



# CITY of LA GRANDE

## THE HUB OF NORTHEASTERN OREGON

### MONTHLY REPORT August 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 September 16, 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"> <li>Partnering with OTEC and Golden Shovel to develop and implement new Economic Development Website. Participated in conference call to outline website components.</li> <li>Will continue to discuss Comprehensive Plan changes.</li> <li>Overseeing process for listing agent selection for Business Park. We are working with UCEDC to hire one listing agent for both properties. Selected listing agent for Business Park.</li> <li>Continuing to work with a re-location client on finding location. This may require an update to zoning code. Looking at zoning options to accommodate this business.</li> <li>Working with Building and Planning to ensure that Brickyard Lanes is moving forward with required project components. Building Department conducted site visit.</li> <li>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.</li> <li>Received approval from LGMSD Board and NEOEDD to partner on a Business Plan Competition for the Lottes Building.</li> <li>Met with form JC Penney building stakeholders to conduct planning meeting. Received approval to start pursuing pop-up businesses for this space.</li> </ul>	Economic Development

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			<ul style="list-style-type: none"> <li>• 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.</li> <li>• Collaborated with Public Works and Union County to submit proposal for Business Oregon lead.</li> <li>• Conducted three meetings with potential new businesses.</li> </ul> <p><b><u>Retail Development Project:</u></b></p> <ul style="list-style-type: none"> <li>• Partnering with La Grande Main Street Downtown Business Development Committee to conduct an inventory of available downtown retail space.</li> <li>• 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.</li> </ul> <p><b><u>La Grande Main Street Downtown</u></b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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."</li> <li>• Continue to collaborate with Rotary so that next year's event will be a "Clean up and Beautification" day.</li> <li>• Chair, LGMSD Design Committee and facilitated creation of project list.</li> <li>• Work with Main Street for implementation of the Façade Grant Program.</li> <li>• Drafted and filed annual report for Oregon Main Street Grant – Pennington Project.</li> </ul> <p><b><u>Entrepreneur Center/Entrepreneurial Development</u></b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Working with Business Oregon on Community Development Block Grant.</li> <li>• Conducted planning for Ignite fall workshops with NEOEDD.</li> <li>• Partnering with LGMSD and Chamber on Hot Topics sessions.</li> </ul>	

Item No.	Date of Change in Status	Item	Comments	Lead Department
			<ul style="list-style-type: none"> <li>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.</li> <li>Received notification that Ignite was part of group of Oregon Entrepreneurial/Co-Working Centers selected for funding from the Ewing Marion Kauffman Foundation! (This is the leading foundation in Entrepreneurial research and funding).</li> <li>Ignite received a grant from US Bank.</li> </ul> <p><b>Urban Renewal Programs:</b></p> <ul style="list-style-type: none"> <li>Draft Grant Agreements for 2019/2020 CFP and met with award recipients to review.</li> <li>Continued working with CFP awardees regarding project questions and funding.</li> <li>Processed Final Close Out for Kehr Chiropractic and Crossfit.</li> <li>Closed out grants for Direct Music Source, BR Office Condominiums and Countertop Solutions.</li> </ul>	
3	No Change June 18, 2019	General Fund Capital Improvements: Identity funding sources and strategy to address major capital needs including but not limited to the Library Roof and the Police Department.	The 2019-2020 Budgets that were adopted by the 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.	City Manager
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 September 16, 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

#### September 26 – 28 LOC Annual Conference

Wednesday, October 2	REGULAR SESSION
Monday, October 21	WORK SESSION Storm Water Plan Update
Monday, November 4	WORK SESSION Urban Renewal Training
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 TENTATIVE: Visioning
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

**2020**

**Wednesday, January 1**

**HOLIDAY**

**Monday, January 6**

**WORK SESSION**  
**Audit Report**

**Wednesday, January 8**

**REGULAR SESSION**

**Monday, January 13**

**WORK SESSION**  
**Tentative: URAC**  
**Composition/Role**

**Monday/Tuesday, January 27 & 28**

**RETREAT**

*Additional topics with dates to be determined: ATV use on City Streets, New Targeted URA Project Program, Police Department Building, Urban Fire Interface*

