



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

MONTHLY REPORT

April 2022

City Manager's Top Priorities for 2022

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change February 11, 2022	American Rescue Plan Act (ARPA) Funding: Develop a recommended list of potential uses and or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.	The City Council, at their Annual Retreat identified developing a plan for the use of the funds as a priority for the coming fiscal year. The City of La Grande has received the first allocation of \$1,511,086 ARPA funds and expects to receive the second, equal distribution in the coming months. The Work Session planned for the Council to continue discussing options and public involvement has been rescheduled for June 13, 2022. The final Rule regarding use of the funds has been published and it provides for greater flexibility for the use of the funds.	City Manager
2	Updated April 22, 2022	Street and Road Infrastructure: Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.	A work session with the La Grande City Council was held on April 18 to discuss recommendations from the Parking, Traffic Safety and Street Maintenance Advisory Commission. Strategies were identified for Staff to move forward with.	Public Works
3	No Change February 11, 2022	Housing: Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4	No Change February 11, 2022	Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	See updates under Economic Development below.	Economic Development
5	Updated April 27, 2022	Staffing: Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	Work on the compensation study for the Management Group and non-represented employees is ongoing. The project includes developing the framework for compliance with the Pay Equity Act. The City Council approved conducting a compensation study for the represented employees at the April 6, 2022, Council Meeting. See future updates under Human Resources related to	City Manager

April 2022

Item No.	Date of Change in Status	Item	Comments	Lead Department
			compensation studies and Pay Equity Act efforts.	
6	Updated April 27, 2022	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The 2022-2023 Proposed Budget was provided to the Budget Committee and posted on the City's website on April 27, 2022. The Budget Hearings will be held on May 16 th and 17 th with the Urban Renewal Agency Budget Committee meeting beginning at 6:00 p.m. and the City's Budget Committee meeting immediately following the URA. Public Comments on the Urban Renewal Agency Budget will be heard on May 16 th . Public Comments on the City's General Fund and Enterprise and Other Fund Budgets will be heard on May 17 th .	City Manager
7	No Change January 26, 2022	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	Union County solicited proposals for a consultant to help explore a joint public safety facility. The City of La Grande has been participating in the discussions regarding the facility and the City's needs.	City Manager
8	No Change February 11, 2022	FEMA Maps and Land Use Code Amendments: Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning
9	No Change February 16, 2022	Wildland Urban Interface: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.	The department has posted numerous wildland safety messages on Department Facebook page. Development of a flyer with Fire safety information was developed sent out in June water bills.	Fire Department

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of April 26, 2022

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

2022

Monday, May 2

WORK SESSION:
Tourism Report

Wednesday, May 4

REGULAR SESSION

Monday & Tuesday, May 16 & 17

BUDGET HEARINGS

Monday, May 23

JOINT WORK SESSION:
Council and Landmarks
Commission – Historic
District Standards

Monday, May 30

HOLIDAY

Wednesday, June 1

REGULAR SESSION

Monday, June 13

WORK SESSION:
American Rescue Plan
Act (ARPA) Funding

Monday, July 4

HOLIDAY

Wednesday, July 6

REGULAR SESSION

Wednesday, July 13

SPECIAL SESSION:
Agency/URAC Joint Call
for Projects Mtg.

Wednesday, August 3

REGULAR SESSION

Monday, August 22

**TENTATIVE WORK
SESSION: TBD**

Monday, September 5

HOLIDAY

Wednesday, September 7

REGULAR SESSION

Monday, September 12

**TENTATIVE WORK
SESSION: Long Term**

April 2022

3

La Grande Staff Report Blue=New and Updated; Red=Completed; Black=No Change

Urban Renewal Agency
Plan

Monday, September 26

TENTATIVE WORK
SESSION: TBD

Wednesday, October 5

REGULAR SESSION
(Economic Development
Strategy Update)

Monday, October 24

TENTATIVE WORK
SESSION: TBD

Wednesday, November 2

REGULAR SESSION

Friday, November 11

HOLIDAY

Monday, November 14

TENTATIVE WORK
SESSION: TBD

Thursday & Friday, November 24 & 25

HOLIDAY

Wednesday, December 7

REGULAR SESSION

Wednesday, December 14 - HOLIDAY OPEN HOUSE (4:30 – 6:00) - Tentative

Monday, December 26

(Observed) HOLIDAY

2023

Monday, January 2

(Observed) HOLIDAY

Work Session topics with dates to be determined: Land Use Code Amendments; Housing Production Strategies; La Grande Main Street Annual Report. Unless Otherwise Noted All Sessions of the Council Begin at 6:00 p.m., Meeting Dates Subject to Change; Please call 541-962-1309 to confirm

Item	Date of Change in Status	Item	Comments	Department																																																																			
1	Updated April 14, 2022	All Building Permits March 2022	<div>March 2022</div> <table><thead><tr><th>Permit Type</th><th>Permits</th><th>Permit Fees</th><th>Plan Review Fees</th></tr></thead><tbody><tr><td>City of LG Building:</td><td>17</td><td>\$11,242.00</td><td>\$1,116.00</td></tr><tr><td>UC Building:</td><td>18</td><td>\$30,554.00</td><td>\$1,714.00</td></tr><tr><td>City of LG MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC MFH</td><td>2</td><td>\$900.00</td><td></td></tr><tr><td>City of LG Mechanical</td><td>17</td><td>\$2,112.00</td><td></td></tr><tr><td>UC Mechanical</td><td>8</td><td>\$527.00</td><td></td></tr><tr><td>City of LG Plumbing</td><td>7</td><td>\$1,611.00</td><td></td></tr><tr><td>UC Plumbing</td><td>5</td><td>\$942.00</td><td></td></tr><tr><td>City of LG Electrical</td><td>22</td><td>\$2,740.50</td><td></td></tr><tr><td>UC Electrical</td><td>19</td><td>\$2,485.75</td><td></td></tr><tr><td>City of LG Demolition</td><td>0</td><td>\$240.00</td><td></td></tr><tr><td>UC Demolition</td><td>0</td><td>\$0</td><td></td></tr><tr><td>AG Exempt permits</td><td>4</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>119</td><td>\$53,354.25</td><td>\$2,830.00</td></tr><tr><td>Fiscal Year Running Totals:</td><td>863</td><td>\$260,444.87</td><td>\$85,622.05</td></tr></tbody></table>				Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	17	\$11,242.00	\$1,116.00	UC Building:	18	\$30,554.00	\$1,714.00	City of LG MFH	0	\$0		UC MFH	2	\$900.00		City of LG Mechanical	17	\$2,112.00		UC Mechanical	8	\$527.00		City of LG Plumbing	7	\$1,611.00		UC Plumbing	5	\$942.00		City of LG Electrical	22	\$2,740.50		UC Electrical	19	\$2,485.75		City of LG Demolition	0	\$240.00		UC Demolition	0	\$0		AG Exempt permits	4			TOTALS:	119	\$53,354.25	\$2,830.00	Fiscal Year Running Totals:	863	\$260,444.87	\$85,622.05	Building
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3	New Item April 27, 2022	Avista Franchise Agreement Renewal	The current Franchise Agreement with Avista will expire on February 15, 2023. The City Manager has received an initial draft agreement from Avista and is in the process of reviewing the language. The City plans to use the same attorney who worked on the current agreement for legal advice again.	City Manager																																																																																
4	New Item April 27, 2022	City Recorder Vacancy	Sandra Patterson has tendered her resignation effective May 4, 2022. Stacey Stockhoff will serve as Acting City Recorder and we will be having Kayla Brainerd (part-time Finance Tech) work afternoons in the City Manager’s Office for the remainder of the calendar year.	City Manager																																																																																
5	No Change March 29, 2022	Max Square/Homelessness	Staff has reached out to other organizations in La Grande and Union County involved in mental health and housing related issues and is participating in some of the recurring meetings of these groups.	City Manager																																																																																
6	Updated April 27, 2022	Water and Sewer System Development Charge (SDC) Conversion	The City Council met with the Staff in a Work Session on April 25 th to discuss moving forward to request for proposals (RFP) for a consultant to perform the necessary analysis to convert from the existing methodology for assessing water and sewer connection fees to System Development Charges (SDC). Staff will publish an RFP and target the July City Council Meeting for a decision regarding moving forward with the process. (this item will move to Public Works in the next report)	City Manager																																																																																
7	No Change March 26, 2021	B2H	The Administrative Law Judge denied the requests to compel the City to provide documents and answer questions which has initially be submitted to the City as informal requests for information in conjunction with the contested case regarding the B2H project. In	City Manager																																																																																

