

CITY of LA GRANDE
City Council Regular Session
Wednesday, June 7, 2023

[Immediately Following Urban Renewal Agency Regular Session](#)

Council Chambers
La Grande City Hall
1000 Adams Avenue

AGENDA

The meeting will be available for viewing via the City's scheduled Charter Communications channel 180 immediately following the Urban Renewal District Budget Committee Regular Session, City of La Grande Budget Committee Regular Session, and the Urban Renewal Agency Regular Session which begin at 6:00 p.m. on June 7, 2023, on the EO Alive website at <https://eoa.tv> or on the EO Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

1. WELCOME to the CITY COUNCIL REGULAR SESSION

- a. Call to Order
- b. Roll Call

- The City of La Grande City Council will meet in Executive Session pursuant to ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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; May 3, 2023
- b. **Consider:** Accepting FY 2023–2024, “Exhibit A”; City/Urban Renewal Agency Intergovernmental Agreement [Strope]
- c. **Consider:** Approving the Tourism Annual Program of Work and Budget; 2023-2024 [Strope]
- d. **Consider:** Renewing Tourism Promotion Services Agreement [Strope]

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 sstockhoff@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.

5. PUBLIC HEARINGS

- a. **Consider:** Resolutions: (1) Adopting Budget, Making Appropriations, Levying Taxes; FY 2023-2024
(2) Declaring City's Election to Receive State Revenue Sharing; FY 2023-2024 [Strope/Rajkovich]

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. **Consider:** Resolution; to Continue the General Reserve Fund [Rajkovich]

8. UNION COUNTY COMMISSIONER'S UPDATE

9. STAFF COMMENTS

10. CITY MANAGER COMMENTS

11. CITY COUNCIL COMMENTS

12. RECESS to EXECUTIVE SESSION

13. RECONVENE REGULAR SESSION

- a. **Consider:** Ratifying Collective Bargaining Agreement; Police Association and Approving Executive Summary for Management and Non-Exempt Employees [Strope]

14. ADJOURN

Stacey M. Stockhoff
City Recorder

The City Council is currently scheduled to meet again in a Regular Session on Wednesday, July 12, 2023 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: **June 7, 2023**

PRESENTER: Robert A. Strobe, 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; May 3, 2023
- b. **Consider:** Accepting FY 2023–2024, “Exhibit A”; City/Urban Renewal Agency Intergovernmental Agreement
- c. **Consider:** Approving the Tourism Annual Program of Work and Budget; 2023-2024
- d. **Consider:** Renewing Tourism Promotion Services Agreement

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

May 3, 2023

**Council Chambers
La Grande City Hall
1000 Adams Avenue**

MINUTES

COUNCILORS PRESENT:

Justin Rock, *Mayor*
Corrine Dutto, *Councilor*
Nicole Howard, *Councilor*
Molly King, *Councilor*
Mary Ann Miesner, *Councilor*
Denise Wheeler, *Councilor*

COUNCILORS ABSENT EXCUSED:

David Glabe, *Mayor Pro Tem*

STAFF PRESENT

Robert Strobe, *City Manager*
Hannah Lehner, *Assistant to the City Manager*
Stacey Stockhoff, *City Recorder*
Gary Bell, *Police Chief*
Timothy Bishop, *Economic Development Director*
Michael Boquist, *Community Development Director*
Carrie Bushman, *Library Director*
Kyle Carpenter, *Public Works Director*
Cari Markham, *Human Resource Specialist*
McKayla Rollins, *Aquatics and Recreation Supervisor*

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/
ROLL CALL/AGENDA APPROVAL**

Mayor ROCK 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.

Mayor ROCK announced that the City Council would meet in Executive Session pursuant to ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

CONSENT AGENDA

- a. **Consider:** Approving Regular Session Minutes; *April 5, 2023*
- b. **Consider:** Approving OLCC Liquor License Application; Hought's 24 Flavors
- c. **Consider:** Awarding Bid for Concrete Repair Projects
- d. **Consider:** Authorizing City Manager to Sign Agreement for Consulting Insurance Services; Graybeal Group

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

MOTION

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

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

PUBLIC COMMENTS

Rikki HICKEY shared Art Center East would be holding an open reception on Friday, May 5, 2023, for artists Don Gray and Jessica Plattner. HICKEY added Art Center East was seeking volunteers to assist with flyer deliveries, janitorial support services, and grounds keeping. She noted that the Eastern Oregon Film Makers Residency was underway and focused on Six (6) filmmakers, adding that the Liberty Theater Foundation was working with engineers on the bid packet for their final phase of construction. HICKEY invited attendants to the Art Center East Open House on Friday, June 2, 2023, scheduled concurrently with the Eastern Oregon University (EOU) Art Fest. HICKEY shared that the La Grande Optimist Club had expanded their menu and encouraged others to indulge at future sporting events. Lastly, HICKEY invited the community to support the La Grande Optimist Club Youth Fish Derby at Morgan Lake on Saturday, June 3, 2023.

Dr. Daniel Paul COSTIE, Assistant Professor of Public Policy and Administration at EOU, introduced students from his Democracy and Public Service class, noting he believed students should observe public service in action and thanked Councilors for their public service. COSTIE added, as a citizen, he was recently affected by a water outage which occurred on N and Cedar. The water service was restored after four (4) hours; however, COSTIE expressed he had not received prior notification for the outage.

Quinn EARLE, EOU Cheerleader, Miss Coos County 2023 and newly elected Sage Mountain Queer President, spoke on behalf of the queer community whom were seeking more queer representation within community events. EARLE expressed events could include queer representation at the Union County Fair, a Pride Run and/or Color Run; noting events should focus on queer residents moving into the community as well as current residents and encouraged community involvement and safety.

PUBLIC HEARINGS

- a. **Consider: Ordinance; Second Reading:
Adopting Final Local Improvement
District Assessments**

Mayor ROCK announced that the Public Hearing was still open for the Ordinance to be read for a Second Time by title only and considered for Adoption at 6:09 p.m.; and that the Rules of Order for this Public Hearing were read in their entirety during the Regular Session of April 5, 2023.

STAFF REPORT

Mayor ROCK requested the Staff Report.

Kyle CARPENTER, *Public Works Director*

CARPENTER shared that the Council had established a City-Wide Voluntary Sidewalk Local Improvement District for the year 2022 during the May 4, 2022, Regular Session City Council Meeting. A Local Improvement District (LID) offered property owners a way to improve their property and maintain existing sidewalks within the right-of-way. The process assisted with facilitating sidewalk repair work upon property owner request and approval.

CARPENTER expressed the 2022 Voluntary Sidewalk Local Improvement District Number 22-067 ended December 31, 2022, with the total cost of projects repaired under the LID being \$7,422.00. Staff monitored approximately 685 square feet of sidewalk repairs, and other associated sidewalk project work throughout La Grande during 2022, where property owners utilized the City-Wide concrete contractor.

CARPENTER noted the Council had accepted the Final Study and Report during the March 1, 2023, Regular Session City Council Meeting. The Public Hearing on this proposed Ordinance was opened at the City Council's Regular Session Meeting held on April 5, 2023, at which time the Ordinance was read for the first time. During the Hearing, there was no public testimony received in regards to the proposed Ordinance.

