



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

Staff Report
 October 2014

City Manager's Top Priorities for 2014

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change July 14, 2014	Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande	The City and Urban Renewal Agencies completed the 2013-14 Fiscal Year within budget. The FY 2014-15 Budgets have been adopted.	City Manager
2	No Change	Implement the 10-Year Urban Renewal Plan	See items listed below with the CEDD Economic Development as the Lead Department	CEDD Economic Development
3	Updated Oct. 2, 2014	Develop and implement an incentive program for non-retail new business development	URA Budget containing \$200,000 incentive was approved by Agency Budget Committee on May 12 and adopted by the Agency in June. UCEDC and City staff attended the SiteLink event in Pendleton May 7-9. A site selector (Don Schjeldahl) visited La Grande & Union County on May 16, 2014. A new incentive program policy was drafted, reviewed by the URAC and approved by the Agency on Sept. 10. Policy has been placed on the City's website and will be included in new marketing materials. The City/ URA and UCEDC will be participating in the TEAM Oregon Advanced Manufacturing program in 2014-15, which will include attendance at the FABTech trade show in Atlanta in November. Staff attended a TEAM meeting in Salem on Aug. 11 and a 2-day IEDC marketing course in Atlanta Aug. 14 & 15.	CEDD Economic Development
4	Updated Oct. 2, 2014	Develop and implement a targeted retail business attraction program	Assisting owner/developer of Marketplace to identify prospects to occupy the new project and secure project financing for the new businesses; staff is attending regular business team meetings to aid in project success. We have been awarded a \$25,000 USDA RBEG grant to assist in funding a future retail analysis. We hope to launch this body of work in 2015. Staff is working with Main Street	CEDD Economic Development

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			and EOU student on a reworked incentive program to attract EOU students, faculty & staff to shop downtown. The Agency has approved funding for a new grocery store project downtown. Staff attended an ICSC event in Skamania, WA on July 24. Staff will be attending a 3-day NBIA training in Portland Oct. 6-8 related to enhanced assistance to the Market Place.	
5	No Change July 14, 2014	Conduct a Police Facility Needs Analysis	The City Manager formed a committee to assist in a facility needs analysis for the LG Police Department. The Committee has toured the existing facility. The Chief of Police is currently working on a needs assessment.	City Manager

2014 COUNCIL REGULAR and WORK SESSIONS SCHEDULE

Wednesday, October 1	REGULAR SESSION
Wednesday, October 29	SPECIAL SESSION <i>Tentative for Marijuana Sales Tax and Marijuana Ban</i>
Wednesday, November 12	REGULAR SESSION
Monday, November 17	WORK SESSION <i>Franchise Fees</i>
Wednesday, December 10	REGULAR SESSION
<u>2015</u>	
Wednesday, January 14, 2015	REGULAR SESSION
Monday/Tuesday, January 26/27	COUNCIL RETREAT

