



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

MONTHLY REPORT January 2023 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	Updated January 30, 2023	Fiscal management: Continue to manage the City's finances within limited resources to	The City requested and received extensions for both the Urban Renewal Agency and City of La Grande Audited Financials from the State of Oregon. It is	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
		provide highest possible level of service to the City of La Grande.	anticipated the statements will be completed and filed in early February.	
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 January 26, 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

Monday, January 30

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

Wednesday, February 1

REGULAR SESSION

Monday, February 13

WORK SESSION: *Audit Report*

Monday, February 20

HOLIDAY

Wednesday, March 1

REGULAR SESSION

Monday, March 6

WORK SESSION: *URA - Bohnenkamp Building Project Proposal (Tentative)*

Monday, March 20

WORK SESSION: *JOINT URA/URAC: New Traded Call for Sector Projects Policy*

Wednesday, April 5

REGULAR SESSION

Monday, April 10

WORK SESSION: *URA – Fire Museum Project Proposal*

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

Monday, May 22	TENTATIVE WORK SESSION:
Monday, May 29	HOLIDAY
Wednesday, June 7	REGULAR SESSION
Monday, June 12	WORK SESSION: <i>JOINT CITY COUNCIL/PLANNING COMMISSION: Land Development Code Updates</i>
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	WORK SESSION: <i>Annexation Process</i>
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 th – 14 th -- LOC 98 th Annual Conference	
Monday, October 23	TENTATIVE WORK SESSION:
Wednesday, November 1	REGULAR SESSION
Monday, November 6	TENTATIVE WORK SESSION:
Friday, November 10	(Observed) HOLIDAY
Monday, November 13	WORK SESSION: <i>Housing Production Strategy Implementation/Incentives</i>

Thursday & Friday, November 23 & 24

HOLIDAY

Wednesday, December 6

REGULAR SESSION

Monday, December 11

WORK SESSION: *Police
Department Facility Report*

Wednesday, December 13th - 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 January 19, 2023	All Building Permits December 2022	<div>December 2022</div> <table><thead><tr><th>Permit Type</th><th>Permits</th><th>Permit Fees</th><th>Plan Review Fees</th></tr></thead><tbody><tr><td>City of LG Building:</td><td>11</td><td>\$8,662.80</td><td>\$5,277.61</td></tr><tr><td>UC Building:</td><td>8</td><td>\$13,938.00</td><td>\$14,160.51</td></tr><tr><td>City of LG MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>City of LG Mechanical</td><td>9</td><td>\$923.00</td><td></td></tr><tr><td>UC Mechanical</td><td>23</td><td>\$1,417.00</td><td></td></tr><tr><td>City of LG Plumbing</td><td>5</td><td>\$760.50</td><td></td></tr><tr><td>UC Plumbing</td><td>7</td><td>\$1,624.50</td><td></td></tr><tr><td>City of LG Electrical</td><td>17</td><td>\$1,871.00</td><td></td></tr><tr><td>UC Electrical</td><td>16</td><td>\$2,715.00</td><td></td></tr><tr><td>City of LG Demolition</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC Demolition</td><td>0</td><td>\$0</td><td></td></tr><tr><td>AG Exempt permits</td><td>2</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>98</td><td>\$31,911.80</td><td>\$14,160.51</td></tr><tr><td>Fiscal Year Running Totals:</td><td>712</td><td>\$289,524.13</td><td>\$122,725.71</td></tr></tbody></table>				Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	11	\$8,662.80	\$5,277.61	UC Building:	8	\$13,938.00	\$14,160.51	City of LG MFH	0	\$0		UC MFH	0	\$0		City of LG Mechanical	9	\$923.00		UC Mechanical	23	\$1,417.00		City of LG Plumbing	5	\$760.50		UC Plumbing	7	\$1,624.50		City of LG Electrical	17	\$1,871.00		UC Electrical	16	\$2,715.00		City of LG Demolition	0	\$0		UC Demolition	0	\$0		AG Exempt permits	2			TOTALS:	98	\$31,911.80	\$14,160.51	Fiscal Year Running Totals:	712	\$289,524.13	\$122,725.71	Building
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3	Updated January 30, 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 th and 25 th . The summary of each Retreat and the City/District Manager’s Top Priorities will be considered for approval at the February 1, 2023 City Council and URA Regular Sessions.	City Manager																																																																																
4	Completed January 30, 2023	City Manager Administrative Assistant Replacement/City Recorder Position	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 an accepted employment offer and the new person will start in mid-February. In addition to the traditional duties, they will also be doing some Human Resources support functions. In conjunction with the hire, Stacey will be formally promoted to City Recorder.	City Manager																																																																																
5	Completed January 30, 2023	Avista Franchise Agreement Renewal	The Franchise Agreement with Avista was set to expire on February 15, 2023. The City Council approved the new agreement at their January 4 th Regular Session.	City Manager																																																																																
6	New Item January 30, 2023	Labor Negotiations—Employees Association FUTURE COUNCIL ACTION ITEM	Negotiations have begun with the La Grande Employees 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	New Item January 30, 2023	Labor Negotiations—Fire Department FUTURE COUNCIL ACTION ITEM	Negotiations have begun with the IAFF Local 924. 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																																																																																
8	New Item January 30,	Labor Negotiations—Police Department	The parties will be scheduling the start of negotiations with the La Grande Police Association. Specific	City Manager																																																																																