Item	Date of Change in Status	Item	Comments	Department																																																																
1	Updated Sept. 5,2019	Monthly activity (August)	<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>14</td><td>\$3,399.00</td><td>\$1,478.55</td></tr><tr><td>UC Building:</td><td>14</td><td>\$16,011.00</td><td>\$12,701.55</td></tr><tr><td>City of LG MFH</td><td>1</td><td>\$450.00</td><td></td></tr><tr><td>UC MFH</td><td>3</td><td>\$1,350.00</td><td></td></tr><tr><td>City of LG Mechanical</td><td>10</td><td>\$1,105.00</td><td></td></tr><tr><td>UC Mechanical</td><td>32</td><td>\$2,715.50</td><td></td></tr><tr><td>City of LG Plumbing</td><td>12</td><td>\$2,322.00</td><td></td></tr><tr><td>UC Plumbing</td><td>9</td><td>\$3,974.50</td><td></td></tr><tr><td>City of LG Electrical</td><td>26</td><td>\$5,777.00</td><td></td></tr><tr><td>UC Electrical</td><td>35</td><td>\$4,896.00</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>7</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>163</td><td>\$42,000.80</td><td>\$14,180.10</td></tr><tr><td>Fiscal Year Running Totals:</td><td>263</td><td>\$76,365.20</td><td>\$28,155.70</td></tr></table>	Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	14	\$3,399.00	\$1,478.55	UC Building:	14	\$16,011.00	\$12,701.55	City of LG MFH	1	\$450.00		UC MFH	3	\$1,350.00		City of LG Mechanical	10	\$1,105.00		UC Mechanical	32	\$2,715.50		City of LG Plumbing	12	\$2,322.00		UC Plumbing	9	\$3,974.50		City of LG Electrical	26	\$5,777.00		UC Electrical	35	\$4,896.00		City of LG Demolition	0	\$0.00		UC Demolition	0	\$0.00		AG Exempt permits	7			TOTALS:	163	\$42,000.80	\$14,180.10	Fiscal Year Running Totals:	263	\$76,365.20	\$28,155.70	Building
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			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 garbage services are provided by Waste Pro under an outdated but still valid Franchise Agreement. We have provided Waste Pro comments/minor revisions to a proposed revision that was reviewed by the City Attorney and are hoping to conduct a first reading of the Ordinance at the October Council meeting, assuming the revisions are acceptable.	City Manager																																																																
			Draft policy has been developed and provided to the Department Directors for an initial review. We are planning a working meeting with the Directors on September 19 <sup>th</sup> to make revisions. Once the draft is complete, we will work with bargaining groups prior to adoption.	City Manager																																																																
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.	District Manager																																																																			
The Agreement includes the CLIENTS—Market Place																																																																				

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			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 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.	
6	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
7	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
8	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
9	Updated September 13, 2019	System Development Charges/Water and Sewer Connection Fee Review	The City Council met with the Staff in a Work Session to discuss the existing methodology for assessing water and sewer connection fees and potential revisions that could be made. Staff will do additional research before moving forward with any changes. Also discussed were needed revisions to the Sewer Ordinance and Fee Resolution that will be presented to the City Council for consideration in the near future.	City Manager
10	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
11	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
12	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
13	No Change November 20, 2018	Union Dues Court Case	Due to a recent Supreme Court Ruling regarding employers deducting union dues from paychecks, the 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	City Manager

