



**CITY of LA GRANDE**  
**THE HUB OF NORTHEASTERN OREGON**

**MONTHLY REPORT**  
**February 2023**  
**City Manager's Top Priorities for 2023**

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Removed as Top Priority February 1, 2023	<b>American Rescue Plan Act (ARPA) Funding:</b> 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 <sup>th</sup> and 12 <sup>th</sup> 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	Updated February 1, 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. <del>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.</del>	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. The language of this item was updated by the City Council on February 1, 2023.	Public Works
3		<b>Housing:</b> Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4		<b>Economic Development:</b> Continue to implement the Urban Renewal Plan and	See updates under Economic Development below.	Economic Development

Item No.	Date of Change in Status	Item	Comments	Lead Department
		economic development strategy as approved by the City Council/Urban Renewal Agency.		
5		<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
6	Updated March 1, 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 City and Urban Renewal Agency Audited Financials have been filed with the State of Oregon. The City's Auditor presented the report on the Audit in a Work Session on February 27, 2023, to the City Council and Urban Renewal Agency. The required letter to the State of Oregon regarding correction of deficiencies noted during the audit was reviewed at the Work Session and approved by the City Council on March 1, 2023.	City Manager
7	No Change January 26, 2022	<b>General Fund Capital Improvements:</b> 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	New Item 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
9	Updated February 1, 2023	<b>FEMA Maps and Land Use Code Amendments:</b> <del>Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process.</del> 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. The language of this item was updated by the City Council on February 1, 2023.	Planning
10	Removed as Top Priority February 1, 2023	<b>Wildland Urban Interface:</b> In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other	This item is now included in the Emergency Management Planning priority above.	Fire Department

Item No.	Date of Change in Status	Item	Comments	Lead Department
		natural disaster, such as the ones that devastated other communities in Oregon in 2020.		

## CITY of LA GRANDE

### PROPOSED

### Council Sessions, Significant Deadlines, and Events Schedule

**As of March 3, 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

Wednesday, March 1

**REGULAR SESSION**

Monday, March 6

**WORK SESSION: URA -  
Bohnenkamp Building Project  
Proposal**

Monday, April 3

**WORK SESSION: URA – Fire  
Museum Project Proposal**

Wednesday, April 5

**REGULAR SESSION**

Monday, April 17

**WORK SESSION: JOINT  
URA/URAC: Training Session  
with Elaine Howard  
Consulting, LLC**

Monday, April 24

**WORK SESSION: – Snow  
Removal Policy Update-**

Wednesday, May 3

**REGULAR SESSION**

Monday, May 8

**WORK SESSION: JOINT CITY  
COUNCIL/URA: La Grande  
Main Street Downtown Annual  
Report and Union County  
Chamber Tourism Promotion  
Program of Work/Annual  
Report (Tentative)**

Monday, May 15 to Wednesday, May 17 (if needed)

**BUDGET HEARINGS**

February 2023

3

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

Monday, May 22	WORK SESSION: <i>JOINT CITY COUNCIL/PLANNING COMMISSION: Land Development Code Updates</i>
Monday, May 29	HOLIDAY
Wednesday, June 7	REGULAR SESSION
Monday, June 12	TENTATIVE WORK SESSION:
Tuesday, July 4	HOLIDAY
Monday, July 10	SPECIAL SESSION: <i>JOINT URA/URAC: Call for Projects</i>
Wednesday, July 12	REGULAR SESSION
Monday, July 24	WORK SESSION: <i>Goal 9 Findings</i>
Wednesday, August 2	REGULAR SESSION
Monday, August 14	WORK SESSION: <i>System Development Charges (SDC)</i>
Monday, August 21	TENTATIVE WORK SESSION:
Monday, September 4	HOLIDAY
Wednesday, September 6	REGULAR SESSION
Monday, September 11	WORK SESSION: <i>Eastside Water and Sewer Funding</i>
Monday, September 25	WORK SESSION: <i>Foreclosure Ordinance (Tentative)</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>Annexation Process</i>
Wednesday, November 1	REGULAR SESSION
Monday, November 6	TENTATIVE WORK SESSION:
Friday, November 10	(Observed) HOLIDAY

Monday, November 13

WORK SESSION: *Housing  
Production Strategy  
Implementation/Incentives*

Thursday & Friday, November 23 & 24

HOLIDAY

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

*Additional topics with dates to be determined: Gas Tax discussion; FEMA Floodplain Map update; Emergency Operation Plan 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 February 15, 2023	All Building Permits January 2023	<u>January 2023</u>				Building				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>					
			City of LG Building:	13	\$7,299.00	\$3,638.05					
			UC Building:	9	\$3,660.00	\$2,086.50					
			City of LG MFH	1	\$450.00						
			UC MFH	0	\$0						
			City of LG Mechanical	9	\$665.00						
			UC Mechanical	15	\$1,906.50						
			City of LG Plumbing	9	\$2,728.50						
			UC Plumbing	3	\$438.00						
			City of LG Electrical	16	\$1,631.00						
			UC Electrical	26	\$4,467.56						
			City of LG Demolition	0	\$240.00						
			UC Demolition	0	\$0						
			AG Exempt permits	2							
			TOTALS:	103	\$23,485.56	\$5,724.55					
			Fiscal Year Running Totals:	815	\$313,009.69	\$128,450.26					
			2	Updated February 15, 2023	Housing Permits January 2023	New Housing Building Permits City of La Grande				Building	
						Type of Structure			Total Number of		
									Buildings		Housing Units
						Single Family Dwelling – Detached & Attached			1		1
Accessory Dwelling Units		0				2					
Duplex Units		0				0					
Manufactured Homes		1				1					
Comm. Apartments		0				0					
TOTAL DWELLING UNITS		2				4					
Union County											
Type of Structure		Total Number of									
		Buildings				Dwelling Units					
Single Family Dwelling – Detached & Attached		0				0					
Accessory Dwelling Units		0				0					
Duplex Units		0				0					

