



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

MONTHLY REPORT
July 2019
City Manager's Top Priorities for 2019

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change June 18, 2019	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The City continues to perform within budget and the General Fund's ending cash increased again this most recent fiscal year. The 2019-2020 Budgets were adopted by the City Council and Urban Renewal Agency in June as approved by the respective Budget Committees.	City Manager
2	Updated August 14, 2019	Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	<u>Business Development/Recruitment</u> <ul style="list-style-type: none"> • Partnering with OTEC to develop and implement new Economic Development Website. • Will continue to discuss Comprehensive Plan changes. • Overseeing process for listing agent selection for Business Park. We are working with UCEDC to hire one listing agent for both properties. • Mike Boquist, Christine Jarski and Robert Strobe met with potential relocation project. Continuing to work with this client on finding location. This may require an update to zoning code. • Working with Building and Planning to ensure that Brickyard Lanes is moving forward with required project components. Building Department conducted site visit. • Working with new property owners of Lottes Building to identify potential businesses for the space. Developed potential plan for pop-ups and long-term solution. Ensuring that they are working with Planning and Building Dept. • Work is continuing on first floor expansion of local business that has not announced in the Pennington Property. It is anticipated that this business will open in mid-October. • Collaborated with Public Works and Union County to submit proposal for Business Oregon lead. 	Economic Development

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			<p><u>Retail Development Project:</u></p> <ul style="list-style-type: none"> Partnering with La Grande Main Street Downtown Business Development Committee to conduct an inventory of available downtown retail space. Working with local property owners for potential development of additional retail space. Following conversations at Retail Conference, two leads through Buxton are still working to site in La Grande/Union County. <p><u>La Grande Main Street Downtown</u></p> <ul style="list-style-type: none"> LGMSD Biz Dev Committee has completed parking survey analysis. We are working on creating a multi-year strategic plan to submit to the Parking Committee and ultimately City Council. Participating on La Grande Main Street's Board of Directors, Business Development (Biz Dev) and Organization Committees. Assist with planning for Biz Dev activities including "Hot Topics." Continue to collaborate with Rotary so that next year's event will be a "Clean up and Beautification" day. Chair, LGMSD Design Committee and facilitated creation of project list. Work with Main Street for implementation of the Façade Grant Program. Drafted and filed annual report for Oregon Main Street Grant – Pennington Project. <p><u>Entrepreneur Center/Entrepreneurial Development</u></p> <ul style="list-style-type: none"> FIRST Lemonade Day was held. 10 kids signed up through Parks/Rec and 8 participated in the event on July 20. Several community volunteers helped with the event and Community Bank sponsored and held a loan day. Each of the 4 stands paid back their loans and made \$80 to \$100. Completed final report for CDBG. Presented Economic Development 101 at SPARK women's mentoring group— Developing volunteer leaders who can assist in facilitating the group. Members are continuing to leading short topic workshops. Ignite received a grant from US Bank. <p><u>Urban Renewal Programs:</u></p> <ul style="list-style-type: none"> Draft Grant Agreements for 2019/2020 CFP and met with award recipients to review. Continued working with CFP awardees regarding project questions and funding. Processed Final Close Out for Kehr Chiropractic and Crossfit. 	
3	No Change	General Fund Capital	The 2019-2020 Budgets that were adopted by the	City Manager

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	June 18, 2019	Improvements: Identity funding sources and strategy to address major capital needs including but not limited to the Library Roof and the Police Department.	City Council and include funding for the Library Roof as well as matching funds up to \$50,000 for ADA improvements at the Arts Center. The City Council approved a revised policy at their June meeting that includes dedicating 75% of any unanticipated increase in General Fund ending cash to capital improvements.	
4	Updated August 19, 2019	Quiet Zone: Upon approval from the FRA, complete the required improvements and initiate necessary City Council legislation actions to establish the Quiet Zone for La Grande.	FRA has approved our Application to use ASM/SSMs has been submitted to FRA for review and approval. At the August City Council meeting, the City Council authorized the Mayor and City Manager to take all required actions to finalize the Quiet Zone. Once all improvements are completed the City will submit final notices required to enact the Quiet Zone. Public Works is working on the improvements, see Public Works section below for additional details.	City Manager
5	No Change April 1, 2019	Housing: Complete housing study and identify recommendations for addressing findings.	See update under Planning below.	Planning
6	Updated August 19, 2019	Staffing: Develop a plan to address critical staffing issues including, but not limited to hard to fill positions and succession planning for key positions.	Committee has been appointed and continues to meet.	City Manager

Council Sessions, Significant Deadlines, and Events Schedule **As of August 15, 2019**

Unless otherwise noted, all meetings begin at 6:00 p.m.
The meeting dates listed here are place holders; meeting dates and topics are subject to change.

2019

Wednesday, August 7

REGULAR SESSION

Monday, August 19

JOINT WORK SESSION
With Union County
Commissioners

Monday, September 2

HOLIDAY

Wednesday, September 4

REGULAR SESSION

Monday, September 9

WORK SESSION
Tentative Topic:
System Development
Charges (SDC's)

September 26 – 28 LOC Annual Conference

Wednesday, October 2

REGULAR SESSION

Monday, October 21

WORK SESSION
Tentative Topic:
Storm Water Plan
Update and/or System
Buy in/Sewer Water
Ordinance Update

Wednesday, November 6

REGULAR SESSION

Monday, November 11

HOLIDAY

Monday, November 18

WORK SESSION
Tentative Topic:
Economic Development
Strategy Update

Monday, November 25

WORK SESSION
TBD

Thursday & Friday, November 28 & 29

HOLIDAY

Wednesday, December 4

REGULAR SESSION

Wednesday, December 11 - HOLIDAY OPEN HOUSE (4:30 – 6:00)

Wednesday, December 25

HOLIDAY

July 2019

2020

Wednesday, January 1

HOLIDAY

Wednesday, January 8

REGULAR SESSION

Monday/Tuesday, January 27 & 28

RETREAT

*Additional topics with dates to be determined: Visioning, URAC Composition/Role, New Targeted
URA Project Program, Police Department Building, Urban Fire Interface*

