



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

MONTHLY REPORT December 2022 City Manager's Top Priorities for 2022

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change November 29, 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 voted to approve ARPA funding at their October 5, 2022, Regular Session. The \$3,022,172 will be used to fund street repairs with 16 th and 12 th Street as the top two priorities. The Council included up to \$250,000 of gap funding for water and sewer improvements at the Union County Fairgrounds, contingent upon the outcome of outstanding funding requests, with any remaining funds going to street projects. The Public Works Director presented a prioritized list of specific street projects which was approved by the City Council at their November Regular Session.	City Manager
2	No Change October 18, 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. The 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
3		Housing: Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4		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	No Change 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.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
6	No Change November 15, 2022,	Fiscal management: Continue to manage the City's finances within limited resources to	Conducting first quarter budget reviews with each department to assess initial budget performance and identify any areas of concern. Increased fuel costs	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
	2022	provide highest possible level of service to the City of La Grande.	are having an impact on several budgets.	
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		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 December 22, 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, December 26

(Observed) HOLIDAY

2023

Monday, January 2

(Observed) HOLIDAY

Wednesday, January 4

REGULAR SESSION

Monday, January 16

HOLIDAY

Tuesday/Wednesday, January 24 & 25

COUNCIL/URA RETREATS

Monday, January 30

**WORK SESSION: JOINT CITY
COUNCIL/PLANNING
COMMISSION: BnB
Moratorium Code Updates**

Wednesday, February 1

REGULAR SESSION

Monday, February 6

TENTATIVE WORK SESSION:

Monday, February 13

TENTATIVE WORK SESSION:

Monday, February 20

HOLIDAY

Wednesday, March 1

REGULAR SESSION

Monday, March 6

TENTATIVE WORK SESSION:

Monday, March 20

TENTATIVE WORK SESSION:

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 December 20, 2022	All Building Permits November 2022	November 2022				Building				
			Permit Type	Permits	Permit Fees	Plan Review Fees					
			City of LG Building:	18	\$18,789.40	\$11,833.25					
			UC Building:	3	\$2,598.00	\$1,688.70					
			City of LG MFH	0	\$0						
			UC MFH	1	\$450.00						
			City of LG Mechanical	32	\$6,185.50						
			UC Mechanical	13	\$1,131.00						
			City of LG Plumbing	2	\$241.50						
			UC Plumbing	2	\$853.50						
			City of LG Electrical	40	\$6,413.25						
			UC Electrical	26	\$3,169.50						
			City of LG Demolition	0	\$0						
			UC Demolition	0	\$0						
			AG Exempt permits	1							
			TOTALS:	141	\$39,831.65	\$13,521.95					
			Fiscal Year Running Totals:	614	\$257,612.33	\$108,565.20					
			2	Updated December 20, 2022	Housing Permits November 2022	New Housing Building Permits				Building	
						City of La Grande					
						Type of Structure		Total Number of			
	Buildings	Housing Units									
Single Family Dwelling – Detached & Attached	0	0									
Accessory Dwelling Units	0	0									
Duplex Units	0	0									
Manufactured Homes	0	0									
Comm. Apartments	0	0									
TOTAL DWELLING UNITS	0	0									
Union County											
Type of Structure	Total Number of										
	Buildings	Dwelling Units									
Single Family Dwelling – Detached & Attached	2	2									
Accessory Dwelling Units	0	0									
Duplex Units	0	0									
Manufactured Homes	1	1									

Item	Date of Change in Status	Item	Comments	Department								
			<table><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>2</td><td>2</td></tr></table>	Comm. Apartments		0	0	TOTAL DWELLING UNITS		2	2	
			Comm. Apartments		0	0						
			TOTAL DWELLING UNITS		2	2						
			Fiscal Year to Date – City of La Grande									
			Type of Structure		Total Number of							
					Buildings	Dwelling Units						
			Single Family Dwelling – Detached & Attached		2	2						
			Accessory Dwelling Units		0	0						
			Duplex Units		0	0						
			Manufactured Homes		0	0						
			Comm. Apartments		0	0						
			TOTAL DWELLING UNITS		2	2						
			Fiscal Year to Date – Union County									
			Type of Structure		Total Number of							
					Buildings	Dwelling Units						
			Single Family Dwelling – Detached & Attached		11	11						
			Accessory Dwelling Units		1	1						
			Duplex Units		0	2						
			Manufactured Homes		2	2						
			Comm. Apartments		0	0						
TOTAL DWELLING UNITS		14	16									
3	New Item December 27, 2022	Annual Retreat	The members of the City Council/Urban Renewal Agency and Directors have submitted proposed topics for the annual retreats that will be held in January. The City Manager will develop draft topic lists for review in advance of the meetings.	City Manager								
4	New Item December 27, 2022	City Manager Administrative Assistant Replacement	With the departure of the former City Recorder, the City Manager’s Office has been utilizing an existing employee on a part-time basis to fill the Administrative Assistant position on a temporary basis. We have revised the job description to add some Human Resources support functions and are advertising for a full-time employee.	City Manager								
5	Updated December 19, 2022	Avista Franchise Agreement Renewal	The current Franchise Agreement with Avista will expire on February 15, 2023. The City Council conducted the first reading of the Ordinance which will renew the existing agreement for ten years without changes at the December Regular Session. The second reading and consideration for adoption is scheduled for January 4 th .	City Manager								
6	Updated December 19, 2022	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The City Council conducted a Work Session on November 14, 2022, to review a proposed ordinance and completed the first reading at their December Regular Session. The proposed ordinance complies with legislative changes regarding camping on public property and regulates the time, place, and manner within the City of La Grande. If adopted in January, it will take effect in February, 2023.	City Manager								
7	Completed December 7,	Transient Room Tax Resolution Update	The City Council approved the revised Resolution at the December Regular Session Agenda increasing the	City Manager								