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			consultation with the City Attorney, the City’s response had been that the requested information could not be provided in the timeframe submitted and that absent a requirement from the Administrative Law Judge, the requests would be subject to the public records request process including payment of fees to provide the records.																									
8	No Change February 28, 2022	Market Place Family Foods Agreement Amendment	The latest report on employment has been received and reviewed. The staffing levels do not meet the Full-Time threshold required for forgiveness under the agreement as of the end of November, 2021.	District Manager																								
9	No Change February 18, 2022	Urban Renewal Targeted Project Policy Development	During the 2022 Annual Retreat the District Manager indicated the desire to leverage the \$300,000 in current funds to receive significant capital grant funding to renovate the Fire Museum to provide an expanded space for Ignite. The project would also include increased opportunities for Side A Brewing to utilize increased space that currently is inaccessible. To date we have been unsuccessful in our efforts to receive grant funding. One option discussed as to seek Agency approval to move forward with a reduced project scope to make significant improvements to the building using only URA funding if we cannot secure additional grant funding. This could include an additional \$200,000 of proposed funding that would be available through a lower under levy of property taxes which would increase revenues to the Urban Renewal Agency and reduce revenues to the other taxing districts, including the City of La Grande as compared to last year. The project would enable Ignite to relocate and expand to this City-owned property and include partner organizations that also provide services to entrepreneurs and small businesses including but not limited to: NEOEDD, EOU College of Business and LG Main Street. The focus of this project is economic resiliency for new and existing businesses in Union County as they recover from the impacts of COVID-19.	District Manager																								
10	No Change January 25, 2022	Codification of City Ordinances	The City’s Ordinances have been emailed to MuniCode along with the first payment. Project is at beginning stages of codification. City should see proof copy within 6-8 months. Staff is preparing to send historic documentation to codifier for backup.	City Recorder																								
11	No Change March 14, 2022	Advisory Commission Vacancies	<div><div>The following table outlines the existing vacancies.</div><table><tr><th>Advisory Commission</th><th>Vacancies</th></tr><tr><td>Air Quality</td><td>5/7</td></tr><tr><td>Arts</td><td>3/7</td></tr><tr><td>Building Board of Appeals</td><td>5/5</td></tr><tr><td>Budget Committee</td><td>0/7</td></tr><tr><td>Community Landscape/Forestry</td><td>1/5</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>3/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>2/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr></table></div>	Advisory Commission	Vacancies	Air Quality	5/7	Arts	3/7	Building Board of Appeals	5/5	Budget Committee	0/7	Community Landscape/Forestry	1/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	3/7	Parks and Recreation	0/7	Planning	2/5	Union County Tourism	0/2	City Recorder
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			Urban Renewal	2/5				
12	New Item April 29, 2022	City Council Election - 2022	<p>The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Five (5), Six (6), and Seven (7) are due to expire on 12/31/2022.</p> <p>The following positions and the candidates that are running in each position are:</p> <ul style="list-style-type: none"> • Council Position 1 – Mayor: Justin Rock and Mathew Miles • Council Position 5: Aaron R. Cooper and Molly A. King • Council Position 6: David Moyal and Denise Wheeler • Council Position 7: Corrine Dutto and Cody R. Vela <p>Since there are only two (2) candidates running in each open position, they will appear on the General Election Ballot only. The General Election date is Tuesday, November 8, 2022.</p>					City Recorder
13	No Change October 26, 2021	Surplus Property Disposal and Procurement Resolution Update	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Researching State regulations.					City Recorder
14	No Change March 25, 2022	COVID-19 Business Assistance	<p>The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars.</p> <p>Grant Program (\$20,000 total funding expended): 11 Business assistance grant applications were received, with nine receiving funding.</p> <p>Business Software Program: 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021</p> <p>Emergency Loan Program: A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$78,822 of loan principal has been repaid, including five of the loans repaid in full as of December of 2021.</p>					Economic Development
15	Updated April 25, 2022	2021-2022 Façade Program	Soda Blitz	1609 Adams	Windows, awnings, signs	Applied 20-21: rollover	Construction in Progress. Working on permit for awning.	Economic Development
			Community Kindness	1315 Adams	Painting	\$2,295	Completed	
			Bird Dog Glass	702 Adams Ave	Signage and façade	\$4389	Estimate completion June 2022	
			Royal Clothiers	1429 Adams	Masonry repair and	\$6750	Estimated completion	

