



## CITY of LA GRANDE

### THE HUB OF NORTHEASTERN OREGON

#### CITY MANAGER AND STAFF REPORT TO THE MAYOR AND CITY COUNCIL For the Month of August 2023 City Manager's Top Priorities for 2023

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change May 24, 2023	<b>Street and Road Infrastructure:</b> Act on the recommendations of the Parking Traffic Safety Street Maintenance Advisory Commission (PTSSMAC) to address the condition of the infrastructure including potential funding options.	The Budget Committee Approved the Proposed Budget for FY 2023-24, which includes a transfer of \$155,106 of General Fund unanticipated increase in cash to the Street Reserve Fund per Council Resolution 4824, Series 2022. The City Council will consider adoption on June 7 <sup>th</sup> . The FY 2022-23 Adopted Budget included \$473,818 in one-time funds for street projects. The City Council approved \$2,773,872 of ARPA Funding for use on street projects.	Public Works
2		<b>Housing:</b> Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		<b>Economic Development:</b> 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
4		<b>Staffing:</b> Continue to take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
5	No Change June 30, 2023	<b>Fiscal management:</b> Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The Budgets for Fiscal Year 2023-2024 for the City of La Grande and the Urban Renewal Agency were adopted on June 7, 2023. The new fiscal year begins July 1 <sup>st</sup> . The Proposed Budgets were be available to the Budget Committee and the public on April 26, 2023. Budget Hearings were held by the Budget Committees on May 15 <sup>th</sup> and May 16 <sup>th</sup> . The Urban Renewal Agency Budget Committee approved the Proposed Budget as amended on May 15 <sup>th</sup> . The City Budget Committee approved the City's General Fund, Enterprise, and Other Fund Proposed Budgets on the evening of May 16 <sup>th</sup> as presented. The Urban	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
			Renewal Agency and City Council will conduct Budget Hearings on June 7, 2023, when they consider the Approved Budget for Adoption.	
6	No Change June 8, 2023	<b>General Fund Capital Improvements:</b> Identity funding sources and strategy to address major capital needs.	The Adopted Budget includes funding for consulting work to review the needs for the La Grande Police Department. Given the budget was adopted by the City Council with that funding, the City will move forward with that study. The City Manager and Police Chief met with Union County Commissioner Matt Scarfo and Sheriff Bowen to discuss whether or not the consulting work UCSO is doing and the proposed work the City would undertake could be combined in such a way as to save both entities money. Discussions regarding how to proceed once the studies are completed were minimal and the topic will be revisited in the coming weeks. The need for new and/or expanded public safety facilities will be better defined once this work is done. Determining next steps to follow.	City Manager
7	No Change February 1, 2023	<b>Emergency Management Planning:</b> In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of an emergency, including but not limited to major incidents, flooding, wildfire, or other natural disaster. Update the City's Emergency Operations Plan	The new Top Priority was added by the City Council on February 1, 2023.	City Manager
8		<b>FEMA Maps and Land Use Code Amendments:</b> Take all required actions regarding the FEMA Floodplain Map update submitted, including but not limited to responding 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

**CITY of LA GRANDE**  
**PROPOSED**  
**Council Sessions, Significant Deadlines, and Events Schedule**  
**As of August 25, 2023**

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.

**2023**

<b>Monday, September 4</b>	<b>HOLIDAY</b>
Wednesday, September 6	REGULAR SESSION
Monday, September 11	WORK SESSION: <i>City Charter Update</i>
Monday, September 25	WORK SESSION: <i>Housing Production Strategy Implementation/Incentives</i>
Wednesday, October 4	REGULAR SESSION
October 12 <sup>th</sup> – 14 <sup>th</sup> -- LOC 98 <sup>th</sup> Annual Conference	
Monday, October 23	WORK SESSION: <i>System Development Charges (SDC)</i>
Wednesday, November 1	REGULAR SESSION
Monday, November 6	WORK SESSION: <i>Annexation Process</i>
<b>Friday, November 10</b>	<b>(Observed) HOLIDAY</b>
Monday, November 13	WORK SESSION: <i>Eastside Water and Sewer Funding</i>
<b>Thursday/Friday, November 23 &amp; 24</b>	<b>HOLIDAY</b>
Monday, November 27	WORK SESSION: <i>Codification Review</i>
Monday, December 4	WORK SESSION: <i>5-Year Fiscal Outlook</i>
Wednesday, December 6	REGULAR SESSION

Monday, December 11

WORK SESSION: *Police  
Department Facility Report*

Wednesday, December 13<sup>th</sup> - HOLIDAY OPEN HOUSE (4:30 pm – 6:00 pm)

Monday, December 25

HOLIDAY

**2024**

Monday, January 1

HOLIDAY

Wednesday, January 3

REGULAR SESSION

Monday, January 15

HOLIDAY

Monday/Tuesday, January 22 & 23

COUNCIL/URA RETREATS

*Additional topics with dates to be determined: Gas Tax discussion; FEMA update; Emergency Operation Plan Report; ATV/ATU discussion; Greenway project; and Foreclosure Ordinance. 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 August 14, 2023	All Building Permits July 2023	<div>July 2023</div>	Building																																																																
			<table><tr><th>Permit Type</th><th>Permits</th><th>Permit Fees</th><th>Plan Review Fees</th></tr><tr><td>City of LG Building:</td><td>11</td><td>\$5,388.40</td><td>\$2,854.80</td></tr><tr><td>UC Building:</td><td>11</td><td>\$7,405.00</td><td>\$3,834.35</td></tr><tr><td>City of LG MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>City of LG Mechanical</td><td>16</td><td>\$5,544.00</td><td></td></tr><tr><td>UC Mechanical</td><td>12</td><td>\$1,337.50</td><td></td></tr><tr><td>City of LG Plumbing</td><td>5</td><td>\$913.50</td><td></td></tr><tr><td>UC Plumbing</td><td>6</td><td>\$1,176.00</td><td></td></tr><tr><td>City of LG Electrical</td><td>18</td><td>\$2,155.25</td><td></td></tr><tr><td>UC Electrical</td><td>31</td><td>\$4,421.00</td><td></td></tr><tr><td>City of LG Demolition</td><td>2</td><td>\$480.0</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>2</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>114</td><td>\$28,820.65</td><td>\$6,689.15</td></tr><tr><td>Fiscal Year Running Totals:</td><td>114</td><td>\$28,820.65</td><td>\$6,689.15</td></tr></table>		Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	11	\$5,388.40	\$2,854.80	UC Building:	11	\$7,405.00	\$3,834.35	City of LG MFH	0	\$0		UC MFH	0	\$0		City of LG Mechanical	16	\$5,544.00		UC Mechanical	12	\$1,337.50		City of LG Plumbing	5	\$913.50		UC Plumbing	6	\$1,176.00		City of LG Electrical	18	\$2,155.25		UC Electrical	31	\$4,421.00		City of LG Demolition	2	\$480.0		UC Demolition	0	\$0		AG Exempt permits	2			TOTALS:	114	\$28,820.65	\$6,689.15	Fiscal Year Running Totals:	114	\$28,820.65	\$6,689.15
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3	Updated August 29, 2023	City Manager Evaluation FUTURE COUNCIL ACTION ITEM	The City Manager’s annual evaluation for 2022-2023 is due. The Mayor Pro Tem has compiled the Staff input and the summary was provided to the City Council. The Mayor will compile the City Council summary once the individual Councilors complete their portion of the process and a meeting with the City Manager will be scheduled to review the evaluation.	City Manager																
4	No Change March 1, 2023	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The new ordinance regarding camping on public property which regulates the time, place, and manner within the City of La Grande took effect in February, 2023.	City Manager																
5	No Change July 11, 2023	B2H	The Oregon Public Utilities Commission approved Idaho Power’s application for a certificate of public convenience and necessity.	City Manager																
6	No Change June 30, 2023	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The Adopted Budget includes \$119,231 of TRT funding to be allocated to the water and sewer infrastructure. The funds will be available after July 1 <sup>st</sup> and would be provided when the project is being completed. The City Council met with the Union County Fair Board in a Work Session on October 24 <sup>th</sup> to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street	District Manager																