December 2022

5

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

Item	Date of Change in Status	Item	Comments	Department
	2022		percentage of funding for tourism promotion and tourism related facilities on the 5% tax from 50.7% to 53.3%.	
8	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
9	No Change October 26, 2022	Fairgrounds Water and Sewer Infrastructure Project	The City Council met with the Union County Fair Board in a Work Session on October 24 th 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 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. Alternatives were discussed including seeking ongoing financial support from the City and County using TRT funds which could address those ongoing costs.	District Manager
10	Updated December 7, 2022	Opioid Settlement Working Group	The City Council approved a request on December 7, 2022, to fund consulting work to evaluate the current opioid related programs and needs using settlement funds. 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
11	No Change October 18, 2022	La Grande Business and Park Technology Park Owners Association	The District Manager met with the owner of the lots formally owned by Union County Economic Development Corporation (UCEDC), regarding updating the CC&R's to remove UCEDC from the existing and transition the duties, powers and authorities previously performed by UCEDC to either the Agency or to form an Association. The new owner will review the proposed draft which would transition the duties of UCEDC to the Urban Renewal Agency. The most important function which needs to be addressed and is time sensitive is a Site Plan and Architectural review committee to approve building designs. This function was formerly done by the UCEDC Property Committee.	District Manager
12	No Change October 18, 2022	Market Place Family Foods Agreement Amendment	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 Agency is the approval authority for any amendments to the Agreement.	District Manager
13	No Change July 27, 2022	Urban Renewal Targeted Project Policy Development	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.	District Manager
14	Completed December 27, 2022	La Grande Business and Technology Park Lot Sale	The District Manager signed the closing documents for Lot 1 and the sale has been completed.	District Manager
15	No Change July 15, 2022	Codification of City Ordinances	CivicPlus has finished processing the material that was sent over to their Material Specialist for the	City Recorder

Item	Date of Change in Status	Item	Comments	Department																										
			<p>Codification. The disposition list has been reviewed by staff and an updated list with additions and omits was emailed back to the Material Specialist for further review.</p> <p>The Senior Code Attorney for Civicplus/Municode will be reviewing all documents sent in. The current stage our project is in as of now:</p> <ul style="list-style-type: none">Initial Organization. This stage involves a comprehensive review of all the materials submitted for the project and the arrangement of those materials into a Code book. This stage also involves the digital conversion of the material into the standard MCC format for purposes of later editing, styling, numbering, and publication in print and on the internet. <p>Note: Recodification projects typically take anywhere from approximately 9 to 18 months to complete.</p>																											
16	Updated December 22, 2022	Advisory Commission Vacancies	<p>The following table outlines the existing vacancies:</p> <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>2/7</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>2/7</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> <p>** Staff has mailed out notification letters to members with terms that are due to expire on December 31, 2022. A Media Announcement was emailed to Elkhorn Media Group, Brent Clapp Productions, The Observer and all City of La Grande departments.</p>	Advisory Commission	Vacancies	Air Quality	5/7	Arts	2/7	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	2/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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Urban Renewal	0/5																													
17	No Change November 21, 2022	City Council Election - 2022	<p>The General Election is complete with the following results:</p> <ul style="list-style-type: none">Council Position 1 – Mayor: Justin RockCouncil Position 5: Molly A. KingCouncil Position 6: Denise WheelerCouncil Position 7: Corrine Dutto <p>These four (4) Councilor Elects will be sworn into office at the January 4, 2022, Regular Session City Council Meeting.</p>	City Recorder																										
18	No Change October 26, 2021	Surplus Property Disposal and Procurement Resolution Update	<p>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.</p>	City Recorder																										
19	No Change November 23, 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</p>	Economic Development																										

December 2022

Item	Date of Change in Status	Item	Comments					Department
			City General Fund dollars. Emergency Loan Program: A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$86,132 of loan principal has been repaid, including eight of the loans repaid in full as of November of 2022.					
20	No Change November 21, 2022	2022-2023 Façade Program	Remax Real Estate	1214 ½ Adams Ave	Repoint brick, new window on rear of building	\$4,385	Application approved and has been approved by Landmarks	Economic Development
			Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved	
21	Updated December 22, 2022	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 nd floor residential	\$75,000	Ready to proceed. Agreement signed.	
			Evermine Labels Building	1124 Washington	Adaptive Reuse former Elks Lodge	\$75,000	Construction in progress. Progress Payment of \$37,500 paid	
			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	
			Country Financial	1212 Adams	Apartment	\$33,508	Complete. \$33,508 Paid	
22	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 reimburseme nt paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another extension until June 2023 to complete final side panels	
23	No Change October 27, 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.Staff has been working with Goss Motors to					Economic Development