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	March 18, 2014	Proposal to adjust Fee Rates	costs of processing, filing, and tracking permits as well as the true cost of an inspector in the field. This fee adjustment may lower some fees and it may increase others. We are still in the investigation phase of this project. When all the info has been gathered the building division will present the results along with the proposed fee adjustment to the City Council and the County Commissioners. After that if permission is granted we will present the proposal to the State of Oregon Building Codes Division and the appeal period will start.	Building																																							
3	Updated Oct. 2, 2014	URA projects fund updates Fiscal YTD	<p>Ten projects were awarded funding by the Agency in July 2013. Five of these projects are completed. Four of the remaining projects are active and underway. Three projects were awarded funding in the 2014 Call for Projects round. All three of these projects are underway. The IOOF building continues to accrue holding costs. A determination has not yet been made regarding allocation of the remaining 14-15 project funds.</p> <table border="1"> <thead> <tr> <th>Project:</th> <th>Approved:</th> <th>Spent YTD:</th> </tr> </thead> <tbody> <tr> <td>IOOF Holding Cost</td> <td>\$ 3,000</td> <td>\$ 108</td> </tr> <tr> <td colspan="3"><u>Remaining Call for Projects 2013:</u></td> </tr> <tr> <td>Stephen McClean</td> <td>\$ 75,000</td> <td>0</td> </tr> <tr> <td>Phoenix Bldg.</td> <td>\$ 46,290</td> <td>\$ 32,393</td> </tr> <tr> <td>DRCs</td> <td>\$ 9,789</td> <td>0</td> </tr> <tr> <td>RM Scarfo</td> <td>\$ 50,800</td> <td>0</td> </tr> <tr> <td>Liberty Sign/Canopy</td> <td>\$ 5,000</td> <td>\$ 0</td> </tr> <tr> <td colspan="3"><u>Call for Projects 2014:</u></td> </tr> <tr> <td>Bowling Alley</td> <td>\$ 100,000</td> <td></td> </tr> <tr> <td>Arritola storage</td> <td>\$ 50,000</td> <td>\$ 20,000</td> </tr> <tr> <td>A-1 Storage</td> <td>\$ 50,000</td> <td></td> </tr> <tr> <td>Totals</td> <td>\$ 389,879</td> <td>\$ 52,501</td> </tr> </tbody> </table>	Project:	Approved:	Spent YTD:	IOOF Holding Cost	\$ 3,000	\$ 108	<u>Remaining Call for Projects 2013:</u>			Stephen McClean	\$ 75,000	0	Phoenix Bldg.	\$ 46,290	\$ 32,393	DRCs	\$ 9,789	0	RM Scarfo	\$ 50,800	0	Liberty Sign/Canopy	\$ 5,000	\$ 0	<u>Call for Projects 2014:</u>			Bowling Alley	\$ 100,000		Arritola storage	\$ 50,000	\$ 20,000	A-1 Storage	\$ 50,000		Totals	\$ 389,879	\$ 52,501	CEDD Economic Development
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4	Updated Oct. 2, 2014	Façade grant program updates Fiscal YTD	<p>Five projects are approved. The Sommer Hotel project is complete. Staff will be transitioning the marketing and management of this program over to Main Street, per the MOA, in the coming months.</p> <table border="1"> <thead> <tr> <th>Completed</th> <th>Project Value</th> <th>Grant</th> </tr> </thead> <tbody> <tr> <td>Alegre Travel</td> <td>\$ 3,800</td> <td>\$ 1,900</td> </tr> <tr> <td>Golden Crown</td> <td>\$ 13,789</td> <td>\$ 6,895</td> </tr> <tr> <td>Sommer Hotel</td> <td>\$ 10,266</td> <td>\$ 5,133</td> </tr> <tr> <td>Liberty design</td> <td>\$ 10,000</td> <td>\$ 5,000</td> </tr> <tr> <td>Liberty facade</td> <td>\$ 13,650</td> <td>\$ 6,825</td> </tr> <tr> <td>Totals</td> <td>\$ 51,505</td> <td>\$ 25,753</td> </tr> </tbody> </table>	Completed	Project Value	Grant	Alegre Travel	\$ 3,800	\$ 1,900	Golden Crown	\$ 13,789	\$ 6,895	Sommer Hotel	\$ 10,266	\$ 5,133	Liberty design	\$ 10,000	\$ 5,000	Liberty facade	\$ 13,650	\$ 6,825	Totals	\$ 51,505	\$ 25,753	CEDD Economic Development																		
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5	Updated Oct. 2, 2014	Key Employer visits	Staff has identified six of the City's key employers to set up visits with staff and members of the Council in 2014. Five visits have been accomplished with Moda Health, Anderson Perry, Grande Ronde Hospital, EOU and most recently Boise. UPRR has not yet been scheduled but will take place later in the fall.	CEDD Economic Development
6				
7	Updated Oct. 2, 2014	New Grocery Store Project Downtown	On March 31, 2014 the URA in a public work session heard a presentation from a development team to transform the former Blockbuster Video building into a new locally-owned grocery store and to seek a \$500,000 investment from the URA. On May 7 the Agency voted to move forward with funding agreement negotiations. By a 4-3 vote, the Agency approved funding on August 20. The funding agreement was finalized the week of Oct. 1. The store operator must also still secure financing.	CEDD Economic Development
8	Updated Oct. 2, 2014	Calendar YTD Planning Statistics	<p>September 2014</p> <p>Land Use Applications: 5 Zoning Approvals: 5 New Business Permits: 1 Revenue (Land Use Fees): \$1005 Revenue (Zoning Approvals): \$125 Revenue (Park SDC): \$525</p> <p>September 2013</p> <p>Land Use Applications: 5 Zoning Approvals: 6 New Business Permits: 9 Revenue (Land Use Fees): \$1225 Revenue (Zoning Approvals): \$150 Revenue (Park SDC): \$1050</p> <p>July 2014 to September 2014 (Fiscal Year to Date):</p> <p>Land Use Applications: 15 Zoning Approvals: 12 New Business Permits: 9 Revenue (Land Use Fees): \$3210 Revenue (Zoning Approvals): \$300 Revenue (Park SDC): \$1575</p>	CEDD Planning
9	No Change December 18, 2013	Taylor Creek Floodplain Mapping	Concurrently with the Gekeler Lane Project in 2008, a section of Taylor Creek, between 16th Street and 20th Street, was relocated further to the South within a large channel which resulted in a significant change to the Taylor Creek floodplain. At the time, a "post" floodplain analysis was not conducted in accordance with FEMA requirements. As a result, the Planning Division and Public Works are working with the Army Corp. of Engineers (USACE) to conduct the analysis and pursue	CEDD Planning

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			amendments to the FEMA maps. USACE received partial funding in their 2013-2014 budget for this project, which will allow for a hydrologic analysis to be completed. USACE will be seeking funding in their 2014-2015 budget to complete any remaining analysis and preparing a report for FEMA. Once this is complete, USACE will provide the report to the City. The City will be responsible for submitting an application to FEMA to amend the floodplain maps. The earliest this project may be completed, including FEMA map updates will be 2016.	
10	Updated October 3, 2014	Rules for MMJ Dispensaries	During the October 1, 2014, Regular Session of the City Council, the Council adopted Ordinance 3215, establishing rules governing the location of both medical and recreational marijuana facilities. In accordance with our Joint Management Agreement with Union County, the proposed rules are now scheduled to be considered by the Union County Board of Commissioners for co-adoption implementation within the City's Urban Growth Boundary. The adopted Ordinance will become effective within the City Limits on October 31st. It is anticipated that it will become effective within the Urban Growth Boundary by early January.	CEDD Planning
11	New Item October 3, 2014	Riverside Park to Spring Creek Bicycle & Pedestrian Plan	The Oregon Department of Transportation (ODOT) is conducting a planning project to develop a "Bicycle & Pedestrian Plan" to identify a new bicycle and pedestrian facility starting at Riverside Park to Hilgard (exit 248) and then to Spring Creek (exit 243). At this time, this project is limited to the development and consideration of a "Plan." In the future, when constructed this facility will be an extension of the Greenway Project, which runs East from Riverside Park along the Grande Ronde River. Steering Committee members for this project include Michael Boquist (City Planner), Hanley Jenkins (County Planner), Kim Metlen (Bicycle advocate), and 3 ODOT representatives. ODOT has issued an RFP and proposals are due October 23, 2014. This Plan is to be completed by June 2015. At that time, the City and County may be asked to adopt the Plan as an amendment or addendum to the local Transportation System Plan.	CEDD/ Planning
11	Updated September 23, 2014	Adams Avenue Street Scape (formerly Big H Phase II)	The Urban Renewal Agency adopted a budget for FY 2014-15 that includes funding for the continuation of the Big H improvements along Adams Avenue with the same general design. The intent, within funding limits, is to tie in the improvements on 4 th Avenue to the Big H along Adams Avenue and continue to Island Avenue. There are no plans to do any of the side streets at	District/City Manager