Item	Date of Change in Status	Item	Comments	Department
			and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained.	
7	No Change February 22, 2023	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The City Manager formed a working group to develop the request for proposals for the consulting work to evaluate the current opioid related programs and needs using settlement funds approved by the City Council in December. The group met on February 22, 2023, to brainstorm the scope of work. Once the draft RFP is completed the group will review it prior to moving forward. The City and County are receiving settlement funds from a lawsuit. The City convened a meeting and a working group is being formed with various partner organizations to make a joint recommendation to the City Council and Union County Commissioner for use of these restricted funds.	District Manager
8	Completed August 9, 2023	Business Park Site Plan Review	G. Gordon Construction submitted a revised site plan for the lot they purchased at the Business Park. Site Review Committee met on August 9, 2023 and approved with plan with conditions. The City had notified the property owner to remove the vehicles and equipment from the lot that are not needed for construction until the project is completed and occupancy is granted.	District Manager
9	Updated August 29, 2023	Market Place Family Foods Agreement Amendment FUTURE AGENCY ACTION ITEM	The District Manager and City Attorney are in ongoing discussions with the property owner and his attorney regarding a possible amendment to the agreement. The property owner submitted a proposed revision which we replied to on August 23 <sup>rd</sup> . If the owner accepts the modifications in our proposal, we will seek Agency approval for the amendment.	District Manager
10	No Change April 3, 2023	Urban Renewal Targeted Project Policy Development FUTURE AGENCY ACTION ITEM	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding. The Agency met in a Work Session on March 6, 2023, to discuss one of the potential projects and again on April 3 <sup>rd</sup> to discuss renovating the Historic Fire Museum as potential project. The Agency reached consensus on not moving forward with the first project and asked for additional information on the Fire Museum project before making a decision. Given the additional information would not be ready for the Agency's April 5, 2023, Regular Session, that meeting was cancelled. Once Staff has gathered additional information, an Agency Work Session will be scheduled to continue to discuss the potential project. The Proposed FY 2023-2024 Agency Budget includes carrying over the \$500,000 of funding.	District Manager
11	Updated August 25, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	The Attorney for CivicPlus met with City Staff and City Attorney to complete the Legal Review of the code on July 28, 2023. During review, we determined what the final contents of the code will be. The next step in process will be for the CivicPlus Attorney to make the necessary changes to the computer files constituting the code and preparing the final draft (proof) for our review.	City Recorder

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			Estimated time for the proofs to come back to City Staff for review will be end of October, beginning of November. A Work Session has been scheduled for Monday, November 27, 2023, to go over the final proofs with the City Council.																											
12	No Change June 22, 2023	Advisory Commission Vacancies	<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>3/7</td></tr><tr><td>Arts</td><td>1/7</td></tr><tr><td>Building Board of Appeals</td><td>4/5</td></tr><tr><td>Budget Committee</td><td>1/7</td></tr><tr><td>Community Landscape/Forestry</td><td>0/5</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>0/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>0/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr><tr><td>Urban Renewal</td><td>0/5</td></tr></table>	Advisory Commission	Vacancies	Air Quality	3/7	Arts	1/7	Building Board of Appeals	4/5	Budget Committee	1/7	Community Landscape/Forestry	0/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	0/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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13	No Change April 21, 2023	Surplus Property Disposal and Procurement Resolution Update FUTURE COUNCIL ACTION ITEM	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. Through researching current ORS regarding Local Contract Review Boards (Ordinance 2774, Series 1989), found that ORS 279.055 has been repealed and replaced with ORS 279A.060. This Ordinance should be updated to reflect current ORS. Continuing to research other Ordinances and Resolutions that will be linked to this ORS update that will need to be updated with current state regulations. Found Resolution #2, Series 1990, and Resolution #4, 1994 should also be updated to reflect current ORS. Found that most of ORS (Chapter) 279 had been repealed in Year 2003 and now, the Public Contracting statutes have been divided into three chapters, known as ORS 279A, 279B, and 279C.	City Recorder																										
14	No Change May 22, 2023	COVID-19 Business Assistance	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. A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. \$148,609.72 has been repaid as of 12/31/2022 including 8 loans that have been repaid in full. 22 loans are currently being repaid with a total outstanding principle balance of \$70,410.28	Economic Development																										
15	Updated August 28, 2023	2023-2024 Façade Grant Program	<table><tr><td>Pat’s Alley</td><td>1414 Adams Ave</td><td>Repaint and replace signs</td><td>\$7,500</td><td>Approved</td></tr><tr><td>Bella Mercantile</td><td>1216 Adams Ave</td><td>Painting</td><td>\$6,000</td><td>Approved</td></tr></table>	Pat’s Alley	1414 Adams Ave	Repaint and replace signs	\$7,500	Approved	Bella Mercantile	1216 Adams Ave	Painting	\$6,000	Approved	Economic Development																
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16	No Change July 24, 2023	2022-2023 Façade Grant Program	<table><tr><td>Hermann Financial</td><td>107 Elm Street</td><td>Renovate entry</td><td>\$7,500</td><td>Approved</td></tr></table>	Hermann Financial	107 Elm Street	Renovate entry	\$7,500	Approved	Economic Development																					
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			Building		windows and door			
			United finance Miracle Ear	115 Elm Street	Repair windows and repaint trim	\$7,500	Approved	
			Eric Laurence	1124 Adams Ave	Repair and replace 2 <sup>nd</sup> floor windows	\$7,500	Approved	
17	No Change July 24, 2023	2023-2024 Call For Projects Program	2023-2024 Call For Projects opened March 13, 2023. The City received 9 applications with a declared value of \$1874,469 and \$589,916 in funding requests. At the Joint Urban Renewal Agency and URAC special session on July 10. The Agency approved the following Call For Project Grants for 2023-2024					Economic Development
			Eastern Wheelworks	711 Adams Ave	Renovation of Sunshine Corner Gas Station	\$75,000	Approved	
			Evermine / Elks Building	1124 Washington	Replace Driveway with elevated patio gathering space	\$75,000	Approved	
			NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	approved	
			Reed & Associates	904 Adams .	Site improvements and renovation	\$8597	Approved	
			Rodeway Inn	402 Adams	Hotel renovation	\$75,000	Approved	
			Valley Insurance	1215 Adams	Renovation Old Umpqua Bank building	\$59,000	Approved	
18	No Change July 25, 2023	2022-2023 Call For Projects Program	2022-2023 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Bohnenkamp Building	1301 Adams	Exterior restoration & 2 <sup>nd</sup> floor residential	\$75,000	Construction in progress	
			Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress. Progress Payment \$30,328 Paid	
			Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress	
19	No Change November 22, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 <sup>st</sup> for final completion Project has applied for another extension until June 2023 to complete final side panels	

