>		
December 1	Work Session	Library Marketing Plan
<b>Wednesday, December 3</b>	<b>Regular Session</b>	
<b>Wednesday, January 14, 2009</b>	<b>Regular Session</b>	
<b>Possible Future Work Session Topics—Dates to be Determined:</b>		
Policy/Council Roles and Responsibilities—schedule after new Council is seated in January		
Joint Law Enforcement Facility		
Emergency Response Policies and Procedures		

## Staff Action Items/Council Information

Item	Date of Change in Status	Item	Comments	Department
1	September 17, 2008	New Combo-Inspector	This process is on hold for the moment. We have sent out letters to all of the applicants thus far that we will be accepting applications for the Building Official position and then we look at the needs of the department after that position is filled.	Building
2	September 17, 2008	Elimination of expired permits	We continue to send out letters informing permit holders that they need to fulfill their inspections or their permit will expire. We send letters on a monthly basis per state statute.	Building
3	September 17, 2008	Public Outreach	On Hold	Building
4	September 17, 2008	Quick Permits	We are looking into the State of Oregon "Quick Permits" program. <a href="http://www.buildingpermits.oregon.gov">www.buildingpermits.oregon.gov</a> . Sandy will be attending a meeting in Salem about e-permitting Sept. 18. We are also in contact with Salem to get the start up program going.	Building
5	September 17, 2008	New Permit Software	The State of Oregon is in the final process of creating permit software as a part of their permit program once it is finished we will look at using this program.	Building
6	September 17, 2008	Nuisance Ordinance Update	In hand of City Manager per Lee Bodine	Building
7	Updated September 16, 2008	City/County Building Services Contract	The contract between the City and County to provide services in greater Union County is NOT up for renewal as previously reported and this item will be removed from future reports.	Building
8	Updated September 17, 2008	ODS/Library parking agreement, with transfer of ownership to follow.	The City has received a copy of the environmental assessment for the property ODS would like to exchange with the City. Once the review is complete we can move forward with additional steps.	City Manager
	New Item September 17, 2008	Building Official Recruitment	We are advertising for a new Building Official. I intend to set up a selection committee to assist with the review of applicants. Closing date September 19 <sup>th</sup> .	City Manager
9	March 3, 2008	Council Fee Waiver Policy	The Council currently has a policy of not waiving fees but the subject may warrant additional discussion. If so, we will conduct this work session as planned.	City Manager



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9	Updated September 17, 2008	Memorandums of Understanding for partner organizations	The City Council conducted a work session on September 15 <sup>th</sup> to review draft MOU with UCT, set for Council action on September 17 <sup>th</sup> . Blue Mountain Conference Center will be the next organization to develop MOU with.	City Manager
10	June 11, 2008	Urban Renewal District	The City Council has agreed to postpone this work session until the decision is made regarding the budget/hiring of a full-time economic development professional.	City Manager
11	Completed September 17, 2008	Proposed Installation of Cell Phone Tower adjacent to Fire Station	The proposal has been withdrawn.	City Manager, and Fire Department
12	June 16, 2008	Council Roles and Responsibilities Training	The topic is scheduled to allow for the newly elected to attend.	City Council
13	Completed September 17, 2008	Event Insurance	In an effort to validate City sponsorship of events that the City maintains insurance coverage the staff will work closely with our partners to collect volunteer hours and pay workers compensation for their volunteer time.	City Manager
14	Completed September 17, 2008	Chamber of Commerce/Union County Tourism Reorganization	I was asked to facilitate discussions between the Chamber of Commerce and Union County Tourism E-Boards regarding the possible consolidation of the two operations. The scheduled meeting with stakeholders was cancelled and has not been rescheduled. I am removing this item as there hasn't been any additional action taken.	City Manager
15	Updated September 17, 2008	Business and Technology Park Land Sales	The City has completed the sale of two lots and will monitor progress on development to assure compliance with the timelines for approvals and construction. The second lot sale closed in September, 2008.	City Manager
16	March 3, 2008	City Manager discretionary funding	Review past practice and determine appropriate budget amount for discretionary funding for community funding requests	City Manager
17	August 29, 2008	Eastern Oregon Fire Museum Lease	I have completed my review of the existing agreement as well as the subleases for the current tenants. I will be consulting with the City Attorney regarding the agreement to clarify the relationships.	City Manager
18	Updated	Staffing review	Have had two meetings with admin secretaries	City Manager