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			this time. The Agency indicated support for moving forward with the project. Public Works in working on finalizing the design.													
12	New Item September 23, 2014	Water and Sewer Franchise Fee Ordinances	The City Council will meet in November to discuss franchise fees for water and sewer. Staff is currently drafting Ordinances to replace the Resolutions that imposed the amounts of the Franchise Fees.	City Manager												
13	New Item September 23, 2014	Marijuana Sales Tax	The City Council will consider the imposition of a Sales Tax on marijuana on October 1, 2014. Such a tax could include medical and/or recreational marijuana.	City Manager												
14	New Item September 23, 2014	Marijuana Ban	The City Council will consider the imposition of regulations prohibiting businesses from operating which violate federal law. Tentatively set for a Special Meeting that would be held in conjunction with a second reading of an Ordinance imposing a sales tax on marijuana.	City Manager												
15	No Change February 15, 2013	Transportation SDC	The Staff will explore a Transportation System Development Charge that could be imposed on new development to be used for improvements to the transportation system in La Grande. Such a charge could not be used for maintenance.	City Manager												
16	Updated September 23, 2014	Charter Cable Franchise Agreement	A number of Oregon cities, including La Grande, are working together on a draft standard franchise agreement to present to Charter in an effort to save costs and preserve local government interests. A revised draft was provided to the cities with the negotiating team's perspective on the few remaining issues the week of September 15 th .	City Manager												
17	Updated September 23, 2104	Eastern Oregon Fire Museum Lease	The current agreement between the City and the Volunteers states that the Volunteers will sublet the property and use the revenues from the rent to maintain the building. The agreement was recently extended and currently the Volunteers have asked for assistance in funding a project to create as-built drawings and other design work for the possibility of subletting the building for a commercial operation. We have approved funding for this work and the work in in progress.	City Manager												
18	Updated October 22, 2014	Council Work Sessions Schedule	The next Council Work Session is scheduled on November 17, Franchise Fees.	City Recorder												
19	Updated October 22, 2014	Advisory Commission Vacancies	Applications for Advisory Commission vacancies are non-existent at this time! <table border="1" data-bbox="704 1717 1279 1904"> <thead> <tr> <th><u>Advisory Commission</u></th> <th><u>Vacancies</u></th> </tr> </thead> <tbody> <tr> <td>Air Quality</td> <td>6/7</td> </tr> <tr> <td>Arts</td> <td>1/7</td> </tr> <tr> <td>Budget Committee</td> <td>0/7</td> </tr> <tr> <td>Community Landscape/Forestry</td> <td>1/7</td> </tr> <tr> <td>Landmarks</td> <td>0/5</td> </tr> </tbody> </table>	<u>Advisory Commission</u>	<u>Vacancies</u>	Air Quality	6/7	Arts	1/7	Budget Committee	0/7	Community Landscape/Forestry	1/7	Landmarks	0/5	City Recorder
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20	Updated September 11, 2014	Council Elections	<p>The following candidates will be on the November 2014 Ballot:</p> <table border="1"> <thead> <tr> <th>Position:</th> <th>Name:</th> </tr> </thead> <tbody> <tr> <td>Mayor</td> <td>Steve Clements</td> </tr> <tr> <td>Position No. 2</td> <td>Wayne Brown</td> </tr> <tr> <td>Position No. 2</td> <td>Patrick Cochrane</td> </tr> <tr> <td>Position No. 5</td> <td>Gary Lillard</td> </tr> <tr> <td>Position No. 6</td> <td>Troy Pointer</td> </tr> <tr> <td>Position No. 7</td> <td>Eddie Garcia</td> </tr> <tr> <td>Position No. 7</td> <td>Justin Rock</td> </tr> </tbody> </table>	Position:	Name:	Mayor	Steve Clements	Position No. 2	Wayne Brown	Position No. 2	Patrick Cochrane	Position No. 5	Gary Lillard	Position No. 6	Troy Pointer	Position No. 7	Eddie Garcia	Position No. 7	Justin Rock	City Recorder						
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21	Updated October, 2014	Statistics	<p>For the month of <u>AUGUST 2014</u>:</p> <table> <tr> <td>Monthly Revenue (all funds)</td> <td>\$ 1,111,871</td> </tr> <tr> <td>Monthly Revenue (general fund)</td> <td>\$ 303,612</td> </tr> <tr> <td>Monthly expenses amount (all funds)</td> <td>\$ 1,857,337</td> </tr> <tr> <td>Monthly expenses (general fund)</td> <td>\$ 644,954</td> </tr> <tr> <td># of Accounts Payable Checks issued:</td> <td>244</td> </tr> <tr> <td># of Payroll Checks issued:</td> <td>148</td> </tr> <tr> <td>Monthly Payroll expenses:</td> <td>\$ 826,466</td> </tr> <tr> <td># of Water accounts billed:</td> <td>5,530</td> </tr> <tr> <td># of LID accounts billed:</td> <td>0</td> </tr> <tr> <td># of NSF checks the City received:</td> <td>5</td> </tr> <tr> <td>Pieces of mail processed</td> <td>7,424</td> </tr> </table>	Monthly Revenue (all funds)	\$ 1,111,871	Monthly Revenue (general fund)	\$ 303,612	Monthly expenses amount (all funds)	\$ 1,857,337	Monthly expenses (general fund)	\$ 644,954	# of Accounts Payable Checks issued:	244	# of Payroll Checks issued:	148	Monthly Payroll expenses:	\$ 826,466	# of Water accounts billed:	5,530	# of LID accounts billed:	0	# of NSF checks the City received:	5	Pieces of mail processed	7,424	Finance
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22	No Change August 28, 2013	Personnel Policy Manual/Employee Handbook	<p>A local college student has requested to work on updating these manuals as his senior project. He will be working with Human Resources on this project. The term of his work will allow him to spend 150 hours on this project.</p> <p>This project has been completed by the student and is now going through review process in Human Resources.</p>	Finance																						
23	Completed October 03, 2014	Updating Aquatic Lifeguard Job Descriptions	<p>Current job descriptions do not accurately reflect the appropriate job duties. These job descriptions will be updated and reviewed biennial.</p> <p>8/30/13 Lifeguard I and II are complete and III remains to be completed. Lifeguard III is now completed.</p>	Finance																						
24	No Change May, 2014	Updating Finance Tech II and III Job Descriptions	<p>Current job descriptions do not accurately reflect the appropriate job duties. These job descriptions will be updated and reviewed biennial.</p>	Finance																						
25	No Change March 2014	Risk Management Best Practices Review	<p>This process is an ongoing continuous project all year. CIS reviews our practices in many areas that include Employment Liability, Council training in Ethics, Building Codes, Fleet Safety, Special Events and much more. CIS is also performing site</p>	Finance																						

