



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

**Staff Report**  
**August 2009**  
**City Manager's Top Ten**

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated August 10, 2009	Revise the Growth Boundaries as Part of the Goal 9 Process	The Public Hearing for final adoption of expanding the City's Urban Growth Boundary by over 300 acres was tabled until September 16, 2009. Staff has received final comments from DLCD and will be responding to those comments via a revised Goal 9 Report and new Staff Report..	Community and Economic Development--Planning
2	No Change July 8, 2009	Support Business Retention and Expansion Program	A leadership team has been formed; a task force has been formed and has met once; target to launch program is late June with first round of business visitations/ surveys set for fall 2009.	Community and Economic Development
3	Updated August 10, 2009	Formulate an Economic Development Strategy for La Grande	Meeting with between 20 and 25 community stakeholders held on May 5, 2009. Summary of meeting presented to Council on May 18. Stakeholder group reconvened on June 16 to further refine strategies. Staff targeting to complete draft plan Fall 2009; awaiting final outcomes of Council Vision process and Union County Economic Development Plan.	Community and Economic Development
4	Updated August 10, 2009	Conduct a Community Visioning Process	Draft vision completed August 3, 2009; set for final consideration in September.	Community and Economic Development
5	No Change July 8, 2009	Implement Action Phases of the Oregon Main Street Program to Include Development of Projects	Main Street committees beginning to implement work plans; presented to City Council on June 1; community held on June 10. Design Committee: working on new bike racks and lights for Max Square, also two façade grant projects; Promotion Committee working on retail promotions and pole banners; Economic Restructuring Committee working on a business survey.	Community and Economic Development
6	No Change July 8, 2009	Participate in the Formulation of an Economic Development Strategy for Union County	UCEDC Steering Committee meetings held in April and May. Strategic planning session held in late May. City staff participated in Steering Committee and planning session work. Awaiting outcome of final report from consultant. Ongoing Steering Committee work to further define strategies.	Community and Economic Development

Item No.	Date of Change in Status	Item	Comments	Lead Department
			Committee is meeting every other week.	
7	No Change May 11, 2009	Capital Improvement Program	First draft of plan has been developed. Departments are presently working on their five year projection of Capital needs.	Finance
8	No Change May 11, 2009	Develop an ambulance/fire apparatus replacement strategy	<p>Due to the constant and increasing use of our ambulances, a plan should be in place to replace or refurbish one every four to five years. Cost: \$130,000. Our fire apparatus will not need to be replaced as frequently but their cost, \$250,000 to \$800,000, requires long term planning. FEMA has a fire apparatus replacement grant program that funded our newest fire truck (2005) and we will be applying for funding to replace our aging aerial this grant cycle.</p> <p>A strategy to fund the purchase of ambulances and fire apparatus will likely have to include continuing to apply for grants that fund large apparatus purchases, consideration of vehicle lease/purchase programs and possibly asking the voters to support a levy to purchase this equipment.</p>	Fire
9	Updated August 17, 2009	Explore the Feasibility of Creating a Railroad Quiet Zone	Whistle Free Zone – The Quiet Zone Committee was established by Council at the July 16 meeting and members were appointed. The questionnaire had few responses but those that did respond reflected a consensus that the whistles were not a major problem and the City should not spend funds for this. Some concerns from a few Committee members reflect the questionnaire may not be a fair judge. Staff has submitted for a grant to establish a Quiet Zone (\$1.7 million) and it has successfully made it thru the first round of evaluations. The Committee has sent a letter to Council addressing the need for continuing to work on this.	Public Works
10	Updated August 17, 2009	Implement Portions of the Bike and Pedestrian Plan Within Resource Constraints	The bike lanes have been painted for lane designation. Summer weather will allow sweeping and repainting of the bike lanes. Overhead signage is being reviewed on Gekeler Lane and additional bike lane striping and signage has been applied on 12 <sup>th</sup> Street from Gekeler thru the cemetery.	Public Works