January 2023

7

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

Item	Date of Change in Status	Item	Comments	Department
	2023	FUTURE COUNCIL ACTION ITEM	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.	
9	Updated January 30, 2023	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The City Council considered a new ordinance regarding camping on public property which regulates the time, place, and manner within the City of La Grande. It was adopted January 4th, it will take effect in February, 2023. The Police Department developed a brochure outlining the new regulations which are being distributed and will be used as an educational tool.	City Manager
10	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
11	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 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
12	Updated January 30, 2023	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The City Manager is forming 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 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
13	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
14	No Change October 18,	Market Place Family Foods Agreement Amendment	The District Manager and City Attorney are in ongoing discussions with the property owner and his attorney	District Manager

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	2022	FUTURE AGENCY ACTION ITEM	regarding a possible amendment to the agreement. The Agency is the approval authority for any amendments to the Agreement.																											
15	No Change July 27, 2022	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.	District Manager																										
16	Updated January 23, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	<p>CivicPlus has finished processing the material that was sent over to their Material Specialist for the 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.Legal Review: 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																										
17	Updated January 23, 2023	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>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>0/5</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	0/5	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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18	Completed January 23, 2023	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	City Recorder																										

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			These four (4) Councilor Elects will be sworn into office at the January 4, 2022, Regular Session City Council Meeting.																															
19	No Change October 26, 2021	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. Researching State regulations.	City Recorder																														
20	No Change November 23, 2022	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. 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.	Economic Development																														
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24	Updated January 27, 2023	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 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. Staff continues to meet with local businesses and large key employers as possible. 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. 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. 	Economic Development
25	Updated January 27, 2023	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. New Board members have been elected and a Board Retreat is Tentatively scheduled for January 21, 2023. The Board held their annual Retreat on January 21st 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. The Board has appointed two new Board members and now has a full Board of 13 members including a designated EOU Student representative. Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan 	Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> The Main Street Design Committee has scheduled a training with City planning and economic Development staff regarding the Main Street Façade Grant program and the Landmarks Commission Standards and landmarks review process. 	
26	Updated January 27, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> NEOEDD will be hosting a 6 week Co.Starters class at ignite beginning January 19th The Ignite Center is near the end of it's lease. Economic Development Staff and NEOEDD are currently discussing options for how to proceed at the end of the lease. Staff is also visiting with EOU's REV Center to explore collaborative opportunities with Ignite and the proposed Innovation Hub. Staff has joined the steering committee for the innovation Hub 	Economic Development
27	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
28	Updated January 27, 2023	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.) The 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 EOU Ag Entrepreneur Degree program is working with Economic Development staff to develop conduct a feasibility study for a Commercial kitchen. The Project is a capstone project for 3 seniors and led by the program Dean 	Economic Development
29	Updated January 27, 2023	Brownfields Assessment	<ul style="list-style-type: none"> 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. A public meeting with partners from BTI, Sustainable Rural Systems and the lead contractor, Stantec, will be held on February 8th, at the Ignite Center 11:30 – 1 p.m. 	Economic Development
30	Updated January 27, 2023	Staff Development	<ul style="list-style-type: none"> Staff is starting the Oregon Economic Development Certification program. The first class will be in February. Staff has been invited to join the Oregon Economic Development Association's Tax Increment Finance Committee 	Economic Development
31	No Change January 3, 2020	Chart of Accounts Review	Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature. In	Finance