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20	Updated August 28, 2023	Business Development/Recruitment	<ul style="list-style-type: none"> <li>Director continues to work closely with the 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.</li> <li>Staff continues to meet with local businesses and large key employers as possible.</li> <li>Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment.</li> <li>A joint workshop was held with the City Council, Planning Commission and URAC to review consultant preliminary findings July 24</li> <li>Two new videos produced promoting La Grande a place to do business have been completed. 1 Video focuses on manufacturing and features 5 businesses "Made in La Grande". 2<sup>nd</sup> video showcases downtown and MainStreet revitalization efforts. Both videos can be viewed on our website at <a href="https://www.lagrandeed.com/about/city-of-la-grande-urban-renewal-agency/p/item/19253/made-in-la-grande-oregon-la-grande-economic-development">https://www.lagrandeed.com/about/city-of-la-grande-urban-renewal-agency/p/item/19253/made-in-la-grande-oregon-la-grande-economic-development</a></li> </ul>	Economic Development
21	Updated August 28, 2023	La Grande Main Street Downtown	<ul style="list-style-type: none"> <li>Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee</li> <li>EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan. Currently working with dining &amp; entertainment cluster</li> <li>Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan. Main Street hosted a facilitated Town Hall meeting as part of this process on Tuesday July 25.</li> <li>Main Street and Economic Development staff hosted a downtown Main Street/Urban Renewal walking tour for the Eastern Oregon Economic Development Summit August 3-4</li> <li>Main Street Received a \$200,000 Main Street Revitalization Grant to assist help remove the 70's era facade and begin the restoration of the former Elks building on the corner of Washington and Depot St. Work on this building has started</li> <li>Main Street's Executive Director has resigned.</li> </ul>	Economic Development
22	Updated August 28, 2023	Ignite Center for Entrepreneurship/Entrepreneurial Development	<ul style="list-style-type: none"> <li>Staff continues to work with EOU's REV Center to explore collaborative opportunities combine Ignite services with the proposed Innovation Hub with the Firehouse Building as a potential colocation opportunity for both ventures. Staff continues to serve on the steering committee for the Innovation Hub</li> <li>The Ignite Center is now Closed and staff continues</li> </ul>	Economic Development

Item	Date of Change in Status	Item	Comments	Department
			to identify opportunities to reassess this project	
23	No Change February 22, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> <li>Three loans are in the re-payment phase of this loan program from 2016 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.</li> <li>Two loans are current and will reach eligibility for forgiveness in February and April of 2024</li> <li>One loan is currently requesting a temporary deferral. Staff is working on this request and if granted the eligibility for forgiveness would be deferred by an equal period of time.</li> </ul>	Economic Development
24	Updated August 28, 2023	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> <li>This activity was funded through ROI Grant C2021615 (See funding details in Grant report section.) and is now complete.</li> <li>The commercial kitchen feasibility study capstone project is complete</li> <li>Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen</li> <li>Staff is also reaching out to a other local partners to host a Makers Summit in Spring of 2024 focused on small scale manufacturers who are ready and interested in scaling up</li> </ul>	Economic Development
25	Updated August 28, 2023	Brownfields Assessment FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> <li>6 property owners are participating and have submitted property nominations, 2 projects have been approved for Regulated Building Material Surveys, two phase I reviews are complete, and two more phase 1's are in progress. Anticipating 3 phase 2 analyses will be funded. 1 property owner has chosen not to move forward.</li> <li>BTI was able to allocate additional funds for the La Grande projects and has approved moving forward with the Jefferson Avenue Corridor Redevelopment Plan anticipating an August start date and completion in early 1<sup>st</sup> quarter 2024. Total cost estimate of \$50,475 is funded through BTI's existing grant and there is no cost to the City of La Grande beyond staff time to support this process. Staff has started to assemble the steering committee for this project including City staff from Economic Development, Public Works, and Planning. Additionally, La Grande Main Street has endorsed the planning project and will have three (3) Board members serving on the steering committee. Staff is reaching out to business and property owners within the study area for additional committee representation.</li> <li>Staff has been working with the planning consultant and will host the first meeting with the City and consultant team in September and first public meetings to gather community input in October</li> </ul>	Economic Development

Item	Date of Change in Status	Item	Comments	Department																																							
26	Updated August 28, 2023	Staff Development	<ul style="list-style-type: none"><li>Staff continues to serve on the Oregon Economic Development Association’s Tax Increment Finance Committee</li><li>Staff completed one additional Oregon Economic Development Certification Course in June.</li><li>Staff attended NEOED’s Comprehensive Economic Development Strategy (CEDS) planning session in June.</li><li>Staff attended the Eastern Oregon Economic Summit in August.</li><li>Staff completed the NW Economic Development Training Course Aug 21-24</li></ul>	Economic Development																																							
27	No Change March 3, 2023	Chart of Accounts Review	Form a committee by April involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature.	Finance																																							
28	Updated August 23, 2023	Statistics	<table><tr><td>Month of July, 2023</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$2,013,916</td><td>\$2,013,916</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$589,445</td><td>\$589,445</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,741,258</td><td>\$2,741,258</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,444,831</td><td>\$1,444,831</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>210</td><td>210</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>198</td><td>198</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$1,298,749</td><td>\$1,298,749</td></tr><tr><td># of Water accounts billed:</td><td>4,911</td><td>4,911</td></tr><tr><td># of LID accounts billed:</td><td>6</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>477</td><td>477</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,068</td><td>3,068</td></tr><tr><td># of NSF checks the City received:</td><td>3</td><td>3</td></tr></table>	Month of July, 2023	Current	YTD	Monthly Revenue (all funds)	\$2,013,916	\$2,013,916	Monthly Revenue (general fund)	\$589,445	\$589,445	Monthly expenses amount (all funds)	\$2,741,258	\$2,741,258	Monthly expenses (general fund)	\$1,444,831	\$1,444,831	# of Accounts Payable Checks issued:	210	210	# of Payroll Checks/AP issued:	198	198	Monthly Payroll expenses:	\$1,298,749	\$1,298,749	# of Water accounts billed:	4,911	4,911	# of LID accounts billed:	6	6	Pieces of mail processed	477	477	Electronic Utility Payments Received	3,068	3,068	# of NSF checks the City received:	3	3	Finance
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29	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 <sup>st</sup> draft has been completed and passed on for another review. A second draft is being reviewed for finalization. Will be working on this in conjunction with the short-term rentals ordinance.	Finance																																							
30	No Change August 8, 2023	Implementation of Bank Reconciliation Module in Springbrook	Currently the Finance Department does the bank reconciliation with an excel worksheet. With the implementation of the Bank Reconciliation module in Springbrook the excel worksheet will no longer be used and all bank recon will be done in the finance software	Finance																																							
31	Updated August 16, 2023	Response Statistics	July 1 2023 to July 31, 2023 YTD: 1937 <ul style="list-style-type: none"><li>Total Calls: 311</li><li>Medical: 271</li><li>Fires/MVC 29</li><li>Lift assists 10</li></ul>	Fire																																							