February 2023

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			<table><tr><td>Manufactured Homes</td><td></td><td>0</td><td>0</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td><b>TOTAL DWELLING UNITS</b></td><td></td><td>0</td><td>0</td></tr></table> <p><b>Fiscal Year to Date – City of La Grande</b></p> <table><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached &amp; Attached</td><td></td><td>3</td><td>3</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>0</td><td>2</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td></td><td>1</td><td>1</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td><b>TOTAL DWELLING UNITS</b></td><td></td><td>4</td><td>6</td></tr></table> <p><b>Fiscal Year to Date – Union County</b></p> <table><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached &amp; Attached</td><td></td><td>14</td><td>14</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>1</td><td>1</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>2</td></tr><tr><td>Manufactured Homes</td><td></td><td>2</td><td>2</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td><b>TOTAL DWELLING UNITS</b></td><td></td><td>17</td><td>19</td></tr></table>	Manufactured Homes		0	0	Comm. Apartments		0	0	<b>TOTAL DWELLING UNITS</b>		0	0	Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		3	3	Accessory Dwelling Units		0	2	Duplex Units		0	0	Manufactured Homes		1	1	Comm. Apartments		0	0	<b>TOTAL DWELLING UNITS</b>		4	6	Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		14	14	Accessory Dwelling Units		1	1	Duplex Units		0	2	Manufactured Homes		2	2	Comm. Apartments		0	0	<b>TOTAL DWELLING UNITS</b>		17	19	
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3	Completed February 1, 2023	Annual Retreat FUTURE COUNCIL ACTION ITEM	The annual Retreats for the City of La Grande and the Urban Renewal Agency/Economic Development held in January 24 <sup>th</sup> and 25 <sup>th</sup> . The summary of each Retreat and the City/District Manager’s Top Priorities were approved on February 1, 2023 by the City Council and Urban Renewal Agency.	City Manager																																																																												
4	Updated March 3, 2023	Labor Negotiations—Employees Association FUTURE COUNCIL ACTION ITEM	Negotiations have begun with the La Grande Employees Association. The City Council received an update on March 1, 2023, in Executive Session. Future updates will also be in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																												
5	Updated March 3, 2023	Labor Negotiations—Fire Department FUTURE COUNCIL ACTION ITEM	Negotiations have begun with the IAFF Local 924. The City Council received an update on March 1, 2023, in Executive Session. Future updates will also be in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																												
6	No Change January 30, 2023	Labor Negotiations—Police Department FUTURE COUNCIL ACTION ITEM	The parties will be scheduling the start of negotiations with the La Grande Police Association. Specific updates will be provided to the City Council in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																												
7	Updated 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 Manager																																																																												

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			City of La Grande took effect in February, 2023.	
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 FUTURE COUNCIL ACTION ITEM	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 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 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
11	No Change October 18, 2022	La Grande Business and Park Technology Park Owners Association FUTURE AGENCY ACTION ITEM	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 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 Agency is the approval authority for any amendments to the Agreement.	District Manager
13	Updated February 27, 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 will meet in a Work Session on March 6, 2023, to discuss one of the potential projects.	District Manager



Item	Date of Change in Status	Item	Comments	Department																										
14	No Change January 23, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	<b>Legal Review:</b> During legal review, the Senior Code Attorney reviews the Code and prepares a memorandum outlining recommendations for resolving problems found in the code. This step in the process could take until July/August 2023 to complete. Once this step is complete, City Staff will have sixty (60) days to review before moving to the next stop of the process.	City Recorder																										
15	Updated February 21, 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>5/5</td></tr><tr><td>Budget Committee</td><td>0/7</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	5/5	Budget Committee	0/7	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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16	Updated February 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.	City Recorder																										
17	Updated February 17, 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. \$136,810.47 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 \$82,209.53	Economic Development																										
18	No Change January 27, 2023	2022-2023 Façade Program	<table><tr><td>Remax Real Estate</td><td>1214 ½ Adams Ave</td><td>Repaint brick, new window on rear of building</td><td>\$4,385</td><td>Application approved and has been approved by Landmarks</td></tr><tr><td>Real Deals</td><td>1108 Adams Ave</td><td>Painting</td><td>\$1,888</td><td>Application approved</td></tr><tr><td>Jack and Judy Burgoyne</td><td>1102 Washington</td><td>Remove green stucco and restore brick facade</td><td>\$7500</td><td>Approved</td></tr></table>	Remax Real Estate	1214 ½ Adams Ave	Repaint brick, new window on rear of building	\$4,385	Application approved and has been approved by Landmarks	Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved	Jack and Judy Burgoyne	1102 Washington	Remove green stucco and restore brick facade	\$7500	Approved	Economic Development											
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19	Updated	2023-2024 Call For Projects	Following the Council / Agency Retreat, Staff and	Economic																										

February 2023

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	February 22, 2023	Program	District Manager have met with URAC to develop proposed changes revisions to the CFP policy and including combining the Business Park Call For Projects and Traded Sector Incentives as a new more flexible incentive. Those revisions will be presented to the Agency for consideration on March 1. The 2023-2024 Call For Projects is scheduled to open March 13, 2023.	Development																														
20	No Change December 22, 2022	2022-2023 Call For Projects Program	<b>2022-2023 Call For Projects</b> <table> <tr> <th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr> <tr> <td>Bohnenkamp Building</td><td>1301 Adams</td><td>Exterior restoration &amp; 2<sup>nd</sup> floor residential</td><td>\$75,000</td><td>Ready to proceed. Agreement signed.</td></tr> <tr> <td>Evermine Labels Building</td><td>1124 Washington</td><td>Adaptive Reuse former Elks Lodge</td><td>\$75,000</td><td>Construction in progress. Progress Payment of \$37,500 paid</td></tr> <tr> <td>Front Office Solutions</td><td>1209 Adams</td><td>Roof and façade</td><td>\$65,656</td><td>Construction in progress. Progress Payment \$30,328 Paid</td></tr> <tr> <td>Smokehouse Restaurant</td><td>2208 Adams</td><td>Renovation and repair</td><td>\$70,164</td><td>Construction in progress</td></tr> <tr> <td>Country Financial</td><td>1212 Adams</td><td>Apartment</td><td>\$33,508</td><td>Complete. \$33,508 Paid</td></tr> </table>	Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 <sup>nd</sup> 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	Economic Development
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22	Updated January 27, 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>Staff has been working with Goss Motors to 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.</li> <li>Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment. RFP was issued, and a recommendation for consultant will be on the February Council agenda.</li> </ul>	Economic Development																														