January 2023

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			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.																																									
32	Updated January 30, 2023	Statistics	<table><tr><td>Month of December, 2022</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$6,676,885</td><td>\$19,616,213</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$3,658,788</td><td>\$10,079,075</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,634,058</td><td>\$14,421,232</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,661,934</td><td>\$6,698,924</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>171</td><td>1,173</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>171</td><td>1,046</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$955,869</td><td>\$6,028,821</td></tr><tr><td># of Water accounts billed:</td><td>4,825</td><td>29,219</td></tr><tr><td># of LID accounts billed:</td><td>1</td><td>7</td></tr><tr><td>Pieces of mail processed</td><td>381</td><td>2,737</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,097</td><td>18,612</td></tr><tr><td># of NSF checks the City received:</td><td>1</td><td>24</td></tr></table>	Month of December, 2022	Current	YTD	Monthly Revenue (all funds)	\$6,676,885	\$19,616,213	Monthly Revenue (general fund)	\$3,658,788	\$10,079,075	Monthly expenses amount (all funds)	\$2,634,058	\$14,421,232	Monthly expenses (general fund)	\$1,661,934	\$6,698,924	# of Accounts Payable Checks issued:	171	1,173	# of Payroll Checks/AP issued:	171	1,046	Monthly Payroll expenses:	\$955,869	\$6,028,821	# of Water accounts billed:	4,825	29,219	# of LID accounts billed:	1	7	Pieces of mail processed	381	2,737	Electronic Utility Payments Received	3,097	18,612	# of NSF checks the City received:	1	24	Finance	
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33	No Change October 20, 2020	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 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization.			Finance																																						
34	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 th work session.			Finance																																						
35	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																																						
36	Updated January 25, 2023	CIS Security Grant (2)	Final camera installed, system up and running.			Fire																																						
37	Updated January 25, 2022	Response Statistics	Dec 1, 2022 to Dec 31, 2022 YTD: 3444 <ul style="list-style-type: none">Total Calls: 368Medical: 313Fires/MVC 34Lift assists 20OSP assist 1			Fire																																						
38	No Change January 25, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief conducted inspection of Warming Shelter, and 2 fire investigations			Fire																																						
39	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted			Fire																																						
40	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																																						
41	Updated January 25,	Training	<ul style="list-style-type: none">Department drill – Joint drills with LGRFPD,Basement and Chimney fires 1.75 hrs.			Fire																																						

January 2023

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Item	Date of Change in Status	Item	Comments			Department
	2023		<ul style="list-style-type: none"> Co. EMS drill – Canceled. Officer development 2 hrs. Monday medical meeting, Case reviews. 1.25 hrs. EMT Casual trainings 12 hrs. Shift drills –9.5 hrs. various subjects Fire/Rescue online Probationary FF training – 25 hrs. 			
42	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
43	Updated January 25, 2023	Department Announcements	<ul style="list-style-type: none"> Firefighter Joe Hewitt gave notice that he will be taking a job as a Firefighter in Pasco WA. New ambulance in the process of being upfitted, should be on the road by February 15. Department has had a resignation-Meg Moore EMT casual, 7 years. We have also hired 2 new EMT casuals, Emma Rice and Owen Burbank. 			Fire
44	Updated January 30, 2023	Management Group and Non-represented Compensation Study	Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. 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.			Human Resources
45	Updated January 19, 2023	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. For some positions, additional market analysis is being conducted. Working on market and draft wage scales.			Human Resources
46	Updated January 30, 2023	Current Recruitments	<ul style="list-style-type: none"> Internal only – Deputy Fire Chief Administrative Assistant – City Manager -Offer accepted Recreation Leader position open Lifeguard position (Part-time intermittent) Swim Instructors 			Human Resources
47	Updated January 20, 2023	Announcements	<ul style="list-style-type: none"> 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. 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 December. The Library now has a charging station for various devices. The station includes 8 charging ports for patron use. 			Library
48	Updated January 20, 2023	Statistics	Current Month	Last Month	Information from:	Library
			December	November	12/1/2022-12/31/2022	
			8,716	9,111	Circulation	