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>Other (public Service) 1</li> </ul>	
32	Updated August 16, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief did a walk-through of the Warming Shelter facility with Chief Bell.	Fire
33	No Change February 17, 2023	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. (1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.	Fire
34	Updated August 16, 2023	Training	<ul style="list-style-type: none"> <li>Firefighter recruit academy – 40 hrs</li> <li>Department drill – Joint drills with LGRFPD, High Angle rescue, 2.5 hrs. - Progressive hose lays 1.5 hrs.</li> <li>Co. EMS drill Case reviews, 2hrs.</li> <li>EMT Casual trainings 16 hrs.</li> <li>Shift drills –24.75 hrs. various subjects</li> <li>Fire Rescue online</li> <li>2 FF attended Swiftwater rescue training.</li> </ul>	Fire
35	Updated August 16, 2023	Department Announcements	<ul style="list-style-type: none"> <li>Firefighters Ethan Ingram, Alex Kehr, Jace Haagen and Cody Silani completed Firefighter academy and are now assigned to field training officers and are working shift.</li> <li>Captains promotional process was completed for 3 department members on July 10<sup>th</sup>. Dusty Alam has accepted the position and will be promoted on August 21<sup>st</sup>.</li> <li>The fire departments ladder truck is out of service is Spokane for repairs. Scheduled to return near the end of August.</li> </ul>	Fire
36	Updated August 17, 2023	Current Recruitments	<ul style="list-style-type: none"> <li>Admin Assistant City Manager's office</li> <li>Admin Assistant Police Department</li> <li>Secretary Police Department</li> <li>Police Officer (1) –in background</li> <li>Morgan Lake Host 2024</li> <li>Recreation Leader Fall positions</li> <li>Communications Specialist (3)</li> <li>Lifeguard position</li> <li>Swim Instructors</li> </ul>	Human Resources
37	Updated Aug 16, 2023	Announcements	<ul style="list-style-type: none"> <li>July library programs &amp; attendance numbers:</li> <li>Weekly Storytimes- 121</li> <li>Mystery Book Club- 10</li> <li>Subscription Book Boxes- 8</li> <li>Teen Writing Circle- 2</li> <li>Teen iCraft- 3</li> <li>D&amp;D Gaming- 14</li> <li>Self-Care Saturday- 4</li> <li>Stuffed Animal Sleepover- 22</li> <li>Partnership Music Program- 51</li> <li>Tiny Art Show- 104</li> <li>U of O Museum Program- 88</li> <li>Baby Dance Party- 16</li> <li>The Library is a part of the Oregon Regional Food</li> </ul>	Library

Item	Date of Change in Status	Item	Comments			Department
			Bank. We served a total of 145 households and 237 individuals during the month of July.			
38	Updated Aug 16, 2023	Statistics	Current Month July	Last Month June	Information from: 7/1/2023-7/31/2023	Library
			10,929 4,061 1,112 5,611 145	10,654 3,962 1,089 5,443 161	Total Circulation: <i>Adult Collection</i> <i>Young Adult Collection</i> <i>Children's Collection</i> <i>Hot spots/Chromebook/misc.</i>	
			7,803	7,995	Door count	
			123	125	New Cardholders	
			41	42	Non-resident card holders	
			15,107	14,984	Total Card holders	
			1,802	1,740	Libby (eBooks &audio)	
			5	8	Dial-A-Story	
			275	261	Hoopla (eBooks, movies/TV, audiobooks, music)	
			31	31	MyHeritage (genealogy online)	
			6	1	CreativeBug (crafts online)	
			80	117	Kanopy (Foreign films/Great Courses)	
			7	7	Community room paid events	
			11	7	Community room library events/City Dept. events	
			12	12	Volunteer hours	
			1,148	820	Total Sage Interlibrary Loans	
39	Updated August 17, 2023	Parks Maintenance Update	<ul style="list-style-type: none"><li>Cleaned up Greenway including weeding and mulching.</li><li>Optimist outfield reconditioning included: aerate, added irrigation heads, leveling, seeding, and fertilizing.</li><li>Dealing with high level of graffiti and vandalism this summer.</li></ul>			Parks & Rec-Maintenance
40	No Change August 9, 2023	Morgan Lake Diversion Dam	Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. A full hydraulic analysis was completed in June. Next steps include working with OWRD on FEMA funding for final design and construction.			Parks & Rec - Admin
41	Updated August 17, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	The committee has been meeting and has picked their design. Next steps include setting up fundraising and promotions sub committees. They plan to announce playground design plans at Celebrate La Grande and officially launch the campaign.			Parks & Rec - Admin
42	New and Completed, August 17, 2023	Riverside Playground Repair	There was a major structural failure at the Riverside Playground this week including a missing board and loose trusses. Luckily nobody was hurt and staff have repaired the area. However, there are several screws and nails coming loose and the playground may not last to			Parks & Rec - Admin

Item	Date of Change in Status	Item	Comments	Department
			replacement 2025. We're doing our best to keep it usable until then.	
43	No Change July 24, 2023	Greenway Trail Extension	A bid has been awarded to Kevin Hampton Paving and work will be completed by this fall.	Parks & Rec Admin
44	Updated August 23, 2023	Pool Statistics July 2023		Parks & Rec - Admin
45	Updated August 23, 2023	Pool Programs Update	<ul style="list-style-type: none"><li>Swim lessons continue to be extremely full. Admin staff have started to do quarterly evaluations of instructors again for the first time since COVID to ensure the quality of instruction.</li><li>Summer hours will end Aug 25, and School Year hours will begin Sept 4.</li><li>Staff are preparing to offer a Lifeguard course in mid September.</li></ul>	Parks & Rec-Aquatics
46	Updated August 23, 2023	Pool Maintenance Update	<ul style="list-style-type: none"><li>Maintenance week will be Aug 26-Sept 3</li><li>Advanced plumbing will be performing annual maintenance on the pool boilers.</li><li>Johnson Electric will be replacing 3 burnt out pool lights</li><li>Busy Bee will be cleaning the HVAC ducting as well as pressure washing the pool gutters.</li><li>Pool staff will be winterizing the outdoor pool as well as completing general maintenance that is difficult to do while in operation.</li></ul>	Parks & Rec-Aquatics
47	Updated August 16, 2023	Recreation Program Update	<ul style="list-style-type: none"><li>Adult Softball ended. Next adult sport will be Women's Volleyball and registration will open soon.</li><li>Jr. Tackle Football Registration is open still. Currently have 52 registered and 7 coaches registered.</li><li>We are down to the last Summer camp. They have been very popular this Summer and will be something we will need to reorganize and approach differently next Summer if they are going to stay this popular.</li><li>Riverside Summer Concerts have been popular so far this Summer. Last week for the Calico Bones, a staff member said there was upwards of 60 people in attendance, which is one of our largest. Our last concert is August 17<sup>th</sup>.</li><li>Flag Football Registration is open now until September 4<sup>th</sup>. Currently have 41 registered for Peewee division, 54 for division 2, and 40 for division 3. With 11 coaches registered.</li><li>Every week of the After-School Program is up for registration. Already have had people register for several weeks. This year we have decided to cap it at 35 participants. This was based off of suggestion from staff, as well as looking at the numbers last</li></ul>	Parks & Rec-Aquatics