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

None

Mayor ROCK closed the Public Hearing at 6:10 p.m. and entertained a Motion:

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

MOTION

MOTION: I move that the proposed Ordinance establishing final assessments for the 2022 City-Wide Voluntary Sidewalk Local Improvement District Number 22-067 be read for the Second Time by Title Only, Put to a Vote, and Adopted.

COUNCIL DISCUSSION

None

Upon Mayor ROCK's request, City Recorder STOCKHOFF read the proposed Ordinance by Title Only.

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 2022 CITY WIDE VOLUNTARY SIDEWALK LOCAL IMPROVEMENT DISTRICT NUMBER 22-067; AND DECLARING AN EFFECTIVE DATE [3264]

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. Consider: Establishing City-Wide Voluntary Sidewalk Local Improvement District #23-068

STAFF REPORT

Mayor ROCK requested the Staff Report.

Kyle CARPENTER, *Public Works Director*

CARPENTER shared his recommendation to establish a City-Wide Voluntary Sidewalk Local Improvement District (LID) for the year 2023, with the possibility of extending the LID through the 2024 calendar year, if participation in 2023 were low, and providing the department continued to receive inquiries from property owners regarding funding options for improvements to their sidewalks, driveways, or curbs. Implementation of City-Wide Voluntary Sidewalk Local Improvement District Number 23-068 would allow a method for financing the work over time, to help property owners improve their property and maintain existing sidewalks. Property owners were not required to participate in the voluntary program and could seek other financing methods or perform the work themselves.

CARPENTER noted that Staff would return to a rotational inspection of the sidewalk zones around the City, which Staff would focus on Zones 6 and 7 to identify properties in need of improvements, as well as respond to any complaints received on a case-by-case basis, citing Staff would continue to accommodate property owners who would like to voluntarily make sidewalk improvements in any zone.

CARPENTER noted the establishment of the Sidewalk Local Improvement District was an annual request, but with the

varying participation in the program, Staff requested the option to extend the program into the 2024 calendar year if total assessments remained below \$25,000.

DUTTO questioned if curb cuts were included as part of the program, to which Carpenter explained curb cuts were a different program. In response to DUTTO's question on how many years would it take the program to reach \$25,000, CAPRENTER shared historically the program took two (2) years to reach that threshold, noting rotational inspection assessments cost could be recognized sooner than two (2) years, but it remained advantageous for Staff to extend the program into the 2024 calendar year.

WHEELER questioned if a homeowner could request work, to which CARPENTER confirmed the opportunity was open to owners outside the targeted zones.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

Mayor ROCK stated this was a great program.

MOTION

The following Motion was introduced by HOWARD; DUTTO providing the second.

Motion: I move that we establish the 2023 City Wide Voluntary Sidewalk Local Improvement District Number 23-068.

COUNCIL DISCUSSION

None

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

- b. Consider: Resolution; Annexing Property at 403 and 411 S. 20th Street, File Number 01-ANP-23

STAFF REPORT

Mayor ROCK requested the Staff Report.

Michael BOQUIST, *Community Development Director*

BOQUIST shared the subject properties, 403 and 411 S. 20th Street, were located within the City of La Grande Urban Growth Boundary and the property owners had requested annexation into the City of La Grande, City Limits, in exchange for receiving City water and sewer services for the construction of single-family dwellings. BOQUIST noted the City Ordinances required annexation prior to receiving the requested City services.

BOQUIST added in accordance with Oregon Revised Statutes 222.125, the request could be approved by Resolution when the request included 100% property owner consent(s) and consent from the majority of the electors. If the requirements were met, the legislative body (City Council) could proclaim the annexation by Resolution. BOQUIST noted the property owners had signed a Consent to Annex Agreement, which represented 100% of the property ownership. The property at 403 S. 20th Street had a single-family dwelling and the property at 411 S. 20th Street was currently vacant and there were no electors residing on the property. The applicable requirements were met to annex the properties by Resolution.

In response to MIESNER's question, BOQUIST confirmed the numbers referenced on Exhibit 'A' of the assessor map were tax lot numbers and not the physical addresses of the properties.

DUTTO questioned the value represented by the hashmarks shown on the assessors' map, to which BOQUIST shared he believed the marks represented surveys.

In response to DUTTO's question, BOQUIST confirmed tax lot 401 had a home built and tax lot 402 had applied for permits.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

None

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

MOTION

MOTION: I move that the proposed Resolution annexing properties located at 403 and 411 S. 20th Street, be Read by Title Only, Put to a Vote, and Passed.

COUNCIL DISCUSSION

None

Upon Mayor ROCK's request, City Recorder STOCKHOFF read the Proposed Resolution by Title Only:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, DECLARING CERTAIN TERRITORY ANNEXED TO THE CITY OF LA GRANDE, UNION COUNTY, OREGON; SPECIFICALLY, PROPERTIES AT 403 & 411 S. 20TH STREET; T3S, R38E, SECTION 16B, TAX LOTS 401 & 402 [4834]

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

- c. Consider: Resolution; Annexing Property
at 2502 Watson Street, File Number 03-
ANP-23

STAFF REPORT

Mayor ROCK requested the Staff Report.

Michael Boquist, *Community Development Director*

BOQUIST noted the subject property, 2502 Watson Street, was located within the City of La Grande Urban Growth Boundary and the property owner had requested annexation into the City of La Grande, City Limits, in exchange for receiving City sewer services to resolve a private septic system failure. BOQUIST stated the City Ordinances required annexation prior to receiving the requested City services.

BOQUIST added that in accordance with Oregon Revised Statutes 222.125, the legislative body (City Council) could proclaim the annexation by Resolution, if the annexation request included 100% property owner consent(s) and consent from the majority of the electors. BOQUIST stated the property owner resides on the property and had signed a Consent to Annex Agreement, which represented 100% of the property ownership and the majority of electors. The property at 2502 Watson Street had a single-family dwelling with the owner as the one (1) elector residing on that property. Therefore, the applicable requirements were met to annex the property by Resolution.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

DUTTO questioned if the adjacent lots had been annexed, to which BOQUIST confirmed the adjacent lots had not, but lots nearby had historically received been annexed as a result of their septic system failures and the requirement to annex in order to receive City services.

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

MOTION

MOTION: I move that the proposed Resolution annexing property at 2502 Watson Street, be Read by Title Only, Put to a Vote, and Passed.

COUNCIL DISCUSSION

None

Upon Mayor ROCK's request, City Recorder STOCKHOFF read the Proposed Resolution by Title Only:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, DECLARING CERTAIN TERRITORY ANNEXED TO THE CITY OF

LA GRANDE, UNION COUNTY, OREGON; SPECIFICALLY, PROPERTY AT 2502 WATSON STREET, T3S, R38E, SECTION 04BC, TAX LOT 1300; AND, ALL OF THE ADJACENT WATSON STREET RIGHT-OF-WAY; AND, REMOVING SAID PROPERTY FROM THE LA GRANDE RURAL FIRE PROTECTION DISTRICT [4835]

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

d. Consider: Resolution; Amending Pool User Fees

STAFF REPORT

Mayor ROCK requested the Staff Report.