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			<p>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>																																																																							
14	No Change July 31, 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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			2017		Imp.	award																																									
			Pennington 2017	1106 Adams	Rehab	\$140,000 award \$50,000 remaining	In process																																								
			Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 award \$40,050 remaining	In Process																																								
16	Updated September 12, 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					Economic Development																																							
17	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																																							
18	No Change June 6, 2019	Retail Development Program	Reported Above					Economic Development																																							
19	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																																							
20	Updated September 5, 2019	Statistics	<table><tr><td>Month of July, 2019</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$ 1,713,357</td><td>\$ 1,713,357</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$ 380,711</td><td>\$ 380,711</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$ 2,263,532</td><td>\$ 2,263,532</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$ 1,025,313</td><td>\$ 1,025,313</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>213</td><td>213</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>162</td><td>162</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$ 1,134,344</td><td>\$ 1,134,344</td></tr><tr><td># of Water accounts billed:</td><td>4,829</td><td>4,829</td></tr><tr><td># of LID accounts billed:</td><td>23</td><td>23</td></tr><tr><td>Pieces of mail processed</td><td>487</td><td>487</td></tr><tr><td>Electronic Utility Payments Received</td><td>2,453</td><td>2,453</td></tr><tr><td># of NSF checks the City received:</td><td>8</td><td>8</td></tr></table>					Month of July, 2019	Current	YTD	Monthly Revenue (all funds)	\$ 1,713,357	\$ 1,713,357	Monthly Revenue (general fund)	\$ 380,711	\$ 380,711	Monthly expenses amount (all funds)	\$ 2,263,532	\$ 2,263,532	Monthly expenses (general fund)	\$ 1,025,313	\$ 1,025,313	# of Accounts Payable Checks issued:	213	213	# of Payroll Checks/AP issued:	162	162	Monthly Payroll expenses:	\$ 1,134,344	\$ 1,134,344	# of Water accounts billed:	4,829	4,829	# of LID accounts billed:	23	23	Pieces of mail processed	487	487	Electronic Utility Payments Received	2,453	2,453	# of NSF checks the City received:	8	8	Finance
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# of NSF checks the City received:	8	8																																													
21	No Change July 23, 2019	Springbrook Software access updates to include more employees and departments	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 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.					Finance																																							
22	Updated September 5, 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. Full time parks employees have been updated					Finance																																							

Item	Date of Change in Status	Item	Comments	Department
			to use ESS and the Fire Department will be reviewed after the software upgrade.	
23	Updated September 5, 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. IMESD and Springbrook are working together to work out Software/Hardware details and will notify us when this is complete.	Finance
24	No Change 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 <sup>st</sup> draft has been completed and passed on for another review.	Finance
25	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
26	Completed September 5, 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. Training has been received and three employees are certified to use the LEDS system for Municipal court.	Finance
27	New Item August 31, 2019	System for Award Management (SAM), DUNS	This is the government program to make the process of doing business with the government more efficient. (Grants). We currently have two DUNS numbers with different departments managing. City Manager Strope wants this program managed by the Finance department moving forward. Currently we are in the process of changing over the administrator to the Finance Director.	Finance
28	Updated September 4, 2019	Response Statistics	Aug 1, 2019 – Aug 31, 2019 <ul style="list-style-type: none"> <li>Total Calls: 222 YTD: 1719</li> <li>Medical: 162</li> <li>Fires/other: 50</li> <li>MVC: 10</li> </ul>	Fire
29	No Change August 8, 2019	Fire Code Inspections/Fire Prevention Activities	July 1, 2019 – July 31, 2019 Inspections/Activities: <ul style="list-style-type: none"> <li>Plan Reviews: 2</li> <li>Inspections: 1</li> </ul>	Fire
30	Updated September 4, 2019	Staffing	We have 2 new FF/EMT's on staff being trained, 1 FF/Paramedic in background and will be testing 1 more FF/Paramedic Sept. 13 <sup>th</sup> . With the Retirement of Devin Cornford on Sept 1, and the resignation of Rob Feik effective Sept. 11, we still have 3 FF/Paramedic positions to fill.	Fire
31	No Change May 7, 2019	Juvenile Fire Setter	1 - Intervention(s) conducted	Fire
32	Updated	Wildland Fire Interface	Crew participated in going door to door, talking to	Fire