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			Building	Ave	repointing		June 2022	
16	No Change March 25, 2022	2022-2023 Call For Projects Program	Council / Agency approved revisions to the Call For Projects policy and the 2022 Call For Projects is now active with applications accepted through May 27					Economic Development
17	No Change November 15, 2021	2021-2022 Call for Projects Program	2021-2022 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Valley Insurance	1603 Washington	Remodel and building addition	\$75,000	The applicant requested the projected be terminated due to high construction costs. They are eligible to reapply in a future CFP cycle.	
			Travelodge	2215 Adams	Exterior improvements	\$75,000	Railing installed. Currently working with property owner to get a formal extension request with new estimated completion date	
18	No Change February 25, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Dry Creek Capital	212-224 Fir St.	Improvement upgrades to retail space	\$75,000 Progress payment \$47,203	Completed	
			Raul’s Taqueria	1304 Adams	Business expansion	\$21,072 Final payment \$20,698. 6/15/21	Completed	
			Jim and Connie Voelz	1701 Adams	Exterior Renovations	\$20,000	Completed	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 st for final completion	
			Hines Meat	2315 Jefferson	Expansion	Progress payment \$52,000 12/10/2 final payment \$17,708 1/26/21	Completed	
19	No Change March 29, 2022	2019-2020 Call for Projects Program	2019-2020 Call for Projects Outstanding					Economic Development
			Business	Address	Project	Funds	Status	
			Steve’s Outdoor	316 Antelope	New Construction	\$75,000	Project in process.	

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			Adventures	Dr.	for business Expansion		Progress payment \$37,500 Project is in the final phase with required landscaping to be completed	
20	Updated April 25, 2022	Pre-2018 Call for Projects Program	Call for Projects carried over					Economic Development
			Business	Address	Project	Funds	Status	
			Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 \$5,000 remaining	In Process Agency approved Final extension and authorized Partial payment of \$35,050 with a new completion date of June 30, 2022	
21	No Change May, 2021	JC Penney Building	The Mason's have a professional realtor who is actively working to fill the space formerly occupied by JC Penney.					Economic Development
22	Updated April 25, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> Economic Development Director is working closely with RDI and NEODD to develop an action team and workplan based on the report's findings. RDI will be working with Econ Dev and the Main Street EV committee to develop specific downtown focused action items and workplans to support those items. Director is reaching out to Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. Staff continues to meet with local businesses and large key employers. Economic Development Staff revised the Economic Development Strategic Plan based on Council feedback and Council adopted the plan at their April Council meeting Economic Development Director met with Business Oregon Staff to discuss new Small Scale Manufacturing tactic and available resources or incentive programs to support this tactic Staff attended one IEDC training webinar this month and two Business Oregon Incentives training webinar. Staff helped facilitate and attended a meeting with Business Oregon's Financial Lending team and local Lending Institutions. \$ local lenders attended and staff is now following up with those lenders. The City has received an offer on Lot # 4 at the Business Park. 					Economic Development

Item	Date of Change in Status	Item	Comments	Department
23	Updated April 25, 2022	La Grande Main Street Downtown	<ul style="list-style-type: none"> RDI has received funding to continue their Main Street initiative and will be working with the EV committee to implement a business cluster strategy for downtown. Staff attended the La Grande Main Street Board Retreat March 19. In preparation for the retreat staff also attended Oregon Main Streets virtual Board Institute and a virtual fundraising training. EV committee is working on two new programs a monthly lunch and learn, Business services networking event, and a quarterly business workshop series. The first Lunch and Learn series with EOVA is scheduled for April 20. This monthly series will take place every Third Wednesday at the Ignite Center for Entrepreneurship Economic Development staff is meeting weekly with Main Street Staff and President Main Street has submitted an Oregon Main Street Grant application on behalf of the Bohnenkamp building Main Street Held their Board Retreat in April and is currently working on their annual Fundraising Drive and Preparing for Beer Fest, their annual Fundraising event. 	Economic Development
24	Updated April 25, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> The Ignite Center will be hosting La Grande Main Street's Lunch and Learn networking series beginning May 18th The Ignite Center is also hosting the upcoming Core Starters Class facilitated by NEOEDD and Reinventing Rural beginning April 7th 	Economic Development
25	No Change December 27, 2021	Business Development Assistance Program	<ul style="list-style-type: none"> Three loans are in the re-payment phase of this loan program from 2018 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements 	Economic Development
26	Updated April 25, 2022	Brownfields Assessment	<ul style="list-style-type: none"> Economic Development and Planning Departments are working with EOU's Sustainable Rural Systems (SRS) program to host a public meeting with local property-owners on April 13th to identify potential brownfields sites in La Grande. SRS has received a grant to help identify and provide technical assistance to property owners of potentially contaminated sites. Econ Dev and Planning Staff hosted a public meeting with consulting firm Stantec to identify potential brownfield project sites. Two La Grande properties were identified as potential projects. The grant could potentially help fund 10 phase I ESAs and up to 6 Phase II ESAs in La Grande. Staff is working to identify other property owners 	Economic Development
27	No Change January 3, 2020	Chart of Accounts Review	Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as	Finance

Item	Date of Change in Status	Item	Comments	Department		
			combining accounts that are similar in nature. In December, the committee met and reviewed the Chart of Accounts and discussed recommended changes. The Revenue portion has been sent out for review and is now being finalized.			
28	Updated April 21, 2022	Statistics	Month of March , 2022	Current	YTD	Finance
			Monthly Revenue (all funds)	\$1,483,583	\$21,927,581	
			Monthly Revenue (general fund)	\$526,343	\$10,690,026	
			Monthly expenses amount (all funds)	\$1,780,369	\$16,630,090	
			Monthly expenses (general fund)	\$787,725	\$7,596,403	
			# of Accounts Payable Checks issued:	205	1,732	
			# of Payroll Checks/AP issued:	168	1,612	
			Monthly Payroll expenses:	\$905,102	\$8,448,413	
			# of Water accounts billed:	4809	43,483	
			# of LID accounts billed:	0	10	
			Pieces of mail processed	461	4,510	
			Electronic Utility Payments Received	3,297	26,930	
			# of NSF checks the City received:	3	33	
			29	No Change October 20, 2020	Transient Lodging Tax Ordinance	
30	Completed April 21, 2022	DocuSign	<p>Working on developing a way to send and approve all invoices for payment electronically. This will allow a more efficient and effective way to handle all invoices. It will also give us the capability to attach invoices to the checks within our financial software, Springbrook. Currently all departments have been informed on how the process works and a Zoom meeting was set-up with DocuSign for any questions departments had. Currently this project is on hold so that it can be budgeted for the 22-23 Fiscal year.</p> <p>We have decided that this program is not cost effective. We will research other avenues to possibly go paperless with Accounts Payable.</p>	Finance		
31	Updated April 25, 2022	Response Statistics	<p>March 1 to March 31, 2022 YTD: 754</p> <ul style="list-style-type: none">Total Calls: 214Medical: 174Fires/MVC 28Lift assists 12	Fire		
32	No Change November 18, 2020	COVID transports	Crews have transported numerous known positive or suspected COVID patients recently, the department requires full PPE on all medical calls and increased disinfection of vehicles and equipment. Crews have been very diligent in their safety practices.	Fire		
33	No Change January 27, 2021	Fire Station COVID-19 Improvements	<ul style="list-style-type: none">6 station HVAC units were retrofitted with ionization units.All areas of the station are on cleaning and	Fire		