McKayla ROLLINS, Aquatics and *Recreation Superintendent*

ROLLINS began her report by stating in order to increase staff efficiencies and customer service, to bring the Veterans' Memorial Pool facility up to current industry standards by removing non-resident fees, and to battle inflation, Staff proposed fee increases for single admission and membership fees, all of which had not been increased since 2016.

ROLLINS noted the proposed fees were increased approximately 10%, rounded up to the nearest even dollar amount, sharing Staff plans to implement fee changes during the pool's summer schedule transition on June 12, 2023.

ROLLINS shared the elimination of non-resident fees were consistent with other facilities around the State and conformed with other rental fees for Parks facilities within the City.

ROLLINS informed the Councilors that the Parks and Recreation Advisory Commission discussed these recommended changes during their April meeting and received approval support.

In response to WHEELER's question pertaining to fee structure, ROLLINS confirmed an annual pool membership began the first day payment was received and continued for 365 days.

DUTTO questioned the elimination for residency proof, to which ROLLINS confirmed non-resident fees were no longer the standard for municipal pools.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

MIESNER noted that it was time to increase fees, to which Mayor **ROCK** echoed **MIESNER**'s support.

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

MOTION

MOTION: I move that the proposed Resolution amending pool fees be Read by Title Only, Put to a Vote and Passed.

COUNCIL DISCUSSION

None

Upon Mayor **ROCK**'s request, City Recorder **STOCKHOFF** read the Proposed Resolution by Title Only:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, OREGON, ESTABLISHING FEES FOR VETERANS' MEMORIAL SWIM POOL AND REPEALING RESOLUTION NUMBER 4736, SERIES 2016 AND ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH [4836]

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

UNION COUNTY COMMISSIONER'S UPDATE

Commissioner **Matt SCARFO** presented to the Council a letter from Sheriff **Cody Bowen**, a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth. The letter addressed the dog bite incident discussed during the April 5, 2023, City Council Meeting. **SCARFO** recommended speaking with the Union County Sheriff or District Attorney offices if questions persisted. **DUTTO** sought clarification pertaining to the ordinance, to which **SCARFO** reiterated that the Sheriff or District Attorney offices could best address question. In response to **DUTTO**'s statement, **SCARFO** shared he had questioned Deputy **KELLY** pertaining to reports made on dogs in that area, at which time, **KELLY** had confirmed no reports had been made. **SCARFO** encouraged future dog incidents be reported to safeguard appropriate actions would be taken by the County Animal Control.

SCARFO addressed the topic of feral cats, stating estimated cost for the Trap, Neuter, and Release Program (TNR) were two hundred and fifty dollars (\$250) per animal. In response to **HOWARD**'s question, **SCARFO** stated the information related to cost estimates were provided by the Union County Animal Shelter and inclusive of hiring for the trapping and release of feral cats. **SCARFO** cited Oregon did not have an Oregon Revised Statutes (ORS) requiring animal shelters, adding his goal was to present the topic legislatively and seek funding to support population control. In response to

WHEELER's question, SCARFO noted the ordinance allowed no more than ten (10) adult cats per household.

SCARFO mentioned the whereabouts of Bill 2635 were unknown, which included funding for the Union County Fair Grounds, remarking he had received an email from Representative Smith stating efforts were ongoing, nonetheless, funding could be approved under a different Bill.

SCARFO added that Governor Tina KOTEK would be visiting Union County on May 4, 2023, to which he shared his intent to address Measure 110 and feral cats.

STAFF COMMENTS

Chief BELL shared the staffing report, stating Officer Ben JOHNSON had completed the academy and local training, thus starting his solo patrol status. BELL noted Officer Garrett JONES would be graduating from the academy shortly and he was also scheduled to begin his solo patrol status. BELL stated the department had a single vacancy and was currently working through the selection process. In response to DUTTO's question, BELL stated that out of the nineteen (19) sworn officers, fourteen (14) were assigned to Patrol, and during departmental vacancies, the relief shift remained unstaffed.

BELL shared details on the successful Drug Enforcement Administration (DEA) Drug Take Back Day, which collected thirty (30) pounds of unwanted drugs, noting it was a partnership event with Center for Human Development (CHD) who provided free Narcan doses to citizens. BELL stated the department would host another drug take back event in the fall, adding in the interim, drug drop boxes were located in the Police Department lobby, Red Cross Pharmacy, Safeway Pharmacy and Grande Ronde Hospital (GRH).

CARPENTER shared an update on the Second Street project, to which he shared anticipation that the water main replacement project could progress to M Avenue by the weeks end. CARPENTER noted Staff had an unanticipated water valve break which caused an expanded water closure, noting Staff worked diligently to restore water to residents. CARPENTER added upon budget approval, Staff would provide Councilors with a map highlighting the 2023-24 funded street projects.

ROLLINS shared an update on the Riverside Replacement Project update, noting the department had obtained plans from manufacturers and the committee was actively reviewing those plans.

CITY MANAGER COMMENTS

STROPE reminded the Council that a combined Work Session was scheduled for Monday, May 8, 2023. He also added that on May 15, 2023, at the Colleen F. Johnson Community Room, the Budget Committee Hearings would begin, starting with the Urban Renewal District that would begin at 6 p.m. followed by the City's budget presentation. STROPE noted public comments for the City's budget would be received on Tuesday, May 16, 2023.

DUTTO recapped STROPE's message for public comment to be heard on May 15, 2023, for the Urban Renewal District and on May 16, 2023, for all other funds. STROPE confirmed, adding copies of the proposed budget were available on the City's website and the City Manager's office, located on the second floor of City Hall. STROPE stated questions were currently being collected, reviewed, and answered, and the written responses would be provided to the committee and the public.

CITY COUNCIL COMMENTS

MIESNER shared that the La Grande Downtown Cleanup Day was a success.

DUTTO provided a response to GLABE's earlier inquiry pertaining to the self-fueling station at the La Grande Airport, by confirming the airport would be installing a self-fueling station.

DUTTO shared a reminder for the Spring Community Tree Planting Day on Saturday, May 6, 2023, and encouraged participation.

Mayor ROCK shared that he was excited to be included in the Parks and Recreation Department's Arbor Day Event that was held on Friday, April 28, 2023, with a group of La Grande 4th Grade Students. They participated in tree planting activities and he had the opportunity to present a speech to the student participants.

RECESS TO EXECUTIVE SESSION

Mayor ROCK recessed the City Council meeting at 6:54 p.m. to the Executive Session and stated that the Council would return to Regular Session.

RECONVENE TO REGULAR SESSION

Mayor ROCK reconvened the City Council meeting at 7:26 p.m.

- a. Consider: Ratifying Collective Bargaining Agreement; Firefighters IAFF Local 924**

STAFF REPORT

Mayor ROCK requested the Staff Report.

Robert STROPE, *City Manager*

STROPE stated earlier in the year, labor negotiations commenced with the collective bargaining teams for the three (3) bargaining groups. The City Council was kept apprised of the progress of negotiations in Executive Session. STROPE stated the City reached tentative agreement on a new Collective Bargaining Agreement (CBA) and the La Grande Firefighters' Union membership had voted to ratify the Agreement.