February 2023

10

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

Item	Date of Change in Status	Item	Comments	Department
23	Updated February 22, 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>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.</li> <li>The Board held their annual Retreat on January 21<sup>st</sup></li> <li>EV committee has started hosting small focus groups with community members to better understand perceptions of downtown.</li> <li>EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan to start in January</li> <li>The Board has appointed two new Board members and now has a full Board of 13 members including a designated EOU Student representative.</li> <li>Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan</li> <li>Economic Development and Planning Staff conducted a training with the Design Committee to review recently updated Landmarks Review Standards and the Main Street Facade Program policy and application process.</li> <li>Two downtown renovation projects have expressed interest in applying for the Main Street Revitalization Grant. The Main Street Board will review these two projects and decide which project to apply on behalf of.</li> </ul>	Economic Development
24	Updated February 22, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> <li>NEOEDD will be hosting a 6 week Co.Starters class at ignite beginning January 19<sup>th</sup> This class was cancelled due to lack of participants</li> <li>The Ignite Center Lease Expires March 30 Economic Development Staff and NEOEDD and there is currently only one member actively using the space through June 2023. Staff and NEOEDD have renewed the lease through June 30<sup>th</sup> and will be closing this location at that time.</li> <li>Staff is also visiting 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 has joined the steering committee for the Innovation Hub</li> </ul>	Economic Development
25	Updated 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> </ul>	Economic Development

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			<ul style="list-style-type: none"><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>																			
26	Updated January 27, 2023	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"><li>This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.)</li><li>The steering committee continues to discuss findings from entrepreneur outreach and begin developing next steps for implementation.</li><li>One key opportunity identified in entrepreneur outreach is a Commercial Kitchen. Staff is working with EOU Ag Entrepreneurship program to explore this concept</li><li>EOU Ag Entrepreneur Degree program is working with Economic Development staff to develop a feasibility study for a Commercial kitchen. The Project is a capstone project for 3 seniors and led by the program Dean</li></ul>	Economic Development																		
27	Updated February 22, 2023	Brownfields Assessment	<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>A public meeting with partners from BTI, Sustainable Rural Systems and the lead contractor, Stantec, will be held on February 8<sup>th</sup>, at the Ignite Center 11:30 – 1 p.m.</li><li>BTI has additional funds for this project and is proposing a corridor redevelopment plan for this section of Jefferson Street to augment the individual property assessments currently in progress. Staff is reaching out to additional property owners to determine level of interest and participation.</li></ul>	Economic Development																		
28	No Change January 27, 2023	Staff Development	Staff is starting the Oregon Economic Development Certification program. Staff has joined the Oregon Economic Development Association’s Tax Increment Finance Committee	Economic Development																		
29	Updated 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																		
30	Updated January 30, 2023	Statistics	<table><tr><th>Month of January, 2023</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$2,091,842</td><td>\$21,749,106</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$978,182</td><td>\$11,061,798</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,808,773</td><td>\$16,269,518</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$908,393</td><td>\$7,607,295</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>174</td><td>1,347</td></tr></table>	Month of January, 2023	Current	YTD	Monthly Revenue (all funds)	\$2,091,842	\$21,749,106	Monthly Revenue (general fund)	\$978,182	\$11,061,798	Monthly expenses amount (all funds)	\$1,808,773	\$16,269,518	Monthly expenses (general fund)	\$908,393	\$7,607,295	# of Accounts Payable Checks issued:	174	1,347	Finance
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			<table><tr><td># of Payroll Checks/AP issued:</td><td>178</td><td>1,224</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$992,102</td><td>\$7,020,923</td></tr><tr><td># of Water accounts billed:</td><td>4,823</td><td>34,042</td></tr><tr><td># of LID accounts billed:</td><td>6</td><td>13</td></tr><tr><td>Pieces of mail processed</td><td>478</td><td>3,215</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,135</td><td>21,747</td></tr><tr><td># of NSF checks the City received:</td><td>1</td><td>25</td></tr></table>	# of Payroll Checks/AP issued:	178	1,224	Monthly Payroll expenses:	\$992,102	\$7,020,923	# of Water accounts billed:	4,823	34,042	# of LID accounts billed:	6	13	Pieces of mail processed	478	3,215	Electronic Utility Payments Received	3,135	21,747	# of NSF checks the City received:	1	25	
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31	Updated, 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																					
32	Updated January 30, 2022	FY 2021-2022 Audit FUTURE COUNCIL ACTION ITEM	Received draft financial statements. Staff is reviewing the financial statements and preparing management’s discussion and analysis. Audit will be complete and ready for the February 13 <sup>th</sup> work session.	Finance																					
33	Updated February 17, 2023	Response Statistics	January 1 to January 31 2023 YTD: 283 <ul style="list-style-type: none"><li>Total Calls: 283</li><li>Medical: 235</li><li>Fires/MVC 36</li><li>Lift assists 11</li><li>Police assist 1</li></ul>	Fire																					
34	Updated February 17, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief conducted inspection of 1 business	Fire																					
35	Updated 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																					
36	Updated February 17, 2023	Training	<ul style="list-style-type: none"><li>Department drill – Joint drills with LGRFPD, Accountability/After Action Reviews, 2 hrs. Ferno litter/Mule cart 2.25 hrs</li><li>Co. EMS drill – Case reviews 1 hr.</li><li>Monday medical meeting, Pelvic sling. 1.25 hrs.</li><li>EMT Casual trainings 24 hrs.</li><li>Shift drills –34.75 hrs. various subjects</li></ul> Fire/Rescue online	Fire																					
37	New January 17, 2023	Wildhorse Foundation grant request	The department requested \$20,000 to assist with the purchase of 3 Lucas CPR compression systems. These tools perform quality compressions during CPR, freeing up crew members to perform other vital functions ie; medication administration, airway.	Fire																					
38	Updated February 17, 2023	Department Announcements	<ul style="list-style-type: none"><li>Captain Merle Laci promoted to Deputy Chief position; formal promotion delayed until June 21 due to shift staffing concerns.</li><li>Firefighter Paramedic position posted. Closing March 14</li><li>New ambulance in the process of being upfitted, waiting for product to finish project.</li></ul>	Fire																					