Item	Date of Change in Status	Item	Comments			Department
			5,431	5,266	Door count	
			90	46	New Cardholders	
			37	37	Non-resident card holders	
			14,376	14,286	Total Card holders	
			1,489	1,547	Library2Go (eBooks & audio)	
			6	9	Dial-A-Story	
			403	443	Hoopla (eBooks, movies/TV, comics, music)	
			27	31	MyHeritage (genealogy)	
			1	1	CreativeBug (crafts online)	
			179	150	Kanopy (movies/Great Courses)	
			7	11	Events in community room	
			39	37	Adult program attendance	
			319	89	Children’s program attendance	
			21	21	Teen program attendance	
			12	12	Volunteer hours	
858	914	Total Sage Interlibrary Loans				
49	Updated January 25, 2023	Parks Maintenance Update	<ul style="list-style-type: none">Helped remove and install nine new commercial toilets at poolHaul chips throughout parksFinished all winter vehicle maintenanceFinished leaf removal and mulching at all parksRebuilt spray tank for pesticide application			Parks & Rec-Maintenance
50	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
51	New Item January 27, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	Staff is hosting a recruitment meeting at the Library on February 7 th at 6pm in hopes of recruiting a core group of community members that will help design, fundraise, and install a new playground at Riverside Park in the next couple of years.			Parks & Rec - Admin
52	New Item 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
53	Updated January 27, 2023	Pool Statistics December 2022		<u>FY 21-22</u> <u>Dec</u>	<u>FY 22-23</u> <u>Dec</u>	Parks & Rec - Admin
ATTENDANCE	1,498	1,355				
FY TO DATE	9,179	10,144				
REVENUE	\$8,636.05	\$6,759.70				
FY TO DATE	\$42,794.33	\$68,185.24				
54	Updated January 27, 2023	Pool Programs Update	<ul style="list-style-type: none">The high school team has Districts coming February 10-11 where we are hosting 190 swimmers from 12 teams from across the region.			Parks & Rec-Aquatics

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> Staff did not have any EOU students register for the on-campus Lifeguard course. Staff ran a pop up Weekend Intensive Lifeguard course which had 3 students. Staff are building a schedule of upcoming Lifeguard courses with the goal of offering at least one per quarter. The facility is now closed on Saturdays due to a lack of staff availability as well as patron participation. 	
55	Updated January 27, 2023	Pool Maintenance Update	<ul style="list-style-type: none"> The last of the fitness equipment will be gone by January 31st. We can then work to convert that space into a classroom and hospitality space for swim meets. The locker room floors, benches, and shower walls were repainted on Jan 17-25. The offices and the pool lobby have been repainted. 	Parks & Rec-Aquatics
56	Updated January 25, 2023	Recreation Program Update	<ul style="list-style-type: none"> 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 closed last month and we will be having Co-Ed Adult Small Sided Soccer this Spring. Youth Basketball Registration closed January 16th. We have 223 kids signed up, 25 coaches registered, and across the divisions a total of 21 teams. First games kick off January 28th. Adult Basketball Registration had only two teams registered so that program was cancelled. 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. 	Parks & Rec-Aquatics
57	Updated January 20, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> 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 scheduled meetings with target school principals to meet with them to facilitate the beginning of the SRTS program being incorporated into the school schedules. 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 that will be held April 18th-19th and will be attended by over 1400 K-3 students. Future programs include: February Winter Walk and Roll Day, March Crossing Guard Appreciation Day, April Safety Fair, May International Walk and Roll to School Day, June Kick it into Gear, July Scooter camp 	Parks & Rec-Recreation