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	September 17, 2008		and one with department heads to talk about transitioning employees away from exempt status this fiscal year. We should have this resolved within 30 days.	
19	Updated September 17, 2008	Personnel Policy Manual and Evaluation Form Review	We have implemented a revised performance assessment form and process City-wide. I have conducted training sessions for all supervisors and employees. We are using the new forms.	City Manager
20	May 15, 2008	Phone Service Review	At the Budget Hearings the issue of the cost of phone service was raised. Need to review current program and needs.	City Manager
21	Completed September 17, 2008	BOLI Review of Carnegie Lease	We received a favorable determination from BOLI and should have the lease executed by September 20 <sup>th</sup>	City Manager
22	March 3, 2008	Policy Review	Review of all current policies to include agreements. Personnel policy review will include language to address City Manager actions. Review of ordinance for telecommunications is also a priority.	City Manager
23	May 7, 2008	Citizen Survey	Need to develop and implement a citizen survey. Asked the Library Commission to develop questions specific to the Library.	City Manager
24	Updated August 19, 2008	Mayor and Councilor Election Process	Following Council action during the Regular Session of July 16, Staff will advertise and conduct a special filing process only for Position Number 4, for candidate placement on the November 4, General Election Ballot. The filing deadline was close of business on Monday, August 18 <sup>th</sup> . Only one candidate, Jessie Zimmerer, has filed for this Position. Therefore, Ms. Zimmerer will be unopposed on the General Election Ballot for Position Number 4. Staff will be conducting final certifications of Petitions for Ballot placement between now and August 26, the County Clerk's deadline.	City Recorder
25	May 15, 2008	Soft/Hardware review and demos	Acquisition of soft/hardware designed for document retention/destruction and other Manager/Council related tasks was eliminated from Budget prior to presentation to Committee. Will continue to participate in process as a member of the "User's Group" established by City Manager, to assist with review of potential Building Division software that allows multiple departments to evaluate	City Recorder

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			and comment on same-document site plans/building permits, etc.. Angelika chairs that group.	
26	May 15, 2008	Public Records	Developing a formal Public Records Request process; including proposed update (fees increases) of a Series 1996 Council Resolution establishing document handling fees.	City Recorder
27	Updated August 19, 2008	Commission Vacancies	Existing vacancies include: Air Quality (3); Arts (1); Community Landscape and Forestry (1); Landmarks (2); Parking, Traffic Safety and Street Maintenance (3); and Planning (1). All of these vacancies were advertised prior to the May and July Regular Sessions; no applications were received. We will continue to advertise until vacancies are filled. Interest has recently been expressed by an individual contemplating the submission of an application to serve on the Arts Commission. Two applications for service on the Arts Commission were placed on the Council's Regular Session Agenda for August 13 <sup>th</sup> ; Jessie Zimmerer was appointed. Since that time, we have learned that another vacancy on this Commission may be imminent. Once that is official, Staff will again place the application of the individual who was not appointed on the following Regular Session Agenda.	City Recorder
28	New Item September 04, 2008	Implement GASB 45	Begin implementing into the Budget process GASB 45 requirements	Finance
29	New Item September 04, 2008	Implement GASB 51	Begin implementation into the Budget process GASB 51 requirements	Finance
30	New Item September 04, 2008	System Development Charge accounting	ORS 223.322(1) requires cities to produce a separate annual accounting	Finance
31	Updated Sept. 10, 2008	Statistics	Response statistics for Aug. Medical: 195 Fire/Other: 16	Fire
32	Updated Sept. 10, 2008	Fire Code Inspections	New inspections for Aug: 0 Re-inspections for Aug: 0	Fire

