

CITY of LA GRANDE
City Council Regular Session
Wednesday, April 6, 2022

Council Chambers
La Grande City Hall
1000 Adams Avenue
REVISED AGENDA

The meeting will be available for viewing via the City's scheduled Charter Communications channel 180 that will begin at 6:00 p.m. on April 6, 2022, on the La Grande Alive website at <https://eoalive.tv/city-events/> or on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

1. WELCOME to this REGULAR SESSION of the LA GRANDE CITY COUNCIL

- a. Call to Order
- b. Roll Call

2. AGENDA APPROVAL

3. CONSENT AGENDA

The Consent Agenda includes routine items of business which may be approved by one Motion of the Council. Any Councilor so desiring may by request remove one or more items from the Consent Agenda for Individual consideration under the Unfinished or New Business portion of the Agenda.

- a. **Consider:** Approving Regular Session Minutes; March 2, 2022
- b. **Consider:** Approving of OLCC Liquor License Application – La Grande Poker Room [Bell]
- c. **Consider:** Approving MOU Between City and IAFF Local 924: Paramedic Education Program for New Hires [Cornford]

4. PUBLIC COMMENTS

Those individuals who wish to address the Council in connection with any item which is printed on tonight's Agenda may do so during the time that item is under discussion by the Council. Individuals wishing to speak to the Council about non-Agenda items may do so during this Public Comments portion of the Agenda. Please print your name and address on the Public Comments Sign-in Sheet, located on the podium. When addressing the Council, speak loudly and clearly into the Podium microphone, and state your name. Persons interested in providing virtual public comments shall contact City Staff at rstrope@cityoflagrande.org or by calling the City Recorder at (541) 962-1309 not later than 5:00 pm the day prior to meeting to make arrangements. In the event the Mayor does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.

- a. Presentation from La Grande School District (15 minutes)
- b. Tree City USA Awards & Presentation of the Community Forestry Volunteer Award

5. PUBLIC HEARINGS

- a. **Consider:** Ordinance, First Reading: Public Hearing to Consider Adopting Final Local Improvement District Assessments [Carpenter]

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. **Consider:** Approving Economic Development Strategy For 2022-2024 [Bishop]
- b. **Consider:** Approving Personal Services Contract for Compensation Survey and Pay Equity Analysis for Represented Employees [Strope]
- c. **Consider:** Appointing a Citizen to the Budget Committee; Greg Ammer [Clements]

8. UNION COUNTY COMMISSIONER'S UPDATE

9. STAFF COMMENTS

10. CITY MANAGER COMMENTS

11. CITY COUNCIL COMMENTS

12. ADJOURN TO URBAN RENEWAL AGENCY REGULAR SESSION

Sandra Patterson, City Recorder

The City Council is currently scheduled to meet again in a Regular Session on Wednesday, May 4, 2022 at 6:00 p.m. The City Council of the City of La Grande reserves the right to convene an Executive Session for any purpose authorized under ORS 192.660. Persons requiring special accommodations who wish to participate in the City Council Meeting are encouraged to make arrangements prior to the meeting by calling 541-962-1309. The City of La Grande does not discriminate against individuals with disabilities.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: **Robert A. Strope, City Manager**

COUNCIL ACTION: **CONSIDER CONSENT AGENDA**

1. MAYOR: Request Staff Report
2. MAYOR: Entertain Motion

Suggested Motion: I move we accept the Consent Agenda as presented.

OR

Suggested Motion: I move we accept the Consent Agenda as amended.

3. MAYOR: Invite Council Discussion
4. MAYOR: Ask for the Vote

EXPLANATION: A Consent Agenda includes routine items of business with limited public interest, which may be approved by one Motion of the Council. Any Councilor may, by request, remove any item of business from the Consent Agenda.

- a. **Consider:** Approving Regular Session Minutes; *March 2, 2022*
- b. **Consider:** Approving of OLCC Liquor License Application – La Grande Poker Room [Bell]
- c. **Consider:** Approving MOU Between City and IAFF Local 924: Paramedic Education Program For New Hires [Cornford]

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
 Motion Failed; _____
 Action Tabled: _____
 Vote: _____
- Resolution Passed
 Effective Date: _____
- Ordinance Adopted
 First Reading: _____
 Second Reading: _____
 Effective Date: _____

CITY of LA GRANDE
City Council Regular Session

March 2, 2022

The meeting was available for viewing via the City's scheduled Charter Communications channel 180, on the La Grande Alive website at <https://eoalive.tv/city-events/> and on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

MINUTES

COUNCILORS PRESENT:

Stephen E. Clements, *Mayor*
Gary Lillard, *Mayor Pro Tem*
John Bozarth, *Councilor*
David Glabe, *Councilor*
Nicole Howard, *Councilor*
Mary Ann Miesner, *Councilor*
Justin Rock, *Councilor*

COUNCILORS ABSENT EXCUSED:

STAFF PRESENT

Robert Strope, *City Manager*
Sandra Patterson, *City Recorder*
Stacey Stockhoff, *Assistant to the City Manager*
Gary Bell, *Police Chief*
Timothy Bishop, *Economic Development Director*
Mike Boquist, *Community Development Director*
Carrie Bushman, *Interim Library Director*
Kyle Carpenter, *Public Works Director*
Stu Spence, *Parks and Recreation Director*

Per ORS 192.670(1), Councilors, Staff, and members of the public participated in this Regular Session by electronic communication.

CALL TO ORDER/ROLL CALL
AGENDA APPROVAL

Mayor CLEMENTS called to order this Regular Session of the Council at 6:00 p.m. Roll Call was taken and a quorum was determined to be present.

CONSENT AGENDA

- a. **Consider:** Approving Regular Session Minutes; *February 2, 2022*
- b. **Consider:** Approving OLCC Liquor License Application; *Local Harvest*
- c. **Consider:** Approving OLCC Liquor License Application; *Smoke City*

MIESNER asked where Smoke City was located, to which STROPE explained that the business was moving into the Willow Grocery Store location.

The following Motion was introduced by ROCK; MIESNER providing the Second:

MOTION

MOTION: I move that we accept the Consent Agenda as presented.

VOTE

MSC. (unanimous)

PUBLIC COMMENTS

None

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. **Consider:** Resolution: Accepting City Wide Voluntary Sidewalk LID Number 21-066 and Establishing a Public Hearing Date

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Kyle CARPENTER, *Public Works Director*

CARPENTER stated that the Council established a City Wide Voluntary Sidewalk Local Improvement District (LID) for the year 2021 during the May 5, 2021, Regular Session. A Local Improvement District offers property owners a way to improve their property and maintain existing sidewalks. This contract assisted in facilitating sidewalk repair work upon property owner request.

CARPENTER noted that the 2021 Voluntary Sidewalk Local Improvement District (LID) Number 21-066 ended December 31, 2021, with the total cost of projects repaired under the LID being \$16,258.00. Staff monitored approximately 760 square feet of sidewalk and driveway repairs, 2 new ADA ramps, and 40 feet of curb throughout La Grande during 2021.