Item	Date of Change in Status	Item	Comments	Department
			disinfection daily. <ul style="list-style-type: none"> • Installation of plexiglass barrier is being scheduled for front lobby area, for when public is allowed back into the station. • UV light disinfection has been added to the weekly schedule for the office area of the station. 	
34	No change March 21, 2022	Fire Inspection/Code Enforcement	<ul style="list-style-type: none"> • Fire Chief conducted 1 inspection of a local business 	Fire
35	No Change July 27, 2020	Juvenile Fire Setter	<ul style="list-style-type: none"> • 0 - Intervention(s) conducted 	Fire
36	Updated April 25, 2022	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (0) Families instructed in proper bicycle helmet use with, (0) bike helmets being provided.	Fire
37	Updated April 25, 2022	Training	<ul style="list-style-type: none"> • Department drill – Forcible Entry 2.25 hr. • Co. EMS drill – Case Reviews 1 hr. • Monday medical meeting – Case reviews, Checklist • EMT Casual trainings 12 hrs. • Shift drills – 19 hrs. various subjects • ACLS Recert, 4 hrs. • Fire/Rescue online 38.5 hrs. Aerial Operator task performance.	Fire
38	No Change October 24, 2020	Traffic school	Traffic school has not been conducted since February due the Fire station being closed to the public. Unknown when it will begin again.	Fire
39	Updated April 25, 2022	Department Announcements	8 qualified applications received for FF/EMT position. Invited to test 4/20/22	Fire
40	Updated April 29, 2022	Management Group and Non-represented Compensation Study	Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. Also developing the City-wide model for evaluating positions for compliance with the Pay Equity Act. Job description reviews completed and Pay Equity Act analysis is underway. Market study to follow.	Human Resources
41	New Item April 29, 2022	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Staff is working on reviewing and updating job descriptions.	Human Resources
42	Updated April 14, 2022	Current Recruitments	<ul style="list-style-type: none"> • Firefighter position interviews to take place on 4/20/22. • Police Officer currently three positions open. One preliminary offer given and 2 still in the background phase. • Recreation Leader position open. • Lifeguard position (Part-time intermittent) 1 Hire • Municipal Court Judge position. Offer given to candidate 4/13/22 • Recreation Coordinator position filled new hire to start in June 2022 • Morgan Lake Host position open. Offer given to candidate 4/13/2022 • Seasonal Maintenance positions (Parks and Rec and Public Works) 1 hire 	Human Resources
43	No Change	Literacy Center	<ul style="list-style-type: none"> • The Literacy Center is closed indefinitely due to 	Library

Item	Date of Change in Status	Item	Comments	Department																																																			
	February 14, 2022		<p>staff injury.</p> <ul style="list-style-type: none">The Literacy Center distributes free books donated by the community to all of the free little libraries in La Grande.Computers have arrived and are ready to put into use; pending IMESD availability.Partnering with EOU on a state library grant application that would see up to 3 computers installed in the Literacy Center for use by those in the community who are working on their GED; these folks would connect virtually to tutors at EOU. In addition, EOU will provide on-site tutors for local students who need tutoring which the current volunteers are unable to provide. (This project is on hold, as we are waiting for IMESD availability.)																																																				
44	Updated April 14, 2022	Announcements	<ul style="list-style-type: none">The Library now has recurring radio ads through Elkhorn Media Group to advertise programs and activities taking place.The Library has begun transitioning non-La Grande residents over to a non-resident membership status. The Library currently has 33 active non-resident cards.Library programs currently offered are: Thursday Storytime 10:30 am, Kid Craft Friday 3:00 pm, monthly DIY craft kits, Teen Book Club first Monday monthly, times vary, Teen iCraft monthly 2nd Wednesday 4:00 pm, Teen movies monthly third Wednesday 4:00 pm, and Adult Mystery Book Club, monthly on the 2nd Monday at 1:00 pm.The Library’s Little Free Food Pantry is now a part of the Oregon Regional Food Bank. Staff will be picking up a load of food every month at the warehouse in Island City.	Library																																																			
45	Updated April 14, 2022	Statistics	<table><tr><th>Current Month</th><th>Last Month</th><th>Information from:</th></tr><tr><td>Mar</td><td>Feb</td><td>3/1/2022-3/31/2022</td></tr><tr><td>10,346</td><td>8,908</td><td>Circulation</td></tr><tr><td>6,177</td><td>5,700</td><td>Door count</td></tr><tr><td>52</td><td>47</td><td>New Cardholders</td></tr><tr><td>13,767</td><td>13,715</td><td>Total Card holders</td></tr><tr><td>0</td><td>0</td><td>Overdue notices</td></tr><tr><td>1,674</td><td>1,470</td><td>Library2Go (eBooks & audio)</td></tr><tr><td>19</td><td>16</td><td>Dial-A-Story</td></tr><tr><td>326</td><td>350</td><td>Hoopla (eBooks, movies/TV, comics)</td></tr><tr><td>106</td><td>83</td><td>Kanopy (movies)</td></tr><tr><td>7</td><td>4</td><td>Events in community room</td></tr><tr><td>6</td><td>11</td><td>Adult program attendance</td></tr><tr><td>105</td><td>130</td><td>Children’s program attendance</td></tr><tr><td>13</td><td>13</td><td>Teen program attendance</td></tr><tr><td>14</td><td>16</td><td>Volunteer hours</td></tr><tr><td>1,049</td><td>843</td><td>Total Sage ILL</td></tr></table>	Current Month	Last Month	Information from:	Mar	Feb	3/1/2022-3/31/2022	10,346	8,908	Circulation	6,177	5,700	Door count	52	47	New Cardholders	13,767	13,715	Total Card holders	0	0	Overdue notices	1,674	1,470	Library2Go (eBooks & audio)	19	16	Dial-A-Story	326	350	Hoopla (eBooks, movies/TV, comics)	106	83	Kanopy (movies)	7	4	Events in community room	6	11	Adult program attendance	105	130	Children’s program attendance	13	13	Teen program attendance	14	16	Volunteer hours	1,049	843	Total Sage ILL	Library
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46	Updated April 26, 2022	Parks Maintenance Update	<ul style="list-style-type: none">De-winterized downtown and park irrigationTested irrigation lines at Pioneer Park ballfields.	Parks & Rec-Maintenance																																																			