STROPE noted, if approved, the new Collective Bargaining Agreement (CBA) would become effective June 21, 2023, and would expire on June 20, 2026. STROPE highlighted the agreement changes: 100 road mile distance, Field Training Officer pay, and the Union's requested change to the IAFF High deductible medical coverage. STROPE added details for the implementation of a new pay structure, developed following a compensation study and an analysis of all positions in the City to assure compliance with Oregon's Equal Pay Act.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

None

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

MOTION

MOTION: I move that we accept and that the City Manager be authorized to execute the three-year Collective Bargaining Agreement between the City of La Grande and the La Grande Firefighters' Union, IAFF Local No. 924, as presented.

COUNCIL DISCUSSION

DUTTO shared she was happy to see efforts toward bringing employees up to market value.

VOTE

MSC: 6-0 (Yes: ROCK, DUTTO, HOWARD, KING, MIESNER, and WHEELER; No: None)

There being no further business to come before this Regular Session of the Council, Mayor ROCK adjourned the meeting to the Urban Renewal Agency Regular Session at 7:32 p.m. The Council is scheduled to meet again in Regular Session on Wednesday, June 7, 2023, at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

Stacey M. Stockhoff
City Recorder

Justin B. Rock
Mayor

APPROVED: _____

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **June 7, 2023**

PRESENTER: Robert A. Strope, City Manager

COUNCIL ACTION: **CONSIDER ACCEPTING FY 2023-2024, "EXHIBIT A" of INTERGOVERNMENTAL AGREEMENT BETWEEN the CITY OF LA GRANDE and LA GRANDE URBAN RENEWAL AGENCY**

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

Suggested Motion: I move that "Exhibit A," of the Intergovernmental Agreement for Services between the City of La Grande and the La Grande Urban Renewal Agency be accepted as presented, effective for the period July 1, 2023, to June 30, 2024.

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

EXPLANATION: The Intergovernmental Agreement for Services between the City of La Grande and the La Grande Urban Renewal Agency creates the required indebtedness between the parties which is a legal necessity reflecting the partnership between the City and the Urban Renewal Agency (URA/Agency), for funding and implementing the provisions of the Urban Renewal Plan (Plan). As the Council knows, the Plan provides for the undertaking of various Urban Renewal projects, including certain administrative functions, and sets forth the terms under which the City will provide Plan implementation services to the Agency and the reimbursement for those services from the Agency to the City.

The Agreement remains in effect until an alternate funding and/or budgeting structure is proposed and adopted for the District or in the event the District is terminated. However, Section 7. of the Agreement, Compensation, requires that "Exhibit A," be amended in concert with the budget process prior to June 30, of each year the District exists. A copy of "Exhibit A," revised for Fiscal Year 2023-2024, is attached.

City Manager Robert Strope, Economic Development Director Timothy Bishop, and Finance Director Heather Rajkovich recommend acceptance of this "Exhibit A," 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: _____

IGA for Services between the City of La Grande Urban Renewal
Agency and the City of La Grande
Exhibit A
Fiscal Year 2023-2024

TOTAL LABOR COST	\$ 109,728
CONSULTANTS	\$40,950
LEGAL	\$5,000
AUDITING SERVICES	\$5,200
OTHER PROFESSIONAL SERVICES	\$30,000
POSTAGE	\$500
TELEPHONE	\$4,000
ADVERTISING-URA	\$24,000
EQUIPMENT MAINT & REPAIR	\$2,000
COMPUTER SYSTEM MAINT & REPAIR	\$2,283
INSURANCE	\$250
EQUIPMENT RENTAL	\$670
SUBSCRIPTIONS AND MEMBERSHIPS	\$3,725
TRAINING, TRAVEL & MTG EXPENSE	\$14,500
PROFESSIONAL SERVICES & FEES	\$3,600
COMPUTER SYS MAINT AGREEMENTS	\$100
BOOKS/REFERENCE MATERIALS	\$300
OFFICE SUPPLIES	\$1,200
DEPARTMENTAL SUPPLIES	\$300
PROFESSIONAL PRINTING	\$1,000
OFFICE EQUIP & FURNISHINGS	\$1,000
COMPUTER SYSTEM(S/H)	\$3,200
TOTAL CONTRACTUAL & SUPPLIES	\$143,778
TOTAL CAPITAL OUTLAY	\$15,000
TOTAL ADMINISTRATIVE FEES	<u>\$105,330</u>
GRAND TOTAL	<u>\$ 373,836</u>

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: June 7, 2023

PRESENTER: Robert A. Strope, City Manager

COUNCIL ACTION: **CONSIDER APPROVING THE TOURISM ANNUAL PROGRAM OF WORK AND BUDGET FOR 2023-2024**

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

Suggested Motion: I move that we approve the Program of Work for Tourism Promotion and Budget for 2023-2024, as presented.

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

EXPLANATION: On May 8, 2023, the City Council met in a Work Session with the Union County Chamber of Commerce Executive Director, Scott Newman, to review the Program of Work for Tourism Promotion and the Requested Budget for 2023-2024. The Council is being asked to approve the annual Program of Work as presented at the Work Session. The Union County Tourism Promotion Advisory Committee reviewed the Program of Work and Budget and recommend approval as contemplated in the Joint Memorandum of Agreement (MOA) between the Chamber, City, and Union County. The Chamber also presents the Program of Work and Budget to the Union County Commissioners as required under Joint MOA. Final approval of the budget is completed as part of the annual budget adoption process by the City. Approval of this item as presented means that if the City's Adopted Budget allocates a different amount, the Chamber will need to adjust their budget accordingly. The Proposed Budget for the City of La Grande reflects the \$118,078 included in the Chamber's Requested Budget.

City Manager Strope recommends that the Council approve the Program of Work and Budget, 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: _____

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: June 7, 2023

PRESENTER: Robert A. Strope, City Manager

COUNCIL ACTION: **CONSIDER RENEWING TOURISM PROMOTION SERVICES AGREEMENT**

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

Suggested Motion: I move that we renew the agreement for a three (3)-year term, and authorize the Mayor to sign, the Agreement for Tourism Promotion Services between the City of La Grande, Union County, and Union County Chamber of Commerce, as presented.

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

EXPLANATION: Since 2010, Union County and the La Grande City Council have contracted with the Union County Chamber of Commerce for Tourism Promotion Services for La Grande and Union County. The current agreement expires at the end of June. It is recommended to renew the agreement for a three-year term. The proposed renewal includes the following proposed changes that the Chamber and Union County suggested:

- Section 2. A.1.vii.6.: Adds language regulated to overnight stays and removes reference to the Blue Mountain Conference Center (BMCC).
- Section 2. A.1.viii.: Removes reference to Oregon Military Department and BMCC.

City Manager Strope recommends that the Council approve and authorize the Mayor to execute this proposed renewal Agreement, as presented, subject to approval by the Chamber Board and Union County.