## 2009 Council Meeting and Work Session Calendar

<u>DATE</u>	<u>TYPE</u>	<u>TOPIC(S)</u>
Monday, August 17	Work Session	OMS Improvement Approval Process
Monday, September 14	Work Session	Revenue Enhancements—Resource Shortfall Options
<b>Wednesday, September 16</b>	<b>Regular Session</b>	
Monday, October 26	Work Session	SAAC Recommendations
<b>Wednesday, October 21</b>	<b>Regular Session</b>	
Monday, November 2	Work Session	
<b>Wednesday, November 4</b>	<b>Regular Session</b>	
Monday, November 16	Work Session	
<b>Wednesday, December 2</b>	<b>Regular Session</b>	
<b>Wednesday, January 20, 2010</b>	<b>Regular Session</b>	

Possible/Dates to be Determined Future Work Session/Meeting Topics:

- Emergency Response Policies and Procedures
- UCT MOU/Work Plan
- Quiet Zone Committee Report
- Strategic Planning (Goal 9)
- Annexation (to follow Revenue Enhancements)
- Urban Renewal, Part II
- Fire/EMS District
- UPRR Building

(Councilors are requested to please notify the City Recorder of any scheduled absences from any of the above Sessions)

Statistics/Action Items/Updates

Item	Date of Change in Status	Item	Comments	Department																																	
1	Completed August 12, 2009	New Combo-Inspector	The City has contracted with Baker City to provide an inspector three days a week. We have obtained council approval and plan to continue this service for as long as it meets the needs of the departments.	CEDD Building																																	
2	Updated August 12, 2009	Elimination of expired permits	This process has been put on hold yet again due to staffing issues and busy time of year for permits and inspections.	CEDD Building																																	
3	Updated August 10, 2009	Building Official	The City is again without a Building Official. The position has been advertised and a screening process has begun; initial interviews tentatively scheduled for the week of Aug. 11.	CEDD Building																																	
4	No Change August 12, 2009	Quick Permits	The State of Oregon has put a hold on accepting new subscribers to the program at this time. Sandy has updated most of the zip codes for the county so that we will be ready if they open enrollment back up.	CEDD Building																																	
5	No Change July 8. 2009	New Permit Software	<p>The State of Oregon has put a hold on this program as well. The State’s goal was to have a program built and in operation by the beginning of 2010. I believe that this has been delayed for some reason unknown to us. Sandy is on the committee for helping to structure the program for departments similar to ours. The hope of the State is to build a program that will work for ALL departments in the state and allow for contractors and owners to apply, pay, and schedule inspections on line.</p> <p>If the program is a success we would like to implement the program here at the City of La Grande. The program will be no cost to the building department. Other entities would have to pay to be connected to it. (i.e. Public Works, Planning, Finance, etc.)</p>	CEDD Building																																	
6	Updated August 12, 2009	Monthly activity	<table><tr><td><u>Permit Type/#:</u></td><td><u>Fees \$:</u></td><td><u>Valuation \$:</u></td></tr><tr><td>Building, 46</td><td>37,742.15</td><td>3,301,299.28</td></tr><tr><td>Demolition, 0</td><td>0</td><td></td></tr><tr><td>Electrical, 66</td><td>8,444.76</td><td></td></tr><tr><td>Mechanical, 24</td><td>1,281.28</td><td></td></tr><tr><td>MFG Homes, 2</td><td>732.00</td><td></td></tr><tr><td>Plumbing, 32</td><td>4,444.72</td><td></td></tr><tr><td>Farm Exempt, 0</td><td>0</td><td></td></tr><tr><td>Signs, 2</td><td>184.10</td><td></td></tr><tr><td><u>Totals: 170</u></td><td><u>52,644.91</u></td><td></td></tr><tr><td colspan="3"><u>Total inspections performed = 349</u></td></tr></table>	<u>Permit Type/#:</u>	<u>Fees \$:</u>	<u>Valuation \$:</u>	Building, 46	37,742.15	3,301,299.28	Demolition, 0	0		Electrical, 66	8,444.76		Mechanical, 24	1,281.28		MFG Homes, 2	732.00		Plumbing, 32	4,444.72		Farm Exempt, 0	0		Signs, 2	184.10		<u>Totals: 170</u>	<u>52,644.91</u>		<u>Total inspections performed = 349</u>			CEDD Building
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7	Updated August 10, 2009	Implement façade grant program	First two funded projects underway; City of LG/ Urban Renewal program launched; meeting with applicants; first round to Landmarks Commission in August for review.	CEDD Economic Development																																	
8	Updated August 10, 2009	Monthly Main Street program updates	Main Street committees have all met at least five times in 2009; work plans presented to City Council June 1; community meeting held June 10; merger	CEDD Economic Development																																	