Item	Date of Change in Status	Item	Comments	Department															
			<ul style="list-style-type: none">Fertilized at Pioneer.Began frequent mowing at all parks.Sprayed shrub beds and curbs at parks.Distributed bark chips to parks.																
47	No Change January 6, 2020	Recreation Center	The Committee has been actively meeting this fall and has looked at a variety of properties. Their main goal this fall is to finalize a location and plan fundraising efforts.	Parks & Rec-Admin															
48	Updated March 15, 2022	Parks Master Plan	The joint Planning Commission, Parks Commission, and City Council Work Session took place on March 28 th . Now going through public hearing process until final adoption.	Parks & Rec - Admin															
49	No Change November 19, 2021	Morgan Lake Restrooms	Staff was successful in procuring two grants from State Marine Board and ODFW to fund a new vault toilet to be installed at the South end of Morgan Lake near the entrance. Supply chain issues prevented delivery in October so installation is delayed until spring.	Parks & Rec - Admin															
50	Updated April 26, 2022	Pool Statistics February 2022	<table><tr><td></td><td><u>FY 20-21</u> <u>March</u></td><td><u>FY 21-22</u> <u>March</u></td></tr><tr><td>ATTENDANCE</td><td>1,805</td><td>1,818</td></tr><tr><td>FY TO DATE</td><td>4,604</td><td>14304</td></tr><tr><td>REVENUE</td><td>\$6,203</td><td>\$10,120</td></tr><tr><td>FY TO DATE</td><td>28,316</td><td>\$72,252</td></tr></table>		<u>FY 20-21</u> <u>March</u>	<u>FY 21-22</u> <u>March</u>	ATTENDANCE	1,805	1,818	FY TO DATE	4,604	14304	REVENUE	\$6,203	\$10,120	FY TO DATE	28,316	\$72,252	Parks & Rec-Aquatics
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51	Updated April 26, 2022	Pool Programs Update	<ul style="list-style-type: none">The Underwater Egg Hunt was 4-15-22. Doors opened at 6, egg hunt started at 6:30. There were 105 people in attendanceOur April Lifeguard course has 5 students in it. We will be running another course next month with 8 guards from Elgin, and 2 from Cove Ascension School. May’s class will bring us \$2000 in revenue.Swim Club will be hosted their first swim meet since COVID. LGSC, Walla Walla, and Baker were in attendance with 66 swimmers total.April’s lessons are underway and completely full as are May’s. We are having some new hires shadow lessons in April and May so that we can be back to 3 instructors a session before summer.We had our first Dive in Movie since 2019 on March 11th. We showed Luca from 5:30-7:30 and had a record breaking 94 people in attendance. These events typically draw between 50-60.Summer hours will begin June 13th.	Parks & Rec-Aquatics															
52	Updated April 26, 2022	Pool Maintenance Update	MMW electric replaced our last two non-working pumps for the large pool, which means that we are running with all 7 filters. MMW discovered that the reason our new pumps were burning out so fast is that they were wired incorrectly. We now have 3 back up pumps for future replacements.	Parks & Rec-Aquatics															
53	Updated April 26, 2022	Recreation Program Update	<ul style="list-style-type: none">Pee Wee Soccer has started for the season. We have a record breaking 100 registrations across 8 teams. Season runs from April 9-May 14The Doggy Easter Egg hunt was held Saturday the 9th at 2 pm. We had ~ 20 dogs in attendance. These events remain popular and staff is working to	Parks & Rec-Recreation															

Item	Date of Change in Status	Item	Comments	Department
			<p>expand into pop up obedience courses with Petsense</p> <ul style="list-style-type: none"> Arts for All took place April 23rd at Willow Gym. This year we had non-profit organizations volunteer to run stations and hand out informational materials. Roughly 150 people were in attendance The summer schedule has been finalized! All our offerings are available on our website for registration. Advertising is happening now. Like last summer, Staff are working with the School District to host the registration for their summer camp offerings. We are working to make this process smoother than last year with a few administrative changes. 	
54	Updated April 19, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none"> Postponing Walking School Bus Program until September so the program can start out at the beginning of the school year and be built on. 2-year grant has been submitted to ODOT to fund the Coordinator position until 2024. We should be notified soon on the grant status. Coordinator changed “distracted Driving Month to Earth Week on April 18th -22 to encourage students and families to walk or ride their bicycles to school. Students who ride their bicycles to school on April 22nd will get a reflective key chain left on their bikes. “Walk and Roll to School Day” is May 4th and Elementary schools have agreed to the Coordinator to deliver education bags to all of the students. Coordinator is still working on gathering donations of small bicycles to build a fleet of balance bikes. So far, 12 have been donated. The coordinator is looking for an enclosed trailer to transport bicycles and equipment from location to location. 	Parks & Rec-SRTS
55	Updated April 15, 2022	Urban Forestry Update	<ul style="list-style-type: none"> 2022 contracted street tree pruning of Zone 9 completed: 225 trees pruned. Contracted removals and restoration pruning of 44 trees damaged in the June 2021 storm completed. Coordinated the 2022 Commercial Tree Service Permit applications. Currently eight tree services licensed with the City, four have certified arborists on staff. Pursued code enforcement for two public trees that were topped, and one tree removed without a permit. Coordinated community service pruning of ten trees on Island Avenue and twelve at Riverside Park. Pruned 19 trees in the URD for structure and form. Arbor Month posters are up at the library. Continued planning for the Arbor day field day. Continued organizing for spring tree planting. Trees have arrived at GrandScapes and are potted. Presented the Tree City USA announcements to City Council and coordinated with Brian Kelly, of Oregon Community Trees, to present the 2022 	Parks & Rec-Urban Forestry