Item	Date of Change in Status	Item	Comments	Department
			inspections and have completed City Hall, Library, Public Works offices, Fire Department and Aquatics facility and as these progress, CIS will make recommendations for modifications to bring the working environment to a safer level.	
26	No Change June, 2014	Annual Audit	Audit preparation has begun. Some field work has been completed. The major portion of the field work is scheduled for October	Finance
27	Updated Oct 27, 2014	Response Statistics	<u>Response statistics for September, 2014</u> Total Calls: 203 (210 in Sept. 2013) Medical: 126 Motor vehicle crashes: 8 Pedestrian vs car: 2 Fire/Other: 67 (1 industrial equipment fire, 1 arcing wire or electrical, 3 PD Assist, 11 assist invalid, 7 public assist service calls, 4 illegal burn complaint calls, 2 burn permit checks, 31 cancelled on scene or in route, 2 smoke or fire alarm activations with no fire, 1 CO detector activation, 1 fire sprinkler activation no fire, 3 false alarms.)	Fire
28	Updated Oct 27, 2014	Fire Code Inspections	New inspections: (1) Re-inspections: (0)	Fire
29	No Change August 12, 2014	Juvenile Fire Setter	0 Intervention(s) conducted in July.	Fire
30	Updated Oct 27, 2014	Child Safety Seat Installations and Bicycle Helmets	<u>September</u> (8) Families instructed in proper car seat installation with (7) being provided with reduced price child safety seats. (2) Families instructed in proper bicycle helmet use with (4) bike helmets being provided.	Fire
31	Updated Oct 27, 2014	Multi-Disciplinary Team Meeting	Participated in (1) Multi-Disciplinary Team meeting on Child and Elderly abuse cases in Union County.	Fire
32	Updated Sept. 8, 2014	Traffic School	<u>July</u> (12) Students instructed resulting in \$600 in revenue from student fees.	Fire
33	New Item Oct 27, 2014	Captain Promotion	In September, a promotional exam process was conducted for the position of Fire Department Captain. Following a very competitive process which involved 5 candidates, Tyson Botts was selected and promoted to Captain. Tyson is a 9 year veteran of the FD and is a paramedic. He has been assigned to B shift.	Fire
34				
35				
36	No Change Dec. 30 2013	Development of Fire Training Facility	The training tower has siding on it and will be painted when it warms up in the spring. There are a few other little things that still need to be finished but we have been using the tower in our training exercises and have found it to be a great asset to our firefighting preparation.	Fire
37	Updated	Weed/Tall Grass	Throughout the summer, 31 weed complaints were	Fire

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	Oct 27, 2014	Complaints	received and investigated with 31 property owners given notice to cut and remove the vegetation from their property. 3 properties were cut by a City hired contractor. Liens have been placed on 2 of the properties for reimbursement of the City's costs.	
38	Updated Oct 27, 2014	Fire Station Tours and Safety Presentations	<u>September</u> 1 fire station tour was given	Fire
39	Updated October 3, 2014	Literacy Center	<p>Opening in mid-month gave teachers and students ample time to recover from the beginning of the school year. From the opening day onward we've had more returning students than in prior years; this gives us the best chance to make sure students do not falter but have a good, successful beginning and stronger basis for new concepts rather than falling behind and then never being able to "catch up."</p> <p>We have three families new to our tutoring program. Several families had requested to continue the tutoring programs we set up for their children this summer. One of the new families is ESL. The mother is taking materials to work on at home, too. She speaks and understands basic English. The 16 yr old girl who is home schooled is reading at a survival level; a conference will be held with the guardian to consider expanding her curriculum from reading and math.</p> <p>It has been such a relief that the City allowed us to come under its financial umbrella with our community partner funds. This allows us to access the money and concentrate on our intended focus: literacy.</p> <p>We have had one Middle School volunteer working for an SS requirement in community service working with us and another young professional woman who has been coming in to help during lunch hours. We will now open the Center on Saturdays. This has always been a time many families would use, but we have not had steady volunteer support....appreciate her willingness. We continue to be able to give free books to every visitor to the center...thanks to donations of wonderful books. One of the teachers who retired has been very generous.</p>	Library
40	Updated October 3, 2014	Page Turners Book Club	Book Club discussed <i>How the Light Gets In</i> by Louise Penny in September. Meetings are held the second Tuesday of the month at 1:00 in the Archives Room.	Library
41	No Change December 18, 2013	Archives	Two new volunteers have joined the Archives staff. One has been trained in Past Perfect software which is specialty software used by museums and archives.	Library
41	Updated	Statistics	Current Last	Library