Item	Date of Change in Status	Item	Comments	Department
			year. Only 3 weeks did we have more than 35 and all of those were at 36.	
48	New and Completed August 16, 2023	Moonlight Softball Tournament	The Adult Moonlight Softball Tournament concluded on August 6 <sup>th</sup> . This is the 2 <sup>nd</sup> year the Parks & Recreation Department has offered the tournament taking over for the Optimist Club who ran it for years. Overall this was a success with no law enforcement incidents. We had 17 teams sign up but one dropped out a couple days before. So, we played the tournament with 16 teams. There were mixed reviews from teams. Some teams had a great time and were more upset about parking issues or not enough porta potties. Other teams didn't like the rules of the tournament or the umpires. Moving forward, the plan is to get a board or group of advisors together to help provide thoughts, organization, and coordinating the event next year. Giving the teams/captains a little more input and investment into the tournament should make a difference. We also had umpires drop out at the last minute too, but have started a conversation with the EOU baseball coach to hire them next year.	Parks & Rec-Recreation
49	Updated August 16, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> <li>July Walking Park Tour successfully documented areas that need improvement between Benton Park and Garden Club (Y) park. The next event is in August at Riverside Park.</li> <li>Coordinator is working on planning more scooter and bicycle safety camps.</li> <li>At the fair the coordinator gave away 4 bicycles with a drawing. Education materials were passed out and fair goers came by to spin the wheel, answer a question and win a prize. The Comic books, provided by ODOT, were a big success.</li> <li>The coordinator had a table at the LGSD resource fair. Materials were distributed.</li> <li>Upcoming: Walking Park Tours –August, September in classroom safety education, October 4<sup>th</sup> walk and roll to school day.</li> </ul>	Parks & Rec-Recreation
50	Updated August 16, 2023	Urban Forestry Update	<ul style="list-style-type: none"> <li>Responded to thirty-six questions/concerns from the community regarding; tree selection and the street tree planting program, tree pruning and removal, tree condition evaluations, tree requirements for commercial properties, insect identification and control, commercial tree service referrals, noxious weeds, beautification award nominations, and nuisance complaints.</li> <li>Provided a tree id activity for the Growing Community Roots camps, and a story time reading at the library.</li> <li>UF intern watered new trees weekly.</li> <li>Continued three-year check and structural pruning of trees planted in 2020.</li> <li>Reviewed land use applications, submitted landscape recommendations.</li> <li>Contacted the Safeway manager about replacing trees in the parking lot.</li> </ul>	Parks & Rec-Urban Forestry



Item	Date of Change in Status	Item	Comments	Department																																										
			<ul style="list-style-type: none"><li>Updated the OTEC Removal and Replacement agreement to reflect the rising cost of trees. Under the new agreement OTEC will pay the City \$200 to replace trees removed from under the power lines.</li></ul>																																											
51	Updated August 16, 2023	Urban Forestry Tree Inventory Project	Coordinated with AP to create a dashboard to display tree inventory information.	Parks & Rec-Urban Forestry																																										
52	Updated August 16, 2023	July Urban Forestry Statistics	<table><tr><td>July 1, 2023 – June 30, 2024</td><td>July</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Street Trees Removed</td><td>9</td><td>9</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>0</td></tr><tr><td>Street Trees Pruned</td><td>15</td><td>15</td></tr><tr><td>Park Trees Pruned</td><td>17</td><td>17</td></tr><tr><td>Community Responses</td><td>36</td><td>36</td></tr><tr><td>Nuisance Responses</td><td>4</td><td>4</td></tr><tr><td>Field Evaluations</td><td>18</td><td>18</td></tr><tr><td>Ord. Enforcement Actions</td><td>0</td><td>0</td></tr><tr><td>Comm. Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>6</td><td>6</td></tr><tr><td>Community Volunteer Hours</td><td>0</td><td>0</td></tr></table>	July 1, 2023 – June 30, 2024	July	YTD	Street Trees Planted	0	0	Park Trees Planted	0	0	Street Trees Removed	9	9	Park Trees Removed	0	0	Street Trees Pruned	15	15	Park Trees Pruned	17	17	Community Responses	36	36	Nuisance Responses	4	4	Field Evaluations	18	18	Ord. Enforcement Actions	0	0	Comm. Tree Service Permits	0	0	Site Plan Reviews	6	6	Community Volunteer Hours	0	0	Parks & Rec-Urban Forestry
July 1, 2023 – June 30, 2024	July	YTD																																												
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53	Updated August 23, 2023	Calendar YTD Planning Statistics	<table><tr><td></td><td>July 2022</td><td>July 2023</td><td>FY 22-23</td><td>Current 23-24</td></tr><tr><td>Land Use Apps</td><td>2</td><td>3</td><td>48</td><td>3</td></tr><tr><td>Zoning Approvals</td><td>1</td><td>5</td><td>28</td><td>5</td></tr><tr><td>New Business Permits</td><td>1</td><td>2</td><td>37</td><td>2</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$175</td><td>\$3,250</td><td>\$14,587</td><td>\$3,250</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$0</td><td>\$75</td><td>\$650</td><td>\$75</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$525</td><td>\$0</td><td>\$4,200</td><td>\$0</td></tr></table>		July 2022	July 2023	FY 22-23	Current 23-24	Land Use Apps	2	3	48	3	Zoning Approvals	1	5	28	5	New Business Permits	1	2	37	2	Revenue (Land Use Fees)	\$175	\$3,250	\$14,587	\$3,250	Revenue (Zoning Approval)	\$0	\$75	\$650	\$75	Revenue (Parks SDC)	\$525	\$0	\$4,200	\$0	Planning							
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54	Updated August 17, 2023	Notable Projects Approved or in Process Under Review FUTURE COUNCIL ACTION ITEMS	<b>MBM Estates (29 Lot Subdivision):</b> On March 14, 2023, the Planning Commission approved the Preliminary Plat approval of a twenty-nine (29) lot subdivision that includes thirty-two (32) single-family dwelling units. The proposed dwellings that are roughly 1,100-1,500 square feet in size and intended to owned by the developer and offered as rental housing. This development is intended to accommodate some of the City’s highest needed housing demand which is for lower income families, per the City’s adopted Housing Needs Analysis (HNA). This project is under construction. <b>LGSD Tiger House Project:</b> On August 17 <sup>th</sup> , the Planning Division approved a site plan for the	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
			<p>construction of the new Wildcat Center at the La Grande Central Middle School site. The demolition of two (2) older buildings was previously approved, which included a maintenance building and classroom buildings. The new Wildcat Center will include five (5) classrooms and gymnasium space, along with the development of a large parking lot for staff and visitors. This project is under construction.</p> <p><b><u>LGSD Tiger House Project:</u></b> The La Grande School District established a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. A ground breaking was held on August 8<sup>th</sup>, when construction planned to begin in Fall 2023.</p> <p><b><u>New Hotel:</u></b> On September 28<sup>th</sup> the Planning Division approved a site plan for the development of a 92-room hotel, consisting of a mixture of 2-Queen rooms, King rooms, and 32 suites. The hotel will be located at the southwest corner of Mulholland Drive and 26<sup>th</sup> Street (across from Commercial Tire). All land use and building permits have been issued and this project is under construction.</p> <p><b><u>Jacksons Food Stores (Fuel Service Station):</u></b> 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 and nearing completion.</p> <p><b><u>Timber Ridge Apartments:</u></b> 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 26<sup>th</sup> Street and 27<sup>th</sup> 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</p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>being one of La Grande's greatest housing needs. This project is under construction and nearing completion. Approval for occupancy has been granted for some buildings.</p> <p><b>Legacy Ford:</b> 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. This project is under construction and nearing completion.</p> <p><b>Grande Ronde Hospital:</b> 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 under construction.</p> <p><b>Beckner Rezone of former Miller's Lumber site:</b> On August 8<sup>th</sup>, 2023, the Planning Division considered an application to rezone the former Miller's Lumber site from Light Industrial to General Commercial for accommodating a commercial tenant, <i>Underground Oasis</i>. This rezone request is scheduled to be considered by the City Council on September 6<sup>th</sup> and October 4<sup>th</sup>, 2023.</p> <p><b>Becker Rezone of Property Behind Miller's Lumber, Oxarc, and KIE:</b> On August 8<sup>th</sup>, 2023, the Planning Division considered an application to rezone a portion of the Becker property located off Walton Road, adjacent to the former RD Mac ponds from Medium Density Residential (R-2) to General Commercial (GC). This rezone request is scheduled to be considered by the City Council on September 6<sup>th</sup> and October 4<sup>th</sup>, 2023.</p>	
55	Completed August 17, 2023	Land Development Code Amendments COUNCIL ACTION ITEM	<p>The City Council conducted their first public hearing and conducted the first reading of the proposed Ordinance on July 12, 2023. During the hearing, the Council considered a recommendation from the Planning Commission to remove cottage homes from the R-1 zone and public testimony regarding the number of short term rentals which could be licensed by one person as well as the distance from the City the owner or manager had to reside. Staff was directed to change the proposed Ordinance to reflect the Planning Commission recommendation and to increase the number of short term rentals from 1 to 2 and the distance from 10 to 15 miles before the August public hearing. The Planning Division Staff and Planning Commission has held 20 work sessions to update the Land Development Code Ordinance since October 2021, with 2 of those work sessions held jointly with the City Council. The first public hearing is scheduled before the Planning Commission on June 7, 2023, and City Council public hearings are scheduled for July 12<sup>th</sup> and August 2<sup>nd</sup>, 2023.</p> <p>Proposed Code amendments include:</p> <ul style="list-style-type: none"> <li>Housing Production Strategy Action Items(2021).</li> </ul>	Planning