Item	Date of Change in Status	Item	Comments	Department																																										
			Urban and Community Forestry Award to Steve Clements.																																											
56	Updated April 15, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Continued updating inventory with removals and pruning as performed.Received annual inventory report from Anderson Perry.	Parks & Rec-Urban Forestry																																										
57	No Change April 19, 2021	Wildland Urban Interface Committee	<ul style="list-style-type: none">Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec-Urban Forestry																																										
58	Updated April 15, 2022	March Urban Forestry Statistics	<table><tr><td>July 1, 2021 – June 30, 2022</td><td>March</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>59</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>28</td></tr><tr><td>Street Trees Removed</td><td>2</td><td>34</td></tr><tr><td>Park Trees Removed</td><td>1</td><td>5</td></tr><tr><td>Street Trees Pruned</td><td>254</td><td>516</td></tr><tr><td>Park Trees Pruned</td><td>12</td><td>36</td></tr><tr><td>Community Responses</td><td>19</td><td>198</td></tr><tr><td>Nuisance Responses</td><td>1</td><td>14</td></tr><tr><td>Field Evaluations</td><td>9</td><td>112</td></tr><tr><td>Ordinance Enforcement</td><td>1</td><td>6</td></tr><tr><td>Comm. Tree Service Permits</td><td>2</td><td>8</td></tr><tr><td>Site Plan Reviews</td><td>4</td><td>24</td></tr><tr><td>Community Volunteer Hours</td><td>105</td><td>234</td></tr></table>	July 1, 2021 – June 30, 2022	March	YTD	Street Trees Planted	0	59	Park Trees Planted	0	28	Street Trees Removed	2	34	Park Trees Removed	1	5	Street Trees Pruned	254	516	Park Trees Pruned	12	36	Community Responses	19	198	Nuisance Responses	1	14	Field Evaluations	9	112	Ordinance Enforcement	1	6	Comm. Tree Service Permits	2	8	Site Plan Reviews	4	24	Community Volunteer Hours	105	234	Parks & Rec-Urban Forestry
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59	Updated April 22, 2022	Calendar YTD Planning Statistics	<table><tr><td></td><td>Mar. 2021</td><td>Mar. 2022</td><td>FY 20-21</td><td>Current 21-22</td></tr><tr><td>Land Use Apps</td><td>1</td><td>7</td><td>61</td><td>30</td></tr><tr><td>Zoning Approvals</td><td>10</td><td>7</td><td>58</td><td>47</td></tr><tr><td>New Business Permits</td><td>2</td><td>3</td><td>25</td><td>18</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$375</td><td>\$22,000</td><td>\$13,151</td><td>\$27,570</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$175</td><td>\$175</td><td>\$1,000</td><td>\$1,075</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$2,100</td><td>\$1,050</td><td>\$6,825</td><td>\$9,475</td></tr></table>		Mar. 2021	Mar. 2022	FY 20-21	Current 21-22	Land Use Apps	1	7	61	30	Zoning Approvals	10	7	58	47	New Business Permits	2	3	25	18	Revenue (Land Use Fees)	\$375	\$22,000	\$13,151	\$27,570	Revenue (Zoning Approval)	\$175	\$175	\$1,000	\$1,075	Revenue (Parks SDC)	\$2,100	\$1,050	\$6,825	\$9,475	Planning							
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60	Updated April 22, 2022	Notable Projects Approved or in Process Under Review	<p>Jacksons Food Stores (Fuel Service Station): Jacksons Food Stores recently purchased the Shell and Chevron Station at the intersection of Island Avenue and Mulholland Drive. A site plan has been approved for the full demolition and reconstruction of both sites to include a larger service/convenience store, larger passenger vehicle fuel islands, and a large truck/semi-truck fuel island. This project is under construction.</p> <p>16th Street – 55+ housing development: GCT Land Management is constructing a senior housing project that includes 8 single-family homes (one-story) and 22-24 condominiums (2-story). This project received Final Plat approval from the City Council on January 8th, 2020, subject to providing a Performance Bond, which</p>	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
			<p>allows for lots to be marketed and sold and permits issued for the construction of homes. The street and infrastructure improvements are mostly complete. Two (2) homes are completed and occupied, with a third under construction.</p> <p><u>EOU Field House:</u> Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional funding, which allows them to add some improvements back into the project which were removed from the final design due to budgetary challenges. The improvements added back in include installing an indoor track, elevator and administrative office spaces on the upper floor mezzanine.</p> <p><u>Cottage Home Infill Project:</u> GCT Land Management received approval from the Planning Commission for a conditional use permit and site plan for constructing three (3) cottage homes (tiny homes) at the Southeast corner of Second Street and H Avenue (across from Central Elementary School). This is a large corner lot with an existing small dwelling. This project will result in a total of 4 cottage homes on the property. This project is under construction.</p> <p><u>Timber Ridge Apartments:</u> In January 2021, Northeast Oregon Housing Authority (NEOHA) received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is anticipated to begin construction in during the Summer or Fall of 2022.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees). This project is under construction.</p> <p><u>Napa Auto Parts:</u> Received site plan approval in late-July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <p><u>Grande Ronde Hospital:</u> Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is anticipated to begin by the Fall 2022.</p>	
61	No Change March 24, 2022	Comprehensive Plan Amendment – Adoption of 2022 Parks Master Plan	The Parks Department and Planning Department are working together on the adoption of an updated Parks Master Plan. The Plan will update and replace the Goal 8 Chapter of the City of La Grande Master Plan. The public hearing process for adoption is planned to begin	Planning

Item	Date of Change in Status	Item	Comments	Department																		
			in May 2022 and conclude in December 2022.																			
62	No Change July 29, 2020	2019 Sign Code Amendments	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). This has been further complicated by the current COVID-19 meeting limitations which makes it challenging to effectively engage the public in the code preparation process, not to mention the shift in priority and focus on the LDC amendments to address HB 2001.	Planning																		
63	No Change July 20, 2021	Floodplain Re-Mapping	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none">• A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions.• The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts.• On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A.• On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping.	Planning/ Public Works																		
64	Updated April 25, 2022	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>MAR 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>83</td><td>253</td></tr><tr><td>All other calls for service:</td><td>932</td><td>2,594</td></tr><tr><td>Total calls for service:</td><td>1,015</td><td>2,847</td></tr><tr><td>Case Numbers:</td><td>104</td><td>270</td></tr><tr><td>Traffic Stops:</td><td>137</td><td>433</td></tr></table>	TYPE OF ACTIVITY	MAR 22	YTD	Priority 911 calls for service:	83	253	All other calls for service:	932	2,594	Total calls for service:	1,015	2,847	Case Numbers:	104	270	Traffic Stops:	137	433	Police
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65	Updated April 25, 2022	Statistics: Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further</i>	<table><tr><th>TYPE OF CASE</th><th>MAR 22</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none">▪ Physical Abuse: 4▪ Sexual Abuse: 3▪ Neglect: 29</td><td>36</td><td>93</td></tr></table>	TYPE OF CASE	MAR 22	YTD	Child Abuse: <ul style="list-style-type: none">▪ Physical Abuse: 4▪ Sexual Abuse: 3▪ Neglect: 29	36	93	Police												
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Item	Date of Change in Status	Item	Comments			Department																		
		<i>investigation.</i> <i>Monthly cases reported are new cases only.</i>	<div><div>▪ Domestic Violence: 0</div><div>▪ Other: 0</div></div> <div>Elder Abuse:<div><div>▪ Physical Abuse: 0</div><div>▪ Sexual Abuse: 0</div><div>▪ Neglect: 0</div></div></div> <div>Domestic Violence / SART:<div><div>▪ Domestic Violence: 0</div><div>▪ SART: 2 (Sexual Assault Response Team)</div><div>▪ Other: 4</div></div></div> <div>Death Investigations:<div><div>▪ Unattended: 0</div><div>▪ Suicide: 0</div><div>▪ Homicide: 0</div></div></div> <div>Miscellaneous:<div><div>▪ Assault: 0</div><div>▪ Federal Firearms Check: 4</div><div>▪ Background: 1</div><div>▪ Other: 0</div></div></div>																					
66	Updated April 25, 2022	<u>Statistics:</u> Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>MAR 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>396</td><td>1,332</td></tr><tr><td>All other calls for service:</td><td>1,761</td><td>4,976</td></tr><tr><td>Traffic (air-time):</td><td>243</td><td>747</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>178</td><td>491</td></tr><tr><td>Records requests processed:</td><td>90</td><td>231</td></tr></table>	TYPE OF ACTIVITY	MAR 22	YTD	Priority 911 calls for service:	396	1,332	All other calls for service:	1,761	4,976	Traffic (air-time):	243	747	Case reports handled: (LGPD / UCSO)	178	491	Records requests processed:	90	231			Police
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67	Updated April 25, 2022	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report) <i>Union County data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>FEB 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>4</td><td>21</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>34</td><td>94</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>19</td><td>38</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>2</td><td>4</td></tr></table>	TYPE OF CRIME	FEB 22	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	4	21	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	34	94	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	19	38	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	2	4			Police			
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69	Updated April 25, 2022	<u>Training</u>	<u>Operations Division:</u> <div><div>▪ The Chief participated in a Pipeline Safety Coordinated Response training and exercise.</div><div>▪ All officers participated in training titled, “Airway Circulatory Anatomy and Physiology”</div><div>▪ Two officers participated in training titled, “Officer Survival 1”</div></div>			Police																		