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			underway between former LGDDA board and new Main Street board.	
9	No Change June 4, 2009	Business Retention & Expansion (BR&E) program	Program set to launch late June; first round of business survey/ visitations set for fall 2009.	CEDD Economic Development
10	Updated August 10, 2009	Goal 9 Commercial & Industrial Large Lot Needs Analysis (DLCD Grant)	The Public Hearing for final adoption of expanding the City's Urban Growth Boundary by over 300 acres was tabled until September 16, 2009. Staff has received final comments from DLCD and will be responding to those comments via a revised Goal 9 Report and new Staff Report..	CEDD Planning
11	Completed July 15, 2009	2008 LDC Amendments	The City Council adopted the proposed amendments on June 3, 2009; with the County co-adopting the Ordinance on July 15, 2009.	CEDD Planning
12	Updated August 10, 2009	Calendar YTD Planning Statistics	Land Use Applications: 14 Zoning Approvals: 41 New Business Permits: 23 Revenue (Land Use Fees): \$4,230 Revenue (Park SDC): \$2,625	CEDD Planning
13	New Item August 10, 2009	OTECC Project	OTECC is seeking to consolidate their two facilities (Elm St. administration office & Cove Ave. field office) and constructing a new facility on property they own adjacent to Bi-Mart to the East. Progress is being made on right-of-way access issues that will involve the removal of two driveways (Seventh Day Adventist church & school; and former La Grande School District offices). A new road may be proposed to run from Adams Avenue to Gekeler Lane through the OTECC property.	CEDD Planning
14	Updated August 10, 2009	South Riverside Neighborhood Plan	Involves Master Planning Mike Becker's property across Hwy 82, North of Wal-Mart. This process is under consideration with the Goal 9 project discussed above. It is anticipated to be adopted in September 2009.	CEDD Planning
15	New Item August 17, 2009	Building Inspection Services Agreement	The current agreement between the City and County needs to be revised. A final draft is complete and ready for Council and County Commission adoption in September.	City Manager
16	New Item August 17, 2009	UCEDC Vacancy	One of the four City appointed positions on the UCEDC Board is vacant. Considering alternatives for selection for the position.	City Manager
17	New Item August 17, 2009	Substance Abuse Advisory Commission Recommendations	The SAAC prepared a report with recommendations for the City Council. A joint work session is tentatively scheduled for October 26 <sup>th</sup> .	City Manager
18	New Item August 17, 2009	Construction Timeline Extension for Business Park Lot	One of the buyers has requested and received an approval for additional time to complete their project. The second buyer has yet to submit a letter and once received we can formally approve the extension.	City Manager
19	Updated August 17, 2009	Business Park Sign	The landscaping in preparation for the sign placement is complete—City portion \$1,000. Mat	City Manager