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42	Updated October 3, 2014	Children's/Young Adults	<p>The library's teen program will partner with the La Grande Middle School and parent volunteers in Oregon's Battle of the Books. OBOB, is a statewide voluntary reading motivation and comprehension program sponsored by the Oregon Association of School Libraries. Teams of students are already forming at the school to begin preparing for next spring's competition.</p> <p>Teen Read Week is October 12-18. Teen Read Week™ is a national adolescent literacy initiative created by the Young Adult Library Services Association. La Grande Middle School's seventh grade English classes will tour the library and hear about our teen programs.</p> <p>A new program for parents and children (ages newborn through five) meets Monday, October 13 at 11:30 am. Ready2Learn's free Learn and Play program focuses on preparing children for kindergarten. Activities include rhymes, songs, rhythm instruments, and free playtime. Each child attending receives a free book. The program will meet the second Monday of each month.</p> <p>We are collaborating with the Center for Human Development for our Learning Picnics/Baby Tot Bop for ages newborn through six. Meeting Tuesdays from 11:30 am – 1:30 pm through November 18, this fun program provides books, snacks, and activities that build early literacy skills. No registration required.</p> <p>Thursday Storytime and crafts for everyone are 11:30 am.</p> <p>Teen Read Week is October 12-18, and La Grande Middle School seventh grade English classes will be touring the library. Teens will create bottle cap key chains during iCraft on Friday, October 17 at 4:00 pm. Book clubs continue through the school year, call the library for details. Check our Facebook</p>	Library																														

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			<p>page, facebook.com/lgplibrary, and website, cityoflagrande.org/library for more information. Teen events are free and open to pre-teens and teens in middle and high school.</p> <p>Thirteen months following the first Ready 2 Learn Library Cards being issued, 1114 children have Ready 2 Learn cards in their names and 16,044 individual program attendances have been documented. The number of book checkouts or program credits accumulated totals 37,130 across five counties, and 977 programs, promotional events, or training sessions have been held.</p> <p>Project Ready to Learn is improving kindergarten readiness and a child's readiness to learn. A "Ready to Learn Library Card" is issued to parents of children from birth through age five in Union, Wallowa, Baker, Umatilla and Grant Counties. Each time the card is used in a library activity such as to check out materials or attend a story program, \$0.02 is credited for deposit in the child's Oregon College Savings Plan account. Monthly bi-lingual newsletters are published and sent to participating families in English and Spanish. Libraries will reinforce key concepts at free story programs and parent education sessions.</p> <p>Ultimately, data collected by the libraries' existing checkout software will be used to evaluate whether regular library use and Ready to Learn participation results in children entering kindergarten assessed at higher levels as a group when compared to non-participants.</p> <p>In addition to the quarterly parent sessions, monthly program newsletters, weekly story times and ongoing promotion of the Ready 2 Learn program, the program has solidified its first community business partner. Papa Murphy's Pizza in La Grande, Pendleton and Hermiston now offers free Mini Murphy pizzas to any child with a Ready 2 Learn card every Tuesday. Papa Murphy's has also donated hundreds of free pizza and cookie dough coupons to our participating libraries.</p> <p>The program website: http://www.ready2learnoregon.org as well as a Ready 2 Learn Facebook page: https://www.facebook.com/readytolearnoregon continue to be active and updated. Information and resources are posted nearly daily on the Facebook</p>	

Item	Date of Change in Status	Item	Comments	Department
			page, with total page “likes” over 500. Official program partners and supporters as of this quarter include: Building Healthy Families Children’s Museum of Eastern Oregon Ca-Uma-Wa Head Start Umatilla-Morrow Head Start Childcare Resource and Referral Families First	
43	Updated October 3, 2014	Adult Programs	The next book art workshop is on Wednesday, October 22, from 5:30 pm-7 pm. Wreaths are this workshop’s focus, with samples and ideas for various holidays and decorative styles. Call or come by the library to sign up, registration is required for this free workshop. All supplies are provided. Third Wednesday Roundhouse Readings continue on Wednesday, October 15 at 7:00 pm, hosted by Looking Glass Books on Adams Avenue. Diane Raptosh, Idaho’s Writer-in-Residence and Boise Poet Laureate for 2013 will be reading from her recent poetry collection, <i>American Amnesiac</i> . Local poet Amelia Ettinger will also be reading. An open mic will follow. The Roundhouse Reading series is sponsored by the Union County Cultural Coalition, Blue Mountain Writers, Cook Memorial Library, and LEO (Libraries of Eastern Oregon).	Library
44	Updated October 3, 2014	Department Activities	New hours for the library start the week of October 5. The library will be open Monday-Thursday, 11 am–6 pm, Friday 9 am-6 pm, and Saturday 9 am-4 pm.	Library
44	Updated October 20, 2014	Arts Commission	Due to Budget cuts, EOU could not host Season’s Faire this year; consequently, it has been moved to the Art Center at the Old Carnegie Library, 1006 Penn Avenue. The opening night on November 1, will feature an art auction, hors d’oeuvres, desserts, wine, beer, punch and coffee. There will be door prizes and a raffle featuring an oil painting donated by artist Linda Elliott and numerous other prizes donated by local businesses.	Parks Admin
45	Updated October 20, 2014	Training	Employees attended Defensive Driver Instruction.	Parks Admin
46	Updated October 20, 2014	Park Events	<u>DRIVE FOR YOUR CONCESSION STAND/ BLEACHER REPLACEMENT</u> On November 22, our local Legacy Ford Lincoln dealership has graciously volunteered to host a fundraising event to help raise the monies needed to replace the bleachers and concession stand on Optimist Field in Pioneer Park. We have recently secured grants to upgrade many areas of the park, but this last piece is badly needed and YOU CAN HELP. All you have to do is stop by Legacy	Parks Admin