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

In response to Mayor CLEMENTS' question regarding what area in La Grande would be under review for this year's LID, CARPENTER stated it would be determined next month.

MIESNER asked how many people participated in the LID, to which CARPENTER stated about six (6) different properties participated, which was average.

MOTION

The following Motion was introduced by MIESNER; ROCK providing the Second:

MOTION: I move that the Final Study and Report for the 2021 City Wide Voluntary Sidewalk Local Improvement District Number 21-066 be accepted and that the proposed Resolution establishing a Public Hearing date be read by title only, put to a vote, and passed.

Upon Mayor CLEMENTS' request, City Recorder PATTERSON read the Proposed Resolution by Title Only:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, ESTABLISHING A PUBLIC HEARING DATE FOR CITY WIDE VOLUNTARY SIDEWALK LOCAL IMPROVEMENT DISTRICT NUMBER 21-066 [4818]

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

b. Consider: Appointing Citizen to Landmarks Commission; *Rod Muilenburg*

Mayor CLEMENTS briefly explained the process for appointing citizens to the City of La Grande's Landmarks Commission.

MOTION

The following Motion was introduced by CLEMENTS; HOWARD providing the Second:

MOTION: I move that Rod Muilenburg be reappointed to the Landmarks Commission, for a three-year term, which will expire December 31, 2024.

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

UNION COUNTY COMMISSIONER'S UPDATE

Commissioner Matt SCARFO announced that Paul HALL, who recently retired from Elkhorn Media Group, was honored at the Commissioner's meeting earlier that morning for his hard work and dedication.

SCARFO shared that he was designated as the Union County Commission Liaison to the City of La Grande for another year.

SCARFO stated that Representative LEVY granted federal funding in the amount of \$500,000 to Union County. This funding was available for the purpose of providing financial assistance to small businesses adversely affected by

economic conditions as a direct result of the COVID-19 pandemic. Applications were available online (editorial note: <https://union-county.org/2022-business-assistance-grant/>) or by calling the Union County Commissioner's office at 541-963-1001 to obtain an application copy.

SCARFO shared that the 50th Anniversary of the National Senior Nutrition Program was announced with a Proclamation at the Commissioner's meeting earlier that morning. He would notify the City Councilors when the date for the celebration party was scheduled.

SCARFO stated that the legislative "short" session in Salem, Oregon, would be over on Monday, March 7, 2022. He noted that the Union County Fairgrounds would hopefully receive approximately \$1 million dollars to go towards the sewer project.

STAFF COMMENTS

PATTERSON noted the following candidates were confirmed with the Union County Clerk's office to run for La Grande City Council in the upcoming election: Position 1 – Mayor: Justin Rock and Mathew Miles; Position 5 – Molly King and Aaron Cooper; Position 6 - Dennis Wheeler and a second candidate had not been confirmed yet; and Position 7 – Cody Vela and Corrine Dutto.

Chief BELL confirmed that an Intergovernmental Agreement between the City of La Grande and Union County regarding public safety dispatch services had been updated and would be completed soon.

Chief BELL gave a staffing update in the Police Department, stating there were three vacancies to fill. Testing for those positions was held earlier that day and there appeared to be a good set of candidates from the group.

LILLARD asked if the incentive offered played a part in the number of candidates that have recently applied, to which BELL stated that it might be one in this round.

CITY MANAGER COMMENTS

STROPE announced that the State's Indoor Mask Mandate would end on Saturday, March 12, 2022, and all upcoming Work Sessions and City Council Meetings would be held in-person in the City Council Chambers after that date. He reminded the Council that the Economic Development Strategy Work Session was scheduled for Monday, March 14, 2022, and the Joint Work Session for the Parks Master Plan was scheduled for Monday, March 28, 2022.

CITY COUNCIL COMMENTS

ROCK voiced that on Thursday, February 24, 2022, he attended the Union County Chamber of Commerce meeting where he met Scott Newman, who was the new Executive

Director. He stated that the Chamber currently has 275 members and their goal was to reach over 300 by the end of the year.

There being no further business to come before this Regular Session of the Council, Mayor CLEMENTS adjourned the meeting to the Urban Renewal Agency Regular Session at 6:18 p.m. The Council is scheduled to meet again in Regular Session on Wednesday, April 6, 2022, at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

**Stacey M. Stockhoff
Assistant to the City Manager**

**Stephen E. Clements
Mayor**

APPROVED: _____

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: Gary Bell, Police Chief

COUNCIL ACTION: CONSIDER APPROVING OLCC LIQUOR LICENSE APPLICATION: LA GRANDE POKER ROOM

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Comments
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the OLCC Liquor License Application for Limited On-Premises sales, for La Grande Poker Room, be approved and signed by the Mayor

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: Jacob Brown, 2110 1st Street, La Grande, Oregon, 97850, has applied as La Grande Poker Room, LLC, for a new, Limited On-Premises sales license, doing business as La Grande Poker Room, located at 211 Fir Street, La Grande, Oregon, 97850.

A Limited On-Premises license allows the establishment to sell and serve, by the drink, at retail to consumers for consumption on the licensed premises: Malt beverages (beer), wine, and cider.

They are also eligible to apply to get pre-approval to cater some events off of the licensed premises. They are also eligible to apply for a special event license: Temporary Use of Annual License (TUAL).

The City Manager recommends approval of this Agenda item as presented by Staff.

Reviewed By: (Initial)
 City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

JB
GB

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____



LIQUOR LICENSE APPLICATION

PRINT FORM

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp:
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	Name of City or County:
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	Recommends this license be:
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	<input type="checkbox"/> Granted <input type="checkbox"/> Denied
<input type="checkbox"/> Full On-Premises, Passenger Carrier	By: _____
<input type="checkbox"/> Full On-Premises, Other Public Location	Date: _____
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
<input checked="" type="checkbox"/> GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	OLCC USE ONLY
<input checked="" type="checkbox"/> Limited On-Premises	Date application received: <u>02/03/2022</u>
<input type="checkbox"/> Off-Premises	Date application accepted: <u>02/03/2022</u>
<input type="checkbox"/> Warehouse	
<input type="checkbox"/> Wholesale Malt Beverage & Wine	
<input type="checkbox"/> Winery 1 st Location	License Action(s):
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	N/O

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)**¹ applying for the license(s):

LA GRANDE POKER ROOM LLC

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See)		
<u>LA GRANDE POKER ROOM LLC</u>		
4. Business Address (Number and Street Address of the Location that will have the liquor license)		
<u>211 FIE ST.</u>		
City	County	Zip Code
<u>LA GRANDE</u>	<u>UNION</u>	<u>97850</u>

¹ **Read the instructions on page 1 carefully.** If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



OREGON LIQUOR CONTROL COMMISSION

LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See) LA GRANDE POKER ROOM			
6. Does the business address currently have an OLCC liquor license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
7. Does the business address currently have an OLCC marijuana license? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in <u>OAR 845-004-0065[1]</u> .) 210 FIRST ST.			
City LA GRANDE	State OREGON	Zip Code 97850	
9. Phone Number of the Business Location 541-803-0431		10. Email Contact for this Application and for the Business BROWNBROSLLC@GMAIL.COM	
11. Contact Person for this Application JACOB BROWN		Phone Number 541-910-1251	
Contact Person's Mailing Address (if different)	City	State	Zip Code

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.

ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is prohibited on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

<u>JACOB BROWN</u> App. #1: (PRINT NAME)	 App. #1: (SIGNATURE)	<u>1-11-2021</u> App #1: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #2: (PRINT NAME)	_____ App #2: (SIGNATURE)	_____ App #2: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #3: (PRINT NAME)	_____ App #3: (SIGNATURE)	_____ App #3: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #4: (PRINT NAME)	_____ App #4: (SIGNATURE)	_____ App #4: Signature Date	_____ Atty. Bar Information (if applicable)

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: Emmitt Cornford, Fire Chief

COUNCIL ACTION: **CONSIDER APPROVING MOU BETWEEN CITY AND IAFF LOCAL 924: PARAMEDIC EDUCATION PROGRAM FOR NEW HIRES**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Comments
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move we authorize the City Manager to finalize and sign a Memorandum of Understanding between the City and the IAFF Local 924 regarding the use of the Paramedic Education Program for new hires as presented (or amended)

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: Given the significant challenges in recruiting firefighters who are also certified as paramedics, the Fire Chief is requesting to hire firefighters who are willing to complete paramedic training as a condition of employment.

The current Collective Bargaining Agreement (CBA) between the City and IAFF Local 924, contains Article 23 Paramedic Education Program which allows non-probationary firefighters to train to become a paramedic with the City paying for the cost of the program and the employee being required to repay costs if they do not complete the program or voluntarily resign within 48 months. A copy of the Article is attached for reference. The intent would be to use the existing program, coupled with the condition of employment provision, to be able to hire individuals that will ultimately become a paramedic. We currently have one employee who successfully completed their paramedic training and certification under the program. The attached MOU provides additional detail regarding the intent.

Since this provision involves compensation, which is a mandatory subject of bargaining, a Memorandum of Understanding (MOU) between the City of La Grande and the IAFF Local 924 will need to be approved by the City Council. As of this writing, the leadership of IAFF 924 has approved a final draft of the MOU. This action will not require any changes to the Adopted Budget.

The City Manager recommends approval as presented.

Reviewed By: (Initial)

City Manager _____

City Recorder _____

Aquatics Division _____

Building Department _____

ED Department _____

Finance _____

Fire Department _____

Human Resources Dept _____

Library _____

Parks Department _____

Planning Department _____

Police Department _____

Public Works Department _____

COUNCIL ACTION (Office Use Only)

Motion Passed

Motion Failed; _____

Action Tabled: _____

Vote: _____

Resolution Passed

Effective Date: _____

Ordinance Adopted

First Reading: _____

Second Reading: _____

Effective Date: _____

MEMORANDUM OF UNDERSTANDING (MOU)
between the
CITY OF LA GRANDE
and the
La Grande Firefighters' Union, IAFF Local No. 924

Paramedic Training Requirement

Recitals

- A. This Memorandum of Understanding (MOU) between the City of La Grande (the City) and the International Association of Fire Fighters Local 924 (the Union) is entered into effective the 6th day of April, 2022, to implement an exception to the provisions of Article 23, Paramedic Education Program, of the Collective Bargaining Agreement. Article 23 is intended to provide voluntary educational opportunities for non-probationary employees to become paramedics.
- B. This MOU would allow for the City, at the sole discretion of the Fire Chief, to hire a new employee who is not a paramedic with the requirement that they participate in the Paramedic Education Program and become and remain certified as a paramedic as a condition of employment.
- C. This discretion to hire non-paramedics and require participation as described in this MOU would include current and future vacancies until the expiration of the current Collective Bargaining Agreement.
- D. An employee who accepts an offer of employment under the provisions of this MOU would be required to complete the training necessary to become a Paramedic within thirty-six (36) months of hire and maintain certification throughout employment with the City. An extension of the thirty-six (36) month period may be granted by the City Manager if necessary to accommodate class scheduling beyond the employee's control.
- E. The intent is to increase the number of Firefighter/Paramedics on staff and help address the recruiting challenges the City is experiencing in hiring qualified, trained Firefighter/Paramedics.

Agreement

NOW THEREFORE, in consideration of mutual promises contained herein, the City and the Union agree as follows:

New hires selected as described above will be **required** to participate in the Paramedic Education Program outlined in Article 23 of the Collective Bargaining Agreement between the City and the Union, dated June 21, 2020 to June 20, 2023, as a condition of employment. The employment offer to such new hires will include language requiring that they must enroll in the program, maintain passing grades, and complete certification within thirty-six (36) months of hire unless an extension is granted as described above. The new hire will be required to sign an agreement as contemplated in Article 23 which also includes the added provisions related to the condition of employment.

IN WITNESS WHEREOF, the parties hereto have executed this agreement voluntarily and upon proper authority, in duplicate effective this 6th day of April, 2022, in the City of La Grande, Oregon by:

Robert A. Strope
City Manager

Date

Dustin Alam
President

Date

ARTICLE 23 – PARAMEDIC EDUCATION PROGRAM

Paramedic Education Program. This paramedic program is open to all current full-time La Grande Fire Department employees on a voluntary basis, who have completed their probationary period. The Fire Chief retains the right to approve or deny participation in this program based on management, operational, and budgetary reasons.

To be eligible for this program the employee must present documentation to the Fire Chief that they have completed all the prerequisites for the program including possession of any required college degree. The Fire Department will pay in advance for tuition, books, and course fees, including the application fee, travel and lodging for skills days in the amount specified in the executed agreement letter.

The Department will allow time off for labs or internships without using earned leave at the Department's discretion as staffing allows. All time off will be approved by the employee's Shift Captain and the Fire Chief at least one shift prior to the shift needed. All remaining time off not covered by the Department will be the employee's responsibility and will be taken by current policy and CBA (i.e. shift trade or vacation).

If the employee does not complete the course with a passing grade and/or does not become Licensed as an Oregon paramedic within six months of course completion, the employee will agree to fully repay the La Grande Fire Department through payroll deductions, spread over 18 pay periods, the amount paid, as listed above, in addition to the paid-time off granted by the Department which was not deducted from the individual's paid leave banks.

If the employee voluntarily leaves employment with the Department (i.e. leave for other employment, relocation or retirement) the employee will reimburse the Department for the Department funds expended and as listed above, including any paid-time off granted by the Department which was not deducted from the individual's paid leave banks, in accordance with the below pro rata reimbursement schedule based on the date the individual enters into this agreement or the date of the last reimbursement, whichever is later. The employee can elect to have the portion, if any, attributable to paid-time off granted by the Department which was not previously deducted from the individual's paid leave banks, to be deducted from their available accrued leave banks, excluding sick time.