Item	Date of Change in Status	Item	Comments	Department
			understand the impact of the Shift to Electric Vehicles and potential changes that will be needed to make this transition. This discussion now includes several local auto dealers and the School District focusing on Workforce training needs related to EV service and maintenance.	
24	Updated December 22, 2022	La Grande Main Street Downtown	<ul style="list-style-type: none"> Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee The Main Street Board has adopted implementation the Main Street Refresh report as their strategic plan and will be building workplans for committees based on the goals and objectives outlined in the plan. The Board has hired a new Executive Director who started November 7th New Board members have been elected and a Board Retreat is Tentatively scheduled for January 21, 2023. Sheri Stuart with the Oregon Main Street Program conducted Board Training and new Board member in October. EV committee has started hosting small focus groups with community members to better understand perceptions of downtown. EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan to start in January Main Street successfully hosted downtown's Small Business Saturday celebration, the Holiday Parade of Lights, added a new downtown holiday Scavenger Hunt, and are working on the annual New Year's Eve Ball Drop. 	Economic Development
25	Updated December 22, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> Ignite is hosted a 6 week Business Planning class taught by NEOEDD beginning September 13 of the 8 participants who started the class, 7 completed the course and graduated this week NEOEDD will be hosting a 6 week Co.Starters class at ignite beginning January 19th 	Economic Development
26	No Change December 27, 2021	Business Development Assistance Program	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
27	Updated December 22, 2022	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.) 	Economic Development

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			<ul style="list-style-type: none">EOU Intern assisted with implementation of this project that internship is now completeWorked with the Chamber and Union County to host a Small Business Summit October 204 of the small business owners interviewed as part of this project took and completed NEOEDD's Business Foundations class listed aboveThe steering committee Steering committee continues to discuss findings from entrepreneur outreach and begin developing next steps for implementation.One key opportunity identified in entrepreneur outreach is a Commercial Kitchen. Staff is working with EOU Ag Entrepreneurship program to explore this concept																																								
28	No Change September 26, 2022	Brownfields Assessment	<ul style="list-style-type: none">8 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.	Economic Development																																							
29	Completed December 22, 2022	Training / Education	<ul style="list-style-type: none">Staff attended the Oregon Economic Development Association (OEDA) conference and the Business Oregon Brownfields and Infrastructure Summit in October	Economic Development																																							
30	No Change January 3, 2020	Chart of Accounts Review	<ul style="list-style-type: none">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 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.	Finance																																							
31	Updated December 27, 2022	Statistics	<table><tr><td>Month of November, 2022</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$3,795,088</td><td>\$12,881,161</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$2,453,432</td><td>\$6,396,442</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,072,834</td><td>\$11,746,006</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,107,498</td><td>\$5,036,470</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>213</td><td>1,002</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>168</td><td>875</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$953,609</td><td>\$5,072,952</td></tr><tr><td># of Water accounts billed:</td><td>4,841</td><td>24,394</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>409</td><td>2,356</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,171</td><td>15,515</td></tr><tr><td># of NSF checks the City received:</td><td>4</td><td>23</td></tr></table>	Month of November, 2022	Current	YTD	Monthly Revenue (all funds)	\$3,795,088	\$12,881,161	Monthly Revenue (general fund)	\$2,453,432	\$6,396,442	Monthly expenses amount (all funds)	\$2,072,834	\$11,746,006	Monthly expenses (general fund)	\$1,107,498	\$5,036,470	# of Accounts Payable Checks issued:	213	1,002	# of Payroll Checks/AP issued:	168	875	Monthly Payroll expenses:	\$953,609	\$5,072,952	# of Water accounts billed:	4,841	24,394	# of LID accounts billed:	0	6	Pieces of mail processed	409	2,356	Electronic Utility Payments Received	3,171	15,515	# of NSF checks the City received:	4	23	Finance
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32	No Change October 20, 2020	Transient Lodging Tax Ordinance	<ul style="list-style-type: none">Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended	Finance																																							

December 2022

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

Item	Date of Change in Status	Item	Comments	Department
			by LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization.	
33	New Item December 27, 2022	FY 2021-2022 Audit	Received notice from our auditors that they will not be able to complete the audit due to a number of issues, mostly due to the implementation of GASB Statement 87 to improve the accounting and reporting for leases. This new requirement has added significant time to not only our audit but other cities as well. An extension has been filed with the State of Oregon Audits Division.	Finance
34	No Change November 21, 2022	Public Safety Grant CIS	Approved for ½ the cost to begin the Lexipol policy management program. The Department is in the on-boarding process currently.	Fire
35	No Change November 21, 2022	CIS Security Grant (2)	Approved for full grant to add a fourth camera to the security system to cover the front bays of the station. Partially installed waiting on parts.	Fire
36	Updated December 23, 2022	Response Statistics	Nov 1, 2022 to Nov 31, 2022 YTD: 3074 <ul style="list-style-type: none"> Total Calls: 329 Medical: 250 Fires/MVC 59 Lift assists 18 EOU Football 1 Police assist 1	Fire
37	Updated Dec, 27, 2022	Fire Inspection/Code Enforcement/Investigations	<ul style="list-style-type: none"> Fire Chief conducted inspection of Warming Shelter, and 2 fire investigations 	Fire
38	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire
39	No Change, November, 18, 2022	Child Safety Seat Installations and Bicycle Helmets	(1) 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, (2) bike helmets being provided.	Fire
40	Updated December 27, 2022	Training	<ul style="list-style-type: none"> Department drill – Joint drills with LGRFPD, Ladders and Ventilation 2.5 hrs. Co. EMS drill – Sepsis 1.5 hrs. Officer development 4.25 hrs. Monday medical meeting, Crics. 1.25 hrs. EMT Casual trainings 12 hrs. Shift drills – 11.75 hrs. various subjects Fire/Rescue online Probationary FF training – 30 hrs.	Fire
41	No Change October 24, 2020	Traffic school	<ul style="list-style-type: none"> Traffic school has not been conducted since February due the Fire station being closed to the public. Unknown when it will begin again. 	Fire
42	Updated December 27, 2022	Department Announcements	<ul style="list-style-type: none"> Chief and Firefighter Berthelsen went to Chehalis WA for final inspection of new ambulance. Ambulance brought back, waiting for upfitting. 	Fire
43	No Change Updated October 17, 2022	Management Group and Non-represented Compensation Study	<ul style="list-style-type: none"> 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 completed. Market study to for the Management group has been completed and salary structure/pay 	Human Resources