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: _____

UNION COUNTY; CITY OF LA GRANDE; UNION COUNTY CHAMBER OF COMMERCE
JOINT MEMORANDUM of AGREEMENT

This Memorandum of Agreement (hereinafter referred to as MOA), entered into this ____ Day of _____, 2023~~0~~, by and between the City Council of the City of La Grande, an Oregon municipal corporation (hereinafter referred to as CITY), the Union County Board of Commissioners, (hereinafter referred to as COUNTY), and the Union County Chamber of Commerce, (hereinafter referred to as CHAMBER), for the purpose of agreeing on overall tourism activities and promotion efforts benefiting Union County and the City of La Grande:

WITNESSETH

Whereas, COUNTY and CITY desire to jointly fund tourism promotion for the City of La Grande and Union County; and,

—Whereas, CHAMBER, a nonprofit organization under IRS Section 501(c) 6, is charged with promoting tourism for Union County and the City of La Grande; and,

Whereas, it is the mutual desire of the Parties to jointly pursue increased tourism activity in Union County and the City of La Grande; and,

Whereas, the Parties further desire to establish through this MOA specific goals and expectations in regard to the promotion and marketing of Union County and the City of La Grande.

NOW, THEREFORE, based on the mutual covenants set forth in this MOA, the Parties agree to the following terms and conditions:

Section 1. Term, Duration, and Termination.

This MOA shall be in effect from July 1, 2023~~0~~ through June 30, 2026~~3~~, with funding for the fiscal year beginning each July 1, to be determined during the budget hearing processes of COUNTY and CITY. Any Party, with or without cause, upon written notification presented to all other Parties on or before April 1, of any fiscal year, may terminate this agreement effective at 5:00 P.M. on June 30 of that same fiscal year.

Section 2. Duties and Responsibilities.

- A. Union County Chamber of Commerce (CHAMBER) shall:
1. Perform Tourism Promotion Services as described in this MOA and the approved annual Program of Work ~~FYE 2021~~. Said services shall include, but are not limited to:
 - i. Operating a visitors' center at least Monday through Friday from 8:30 a.m. to 4:30 p.m. year-round and during major events including but not limited to the following events:
 1. EOU Week of Welcome
 2. EOU Homecoming
 3. EOU Graduation
 4. ~~Eastern Oregon Beer Festival~~
 5. Union County Farm Crawl
 - ii. Producing and distributing promotional brochures and other printed information.

- iii. Maintaining at least one alternate offsite location in downtown La Grande for the placement of promotional brochures and other printed materials which is open on Saturdays and posting signage at the visitors' center to direct visitors to the alternate location(s) (currently Red Cross Drug Store and Blue Mountain Outfitters).
- iv. Operating a web site that promotes La Grande and Union County.
- v. Developing and implementing an annual Program of Work for the marketing and promotion of La Grande and Union County in consultation with the Union County Tourism Promotion Advisory Committee (UCTPAC). Such consultation shall include a formal recommendation from the UCTPAC regarding the program. The program shall provide promotional efforts for Chamber and non-Chamber members alike. Said program for each fiscal year beginning shall be submitted to the CITY and COUNTY not later than April 30 for review and approval.
- vi. Presenting to the CITY on or before April 30 and COUNTY on or before the first County Commissioners meeting in May of each year an operating budget in conjunction with the marketing and promotion program submission.
- vii. Providing measureable results for the investment made in tourism marketing and promotion. The following agreed upon measurements shall be used as a primary tool for determining funding for the duration of this agreement.
 - 1. Transient Room Tax Revenues.
 - 2. Cooperative Ad participation—dollars invested and partner participation.
 - 3. Website hits.
 - 4. Requests for information that require responses—mailed packets, e-mailed packets.
 - 5. Retail Sales. (a sub-group will work on a sample group to gather data from)
 - 6. Events that include overnight stays to the extent that the information is provided to the Chamber. (for example: TRT Grant funded events)
 - 5.
 - ~~6. Blue Mountain Conference events that include overnight stays to the extent the information is provided by the Oregon Military Department.~~
- viii. Serving as a liaison between the tourism stakeholders such as: Union County Board of Commissioners; the City of La Grande; local, regional, and state-level tourism organizations; lodging providers/operators in La Grande and throughout Union County; local tourism-related businesses such as restaurants, gas stations, and retail; local and regional economic development organization, La Grande Main Street Downtown.—~~Working with the Oregon Military Department when appropriate to help attract and host larger events at the Blue Mountain Conference Center.~~
- ix. Implementing appropriate tourism elements of the currently adopted economic development plans of Union County and City of La Grande.
- x. —Appoint one voting member and one alternate member of the UCTPAC. The voting member and alternate shall be members of the Union County Chamber of Commerce Board of Directors, normally the President or Vice President of the Chamber Board.

B. The City of La Grande (CITY) shall:

- 1. Appoint three voting members of the UCTPAC, including one City Councilor. The City may assign a second Councilor as an alternate voting member.

2. Assign the City Manager or his designee to provide staff support to UCTPAC.
3. Provide to CHAMBER funding for tourism promotion an amount to be determined by the Budget Committee and City Council during the normal budget adoption process.

C. Union County Board of Commissioners (COUNTY~~ounty~~) shall:

1. Appoint three voting members of the UCTPAC, including one County Commissioner. The County may assign a second Commissioner as an alternate voting member.
2. Provide to CHAMBER funding for tourism promotion an amount to be determined by the Budget Committee and Board of County Commissioners during the normal budget adoption process.

Section 4. Amendments and Assignments. Amendments to this Joint MOA must be mutually agreed upon by and between the Parties to this MOA and in a writing executed with the same formalities of this MOA. This MOA is binding on the heirs, successors and assigns of the Parties hereto and may only be assigned by any party by first obtaining the written consent of the other Party or Parties.

Section 5. Special Circumstances. The Chamber agrees to provide notice to the City and County within five (5) days of the Chamber being made aware of any allegations of fraud, financial misconduct, theft, embezzlement and/or any other claims of misuse of funds by its employees, agents and assigns that could lead to criminal charges involving the funds provided by the City and/or County under this Agreement. Notice shall be provided to the City Manager and County Administrator. The City and County agree to keep any information received from the Chamber confidential during the pendency of any law enforcement investigation.

UNION COUNTY CHAMBER OF COMMERCE

~~Mollie Hulse~~Scott Newman
Chamber Director~~President~~

CITY of LA GRANDE

UNION COUNTY

~~Stephen E. Clements~~Justin B. Rock
Mayor

Chair Paul Anderes

ATTEST:

~~Kayla M. Rock~~Stacey M. Stockhoff
City Recorder

UNION COUNTY; CITY OF LA GRANDE; UNION COUNTY CHAMBER OF COMMERCE
JOINT MEMORANDUM of AGREEMENT

This Memorandum of Agreement (hereinafter referred to as MOA), entered into this ____ Day of _____, 2023, by and between the City Council of the City of La Grande, an Oregon municipal corporation (hereinafter referred to as CITY), the Union County Board of Commissioners, (hereinafter referred to as COUNTY), and the Union County Chamber of Commerce, (hereinafter referred to as CHAMBER), for the purpose of agreeing on overall tourism activities and promotion efforts benefiting Union County and the City of La Grande:

WITNESSETH

Whereas, COUNTY and CITY desire to jointly fund tourism promotion for the City of La Grande and Union County; and,

Whereas, CHAMBER, a nonprofit organization under IRS Section 501(c) 6, is charged with promoting tourism for Union County and the City of La Grande; and,

Whereas, it is the mutual desire of the Parties to jointly pursue increased tourism activity in Union County and the City of La Grande; and,

Whereas, the Parties further desire to establish through this MOA specific goals and expectations in regard to the promotion and marketing of Union County and the City of La Grande.