Pro rata reimbursement options:

- (A) 100 percent of the funds if the individual leaves their employment with the Department within 24 months.
- (B) 66 percent of the funds if the individual leaves their employment with the Department more than 24 months but less than 36 months.
- (C) 33 percent of the funds if the individual leaves their employment with the Department more than 36 months but less than 48 months.
- (D) Waived if the individual remains employed by the Department for more than 48 months.

Prior to entering the program, the employee will sign a letter of agreement agreeing to the above terms as well as the terms of successful course completion, licensure, and reimbursement.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: Kyle Carpenter, Public Works Director

COUNCIL ACTION: PUBLIC HEARING TO CONSIDER ADOPTING FINAL LOCAL IMPROVEMENT DISTRICT ASSESSMENTS

- 1. MAYOR: Open the Public Hearing and ask the City Recorder to read the Rules of Order in their entirety
2. MAYOR: Request Staff Report
3. MAYOR: Invite Testimony from proponents, then opponents, then any neutral parties.
4. MAYOR: Invite Council Discussion.
5. MAYOR: Ask the City Recorder to read the proposed Ordinance for the First time by Title Only.
6. MAYOR: Announce that the Public Hearing is Continued to May 4, 2022 at which time the proposed Ordinance is scheduled to be read a Second Time by Title Only and considered for Adoption.

EXPLANATION: Council established a City Wide Voluntary Sidewalk Local Improvement District LID for the year 2021 during the May 5, 2021 Regular Session. A Local Improvement District offers property owners a way to improve their property and maintain existing sidewalks within the right-of-way. This process assists in facilitating sidewalk repair work upon property owner request and approval.

The 2021 Voluntary Sidewalk Local Improvement District Number 21-066 ended December 31, 2021, with the total cost of projects repaired under the LID being \$16,258.00. Staff monitored approximately 750 square feet of sidewalk and driveway repairs, 40 feet of curb, and 2 ADA compliant corner access ramps throughout La Grande during 2021, with property owners either utilizing the citywide concrete contractor or completing the repairs themselves.

The City Council accepted the Final Study and Report during their March 2, 2022, Regular Session.

The City Manager recommends the proposed Ordinance be read by Title Only for the first time.

Reviewed By: (Initial)

City Manager
City Recorder
Aquatics Division
Building Department
ED Department
Finance
Fire Department

Human Resources Dept
Library
Parks Department
Planning Department
Police Department
Public Works Department

COUNCIL ACTION (Office Use Only)

- Motion Passed
Motion Failed;
Action Tabled:
Vote:
Resolution Passed
Effective Date:
Ordinance Adopted
First Reading:
Second Reading:
Effective Date:

**CITY of LA GRANDE
ORDINANCE NUMBER _____
SERIES 2022**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, ESTABLISHING THE FINAL ASSESSMENTS TO THE PROPERTY DETERMINED TO BE SPECIFICALLY BENEFITED BY THE 2021 CITY WIDE VOLUNTARY SIDEWALK LOCAL IMPROVEMENT DISTRICT NUMBER 21-066; AND DECLARING AN EFFECTIVE DATE

THE CITY OF LA GRANDE ORDAINS AS FOLLOWS:

Section 1. The City Council of the City of La Grande, Union County, Oregon, has considered the final assessments of the property benefited by *City Wide Voluntary Sidewalk Local Improvement District Number 21-066*, which was constructed according to the plans and specifications for the work in said District, heretofore adopted by the City Council of the City of La Grande, Union County, Oregon.

The City Council of the City of La Grande, Union County, Oregon, hereby ascertains and determines the sum of *Sixteen Thousand Two Hundred Fifty Eight and 00/100 DOLLARS (\$16,258.00)* to be the final cost of said Sidewalk Improvements; the real property hereinafter described to be specifically benefited by said improvements; that special and peculiar benefits accrued to each tract within said District; and that said assessments have been apportioned among all of the tracts of said property abutting upon, fronting, contiguous and tributary to such improvements and within the boundaries of the Improvement District created for the purpose of making such improvements to the extent of the benefit of such tract of real property by reason of the improvements and in no case in excess of the benefits received.

The City Council of the City of La Grande, Union County, Oregon, also ascertains and determines that the amount set opposite the description or number of each tract(s) is the amount for which said tracts of real property is proposed to be assessed, as shown below.

OWNER	PROPERTY ADDRESS	LEGAL DESCRIPTION	SEC.	TAX LOT	TOTAL LID DUE
Marty Marvel	1209 4 th Street	All of Lot numbered one (1) of the Block fifty one (51) of Chaplin's Addition.	08BB	11100	\$ 4,627.50
Christine Bullock	1905 Cedar Street	All of Lot numbered fourteen (14) of Block four (4) of the Supplemental Plat of Grandy's 2 nd Addition.	06DD	14100	\$ 4,515.00
David Moyal	1804 2 nd Street	All of Lot numbered two (2) and the southernmost ten (10) feet of lot number three (3) in Block fourteen (14) of Grandy's 2 nd Addition.	06DD	3800	\$ 1,838.00
Catherine Prindle	1604 4 th Street	Commencing at a point 40 feet West of the Southeast corner of Section 6, in Township 3 South, Range 38, East of the Willamette Meridian, in Union County, Oregon, and running thence North along the West line of Fourth Street 60 feet; thence at right angles West 140 feet; thence at right angles South 35 feet; thence at right angles East 25 feet; thence at right angles South 25 feet to the North line of Lot "C" in CHAPLIN'S ADDITION to La Grande, Union County, Oregon, running thence East 115 feet to the Point of Beginning	06DD	13200	\$ 537.50

Memory Donohoe	1903 Cedar Street	All of Lot numbered fifteen (15) of Block four (4) of the Supplemental Plat of Grandy's 2 nd Addition.	06DD	14200	\$ 1,702.50
Marty Marvel	1004 M Avenue	All of Lot numbered one (1) of the Block fifty one (51) of Chaplin's Addition.	08BB	11100	\$ 3,037.50
					\$16,258.00

Section 2. That the Finance Director or designee of the City of La Grande, Union County, Oregon, is hereby authorized and directed to prepare a special assessment roll in accordance with the foregoing proposed assessments or the proposed assessments as adjusted by the City Council after considering objections thereto.

Section 3. That the Finance Director or designee of the City of La Grande, Union County, Oregon, shall complete the special assessment roll in accordance with the provisions of this Ordinance and shall, without delay, by Certified Mail, transmit a Notice of Final Assessment to the owner of the assessed property of the time when such assessment shall become due and also stating that such assessments may be paid in installments, provided each property owner desiring to do so makes application therefor within ten (10) days from the date of such Notice. Said application to pay installments will be made under the provisions of Oregon Revised Statutes, Section 223.205, to and including Section 223.295, commonly known as the *Bancroft Bonding Act*. Interest on the unpaid assessment shall be established by the City Council of the City of La Grande, Union County, Oregon, at a rate not to exceed nine percent (9%) per annum, as set forth by appropriate Oregon law.

Section 4. That such assessment shall become due and payable immediately after the final assessments have been entered into the *City Lien Docket* and shall be delinquent thirty (30) days thereafter if unpaid.