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>• Urban Forestry Amendments (street trees)</li> <li>• New standards for Bed and Breakfast Inns (aka Short-Term Rentals).</li> <li>• Amendments to the uses permitted within the La Grande Business and Technology Park.</li> <li>• Allowing small-scale manufacturing uses within the City's commercial zones.</li> <li>• New standards for allowing mobile food vendors and mobile food courts.</li> <li>• Revising parking requirement for Eastern Oregon University</li> <li>• Private road design standards &amp; enforcement.</li> <li>• Revising and clarifying the review criteria for conditional use permitting.</li> <li>• Misc. other minor housekeeping amendments.</li> </ul>	
56	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	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). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward.	Planning
57	No Change May 24, 2023	Economic Opportunity Analysis FUTURE COUNCIL ACTION ITEM	<p>In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City's economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City's existing commercial and industrial lands and forecasts the City's 20-year future need for commercial and industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p>	Planning/ Economic Development

Item	Date of Change in Status	Item	Comments	Department
			This project is schedule to be completed by late June or early July, with a work session scheduled before the City Council on July 24, 2023, to present the result of the EOA.	
58	No Change April 20, 2023	Floodplain Re-Mapping <b>FUTURE COUNCIL ACTION ITEM</b>	<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 &amp; 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"> <li>• A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions.</li> <li>• 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.</li> <li>• On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry &amp; Assoc. provided a presentation on the floodplain remapping, followed by Q&amp;A.</li> <li>• 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.</li> <li>• In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA.</li> <li>• In June 2022, FEMA responded to confirm that they are in receipt of the City's application, but advised that additional data was needed to continue reviewing the City's request.</li> <li>• In early September 2022, Anderson-Perry submitted the additional data requested to FEMA.</li> <li>• FEMA recently responded and requested additional information and engineering certification on hydrology elements, which Anderson-Perry is in the process of providing. Once this new information is provided to FEMA the will have an additional 90-days to review the City's submission and to respond to the City with the next steps to move forward. This process is continuing to move forward.</li> </ul>	Planning/ Public Works
59	No Change June 22, 2023	Lawsuit Against FEMA Biological Opinion & Mandated Floodplain Code Changes	This is a topic that was previously on the Monthly Report, but was removed due to no progress or no new information for several years.	Planning

Item	Date of Change in Status	Item	Comments	Department
		<b>FUTURE COUNCIL ACTION ITEM</b>	<p>In 2009, the Portland Audubon Society filed a lawsuit against FEMA for not adequately protecting endangered aquatic species through its floodplain management program within Oregon watersheds.</p> <p>In 2010, a settlement was reached, which led to engaging the National Marine Fisheries Service (NMFS) and preparing a Biological Assessment and identification of critical habitat.</p> <p>In 2016, a Biological Opinion was written with the purpose to “avoid jeopardy”, aka protecting listed endangered species and their habitat. From 2016, there were a number of delays or behind the scenes tasks in this lawsuit settlement that resulted in no new information being presented, until now. As a result, this topic was removed from this Monthly Report and is now being brought back as progress is being made and new information is becoming available.</p> <p>Ultimately, when the FEMA lawsuit is finalized, with new rules and guidance accepted by the Court for the protecting listed endangered species and their habitat, all cities and counties within Oregon will be required to update their floodplain codes and management practices of the floodplain.</p> <p>As of this time, the following requirement are being considered. (Note: This is a summary).</p> <p>All development within the floodplain, <u>within 170 feet of a riparian area (creek/river)</u>, will be subject to the following:</p> <ol style="list-style-type: none"> <li>1. Prohibit partitions and subdivision that create new lots within a floodplain, unless the affected lots have sufficient buildable area outside of the regulated floodplain (100-year).</li> <li>2. Have avoidance measures to steer development away from floodplain areas by one or more of the following: <ol style="list-style-type: none"> <li>a. Option 1: For properties include buildable area not in the floodplain, only allow development within those non-floodplain areas and prohibit all development within floodplain.</li> <li>b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; &amp; include limits on % of impervious surface and require mitigation measures.</li> <li>c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive)</li> </ol> </li> <li>3. Create a vegetative buffer/setback/corridor for</li> </ol>	