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33	June 1, 2008	Review Ambulance Rates	Recommendation of Fire Chief Bruce Weimer. Ambulance rates have not been reviewed since being established in February 2002.	Fire
34	Updated Sept. 10, 2008	Juvenile Fire Setter	0 Interventions conducted in Aug.	Fire
35	Updated Sept. 10, 2008	Child Safety Seat Installations	4 families instructed in proper car seat installation in Aug. 2 provided with reduced cost child safety seats	Fire
36	Updated Sept. 10, 2008	Traffic School	29 students attended traffic school in Aug. resulting in \$1450 in revenue.	Fire
37	Updated Sept. 10, 2008	Training	0 members attended outside training in Aug.	Fire
38	July 1, 2008	Fire Safety House Trailer	FPO is seeking help from those interested in assisting with the refurbishment of the Safety House. Carpet One will donate new carpeting. Les Schwab Tire Center will be donating new tires and chrome wheels. New siding is needed as well as some interior refinishing. Those donating materials will be identified as sponsors on a plaque affixed to the exterior of the trailer.	Fire
39	August 14, 2008	Abatement of Weeds and Overgrown Lots	Beginning the later part of May through August 14 <sup>th</sup> , the FD has investigated 38 weed and tall grass fire hazard complaints and has posted abatement notices on 36 properties. Certified letters to the property owners were also sent out. Most property owners quickly complied with the order to abate but the FD had to hire a contractor to cut 7 properties. The City will be billed for contractor services. The FD will try to get the property owners to reimburse the City prior to initiating the lien process.	Fire
40	August 14, 2008	EO Fire Museum	The museum has had 136 visitors sign the guest book since opening for the season Memorial Day weekend through August 14 <sup>th</sup> . The majority of visitors have been from out of the area. 15 states were represented with visitors from as far away as Florida and Maryland signing their names. 2 visitors were tourists from Germany visiting on different days. Comments Included: "Fascinating", "Awesome", "Great exhibits", "Very interesting", "Great little museum", "Wonderful collection", "Thanks for the time and effort" "This place rocks"	Fire

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41	Updated Sept. 12, 2008	Archives Service	Citizen group spearheading research into requirements to develop the Archives. Received grant writing charges document from LEO grant writer; will pursue funding (approx. \$250), then begin project. Grant writer will pursue in near future.	Library
42	Updated Sept. 12, 2008	Statistics.	Circulation for Aug.: 13,555 Circulation for 08/09: 29,270 Circ. same period, 07/08: 30,745 Uses of comm. room for Aug.: 21 Homebound visits 10/week Reading at GRRC 4 Have read 59 books since beginning the service.	Library
43	Updated Sept. 12, 2008	Lib. programs in Aug.	8/16 Cyndi's List/genealogy (Foundation \$) 8/21 Literary Arts, Or. Book Award authors 8/23 Or. Writers Project 8/28, 9/11 Smithsonian Am. Art Museum live videoconferences/LEO 8/29 Food for Thought Chautauqua/LEO	Library
44	Updated Sept. 12, 2008	Upcoming programs	9/5 Program about Middle East/LEO 9/12 Writing workshop/LEO 9/12 Kickoff for Tutor.com service/LEO 9/16 Celtic Spirituality program/LEO 9/23 OMSI videoconference/puzzles/LEO 10/16 Northwest Paranormal (Ghost hunters)/LEO	Library
45	Updated Sept.12, 2008	Marketing Plan for Library	Marketing Plan for Library being developed via email by Commission Ongoing discussion, next meeting Oct. 7	Library
46	May 15, 2008	Colleen F. Johnson Community Room Use Policy Review	The current policy for use of the room may not be consistent with the City Council's intent. Review will include the types of events allowed and the merits of charging fees for groups other than government/not-for-profit.	Library
47	Updated September 16, 2008	August Statistics	Land Use Applications: 2 Zoning Approvals (Residential): 5 New Business Permits: 4 Revenue (Land Use Fees): \$525.00 Revenue (Park SDC): \$1050.00	Planning
48	August 27, 2008	3 Year Trends	For information purposes only, the Planning Division has evaluated annual trends in the submittal land use permits and zoning approvals. Such trends reflect a reduction at all	Planning