NOW, THEREFORE, based on the mutual covenants set forth in this MOA, the Parties agree to the following terms and conditions:

Section 1. Term, Duration, and Termination.

This MOA shall be in effect from July 1, 2023 through June 30, 2026, with funding for the fiscal year beginning each July 1, to be determined during the budget hearing processes of COUNTY and CITY. Any Party, with or without cause, upon written notification presented to all other Parties on or before April 1, of any fiscal year, may terminate this agreement effective at 5:00 P.M. on June 30 of that same fiscal year.

Section 2. Duties and Responsibilities.

- A. Union County Chamber of Commerce (CHAMBER) shall:
1. Perform Tourism Promotion Services as described in this MOA and the approved annual Program of Work. Said services shall include, but are not limited to:
 - i. Operating a visitors' center at least Monday through Friday from 8:30 a.m. to 4:30 p.m. year-round and during major events including but not limited to the following events:
 1. EOU Week of Welcome
 2. EOU Homecoming
 3. EOU Graduation
 4. Eastern Oregon Beer Festival
 5. Union County Farm Crawl
 - ii. Producing and distributing promotional brochures and other printed information.

- iii. Maintaining at least one alternate offsite location in downtown La Grande for the placement of promotional brochures and other printed materials which is open on Saturdays and posting signage at the visitors' center to direct visitors to the alternate location(s) (currently Red Cross Drug Store and Blue Mountain Outfitters).
- iv. Operating a web site that promotes La Grande and Union County.
- v. Developing and implementing an annual Program of Work for the marketing and promotion of La Grande and Union County in consultation with the Union County Tourism Promotion Advisory Committee (UCTPAC). Such consultation shall include a formal recommendation from the UCTPAC regarding the program. The program shall provide promotional efforts for Chamber and non-Chamber members alike. Said program for each fiscal year beginning shall be submitted to the CITY and COUNTY not later than April 30 for review and approval.
- vi. Presenting to the CITY on or before April 30 and COUNTY on or before the first County Commissioners meeting in May of each year an operating budget in conjunction with the marketing and promotion program submission.
- vii. Providing measureable results for the investment made in tourism marketing and promotion. The following agreed upon measurements shall be used as a primary tool for determining funding for the duration of this agreement.
 - 1. Transient Room Tax Revenues.
 - 2. Cooperative Ad participation—dollars invested and partner participation.
 - 3. Website hits.
 - 4. Requests for information that require responses—mailed packets, e-mailed packets.
 - 5. Retail Sales. (a sub-group will work on a sample group to gather data from)
 - 6. Events that include overnight stays to the extent that the information is provided to the Chamber. (for example: TRT Grant funded events)
- viii. Serving as a liaison between the tourism stakeholders such as: Union County Board of Commissioners; the City of La Grande; local, regional, and state-level tourism organizations; lodging providers/operators in La Grande and throughout Union County; local tourism-related businesses such as restaurants, gas stations, and retail; local and regional economic development organization, La Grande Main Street Downtown.
- ix. Implementing appropriate tourism elements of the currently adopted economic development plans of Union County and City of La Grande.
- x. Appoint one voting member and one alternate member of the UCTPAC. The voting member and alternate shall be members of the Union County Chamber of Commerce Board of Directors, normally the President or Vice President of the Chamber Board.

B. The City of La Grande (CITY) shall:

- 1. Appoint three voting members of the UCTPAC, including one City Councilor. The City may assign a second Councilor as an alternate voting member.
- 2. Assign the City Manager or his designee to provide staff support to UCTPAC.
- 3. Provide to CHAMBER funding for tourism promotion an amount to be determined by the Budget Committee and City Council during the normal budget adoption process.

C. Union County Board of Commissioners (COUNTY) shall:

1. Appoint three voting members of the UCTPAC, including one County Commissioner. The County may assign a second Commissioner as an alternate voting member.
2. Provide to CHAMBER funding for tourism promotion an amount to be determined by the Budget Committee and Board of County Commissioners during the normal budget adoption process.

Section 4. Amendments and Assignments. Amendments to this Joint MOA must be mutually agreed upon by and between the Parties to this MOA and in a writing executed with the same formalities of this MOA. This MOA is binding on the heirs, successors and assigns of the Parties hereto and may only be assigned by any party by first obtaining the written consent of the other Party or Parties.

Section 5. Special Circumstances. The Chamber agrees to provide notice to the City and County within five (5) days of the Chamber being made aware of any allegations of fraud, financial misconduct, theft, embezzlement and/or any other claims of misuse of funds by its employees, agents and assigns that could lead to criminal charges involving the funds provided by the City and/or County under this Agreement. Notice shall be provided to the City Manager and County Administrator. The City and County agree to keep any information received from the Chamber confidential during the pendency of any law enforcement investigation.

UNION COUNTY CHAMBER OF COMMERCE

Scott Newman
Chamber Director

CITY of LA GRANDE

UNION COUNTY

Justin B. Rock
Mayor

Paul Anderes
Chair

ATTEST:

Stacey M. Stockhoff
City Recorder

CITY of LA GRANDE

COUNCIL ACTION FORM

Council Meeting Date: **June 7, 2023**

PRESENTER:

Robert A. Strobe, City Manager and Budget Officer
Heather Rajkovich, Finance Director

COUNCIL ACTION:

CONSIDER RESOLUTIONS ADOPTING FISCAL YEAR 2023–2024 BUDGET

1. **MAYOR:** Announce that the Public Hearing is now Open on the Fiscal Year 2023–2024, City of La Grande Budgets and State Revenue Sharing, as approved by the City of La Grande Budget Committee on May 16, 2023.
2. **MAYOR:** Ask for Declarations of Conflicts of Interest
3. **MAYOR:** Request Staff Report
4. **MAYOR:** Invite Public Testimony in connection with the Fiscal Year 2023-2024, City of La Grande Budgets and State Revenue Sharing.
5. **MAYOR:** **Subsequent to Testimony**, if any, **Close the Public Hearing** on the Fiscal Year 2023-2024, City of La Grande Budgets and State Revenue Sharing and invite Council Discussion.
6. **MAYOR:** Entertain Motion

Suggested Motion: I move that the Proposed Resolution adopting the Fiscal Year 2023-2024, Budget and levying taxes be Read by Title Only, Put to a Vote, and Passed as presented (or amended).
7. **MAYOR:** Invite Additional Council Discussion
8. **MAYOR:** Ask the City Recorder to Read the proposed Resolution by Title Only.
9. **MAYOR:** Ask for the Vote
10. **MAYOR:** Entertain Motion

Suggested Motion: I move that the Proposed Resolution electing to receive State Revenues be Read by Title Only, Put to a Vote, and Passed.
11. **MAYOR:** Invite Council Discussion
12. **MAYOR:** Ask the City Recorder to Read the Proposed Resolution Electing to Receive State Revenues by Title Only.
13. **MAYOR:** Ask for the Vote

CONTINUED ON NEXT PAGE

EXPLANATION: The City of La Grande Budget Committee opened its Public Hearings on the proposed Fiscal Year 2023-2024, Budgets and State Revenue Sharing on Monday, May 15, 2023. On Tuesday, May 16, 2023, the Budget Committee Hearings were closed and the Committee voted to approve the General Fund Budget and the Enterprise and Other Funds Budgets as presented, and to forward them to the City Council for adoption on June 7, 2023.