Item	Date of Change in Status	Item	Comments	Department		
			model is being determined.			
44	No change Updated November 21, 2022	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Job descriptions are completed. Pay equity rating has been completed. Market analysis was received 11/18/2022 and will be reviewed.	Human Resources		
45	Updated December 20, 2022	Current Recruitments	<ul style="list-style-type: none">Recreation Leader position openLifeguard position (Part-time intermittent)Swim InstructorsPart-time EMT – 3 EMT candidates in background Admin Assistant – City Manager	Human Resources		
46	Updated December 22, 2022	Announcements	<ul style="list-style-type: none">Library programs currently offered are: Weekly Storytime, Children’s Book Club, monthly DIY craft kits, Teen Book Clubs, Teen Writing Circle, Teen iCraft, All Ages Game Night, Adult Mystery Book Club, and monthly book box subscriptions.The Library is a part of the Oregon Regional Food Bank. We served a total of 66 households and 125 individuals during the month of November.	Library		
47	Updated December 22, 2022	Statistics	Current Month November	Last Month October	Information from: 11/1/2022-11/30/2022	Library
			9,111	9,753	Circulation	
			5,266	6,360	Door count	
			46	76	New Cardholders	
			37	36	Non-resident card holders	
			14,286	14,240	Total Card holders	
			1,547	1,604	Library2Go (eBooks & audio)	
			9		Dial-A-Story	
			443	423	Hoopla (eBooks, movies/TV, comics)	
			31	30	MyHeritage (genealogy)	
			1	2	CreativeBug (crafts online)	
			150	113	Kanopy (movies)	
			11	16	Events in community room	
			37	43	Adult program attendance	
			89	82	Children’s program attendance	
			21	23	Teen program attendance	
			12	12	Volunteer hours	
914	949	Total Sage Interlibrary Loans				
48	Updated December 28, 2022	Parks Maintenance Update	<ul style="list-style-type: none">Staff helped move trophy case at the pool and repair drywall to get ready for interior painting.Coordinating toilet switch out at the pool.Performing winter duties including cleaning shop and vehicle maintenance/cleaning.Cleaned, organized, and moved shop office.	Parks & Rec-Maintenance		
49	Updated December 28, 2022	Morgan Lake Diversion Dam	<ul style="list-style-type: none">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. There was an update meeting in December and OWRD requested some more information that A&P is working on now. Full	Parks & Rec - Admin		

Item	Date of Change in Status	Item	Comments			Department
			preliminary design should be completed by June with a full design phase beginning next fiscal year.			
50	Updated December 28, 2022	Pool Statistics November 2022		<u>FY 21-22</u> <u>Nov</u>	<u>FY 22-23</u> <u>Nov</u>	Parks & Rec - Admin
			ATTENDANCE	1,480	1306	
			FY TO DATE	7,681	8,789	
			REVENUE	\$6,333.67	\$12,498.16	
			FY TO DATE	\$34,193.77	\$60,002.82	
51	Updated December 28, 2022	Pool Programs Update	<ul style="list-style-type: none">High School Swim team has two large swim meet dates left: January 14th, February 10th and 11th for districts.Our Dive in Movie, The Polar Express, was held on December 10th. There were 28 people in attendance, which is much lower than usual. We’re going to attempt one more Saturday movie in the Spring and go back to Friday nights if that has low attendance.Starting January 9th, Staff will be teaching a Red Cross Lifeguarding Course through EOU’s Outdoor department. This will be a win for both our facility, EOU, and students. The course needs 3 registered students to run. If successful, we will teach a course Fall, Winter, and Spring terms each year.The facility is now closed on Saturdays due to a lack of staff availability as well as patron participation.			Parks & Rec- Aquatics
52	Updated December 28, 2022	Pool Maintenance Update	<ul style="list-style-type: none">Doren patched broken tiles. Staff is working on a plan to budget for a less maintenance heavy solution.Parks maintenance has been helping patch drywall as well as power wash the pool gutters.The last of the fitness equipment will be gone by Dec 31st. We can then work to convert that space into a classroom.The locker room floors will be repainted on Jan 17-20. We are going with a color that should show less wear and tear between coats.Bids have been received for the repainting of the offices and the pool lobby. That should be completed by the end of January.All 9 domestic toilets are being replaced with a commercial option that will help keep them from clogging due to the use volume.			Parks & Rec- Aquatics
53	Updated December 28, 2022	Recreation Program Update	<ul style="list-style-type: none">After School Program is averaging 31-32 kids per week. The room is fully furnished and the staff have decorated all bulletin boards. Currently the classroom is gearing up for Thanksgiving.Women’s Volleyball is going well. We have arranged for the end of season tournament to take place at EOU on March 1st.The Google Form Survey on Spring Adult League/Activity closes January 1st, 2023. Currently have 102 responses. There are 36 votes for Soccer, 29 votes for Pickleball, 25 votes for Cornhole.Youth Basketball Registration closes January 16th.			Parks & Rec- Aquatics