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			<ul style="list-style-type: none"><li>Waiting to hear about OSFM Capacity grant and Wildhorse grant.</li></ul>																																					
39	No change January 30, 2023	Management Group and Non-represented Compensation Study	<ul style="list-style-type: none"><li>Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. The City-wide model for evaluating positions for compliance with the Pay Equity Act is complete. Job description reviews completed and Pay Equity Act analysis is completed for the majority of positions. Market study to for the Management group has been completed and salary structure/pay model is being determined and will be finalized in conjunction with labor negotiations.</li></ul>	Human Resources																																				
40	No Change January 19, 2023	Represented Employees Compensation Study	<ul style="list-style-type: none"><li>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. For some positions, additional market analysis is being conducted. Working on market and draft wage scales.</li></ul>	Human Resources																																				
44	Updated February 6, 2023	Current Recruitments	<ul style="list-style-type: none"><li>Internal only – Deputy Fire Chief</li><li>Police Officer</li><li>Seasonal Maintenance – PW and Parks</li><li>Recreation Leader position open</li><li>Lifeguard position (Part-time intermittent)</li><li>Swim Instructors</li></ul>	Human Resources																																				
45	Updated February 10, 2023	Announcements	<ul style="list-style-type: none"><li>Library programs currently offered are: Storytimes, Book Clubs, LEGO Club, monthly DIY craft kits, Teen Writing Circle, Teen iCraft, All Ages Game Night, Adult Mystery Book Club, Seed Library, Cinema Saturdays, and monthly book box subscriptions.</li><li>The Library is a part of the Oregon Regional Food Bank. We served a total of 64 households and 144 individuals during the month of January.</li><li>The Library now has a charging station for various devices. The station includes 8 charging ports for patron use.</li></ul>	Library																																				
46	Updated February 10, 2023	Statistics	<table><tr><th>Current Month January</th><th>Last Month December</th><th>Information from: 1/1/2023-1/31/2023</th></tr><tr><td>9,964</td><td>8,716</td><td>Circulation</td></tr><tr><td>6,496</td><td>5,431</td><td>Door count</td></tr><tr><td>112</td><td>90</td><td>New Cardholders</td></tr><tr><td></td><td>37</td><td>Non-resident card holders</td></tr><tr><td>14,488</td><td>14,376</td><td>Total Card holders</td></tr><tr><td>1,724</td><td>1,489</td><td>Library2Go (eBooks &amp; audio)</td></tr><tr><td>13</td><td>6</td><td>Dial-A-Story</td></tr><tr><td>411</td><td>403</td><td>Hoopla (eBooks, movies/TV, comics, music)</td></tr><tr><td>43</td><td>27</td><td>MyHeritage (genealogy)</td></tr><tr><td>5</td><td>1</td><td>CreativeBug (crafts online)</td></tr><tr><td>149</td><td>179</td><td>Kanopy (movies/Great</td></tr></table>	Current Month January	Last Month December	Information from: 1/1/2023-1/31/2023	9,964	8,716	Circulation	6,496	5,431	Door count	112	90	New Cardholders		37	Non-resident card holders	14,488	14,376	Total Card holders	1,724	1,489	Library2Go (eBooks & audio)	13	6	Dial-A-Story	411	403	Hoopla (eBooks, movies/TV, comics, music)	43	27	MyHeritage (genealogy)	5	1	CreativeBug (crafts online)	149	179	Kanopy (movies/Great	Library
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			<table><tr><td></td><td></td><td>Courses)</td><td></td></tr><tr><td>7</td><td>7</td><td>Events in community room</td><td></td></tr><tr><td>50</td><td>39</td><td>Adult program attendance</td><td></td></tr><tr><td>111</td><td>319</td><td>Children’s program attendance</td><td></td></tr><tr><td>23</td><td>21</td><td>Teen program attendance</td><td></td></tr><tr><td>12</td><td>12</td><td>Volunteer hours</td><td></td></tr><tr><td>1,042</td><td>858</td><td>Total Sage Interlibrary Loans</td><td></td></tr></table>			Courses)		7	7	Events in community room		50	39	Adult program attendance		111	319	Children’s program attendance		23	21	Teen program attendance		12	12	Volunteer hours		1,042	858	Total Sage Interlibrary Loans		
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47	Updated February 21, 2023	Parks Maintenance Update	<ul style="list-style-type: none"><li>Removed gym weight equipment from pool.</li><li>Finishing up leaf removal</li><li>Moved bleachers for swim meet with help from PW.</li><li>Removed graffiti from Skate Park, Riverside Park bridge, Rotary Pavilion and Candy Cane Park.</li><li>Began seasonal worker interviews</li></ul>	Parks & Rec-Maintenance																												
48	No Change December 28, 2022	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. There was an update meeting in December and OWRD requested some more information that A&P is working on now. Full preliminary design should be completed by June with a full design phase beginning next fiscal year.	Parks & Rec - Admin																												
49	New Item February 21, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	Staff hosted a recruitment meeting at the Library on February 7 <sup>th</sup> . About 25 people attended and about 15 made a commitment of 18 – 24 months to complete the project.	Parks & Rec - Admin																												
50	No Change January 27, 2023	Greenway Trail Extension	As you may know, we have funding to extend the Greenway Trail at Riverside Park to the next two City owned lots to the east with a loop trail. Currently we are working with neighboring property owners to determine some of the details. This project is slated for this summer during the paving season.	Parks & Rec Admin																												
51	Updated February 23, 2023	Pool Statistics January 2023	<table><tr><td></td><td><u>FY 21-22 Jan</u></td><td><u>FY 22-23 Jan</u></td><td></td></tr><tr><td>ATTENDANCE</td><td>1,520</td><td>1,582</td><td></td></tr><tr><td>FY TO DATE</td><td>10,699</td><td>11,726</td><td></td></tr><tr><td>REVENUE</td><td>\$4,163.25</td><td>\$5,508.60</td><td></td></tr><tr><td>FY TO DATE</td><td>\$47,285.98</td><td>\$74,889.62</td><td></td></tr></table>		<u>FY 21-22 Jan</u>	<u>FY 22-23 Jan</u>		ATTENDANCE	1,520	1,582		FY TO DATE	10,699	11,726		REVENUE	\$4,163.25	\$5,508.60		FY TO DATE	\$47,285.98	\$74,889.62		Parks & Rec - Admin								
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52	Updated February 23, 2023	Pool Programs Update	<ul style="list-style-type: none"><li>We hosted the High School District swim meet on February 10-11 where we had 190 swimmers from 12 teams from across the region. The meet was well attended with little issue.</li><li>Staff ran a pop up Weekend Intensive Lifeguard course which had 3 students. One was successful in becoming certified.</li><li>Staff are building a schedule of upcoming Lifeguard courses with the goal of offering at least one per quarter. We are in the process of coordinating schedules with the 6 students currently interested.</li><li>The facility will reopen on Saturdays starting in March.</li></ul>	Parks & Rec-Aquatics																												