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			levels over the past 3 years. There is only a minor reduction in the quantity of land use permits and zoning approvals. However, there is a significant reduction in the revenue of Parks and Recreation System Development Charges. <b>(See charts at end of report)</b>										
49	March 3, 2008	Permit Fee Structure	Staff would like to explore a new model for planning permit fees.	Planning									
50	March 3, 2008	Bike/Pedestrian Plan implementation	Program should include enforcement as well as physical changes and policies. Inclusion of skates and skateboards as well as other modes of transportation that could be used on sidewalks and bike paths is also important	Planning									
51	July 14, 2008	South Riverside Neighborhood Plan	Involves Master Planning Mike Becker’s property across Hwy 82, North of Wal-Mart. Such Plans will be proposed as an amendment to the La Grande/Island City Transportation System Plan during annual amendments proposed in the Spring of 2009.	Planning									
52	June 1, 2008	EOU Grand Staircase Grant	EOU has completed the engineering of the staircase reconstruction. An invoice has been sent to the State Historic Preservation Office and is pending reimbursement to EOU.	Planning									
53	July 14, 2008	Code Enforcement	Planning Division, Building Division & Fire Department are jointly working to address public nuisance violations. The City attorney has drafted a letter for the City Manager to sign and we are currently working with the property owner and her attorney to resolve the issues.	Planning									
54	Updated September 11, 2008	Morgan Lake Development Plan	The Oregon Youth Authority (Riverbend) has completed the first camp site & started the trail work. Funding for the project was made possible by a \$2,000 donation from Xterra Summer Solstice Triathlon.	Parks									
55	August 15, 2008	Marketing Plan for Pool	The 10-year anniversary celebration held July 26, was very successful with over 100 participants. Staff conducted multiple radio interviews this past month regarding the pool and Triathlon which will be held in conjunction with the Crossing the Blues Celebration, August 23rd.	Parks									
56	No Update September 11, 2008	Pool Statistics	<table><tr><td></td><td><u>2007</u></td><td><u>2008</u></td></tr><tr><td>Attendance</td><td>3,932</td><td>5,086</td></tr><tr><td>Revenue</td><td>\$14,039.58</td><td>\$16,516.40</td></tr></table>		<u>2007</u>	<u>2008</u>	Attendance	3,932	5,086	Revenue	\$14,039.58	\$16,516.40	Parks-- Aquatics
	<u>2007</u>	<u>2008</u>											
Attendance	3,932	5,086											
Revenue	\$14,039.58	\$16,516.40											