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1	Updated August 6,2019	Monthly activity (July)	<table><tr><th>Permit Type</th><th>Permits</th><th>Permit Fees</th><th>Plan Review Fees</th></tr><tr><td>City of LG Building:</td><td>10</td><td>\$4,719.40</td><td>\$2,523.95</td></tr><tr><td>UC Building:</td><td>14</td><td>\$14,739.00</td><td>\$11,451.65</td></tr><tr><td>City of LG MFH</td><td>0</td><td>\$0.00</td><td></td></tr><tr><td>UC MFH</td><td>0</td><td>\$0.00</td><td></td></tr><tr><td>City of LG Mechanical</td><td>14</td><td>\$185.00</td><td></td></tr><tr><td>UC Mechanical</td><td>21</td><td>\$1,747.00</td><td></td></tr><tr><td>City of LG Plumbing</td><td>10</td><td>\$931.50</td><td></td></tr><tr><td>UC Plumbing</td><td>15</td><td>\$6,292.50</td><td></td></tr><tr><td>City of LG Electrical</td><td>11</td><td>\$2,010.00</td><td></td></tr><tr><td>UC Electrical</td><td>1</td><td>\$3,740.00</td><td></td></tr><tr><td>City of LG Demolition</td><td>0</td><td>\$0.00</td><td></td></tr><tr><td>UC Demolition</td><td>0</td><td>\$0.00</td><td></td></tr><tr><td>AG Exempt permits</td><td>4</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>100</td><td>\$34,364.40</td><td>\$13,975.60</td></tr><tr><td>Fiscal Year Running Totals:</td><td>100</td><td>\$34,364.40</td><td>\$13,975.60</td></tr></table>	Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	10	\$4,719.40	\$2,523.95	UC Building:	14	\$14,739.00	\$11,451.65	City of LG MFH	0	\$0.00		UC MFH	0	\$0.00		City of LG Mechanical	14	\$185.00		UC Mechanical	21	\$1,747.00		City of LG Plumbing	10	\$931.50		UC Plumbing	15	\$6,292.50		City of LG Electrical	11	\$2,010.00		UC Electrical	1	\$3,740.00		City of LG Demolition	0	\$0.00		UC Demolition	0	\$0.00		AG Exempt permits	4			TOTALS:	100	\$34,364.40	\$13,975.60	Fiscal Year Running Totals:	100	\$34,364.40	\$13,975.60	Building
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2	New and Complete August 6, 2019	New Permit Tech	Miranda Brence has joined the Building Department part time 20 hrs a week. We share Miranda with the Finance Department	Building																																																																
3	Updated August 19, 2019	Library Director Search	Five finalists were interviewed by the Search Committee and provided presentations to the Community. The final selection has not been made. We are doing reference checks at this time. We are contracting with Aletha Bonebrake to serve as a part-time interim Director while we continue the search.	City Manager																																																																
4	New Item July 8, 2019	Waste Pro Franchise Agreement	City garbage services are provided by Waste Pro under an outdated but still valid agreement. We are in the process of revising and updating their Franchise Agreement.	City Manager																																																																
5	No Change September 18, 2018	Personnel Policy/Employee Handbook Update	Draft policy has been developed. Need to review with Directors and then work with bargaining groups prior to adoption.	City Manager																																																																
6	Updated August 19, 2019	Market Place Family Foods Agreement Amendment	<p>The grocery store has reopened as Market Place Fresh Foods. There have not been any new actions related to amending the agreement. The District Manager has received the first required report per the Agreement regarding employment and operating hours and shared it with the Agency.</p> <p>The Agreement includes the CLIENTS—Market Place Family Foods, LLC, and Town Square, LP. The owner of Market Place Family Foods has declared bankruptcy and the grocery store is currently closed. The</p>	District Manager																																																																

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			Agreement needs to be amended to reflect the removal of Market Place Family Foods and to clarify items such as the completion date of the project and specifically identify the timelines related to when the window for loan forgiveness ends. There are additional revisions contemplated and the Agency is working with Town Square LP on this. Additionally, the Agency has granted permission to Town Square, LP, to reopen the grocery store with a different operator.	
7	No Change September 18, 2018	Planning/Building Process Enhancements	Staff is reviewing how we respond to potential and actual project proposals in an effort to assure the right people are aware of projects that they can assist with or where they will have review/approval roles. The goal is to streamline the process and reduce confusion where possible. We are currently looking at how we can modify our correspondence to be more helpful. We have identified a process for including more Staff earlier in the timeline.	City Manager
8	Completed August 19, 2019	Tourism Promotion Agreement with Union County Chamber of Commerce	The revised agreement was approved by the City Council on the June 5, 2019. The current agreement between the City of La Grande, Union County, and the Union County Chamber of Commerce for Tourism Promotion Services is expiring this year. The Chamber Board and Union County Commissioners have signed the agreement.	City Manager
9	Completed August 19, 2019	Liberty Theatre Agreement	The City Attorney drafted the documents required and they have been accepted by the Liberty Theatre Foundation and signed.	District Manager
10	No Change February 26, 2019	Traded Sector Policy Update	Based on the Urban Renewal Agency Retreat, Staff will work on a revised Policy for the Traded Sector Program that identifies provisions for a streamlined approval process for exceptional recruitment leads.	District Manager
11	No Change February 26, 2019	Urban Renewal Targeted Project Policy Development	Based on the Urban Renewal Agency Retreat, Staff will work on a new policy for targeting specific properties for Agency initiated grant funding.	District Manager
12	No Change February 26, 2019	System Development Charges/Water and Sewer Connection Fee Review	Staff will be reviewing existing methodology for assessing water and sewer connection fees as well as the merits of proposing system development fees such as a transportation SDC.	City Manager
13	No Change January 29, 2019	Police Building	During the Council Retreat the need for addressing the situation with the Police Department was discussed. Recently improvements to the building and increased maintenance efforts have helped with the situation, but the need for a permanent solution remains. Staff will work on potential solutions as part of an overall capital improvement strategy for the City's General Fund.	City Manager
14	No Change September 18, 2018	Surplus Property Disposal and Procurement Resolution Update	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. Staff is working on updating these for Council consideration.	City Manager
15	Updated August 19, 2019	B2H	The City Council voted to approve an agreement for mitigation with Idaho Power related to the B2H project and is awaiting a signed copy from Idaho Power. The City's response to the Draft Proposed Order is due August 22 and is being drafted.	City Manager
16	No Change November 20,	Union Dues Court Case	Due to a recent Supreme Court Ruling regarding employers deducting union dues from paychecks, the	City Manager