Section 5. EFFECTIVE DATE This Ordinance shall become effective thirty (30) days after its adoption by the City Council of the City of La Grande, Union County, Oregon, and its approval by the Mayor; specifically, June 3, 2022.

APPROVED AND ADOPTED on this Fourth (4th) day of May, 2022, by _____
 (____) of _____ (____) Councilors present and voting in the affirmative.

 Stephen E. Clements, Mayor

ATTEST:

 Sandra Patterson
 City Recorder

RULES OF ORDER FOR A PUBLIC HEARING

The following is a step-by-step description of the order of events necessary to hold a Public Hearing.

CITY RECORDER READS TO THE PUBLIC:

- A. The City Council will conduct a Quasi-Judicial Public Hearing to consider an Ordinance establishing final assessments for the 2021 City Wide Sidewalk Local Improvement District Number 21-066.
 - B. The Hearing will proceed as follows:
 - 1. The Mayor will request the Staff Report.
 - 2. Subsequent to the Staff Report, the Mayor will accept testimony relating to the Local Improvement District. The Mayor may state a time limit for testimony; if no time limit is announced, testimony will be limited to three minutes.
 - 3. The proceedings are being electronically recorded, to be converted to written Minutes. When testifying, please step to the podium and clearly print your name and address on the speaker sign-in sheet. State only your name before addressing the Council; it is not necessary to state your address.
 - 4. Proponents will be invited to speak first, followed by opponents, and then any parties neutral to the application. An opportunity will be provided to parties to clarify any issues raised or to rebut testimony, first by proponents, followed by opponents, then those neutral.
 - 5. Members of the City Council may ask questions of the Staff or Hearing participants at any time. The Mayor will then close the Hearing or continue the Hearing at a specified time and place.
 - C. A Councilor must declare any ex parte or pre-hearing contact, including the person's name and the nature of the discussion, as well as any site visitations. Councilors should declare any personal or financial interest in this matter and may disqualify themselves from participation in the Hearing.
Does any Councilor wish to make a declaration?
 - D. ***Does anyone in the audience wish to challenge the right of any Councilor to hear this matter?***
Let the Record show that [there are no challenges] OR
-

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: Timothy Bishop, Economic Development Director

COUNCIL ACTION: **CONSIDER APPROVING ECONOMIC DEVELOPMENT STRATEGY FOR 2022-2024**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Testimony
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the Economic Development Strategy for 2022-2024 be approved as presented (or amended)

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: The City of La Grande Urban Renewal Agency and City Council met on March 14th in a Joint Work Session to review the Proposed Economic Development Strategy for 2022-2024. During the Session, Staff outlined the intent regarding implementation of the Strategy and answered questions. Based on the discussion, revisions were made to Goal 5 related to the Ignite Center and are reflected on the attachment labeled "Economic Development Strategy 2022-2024." Also attached is the draft version from the Work Session labeled "Proposed Economic Development Strategy 2022-2024."

The Urban Renewal Agency agenda for this evening includes these same documents for approval as part of the Agency's Consent Agenda. If any changes are made during the City Council meeting, the Agency may want to remove the item from the Consent Agenda so they can be discussed by the Agency before approval or they can approve it as part of the Consent Agenda.

The City Manager recommends approval of the Economic Development Strategy for 2022-2024 as presented.

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Goal 1: Ensure Urban Renewal Agency programs are achieving goals and objectives as set by the Agency and meeting the needs of businesses		
Objective 1a: Periodically assess effectiveness of existing programs		
1	Evaluate Traded Sector Incentive Program.	2023
2	Evaluate Façade Grant Program.	2023
3	Evaluate Call for Projects Program.	2024
4	Revise processes as needed to comply with policy and/or recommend policy revisions to URA.	As needed
Objective 1b: Maximize the effectiveness of the Urban Renewal Advisory Committee (URAC) and Urban Renewal Agency		
5	Fill vacancies on URAC as they occur.	Ongoing
6	Provide training for Urban Renewal Agency and URAC regarding Urban Renewal Programs on an annual basis.	Ongoing
7	Provide orientation training for new URAC members and URA members as appointed/elected.	As needed

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Goal 2: Continue business recruitment efforts

Objective 2a: Refine and implement a focused recruitment strategy

8	Continue active recruitment and attraction for the following priority sectors: Recreational Manufacturing and Retail; Timber Industry; and E-Commerce.	Ongoing
9	Respond to all appropriate recruitment leads regardless of sector or location.	Ongoing
10	Respond to Business Oregon leads that are appropriate for La Grande, including those that could locate within the UGB.	Ongoing
11	Develop a recruitment strategy focused on small scale manufacturing in, or supporting, the priority sectors listed above.	2022
Objective 2b: Utilize URA funding programs and proactive marketing to fill the La Grande Business and Technology Park with an emphasis on selling all Agency owned properties		
12	Maintain contract with real estate listing agent to actively promote Agency/City owned properties at Business Park.	Ongoing
13	Market the dedicated CFP funding for projects located in the La Grande Business and Technology Park as tool to fill the Park.	Ongoing
14	Promote the \$200,000 Traded Sector Business Attraction Incentive.	Ongoing
15	Target small scale manufacturing to help increase perceived value of existing incentives.	2022

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
16	Network with other NW communities that have successfully attracted businesses in similar target sectors to develop a list of best practices.	2022
Goal 3: Continue business retention and expansion efforts.		
Objective 3a: Improve business expansion and attraction readiness		
17	Develop and maintain a portfolio of available Economic Development resources including local, state and federal incentives.	Ongoing
18	Identify and assist business expansion efforts within the key sectors identified in Objective 2a above.	Ongoing
19	Work closely with the Chamber, Main Street, NEOEDD, and Union County, and other partners to develop a retention and recruitment action plan based on the 2021 Business Retention and Expansion (BR&E) report.	2022 build team develop plan - 2023 implementation
20	Develop a focused small scale manufacturing expansion strategy focused on increasing traded sector sales.	2023
Objective 3b: Update the Goal 9 – Economic Development Chapter of the La Grande Comprehensive Plan		
21	Conduct available commercial space inventory.	2022
22	Update Goal 9 to evaluate and address the City’s goals and priorities for economic development and conduct a commercial land needs analysis.	2022
Objective 3c: Support partner organizations in efforts to develop adequate and skilled workforce		
23	Engage La Grande School District's CTE programs for work force development efforts.	As appropriate