Item	Date of Change in Status	Item	Comments	Department																																				
			<ul style="list-style-type: none">Adult Basketball Registration closes January 17th.Staff has requested a Friday night in January, February, and March to use Riveria Gym for Teen Open Gym Nights. Leaning towards doing themes for them and will also be running them 7-9pm.																																					
54	Updated December 28, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none">The 2019-2022 Grant reimbursement paperwork is complete and the final check has been received.Coordinator has scheduled time slots with the parent groups at the schools to facilitate a presentation about the walking school bus and ask for support through volunteers to walk once a week.Coordinator held a calendar contest in the month of December with Central, Greenwood and the La Grande Middle school. The entries are being made into a calendar and distributed to the winners. The link to the calendar will be posted on the SRTS tab under the Parks and Rec on the City’s website.Coordinator is working with the local Safety Fair group to help get this event back up and running and the SRTS Program will be presenting at the program. The Safety fair is usually held in April and is attended by several hundred elementary school students.The next large event is winter walk to school day in February.	Parks & Rec-Recreation																																				
55	Updated December 28, 2022	Urban Forestry Update	<ul style="list-style-type: none">Responded to thirty-one questions/concerns from the community regarding storm damaged trees, tree condition evaluations, tree selection, the street tree planting program, street tree pruning and removal permits, tree topping and nuisance complaints.Submitted the 2022 Tree City USA recertification and Growth Award application to the Arbor Day Foundation.Updated the 2023 Community Forestry annual work plan.Reviewed three land use applications and submitted landscape recommendations to the City Planner.	Parks & Rec-Urban Forestry																																				
56	Updated December 28, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Met with Anderson Perry IT support to review the public face of the tree inventory map before going live.	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 December 26, 2022	November Urban Forestry Statistics	<table><tr><td>July 1, 2022 – June 30, 2023</td><td>November</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>1</td><td>48</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>9</td></tr><tr><td>Street Trees Removed</td><td>8</td><td>18</td></tr><tr><td>Park Trees Removed</td><td>7</td><td>9</td></tr><tr><td>Street Trees Pruned</td><td>11</td><td>179</td></tr><tr><td>Park Trees Pruned</td><td>29</td><td>119</td></tr><tr><td>Community Responses</td><td>31</td><td>127</td></tr><tr><td>Nuisance Responses</td><td>1</td><td>10</td></tr><tr><td>Field Evaluations</td><td>17</td><td>71</td></tr><tr><td>Ordinance Enforcement</td><td>0</td><td>3</td></tr><tr><td>Comm. Tree Service Permits</td><td>0</td><td>0</td></tr></table>	July 1, 2022 – June 30, 2023	November	YTD	Street Trees Planted	1	48	Park Trees Planted	0	9	Street Trees Removed	8	18	Park Trees Removed	7	9	Street Trees Pruned	11	179	Park Trees Pruned	29	119	Community Responses	31	127	Nuisance Responses	1	10	Field Evaluations	17	71	Ordinance Enforcement	0	3	Comm. Tree Service Permits	0	0	Parks & Rec-Urban Forestry
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Item	Date of Change in Status	Item	Comments					Department
			Site Plan Reviews		3	19		
			Community Volunteer Hours		8	48		
59	Updated December 29, 2022	Calendar YTD Planning Statistics		<u>Nov. 2021</u>	<u>Nov. 2022</u>	<u>FY 21-22</u>	<u>Current 22-23</u>	Planning
			Land Use Apps	1	3	42	21	
			Zoning Approvals	4	4	55	13	
			New Business Permits	1	1	32	10	
			Revenue (Land Use Fees)	\$375	\$1,075	\$30,505	\$10,250	
			Revenue (Zoning Approval)	\$75	\$100	\$1,275	\$300	
			Revenue (Parks SDC)	\$0	\$525	\$11,050	\$2,625	
60	No Change November 17, 2022	Notable Projects Approved or in Process Under Review	<p><u>New Hotel:</u> On September 28th 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 26th Street (across from Commercial Tire). The application materials did not include a project schedule, but it is anticipated that this project will be submitted to the Building Department for permitting and construction commence by Spring 2023.</p> <p><u>Union County Warming Station (UCWS):</u> The UCWS lease was terminated at their prior 2008 3rd Street property. They have found a new location at 501 3rd Street, which is located behind (West) of the La Grande Family Dental practice and the Grande Ronde Medical Clinic (formerly known as the 4th Street Clinic). Their application to locate at this property was approved pursuant to House Bill 2006, which exempts emergency shelters from being subject to the City’s land use codes and regulations. Per House Bill 2006, cities are “required” to approve such applications if the facility is within their jurisdiction and meets specific requirements, such as complying with applicable building codes. The UCWS plans to be open year-round offering daytime services, with overnight lodging during the winter season (warming station).</p> <p><u>Jacksons Food Stores (Fuel Service Station):</u> 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><u>16th Street – 55+ housing development:</u> 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</p>					Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>Plat approval from the City Council on January 8th, 2020, subject to providing a Performance Bond, which allows for lots to be marketed and sold and permits issued for the construction of homes.</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 under construction.</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> <ul style="list-style-type: none"> <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 under construction. 	
61	No Change September 26, 2022	Land Development Code Amendments	<p>The Planning Division Staff and Planning Commission have been holding work sessions once or twice per month (on average) since November 2021 to update the Land Development Code Ordinance. Public Hearings for adoptions are anticipated to begin by Spring 2023.</p> <p>Priority code amendments include:</p> <ul style="list-style-type: none"> Addressing the recommendations provided in 	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>the City's recently adopted Housing Production Strategy (2021).</p> <ul style="list-style-type: none"> Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals). <p>Other Misc. Code Amendments coming up for discussion include:</p> <ul style="list-style-type: none"> Private road design standards & enforcement. <p>EOU campus (parking, landscaping and other development standards and permitting processes.)</p>	
62	No Change July 29, 2020	2019 Sign Code Amendments	<ul style="list-style-type: none"> 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 October 27, 2022	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. In April 2022, Anderson-Perry completed all 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<p>the necessary element for the City and County FEMA map amendments and submitted an application to FEMA.</p> <ul style="list-style-type: none">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.In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. <p>FEMA has 90-days to review the City’s recent data submittal and to respond to the City with the next steps to move forward. The City’s request continues to be under review by FEMA and we anticipate a response from FEMA in December or January.</p>																			
64	Updated December 27, 2022	<p><u>Statistics:</u> Operations Division -</p>	<table><tr><th>TYPE OF ACTIVITY</th><th>NOV 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>75</td><td>952</td></tr><tr><td>All other calls for service:</td><td>825</td><td>10,320</td></tr><tr><td>Total calls for service:</td><td>900</td><td>11,272</td></tr><tr><td>Case Numbers:</td><td>90</td><td>1,203</td></tr><tr><td>Traffic Stops:</td><td>93</td><td>1,346</td></tr></table>	TYPE OF ACTIVITY	NOV 22	YTD	Priority 911 calls for service:	75	952	All other calls for service:	825	10,320	Total calls for service:	900	11,272	Case Numbers:	90	1,203	Traffic Stops:	93	1,346	Police
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65	Updated December 27, 2022	<p><u>Statistics:</u> Investigations Section -</p> <p><i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i></p> <p><i>Monthly cases reported are new cases only.</i></p>	<table><tr><th>TYPE OF CASE</th><th>NOV 22</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none">Physical Abuse: 5Sexual Abuse: 4Neglect: 23Domestic Violence: 5Other: 0</td><td>37</td><td>387</td></tr><tr><td>Elder Abuse:<ul style="list-style-type: none">Physical Abuse: 0Sexual Abuse: 0Neglect: 0</td><td>0</td><td>2</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none">Domestic Violence: 0SART: 1 (Sexual Assault Response Team)Other: 0</td><td>1</td><td>26</td></tr><tr><td>Death Investigations:<ul style="list-style-type: none">Unattended: 1Suicide: 0Homicide: 0</td><td>1</td><td>8</td></tr><tr><td>Miscellaneous:<ul style="list-style-type: none">Assault: 0Federal Firearms Check: 1Background: 0Other: 0</td><td>1</td><td>32</td></tr></table>	TYPE OF CASE	NOV 22	YTD	Child Abuse: <ul style="list-style-type: none">Physical Abuse: 5Sexual Abuse: 4Neglect: 23Domestic Violence: 5Other: 0	37	387	Elder Abuse: <ul style="list-style-type: none">Physical Abuse: 0Sexual Abuse: 0Neglect: 0	0	2	Domestic Violence / SART: <ul style="list-style-type: none">Domestic Violence: 0SART: 1 (Sexual Assault Response Team)Other: 0	1	26	Death Investigations: <ul style="list-style-type: none">Unattended: 1Suicide: 0Homicide: 0	1	8	Miscellaneous: <ul style="list-style-type: none">Assault: 0Federal Firearms Check: 1Background: 0Other: 0	1	32	Police
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66	Updated December 27, 2022	<p><u>Statistics:</u> Communications Division -</p>	<table><tr><th>TYPE OF ACTIVITY</th><th>NOV 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>523</td><td>5,434</td></tr><tr><td>All other calls for service:</td><td>1,691</td><td>19,858</td></tr><tr><td>Traffic (air-time):</td><td>189</td><td>2,437</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>161</td><td>2,071</td></tr><tr><td>Records requests processed:</td><td>89</td><td>1,010</td></tr></table>	TYPE OF ACTIVITY	NOV 22	YTD	Priority 911 calls for service:	523	5,434	All other calls for service:	1,691	19,858	Traffic (air-time):	189	2,437	Case reports handled: (LGPD / UCSO)	161	2,071	Records requests processed:	89	1,010	Police
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67	Updated December 27, 2022	<p><u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report)</p>	<table><tr><th>TYPE OF CRIME</th><th>OCT 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>18</td><td>167</td></tr></table>	TYPE OF CRIME	OCT 22	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	18	167	Police												
TYPE OF CRIME	OCT 22	YTD																				
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Item	Date of Change in Status	Item	Comments			Department
		Union County data - <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i>	74	750	
			Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i>	38	326	
			Traffic Crimes - <i>(DWS, Hit & Run, Elude, Reckless Driving)</i>	6	38	
68	Updated December 27, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report) State of Oregon data - <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	TYPE OF CRIME	OCT 22	YTD	Police
			Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i>	1,856	31,236	
			Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i>	7,240	141,324	
			Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i>	4,211	59,892	
			Traffic Crimes - <i>(DWS, Hit & Run, Elude, Reckless Driving)</i>	788	11,804	
69	Updated December 27, 2022	Training	Operations Division: <ul style="list-style-type: none">The Chief and Lieutenant participated in training titled, “Active Shooter Incident Management”Six officers participated in training titled, “Suicide by Cop - A case review”Members of the NEO Regional SWAT Team participated in monthly training. Communications Division: <ul style="list-style-type: none">Four dispatchers completed their annual Ethics training.One dispatcher attended training titled, “Advanced CIT (Crisis Intervention Team)”One dispatcher participated in training titled, “Active Shooter: Phases and Prevention”One dispatcher participated in training titled, “Stress and your Health” Members of the NEO Regional SWAT Team participated in monthly training.			Police
70	Updated November 21, 2022	Staffing	Operations Division: <ul style="list-style-type: none">Two recruit officers are in the Field Training and Evaluation Program (FTEP).<ul style="list-style-type: none">One, hired June 2022, is in field training with a Basic Police Academy start date in January 2023.One, hired August 2022, is in field training with a Basic Police Academy start date in December 2022.With the August 2022 hiring of a police officer, we are fully staffed at this time. As noted above, although at full staff, we have two police officers that are in training and not yet released for solo patrol. Communications Division: Fully staffed			Police
71	Completed November 21, 2022	Property/Evidence Room Annual Audit	Chief Bell conducted our annual audit of the property/evidence room on November 18, 2022. An annual audit of property/evidence is conducted by a supervisor not routinely or directly connected with			Police