Item	Date of Change in Status	Item	Comments	Department
			Barber will commence work on the sign shortly.	
20	No Change June 5, 2009	UCT Goals for 2009	Met with representatives of UCT regarding Goals 4 and 5 and are planning additional discussions	City Manager
21	No Change December 8, 2008	Veterans Awareness	The City has been asked to assist in a Veterans Awareness program by two local veterans. The concept is still in the preliminary stages and would be done in conjunction with Veterans Day next year.	City Manager
22	No Change July 20, 2009	ODS/Library parking agreement, with transfer of ownership to follow.	Council has approved last piece of the transfer, we need to file the deed and provide ODS with their copies of the documents.	City Manager
23	No Change July 20, 2009	Memorandums of Understanding for partner organizations	BMCC MOU is on hold pending outcome of Chamber—BMCC discussions.	City Manager
24	No Change July 20, 2009	Business and Technology Park Land Sales	City has authorized UCEDC to select listing agent. No new sales or offers pending.	City Manager
25	No Change May 18, 2009	Eastern Oregon Fire Museum Lease	The current agreement between the City and the Volunteers should be revised, as should the document relating to the purpose of the Volunteers to clarify their purpose. On a related note, the County Assessor has determined that barring the formation of a not-for-profit corporation to operate the Museum the property will be subject to taxation. An alternative would be to have the City take over operation, budgeting, and decision making which is contrary to the Council's intent when the property was leased. The EO Museum Board is in the process of forming as a non-profit corporation. Completion of the process is hoped to be prior to Sept. 1, 2009.	City Manager
26	No Change July 20, 2009	Citizen Survey	Have made contact with EOU regarding a practicum or senior project for fall of 2009.	City Manager
27	Updated August 17, 2009	Personnel Policy Manual	Reviewing City's Personnel Policy Manual as time permits but unable to meet City Manager's desired deadline for a first draft on or about August 1ish.	City Recorder
28	No Change October 7, 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. As time permits, we are examining our current filing system, with an eye toward updating and streamlining; as well as making slight progress on a substantial backlog of filing. Exploring new and improved methods of record keeping.	City Recorder
29	No Change October 7, 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. I attended a workshop in Eugene on Wednesday, October 1, devoted to public records requests and exemptions and the most recent laws, administrative	City Recorder

Item	Date of Change in Status	Item	Comments	Department
			rules, and requirements governing these processes, which will assist with the development of a user friendly and legally sufficient system.	
30	No Change May 18, 2009	Complete requirements for becoming a Registered Parliamentarian	This is a goal that was established some years ago but was "back burnered" after the departure of former City Manager Hare. The three hundred study questions have been downloaded in anticipation of eking out some study time for the one-hundred question test.	City Recorder
31	Updated August 17, 2009	Soft/Hardware	Funding for soft/hardware designed for document retention/destruction and other Manager/Council related tasks was not included in the FY 2009-2010, Budget. The City Manager is hopeful, however, that anticipated QWEST/Verizon litigation settlement funds will provide financing for a desperately-needed redesign of the City's web site; the Council approved this intended use of settlement monies during the Regular Session of June 17 <sup>th</sup> . We are also still very interested in the purchase of a Software Package called <i>TermTracker</i> , [sic] which will assist with the maintenance of records applicable to the Council's numerous Commissions and Commissioners, as well as Mayor and Councilor histories. In the meantime, under the guidance of Angelika, the City's Computer Users Group is convening July 22, in connection with viewing a software product demo that will assist primarily the Building and Planning divisions. The Users' Group met as reflected above but, not unexpectedly, had more questions than answers. Members are calling their counterparts in entities provided as references and will follow up with another meeting to share the results of those calls prior to making a recommendation to the City Manager.	City Recorder
32	Updated August 17, 2009	Public Records	Developing a formal Public Records Request process. Sample documents and forms have been requested from cities known for their outstanding Records Centers and/or customer service when responding to multiple records requests of all departments.  Document handling process fees were not included in the February 10, Work Session discussion, as originally planned, because we simply ran out of time to prepare adequately for that Session. At the City Manager's discretion, we may yet propose a modest increase in fees and add a fee for DVD copy requests. This area was not addressed in the fee-setting Resolution passed by the Council in 1996, because that type of copy reproduction was not available to us at that time. In the ensuing years, however, we receive more requests for DVDs and	City Recorder