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> Two members of our Peer Support Team participated in training titled, "Trauma Focused Mental Health and Wellness" Two sergeants completed the required DPSST Basic Supervision training course. One detective participated in training titled, "Introduction to Interview and Interrogation" One officer attended a Street Survival seminar. One officer participated in training titled, "Leadership in Law Enforcement" Members of the NEO Regional SWAT Team participated in monthly training <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> The Communication Manager in a Pipeline Safety Coordinated Response training and exercise. Two supervisors participated in LEDS 2020 training. All dispatchers attended Employee Wellness training. One dispatcher participated in training titled, "Understanding Anxiety Disorders, OCD, and PTSD. One dispatcher participate in training titled, "Understanding Depression and Bipolar Disorder" Members of the NEO Regional SWAT Crisis Negotiations Team (CNT) participated in monthly training 	
70	Updated April 25, 2022	Staffing	<p><u>Operations Division:</u></p> <ul style="list-style-type: none"> One recruit officer is in the Field Training and Evaluation Program (FTEP). He is scheduled to attend the 16-week Basic Police Academy in Salem May 16 - September 9, 2022. One recruit officer recently completed the 16-week Basic Police Academy in Salem. He is now completing the remainder of our FTEP. He is expected to achieve "solo status" in May. A final offer of employment has been provided to a certified officer to fill one of our police officer vacancies. Cody Billman, who has been serving as a police officer in Enterprise (OR) for the last four years, will start his employment with LGPD on May 9, 2022. He qualifies for the \$6,000 hiring bonus we implemented in 2021 to attract certified police officer. We have two (2) additional police officer vacancies at this time. We tested most recently on March 2, 2022. One candidate has been given a conditional job offer and we're doing additional interviews in an effort to identify a candidate for the second position. We are still taking applications for police officers and will until all vacancies are filled. <p><u>Communications Division:</u> Fully staffed</p>	Police
71	No Change	Drug Take Back Event	We are hosting a Drug Take Back Event that is	Police

Item	Date of Change in Status	Item	Comments	Department
	March 21, 2022		scheduled for Saturday, April 30, 2022 from 10am-2pm. This will once again be held in the parking lot of the Safeway store in La Grande.	
72	New Item April 27, 2022	Water and Sewer Ordinance Review	The City Council met with the Staff in a Work Session on April 25 th to discuss needed revisions to the Water and Sewer Ordinances. These revisions will be presented to the City Council for consideration when the draft revisions are complete.	Public Works
73	No Change March 24, 2022	Water System Water Management and Conservation Plan (WMCP)	<ul style="list-style-type: none"> Staff has completed initial information gathering and updated draft is being reviewed prior to submission. 	Public Works
74	No Change September 1, 2018	Jefferson Street Truck Route	<ul style="list-style-type: none"> This project is on hold until funding is acquired. In the new STIP cycle, the grant funding model has been updated. The updated model does appear to be favorable for the truck route project and staff will be working with ODOT to submit an application for the next cycle. 	Public Works
75	Updated April 18, 2022	Hall Street (Cove to East L) Resurfacing	Curbs and catch basins have been installed. Staff is now waiting for the asphalt plant to start up so asphalt can be obtained and the project can be finished.	Public Works
76	No Change March 24, 2022	Culvert Installation at H Avenue and Adams Avenue	Culvert has arrived. Now waiting for a solution to the grade issue crew encountered.	Public Works
77	No Change March 24, 2022	Adams Avenue ADA Ramps	Staff has verified funding and completed bid documents. Project will begin advertisement for bid the first week of April.	Public Works
78	No Change August 25, 2021	Assistant Public Works Director Job Description and Recruitment	With the hiring of the Street Superintendent, the requirement for an Assistant Public Works Director has been put on hold. Currently, Public Works Staff will be assessing the workload of the management team and look at optimizing the management structure moving forward.	Public Works
79	Updated April 22, 2022	21-22 CIPP Sewer Rehab Project	The contractor is here lining pipe and should be done the week of May 9.	Public Works
80	Updated April 22, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The second reading of the final Ordinance for the 2021 Sidewalk LID is scheduled for the May General Council Session. During the same session, a LID for 2022 is up for establishment.	Public Works
81	No Change August 25, 2021	Implementation of Geographic Information Systems (GIS) at Public Works	Work has begun on establishing a storm sewer layer to track maintenance and location of existing lines. Work will be mainly completed by City Staff and the majority of the work is anticipated to be completed over the winter months.	Public Works
82	No Change January 25, 2022	Water Meter Reading System	With the shortage of available labor for summertime seasonals, the meter replacement project has fallen behind our original schedule. Staff anticipates that the remainder of the project can be finished Spring/Summer of 2022.	Public Works
83	No Change June 25, 2021	Timber Ridge Apartment Project	The client's engineering team continues working on value engineering for the project and currently working with Staff on the site storm drainage.	Public Works
84	No Change February 25, 2022	Sanitary Sewer Manhole Maintenance	Crews have started replacing rings. We are now waiting for more parts to arrive so we can continue our list.	Public Works
85	No Change December 18,	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works