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>We will start offering group swim lessons again in March.</li> <li>School Swim lessons for Central's 4<sup>th</sup> graders will start Feb 27, and Greenwood/Island City 4<sup>th</sup> graders will start March 13.</li> </ul>	
53	Updated February 23, 2023	Pool Maintenance Update	<ul style="list-style-type: none"> <li>The fitness room has officially been converted and is now being used as a classroom/multipurpose room.</li> <li>The HVAC/Fire suppression system malfunctioned on Saturday of the district meet, but staff were able to coordinate with Apollo &amp; Johnson Controls over the phone which meant that no technician needed to be dispatched.</li> </ul>	Parks & Rec-Aquatics
54	Updated February 23, 2023	Recreation Program Update	<ul style="list-style-type: none"> <li>Women's Volleyball regular season has come to an end. We have our end of season tournament starting 2/28..</li> <li>PeeWee soccer registration is open and is open until March 27<sup>th</sup>. We currently have 46 kids registered and 7 coaches.</li> <li>Adult soccer registration is also open and closes April 10<sup>th</sup>. It is open for ages 15 and up.</li> <li>Youth Basketball is over halfway through the season with the last weekend of games on March 4<sup>th</sup>.</li> <li>We have a sports excursion open for registration currently. This excursion will take up to 11 people to a Tri-City Americans Hockey game on March 11<sup>th</sup>. Registration for this close's March 8<sup>th</sup>.</li> <li>Currently working with Union County CARE to do a Spring Break camp, working on details with them and how we want to organize it.</li> <li>We have our Youth Teen Action Board meeting on February 28<sup>th</sup> at Cook Memorial Library at 6pm. This is a new program hoping to recruit teens and give them leadership opportunities.</li> <li>We have dates in 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.</li> </ul>	Parks & Rec-Aquatics
55	Updated February 21, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> <li>Coordinator met with the target school principals with a successful outcome. The elementary schools are participating in all of the encouragement activities that they can and are working on a plan to incorporate Bicycle and Pedestrian safety into classroom time. The middle school is incorporating the Bicycle and Pedestrian safety into their Success 101 classes.</li> <li>Coordinator is working with the local Safety Fair that will be held April 18<sup>th</sup>-19<sup>th</sup> and will be attended by over 1400 K-3 students.</li> <li>Future programs include: March Crossing Guard Appreciation Day and Walking Wednesday with a Walking School Bus, April Safety Fair, May International Walk and Roll to School Day, June Kick it into Gear, July Scooter camp.</li> </ul>	Parks & Rec-Recreation



Item	Date of Change in Status	Item	Comments					Department
56	Updated February 17, 2023	Urban Forestry Update	<ul style="list-style-type: none"><li>Responded to fifteen questions/concerns from the community regarding; the street tree pruning program, the OTEC tree removal and replacement program, tree condition evaluations, and street tree removal permits.</li><li>Met with stakeholders in the Riverside Park greenway trail expansion and began work on a landscape plan.</li><li>Created a power point presentation to raise awareness about the community forestry program</li><li>Coordinated the removal of three black walnut trees in Riverside Park. The wood will be milled to create signs for the parks.</li><li>Updated the CLFC handbook and created a digital version.</li><li>Attended the joint CLFC/Planning Commission work session and submitted LDC updates to the City Planner.</li><li>Updated spreadsheets for the 2022 tree inventory and three-year pruning.</li><li>Compiled storm mitigation planning information for City Council.</li><li>Submitted an Arbor Month Boost Grant application to Oregon Community Trees.</li><li>Created a power point presentation and materials for the 2023 Oregon Arbor Month poster contest.</li><li>Posted about dormant season pruning and licensed tree services on the Parks Facebook page.</li><li>Reviewed land use applications and submitted landscape recommendations to the City Planner.</li></ul>					Parks & Rec-Urban Forestry
57	No Change January 20, 2023	Urban Forestry Tree Inventory Project	Anderson Perry has completed the public face of the tree inventory map, waiting on approval from Kyle to go public.					Parks & Rec-Urban Forestry
58	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.					Parks & Rec-Urban Forestry
59	Updated February 17, 2023	January Urban Forestry Statistics	July 1, 2022 – June 30, 2023	January	YTD		Parks & Rec-Urban Forestry	
			Street Trees Planted	0	48			
			Park Trees Planted	0	9			
			Street Trees Removed	3	22			
			Park Trees Removed	3	12			
			Street Trees Pruned	103	284			
			Park Trees Pruned	0	129			
			Community Responses	15	158			
			Nuisance Responses	0	11			
			Field Evaluations	9	80			
			Ordinance Enforcement	1	4			
			Comm. Tree Service Permits	4	8			
			Site Plan Reviews	4	25			
			Community Volunteer Hours	13	67			
60	Updated February 17, 2023	Calendar YTD Planning Statistics		Jan. 2022	Jan. 2023	FY 21-22	Current 22-23	Planning
			Land Use Apps	2	4	42	26	