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			simply charge the individual making the request the same amount it costs the City to have copies made (usually \$10, per copy). Were we to be challenged when attempting to collect, however, we currently have no document to support that request. Have most recently addressed this issue as part of the Staff's preparation for the pending September 14, Work Session in connection with revenue shortfall and possible ways to help fill.	
33	Updated August 17, 2009	Commission Vacancies	Recently, Staff again published a complete list of vacancies, resulting in two applications. One (Parks and Recreation Advisory Commission) was filled during the Regular Session of August 5; and we have since received an application for one of the vacant seats on the Parking, Traffic Safety, and Street Maintenance Advisory Commission from an individual who has prior service as a Budget Committee member and Commissioner. That application will be placed on the Regular Session Agenda for September 16 <sup>th</sup> .	City Recorder
34	(1) Completed (2) Updated August 17, 2009	Oregon Government Ethics Commission Reporting Requirements	<p>(1) As earlier advised under separate cover, just prior to the Legislature adjourning, the deficiencies in Senate Bill 30 (which was still an improvement, as written!), were remedied by House Bill 2518, resulting in two pieces of great news for those required to complete the Annual and Quarterly Statements of Economic Interest. One, relatives living outside the reporter's home no longer require identification; two, the requirement for Quarterly Reports was eliminated—both effective immediately, rather than the original effective date of January, 2010!</p> <p>(2) Senate Bill 10, out of the 2007 Legislative Session, established an administrative fee that would be charged to local governing bodies, to cover OGEC expenses. SB 10, became effective July 1, of this year, and applies to all units of local government subject to the Municipal Audit Law, including the City of La Grande. The fee is based upon "... the number of public officials serving the public body" and "... the total expenses for the group that bears the same proportion to the total expenses that the amount charged to the local government, local service district or special government body for the municipal audit fee ... bears to the total amount assessed for the municipal audit fee." ☺</p>	City Recorder
35	Completed August 17, 2009	Council "Field Trip" to Oregon Youth Authority RiverBend Facility	Hosted by Councilor Lillard, Mayor Johnson and Councilors Miesner and Zimmerer were able to make the afternoon trip to OYA RiverBend the day following the Council's last Regular Session. All	City Recorder

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		and Waste Water Treatment Plant/Beaver Creek Watershed	were impressed with the facility and considered the time well spent. Similarly, Mayor Johnson and Councilors Balsiger, McGee, and Miesner, toured the Waste Water Treatment Plant and Beaver Creek Watershed on Sunday, August 16 <sup>th</sup> . Mayor and Councilors have been very complimentary of Public Works Director Norm Paullus and his Staff, for the informative orientations and bbq lunch provided by City Staff at the Intake. Thankfully, the weather cooperated, which only enhanced this already gorgeous setting.	
36	No Change July 22, 2009	Directors Job Descriptions	Review and update all department directors' job descriptions.	Finance/ Personnel
37	Completed Aug 05, 2009	Revenue Projection	Develop a projection showing estimates of where the General Fund will be in three years, by fiscal year.	Finance
38	No Change July 1, 2009	Community Service Policy	Form a committee and come up with a Community Service Leave Policy. The committee has met once and will be meeting again to refine the policy to present.	Finance/ Personnel
39	No Change May 28, 2009	Create and Implement a standard process for hiring new employees	We have created an outline of the hiring process. We are currently refining this process and will be testing before implementing as a standard procedure with all departments. Currently, each department conducts their own new hires and with changing personnel the process is many times incomplete in complying with the law and City Policy. This form being designed will guide departments through the process so all City departments are consistent and accurately completing the hiring process	Finance/ Personnel
40	No Change December 1, 2008	Implement GASB 45	GASB 45 requirements include measuring and reporting post employment benefits. CIS does provide this service annually and will be available to the auditors when needed.	Finance
41	No Change December 1, 2008	Implement GASB 51	GASB 51 requires accounting and reporting for intangible assets. Our implementation date will be 6/30/2010.	Finance
42	No Change May 18, 2009	Create a water consumption report to meet with Public Works guidelines	Our UB Clerk will be working with our Software company and Public Works in developing a report stating consumptions and having that report match with Public Works' water well usage reports.	Finance
43	No Change February 12, 2009	Implement a smoke alarm inspection and replacement program	We were unable to get grant funding this past year to implement a smoke alarm replacement program. We'll be applying for funding again this year (2009). We applied for and received train-the-trainer training and support materials for a fire safety and fall prevention program for elderly citizens in our community through the Office of State Fire Marshal. We did this in partnership with Community Connections of NE Oregon, Inc. in January and will be presenting the program to our	Fire