Item	Date of Change in Status	Item	Comments	Department																		
			<div>all aquatic features in the floodplain.</div> <div>4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted).</div> <div>5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management).</div> <div>6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created).</div> <div>Again, once the FEMA lawsuit is finalized and the above rules are adopted, the City of La Grande will be required to update, repeal and replace its floodplain regulations in Land Development Code, Article 3.12. This Article will likely be fully replaced with a new State Model Code that complies with FEMA requirements.</div>																			
60	Updated August 22, 2023	<u>Statistics:</u> Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JUL 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>93</td><td>547</td></tr><tr><td>All other calls for service:</td><td>841</td><td>6,076</td></tr><tr><td>Total calls for service:</td><td>934</td><td>6,623</td></tr><tr><td>Case Numbers:</td><td>95</td><td>722</td></tr><tr><td>Traffic Stops:</td><td>76</td><td>623</td></tr></table>	TYPE OF ACTIVITY	JUL 23	YTD	Priority 911 calls for service:	93	547	All other calls for service:	841	6,076	Total calls for service:	934	6,623	Case Numbers:	95	722	Traffic Stops:	76	623	Police
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61	Updated August 22, 2023	<u>Statistics:</u> Investigations Section -  <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i>  <i>Monthly cases reported are new cases only.</i>  <i>*Updated data from April and May 2023 are unavailable at the time of this report</i>	<table><tr><th>TYPE OF CASE</th><th>JUL 23</th><th>YTD</th></tr><tr><td>Child Abuse: ▪ Physical Abuse: 7 ▪ Sexual Abuse: 6 ▪ Neglect: 28 ▪ Domestic Violence: 4 ▪ Other: 0</td><td>45</td><td>269</td></tr><tr><td>Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0</td><td>0</td><td>0</td></tr><tr><td>Domestic Violence / SART: ▪ Sexual Assault: 1 ▪ SART: 1 (Sexual Assault Response Team) ▪ Other: 0</td><td>2</td><td>12</td></tr><tr><td>Death Investigations: ▪ Unattended: 0 ▪ Suicide: 1 ▪ Homicide: 0</td><td>1</td><td>3</td></tr><tr><td>Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 2 ▪ Background: 0 ▪ Other: 0</td><td>2</td><td>16</td></tr></table>	TYPE OF CASE	JUL 23	YTD	Child Abuse: ▪ Physical Abuse: 7 ▪ Sexual Abuse: 6 ▪ Neglect: 28 ▪ Domestic Violence: 4 ▪ Other: 0	45	269	Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0	0	0	Domestic Violence / SART: ▪ Sexual Assault: 1 ▪ SART: 1 (Sexual Assault Response Team) ▪ Other: 0	2	12	Death Investigations: ▪ Unattended: 0 ▪ Suicide: 1 ▪ Homicide: 0	1	3	Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 2 ▪ Background: 0 ▪ Other: 0	2	16	Police
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62	Updated August 22, 2023	<u>Statistics:</u> Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JUL 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>572</td><td>3,410</td></tr><tr><td>All other calls for service:</td><td>2,354</td><td>15,359</td></tr><tr><td>Traffic (air-time):</td><td>163</td><td>1,151</td></tr></table>	TYPE OF ACTIVITY	JUL 23	YTD	Priority 911 calls for service:	572	3,410	All other calls for service:	2,354	15,359	Traffic (air-time):	163	1,151	Police						
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Item	Date of Change in Status	Item	Comments			Department															
			Case reports handled: (LGPD / UCSO)	178	1,195																
			Records requests processed:	96	676																
63	Updated August 22, 2023	<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>JUN 23</th><th>YTD</th></tr><tr><td>Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i></td><td>24</td><td>109</td></tr><tr><td>Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i></td><td>62</td><td>394</td></tr><tr><td>Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i></td><td>26</td><td>189</td></tr><tr><td>Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i></td><td>0</td><td>24</td></tr></table>	TYPE OF CRIME	JUN 23	YTD	Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i>	24	109	Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i>	62	394	Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i>	26	189	Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i>	0	24			Police
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65	Updated August 22, 2023	Training	<u>Operations Division:</u> <ul style="list-style-type: none"><li>All Officers participated in Incident Command System (ICS) training</li><li>All Officers participated in Western States Information Network (WSIN), a law enforcement intelligence network, training.</li><li>The Chief participated in training titled, “All Hazards Preparedness for Senior Officials”</li><li>Members of the NEO Regional SWAT Team participated in monthly training</li></ul> <u>Communications Division:</u> <ul style="list-style-type: none"><li>One Dispatcher participated in Heat Stress Awareness training.</li><li>One Dispatcher participated in Law Enforcement Data Systems (LEDS) training.</li><li>One Dispatcher participated in Crisis Communications training.</li><li>Members of the NEO Regional SWAT Team participated in monthly training .</li></ul>			Police															
66	Updated August 22, 2023	Staffing	<u>Operations Division:</u> <ul style="list-style-type: none"><li>Officer Kole Guentert was sworn in as a police officer on July 3. He is scheduled to attend the basic police academy in November.</li><li>Sgt. Jared Rogers (a 25-year employee) retired effective August 20.</li><li>Following Sgt. Rogers retirement, Sr. Officer Ryan Herbel was promoted to the rank of sergeant, effective August 21.</li><li>To fill the vacancy created by Sgt. Rogers retirement, we have extended a conditional officer of employment to a candidate.</li></ul>			Police															



Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>Our Administrative Assistant (Carla Greenough), a 20-year employee, has announced her retirement effective November 3. We are currently in the test process to fill this upcoming vacancy.</li> </ul> <p><b><u>Communications Division:</u></b></p> <ul style="list-style-type: none"> <li>We currently have three (3) vacant positions in dispatch. We working through the selection process with several candidates.</li> <li>We are continuing to accept applications for the position of dispatcher.</li> <li>Our secretary, a longtime employee, who handles all of our public records requests, has announced that she will be retiring in November. We will be testing for this position soon.</li> </ul>	
67	New Item August 22, 2023	Police Department - Facility Needs Assessment	<p>The need for a new police department has been a topic of conversation for well over 10-years, with the subject being a point of discussion during Council retreat for the last several years. Frequently, questions have come up that we have not had definitive answers for. To provide answers to important questions and to serve as a project starting place, funding was approved in the FY2023-24 budget to contract services to complete a project titled, LGPD Facility Needs Assessment. The results of this project will provide answers that will help us moving forward. We are looking to accomplish three things with this project:</p> <ol style="list-style-type: none"> <li>1. Identify our needs, in terms of size for a new police department;</li> <li>2. Identify a high-level cost estimate; and</li> <li>3. Identify potential funding sources/options.</li> </ol> <ul style="list-style-type: none"> <li>A Request for Proposal (RFP) for these contracted services was issued on July 19. The deadline for proposal submission was August 9. We have received three proposals. We are now in the process of selecting a proposal to seek Council approval to move forward with.</li> </ul>	Police
68	New Item August 23, 2023	Active Threat / Mass Casualty Incident (MCI) - Scenario Based Training Exercise	<p>On Thursday, August 31<sup>st</sup>, local public safety agencies are partnering with Grande Ronde Hospital in a scenario-based training exercise that will simulate an active threat and mass casualty incident.</p> <p>This training will exercise the response, collaboration, and incident command protocols of our police officers and medical personnel; the rescue, collection, and transport of injured persons; and the triage, treatment and tracking of persons injured this type of incident.</p> <p>The training exercise will be located in and around the Grande Ronde Hospital Regional Medical Clinic, located at 506 4<sup>th</sup> Street in La Grande.</p> <p>Training exercises such as this are essential for our first responders, medical professionals, and community partners to develop and maintain their proficiencies and readiness to respond to the needs of our community.</p>	Police