February 2023

17

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

Item	Date of Change in Status	Item	Comments	Department																									
			<table> <tr> <td><b>Zoning Approvals</b></td><td>2</td><td>2</td><td>55</td><td>15</td></tr> <tr> <td><b>New Business Permits</b></td><td>0</td><td>4</td><td>32</td><td>17</td></tr> <tr> <td><b>Revenue (Land Use Fees)</b></td><td>\$525</td><td>\$525</td><td>\$30,505</td><td>\$11,150</td></tr> <tr> <td><b>Revenue (Zoning Approval)</b></td><td>\$50</td><td>\$50</td><td>\$1,275</td><td>\$400</td></tr> <tr> <td><b>Revenue (Parks SDC)</b></td><td>\$525</td><td>\$0</td><td>\$11,050</td><td>\$2,625</td></tr> </table>	<b>Zoning Approvals</b>	2	2	55	15	<b>New Business Permits</b>	0	4	32	17	<b>Revenue (Land Use Fees)</b>	\$525	\$525	\$30,505	\$11,150	<b>Revenue (Zoning Approval)</b>	\$50	\$50	\$1,275	\$400	<b>Revenue (Parks SDC)</b>	\$525	\$0	\$11,050	\$2,625	
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<b>Revenue (Zoning Approval)</b>	\$50	\$50	\$1,275	\$400																									
<b>Revenue (Parks SDC)</b>	\$525	\$0	\$11,050	\$2,625																									
61	Updated February 14, 2023	Notable Projects Approved or in Process Under Review LGSD Tiger House Project & City Partnership <b>COUNCIL ACTION ITEM ON MARCH 1<sup>ST</sup> AGENDA</b>	<p><b><u>LGSD Tiger House Project:</u></b> The La Grande School District is establishing 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.</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). 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><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.</p> <p><b><u>16<sup>th</sup> Street – 55+ housing development:</u></b> GCT Land Management is constructing a senior housing project that includes 8 single-family homes (one-story) and 22-24 condominiums (2-story). This project received Final Plat approval from the City Council on January 8<sup>th</sup>, 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><b><u>EOU Field House:</u></b> Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional</p>	Planning																									

Item	Date of Change in Status	Item	Comments	Department
			<p>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. Completed.</p> <p><b>Cottage Home Infill Project:</b> 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 and near completion.</p> <p><b>Timber Ridge Apartments:</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 being one of La Grande's greatest housing needs. This project is under construction.</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 (street trees). This project is under construction.</p> <p><b>Napa Auto Parts:</b> 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 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>	
62	No Change September 26, 2022	Land Development Code Amendments <b>FUTURE COUNCIL ACTION ITEM</b>	<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"> <li>Addressing the recommendations provided in the City's recently adopted Housing Production Strategy (2021).</li> <li>Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals).</li> <li>Other Misc. Code Amendments coming up for</li> </ul>	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>discussion include:</p> <ul style="list-style-type: none"> <li>• Private road design standards &amp; enforcement.</li> <li>• EOU campus (parking, landscaping and other development standards and permitting processes.)</li> </ul>	
63	Updated February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	<p>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.</p>	Planning
64	No Change October 27, 2022	Floodplain Re-Mapping FUTURE COUNCIL ACTION ITEM	<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> </ul>	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<ul style="list-style-type: none"><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></ul> <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>																			
65	Updated February 7, 2023	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JAN 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>66</td><td>66</td></tr><tr><td>All other calls for service:</td><td>889</td><td>889</td></tr><tr><td>Total calls for service:</td><td>955</td><td>955</td></tr><tr><td>Case Numbers:</td><td>107</td><td>107</td></tr><tr><td>Traffic Stops:</td><td>112</td><td>112</td></tr></table>	TYPE OF ACTIVITY	JAN 23	YTD	Priority 911 calls for service:	66	66	All other calls for service:	889	889	Total calls for service:	955	955	Case Numbers:	107	107	Traffic Stops:	112	112	Police
TYPE OF ACTIVITY	JAN 23	YTD																				
Priority 911 calls for service:	66	66																				
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Total calls for service:	955	955																				
Case Numbers:	107	107																				
Traffic Stops:	112	112																				
66	Updated February 7, 2023	Statistics: 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>	<table><tr><th>TYPE OF CASE</th><th>JAN 23</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none"><li>Physical Abuse: 8</li><li>Sexual Abuse: 5</li><li>Neglect: 16</li><li>Domestic Violence: 6</li><li>Other: 0</li></ul></td><td>35</td><td>35</td></tr><tr><td>Elder Abuse:<ul style="list-style-type: none"><li>Physical Abuse: 0</li><li>Sexual Abuse: 0</li><li>Neglect: 0</li></ul></td><td>0</td><td>0</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none"><li>Sexual Assault: 2</li><li>SART: 0 (Sexual Assault Response Team)</li><li>Other: 0</li></ul></td><td>2</td><td>2</td></tr><tr><td>Death Investigations:<ul style="list-style-type: none"><li>Unattended: 1</li><li>Suicide: 0</li><li>Homicide: 0</li></ul></td><td>1</td><td>1</td></tr><tr><td>Miscellaneous:<ul style="list-style-type: none"><li>Assault: 0</li><li>Federal Firearms Check: 0</li><li>Background: 0</li><li>Other: 0</li></ul></td><td>0</td><td>0</td></tr></table>	TYPE OF CASE	JAN 23	YTD	Child Abuse: <ul style="list-style-type: none"><li>Physical Abuse: 8</li><li>Sexual Abuse: 5</li><li>Neglect: 16</li><li>Domestic Violence: 6</li><li>Other: 0</li></ul>	35	35	Elder Abuse: <ul style="list-style-type: none"><li>Physical Abuse: 0</li><li>Sexual Abuse: 0</li><li>Neglect: 0</li></ul>	0	0	Domestic Violence / SART: <ul style="list-style-type: none"><li>Sexual Assault: 2</li><li>SART: 0 (Sexual Assault Response Team)</li><li>Other: 0</li></ul>	2	2	Death Investigations: <ul style="list-style-type: none"><li>Unattended: 1</li><li>Suicide: 0</li><li>Homicide: 0</li></ul>	1	1	Miscellaneous: <ul style="list-style-type: none"><li>Assault: 0</li><li>Federal Firearms Check: 0</li><li>Background: 0</li><li>Other: 0</li></ul>	0	0	Police
TYPE OF CASE	JAN 23	YTD																				
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67	Updated February 7, 2023	Statistics: Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JAN 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>469</td><td>469</td></tr><tr><td>All other calls for service:</td><td>1,693</td><td>1,693</td></tr><tr><td>Traffic (air-time):</td><td>160</td><td>160</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>174</td><td>174</td></tr><tr><td>Records requests processed:</td><td>123</td><td>123</td></tr></table>	TYPE OF ACTIVITY	JAN 23	YTD	Priority 911 calls for service:	469	469	All other calls for service:	1,693	1,693	Traffic (air-time):	160	160	Case reports handled: (LGPD / UCSO)	174	174	Records requests processed:	123	123	Police
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68	No Change	Statistics:	<table><tr><th>TYPE OF CRIME</th><th>NOV 22</th><th>YTD</th></tr></table>	TYPE OF CRIME	NOV 22	YTD	Police															
TYPE OF CRIME	NOV 22	YTD																				