Item	Date of Change in Status	Item	Comments	Department
			<p>control of property. The audit consists of a random selection of cases in which the evidence is checked to verify content, location, and chain of evidence as indicated in our Records Management System. Under no circumstances is the audit inspector appointed by persons having the property function under their control.</p> <ul style="list-style-type: none"> Chief Bell noted in his audit report: “This audit was a comprehensive look at the organization of our property/evidence room. Not one single area of failure was identified. I was thoroughly impressed with the professional appearance of the space, the technician’s competency, and the organization of both our RMS and the property/evidence storage areas. This annual audit receives a resounding PASS and the Evidence Supervisor and Evidence Technicians are to be commended.” 	
72	Completed November 21, 2022	Drug Take Back Day Results	<ul style="list-style-type: none"> On October 29, 2022 we held our Fall Drug Take Back event in the Safeway parking lot. 29 lbs. of drugs were received and will be safely disposed of. Including the Spring and Fall Drug Take Back events and the drugs received in the drug drop box in the PD lobby, we have taken in a total of 270 lbs. of drugs through October of this year. Since LGPD began our drug take back efforts in 2013, we have taken in and safely disposed of 1,864 lbs. of unwanted, unneeded, and/or expired drugs. 	Police
73	New/Completed December 27, 2022	Shop w/ a Cop Event	On December 13, 2022 we conducted our 14 th Annual Shop w/ a Cop event. Since beginning this event we have served over 200 children and through them, over 800 family members of these children. Each child was able to spend \$150 to purchase gifts for their family members and when finished shopping for their family, they were able to purchase a gift for themselves. This program is funded through community donations and an annual grant we receive through Walmart. This year we were able to shop with 15 children and had 35 volunteers assist with the event.	Police
74	No Change August 22, 2022	Water and Sewer Ordinance Review	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
75	No Change March 24, 2022	Water System Water Management and Conservation Plan (WMCP)	Staff has completed initial information gathering and updated draft is being reviewed prior to submission.	Public Works
76	No Change September 1, 2018	Jefferson Street Truck Route	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
77	Completed December 28, 2022	Adams Avenue ADA Ramps	Construction is complete and reimbursement from the State has been received.	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	Public Works