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58	Updated January 20, 2023	Urban Forestry Update	<ul style="list-style-type: none">Responded to sixteen questions/concerns from the community regarding storm damaged trees, tree condition evaluations, street tree pruning and removal permits, tree identification and nuisance complaints.Began work on presentation materials for the 2023 Master Gardener’s training session.Submitted urban forestry internship information to Eastern Oregon Works.Reviewed land use applications and submitted landscape recommendations to the City Planner.Issued a request for action to remove a hazardous tree on private property.Coordinated the 2023 Commercial Tree Service Permit applications.Reviewed two land use applications and submitted recommendations to the City planner.	Parks & Rec-Urban Forestry																																										
59	Updated 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																																										
60	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec-Urban Forestry																																										
61	Updated January 20, 2023	December Urban Forestry Statistics	<table><tr><td>July 1, 2022 – June 30, 2023</td><td>December</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</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>1</td><td>19</td></tr><tr><td>Park Trees Removed</td><td>7</td><td>9</td></tr><tr><td>Street Trees Pruned</td><td>2</td><td>181</td></tr><tr><td>Park Trees Pruned</td><td>10</td><td>129</td></tr><tr><td>Community Responses</td><td>16</td><td>142</td></tr><tr><td>Nuisance Responses</td><td>1</td><td>11</td></tr><tr><td>Field Evaluations</td><td>9</td><td>80</td></tr><tr><td>Ordinance Enforcement</td><td>1</td><td>4</td></tr><tr><td>Comm. Tree Service Permits</td><td>4</td><td>4</td></tr><tr><td>Site Plan Reviews</td><td>2</td><td>21</td></tr><tr><td>Community Volunteer Hours</td><td>6</td><td>54</td></tr></table>	July 1, 2022 – June 30, 2023	December	YTD	Street Trees Planted	0	48	Park Trees Planted	0	9	Street Trees Removed	1	19	Park Trees Removed	7	9	Street Trees Pruned	2	181	Park Trees Pruned	10	129	Community Responses	16	142	Nuisance Responses	1	11	Field Evaluations	9	80	Ordinance Enforcement	1	4	Comm. Tree Service Permits	4	4	Site Plan Reviews	2	21	Community Volunteer Hours	6	54	Parks & Rec-Urban Forestry
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62	Updated January 26, 2023	Calendar YTD Planning Statistics	<table><tr><td></td><td>Dec. 2021</td><td>Dec. 2022</td><td>FY 21-22</td><td>Current 22-23</td></tr><tr><td>Land Use Apps</td><td>5</td><td>1</td><td>42</td><td>22</td></tr><tr><td>Zoning Approvals</td><td>5</td><td>0</td><td>55</td><td>13</td></tr><tr><td>New Business Permits</td><td>1</td><td>3</td><td>32</td><td>13</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$1,850</td><td>\$375</td><td>\$30,505</td><td>\$10,625</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$100</td><td>\$0</td><td>\$1,275</td><td>\$300</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$1,050</td><td>\$0</td><td>\$11,050</td><td>\$2,625</td></tr></table>		Dec. 2021	Dec. 2022	FY 21-22	Current 22-23	Land Use Apps	5	1	42	22	Zoning Approvals	5	0	55	13	New Business Permits	1	3	32	13	Revenue (Land Use Fees)	\$1,850	\$375	\$30,505	\$10,625	Revenue (Zoning Approval)	\$100	\$0	\$1,275	\$300	Revenue (Parks SDC)	\$1,050	\$0	\$11,050	\$2,625	Planning							
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63	Updated	Notable Projects Approved or	LGSD Tiger House Project: The La Grande School	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
	January 25, 2023	in Process Under Review	<p>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><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 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</p>	

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.</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 and near completion.</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 and nearing completion.</p> <p><u>Grande Ronde Hospital:</u> Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under construction.</p>	
64	No Change September 26, 2022	Land Development Code Amendments FUTURE COUNCIL ACTION ITEM	<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 the City's recently adopted Housing Production Strategy (2021). Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals). <p>Other Misc. Code Amendments coming up for</p>	Planning