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
24	Work with EOU to identify and utilize programs that support business development.	As appropriate
25	Work with Blue Mountain Community College to identify curriculum that could be adapted to support needs of new or expanding businesses.	As needed
26	Work with Work Source Oregon to promote workforce development programs and employee retention training.	As needed
Objective 3d: Implement business retention expansion and recruitment activities for businesses outside the CBZ		
27	Continue periodic check-in with major employers.	Ongoing
28	Continue to share and act on relevant data as collected from various sources.	Ongoing
29	Assist in individual business growth opportunities around industry sectors identified in Objective 2a above.	Ongoing
30	Support local partners efforts to develop more resilient businesses including "Support Local" initiatives.	Ongoing
31	Develop a strategy to localize supply chain using existing small scale manufacturers.	2023
Objective 3e: Utilize Urban Renewal Programs to support business expansion and retention activities		
32	Cultivate Urban Renewal projects when appropriate.	Ongoing
33	Continue the Call for Projects grant program.	Ongoing
34	Provide assistance as needed and appropriate to projects that have already received URA funding.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Objective 3f: Expand economic development efforts outside URD (Funding from City's General Fund)		
35	Identify available state, federal, and other incentive programs for properties/projects outside of the URD.	Ongoing
36	Participate in developing a community-wide business recruitment, retention and assistance strategy, using data from the 2017 "Refresh" Plan completed by National Main Street, the Buxton Report, 2021 BR&E report and other relevant resources. Upon completion, implement the strategy within La Grande and the UGB.	2022
37	Market and promote properties outside the URD but within the UGB and City Limits for retail, commercial, and traded sector opportunities as part of overall expansion and recruitment strategies.	2022
38	Recruit small scale manufacturing that is right sized to adaptively reuse vacant properties throughout the community	2023
Goal 4: Create a vibrant Central Business Zone (CBZ)		
Objective 4a: Actively work to fill all available and vacant retail/commercial space within the CBZ		
39	Work with La Grande Main Street Downtown (LGMSD) to conduct retail inventory and space opportunities.	Ongoing
40	Continue to chair the LGMSD Economic Vitality Committee.	Ongoing
41	Continue to review and approve Façade Grants received from LGMSD.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
42	Work with LGMSD to implement CBZ specific business recruitment, retention and assistance strategy, developed in Objective 3f above.	2022
Objective 4b: Utilize Agency Initiated CBZ project funding for meaningful projects to address severely blighted or significantly underutilized properties		
43	Develop a program policy that includes specific criteria for project identification and selection outside of the Call for Projects program.	2022
44	Implement new policy once adopted to identify and initiate projects.	2023
Objective 4c: Create more retail shopping opportunities with an emphasis on businesses that generate high foot traffic downtown		
45	Utilize Urban Renewal funds as appropriate to support new retail.	Ongoing
46	Work with LGMSD to conduct a business cluster workshop to identify existing business expansion and recruitment opportunities.	2022
Objective 4d: Create more downtown second story housing to increase downtown viability		
47	Provide technical assistance and resources to projects that are multi-purpose and include first floor retail and upper story housing.	Ongoing
48	With LGMSD to provide workshops on tax credits, incentives and energy efficiency options for historic buildings and second story housing.	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 4e: Increase downtowns economic vitality through tourism and cultural activities

49 Work with community groups as they identify potential projects to help determine feasibility and location.

Ongoing

50 Support EOU projects that link the University to downtown.

Ongoing

51 Work with the Chamber and LGMSD to identify additional ways to promote arts and culture in La Grande.

Ongoing

52 Support the work of Arts Center East as it pertains to economic development.

Ongoing

53 Encourage opening of arts and entertainment facilities and venues.

Ongoing

54 Link City Arts Commission and LGMSD Design Committee on specific arts related projects.

As requested

55 Work with LGMSD and Chamber to coordinate business training on how to market to, and capture more visitor traffic and sales.

2022

56 Work with LGMSD on Wayfinding Signage project.

2023

Goal 5: Encourage entrepreneurial and small business development as a key economic development strategy

Objective 5a: Proactively encourage Entrepreneurship and small business development

57 Establish and maintain partnerships with others serving entrepreneurs and small businesses including but not limited to: NEOEDD, SBDC, LGMSD, Work Source Oregon, and Business Oregon.

Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
58	Refer high growth potential companies to appropriate resources and encourage growth within La Grande.	Ongoing
59	Work closely with EOU entrepreneur program to identify emerging entrepreneurs to keep those new start ups here in La Grande.	Ongoing
60	Develop entrepreneur/small business mentoring opportunities.	Ongoing
61	Partner with LGMSD on monthly business roundtable/resource sessions.	Ongoing
62	Continue to provide training and networking support including remote and co-working space to small businesses and	Ongoing
63	As part of the current ROI grant, complete the local Entrepreneur Ecosystem mapping project.	2022
64	Work with Entrepreneur Support Organizations (ESOs) to implement recommendations from Entrepreneur Ecosystem	2023
Objective 5b: Evaluate the need and feasibility of an expansion of the Ignite Center		
65	Track uses of the Ignite Center to identify current facility usage, demand, and need.	2022
66	Continue to identify funding for potential Ignite Center relocation/expansion.	2022 and 2023
67	Assess Ignite Center expansion requirements based on projected needs including program delivery, users, and occupants.	2023
68	If warranted and subject to funding availability, initiation relocation/expansion of the Ignite Center.	2023

Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 5c: Introduce entrepreneurship to students

69	Work with La Grande School District, LGMSD, City Parks, and other partners to implement a summer entrepreneur program.	Ongoing
70	Partner with EOU, SBDC and other partners to implement entrepreneurial activities annually.	Ongoing
71	Work closely with EOU's School of Business to identify potential new entrepreneurs and start ups and work to keep those start ups in La Grande.	2023

Goal 6: Market and educate existing businesses, potential new businesses, and the citizens of La Grande about Urban Renewal Programs and the benefits of Urban Renewal

Objective 6a: Educate the public about Urban Renewal Programs

72	Ensure all marketing materials are up to date including print, electronic, and web based.	Ongoing
73	Maintain listing information, maps and photos for the La Grande Business and Technology Park and other available commercial real estate on the Economic Development website www.lagrandeed.com .	Ongoing
74	Ensure that the Economic Development website www.lagrandeed.com provides information around targeted sector recruitment incentives.	Ongoing
75	Work with partners to list properties on appropriate websites including but not limited to Oregon Prospector and www.lagrandeed.com .	Ongoing

Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
76	Maintain Economic Development social media presence (Currently includes Facebook, Instagram, and Linked In). Use these platforms to showcase local success stories, share incentives, and engage with potential leads.	Ongoing
77	Develop and maintain an Economic Development image archive of successful projects, business activity, and available sites.	Ongoing
78	Draft press releases and provide interview information regarding Urban Renewal programs, projects and committees.	Ongoing
79	Present information about Urban Renewal programs to civic and constituent groups.	Ongoing
80	Complete video project with Brent Clapp Media promoting Urban Renewal in La Grande.	2022
Objective 6b: Promote and celebrate business successes within the Urban Renewal District		
81	Increase online presence of URA and Economic Development using website, social media, etc.	2022
82	Develop section on City Website for project and program updates, as well as celebrations for business successes.	2022