Item	Date of Change in Status	Item	Comments			Department
	September 4, 2019		neighborhood households and handing out flyers.			
33	Updated September 4, 2019	Child Safety Seat Installations and Bicycle Helmets	<ul style="list-style-type: none"><li>(2) Families instructed in proper car seat installation with,</li><li>(0) being provided with reduced price child safety seats.</li></ul> (1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.			Fire
34	Updated September 4, 2019	Special Training	Aug 12 <sup>th</sup> , Participated in Mass Causality drill at the La Grande High school with partner agencies, LG Police, UC sheriff, LG rural, UC emergency management, LG school district, Imbler QRT, Elgin Amb, Cove QRT and GRH. Excellent Preparedness drill for all involved.			Fire
35	Updated September 4, 2019	Traffic School	Traffic school canceled this month			Fire
36	Updated September 4, 2019	Station Tours	<ul style="list-style-type: none"><li>(3) Station tours given/ with 18 total people.</li></ul>			Fire
37	Updated September 4, 2019	PR Events	Participated in Greenwood school parade			Fire
38	No Change August 8, 2019	Public Education	<ul style="list-style-type: none"><li>(0) Extinguisher class, 0 students.</li><li>.</li></ul>			Fire
39	No Change July 10, 2019	Apparatus AFG Grant No result, TBA	<ul style="list-style-type: none"><li>Awaiting grant results.</li></ul>			Fire
40	Updated September 11, 2019	Current Recruitments	<ul style="list-style-type: none"><li>Library Director Position - <a href="#">Conditional Job Offer Made</a> – 1 Position.</li><li>Firefighter Paramedic Applications – Interviews/Testing – Pending job applications.</li><li><b>Firefighter Positions Posted. Two offers made. – 2 Positions – 2 positions filled.</b></li><li><b>Code Enforcement Position posted. Position filled.– 1 Position</b></li><li>911/Tele. Tech. Posted. Background in process. – 1 Position</li><li>Sergeant Position posted – 1 Promotion.</li><li>Police Officer Position posted – 1 position.</li><li><a href="#">Safe Routes To School Program Coordinator posted – 1 position</a></li></ul>			Human Resources
41	No Change August 8, 2019	Literacy Center	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			Library
42	Updated September 12, 2019	Page Turners Book Club	<ul style="list-style-type: none"><li>Page Turners book club for adults <b>meets met</b> Tuesday, <b>August 13 September 10</b> at 1:00 pm in the Archives Room. The book for <b>August September</b> is <i>The Island of Sea Women</i> by Lisa See.</li><li><b>Killers of the Flower Moon</b> 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.</li><li>.</li></ul>			Library
43	Updated September 12,	Statistics	Current Month	Last Month		Library

Item	Date of Change in Status	Item	Comments	Department																																	
	2019		<table><tr><td>10,428</td><td>10,969</td><td>Circulation</td></tr><tr><td>22,247</td><td>24,495</td><td>Door count</td></tr><tr><td>17,598</td><td>17,548</td><td>Card holders</td></tr><tr><td>131</td><td>98</td><td>Overdue notices</td></tr><tr><td>1,746</td><td>1,778</td><td>Library2Go e-books &amp;e-audio</td></tr><tr><td>15</td><td>5</td><td>Events in community room</td></tr><tr><td>6</td><td>0</td><td>Adult program attendance</td></tr><tr><td>146</td><td>383</td><td>Children’s program attendance</td></tr><tr><td>12</td><td>12</td><td>Teen program attendance</td></tr><tr><td>8.5</td><td>58</td><td>Volunteer hours</td></tr><tr><td>1,054</td><td>1,073</td><td>Total Sage ILL</td></tr></table>	10,428	10,969	Circulation	22,247	24,495	Door count	17,598	17,548	Card holders	131	98	Overdue notices	1,746	1,778	Library2Go e-books &e-audio	15	5	Events in community room	6	0	Adult program attendance	146	383	Children’s program attendance	12	12	Teen program attendance	8.5	58	Volunteer hours	1,054	1,073	Total Sage ILL	
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44	Updated September 12, 2019	Children’s/Young Adults	<ul style="list-style-type: none"><li>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.</li><li>The final Family Movie Night for the summer is on Wednesday, August 7 at 10:30 a.m. Popcorn is provided.</li><li>Toddler time is held on Mondays at 10:20 a.m. for children ages 14 months to 4 years and their caregivers.</li><li>Baby Tot Bop program for children 3 years old and under is held Friday mornings at 10:30 am.</li><li>Teen programs will return this Fall. Teen events are open to youth in middle and high school. A variety of free activities for teens occur at the library each month. To check on events, visit the library’s website, Facebook, Instagram and Pinterest pages.</li></ul> <p>A special teen iCraft Program will be held on September 20 at 4 p.m.in the Community Room. Teens will make Air Plant Terrariums. Program is free, supplies are provided and space is limited to 25 participants. Registration is not necessary.</p> <ul style="list-style-type: none"><li>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.</li></ul>	Library																																	
45	Updated September 12, 2019	Adult Programs	<ul style="list-style-type: none"><li>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</li></ul>	Library																																	