Item	Date of Change in Status	Item	Comments	Department
			discussion include: <ul style="list-style-type: none"> Private road design standards & enforcement. EOU campus (parking, landscaping and other development standards and permitting processes.) 	
65	No Change July 29, 2020	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). 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
66	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 & 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 the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. 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 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			submitted the additional data requested to FEMA. 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.																			
67	Updated January 20, 2023	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>DEC 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>89</td><td>1,041</td></tr><tr><td>All other calls for service:</td><td>802</td><td>11,122</td></tr><tr><td>Total calls for service:</td><td>891</td><td>12,163</td></tr><tr><td>Case Numbers:</td><td>103</td><td>1,306</td></tr><tr><td>Traffic Stops:</td><td>104</td><td>1,450</td></tr></table>	TYPE OF ACTIVITY	DEC 22	YTD	Priority 911 calls for service:	89	1,041	All other calls for service:	802	11,122	Total calls for service:	891	12,163	Case Numbers:	103	1,306	Traffic Stops:	104	1,450	Police
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68	Updated January 20, 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>DEC 22</th><th>YTD</th></tr><tr><td>Child Abuse: ▪ Physical Abuse: 2 ▪ Sexual Abuse: 6 ▪ Neglect: 8 ▪ Domestic Violence: 2 ▪ Other: 0</td><td>18</td><td>405</td></tr><tr><td>Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0</td><td>0</td><td>2</td></tr><tr><td>Domestic Violence / SART: ▪ Domestic Violence: 0 ▪ SART: 1 (Sexual Assault Response Team) ▪ Other: 0</td><td>1</td><td>27</td></tr><tr><td>Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0</td><td>0</td><td>8</td></tr><tr><td>Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 0 ▪ Background: 0 ▪ Other: 0</td><td>0</td><td>32</td></tr></table>	TYPE OF CASE	DEC 22	YTD	Child Abuse: ▪ Physical Abuse: 2 ▪ Sexual Abuse: 6 ▪ Neglect: 8 ▪ Domestic Violence: 2 ▪ Other: 0	18	405	Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0	0	2	Domestic Violence / SART: ▪ Domestic Violence: 0 ▪ SART: 1 (Sexual Assault Response Team) ▪ Other: 0	1	27	Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0	0	8	Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 0 ▪ Background: 0 ▪ Other: 0	0	32	Police
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69	Updated January 20, 2023	Statistics: Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>DEC 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>575</td><td>6,009</td></tr><tr><td>All other calls for service:</td><td>1,515</td><td>21,373</td></tr><tr><td>Traffic (air-time):</td><td>187</td><td>2,624</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>165</td><td>2,236</td></tr><tr><td>Records requests processed:</td><td>89</td><td>1,099</td></tr></table>	TYPE OF ACTIVITY	DEC 22	YTD	Priority 911 calls for service:	575	6,009	All other calls for service:	1,515	21,373	Traffic (air-time):	187	2,624	Case reports handled: (LGPD / UCSO)	165	2,236	Records requests processed:	89	1,099	Police
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70	Updated January 20, 2023	Statistics: UCR State Crime Data - (Uniform Crime Report) <i>Union County data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>NOV 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>14</td><td>183</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>50</td><td>803</td></tr><tr><td>Crimes Against Society - (Drug laws, DUI, Liquor Laws, Disorderly Conduct)</td><td>27</td><td>357</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>11</td><td>54</td></tr></table>	TYPE OF CRIME	NOV 22	YTD	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, DUI, Liquor Laws, Disorderly Conduct)	27	357	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	11	54	Police			
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71	Updated	Statistics:		Police																		

January 2023

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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															
	January 20, 2023	UCR State Crime Data - (Uniform Crime Report) State of Oregon data - This is the most recent data available from the State. The State historically lags behind on reports.	<table><tr><th>TYPE OF CRIME</th><th>NOV 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>1,501</td><td>34,126</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>6,396</td><td>153,257</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>3,373</td><td>66,111</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>863</td><td>13,391</td></tr></table>	TYPE OF CRIME	NOV 22	YTD	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	
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Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	863	13,391																	
72	Updated January 20, 2023	Training	Operations Division: <ul style="list-style-type: none">The Chief participated in two separate Incident Command System (ICS) trainings.All officers participated in First Aid and CPR re-certification training.One officer participated in a 24-hours Interview and Interrogation training.Members of the NEO Regional SWAT Team participated in monthly training. Communications Division: <ul style="list-style-type: none">One dispatcher completed their annual Ethics training.One dispatcher participated in training titled, “Diabetic Emergencies”One dispatcher participated “Bloodborne Pathogen” training.One dispatcher participated in training titled, “Missing Children Calls”One dispatcher participated in training titled, “Missing Persons w/ Alzheimer’s Disease Calls”All dispatchers participated in Emergency Medical Dispatch training.Members of the NEO Regional SWAT Team participated in monthly training.	Police															
73	Updated January 20, 2023	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 and is currently in the Basic Police Academy with an anticipated graduation date in April 2023.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: <ul style="list-style-type: none">Fully staffed at this time.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.	Police															
74	New and Completed	Camping on Public Property (New ordinance training)	All police officers have received training on the new “Camping on Public Property” ordinance. Ordinance	Police															