Item	Date of Change in Status	Item	Comments	Department
69	No Change August 22, 2022	Water and Sewer Ordinance Review <b>FUTURE COUNCIL ACTION ITEM</b>	Staff is working with Anderson Perry to develop a capital improvement plan for water and wastewater. This is the first step in looking at adopting system development charges (SDCs).	Public Works
70	No Change March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	Copy of the report to be reviewed by Island City and submission to the State anticipated this month.	Public Works
71	No Change February 27, 2023	Public Works Management Structure	Staff is working with the City Manager to establish a Public Works management structure to better align positions with future needs.	Public Works
72	No Change May 25, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program <b>FUTURE COUNCIL ACTION ITEM</b>	Sidewalk LID for the 2022 calendar year has been closed out and a new sidewalk LID for 2023 has been opened.	Public Works
73	No Change October 27, 2022	Implementation of Geographic Information Systems (GIS) at Public Works	Staff met with AP (GIS consultant) to begin work on a few projects. The system will be used to track water tap inventory (2023 requirement) and begin to document sewer issues to monitor any possible patterns.	Public Works
74	No Change October 27, 2022	Water Meter Reading System	Completion of this project is the crew's main objective and they hope to have it completed before winter.	Public Works
75	No Change April 24, 2023	Sanitary Sewer Manhole Maintenance	This project will resume after the construction/paving season.	Public Works
76	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
77	Updated August 29, 2023	Air Quality Monitoring Project	The remaining 14 monitoring stations have been constructed and received and will be installed over the coming month.	Public Works
78	Updated August 29, 2023	Brock Family Trust Subdivision Between 16 <sup>th</sup> and 18 <sup>th</sup> Streets	Crews have begun work on the installation. A few slowdowns have occurred due to weather and equipment breakdowns. Utilities through the first phase of the project are expected to be completed in the coming weeks.	Public Works
79	Updated August 29, 2023	Second Street Roadway Reconstruction	Curbs have been poured and contractors are working on constructing new ADA ramps and sidewalk panels within the project area. Crews will be paving the roadway in the coming weeks.	Public Works
80	No Change February 27, 2023	Service Inspections on 12 <sup>th</sup> Street & 16 <sup>th</sup> Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works
81	No Change March 24, 2023	18 <sup>th</sup> Street (Gekeler Slough) Bridge Replacement	Crews completed cleanup of the ditch between 16 <sup>th</sup> and 18 <sup>th</sup> Streets to help prepare for project.	Public Works
82	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works
83	Updated August 29, 2023	ARPA: Roadway Paving Funding	Due to schedule restrictions, the chip seal on 16 <sup>th</sup> Street was put off until the County has more time to work on the project. Crews are preparing to pave Willow Street from Cove Avenue to the railroad tracks and Spring Avenue from Fourth Street to Washington Avenue, anticipated to be completed in September.	Public Works

Item	Date of Change in Status	Item	Comments	Department																					
84	No Change December 29, 2022	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	Staff is preparing capital improvement lists to be forwarded to a consultant to develop proposed costs associated with new fees. This will be done concurrently with water and sewer system development charges for review by Council.	Public Works																					
85	Updated August 29, 2023	B Avenue Mainline	Repaving of the section of B Avenue tore up during the sewer work will be completed on August 29-30.	Public Works																					
86	Updated August 29, 2023	Gekeler Lane Chip Seal	The chip seal for Gekeler Lane was completed August 17. A wreck on I-84 affected the delivery of oil to the project, which forced crews to postpone 16 <sup>th</sup> Street being chip sealed at this time.	Public Works																					
87	Updated August 29, 2023	Public Works Statistics	<table><tr><td></td><td>Jul 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>1</td><td>1</td></tr><tr><td>Water taps installed</td><td>0</td><td>0</td></tr><tr><td>Water leaks repaired</td><td>4</td><td>4</td></tr><tr><td>Square feet of street paved</td><td>69,205</td><td>69,205</td></tr><tr><td>Water produced (MG)</td><td>159.34</td><td>159.34</td></tr><tr><td>WWTP flows (MG)</td><td>48.39</td><td>48.39</td></tr></table>		Jul 23	Fiscal YTD	Sewer taps installed	1	1	Water taps installed	0	0	Water leaks repaired	4	4	Square feet of street paved	69,205	69,205	Water produced (MG)	159.34	159.34	WWTP flows (MG)	48.39	48.39	Public Works
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88	No Change March 24, 2023	WWTP SCADA System Upgrade	Contract has been awarded and executed with All Phase Electrical. Parts are on order and panels are being constructed. Timeline will be identified when supply chain timeline is verified.	Public Works																					
89	Updated August 29, 2023	WWTP Headworks Project	Still waiting on contractor to receive parts to allow work to begin. Updated plans have been received by the contractor and staff is prepared to begin when parts arrive.	Public Works																					
90	Updated August 29, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	The steering committee has completed 4 meetings and has developed the mission statement, goals, and an assessment of exiting hazards. Currently still on the timeline to complete the plan in 9 months.	Public Works																					
91	No Change July 28, 2023	STBG Roadway Projects	Roadway overlays completed for this project so far are Penn Avenue, D Avenue, Pine Street, Z Avenue, and Third Street.	Public Works																					
92	No Change May 25, 2023	Snow Removal Plan	Work Session was held on April 24 where updates and modifications to the plan were presented. Staff is now working to integrate those changes into the document.	Public Works																					
93	No Change July 28, 2023	Community Pathways Grant	Consultant has completed memo #3 outlining the preferred path of the proposed multiuse path. City will now complete second round of community outreach for input.	Public Works																					
94	Updated August 29, 2023	Water Service Inspections	Crews have completed service line replacements in sections of Spring Avenue, Benton Avenue, Penn Avenue, Third Street, and Ash Street, totaling 12 blocks of street ready for overlays.	Public Works																					
95	No Change July 28, 2023	Highway 30 Well Repair	The heat sync fan failed at the Highway 30 well. A new fan cluster has arrived and the electrician will install it soon.	Public Works																					
96	No Change July 28, 2023	UCMR Water Samples	First round of UCMR water samples were collected at each well site and delivered to the lab in Moscow, ID.	Public Works																					
97	Updated August 29, 2023	Hydrant Flushing	Crews are approximately ¾ done with hydrant flushing.	Public Works																					
98	Updated	Hotel at 26 <sup>th</sup> Street and	Materials have arrived. This project will include a 300'	Public Works																					

Item	Date of Change in Status	Item	Comments	Department
	August 29, 2023	Mulholland Avenue	main line extension to get water service past project area.	
99	No Change July 28, 2023	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repair materials have been ordered.	Public Works
100	New Item August 29, 2023	GRH Expansion	Crews installed a new 6" tap, fire hydrant, sample station, and 6" domestic meter.	Public Works

## 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	Updated July 25, 2023	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	Grant is complete and Administrative Staff is completing the paperwork.	Business Oregon / ROI	Eco Dev
2	No Change July 20, 2023	OSFM Capacity Grant request. 3-year assistance for 2 Firefighter positions	November 30, 2022	\$897,257	\$332,216	\$232,834	The department is using grant funds to purchase equipment and uniforms for one of the new hires scheduled for July 21 start date. Tracking expenses.	Oregon State Fire Marshal Office	Fire
3	No Change July 20, 2023	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Department is using grant funds to maintain staffing while crew members train new hires, and increase staffing on red flag, extreme heat days.	Oregon State Fire Marshal	Fire
4	No Change July 25, 2023	Libraries of Union County Foundation Grant	April 3, 2023	\$3,000	\$3,000	N/A	The library will be spending these grant funds in September and October 2023.	Libraries of Union County Foundation	Library
5	No Change January 20, 2023	State Library of Oregon 2023 Ready to Read Grant	December 9, 2023	\$5,029	\$5,029	N/A	Annual grant for Oregon libraries to fund summer reading programs. Received December 9, 2022	State Library of Oregon	Library
6	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Approved.	Federal dollars thru State Parks	Parks & Recreation Public Works
7	No Change November 18, 2022	Safe Route To School Non-Infrastructure	September 2022	\$131,067	\$100,000	\$31,067 in-kind benefits and PTO	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
8	No Change June 24, 2022	Public Art Installation outside Library (Arts Commission)	April 2022	\$50,000	\$20,000	\$30,000 in other grants	Approved	Wildhorse Foundation	Parks & Recreation
9	No Change May 16, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Pending	Oregon State Parks	Parks & Recreation
10	No Change February 21, 2023	OCT Arbor Day Boost Grant	January 18, 2023	\$1,010.00	\$395.35	\$1,010.00	Application approved	Oregon Community Trees	Parks & Recreation
11	No Change June 26, 2023	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Virtual town hall held in June; committee now working on design	ODOT	Public Works