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			between the hours of 9:00 am and 3:00 pm on the 22 nd and test drive one of their vehicles. For each vehicle driven (up to 400), they will donate \$20 for the project. What could be easier? Please mark your calendars and plan to help us with this worthwhile project.	
47	No Change October 20, 2014	Pioneer Park Renovation	Notification was received that our Land Water Conservation Grant application was tentatively approved in the amount of \$44,260, which will give us the funding needed for the replacement of the playground, restroom rehabilitation and a paved connector trail behind Optimist Field. Other funding that has been approved includes a Wildhorse Foundation grant for \$10,000, Soroptimist grant for \$4,000, and a \$1,000 donation from Legacy Auto Group.	Parks Admin
48	Updated October 14, 2014	Pioneer Park Basketball Courts	Staff met with the Collman family of RD Mac last month and they expressed interest in partnering with the Parks & Recreation Department to construct basketball courts in the old tennis court area at Pioneer Park. Since then, two funding proposals have been prepared and submitted; one to the Wildhorse Foundation and one to Ash Grove Cement. If project receives funding, construction will begin spring 2015.	Parks Admin
49	Updated October 14, 2014	Birnie Park Playground	MODA Health approached the City last spring with some funding for additional playground equipment at Birnie Park. Installation is almost complete and on schedule. The Portland Trailblazers and MODA will hold an event at the park, beginning at 9:00am, October 21 st to recognize the completion of the project.	Parks Admin
50	New October 14, 2014	Riverside Restrooms	Staff is currently reviewing price quotes for the Riverside Park restroom remodel. This project was approved in the FY14-15 capital outlay budget, and includes replacement of the aging fixtures, re-plumbing of the mechanical chase, and the installation of new doors with automatic locks.	Parks Admin
51	New October 20, 2014	LED Light Project	Staff has been working with OTECC and D&T Johnson Electric to replace the lights in the Natatorium with LED's. We have estimated that the project will cost \$24,880. With OTECC donating an incentive grant in the amount of \$17,400, the cost to the City will only be \$7,480. OTECC had estimated that our yearly savings will be: utility, \$3,067 and O&M, \$746. However, based on actual O&M expenditures over recent years (replacing an average of 18 bulbs, 6 ballasts and 5 sockets which requires ordering parts, hiring an electrician and renting a scissor lift), Staff estimates our total O&M savings will be \$3,595. Based on these figures, our estimated simple payback will be two years or less.	Parks - Aquatics

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			Special thanks goes to D&T Johnson Electric who has agreed to wait for their payment until we receive the rebate check from OTECC; otherwise, we would not have been able to do the project this year.																			
52	Updated October 20, 2014	September Pool Statistics	<table border="1"> <thead> <tr> <th></th> <th>FY 13-14</th> <th>FY 14-15</th> </tr> </thead> <tbody> <tr> <td>ATTENDANCE</td> <td>1,537</td> <td>1,651</td> </tr> <tr> <td>FY TO DATE</td> <td>8,957</td> <td>8,203</td> </tr> <tr> <td>REVENUE</td> <td>\$8,995</td> <td>\$8,843</td> </tr> <tr> <td>FY TO DATE</td> <td>\$36,684</td> <td>\$31,181</td> </tr> <tr> <td># OF RENTALS</td> <td>1</td> <td>2</td> </tr> </tbody> </table>		FY 13-14	FY 14-15	ATTENDANCE	1,537	1,651	FY TO DATE	8,957	8,203	REVENUE	\$8,995	\$8,843	FY TO DATE	\$36,684	\$31,181	# OF RENTALS	1	2	Parks - Aquatics
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53	Updated September 10, 2014	Pool Update	<ul style="list-style-type: none"> The metal parts on the slide have been repaired and that portion has been reassembled. However, when it was disassembled, there were some small spots on the fiberglass flumes identified that had to be repaired and that is still being worked on. Staff is estimating the slide will be operational by the end of October. Exterior block of the facility has been cleaned and resealed. Superintendent Roberts attended the EOU Activities Fair and approximately 30 students requested additional information regarding pool activities. 	Parks - Aquatics																		
54	Updated October 20, 2014	Parks Maintenance	<ul style="list-style-type: none"> Staff is planting trees and shrubs on the greenway. Staff has spent a lot of hours this month preparing the site at Birnie Park for the new playground equipment, digging out the site, constructing the fence and putting in the chips. The Lions Club helped with the construction and installation of the playground equipment. With the help of the Little League parents and coaches, the sod that was removed from Birnie Park was placed on Mel Fischer Field. Projects to be completed before winter set in include: <ul style="list-style-type: none"> Work with Little League to renovate the Kory Vaughn Field, leveling out the infield including resetting the sprinkler lines. Repair damage to Optimist Field. Leaf removal. Shutting down restrooms, pavilions and irrigation in all parks. 	Parks Maintenance																		
55	Updated October 20, 2014	Adult Recreation Program	<ul style="list-style-type: none"> The Women's Volleyball League held their organizational meeting on October 14th, with 10 teams represented. Lotus Self-Defense is offered on Tuesday and Thursday nights throughout the school year. Students work at their own pace and may join at any time. Cost is only \$20 per quarter. 	Parks - Recreation																		