Item	Date of Change in Status	Item	Comments	Department
			look at optimizing the management structure moving forward.	
79	No Change May 25, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The 2021 Sidewalk LID has been successfully closed out and the 2022 LID established. Work will begin under this program in June.	Public Works
80	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
81	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
82	No Change November 28, 2022	Timber Ridge Apartment Project	Water main and hydrants have been assembled and are in ground. Services still need to be installed and system must be pressure tested and bacteriologically tested.	Public Works
83	Updated December 28, 2022	Sanitary Sewer Manhole Maintenance	Project will begin when road at the Wastewater Treatment Plant is completed.	Public Works
84	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works
85	Completed November 28, 2022	Riser Installation	Riser work is complete.	Public Works
86	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
87	Updated December 28, 2022	Telemetry System Updates	Three of the four meters have been replaced. TSI is scheduled for January 23 to ware and calibrate.	Public Works
88	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
89	Updated December 29, 2022	Tule Lake Pump Replacement	The old pump is being removed and the new VFD is being installed.	Public Works
90	Updated December 28, 2022	WWTP-Headworks Secondary Pump Replacement	The pumps are onsite and staff is waiting on the contractor.	Public Works
91	No Change November 28, 2022	Air Quality Monitoring Project	Contractor has requested putting off installation of air monitoring stations until spring. Work will continue on the web-based interface and securing locations for monitoring stations.	Public Works
92	No Change November 28, 2022	SRTS Construction Grant	There have been no updates announced from ODOT for the SRTS construction grants. Program is currently transitioning to a new manager.	Public Works
93	No Change September 23, 2022	Well Site & Reservoir Cleaning	All well sites are being fully inspected and cleaned both inside and outside with all maintenance issues to be addressed.	Public Works
94	No Change October 27, 2022	Union County Fair Sewer and Water Services	A Work Session was held with the fair manager and fair board. Staff received an update on project status and the City developed some funding alternatives to be reviewed at November's General Council Session.	Public Works
95	No Change	2022-23 Sewer Rehab	Contract was awarded to PEC, Inc., during the	Public Works