January 2023

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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
	January 20, 2023		#3259 series 2023 was adopted by the City Council on January 4, 2023 and will become effective on February 3, 2023. The police department developed a trifold information/educational pamphlet about the new ordinance that our police officers will be able to share in their effort to help education members of our community about the new ordinance. You can see the pamphlet and other related information on the police department website at this link: https://www.cityoflagrande.org/police-department	
75	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
76	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
77	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
78	No Change August 25, 2021	Assistant Public Works Director Job Description and Recruitment	With the hiring of the Street Superintendent, the requirement for an Assistant Public Works Director has been put on hold. Currently, Public Works Staff will be assessing the workload of the management team and look at optimizing the management structure moving forward.	Public Works
79	No Change May 25, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	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	No Change 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	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
86	Updated January 30, 2023	Telemetry System Updates	All flow meters are installed and TSI completed work to wire into PIC.	Public Works

Item	Date of Change in Status	Item	Comments	Department
87	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
88	No Change December 29, 2022	Tule Lake Pump Replacement	The old pump is being removed and the new VFD is being installed.	Public Works
89	No Change December 28, 2022	WWTP-Headworks Secondary Pump Replacement	The pumps are onsite and staff is waiting on the contractor.	Public Works
90	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
91	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
92	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
93	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
94	No Change November 28, 2022	2022-23 Sewer Rehab Contract	Contract was awarded to PEC, Inc., during the November General Session. Work is anticipated to be completed in the spring.	Public Works
95	Updated January 30, 2023	Second Street 18-Inch Mainline Replacement	Many of the fittings have arrived and the pipe is scheduled to ship March 31.	Public Works
96	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
97	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
98	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
99	No Change 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.	
100	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
101	Updated January 30, 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. Work should start mid February.	Public Works
102	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works
103	No Change August 22,	Water Service Inspections	Crews have completed water service inspections on streets slated for overlays and have transitioned to	Public Works

Item	Date of Change in Status	Item	Comments	Department																								
	2022		replacing any outdated services that have been identified before overlays are completed.																									
104	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																								
105	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																								
106	Updated January 30, 2023	Public Works Statistics	<table><tr><td></td><td>Dec 22</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>2</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>48.82</td><td>456.52</td></tr><tr><td>WWTP flows (MG)</td><td>50.52</td><td>327.61</td></tr></table>		Dec 22	Fiscal YTD	Sewer taps installed	2	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)	48.82	456.52	WWTP flows (MG)	50.52	327.61	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"> 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	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	Updated 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	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 th 2022	\$33,000	\$33,000	N/A	Awarded June 20 th , 2022	Oregon State Fire Marshal	Fire
6	New 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	Completed	Morgan Lake	December	\$55,627	\$33,250	\$22,377*	\$5,000 more in	ODFW	Parks &

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

	– Received Reimbursement Funds January 6, 2023	Vault Toilet	30, 2020			Includes \$12,377 of in kind labor and equipment	funding approved in November. Waiting on new paperwork to do reimbursement.		Recreation
8	Completed – Received Reimbursement Funds January 6, 2023	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
9	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
10	New Item January 19, 2023	Roundhouse Foundation	January 19, 2023	\$50,000	\$15,000	\$35,000 in other grants	Approved	Roundhouse Foundation	Parks & Recreation
11	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
12	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
13	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
14	New Item January 18, 2023	OCT Arbor Day Boost Grant	January 18, 2023	\$1,010.00	\$742.35	\$1010.00	Application submitted	Oregon Community Trees	Parks & Recreation
15	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
16	Completed January 30, 2023	SRTS Infrastructure Grant	March 2022	\$165,000	\$150,000	Cash	La Grande was not selected for this grant cycle.	ODOT	Public Works