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56	Updated October 20, 2014	Children's Recreation Program	<ul style="list-style-type: none"> Flag football completed their season on October 18th. We had over 125 kids participate this year, with teams in La Grande, Imbler and Union. Gymnastics for children ages 3 and older are held on Fridays throughout the school year. Lotus Self-Defense is offered for children 6 and older on Tuesday and Thursday nights throughout the school year. Students work at their own pace and may join at any time. Cost is only \$20 per quarter. 	Parks - Recreation																																																								
57	Updated October 20, 2014	Community Outreach	<ul style="list-style-type: none"> The Urban Forestry Program was awarded a \$500 <i>Neighborhoods Grant</i> from the Alliance for Community Trees to purchase shirts for the volunteers who participated in the fall tree planting program. In addition, they received Corona planting tools valued at \$1,000. Fall Beautification Award Winners: <ul style="list-style-type: none"> COMMERCIAL – OTECC, 2408 Cove Avenue RESIDENTIAL – Sharon & James Dustin – 802 Second Street. Staff & volunteers completed a very successful Fall Tree Planting program on October 4th, with 25 volunteers planting 20 trees in the City right-of-ways. 	Parks - Urban Forestry																																																								
58	Updated October 20, 2014	September Statistics	<table border="1"> <thead> <tr> <th>STATISTICS</th> <th>SEP</th> <th>FY 15</th> <th></th> </tr> </thead> <tbody> <tr> <td>Street Trees Planted</td> <td>10</td> <td>12</td> <td>4264</td> </tr> <tr> <td>Park Trees Planted</td> <td>0</td> <td>0</td> <td>4264</td> </tr> <tr> <td>Street Trees Removed</td> <td>6</td> <td>17</td> <td>4264</td> </tr> <tr> <td>Park Trees Removed</td> <td>0</td> <td>2</td> <td>4264</td> </tr> <tr> <td>Street Trees Pruned</td> <td>4</td> <td>27</td> <td>4264</td> </tr> <tr> <td>Park Trees Pruned</td> <td>30</td> <td>37</td> <td>4264</td> </tr> <tr> <td>Community Responses</td> <td>28</td> <td>50</td> <td>4264</td> </tr> <tr> <td>Nuisance Responses</td> <td>3</td> <td>9</td> <td>4264</td> </tr> <tr> <td>Field/Tree Evaluations</td> <td>12</td> <td>27</td> <td>4264</td> </tr> <tr> <td>Ordinance Enforcement Actions</td> <td>2</td> <td>3</td> <td>4264</td> </tr> <tr> <td>Tree Service Permits</td> <td>0</td> <td>2</td> <td>4264</td> </tr> <tr> <td>Site Plan Reviews</td> <td>1</td> <td>2</td> <td>4264</td> </tr> <tr> <td>Community Volunteer Hours</td> <td>6</td> <td>6</td> <td>4264</td> </tr> </tbody> </table>	STATISTICS	SEP	FY 15		Street Trees Planted	10	12	4264	Park Trees Planted	0	0	4264	Street Trees Removed	6	17	4264	Park Trees Removed	0	2	4264	Street Trees Pruned	4	27	4264	Park Trees Pruned	30	37	4264	Community Responses	28	50	4264	Nuisance Responses	3	9	4264	Field/Tree Evaluations	12	27	4264	Ordinance Enforcement Actions	2	3	4264	Tree Service Permits	0	2	4264	Site Plan Reviews	1	2	4264	Community Volunteer Hours	6	6	4264	Parks - Urban Forestry
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61	Updated Oct. 14, 2014	Communications Division Statistics	<table border="1"> <thead> <tr> <th></th> <th>Aug</th> <th>Sept</th> </tr> </thead> <tbody> <tr> <td>Traffic/Air</td> <td>391</td> <td>319</td> </tr> <tr> <td>All Calls</td> <td>3461</td> <td>3031</td> </tr> <tr> <td>Legitimate 911 calls for service</td> <td>378</td> <td>334</td> </tr> <tr> <td>Case Reports LGPD/UCSO</td> <td>195</td> <td>238</td> </tr> </tbody> </table>		Aug	Sept	Traffic/Air	391	319	All Calls	3461	3031	Legitimate 911 calls for service	378	334	Case Reports LGPD/UCSO	195	238	Police
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62	Updated Oct. 2, 2014	Training	<p>OPERATIONS TRAINING: The SWAT team had a four hour block of training. The Police Department hosted a leadership training "Assessing Organizational Performance" instructed by Professor Gary Keller. This training was attended by 10 members of LGPD as well as employees from other agencies.</p> <p>COMMUNICATIONS TRAINING: One Comm. Spec. Attended the CJIS/LEDS training at DPSST and the CJIS users meeting at Sun River. One dispatcher attended the 2 week basic Telecommunicator training at DPSST.</p>	Police/Comm															
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64	Updated Oct. 28, 2014	Crime Statistics	<table border="1"> <thead> <tr> <th>Type of Crime</th> <th>June</th> <th>July</th> </tr> </thead> <tbody> <tr> <td>Crimes against persons (<i>assaults, robbery, sex crimes</i>)</td> <td>7</td> <td>7</td> </tr> <tr> <td>Crimes against property (<i>burglary, vehicle theft, NSF/acct. closed</i>)</td> <td>52</td> <td>49</td> </tr> <tr> <td>Crimes against society (<i>drug laws, DUII, liquor laws, disorderly conduct</i>)</td> <td>12</td> <td>23</td> </tr> <tr> <td>Traffic Crimes (<i>DWS, Hit & Run, eluding, reckless driving</i>)</td> <td>4</td> <td>5</td> </tr> </tbody> </table>	Type of Crime	June	July	Crimes against persons (<i>assaults, robbery, sex crimes</i>)	7	7	Crimes against property (<i>burglary, vehicle theft, NSF/acct. closed</i>)	52	49	Crimes against society (<i>drug laws, DUII, liquor laws, disorderly conduct</i>)	12	23	Traffic Crimes (<i>DWS, Hit & Run, eluding, reckless driving</i>)	4	5	Police
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65	No Change July 1, 2014	Communications Strategic Plan	We had a very mild winter so we were unable to fully assess the need for a third site. Aside from this the system is working well and we have some equipment on hand to proceed with a third site if that becomes necessary.	Police															