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Goal 1: Ensure Urban Renewal Agency programs are achieving goals and objectives as set by the Agency and meeting the needs of businesses		
Objective 1a: Periodically assess effectiveness of existing programs		
1	Evaluate Traded Sector Incentive Program.	2023
2	Evaluate Façade Grant Program.	2023
3	Evaluate Call for Projects Program.	2024
4	Revise processes as needed to comply with policy and/or recommend policy revisions to URA.	As needed
Objective 1b: Maximize the effectiveness of the Urban Renewal Advisory Committee (URAC) and Urban Renewal Agency		
5	Fill vacancies on URAC as they occur.	Ongoing
6	Provide training for Urban Renewal Agency and URAC regarding Urban Renewal Programs on an annual basis.	Ongoing
7	Provide orientation training for new URAC members and URA members as appointed/elected.	As needed

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Goal 2: Continue Business Recruitment Efforts

Objective 2a: Refine and implement a focused recruitment strategy

8	Continue active recruitment and attraction for the following priority sectors: Recreational Manufacturing and Retail; Timber Industry; and E-Commerce.	Ongoing
9	Respond to all appropriate recruitment leads regardless of sector or location.	Ongoing
10	Respond to Business Oregon leads that are appropriate for La Grande, including those that could locate within the UGB.	Ongoing
11	Develop a recruitment strategy focused on Small Scale Manufacturing in, or supporting, the priority sectors listed above.	2022

Objective 2b: Utilize URA funding programs and proactive marketing to fill the La Grande Business and Technology Park with an emphasis on selling all Agency owned properties

12	Maintain contract with real estate listing agent to actively promote Agency/City owned properties at Business Park.	Ongoing
13	Market the dedicated CFP funding for projects located in the La Grande Business and Technology Park as tool to fill the Park.	Ongoing
14	Promote the \$200,000 Traded Sector Business Attraction Incentive.	Ongoing
15	Target Small Scale Manufacturing to help increase perceived value of existing incentives.	2022

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
16	Network with other NW communities that have successfully attracted businesses in similar target sectors to develop a list of best practices.	2022
Goal 3: Continue Business Retention and Expansion Efforts.		
Objective 3a: Improve Business Expansion and Attraction Readiness		
17	Develop and maintain a portfolio of available Economic Development resources including local, state and federal incentives.	Ongoing
19	Identify and assist business expansion efforts within the key sectors identified in Objective 2a above.	Ongoing
18	Work closely with the Chamber, Main Street, NEOEDD, and Union County, and other partners to develop a Retention and Recruitment action plan based on the 2021 Business Retention and Expansion (BR&E) report.	2022 build team develop plan - 2023 implementation
20	Develop a focused Small Scale Manufacturing expansion strategy focused on increasing traded sector sales.	2023
Objective 3b: Update the Goal 9 – Economic Development Chapter of the La Grande Comprehensive Plan		
21	Conduct available commercial space inventory.	2022
22	Update Goal 9 to evaluate and address the City’s goals and priorities for economic development and conduct a commercial land needs analysis.	2022
Objective 3c: Support Partner Organizations in efforts to develop adequate and skilled workforce		
23	Engage La Grande School District's CTE programs for work force development efforts.	As appropriate

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
24	Work with EOU to identify and utilize programs that support business development.	As appropriate
25	Work with Blue Mountain Community College to identify curriculum that could be adapted to support needs of new or expanding businesses.	As needed
26	Work with WorkSource Oregon to promote workforce development programs and employee retention training.	As needed
Objective 3d: Implement Business Retention Expansion and Recruitment Activities for businesses outside the CBZ		
27	Continue periodic check-in with major employers.	Ongoing
28	Continue to share and act on relevant data as collected from various sources.	Ongoing
29	Assist in individual business growth opportunities around industry sectors identified in Objective 2a above.	Ongoing
30	Support local partners efforts to develop more resilient businesses including "Support Local" initiatives.	Ongoing
31	Develop a strategy to localize supply chain using existing small scale manufacturers.	2023
Objective 3e: Utilize Urban Renewal Programs to support business expansion and retention activities		
32	Cultivate Urban Renewal Projects when appropriate.	Ongoing
33	Continue the Call for Projects Grant program.	Ongoing
34	Provide assistance as needed and appropriate to projects that have already received URA funding.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
Objective 3f: Expand Economic Development Efforts Outside URD (Funding from City's General Fund)		
35	Identify available state, federal, and other incentive programs for properties/projects outside of the URD.	Ongoing
36	Participate in developing a community-wide business recruitment, retention and assistance strategy, using data from the 2017 "Refresh" Plan completed by National Main Street, the Buxton Report, 2021 BR&E report and other relevant resources. Upon completion, implement the strategy within La Grande and the UGB.	2022
37	Market and promote properties outside the URD but within the UGB and City Limits for retail, commercial, and traded sector opportunities as part of overall expansion and recruitment strategies.	2022
38	Recruit Small Scale Manufacturing that is right sized to adaptively reuse vacant properties throughout the community	2023
Goal 4: Create a vibrant Central Business Zone (CBZ)		
Objective 4a: Actively work to fill all available and vacant retail/commercial space within the CBZ		
39	Work with La Grande Main Street Downtown (LGMSD) to conduct retail inventory and space opportunities.	Ongoing
40	Continue to chair the LGMSD Economic Vitality Committee.	Ongoing
41	Continue to review and approve Façade Grants received from LGMSD.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
42	Work with LGMSD to implement CBZ specific business recruitment, retention and assistance strategy, developed in Objective 3f above.	2022
Objective 4b: Utilize Agency Initiated CBZ Project funding for meaningful projects to address severely blighted or significantly underutilized properties		
43	Develop a program policy that includes specific criteria for project identification and selection outside of the Call for Projects program.	2022
44	Implement new policy once adopted to identify and initiate projects.	2023
Objective 4c: Create more retail shopping opportunities with an emphasis on businesses that generate high foot traffic downtown		
45	Utilize Urban Renewal funds as appropriate to support new retail.	Ongoing
46	Work with LGMSD to conduct a business cluster workshop to identify existing business expansion and recruitment opportunities.	2022
Objective 4d: Create more downtown second story housing to increase downtown viability		
47	Provide technical assistance and resources to projects that are multi-purpose and include first floor retail and upper story housing.	Ongoing
48	With LGMSD to provide workshops on tax credits, incentives and energy efficiency options for historic buildings and second story housing.	Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities

Timing

Objective 4e: Increase downtowns economic vitality through tourism and cultural activities

49 Work with community groups as they identify potential projects to help determine feasibility and location.

Ongoing

50 Support EOU projects that link the University to downtown.

Ongoing

51 Work with the Chamber and LGMSD to identify additional ways to promote arts and culture in La Grande.

Ongoing

52 Support the work of Arts Center East as it pertains to economic development.

Ongoing

53 Encourage opening of arts and entertainment facilities and venues.

Ongoing

54 Link City Arts Commission and LGMSD Design Committee on specific arts related projects.

As requested

55 Work with LGMSD and Chamber to coordinate business training on how to market to, and capture more visitor traffic and sales.