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	2018		<p>City is working with the bargaining groups through their legal representation to have all employees sign a new authorization to withhold the dues. This will protect both the City and the employees.</p> <p>We have received updated authorizations from employees. Additionally, there are other aspects of the Ruling that will require modifications to the current Collective Bargaining Agreements which we will do by Memorandum. Once we have the Memorandums completed, the City Council will be asked to approve them.</p>																																																													
17	No Change March 8, 2019	Advisory Commission Vacancies	<p>The following table outlines the existing vacancies.</p> <table><tr><th>Advisory Commission</th><th>Vacancies</th></tr><tr><td>Air Quality</td><td>7/7</td></tr><tr><td>Arts</td><td>3/7</td></tr><tr><td>Building Board of Appeals</td><td>4/5</td></tr><tr><td>Budget Committee</td><td>1/7</td></tr><tr><td>Community Landscape/Forestry</td><td>2/7</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>0/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>0/5</td></tr><tr><td>Union County Tourism</td><td>1/2</td></tr><tr><td>Urban Renewal</td><td>3/7</td></tr></table>	Advisory Commission	Vacancies	Air Quality	7/7	Arts	3/7	Building Board of Appeals	4/5	Budget Committee	1/7	Community Landscape/Forestry	2/7	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	0/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	1/2	Urban Renewal	3/7	City Recorder																																		
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18	Updated August 9, 2019	URA projects fund updates Fiscal YTD	<p>2019-2020 Call for Projects</p> <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>BR Office Condo. Assoc.</td><td>1902 4th Street</td><td>Renovation for business expansion</td><td>\$63,211</td><td>In Process</td></tr><tr><td>Countertop Solutions</td><td>1415 Jefferson</td><td>Renovation of historic property for business expansion</td><td>\$36,789</td><td>In Process</td></tr><tr><td>Grande Ronde Animal Hospital</td><td>2400 Adams Avenue</td><td>New Construction for New Business</td><td>\$75,000</td><td>Not Started</td></tr><tr><td>Lottes Building</td><td>1413 Adams</td><td>Renovation/ Restoration of Historic Property</td><td>\$75,000</td><td>In Process</td></tr><tr><td>Steve's Outdoor Adventures</td><td>316 Antelope Dr.</td><td>New Construction for business Expansion</td><td>\$75,000</td><td>Not Started</td></tr></table> <p>2018-2019 Call for Projects</p> <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>Valley Vet</td><td>401 Adams</td><td>Structural Upgrades</td><td>\$35,000 award</td><td>Not started yet</td></tr><tr><td>Kehr</td><td>1802 4th Street</td><td>New CrossFit</td><td>\$50,000 award</td><td>Complete</td></tr><tr><td>LT Dev</td><td>1012 Adams</td><td>Restoration</td><td>\$50,000 Award</td><td>In process</td></tr><tr><td>Texaco</td><td>1508 Adams</td><td>Retro Suit</td><td>\$50,000 award</td><td>Not started</td></tr><tr><td>Direct Music</td><td>1206 Adams</td><td>Store Exp.</td><td>\$15,000 award</td><td>In process</td></tr></table>	Business	Address	Project	Funds	Status	BR Office Condo. Assoc.	1902 4 th Street	Renovation for business expansion	\$63,211	In Process	Countertop Solutions	1415 Jefferson	Renovation of historic property for business expansion	\$36,789	In Process	Grande Ronde Animal Hospital	2400 Adams Avenue	New Construction for New Business	\$75,000	Not Started	Lottes Building	1413 Adams	Renovation/ Restoration of Historic Property	\$75,000	In Process	Steve's Outdoor Adventures	316 Antelope Dr.	New Construction for business Expansion	\$75,000	Not Started	Business	Address	Project	Funds	Status	Valley Vet	401 Adams	Structural Upgrades	\$35,000 award	Not started yet	Kehr	1802 4 th Street	New CrossFit	\$50,000 award	Complete	LT Dev	1012 Adams	Restoration	\$50,000 Award	In process	Texaco	1508 Adams	Retro Suit	\$50,000 award	Not started	Direct Music	1206 Adams	Store Exp.	\$15,000 award	In process	Economic Development
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19	Updated August 9, 2019	Façade grant program	As of December 2018, there have been (4) façade grants issued. One was in process and has since withdrawn: 1. **Withdrawn**Philip Merrick, 711 Adams Avenue – Window Replacement Completed – Kelly Secl, 1214 ½ Adams Ave for a storefront replacement. Newly issued – Mamacitas, 2003 4th Street for a pergola	Economic Development																																							
20	No Change September 18, 2018	Business Development Assistance Program	Three loans are in the re-payment phase. No new loans have been made in 2018.	Economic Development																																							
21	No Change June 6, 2019	Retail Development Program	Reported Above	Economic Development																																							
22	No Change February 14, 2019	Chart of Accounts Review	Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature. In December, the committee met and reviewed the Chart of Accounts and discussed recommended changes.	Finance																																							
23	Updated July 23, 2019	Statistics	<table><tr><th>Month of June, 2019</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$ 1,535,852</td><td>\$ 24,449,743</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$ 442,569</td><td>\$9,863,050</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$ 2,298,724</td><td>\$24,382,629</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$ 768,195</td><td>\$ 8,696,402</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>182</td><td>2,372</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>163</td><td>1,802</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$ 852,476</td><td>\$ 10,421,989</td></tr><tr><td># of Water accounts billed:</td><td>4,821</td><td>57,168</td></tr><tr><td># of LID accounts billed:</td><td>3</td><td>53</td></tr><tr><td>Pieces of mail processed</td><td>487</td><td>12,727</td></tr><tr><td>Electronic Utility Payments Received</td><td>2,431</td><td>26,879</td></tr><tr><td># of NSF checks the City received:</td><td>9</td><td>51</td></tr></table> <p>(In August 2018 we began outsourcing the processing of Utility Bills and therefore this number will be much smaller as we are no longer processing in house)</p>	Month of June, 2019	Current	YTD	Monthly Revenue (all funds)	\$ 1,535,852	\$ 24,449,743	Monthly Revenue (general fund)	\$ 442,569	\$9,863,050	Monthly expenses amount (all funds)	\$ 2,298,724	\$24,382,629	Monthly expenses (general fund)	\$ 768,195	\$ 8,696,402	# of Accounts Payable Checks issued:	182	2,372	# of Payroll Checks/AP issued:	163	1,802	Monthly Payroll expenses:	\$ 852,476	\$ 10,421,989	# of Water accounts billed:	4,821	57,168	# of LID accounts billed:	3	53	Pieces of mail processed	487	12,727	Electronic Utility Payments Received	2,431	26,879	# of NSF checks the City received:	9	51	Finance
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24	Updated July 23, 2019	Springbrook Software access updates to include more employees and departments	2. Access is being created by groups which is a new concept to the current access set up which is for Finance only. Allowing access to department personnel will allow each department to view real time information and give the ability to print reports for themselves as needed. There will be education provided to departments on how to use. Security and user permissions have been set up in the system. A user guide is currently being created and ESD	Finance																																							