Item	Date of Change in Status	Item	Comments	Department
66	Updated Oct 24, 2014	Department Activities	Reserve Officer Ralph Graffunder was hired full time and started this month. Due to his past full time experience he was fast tracked in the training program and released to solo patrol already! We are very pleased to have him on board. We have been extensively assessing the software programs to make the best informed decision on which system and components will best serve us in the future. We are expecting to move forward in the near future with procurement and implementation.	Police/Comm
67	Completed October 28, 2014	Morgan Lake Spillway	The Public Works Department oversaw the construction of a Spillway at Morgan Lake per the Morgan Lake Emergency Action Plan.	Public Works/Parks
68	No Change February 17, 2009	NPDES permit	NPDES permit with DEQ has been submitted. Application is in to DEQ for review.	Public Works
69	No Change December 17, 2009	'B' Avenue Right-of-Way	The 'B' Avenue right-of-way is being evaluated as a result of The Ridge development. Property owners are being visited with for right-of-way dedication.	Public Works
70	Updated September 8, 2014	Water, Sewer and Storm water Master Plans	Staff has been working with the consultant to update the Water, Sewer and Storm water Master Plans. It has been over 10 years since the last update. The Water Master Plan is complete. On the Storm water Master Plan, the consultant is evaluating the area west of 12 th Street for the first time. The storm water easterly portion has been reviewed by the City Council. This will take a lengthy period of time.	Public Works
71	No Change December 7, 2012	Fourth St. and 'N' Avenue Intersection	This intersection is being evaluated for the purpose of increasing safety and a better design. Trees have been removed to increase visibility. ODOT Traffic Engineers have collected traffic counts and evaluated the existing design to determine if there is a better way to move traffic through this intersection. They have submitted a recommendation that is being evaluated by the PTSMP.	Public Works
72	Updated August 20, 2014	Beaver Creek Fish Passage	Plans are being developed for the design of the fish passage over the dam. Funding applications have been applied for from four (4) different sources and an additional funding source is being evaluated. Only one application has offered funding in the amount of \$150,000. The environmental review is complete. Estimated cost is \$1,500,000. Staff is working with the Corps of Engineers to possibly construct this project.	Public Works
73	No Change November 5, 2012	Storm Sewer Line on 'J' Avenue between 12 th & 14 th Streets	During the summer street projects, 'J' Avenue was identified as not having any storm sewer system. A new line is scheduled to be installed in the Spring of 2013.	Public Works
74	Updated October 28, 2014	20th Street Grant	Staff has prepared a grant application for the street improvement from Gekeler Lane to Adams Avenue. It has been submitted and presented to the review	Public Works

Item	Date of Change in Status	Item	Comments	Department
			committee. If successful, funding would be available 2015 through 2018. This project is being reviewed to be done in 2016. Estimated cost is \$3,500,000. This project is currently the top project for Eastern Oregon Region 5 and is on the recommended 100% list. Staff is working with ODOT on details. OTC approval should happen in November and Federal approval in February.	
75	Completed October 28, 2014	CMAQ Asphalt Overlay	La Grande Asphalt applied overlays on qualifying oil mat streets.	Public Works
76	No Change February 11, 2013	Energy Study	Staff is researching opportunities that may be available to capitalize on hydro, thermal, solar and other potential energy sources.	Public Works
77	No Change May 21, 2013	Truck Route	Staff is reviewing the Parking, Traffic Safety and Street Maintenance Advisory Commission's recommendation to establish a truck route on Jefferson Avenue from Hemlock Street to Third Street.	Public Works
78	Updated September 8, 2014	2014-15 CIPP Project	Staff is reviewing projects for this budget year's program. The contract documents are almost ready for bidding. Staff is anticipating Council review in November.	Public Works
79	Updated September 8, 2014	WWTP Aeration System	The aging aeration system at the Wastewater Treatment Plant is in need of replacing due to extended use. This system is being evaluated for what is available and the long term economics in those systems. This project will be done in multiple phases.	Public Works
80	Updated September 8, 2014	2014-15 Street User Fee Projects	Staff is preparing to overlay various streets throughout town. This work will cost over \$200,000 and is budgeted. This work will be done by City staff. Tenth Street is scheduled for reconstruction.	Public Works
81	No Change August 20, 2014	Street Maintenance	Street crews have been doing routine maintenance of filling potholes and sealing cracks	Public Works
82	New October 28, 2014	Adams Avenue Streetscape	Staff has almost completed the construction plans and is beginning the field review with business and property owners to address the improvements to their property/business.	Public Works
83	New October 28, 2014	Becker Development	Staff is preparing plans for the water extension to the Becker property across from Wal-Mart. This is being done for future commercial development.	Public Works
84	New October 28, 2014	Tsiatsos Development	Staff is working with Gust Tsiatsos on his subdivision creating 15 lots. Staff is planning water and sewer to serve this development.	Public Works