Item	Date of Change in Status	Item	Comments	Department
			senior citizens over the next 10 months.	
44	Updated Aug. 11, 2009	Statistics	Response statistics for July Medical: 268 Fire/Other: 14 (1 odor checks, 5 fire alarm, 3 fires, 2 pub assist, 1 open burn complaints, 2 smoke checks)	Fire
45	Updated Aug. 11, 2009	Fire Code Inspections	New inspections for July: 0 Re-inspections for July: 0	Fire
46	Updated Aug. 11, 2009	Juvenile Fire Setter	0 Intervention(s) conducted in July.	Fire
47	Updated Aug. 11, 2009	Child Safety Seat Installations	12 families instructed in proper car seat installation in July with 3 being provided with reduced priced child safety seats. 6 families fitted with proper bicycle helmets for their children, given to them free of charge through a grant received. 12 helmets provided	Fire
48	Updated Aug. 11, 2009	Traffic School	15 students attended traffic school in July resulting in \$750 in revenue.	Fire
49	Updated Aug. 11, 2009	Training/Conf.	<u>July Training/Conferences</u> None	Fire
50	No Change July 22, 2009	Fire Safety House Trailer	Installation of new siding and new roofing material is about complete. Interior paneling is being installed and once it has been, new carpeting will go in. Doesn't look like we'll be ready for the UC Fair as hoped.	Fire
51	No Change June 4, 2009	Open Burning	Open burning of yard debris ended May 31 <sup>st</sup> . 109 permits were issued. No problems noted with the spring burn period.	Fire
52	Updated July 22, 2009	EO Fire Museum	Lots of traffic through the museum as people seeking UC Tourism info will often tour the museum while there.	Fire
53	Updated July 22, 2009	Development of Fire Training Facility	Skirting will be in place and enclosing gabled ends will be finished in the coming days. The house will then be painted in a color matching the fire station exterior. Other site improvements will begin once work on the house is completed.	Fire
54	New Item Aug. 11, 2009	Weed/Tall Grass Complaints	27 weed and tall grass complaints have been received since the end of May. Property owners have all been notified and their properties posted with abatement orders. The City has had to abate 3 of the properties due to noncompliance with City nuisance ordinance # 3002.	Fire
55	Updated Aug. 11, 2009	Statistics.	Circulation for July 09: 15,318 Circulation for 09/10 as of July 30: 15,318. Circ. same period, 08/09: 15,715. Expect decreases due to reduction in book budget. Uses of comm. room for July: 23 Homebound visits 10/week Reading at GRRC 4/month Reading at Wildflower Lodge 4/month	Library
56	Completed Aug. 11, 2009	Reassign staff duties	Reassign staff duties to absorb essential duties performed by currently employed 0.8 FTE, lost due	Library