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			has been notified to create access to Springbrook for those that don't already have it. IT is currently working to give access to those who are approved and education has begun on how to use.	
25	No Change June 11, 2019	Employee Self Service (ESS)	Currently City Hall and Library employees enter their time worked, on line, through ESS. Currently working with the Fire Department to incorporate on line time entry in ESS with Fire Department Employees. We are scheduled for a webinar to view a module that may help with this.	Finance
26	Updated July 23, 2019	Software upgrade	We are working with Springbrook Software to identify our custom code. Once this is completed, we will be able to determine which upgrade level we will move to. It has been determined that we will not be able to remove all custom code due to the Utility Reading System. A request to a software upgrade has been made and we are awaiting the system requirements and quote. All quotes have been received and workorders have been placed for both the hardware and software.	Finance
27	Updated July 23, 2019	Transient Lodging Tax Ordinance	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st draft has been completed and passed on for another review.	Finance
28	No Change July 23, 2019	Annual Audit	The annual audit has been scheduled for October 7 – 11, 2019 for FY 2018-19. Preliminary field work was completed on June 24 and 25.	Finance
29	No Change July 1, 2019	Law Enforcement Data System (LEDS)	Municipal Court Clerk will be receiving education on accessing the LEDS system. Dispatch will no longer be providing the necessary information for us to obtain driving record information for the Municipal Judge. LEDS recently implemented changes that no longer allow dispatch to provide this information to us.	Finance
30	Updated August 8, 2019	Response Statistics	July 1, 2019 – July 31, 2019 <ul style="list-style-type: none"> • Total Calls: 239 YTD: 1496 • Medical: 188 • Fires/other: 42 • MVC: 9 	Fire
31	Updated August 8, 2019	Fire Code Inspections/Fire Prevention Activities	July 1, 2019 – July 31, 2019 Inspections/Activities: <ul style="list-style-type: none"> • Plan Reviews: 2 • Inspections: 0 	Fire
32	Updated August 8, 2019	Staffing	We are in process of hiring 2 FF/EMTs, which should be completed by August 21st. We have given conditional offers to 2 FF/Paramedic candidates that accepted and then both withdrew. We are still needing to fill 2 vacant FF/Paramedic position with the anticipation of 1 more vacancy soon. One of our recent retirees has been re hired part time to help cover shortage.	Fire
33	No Change May 7, 2019	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire

Item	Date of Change in Status	Item	Comments	Department																					
34	Updated August 8, 2019	Wildland Fire Interface Report to City Council	Coordinating with Parks department and other Volunteers to distribute flyers.	Fire																					
35	Updated August 8, 2019	Child Safety Seat Installations and Bicycle Helmets	<ul style="list-style-type: none">(3) Families instructed in proper car seat installation with,(1) being provided with reduced price child safety seats.(1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.	Fire																					
36	No Change May 7, 2019	Multi-Disciplinary Team Meeting	Participated in (1) Multi-Disciplinary Team meetings.	Fire																					
37	Updated August 8, 2019	Traffic School	<ul style="list-style-type: none">(9) Students at a revenue of: 450.00	Fire																					
38	Updated August 8, 2019	Station Tours	<ul style="list-style-type: none">(5) Station tours given/ with 11 total people.	Fire																					
39	Updated August 8, 2019	PR Events	<ul style="list-style-type: none">Provided breakfast to approx. 200 people at station during crazy days.Fire Chief assisted in judging crazy days car show.	Fire																					
40	Updated August 8, 2019	Public Education	<ul style="list-style-type: none">(0) Extinguisher class, 0 students.	Fire																					
41	No Change July 10, 2019	Apparatus AFG Grant No result, TBA	<ul style="list-style-type: none">Awaiting grant results.	Fire																					
42	Updated July 31, 2019	Current Recruitments	<ul style="list-style-type: none">Library Director Position reposted. Final Interviews scheduled for 8/13/19 – 1 Position.Firefighter Paramedic Applications – Interviews/Testing – Pending job applications.Firefighter Positions Posted. Two offers made. – 2 PositionsCode Enforcement Position posted. Background in process. – 1 Position911/Tele. Tech. Posted. Background in process. – 1 PositionSergeant Position posted – 1 Promotion.Police Officer Position posted – 1 position.	Human Resources																					
43	No Change August 8, 2019	Literacy Center	<ul style="list-style-type: none">We are gathering applications and arranging for tutors to serve all who wish to have one on one time. Drop ins and unstructured times always available. Hours will be 10 to 2 until August	Library																					
44	Updated August 8, 2019	Page Turners Book Club	<ul style="list-style-type: none">Page Turners book club for adults meets Tuesday, August 13 at 1:00 pm in the Archives Room. The book for August is <i>Killers of the Flower Moon</i> by David Grann, a true story of greed, crime, and the beginning of the FBI as it investigated a conspiracy against the Osage tribe in Oklahoma in the 1920's.	Library																					
45	Updated August 8, 2019	Statistics	<table><tr><th>Current Month</th><th>Last Month</th><th></th></tr><tr><td>10,969</td><td>10,815</td><td>Circulation</td></tr><tr><td>24,495</td><td>22,010</td><td>Door count</td></tr><tr><td>17,548</td><td>17,484</td><td>Card holders</td></tr><tr><td>98</td><td>56</td><td>Overdue notices</td></tr><tr><td>1,778</td><td>1,697</td><td>Library2Go e-books &e-audio</td></tr><tr><td>5</td><td>3</td><td>Events in community room</td></tr></table>	Current Month	Last Month		10,969	10,815	Circulation	24,495	22,010	Door count	17,548	17,484	Card holders	98	56	Overdue notices	1,778	1,697	Library2Go e-books &e-audio	5	3	Events in community room	Library
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Item	Date of Change in Status	Item	Comments	Department															
			<table><tr><td>0</td><td>7</td><td>Adult program attendance</td></tr><tr><td>383</td><td>247</td><td>Children's program attendance</td></tr><tr><td>12</td><td>11</td><td>Teen program attendance</td></tr><tr><td>58</td><td>64</td><td>Volunteer hours</td></tr><tr><td>1,073</td><td>976</td><td>Total Sage ILL</td></tr></table>	0	7	Adult program attendance	383	247	Children's program attendance	12	11	Teen program attendance	58	64	Volunteer hours	1,073	976	Total Sage ILL	
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46	Updated August 8, 2019	Children's/Young Adults	<ul style="list-style-type: none">• The 2019 Summer Reading Program, "A Universe of Stories," is here! Space-themed family movies, a hands-on museum event, downtown puppet scavenger hunt, and a LEGO Competition are all part of this year's program. The Summer Reading Program runs from June 4-July 25 and has three age ranges, for ages 0-5, 5-12, and 12-19. For updates visit our Facebook page, La Grande Summer Reading Program. Summer Reading Program registration is not required to participate in events.• The LEGO Competition is Thursday, July 18 at 10:30; LEGO blocks are provided.• Children from newborn to age five may be signed up for the Dolly Parton Imagination Library free book program at the library. Children will receive an age-appropriate book mailed to their home in their name every month until they reach age 5.• The final Family Movie Night for the summer is on Wednesday, August 7 at 10:30 a.m. Popcorn is provided.• Toddler time is held on Mondays at 10:20 a.m. for children ages 14 months to 4 years and their caregivers.• Baby Tot Bop program for children 3 years old and under is held Friday mornings at 10:30 am. <p>Teen Writing Circle will continue in July, meeting on Thursdays July 11 and July 25, at 4:00 p.m.</p> <p>Teen Book Club will meet on Tuesday, July 16. This is a free activity for teens. Middle school book club meets at 10:00 am. High school book club meets at 11:00 am.</p> <ul style="list-style-type: none">• Teen programs will return this Fall. Teen events are open to youth in middle and high school.• Digital audiobooks and e-books are available with a library card on two apps: Overdrive and Libby. Perfect for young readers, Libby is a kid-friendly format. Both apps are free and can be used by logging in with a library barcode and password. Contact the library for a password if needed.	Library															