Item	Date of Change in Status	Item	Comments	Department		
	November 28, 2022	Contract	November General Session. Work is anticipated to be completed in the spring.			
96	No Change July 22, 2022	Second Street 18-Inch Mainline Replacement	Parts have been ordered and project is anticipated to begin in the winter/spring. Phase II of the project will run from Penn Avenue to K Avenue.	Public Works		
97	No Change July 22, 2022	Second Street Roadway Reconstruction	Project is scheduled to be completed in spring of 2023. Staff is currently assessing sidewalk and curbs for replacement.	Public Works		
98	No Change November 28, 2022	Service Inspections on 12 th Street & 16 th Street	16 th Street services are all copper. Crews will replace necessary services on 12 th Street in late winter/early spring.	Public Works		
99	Updated December 28, 2022	Broken Antenna Bracelet	Contractors have been difficult to make contact with so staff is exploring the option of upgrading this site to a 360° antenna.	Public Works		
100	Updated December 29, 2022	CMAQ Paving Project	Application has been accepted by the State and Federal DOTs. Staff is working with ODOT on delivery method for project.			
101	No Change October 27, 2022	18 th Street (Gekeler Slough) Bridge Replacement	Staff is working on redesigning the sewer main that currently runs through the project. The application to fund the project with FEMA funding has been approved for the application stage.	Public Works		
102	New Item December 29, 2022	Grande Ronde Hospital Taps	Crews will install two new 6” taps (domestic and fire) for the new Grande Ronde Hospital construction.	Public Works		
103	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works		
104	No Change August 22, 2022	Water Service Inspections	Crews have completed water service inspections on streets slated for overlays and have transitioned to replacing any outdated services that have been identified before overlays are completed.	Public Works		
105	No Change October 27, 2022	ARPA: Roadway Paving Funding	Crews have begun work on 16 th Street completing an overlay from Gekeler Lane to the north side of the hill. Additional work includes spot repairs and a chip seal will be completed in the spring.	Public Works		
106	New December 29, 2022	Street & Storm Water System Development Charges	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		
107	Updated December 28, 2022	Public Works Statistics		Nov 22	Fiscal YTD	Public Works
			Sewer taps installed	0	4	
			Water taps installed	2	7	
			Water leaks repaired	1	9	
			Water meters installed	N/A	N/A	
			Square feet of street paved	0	505,052	
			Water produced (MG)	45.90	407.70	
			WWTP flows (MG)	56.20	277.09	

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 Nov 28, 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 EOU intern and staff have been interviewing local entrepreneurs and are now wrapping up interview findings. Steering committee reconvened in November and will be reviewing survey data to determine next steps/activities 	Business Oregon / ROI	Eco Dev
2	New November 21, 2022	Public Safety Grant	November 2022	\$ 7,961.10	\$ 3,980.55	\$ 3980.55	Grant to assist with the first-year cost of Policy management program	CIS	Fire
3	Update January 4, 2023	FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant	February 2, 2022	\$1,003,347.00	\$ 1,003,347.00	N/A	Department received notification that we were unsuccessful in our grant request	Federal Emergency Management Agency (FEMA)	Fire
4	New Item November 30, 2022	Oregon State Fire Marshal Capacity grant	November 30, 2022	\$897,257	\$664,423	\$232,834	In Review	OSFM	Fire
5	No Change July 22, 2022	OSFM Wildland season staffing grant	June 17 th 2022	\$33,000	\$33,000	N/A	Awarded June 20 th , 2022	Oregon State Fire Marshal	Fire
6	No Change May 23, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Approved.	Oregon State Marine Board	Parks & Recreation
7	Updated November	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes	\$5,000 more in funding approved	ODFW	Parks & Recreation

December 2022

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

	18, 2022					\$12,377 of in kind labor and equipment	in November. Waiting on new paperwork to do reimbursement.		
8	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
9	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
10	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
11	Completed December 28, 2022	Public Art Installation outside Library (Arts Commission)	November 2022	\$50,000	\$5,000	\$45,000 in other grants	Denied.	Cycle Oregon	Parks & Recreation
12	New Item November 18, 2022	Public Art Installation outside Library (Arts Commission)	November 2022	\$50,000	\$5,000	\$45,000 in other grants	Pending	Oregon Arts Commission – Arts Build Communities	Parks & Recreation
13	Completed December 28, 2022	Adams Avenue ADA ramp improvements	February 2020	\$583,710	\$583,710	In-kind design services	Project is complete. Reimbursement received.	ODOT	Public Works
14	Updated November 28, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Kickoff meeting was held with consultant on November 16. Project is in information gathering stage.	ODOT	Public Works
15	No Change August 22, 2022	SRTS Infrastructure Grant	March 2022	\$165,000	\$150,000	Cash	The second round of applications have been completed. Award determination is anticipated in September.	ODOT	Public Works