The first Resolution adopts the City’s General Fund and the Enterprise and Other Fund Budgets and levies taxes. It reflects the amounts considered and approved by the Budget Committee, which did not have any changes in appropriations from the Proposed Budgets. The City Council may, at their discretion, decrease appropriations approved but the Budget Committee without limit, however, the Council cannot increase appropriations by more than 10% without taking additional actions.

As part of the Budget Adoption process, the City must also pass the attached Resolution to accept and receive State Shared Revenues, which are estimated to be \$150,000.

City Manager/Budget Officer Robert Strobe and Finance Director Heather Rajkovich recommend the City Council pass the proposed Resolutions adopting the Fiscal Year 2023-2024 Budget and accepting State Shared Revenues, 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: _____

**CITY of LA GRANDE
RESOLUTION NUMBER _____
SERIES 2023**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY,
OREGON, ADOPTING THE FISCAL YEAR 2023 – 2024 BUDGET; MAKING APPROPRIATIONS; AND
LEVYING TAXES**

WHEREAS, the City of La Grande Budget Committee met on May 15 and 16, 2023, and approved the proposed General Fund Budget for Fiscal Year 2023 – 2024, as presented; and,

WHEREAS, the City of La Grande Budget Committee met on May 15 and 16, 2023, and approved the proposed Enterprise and Other Fund Budgets for Fiscal Year 2023 – 2024, as presented; and,

WHEREAS, the City Council of the City of La Grande, Union County, Oregon, conducted a public hearing during a meeting in Regular Session on June 7, 2023, to consider adoption of the Fiscal Year 2023 – 2024, Budget;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of La Grande, Union County, Oregon, that:

Section 1. The City Council of the City of La Grande, Union County, Oregon, hereby adopts the Fiscal Year 2023 – 2024 Budget in the amount of \$65,091,587 including reserves and unappropriated balances, and makes appropriations within all funds in the total amount of \$46,130,147, beginning July 1, 2023, said Budget Document being on file in the Office of the Finance Director.

Section 2. The City Council of the City of La Grande, Union County, Oregon, hereby declares the Ad Valorem Property Taxes are imposed for the tax year on the assessed value of all taxable property within the City of La Grande at the permanent rate limit levy of \$7.4392 per \$1,000, for the General Fund.

	<u>Subject to the General Government Limitation</u>	<u>Excluded from the Limitation</u>
Permanent Tax Rate	\$7.4392 per \$1,000	\$ 0
Bonded Debt	<u>0</u>	<u>\$ 0</u>
Category Total	\$7.4392 per \$1,000	\$ 0

Section 3. BE IT FURTHER RESOLVED by the City Council of the City of La Grande, Union County, Oregon, that the amounts for the Fiscal Year beginning July 1, 2023, and for the purposes shown below shall be and hereby are appropriated as follows:

GENERAL FUND #001

Council, Manager and Personnel	100-115	\$ 3,638,687
Finance and Municipal Court	120-125	\$ 755,347
Police Department	130-136	\$ 4,070,956
Fire and EMS Department	140	\$ 4,015,314
Planning and Economic Development/Building Maintenance	170-172	\$ 847,088
Parks Maintenance, Aquatics, Recreation, Urban Forestry	181-184	\$ 1,470,050
Library	190	\$ 726,973
Interfund Transfers	100	\$ 599,319
Operating Contingencies	270	<u>\$ 750,000</u>
TOTAL GENERAL FUND APPROPRIATIONS		\$16,873,734

STREET AND ROAD FUND #003

Public Works Services	\$ 1,595,534
Interfund Transfers	\$ 63,791
Operating Contingencies	<u>\$ 230,000</u>
TOTAL STREET and ROAD FUND APPROPRIATIONS	\$ 1,889,325

WATER FUND #004

Public Works Services	\$ 3,166,799
Interfund Transfers	\$ 1,228,571
Operating Contingencies	<u>\$ 450,000</u>
TOTAL WATER FUND APPROPRIATIONS	\$ 4,845,370

WATER RESERVE FUND #019

Public Works Services	\$ 850,000
Operating Contingencies	<u>\$ 127,500</u>
TOTAL WATER RESERVE FUND APPROPRIATIONS	\$ 977,500

GRANTS AND DONATIONS FUND #005

Grants and Donations	\$ 2,900,894
Interfund Transfers	<u>\$ 4,900</u>
TOTAL GRANTS & DONATIONS APPROPRIATIONS	\$ 2,905,794

PUBLIC WORKS SERVICE FUND #006

Public Works Services	\$ 3,431,951
Operating Contingencies	<u>\$ 182,401</u>
TOTAL PUBLIC WORKS SERVICE FUND APPROPRIATIONS	\$ 3,614,352

SEWER FUND #007

Public Works Services	\$ 3,247,569
Interfund Transfers	\$ 1,632,412
Operating Contingencies	<u>\$ 506,364</u>
TOTAL SEWER FUND APPROPRIATIONS	\$ 5,386,345

SEWER RESERVE FUND #008

Public Works Services	\$ 3,935,000
Operating Contingencies	<u>\$ 440,250</u>
TOTAL SEWER RESERVE FUND APPROPRIATIONS	\$ 4,375,250

STREET MAINTENANCE FUND #010

Public Works Services	\$ 400,091
Interfund Transfers	\$ 100,000
Operating Contingencies	<u>\$ 100,000</u>
TOTAL STREET MAINTENANCE FUND APPROPRIATIONS	\$ 600,091

BUILDING INSPECTIONS FUND #011

Building Inspection Services	\$ 689,527
Interfund Transfers	\$ 44,409
Operating Contingencies	<u>\$ 100,000</u>
TOTAL BUILDING INSPECTIONS FUND APPROPRIATIONS	\$ 833,936

MOTOR POOL FUND #012

Public Works Services	\$ 641,525
Interfund Transfers	\$ 14,040
Operating Contingencies	<u>\$ 46,079</u>
TOTAL MOTOR POOL FUND APPROPRIATIONS	\$ 701,644

9-1-1 EMERGENCY FUND #013

9-1-1 Emergency Services	\$ 498,261
Interfund Transfers	\$ 32,368
Operating Contingencies	<u>\$ 40,000</u>
TOTAL 9-1-1- EMERGENCY FUND APPROPRIATIONS	\$ 570,629

STREET RESERVE FUND #015

Public Works Services	\$ 719,603
Operating Contingencies	<u>\$ 80,000</u>
TOTAL STREET RESERVE FUND APPROPRIATIONS	\$ 799,603

GENERAL RESERVE FUND #016

Non-Departmental Capital Outlay	<u>\$ 300,000</u>
TOTAL GENERAL RESERVE FUND APPROPRIATIONS	\$ 300,000

STORM UTILITY USER FEE FUND #017

Public Works Services	\$ 442,399
Interfund Transfers	\$ 150,000
Operating Contingencies	<u>\$ 103,566</u>
TOTAL STORM UTILITY USER FEE FUND	\$ 695,965

STORM UTILITY RESERVE FUND #018

Public Works Services	\$ 700,000
Operating Contingencies	<u>\$ 60,609</u>
TOTAL STORM UTILITY USER FEE FUND	\$ 760,609

TOTAL CITY OF LA GRANDE APPROPRIATIONS ADOPTED	\$ 46,130,147
Total Unappropriated and Reserve Amounts, All Funds	\$ 18,961,440
TOTAL BUDGET ADOPTED	\$ 65,091,587

Section 4. BE IT FURTHER RESOLVED that the Finance Director shall certify to the Union County Clerk and Union County Assessor the tax levy made by this Resolution and shall file with them a copy of the 2023 – 2024 Fiscal Year Budget, as adopted.