Item	Date of Change in Status	Item	Comments	Department
47	Updated August 8, 2019	Adult Programs	<ul style="list-style-type: none"> In August the Library will be hosting the exhibit "Anywhere But Here." Provided by the Fair Housing Council of Oregon, this exhibit explores the history of housing discrimination in Oregon, and the State and Federal laws currently in place to prevent discrimination. A special storytime on Tuesday, August 20, at 11:00 am will tie into the display's message. Feeling crafty? Need inspiration? Check out CreativeBug, an online platform with over 1,000 classes, from cupcake decorating to planner design, they also have activities themed for the Summer Reading Program. Click the link on our website, cityoflagrande.org/library and login with your library barcode and password. 3D printing is now available. Contact Ryan at the library or email rmcginnis@cityoflagrande.org for details. Check out a video of the printer in action on our Facebook page. Four book club kits are now available for patron check out to use in their own book clubs, each with 7 to 10 copies of a title and a sheet of questions. Upcoming programs for adults starting in September include Meditation on Wednesdays at 5:15 p.m., beginning September 4; Ballet Basics on Tuesdays at 12:10 pm beginning September 10; and Foreign Film Friday, beginning September 13. Films will now start at 4:00 p.m. <p>New Gamer Club is being organized at the Library for Gamers ages 13 to adult. Club will form around interests of participants. First get-together will be Saturday, July 20, at 1 p.m., to talk about types of games, meeting frequency and other organizing plans. If you have questions, contact Ryan at the Library.</p>	Library
48	Updated August 9, 2019	Parks Maintenance Update	<ul style="list-style-type: none"> Applied mulch to Island Avenue Strip, Birnie Park Finished Library Landscape project with final shrub plantings and irrigation. Finished front pool landscaping including river rock and shrubs. Applied fertilizer and herbicide to several parks. Pruned spruce tree and cleaned out shrub beds at Max Square including mulching beds. Replaced approximately 24 sprinkler heads. 	Parks & Rec-Maintenance
49	No Change June 30, 2019	Welcome Sign Improvements	<ul style="list-style-type: none"> Removed shrubs at the La Grande welcome sign and replaced with perennial flowers and decorative bark. La Grande Rotary may be interested in repainting the sign. Staff is currently getting bids for that. 	Parks & Rec-Maintenance

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50	No Change May 10, 2019	Recreation Center	<ul style="list-style-type: none">The Committee met with the owners of Grande Ronde Fitness to see about a possible partnership. They offered sale of the property for the tax assessed value. Other options are still being explored.	Parks & Rec-Admin															
51	Updated August 5, 2019	Current Greenway Easement	<ul style="list-style-type: none">The City has an easement for a small segment of the existing Greenway and have reached agreement with the property owner to transfer City property for the portion of the easement that is being used for the trail.The current owner has continued to use a portion of the easement resulting in conflicts. By transferring the property this should resolve the conflicts.Staff has received notice of the revised Property Line Adjustment Deed and has authorized the City Attorney's office to prepare the final draft for signatures once the County approves the transfer.	Parks & Rec-Admin															
52	Updated August 5, 2019	Pioneer Park Concessions Grant	<ul style="list-style-type: none">The exterior has been painted and the roof should be complete by the end of the week. Up next – electrical and indoor construction.	Parks & Rec-Admin															
53	Updated August 6, 2019	Pool Statistics June 2019 Note: These are still June statistics in order to give the Finance Department time to calculate revenue.	<table><tr><td></td><td>FY 17-18 (thru June)</td><td>FY 18-19 (thru June)</td></tr><tr><td>ATTENDANCE</td><td>4346</td><td>3744</td></tr><tr><td>FY TO DATE</td><td>39440</td><td>39164</td></tr><tr><td>REVENUE</td><td>24,241</td><td>20,407</td></tr><tr><td>FY TO DATE</td><td>181,207</td><td>185,143</td></tr></table>		FY 17-18 (thru June)	FY 18-19 (thru June)	ATTENDANCE	4346	3744	FY TO DATE	39440	39164	REVENUE	24,241	20,407	FY TO DATE	181,207	185,143	Parks & Rec-Aquatics
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54	Updated August 6, 2019	Pool Programs Update	<ul style="list-style-type: none">The annual Doggy Splash event will take place in the outdoor splash pool on August 24th before the pool is closed for the season.Staff is preparing for the Fall Activities Guide and fall programs.	Parks & Rec-Aquatics															
55	Updated August 6, 2019	Pool Maintenance	<ul style="list-style-type: none">Annual maintenance closure is scheduled for Sept. 14-22 items to be done are as follows<ul style="list-style-type: none">Tile, Stainless steel and grates around pool will all be cleanedStart on front entrance remodelDrain, clean, and refill both indoor pools.A new chlorinator will be hooked up for the lap poolAll concrete is hosed, bleachers cleaned, floors in locker room scrubbed.General house cleaning	Parks & Rec-Aquatics															
56	Updated August 2, 2109	Recreation Program Update	<ul style="list-style-type: none">Summer is now 2/3 over! This summer, 34 different camps, sports, events, concerts, and excursions are being offered and we are busier than ever. All of our summer programs can be found at lagrandeparks.org.This year's summer concert series kicked off July 2nd. Concerts are held every Tuesday at the park from 6:00 – 8:00pm until August 20th.The Morgan Lake Regatta was July 27th from 6-8pm. Rock and Harmony played the Regatta this year and drew the best crowd so far!Lemonade Day was a success! This is new	Parks & Rec-Recreation															