Item	Date of Change in Status	Item	Comments	Department		
	2020					
86	No Change February 25, 2022	Riser Installation	Crews have completed all that can be completed on this project with the parts on hand. There are three more manholes that we are waiting for parts to arrive so the project can be completely finished.	Public Works		
87	No Change December 27, 2021	Wastewater Treatment Plant Blower Header Pipe	All materials for this project are onsite as of December 8, 2021.	Public Works		
88	Updated April 21, 2022	ERP Updates	Staff has begun an update to our Water System Emergency Response Plan. The plan has been scanned and digitized to make editing more efficient.	Public Works		
89	Updated April 21, 2022	Telemetry System Updates	Supply chain issues have caused delays for remaining materials and there is currently no reliable ETA from suppliers.	Public Works		
90	No Change February 25, 2022	Water Main Replacement – Riverside Park Beneath Grande Ronde River	Plan design has been completed and will be forwarded to contractors for cost estimates.	Public Works		
91	Updated April 22, 2022	Tule Lake Pump Replacement	The effluent pump at Tule Lake is being replaced with a 50 horsepower, variable frequency drive (VFD) pump. The pump has shipped.	Public Works		
92	No Change January 25, 2022	WWTP-Headworks Secondary Pump Replacement	The secondary pumps in the lift station within headworks of the Wastewater Treatment Plant (WWTP) are being replaced. The new pumps (2) will be 20 horsepower and have been ordered. The pumps are currently 25 weeks out for delivery.	Public Works		
93	Updated April 22, 2022	Air Quality Monitoring Project	Outreach to surrounding schools (sites for monitoring stations) has begun. Installation is anticipated for summer 2022.	Public Works		
94	Updated April 22, 2022	SRTS Construction Grant	Part 2 of the application is due by July 31, 2022. Staff will be working on preparing project documents.	Public Works		
95	Updated April 22, 2022	Public Works Statistics		Mar 22	Fiscal YTD	Public Works
			Sewer taps installed	3	15	
			Water taps installed	0	12	
			Water leaks repaired	2	20	
			Water meters installed	17	772	
			Square feet of street paved	0	75,100	
			Water produced (MG)	48.6	640.89	
			WWTP flows (MG)	68.45	458.66	

Grant Status Report

List of grants applied for which are larger than \$3,000

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	No Change March 31, 2022	CDBG Micro Enterprise Grant M19014	Fall 2019	\$75,000	\$75,000	N/A	<p>This Grant is being administered by NEOEDD We have drawn \$48,804 and have \$26,196 remaining.</p> <p>We have received a 3rd extension and are working with NEOEDD to identify eligible applicants and award remaining funds by August 31, 2022 And revised workplan has been submitted to Business Oregon</p> <p>Latest round of in person classes was completed in March</p>	Business Oregon – Federal	Eco. Devo.
2	Updated April 25, 2022	CDBG Emergency Grant SB2002 – grants to UC Businesses	August 2020	\$150,000	\$150,000	N/A	<p>Administered by NEOEDD. We have drawn \$104,000 and have \$46,000 remaining. Funds have been awarded to 6 businesses to date and the webinar at https://www.neoedd.org/covid-relief-funding-for-businesses-webinar/ provides up-to-date info on the program and how to apply We are still seeking applicants who qualify to apply for remaining funds</p> <ul style="list-style-type: none"> • NEOEDD has received an extension 	Business Oregon – Federal	Eco Devo.

							through August 15 th to expend remaining funds <ul style="list-style-type: none"> Two Additional Business grants totaling \$27500 approved in April 		
3	Updated April 25, 2022	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> ROI Grant Entrepreneur Ecosystem First payment of \$30,000 received Jan 28 Steering Committee Held First in person meeting in April Currently identifying key focus groups and survey materials 	Business Oregon / ROI	Eco Dev
4	No Change March 21, 2022	FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant	February 2, 2022	\$1,003,347.00	\$1,003,347.00	N/A	In review, grant awards to begin in May 2022	Federal Emergency Management Agency (FEMA)	Fire
5	No Change March 31, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Working with vendor to schedule construction spring 2022.	Oregon State Marine Board	Parks & Recreation
6	No Change July 28, 2021	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved June 30, 2021	ODFW	Parks & Recreation
7	No Change November 16, 2021	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Recommended for approval. Expect full approval by December.	Federal dollars thru State Parks	Parks & Recreation Public Works
8	No Change March 17, 2022	Safe Route To School Non-Infrastructure	March 17, 2022	\$131,068.49	\$100,000	\$31,068.49 PTO and \$7,799.72 cash	Submitted	Federal dollars thru State Parks	Parks & Recreation Public Works

April 2022

25

La Grande Staff Report Blue=New and Updated; Red=Completed; Black=No Change

						match.			
9	Updated April 27, 2022	Public Art Installation outside Library (Arts Commission)	February 2022	\$50,000	\$7500	None required	Awarded and Check Received.	Miller Foundation	Parks & Recreation
10	No Change March 17, 2022	Public Art Installation outside Library (Arts Commission)	March 2022	\$50,000	\$10,000	\$40,000 in other grants	Grant Submitted	Union Co. Chamber TRT Funds	Parks & Recreation
11	No Change March 17, 2022	Public Art Installation outside Library (Arts Commission)	March 2022	\$50,000	\$10,000	\$40,000 in other grants	Grant Submitted	AARP	Parks & Recreation
12	New Item April 27, 2022	Public Art Installation outside Library (Arts Commission)	April 2022	\$50,000	\$25,000	\$25,000 in other grants	Grant Submitted	T-Mobile Hometown Grant	Parks & Recreation
13	New Item April 27, 2022	Public Art Installation outside Library (Arts Commission)	April 2022	\$50,000	\$20,000	\$30,000 in other grants	Grant Submitted	Wildhorse Foundation	Parks & Recreation
14	No Change September 23, 2021	Oregon State Parks (SHPO) – Certified Local Government Grant	February 2021	\$22,000	\$12,000	\$10,000	In Process	State Parks (SHPO)	Planning
15	No Change March 24, 2022	Adams Avenue ADA ramp improvements	February 2020	\$97,500	\$97,500	In-kind design services	Project to go out to bid in April.	ODOT	Public Works
16	No Change March 24, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	ODOT has requested proposals from qualified consultants to be reviewed by steering committee.	ODOT	Public Works
17	Completed April 22, 2022	2021 Congressional Spending Request	May 14, 2021	\$850,000	\$637,500	Cash or in kind labor	Project was not included in FY22 appropriations.	Federal government	Public Works
18	New Item March 17, 2022	SRTS Infrastructure Grant	March 2022	\$165,000	\$150,000	Cash	The second round of applications are due 7/31/22	ODOT	Public Works