Item	Date of Change in Status	Item	Comments	Department
			<p>currently in place to prevent discrimination. A special storytime on Tuesday, August 20, at 11:00 am will tie into the display's message.</p> <ul style="list-style-type: none"> <li>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, <a href="http://cityoflagrande.org/library">cityoflagrande.org/library</a> and login with your library barcode and password.</li> <li>3D printing is available at the Library. Contact Ryan at the library or email <a href="mailto:rmcginnis@cityoflagrande.org">rmcginnis@cityoflagrande.org</a> for details. Check out a video of the printer in action on our Facebook page.</li> <li>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.</li> <li>Upcoming Fall 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.</li> </ul>	
46	Updated September 10, 2019	Parks Maintenance Update	<ul style="list-style-type: none"> <li>Finished the installation of new roof on small gazebo at Riverside Park.</li> <li>Working on life jacket loaner station kiosk at Morgan Lake.</li> <li>Working to install quick couplers on Marcum Field.</li> <li>Noxious weed removal from Morgan Lake.</li> <li>Major irrigation repairs in several parks.</li> <li>Installed pavers in front of pool to complete landscape.</li> </ul> <p>Installed gussets at the Birnie Park gazebo to stabilize the roof structure.</p>	Parks & Rec-Maintenance
47	No Change June 30, 2019	Welcome Sign Improvements	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
48	No Change May 10, 2019	Recreation Center	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
49	No Change August 5, 2019	Current Greenway Easement	<ul style="list-style-type: none"> <li>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.</li> <li>The current owner has continued to use a portion of</li> </ul>	Parks & Rec-Admin

Item	Date of Change in Status	Item	Comments	Department																		
			<p>the easement resulting in conflicts. By transferring the property this should resolve the conflicts.</p> <ul style="list-style-type: none"><li>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.</li></ul>																			
50	No Change August 5, 2019	Pioneer Park Concessions Grant	<ul style="list-style-type: none"><li>The exterior has been painted and the roof should be complete by the end of the week. Up next – electrical and indoor construction.</li></ul>	Parks & Rec-Admin																		
51	Updated September 10, 2019	Pool Statistics August 2019	<table><tr><td></td><td><b><u>FY 18-19</u></b> <b><u>(thru Aug.)</u></b></td><td><b><u>FY 19-20</u></b> <b><u>(thru Aug.)</u></b></td></tr><tr><td></td><td></td><td></td></tr><tr><td><b>ATTENDANCE</b></td><td>3793</td><td>2718</td></tr><tr><td><b>FY TO DATE</b></td><td>9033</td><td>8091</td></tr><tr><td><b>REVENUE</b></td><td>15,809</td><td>10,490</td></tr><tr><td><b>FY TO DATE</b></td><td>41,851</td><td>34,240</td></tr></table>		<b><u>FY 18-19</u></b> <b><u>(thru Aug.)</u></b>	<b><u>FY 19-20</u></b> <b><u>(thru Aug.)</u></b>				<b>ATTENDANCE</b>	3793	2718	<b>FY TO DATE</b>	9033	8091	<b>REVENUE</b>	15,809	10,490	<b>FY TO DATE</b>	41,851	34,240	Parks & Rec-Aquatics
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52	Updated September 10, 2019	Pool Programs Update	<ul style="list-style-type: none"><li>Summer rentals have been successful.<ul style="list-style-type: none"><li>111 - 9-18 year olds on July 11<sup>th</sup> from our local 4-H group.</li><li>87 teens - Camp Elkanah on July 17<sup>th</sup>.</li><li>111 girls on July 23<sup>rd</sup> and 95 boys On July 24<sup>th</sup>.</li><li>80 people pool rental on July 19<sup>th</sup>.</li></ul></li><li>Over the summer starting in June and ending on August 24<sup>th</sup>. We donate family swims to DHS for their clients. Multiple families participated in this program. The families that used the passes gave us a total of 265 participants throughout the 3 months.</li></ul>	Parks & Rec-Aquatics																		
53	Updated September 10, 2019	Pool Maintenance	<ul style="list-style-type: none"><li>A fan had to be replaced in the outdoor pool boiler.</li><li>A gasket was replaced on a filter that was spraying water everywhere.</li><li>Mens toilets in the locker room had to be snaked and flush handles replaced.</li><li>Women locker room was flooding because of plugged floor drains. Plumbers spent 3 hours one day snaking them and 2 days later had to come back and snake them again.</li><li>UV system went down and had to be reprogramed.</li><li>(5) Shower handles and head were replaced.</li></ul>	Parks & Rec-Aquatics																		
54	Updated September 10, 2019	Recreation Program Update	<ul style="list-style-type: none"><li>We finished Summer with a bang with our first ever End of Summer Party which had ~50 in attendance. Participants played games, make a craft snack, and won prizes.</li><li>The Fall Activity Guide is out!</li><li>Flag Football registration has ended. We Have 199 kids which is up from last years 187. We also have more female participants than ever at 17.</li><li>We’ve got new excursions coming up:<ul style="list-style-type: none"><li>Clue on Stage – Boise – Sept 15</li><li>Mariners Game – Sept 29</li><li>Zoo Boise – Oct 12</li></ul></li></ul>	Parks & Rec-Recreation																		