Item	Date of Change in Status	Item	Comments	Department																																										
			<p>program was ran with the help of the Economic Development Director. Children learned to build and operate their own businesses: a lemonade stand. Each of the 4 stands sold their Lemonade at Crazy Days on July 20th. All 8 campers got to take home a significant amount of profit as each stand made between \$80-\$100 after paying back their Community Bank micro loan.</p> <ul style="list-style-type: none">As summer winds down, Staff is working on revamping our Fall offerings. Be looking for the Fall Activity Guide, coming soon!																																											
57	Updated August 7, 2019	Urban Forestry Update	<ul style="list-style-type: none">Responded to eighteen questions/concerns from the community regarding street tree removal permits, the beautification awards program, pesticide applicators, commercial tree services, tree pruning, tree health, volunteer opportunities and nuisance complaints.Set up information table about the LGWUI committee and the CLFC at the ODF/USFS Union County Fair booth.July Facebook posts included the spring Beautification Awards announcements and information on summer tree watering.	Parks & Rec- Urban Forestry																																										
58	Updated August 7, 2019	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Worked with Urban Forest Metrix to download the street tree inventory onto tablet and learn the software application.	Parks & Rec- Urban Forestry																																										
59	No Change July 9, 2019	Wildland Urban Interface Committee	<ul style="list-style-type: none">A brochure was sent out with all City water bills in July and theater ads have been purchased that will show at the indoor and outdoor theaters in town.	Parks & Rec- Urban Forestry																																										
60	Updated August 7, 2019	June Urban Forestry Statistics	<table><tr><td>July 1, 2019 – July 2019</td><td>July</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Park Trees Planted</td><td>1</td><td>11</td></tr><tr><td>Street Trees Removed</td><td>7</td><td>7</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>0</td></tr><tr><td>Street Trees Pruned</td><td>37</td><td>37</td></tr><tr><td>Park Trees Pruned</td><td>12</td><td>12</td></tr><tr><td>Community Responses</td><td>18</td><td>18</td></tr><tr><td>Nuisance Responses</td><td>5</td><td>5</td></tr><tr><td>Field/Tree Evaluations</td><td>13</td><td>13</td></tr><tr><td>Ordinance Enforcement</td><td>0</td><td>32</td></tr><tr><td>Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>1</td><td>1</td></tr><tr><td>Volunteer Hours</td><td>6</td><td>6</td></tr></table>	July 1, 2019 – July 2019	July	YTD	Street Trees Planted	0	0	Park Trees Planted	1	11	Street Trees Removed	7	7	Park Trees Removed	0	0	Street Trees Pruned	37	37	Park Trees Pruned	12	12	Community Responses	18	18	Nuisance Responses	5	5	Field/Tree Evaluations	13	13	Ordinance Enforcement	0	32	Tree Service Permits	0	0	Site Plan Reviews	1	1	Volunteer Hours	6	6	Parks & Rec- Urban Forestry
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61	No Change June 10, 2019	Notable Projects Approved	<ul style="list-style-type: none"><u>16th Street – 55+ housing development:</u> GCT Land Management is constructing a senior housing project that includes 8 single-family homes (one-story) and 22-24 condominiums (2-story).<u>Russell Avenue, near Spruce Street – Veteran Village tiny home development:</u> GCT Land Management is constructing a 10 unit tiny home development in partnership with Veteran Affairs.	Planning																																										

Item	Date of Change in Status	Item	Comments	Department																																			
62	Updated August, 14, 2019	Calendar YTD Planning Statistics	<table> <tr> <th></th><th><u>July 2018</u></th><th><u>July 2019</u></th><th><u>FY 18-19</u></th><th><u>Current FY 19-20</u></th></tr> <tr> <td>Land Use Apps</td><td>4</td><td>1</td><td>52</td><td>1</td></tr> <tr> <td>Zoning Approvals</td><td>7</td><td>1</td><td>50</td><td>1</td></tr> <tr> <td>New Business Permits</td><td>0</td><td>2</td><td>25</td><td>2</td></tr> <tr> <td>Revenue (Land Use Fees)</td><td>\$1455</td><td>\$25</td><td>\$11875</td><td>\$25</td></tr> <tr> <td>Revenue (Zoning Approval)</td><td>\$200</td><td>\$25</td><td>\$1150</td><td>\$25</td></tr> <tr> <td>Revenue (Parks SDC)</td><td>\$525</td><td>\$0</td><td>\$8425</td><td>\$0</td></tr> </table>		<u>July 2018</u>	<u>July 2019</u>	<u>FY 18-19</u>	<u>Current FY 19-20</u>	Land Use Apps	4	1	52	1	Zoning Approvals	7	1	50	1	New Business Permits	0	2	25	2	Revenue (Land Use Fees)	\$1455	\$25	\$11875	\$25	Revenue (Zoning Approval)	\$200	\$25	\$1150	\$25	Revenue (Parks SDC)	\$525	\$0	\$8425	\$0	Planning
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63	No Change June 10, 2019	Housing Needs Analysis (HNA)	<p>The City of La Grande was identified as being a severely rent burdened city, which qualified the City for a State funded project to conduct a Housing Needs Analysis (HNA). This analysis has commenced and is being conducted by FCS Group, which are consultants based in Lake Oswego. The conclusions of this analysis will be incorporated the City's Goal 10 (housing) Chapter of the La Grande Comprehensive Plan. The HNA will inventory the City's housing stock and identify the surpluses and deficits in the various housing types within the City.</p> <p>The project is nearly complete with the final documents under review for acceptance by the Oregon Department of Land Conservation and Development (DLCD).</p> <p>On May 20, 2019, the draft final report was presented to the City Council during a Work Session. The Consultant presented findings showing that the City has a large surplus of single-family residential zoned lands, but approximately a 14 acre deficit of multi-family (R-3) zoned land over the next 20 year planning horizon. These findings were based on a slightly progressive analysis that took into consideration "pent up demand" which is a perceived need based on public and agency input received and based on their experiences.</p> <p>In DLCD's review of the final report, DLCD rejected the "pent up demand" justification and requires that a more factual approach be used, as required by State law, based on actual studies and physical data. The consultants have modified the final report as required by DLCD, removing the "pent up demand" which continues to results in the City having a need for more multi-family residential development, but the City has surplus of residentially zoned land in all residential categories. The significance and importance of this</p>	Planning																																			