Item	Date of Change in Status	Item	Comments			Department
	January 20, 2023	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>	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	14	183	
			Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	50	803	
			Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	27	357	
			Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	11	54	
69	No Change January 20, 2023	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report)  <i>State of Oregon data -</i>  <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<b>TYPE OF CRIME</b>	<b>NOV 22</b>	<b>YTD</b>	Police
			Crimes Against Persons - (Assault, Robbery, Sex Crimes)	1,501	34,126	
			Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	6,396	153,257	
			Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	3,373	66,111	
			Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	863	13,391	
70	Updated February 7, 2023	Training	<b><u>Operations Division:</u></b> <ul style="list-style-type: none"><li>All officer received training on La Grande City Ordinance 3259 series 2023- Regulating Camping on Public Property and Prohibiting Camping in Certain Areas.</li><li>All officers participated in firearms live-fire training.</li><li>One officer participated in training titled, “Mental Health Advanced Directives.”</li><li>One detective participated in training titled, “Comprehensive Victim Interviews.”</li><li>One detective attended a Child and Family Maltreatment Conference.</li><li>The Lieutenant attend the annual OACP Executive Leadership Training Seminar.</li><li>The Chief participated in two separate Incident Command System (ICS) trainings.</li><li>Members of the NEO Regional SWAT Team participated in monthly training.</li></ul> <b><u>Communications Division:</u></b> <ul style="list-style-type: none"><li>Members of the NEO Regional SWAT Team participated in monthly training.</li></ul> <ul style="list-style-type: none"><li></li></ul>			Police
71	Updated February 7, 2023	Staffing	<b><u>Operations Division:</u></b> <ul style="list-style-type: none"><li>Two recruit officers are in the Field Training and Evaluation Program (FTEP).<ul style="list-style-type: none"><li>One, hired August 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date in April 2023.</li><li>One, hired June 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date in May 2023.</li></ul></li><li>As of February 3, 2023, we have one police officer vacancy due to the resignation of an officer who chose to change career fields. The vacant police</li></ul>			Police

Item	Date of Change in Status	Item	Comments	Department
			<p>officer position is being advertised with a first review of applications on February 24, 2023.</p> <p><b>Communications Division:</b></p> <ul style="list-style-type: none"> <li>Fully staffed at this time.</li> <li>Two dispatcher supervisors have announced they intend to retire in July 2023. We are making plans to announce the pending vacancies and initiate a hiring process as soon as appropriate.</li> </ul>	
72	New and Completed February 7, 2023	Nuisance Property Abatement	In partnership with the Planning Department, Code Enforcement conducted a nuisance abatement of the property located at 1325 T Avenue on January 31, 2023. We are in consultation with the City Attorney to ensure all possible avenues for recoupment of costs incurred by the City and long-term solutions are explored.	Police
73	New Item February 7, 2023	Warming Station – Calls for Service / Neighborhood Meeting	<p>On January 23, 2023 the Chief met with a group of residents who live in the neighborhood where the Union County Warming Station has been placed. The intent of the meeting was to provide information about Warming Station related calls for service that the Police Department has received this season and last season (in its previous location), to answer questions, and to foster a positive conduit of communication between the PD and the Warming Station neighborhood residents.</p> <p>LGPLD Calls for Service at the Union County Warming Station (501 3<sup>rd</sup> Street): Five (5)</p> <p>Jan 09: Suspicious Person - Unable to locate</p> <p>Jan 12: Civil Issue - Options provided</p> <p>Jan 28: Criminal Mischief - One person “trespassed” (meaning they are no longer welcome)</p> <p>Jan 29: Criminal Trespass - Complainant did not want to pursue charges, subject left</p> <p>Jan 30: Dog running at large</p>	Police
74	No Change August 22, 2022	Water and Sewer Ordinance Review FUTURE COUNCIL ACTION ITEM	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	Completed February 27, 2023	Jefferson Street Truck Route	Project does not currently have a potential funding mechanism in the next 3 years. Project will be removed from the list until potential funding source is identified..	Public Works
77	Updated 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
78	Updated February 27, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	The final Staff Report for the 2022 Sidewalk LID Program will be presented at the March General Session. The 2022 LID is anticipated to be closed and the 2023 LID opened at the May General Session.	Public Works
79	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
80	No Change October 27,	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