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			<ul style="list-style-type: none"><li>The Fall Escape Room, Escape from Cell Block 52, opens October 18<sup>th</sup> and runs on Friday’s and Saturdays through November 9<sup>th</sup>.</li><li>For a full list of our fall programs, visit our website at lagrandeparks.org</li></ul>																																											
55	Updated September 10, 2019	Urban Forestry Update	<ul style="list-style-type: none"><li>Responded to seventeen questions/concerns from the community regarding street tree work permits, the street tree planting program, nuisance complaints, commercial tree services, tree pruning and care of storm damaged trees.</li><li>Completed summer beautification awards: award letters, certificates, yard signs, media notices.<ul style="list-style-type: none"><li>Trained a community volunteer to do street tree pruning of young trees.</li></ul></li></ul>	Parks & Rec- Urban Forestry																																										
56	Updated September 10, 2019	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none"><li>Began inventory of parks trees</li></ul>	Parks & Rec- Urban Forestry																																										
57	Updated September 10, 2019	Wildland Urban Interface Committee	Coordinated with Fire Department and members of the LGWUI committee talked with homeowners and distributed information in the Modelaire neighborhood regarding wildfire preparedness.	Parks & Rec- Urban Forestry																																										
58	Updated September 10, 2019	August Urban Forestry Statistics	<table><tr><td>July 1, 2019 – July 2019</td><td>August</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>0</td><td>1</td></tr><tr><td>Street Trees Removed</td><td>4</td><td>11</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>0</td></tr><tr><td>Street Trees Pruned</td><td>42</td><td>79</td></tr><tr><td>Park Trees Pruned</td><td>61</td><td>73</td></tr><tr><td>Community Responses</td><td>17</td><td>35</td></tr><tr><td>Nuisance Responses</td><td>3</td><td>8</td></tr><tr><td>Field/Tree Evaluations</td><td>11</td><td>24</td></tr><tr><td>Ordinance Enforcement</td><td>1</td><td>2</td></tr><tr><td>Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>0</td><td>1</td></tr><tr><td>Volunteer Hours</td><td>10</td><td>16</td></tr></table>	July 1, 2019 – July 2019	August	YTD	Street Trees Planted	0	0	Park Trees Planted	0	1	Street Trees Removed	4	11	Park Trees Removed	0	0	Street Trees Pruned	42	79	Park Trees Pruned	61	73	Community Responses	17	35	Nuisance Responses	3	8	Field/Tree Evaluations	11	24	Ordinance Enforcement	1	2	Tree Service Permits	0	0	Site Plan Reviews	0	1	Volunteer Hours	10	16	Parks & Rec- Urban Forestry
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59	No Change June 10, 2019	Notable Projects Approved	<ul style="list-style-type: none"><li><u>16<sup>th</sup> 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).</li><li><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.</li></ul>	Planning																																										
60	Updated September 12, 2019	Calendar YTD Planning Statistics	<table><tr><td></td><td><a href="#">Aug 2018</a></td><td><a href="#">Aug 2019</a></td><td><a href="#">FY 18-19</a></td><td><a href="#">Current FY 19-20</a></td></tr><tr><td><a href="#">Land Use Apps</a></td><td>5</td><td>2</td><td>52</td><td>3</td></tr><tr><td><a href="#">Zoning</a></td><td>6</td><td>4</td><td>50</td><td>5</td></tr></table>		<a href="#">Aug 2018</a>	<a href="#">Aug 2019</a>	<a href="#">FY 18-19</a>	<a href="#">Current FY 19-20</a>	<a href="#">Land Use Apps</a>	5	2	52	3	<a href="#">Zoning</a>	6	4	50	5	Planning																											
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61	No Change June 10, 2019	Housing Needs Analysis (HNA)	<p>•</p> <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 finding is that the City will not be required to pursue rezoning immediately in conjunction with the adoption of this report.</p> <p>Moving forward, for the next phase of this project, the City should focus on developing a strategic plan that</p>	Planning																									