Item	Date of Change in Status	Item	Comments	Department
			<p>finding is that the City will not be required to pursue rezoning immediately in conjunction with the adoption of this report.</p> <ul style="list-style-type: none"> Moving forward, for the next phase of this project, the City should focus on developing a strategic plan that includes possible solutions for satisfying the various housing needs within the City. 	
64	No Change May 13, 2019	2019 Sign Code Amendments	<p>Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together.</p> <p>Staff is currently working on preparing a new sign code for the City Council's consideration, which will require review by the City attorney. Public Hearings may begin as early as August 2019.</p>	Planning
65	No Change February 20, 2019	Code Amendments Floodplain Regulations	<p>As mentioned in past reports by Planning Staff, FEMA settled a lawsuit with National Marine Fisheries and other agencies regarding the protection of endangered species and salmon and steelhead habitat. The lawsuit upheld that the FEMA regulations for development within floodplains is inadequate for protecting endangered species according to the Federal Endangered Species Act (ESA). In April 2016, the National Marine Fisheries issued a Biological Opinion (BiOp), along with Reasonable and Prudent Alternatives (RPA) for protecting habitat which FEMA is required to address in new regulatory requirements by Spring 2019. This deadline has recently been extended by 3 years, until October 2021.</p> <p>Based on this extended timeline, the Planning Department is holding off on drafting new floodplain regulations until FEMA provides clarity and direction on how to proceed.</p>	Planning
66	No Change April 11, 2019	Taylor Creek Floodplain Mapping	<ul style="list-style-type: none"> PW Staff met with Anderson Perry to review the model with the integration of the Taylor Creek data from the Corp of Engineers. Identification of the boundary between the two models was refined, and some projects that could be completed prior to submission to FEMA were communicated to PW. AP anticipates being prepared to submit the updated model and resulting flood map in August of 2019. A work session with the City Council to present and discuss the updated Storm Water Master Plan and changes to the floodplain will be scheduled at that time. 	Planning/ Public Works
67	No Change September 14, 2018	Operations Division Statistics	Statistic gathering has been temporarily suspended due to lack of dispatch staffing.	Police
68	New Item August 13, 2019	Staffing	We currently have a vacant dispatch position and a vacant Code Enforcement position to fill and have begun the hiring process for an upcoming officer opening in operations due to retirement.	Police

Item	Date of Change in Status	Item	Comments	Department
69	Updated August 2, 2019	Detective Division abuse statistics and street crimes <i>The abuse cases are mostly DHS referred cases and not all of them require further investigation</i> <i>Monthly cases reported are new cases.</i>		Police
			JULY 19	
			YTD	
			Physical Abuse Cases	
			3	
			44	
			Sexual Abuse Cases	
			6	
			44	
			Neglect cases- (also includes children exposed to drug activity and dirty homes)	
			25	
			151	
70	Updated Aug 2, 2019	Communications Division Statistics	Domestic Violence	Police
			2	
			10	
			Total number of Child Abuse cases	
			36	
			242	
			Total number of Senior and People with disabilities reports	
			1	
			4	
			Total number of Domestic Violence and SART cases	
			4	
			38	
71	Updated Aug. 2, 2019	July 2019 Training	Total number of death cases	Police/Comm
			0	
			6	
			Miscellaneous Cases	
			1	
			27	
72	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.		Police
			JULY 19	
			YTD	
			Traffic/Air	
			486	
			2,753	
73	No Change September 1, 2018	Jefferson Street Truck Route	All Calls	Public Works
			2632	
			15,958	
			Legitimate 911 calls for service	
			415	
			2321	
74	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	Case Reports LGPD/UCSO	Police
			210	
			1288	
75	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	OPERATIONS TRAINING:	Police
			• The SWAT team had a four-hour block of training.	
			• Detectives Harris and Graffunder attended a 1-day training on Human Trafficking	
			• Lt. Bell attended the CIS 2019 Public Safety Conference in Redmond	
			COMMUNICATIONS TRAINING:	
			• Comm. Specialist Cribbs attended a 3-day Field Training & Evaluation Program training in Pendleton	
76	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	• One new dispatcher began her 3-week Basic academy training on July 29, 2019.	Police
77	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	Type of Crime	Police
			Oct. 18	
			YTD	
			Crimes against persons (assaults, robbery, sex crimes)	
			10	
			95	
78	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	Crimes against property (burglary, vehicle theft, NSF/acct. closed)	Police
			44	
			390	
			Crimes against society (drug laws, DUI, liquor laws, disorderly conduct)	
			18	
			198	
79	No Change December 11, 2018	Crime Statistics- These are the most recent stats available from the state. The state historically lags well behind on reports.	Traffic Crimes (DWS, Hit & Run, eluding, reckless driving)	Police
			10	
			66	
80	No Change September 1, 2018	Jefferson Street Truck Route	This project is on hold until funding is acquired. In the new STIP cycle, the grant funding model has been updated. The updated model does appear to be favorable for the truck route project, and staff will be working with ODOT to submit an application for the next cycle.	Public Works