February 2023

23

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



Item	Date of Change in Status	Item	Comments	Department
	2022			
81	Updated February 27, 2023	Sanitary Sewer Manhole Maintenance	The Jefferson Street manhole has been repaired. Spruce Street will be next on the list.	Public Works
82	Completed February 27, 2023	Beaver Creek	This project is currently on pause.	Public Works
83	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
84	Completed February 27, 2023	Telemetry System Updates	All flow meters are installed and TSI completed work to wire into PIC. Project is complete.	Public Works
85	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
86	Completed February 27, 2023	Tule Lake Pump Replacement	Pump has been replaced.	Public Works
87	Completed February 27, 2023	WWTP-Headworks Secondary Pump Replacement	Pump has been replaced.	Public Works
88	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
89	Completed January 30, 2023	SRTS Construction Grant	La Grande was not one of the projects selected in this grant cycle. Staff will continue to refine this project to prepare for the next opportunity in 2024.	Public Works
90	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
91	Updated February 27, 2023	2022-23 Sewer Rehab Contract	PEC, Inc. crew is in town cleaning and measuring mains that will be lined. Work is anticipated to begin the week of February 27.	Public Works
92	Updated February 27, 2023	Second Street 18-Inch Mainline Replacement	Supplier notified us on February 22 that pipe should be here the week of February 27.	Public Works
93	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
94	Updated 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
95	No Change 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
96	Updated February 27, 2023	CMAQ Paving Project	Due to recent changes in funding sources through ODOT, the roadways targets for paving with CMAQ funds will be funded through a program that is being closed out. The CMAQ funding will remain with the City and be utilized in a future project.	Public Works
97	No Change October 27, 2022	18 <sup>th</sup> 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	Public Works



Item	Date of Change in Status	Item	Comments	Department																								
			for the application stage.																									
98	Updated February 27, 2023	Grande Ronde Hospital Taps	Crews will install two new 6” taps (domestic and fire) for the new Grande Ronde Hospital construction. This project will also include installation of an 8” main valve to isolate the work area and removal of existing 6” and 4” services. 8” valve to be place and existing services to be removed on March 6 & 7.	Public Works																								
99	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works																								
100	Updated February 27, 2023	ARPA: Roadway Paving Funding	Staff is working on contract documents to have targeted streets ground by a contractor. The streets will then be inlaid by City crews. Staff is also working with the County to chip seal Gekeler and 16 <sup>th</sup> in July 2023.	Public Works																								
101	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																								
102	New Item February 27, 2023	B Avenue Mainline	B Avenue will get a new main line from the Ridge manhole to the top of the hill. This will replace the 14’ deep manhole that is currently there. B Avenue will also receive an overlay once the project is completed.	Public Works																								
103	New Item February 27, 2023	Gekeler Lane Chip Seal	Gekeler Lane from Fourth Street to Highway 30 will receive a chip seal later this summer (late June-July).	Public Works																								
104	Updated January 30, 2023	Public Works Statistics	<table><tr><td></td><td>Jan 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>0</td><td>6</td></tr><tr><td>Water taps installed</td><td>0</td><td>7</td></tr><tr><td>Water leaks repaired</td><td>0</td><td>9</td></tr><tr><td>Water meters installed</td><td>N/A</td><td>N/A</td></tr><tr><td>Square feet of street paved</td><td>0</td><td>505,052</td></tr><tr><td>Water produced (MG)</td><td>68.33</td><td>524.85</td></tr><tr><td>WWTP flows (MG)</td><td>53.04</td><td>380.65</td></tr></table>		Jan 23	Fiscal YTD	Sewer taps installed	0	6	Water taps installed	0	7	Water leaks repaired	0	9	Water meters installed	N/A	N/A	Square feet of street paved	0	505,052	Water produced (MG)	68.33	524.85	WWTP flows (MG)	53.04	380.65	Public Works
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## 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"> <li>ROI Grant Entrepreneur Ecosystem</li> <li>First payment of \$30,000 received Jan 28</li> <li>EOU intern and staff have been interviewing local entrepreneurs and are now wrapping up interview findings.</li> <li>Steering committee reconvened in November and will be reviewing survey data to determine next steps/activities</li> </ul>	Business Oregon / ROI	Eco Dev
2	No Change 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	New Item February 17, 2023	Wildhorse Foundation-	December 30, 2023	\$46,230.63	\$20,000	26,230.63	Waiting on decision from Wildhorse foundation board	Wildhorse Foundation	Fire
4	No Change 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 <sup>th</sup> 2022	\$33,000	\$33,000	N/A	Awarded June 20 <sup>th</sup> , 2022	Oregon State Fire Marshal	Fire
6	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
7	No Change	Oregon State	June 14,	\$110,342	75,070	Cash and	Approved.	Federal	Parks &

	May 23, 2022	Parks Recreational Trails Program	2021			in-kind labor		dollars thru State Parks	Recreation Public Works
8	New and Completed January 19, 2023	Roundhouse Foundation	January 19, 2023	\$50,000	\$15,000	\$35,000 in other grants	Approved	Roundhouse Foundation	Parks & Recreation
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	No Change 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
12	New Item 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
13	No Change 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