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			to budget constraints. Complete by August 1, 2009. Ongoing fine-tuning, but most essential duties re-assigned.										
57	Updated Aug. 11, 2009	Department priorities	With Library Commission, define service level priorities in the wake of decreased budget for 2009-10. Complete by September 1, 2009. Priorities defined; Aug. 11 commission meeting to expand these and draft a report to city management and council.	Library									
58	Updated Aug. 11, 2009	Programs	Movie Nights continue. Sleepytime Story Hours: Fall schedule TBA. Aug. 27, 11 a.m. Videoconference with Smithsonian American Art Museum, program about the Civil War. Colleen F. Johnson Community Room.	Library									
59	New Item Aug. 11, 2009	Archives	First of monthly updates on Archives. Committee met with consultant; La Grande Community Library Foundation awarded \$2000 for startup; private donations adding up to \$200; first collection day will be Saturday, Sept. 26.	Library									
60	No Change May 7, 2009	Pool Statistics March	<table><tr><td></td><td><u>2008</u></td><td><u>2009</u></td></tr><tr><td>Attendance</td><td>2,935</td><td>3,413</td></tr><tr><td>Revenue</td><td>\$8,190.30</td><td>\$14,322.89</td></tr></table>		<u>2008</u>	<u>2009</u>	Attendance	2,935	3,413	Revenue	\$8,190.30	\$14,322.89	Parks--Aquatics
	<u>2008</u>	<u>2009</u>											
Attendance	2,935	3,413											
Revenue	\$8,190.30	\$14,322.89											
61	Updated August 13,, 2009	Morgan Lake Camp Host Site	Holding tank installation has been approved by DEQ, so this portion of the project is complete.	Parks									
62	Completed July 9, 2009	Water Safety Instructor Training	Joe Andrews and Teresa Roberts have completed a course in Water Safety Instructor Training and are both now certified Water Safety Course Instructor Trainers.	Parks-Aquatics									
63	No Change July 9, 2009	Greenway	Deeds are being processed by the Title Company, which will complete the transactions for both the Tsiatsos and Lovely properties.	Parks--Admin									
64	Updated August 13, 2009	Morgan Lake Development	Staff is prepping site for floating dock; bids have been solicited for the dock and the order has been placed for the vault toilet. Barreto Manufacturing is constructing the fishing piers and the Rotary Clubs will help install them when they are delivered. The RiverBend crew is helping one day a week, spreading wood chips and doing other trail work around the Lake.	Parks									
65	Completed August 13, 2009	Parks Maintenance	Due to a loss of funding the park volunteer crew from Training Employment Consortium left a week early; however, they were able to complete painting and other renovations in Pioneer Park prior to their departure.	Parks - Maintenance									
66	Updated August 13, 2009	July Report	R-O-W Trees Planted: 5 Park Trees Planted: 0 Street Trees Removed: 6 Park Trees Removed: 6 Street Trees Pruned: 3 Park Trees Pruned: 52 Community Contacts: 29	Parks – Urban Forestry									
67	Updated	Great Oregon Tree	The goal of the Urban Forestry Program is to plant	Parks – Urban									

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	August 13, 2009	Plant	150 trees this year to commemorate Oregon's 150 <sup>th</sup> birthday. Current Count: 96.	Forestry
68	Updated August 13, 2009	Adult Recreation	Adult Recreation will resume in the fall with Coed & Women's Volleyball Leagues and a Coed Basketball League.	Parks - Recreation
69	Updated August 13, 2009	Summer Recreation Program	The summer program will end with a children's carnival on August 20 <sup>th</sup> .	Parks - Recreation
70	New Item August 13, 2009	Special Events	<p>During the last month, Pioneer Park has been the location for the following tournaments:</p> <ul style="list-style-type: none"> <li>• Little League District Tournament, 8 teams, 27 games.</li> <li>• Babe Ruth District Tournament, 13 teams, 29 games.</li> <li>• Babe Ruth State Tournament, 8 teams, 21 games.</li> <li>• Optimist Coed Moonlight Tournament, 34 teams, 72 games.</li> <li>• Optimist Men's Moonlight Tournament, 23 teams, 46 games.</li> <li>• American Legion Tournament, 6 teams, 6 games.</li> </ul> <p>Most of the participants were from outside the area and brought family and friends with them, which resulted in high park usage and lots of garbage.</p>	Parks
71	Updated August 13, 2009	May, June and July, 2009 Crime Statistics	<p>The stats have been requested from the State. As of this date they have not been received.</p> <p>Crimes against persons:</p> <p style="text-align: right;">(assaults, robbery, sex crimes)</p> <p>Crimes against property:</p> <p style="text-align: right;">(burglary, vehicle theft, NSF/acct. closed)</p> <p>Crimes against society:</p> <p style="text-align: right;">(drug laws, DUII, liquor laws, disorderly conduct)</p> <p>Traffic Crimes:</p> <p style="text-align: right;">(DWS, Hit &amp; Run, eluding, reckless driving)</p>	Police
72	Updated August 13, 2009	Communications and Operations	Following are the statistics for June and July. These statistics reflect the total calls for a multitude	Police