2022

56 Work with LGMSD on Wayfinding Signage project.

2023

Goal 5: Encourage Entrepreneurial and Small Business development as a key economic development strategy

Objective 5a: Proactively Encourage Entrepreneurialism and Small Business Development

57 Establish and maintain partnerships with others serving entrepreneurs and small businesses including but not limited to: NEOEDD, SBDC, LGMSD, WorkSource Oregon, and Business Oregon.

Ongoing

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
58	Use the Ignite Entrepreneurial Center, to provide resources and workshops to support new and existing businesses.	Ongoing
59	Refer high growth potential companies to appropriate resources and encourage growth within La Grande.	Ongoing
60	Work closely with EOU entrepreneur program to identify emerging entrepreneurs to keep those new start ups here in La Grande.	Ongoing
61	Develop entrepreneur/small business mentoring opportunities.	Ongoing
62	Partner with LGMSD on monthly business roundtable/resource sessions.	Ongoing
Objective 5b: Continue to develop and expand Ignite Center and services offered Ignite Center		
63	Continue to provide training and network support including remote and Co-Working space to Small Businesses and	Ongoing
64	As part of the current ROI grant, complete the local Entrepreneur Ecosystem mapping project.	2022
65	Track current demand for use of Ignite Center to identify most needed uses and functionality of expanded space.	2022
66	Continue to identify funding for Ignite expansion into the historic Firehouse.	2022 and 2023
67	Work with Entrepreneur Support Organizations (ESO) to implement recommendations from Entrepreneur Ecosystem map.	2023

Proposed Economic Development Strategy 2022--2024

Goals/Objectives/Activities		Timing
68	Finalize Ignite expansion plans based on funding and potential use requirements.	2023
69	Renovation of Firehouse location and expansion of Ignite Center.	2024 (Sooner if funding is secured)
Objective 5c: Introduce Entrepreneurialism to Students		
70	Work with La Grande School District, LGMSD, City Parks, and other partners to implement a Summer entrepreneur program.	Ongoing
71	Partner with EOU, SBDC and other partners to implement entrepreneurial activities annually.	Ongoing
72	Work closely with EOU's School of Business to identify potential new entrepreneurs and start ups and work to keep those start ups in La Grande.	2023
Goal 6: Market and Educate existing businesses, potential new businesses, and the citizens of La Grande about Urban Renewal Programs and the benefits of Urban Renewal		
Objective 6a: Educate the Public About Urban Renewal Programs		
73	Ensure all marketing materials are up to date including print, electronic, and web based.	Ongoing
74	Maintain listing information, maps and photos for the La Grande Business and Technology Park and other available commercial real estate on the Economic Development website www.lagrandeed.com .	Ongoing
75	Ensure that the Economic development website www.lagrandeed.com provides information around targeted sector recruitment incentives.	Ongoing

Proposed Economic Development Strategy 2022--2024

	Goals/Objectives/Activities	Timing
76	Work with partners to list properties on appropriate websites including but not limited to Oregon Prospector and www.lagrandeed.com.	Ongoing
77	Maintain Economic Development social media presence (Currently includes Facebook, Instagram, and Linked In). Use these platforms to showcase local success stories, share incentives, and engage with potential leads.	Ongoing
78	Develop and maintain an Economic Development image archive of successful projects, business activity, and available sites.	Ongoing
79	Draft press releases and provide interview information regarding Urban Renewal programs, projects and committees.	Ongoing
80	Present information about Urban Renewal programs to civic and constituent groups.	Ongoing
81	Complete video project with Brent Clapp Media promoting Urban Renewal in La Grande.	2022
Objective 6b: Promote and Celebrate Business Successes within the Urban Renewal District		
82	Increase online presence of URA and Economic Development using website, social media, etc.	2022
83	Develop section on City Website for project and program updates, as well as celebrations for business successes.	2022

CITY of LA GRANDE

COUNCIL ACTION FORM

Council Meeting Date: April 6, 2022

PRESENTER: Robert A. Strobe, City Manager

COUNCIL ACTION: **CONSIDER APPROVING PERSONAL SERVICES CONTRACT FOR COMPENSATION SURVEY AND PAY EQUITY ANALYSIS FOR REPRESENTED EMPLOYEES**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Comments
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the City Manager be authorized to enter into an agreement for professional services with HR Answers to conduct a compensation survey and pay equity analysis as presented.

- 6. MAYOR: Invite Additional Council Discussion
- 7. MAYOR: Ask for the Vote

EXPLANATION: Staff is requesting approval to contract with HR Answers to complete a Compensation Survey and Pay Equity Analysis for the represented employees. This would include 55 positions across the three bargaining groups. In addition to the Compensation Survey, the consultant would perform an analysis to assure the City is in compliance with the Pay Equity Act. The methodology for determining compliance with the Act must be the same for all employees. The City is currently working with HR Answers on the Compensation Survey and Pay Equity Analysis for the Management Group. HR Answers was selected following a process that included an RFP and presentations by other consultants. HR Answers is already contracted to develop the methodology for the Management Group and would apply it to the additional 55 positions.

When the City and the Employees Association negotiated the current Collective Bargaining Agreement, the City also agreed to conduct a compensation study prior to negotiations. Funding for this work was planned to be part of the 2022-2023 Proposed Budget. During the 2022 Council Retreat, the issue of recruitment and retention of employees, particularly in public safety and other hard-to-fill positions was discussed. The Staff has been exploring options to address this issue and concluded that a professional compensation survey is needed. The Firefighters' bargaining group has subsequently sent the City a letter requesting to reopen negotiations for the current CBA to help address the inability to fill a vacant Firefighter Paramedic position. Additionally, the current Consumer Price Index has risen substantially in the past few months, with the January CPI at over 7%, which is the index we use for COLA calculations. Our employees are expected to receive either 2% or 3% COLA in June under the current agreements.

Given the overall circumstances, at this juncture, the City needs to move forward to complete compensation surveys, conduct the Pay Equity Analysis, and develop new pay structures for all employees that would be negotiated with the represented groups. This is not work that can be done without the resources of a consultant which includes reviewing every position in the City.

Because the additional work for the represented employees was not included in the 2021-2022 Adopted Budget, we are required to receive City Council approval. In reviewing the estimated expenditures for all departments, we should be able to absorb the costs without accessing contingency funds. The total cost of the additional work is \$18,500.

The City Manager's intent would be to open negotiations with all three bargaining groups and use the results to address the compensation situation in terms of recruiting, retention, and pay equity adjustments. We may also request to reopen negotiations with the intent of bargaining new agreements that would become effective before the end of the current agreements which run through the end of June 2026. The Bargaining Groups would need to

agree to enter into negotiations early. Normally we would begin negotiations this winter or early spring 2023 for new three-year agreements effective July 1, 2023.

The City Manager recommends approval of this Agenda item as presented.

Reviewed By: (Initial)

City Manager _____
City Recorder _____
Aquatics Division _____
Building Department _____
ED Department _____
Finance _____
Fire Department _____

Human Resources Dept _____
Library _____
Parks Department _____
Planning Department _____
Police Department _____
Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed: _____
- Action Tabled: _____
Vote: _____

- Resolution Passed
Effective Date: _____

- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____