Item	Date of Change in Status	Item	Comments	Department												
			includes possible solutions for satisfying the various housing needs within the City.													
62	No Change May 13, 2019	2019 Sign Code Amendments	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.  <ul style="list-style-type: none"><li>Staff is currently working on preparing a new sign code for the City Council’s consideration, which will require review by the City attorney.</li></ul>	Planning												
63	No Change February 20, 2019	Code Amendments Floodplain Regulations	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.  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.	Planning												
64	No Change April 11, 2019	Taylor Creek Floodplain Mapping	<ul style="list-style-type: none"><li>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.</li></ul>	Planning/ Public Works												
65	No Change September 14, 2018	Operations Division Statistics	Statistic gathering has been temporarily suspended due to lack of dispatch staffing.	Police												
66	Updated September 12, 2019	Staffing	We currently have a vacant dispatch position, with one candidate going through the final stage of the hiring process, and have begun the hiring process for an upcoming officer opening in operations due to retirement.	Police												
67	Updated September 5, 2019	Detective Division abuse statistics and street crimes  <i>The abuse cases are mostly DHS referred cases and not all of them require further</i>	<table><tr><td></td><td><b>AUG 19</b></td><td><b>YTD</b></td></tr><tr><td>Physical Abuse Cases</td><td>6</td><td>50</td></tr><tr><td>Sexual Abuse Cases</td><td>7</td><td>51</td></tr><tr><td>Neglect cases- (also includes children exposed to drug activity and dirty homes)</td><td>16</td><td>167</td></tr></table>		<b>AUG 19</b>	<b>YTD</b>	Physical Abuse Cases	6	50	Sexual Abuse Cases	7	51	Neglect cases- (also includes children exposed to drug activity and dirty homes)	16	167	Police
	<b>AUG 19</b>	<b>YTD</b>														
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Item	Date of Change in Status	Item	Comments			Department
		<i>investigation</i>  <i>Monthly cases reported are new cases.</i>	Domestic Violence	0	10	
			Total number of Child Abuse cases	29	271	
			Total number of Senior and People with disabilities reports	1	5	
			Total number of Domestic Violence and SART cases	10	48	
			Total number of death cases	0	6	
			Miscellaneous Cases	2	29	
			•			
68	Updated September 9, 2019	Communications Division Statistics		AUG 19	YTD	Police
			Traffic/Air	481	3234	
			All Calls	2583	18541	
			Legitimate 911 calls for service	372	2693	
			Case Reports LGPD/UCSO	219	1507	
69	Updated September 12, 2019	Aug 2019 Training	<b>OPERATIONS TRAINING:</b> <ul style="list-style-type: none"><li>The SWAT team had a four-hour block of training.</li><li>One Detective attended a one day class on recognizing &amp; understanding strangulation.</li></ul> <b>COMMUNICATIONS TRAINING:</b> <ul style="list-style-type: none"><li>One new dispatcher completed her 3-week Basic academy training on August 16, 2019.</li></ul> On Monday, August 12 a Union County Mass Casualty Incident training was held at the La Grande High School. This training involved multiple public services including volunteers, law enforcement and emergency medical services. Planning this training took about six months of coordination between the school district and those public service departments.			Police/Comm
70	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	Oct. 18	YTD	Police
			Crimes against persons (assaults, robbery, sex crimes)	10	95	
			Crimes against property (burglary, vehicle theft, NSF/acct. closed)	44	390	
			Crimes against society (drug laws, DUII, liquor laws, disorderly conduct)	18	198	
			Traffic Crimes (DWS, Hit & Run, eluding, reckless driving)	10	66	
71	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
72	Updated September 12, 2019	Street Maintenance	The street crew is patching utility ditches and repairing potholes. Painting is 90% complete. Weed spraying is continuing as needed.			Public Works
73	Updated	Otten Drive Turn Around	This project consists of a turnaround at the			Public Works