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		Statistics	<p>of agencies within Union County.</p> <p>June: Traffic/Air: 570; All Calls: 3097; Actual legitimate 9-1-1 calls for service: 247 Case reports taken by LGPD and UCSO: 241</p> <p>July: Traffic/Air: 597; All Calls: 3912; Actual legitimate 9-1-1 calls for service: 360 Case reports taken by LGPD and UCSO: 241</p> <p>We have established a new statistical figure which illustrates operations activity more comprehensively. Officers are often engaged in activities that may or may not generate a new case number or arrest, yet are very time consuming. Our new category is total calls for service which include self initiated activity.</p> <p>July calls for service: 1,585</p>	
73	Updated August 17, 2009	Training	<p>June: 5 Dispatchers attended 4 hours of in-house EMD recertification training. Kati Acebo attended 24 hours of EMD training at DPSST in Salem. All Dispatchers attended 2.5 hours of in house training.</p> <p>July: 2 Dispatchers attended 8 hours of Laserfiche training in Boise. 2 Dispatchers attended 8 hours of Suicide Intervention training in Bend.</p> <p>August: Both Sniper and Entry Teams completed 4 hour blocks of specialized training.</p>	Police/Comm
74	Updated August 17, 2009	M.E.R.I.T. July 2009 Activity Summary	<p>New Cases: 2</p> <p>Cases / year to date: 132</p> <p>Arrests / year to date: 35</p>	Police
75	Updated August 13, 2009	Communications Strategic Plan	The work began at the end of July at the Howard Butte site.	Police
76	Updated August 14, 2009	Investigations/ Patrol Activity	<p>Detectives worked extensively with the major crime team on the recent homicide investigation to include serving on the suspect transport and interview team. The crime team used our facility as the emergency operations center where we hosted and provided logistical support for numerous investigators and support staff. We also provided assistance with evidence processing and cataloging.</p> <p>Patrol remained busy throughout the month which included working more investigations to free up the detectives to assist with the homicide. Both patrol and our Reserve Officers provided service for Crazy Days and the Union County Fair.</p>	Police
77	No Change	The Ridge	Construction is complete. 'B' Avenue right-of-way	Public Works

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	May 18th, 2009		is being evaluated as a result of this development. Property owners are being visited with for right-of-way dedication.	
78	No Change February 17, 2009	Aspen Park	Work with developer on subdivision which is under construction.	Public Works
79	Updated August 17, 2009	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. Consulting services contract is being developed by ODOT so the project can proceed.	Public Works
80	No Change February 17, 2009	NPDES permit	NPDES permit with DEQ has been submitted. Application is in to DEQ for review.	Public Works
81	Updated August 17, 2009	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 questionnaire had few responses but those that did respond reflected a consensus that the whistles were not a major problem and the City should not spend funds for this. Some concerns from a few Committee members reflect the questionnaire may not be a fair judge. Staff has submitted for a grant to establish a Quiet Zone (\$1.7 million) and it has successfully made it thru the first round of evaluations. The Committee has sent a letter to Council addressing the need for continuing to work on this.	Public Works
82	New Item August 17, 2009	South 12 <sup>th</sup> Street Reconstruction	Union County has been successful in obtaining grant funding for the reconstruction south 12 <sup>th</sup> Street with curbs, sidewalks, bike lanes, and a class I street. The Planning Commission has adopted the improvement standard as a minimum level for this project with any major changes to be submitted back to them. Neighborhood meeting will be starting on August 20 <sup>th</sup> for the Public input on the proposed development.	Public Works
83	Updated August 17, 2009	CMAQ Asphalt Road Paving Project	Staff received approval for an exemption from commissioned services. The project was awarded to La Grande Asphalt at the July Council meeting. Contractor will start work the first of September.	Public Works
84	Updated August 17, 2009	CMAQ—Street Sweeper	Staff submitted for grant funding for a street sweeper based on bids (\$165,000). The IGA has been approved and signed. The sweeper is being constructed to spec.	Public Works
85	New Item August 17, 2009	'C' Avenue Reconstruction	Staff received the signed IGA's two weeks ago so the project can proceed on to development. Plans are being completed and reviewed by the consultant. Once those are complete staff will evaluate if construction can be done this year or in the spring.	Public Works
86	Updated August 17, 2009	26 <sup>th</sup> Street Sewer Lift Station Reconstruction	The contract has been awarded to Mike Becker Construction. Schedules and necessary insurances are being put together so that construction can	Public Works

Item	Date of Change in Status	Item	Comments	Department
			begin.	