PASSED, ADOPTED and APPROPRIATED during this Regular Session of the City Council of the City of La Grande, Union County, Oregon, on this Seventh (7th) Day of June, 2023, by _____ (____) of _____ (____) Councilors present and voting in the affirmative.

Justin B. Rock, Mayor

David Glabe, Mayor Pro Tem

Corrine Dutto, Councilor

Nicole Howard, Councilor

Molly King, Councilor

Mary Ann Miesner, Councilor

Denise Wheeler, Councilor

ATTEST:

Stacey M. Stockhoff
City Recorder

**CITY of LA GRANDE
RESOLUTION NUMBER _____
SERIES 2023**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON,
DECLARING THE CITY'S INTENT TO RECEIVE STATE REVENUES**

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires cities to adopt an Ordinance or pass a Resolution each year, declaring the City's intent to receive State Revenue Sharing; and,

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires that cities hold a Public Hearing before the Budget Committee to discuss possible uses of the funds; and,

WHEREAS, such Public Hearings were held on May 15 and 16, 2023; and,

WHEREAS, State Revenue Sharing Law, ORS 221.770, requires that cities schedule a Public Hearing before the City Council in connection with the proposed uses of the funds in relation to the entire Budget; and,

WHEREAS, such Public Hearing was held on June 7, 2023;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of La Grande, Union County, Oregon, that pursuant to ORS 221.770, the City of La Grande shall and hereby does elect to receive State revenues for Fiscal Year 2023 - 2024.

**PASSED and EFFECTIVE ON this Seventh (7th) Day of June, 2023, by _____
(____) of _____ (____) Councilors present and voting in the affirmative.**

Justin B. Rock, Mayor

David Glabe, Mayor Pro Tem

Corrine Dutto, Councilor

Nicole Howard, Councilor

Molly King, Councilor

Mary Ann Miesner, Councilor

Denise Wheeler, Councilor

ATTEST:

**Stacey M. Stockhoff
City Recorder**

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: June 7, 2023

PRESENTER: Heather Rajkovich, Finance Director

COUNCIL ACTION: CONSIDER RESOLUTION TO CONTINUE THE GENERAL RESERVE FUND

- 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 proposed Resolution Establishing the Need for the Continuation of a General Reserve Fund be Read by Title Only, Put to a Vote and Passed as presented (or amended).

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask the City Recorder to Read the proposed Resolution by Title Only.
- 7. MAYOR: Ask for the Vote

EXPLANATION: A Resolution passed by the City Council to establish a reserve fund states the purpose for which the money in the fund can be spent. At least every 10 years after the establishment of a reserve fund, the City Council must review the fund to decide if it should be continued or abolished.

It has been 10 years since the General Reserve Fund was created. We currently use this fund as a savings fund to accumulate revenues for future capital purchases and improvements for the City's General Fund departments and divisions. The use of this fund has been successful and should be continued.

The City Manager recommends the City Council pass the Resolution as presented by Staff.

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
RESOLUTION NUMBER _____
SERIES 2023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, ESTABLISHING THE NEED FOR THE CONTINUATION OF A GENERAL RESERVE FUND FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, AND THE FURNISHING OF MUNICIPAL BUILDINGS; AND FOR THE PURCHASE AND REPAIRS OF EQUIPMENT AND FIXTURES IN MUNICIPAL BUILDINGS

WHEREAS, the City Council of the City of La Grande, Union County, Oregon, recognizes that certain capital improvements are needed for the conduct of business in all division and departments of the City; and,

WHEREAS, the City Council of the City of La Grande, Union County, Oregon desires to reauthorize the Reserve Fund to act as a savings fund; and,

WHEREAS, Oregon Revised Statues (ORS) Section 294.346 provides for decennial review of municipal Reserve Funds not less frequently than every 10th anniversary of the date upon which a reserve fund is established; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Grande, Union County, Oregon, that the continuation of the General Reserve Fund (016) is established.

PASSED and EFFECTIVE ON this Seventh (7th) day of June, 2023, by _____ (____) of _____ (____) Councilors present and voting in the affirmative.

Justin B. Rock, Mayor

David Glabe, Mayor Pro Tem

Corrine Dutto, Councilor

Nicole Howard, Councilor

Molly King, Councilor

May Ann Miesner, Councilor

Denise Wheeler, Councilor

ATTEST:

Stacey M. Stockhoff
City Recorder

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: June 7, 2023

PRESENTER: Robert A. Strobe, City Manager

COUNCIL ACTION: **CONSIDER RATIFYING THE COLLECTIVE BARGAINING AGREEMENT FOR THE LA GRANDE POLICE ASSOCIATION AND APPROVE THE EXECUTIVE SUMMARY FOR MANAGEMENT AND NON-EXEMPT EMPLOYEES**

1. MAYOR: Request Staff Report

2. MAYOR: **Entertain Motion #1**

Suggested Motion: I move that we accept and that the City Manager be authorized to execute the three-year Collective Bargaining Agreement between the City of La Grande and the La Grande Police Association, as presented.

3. MAYOR: Invite Council Discussion

4. MAYOR: Ask for the Vote

5. MAYOR: **Entertain Motion #2**

Suggested Motion: I move that we accept the recommended changes to the Management Exempt and Non-Exempt Employees Benefit and Compensation Plan, as presented.

6. MAYOR: Invite Council Discussion

7. MAYOR: Ask for the Vote

EXPLANATION: Earlier this year, labor negotiations commenced with the collective bargaining teams for all three (3) bargaining groups. The City Council was kept apprised of the progress of negotiations in Executive Session. As of this writing, the new Collective Bargaining Agreements for the Employees Association and Fire have been ratified and approved by the City Council. The City has reached tentative agreement on a new agreement with the La Grande Police Association and their membership has voted to ratify the new agreement. The final step in the process is for the City Council to vote to approve the agreement.

As has been historically customary, while the members of the City's Management Team are not under written contract, those salaries and benefits are typically closely aligned with those of the City's bargaining units; an Executive Summary outlining the recommended revisions is provided.

City Manager Strobe and members of the staff will entertain Council questions in connection with these proposed Agreements and/or Executive Summary during an Executive Session the evening of June 7, 2023; after which the Council will be asked to reconvene to Regular Session for the purpose of voting on the agreement.

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: _____