Item	Date of Change in Status	Item	Comments	Department
	September 12, 2019	Construction	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 residents living on Otten Drive. ODOT has started work on this project and has removed material that has been hauled to the Wastewater Treatment Plant for City use. ODOT estimates the work will be done by the end of September.	
74	Completed August 8, 2019	STP Roadway Project: North Willow (Cove Ave to Island Ave)	Paving has been completed.	Public Works
75	No Change August 6, 2019	CMAQ Roadway Projects	The street crew has applied dust oil to the roadways that were proposed under the grant. The City has received approval from the State and it has been forwarded to FHWA.	Public Works
76	No Change August 6, 2019	STIP Roadway Safety Projects	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  Materials were ordered on July 30.	Public Works
77	Updated September 12, 2019	Street User Fee	On August 14, the street crew began reconstruction of I Avenue on from 12 <sup>th</sup> Street to 14 <sup>th</sup> Street using Street User Fee funds. Base rock has been placed and portions of the curb have been replaced.	Public Works
78	Updated September 12, 2019	Wastewater Treatment Plant Screening Facility	The screen is in operation at this time. Treatment plant staff is still making adjustments on run time.	Public Works
79	Updated September 12, 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 <sub>2</sub> S from the lift station. The plans have been sent to Titus Ind for an estimate.	Public Works
80	Updated September 12, 2019	Tule Lake	Tule Lake is online as of September 9.	Public Works
81	New Item September 12, 2019	Sewer Line Inspection and Cleaning	The wastewater collection crew is performing TV inspections of Area 3 and will be moving to Area 1. They have also been cleaning lampholes and will be starting to clean the 6 month cleaning list in the near future.	Public Works
82	Updated September 12, 2019	Adams Avenue ADA Ramps	Staff continues to work with ODOT on development of exceptions for ramps within the project that cannot be constructed to ODOT standards. All timelines are dependent on review times with the state and shall dictate when construction will begin.	Public Works
83	Updated September 12, 2019	Quiet Zone ASM/SSM Construction	Construction of all physical improvements has been completed by City forces. Only remaining task to be completed prior to submittal of the Quiet Zone notification is the adjustment of pedestrian lights at the Cherry Street Crossing. Public Works staff is working with UPRR to complete this task.	Public Works
84	No Change September 13,	Assistant Public Works Director Job Description and	This job description is being updated by Public Works Staff. It is anticipated that recruitment to fill the	Public Works

Item	Date of Change in Status	Item	Comments	Department
	2018	Recruitment	position will begin soon.	
85	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
86	Updated September 12, 2019	Safe Route to Schools Grant	Construction of the sidewalk and associated job tasks have been completed and are being utilized by children in route to the school. Fence posts have been installed and fencing material will be mounted in the next week. A final punch list is being developed and project closeout is anticipated to be completed by the end of the month.	Public Works
87	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 <sup>st</sup> , and anticipate receiving a few more before the cutoff date.	Public Works
88	Updated September 12, 2019	Implementation of Geographic Information Systems (GIS) at Public Works	Anderson Perry (AP) is working on completing the construction of the sewer manhole inspection application, which will be put to immediate use. Additionally, City Staff is working with AP to purchase field equipment that will be utilized for future mapping.	Public Works
89	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
90	Updated September 12, 2019	Water System Optimization Cohort	Since the first part of July, City staff has changed all light bulbs in wells and reservoirs to LED bulbs. An analysis was done by OTEC to determine which City wells were the most efficient and the City has been running those wells first.	Public Works
91	Completed August 20, 2019	Broken Water Main	Crews replaced a broken water main in Morgan Lake Road. They placed 110' of new line. This main originates in Beaver Creek.	Public Works
92	Updated September 12, 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. The first sample was pulled on September 4 and staff is awaiting results.	Public Works
93	New Item September 12, 2019	Hydrant Flushing	The City's annual hydrant flushing is approximately 80% complete.	Public Works