Item	Date of Change in Status	Item	Comments	Department
74	Updated August 6, 2019	Street Maintenance	The street crew has patched the northwest corner of town, patched any remaining utility ditches, and completed some pothole repair. Painting is 75% complete. Weed spraying is continuing.	Public Works
75	Updated August 6, 2019	Wastewater Treatment Plant Screening Facility	The lifting rails are currently being completed. Garbage cans have been ordered. Electricity will be hooked up and tested this week.	Public Works
76	No Change July 10, 2019	Adams Avenue ADA Ramps	Staff is working in conjunction with local ODOT staff to complete exemptions for multiple ramps that will be included in the project. Due to existing obstructions and spacing, it has been found to be necessary to obtain exemptions to complete the project. If process is successful, work is anticipated to begin in the Fall.	Public Works
77	No Change April 11, 2019	Otten Drive Turn Around Construction	ODOT is completing a feasibility study on the construction of a turnaround at the base of Otten Drive to pull truck traffic away from the roadway during inclement weather shutdowns of the Interstate. Truck stacking has caused multiple problems for State workers as well as the residence living on Otten Drive. The City will be working with ODOT to review available options and determine whether or not the project will move forward.	Public Works
78	Updated August 13, 2019	Quiet Zone ASM/SSM Construction	Construction of the roadway channelization devices has been completed. Crews are working on placing the truncated dome strips and anticipate completion on Wednesday, August 14, 2019. Sign will be installed by August 19, 2019, and the lights on the drop arm on Cherry Street is being coordinated with UPRR.	Public Works
79	No Change September 13, 2018	Assistant Public Works Director Job Description and Recruitment	This job description is being updated by Public Works Staff. It is anticipated that recruitment to fill the position will begin soon.	Public Works
80	No Change July 10, 2019	Water Meter Reading System	Crews have focused efforts on one of the larger routes in the City in an effort to move it from construction to maintenance. Currently, the route which consists of over 800 meters has less than 10 to replace. Following completion of this route the crews will move focus to a new route. Staff had Ferguson on site for additional training on diagnostic tools available within the software, and continues to develop knowledge and processes within the program.	Public Works
81	No Change September 1, 2018	Public Works Superintendent Job Description Revision	These job descriptions are being updated and are under review by City Manager Staff.	Public Works
82	Updated August 13, 2019	Safe Route to Schools Grant	James Challis Construction is on site and anticipates completion of the project will be completed on schedule.	Public Works
83	Updated August 6, 2019	STP Roadway Project: North Willow (Cove Ave to Island Ave)	This project is in the process of being paved.	Public Works
84	No Change April 11, 2019	Water System Optimization Cohort	Workshop No.3, which was held on March 28 th in Richland, Washington, was attended by two members of PW Staff. At the workshop the City was given access to Sensei, which is the power consumption tracking software that will be used for program. This marks the beginning of the conservation tracking that will be used to determine the City's rebate check amount.	Public Works
85	Updated	CMAQ Roadway Projects	The street crew has applied dust oil to the roadways that	Public Works

Item	Date of Change in Status	Item	Comments	Department
	August 6, 2019		were proposed under the grant. The City has received approval from the State and it has been forwarded to FHWA.	
86	No Change September 14, 2018	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The annual Sidewalk LID program sent out approximately 170 letters in Region 5 this year and has received approximately ten (10) requests for estimates. The City-Wide Concrete Contractor is in process of completing these projects. We will be accepting requests for estimates through October 1 st , and anticipate receiving a few more before the cutoff date.	Public Works
87	Updated August 6, 2019	Implementation of Geographic Information Systems (GIS) at Public Works	Sewer staff was trained on July 24. Additionally, maintenance tracking apps have been completed for the hydrant system. The annual hydrant flushing program will begin in the next few weeks and data will begin to be entered in to the program.	Public Works
88	Updated August 6, 2019	STIP Roadway Safety Projects	<p>ODOT is working with Union County to establish a construction easement at the Senior Center to aid in the construction of the project. The easement would allow access to areas that will provide adequate equipment space, and create an onsite laydown area</p> <p>Materials were ordered on July 30.</p>	Public Works
89	New Item August 6, 2019	Lift station Improvements	The wastewater crew is adding an air ozone blower to the East H Avenue lift station. This will remove grease, odor, and H ₂ S from the lift station.	Public Works
90	New Item August 6, 2019	Tule Lake	Tule Lake will be shut down until approximately September 15 due to low flows. The Treatment Plant is able to evaporate all effluent at this time.	Public Works
91	New Item August 6, 2019	Street User Fee	The street crew will begin reconstruction of I Avenue from 12 th Street to 14 th Street the week of August 12 using Street User Fee funds.	Public Works
92	New Item August 6, 2019	Broken Water Main	The water crew will be fixing a broken water main in Morgan Lake Road starting this week. This mainline originates in Beaver Creek.	Public Works
93	New Item August 6, 2019	Beaver Creek	Staff is contracting with a lab out of Seattle to do water sampling for one year in order to identify potential contaminants from surface water to better evaluate the proper size of water treatment plant necessary to bring the Beaver Creek back online.	Public Works

July 2019 Monthly Statistics – Building Department

	TOTAL PERMITS	TOTAL PERMIT FEES	TOTAL PLAN REVIEW FEES	TOTAL VALUATION
City of La Grande Building Permits:	10	\$ 4,719.40	\$ 2,523.95	\$ 660,617.16
Union County Building Permit:	14	\$ 14,739.00	\$ 11,451.65	\$ 2,352,824.17
			\$ 13,975.60	\$ 3,013,441.33
City of La Grande Manufactured Homes Permit	0	\$ -		
Union County Manufactured Homes Permits	0	\$ -		
City of La Grande Mechanical Permits	14	\$ 185.00		
Union County Mechanical Permits	21	\$ 1,747.00		
City of La Grande Plumbing Permits	10	\$ 931.50		
Union County Plumbing Permits	15	\$ 6,292.50		
City of La Grande Electrical Permits	11	\$ 2,010.00		
Union County Electrical Permits	1	\$ 3,740.00		
City of La Grande Demolition Permits	0	\$ -		
Union County Demolition Permits	0	\$ -		
AG Exempt permits	4			
TOTALS:	100	\$ 34,364.40	\$ 13,975.60	
			\$ 34,364.40	
			\$ 48,340.00	
Fiscal Year Running Totals:	100	\$ 34,364.40	\$ 13,975.60	