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57	Updated September 11, 2008	Annual Maintenance	Pool will be closed September 2 – 17, for annual maintenance. Both pools will be drained and cleaned with the indoor small pool being repainted. New, energy-efficient lights will be installed at the front counter and in the locker rooms. Locker room floors will be repainted with epoxy paint.	Parks -- Aquatics
58	New Item September 11, 2008	Fall Pool Schedule	Fall schedule will begin when the pool reopens.	Parks – Aquatics
59	New Item September 11, 2008	Parks Maintenance	Fall projects include athletic field maintenance on Pioneer Park fields, including aeration, fertilization and over seeding & renovation of the Lions Field is underway.	Parks - Maintenance
60	Updated September 11 2008	Fall Tree Planting	Approximately 30 trees have been identified and ordered. They will be planted in the City Right-of-Ways on September 27 <sup>th</sup> . <b>Volunteers are being sought to assist with the planting.</b>	Parks – Urban Forestry
61	September 11, 2008	Greenway	Staff continues to work with the owners to complete the Greenway Land Acquisition and Easement Agreement.	Parks--Admin
62	Updated September 11, 2008	Birnie Park	Restroom has been ordered but will not be delivered until October. Funding from the National Park Association through the State Parks has not yet been received.	Parks--Admin
63	Updated September 11, 2008	Morgan Lake Dam	Staff is reviewing changes recommended for the Emergency Action Plan by the Union County Emergency Coordinator.	Parks--Admin
64	September 11 2008	Football/Soccer	Optimist Football & City Coed Flag Football leagues will begin in September. The summer soccer league has begun their season.	Parks & Recreation
65	Updated Sept. 11, 2008	Statistics August, 2008	<p>Crimes against persons: 14 (assaults, robbery, sex crimes)</p> <p>Crimes against property: 80 (burglary, vehicle theft, NSF/acct. closed)</p> <p>Crimes against society: 54 (drug laws, DUII, liquor laws, disorderly conduct)</p> <p>Traffic Crimes: 2(DWS, Hit &amp; Run, eluding, reckless driving)</p>	Police
67	Updated Sept. 11, 2008	Monthly Statistics	Following are the statistics for August. These statistics reflect the total calls for a multitude of	Police



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			agencies within Union County. Traffic/Air: 712; All Calls: 3600; Actual legitimate 9-1-1 calls for service: 295; Case reports taken by LGPD and UCSO: 225	
68	Updated Sept. 11, 2008	Training August	Two officers attended 16 hours of training in Boise. All officers had a training block in “simulation use of force”. Task Force Detective attended 80 hours of Drug Enforcement training in Keizer. SRO attended 24 hours of training on “Educators and Law Enforcement” in Redmond.	Police
69	August 25, 2008	M.E.R.I.T. June 2008 Activity Summary	Total Cases: 23 Cases / year to date: 94 Arrests / year to date: 26	Police
70	Updated Sept. 12, 2008	Communications Training – July-August	Two dispatchers attended MSAG training. Two dispatchers attended 16 hours of Laserfiche training in Idaho.	Police
71	August 27, 2008	Terra Cotta Sewer Line Replacement Program	Public works is exploring the legality and feasibility of providing emergency funding options to private parties when they need to replace failing private lines. A bonding attorney is reviewing the proposed Ordinance.	Public Works
72	June 27, 2008	Snow Removal Plan	Is being reviewed for PTSAC.	Public Works
73	June 27, 2008	Meet with Downtown Association on Issues	Review for funding to address Downtown Streetscape. A joint meeting with the downtown and PTSAC is being scheduled.	Public Works
74	June 27, 2008	The Ridge	Construction is ongoing.	Public Works
75	August 27, 2008	Aspen Park	Work with developer on subdivision which is under construction.	Public Works
76	Updated August 27, 2008	Safe Routes to Schools Sidewalk Grant	Develop the Central School sidewalk under the guidelines of the grant program for that funding. IGA’s being developed and reviewed. Project to be done 2009.	Public Works
77	June 27, 2008	NPDES permit	NPDES permit with DEQ has been submitted. Application is in to DEQ for review.	Public Works
78	Updated August 27, 2008	Taylor Creek Construction	Landscaping is completed. Deer fencing is installed. Cut over has been done.	Public Works



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79	Updated August 27, 2008	Gekeler Lane	Complete Gekeler Lane construction after completion of Taylor Creek, which is anticipated in September/October.	Public Works
80	June 27, 2008	Utility Billing Detail	Exploring the feasibility and merits of including the franchise fee portion of the monthly service charge on the bill	Public Works
81	Updated August 27, 2008	CMAQ	Staff received approval for an exemption from commissioned services. The IGA has been approved and construction is anticipated late 2008 or early 2009.	Public Works

