



CITY MANAGER AND STAFF REPORT TO THE MAYOR AND CITY COUNCIL
For the Month of March 2024
City Manager's Top Priorities for 2024

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated March 25, 2024	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	Department Directors are in the process of submitting their requested budgets for FY 2024-2025. The Proposed Budget will be considered by the Budget Committee in May.	City Manager
2	No Change December 27, 2023	Street and Road Infrastructure: Act on the recommendations of the Parking Traffic Safety Street Maintenance Advisory Commission (PTSSMAC) to address the condition of the infrastructure including potential funding options.	The Adopted Budget for FY 2023-24, which includes a transfer of \$155,106 of General Fund unanticipated increase in cash to the Street Reserve Fund per Council Resolution 4824, Series 2022. It also includes \$473,818 in one-time funds for street projects. The City Council previously approved \$2,773,872 of ARPA Funding for use on street projects. It is anticipated an additional \$250,000 of ARPA funds will be allocated to Streets as the funding for the fairgrounds will likely be accomplished through a combination of fee waivers and TRT funds. Updates on ARPA funded projects are shown in the Public Works Department below.	Public Works
3		Housing: Continue to 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		Staffing: 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 25, 2024	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	The City Council received the consultant's report in a Work Session on February 26 th . The next step is to confer with Union County and the Union County Sheriff to discuss where they are on their facility needs to determine the next steps.	City Manager
7	No Change	Emergency Management	The new Top Priority was added by the City Council	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
	November 13, 2023	Planning: 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	on February 1, 2023. Given the consulting work being done on the Police Department Facilities, we are delaying work on updating the Emergency Operations Plan.	
8		FEMA Maps and Land Use Code Amendments: Take all required actions regarding the FEMA Floodplain Map update submitted, including but not limited to responding to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning

CITY of LA GRANDE

PROPOSED

Council Sessions, Significant Deadlines, and Events Schedule As of March 19, 2024

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.

2024

Wednesday, April 3	REGULAR SESSION
Monday, April 8	WORK SESSION: <i>Union County Animal Control</i>
Monday, April 15	WORK SESSION: <i>City Charter Amendment Discussion</i>
Monday, April 22	WORK SESSION: <i>LGMSD and Chamber Annual Reports</i>
Wednesday, May 1	REGULAR SESSION
Monday, May 13 to Wednesday, May 15 (if needed)	BUDGET HEARINGS
Monday, May 20	TBD -
Monday, May 27	HOLIDAY
Wednesday, June 5	REGULAR SESSION
Thursday, July 4	HOLIDAY
Monday, July 8	SPECIAL SESSION: <i>JOINT URA/URAC: Call for Projects</i>
Wednesday, July 10	REGULAR SESSION
Monday, July 15	WORK SESSION: <i>System Development Charges Consultant Report</i>
Monday, July 29	TBD –
Wednesday, August 7	REGULAR SESSION
Monday, August 12	TBD -

Monday, August 19	WORK SESSION: <i>Jefferson Street and Transportation System Plan Discussion</i>
Monday, September 2	HOLIDAY
Wednesday, September 4	REGULAR SESSION
Monday, September 9	WORK SESSION: <i>Foreclosure Ordinance Discussion</i>
Monday, September 16	WORK SESSION: <i>ATV/UTV Discussion (Tentative)</i>
Monday, September 23	TBD -
Wednesday, October 2	REGULAR SESSION
Monday, October 21	TBD -
Monday, October 28	TBD –
Monday, November 4	WORK SESSION: <i>Goal 14 Update Discussion (Tentative)</i>
Wednesday, November 6	REGULAR SESSION
Monday, November 11	HOLIDAY
Thursday & Friday, November 28 & 29	HOLIDAY
Wednesday, December 4	REGULAR SESSION
Wednesday, December 11 - HOLIDAY OPEN HOUSE (4:30 – 6:00)	
Wednesday, December 25	HOLIDAY
<u>2025</u>	
Wednesday January 1	HOLIDAY
Wednesday, January 8	REGULAR SESSION
Monday, January 20	HOLIDAY
Monday/Tuesday, January 27 & 28	COUNCIL/URA RETREATS

Additional topics with dates to be determined: EOU President; Revenue Enhancements Discussion; and Greenway Discussion with County/Island City. 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 March 19, 2024	All Building Permits February 2024	<u>February 2024</u>				Building				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>					
			City of LG Building:	7	\$3,367.00	\$1,935.70					
			UC Building:	5	\$7,548.00	\$4,906.20					
			City of LG MFH	0	\$0						
			UC MFH	2	\$900.00						
			City of LG Mechanical	19	\$1,870.00						
			UC Mechanical	20	\$1,469.00						
			City of LG Plumbing	12	\$2,515.50						
			UC Plumbing	3	\$922.50						
			City of LG Electrical	20	\$5,060.00						
			UC Electrical	19	\$2,581.50						
			City of LG Demolition	0	\$0						
			UC Demolition	0	\$0						
			AG Exempt permits	4							
			TOTALS:	111	\$26,233.50	\$6,841.90					
			Fiscal Year Running Totals:	871	\$270,183.95	\$82,725.01					
			2	Updated March 19, 2024	Housing Permits February 2024	New Housing Building Permits City of La Grande				Building	
						Type of Structure		Total Number of			
								Buildings	Housing Units		
						Single Family Dwelling – Detached & Attached		0	0		
						Accessory Dwelling Units		1	1		
						Duplex Units		0	0		
						Manufactured Homes		0	0		
						Comm. Apartments		0	0		
						TOTAL DWELLING UNITS		1	1		
						Union County					
Type of Structure	Total Number of										
	Buildings	Dwelling Units									
Single Family Dwelling – Detached & Attached	2	2									
Accessory Dwelling Units	0	0									
Duplex Units	0	0									
Manufactured Homes	2	2									

March 2024

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			<table><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>4</td><td>4</td></tr><tr><td colspan="4">Fiscal Year to Date – City of La Grande</td></tr><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 & Attached</td><td></td><td>10</td><td>10</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>3</td><td>3</td></tr><tr><td>Duplex Units</td><td></td><td>1</td><td>2</td></tr><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>TOTAL DWELLING UNITS</td><td></td><td>14</td><td>15</td></tr><tr><td colspan="4">Fiscal Year to Date – Union County</td></tr><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 & Attached</td><td></td><td>9</td><td>9</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>2</td><td>2</td></tr><tr><td>Manufactured Homes</td><td></td><td>7</td><td>7</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>19</td><td>19</td></tr></table>	Comm. Apartments		0	0	TOTAL DWELLING UNITS		4	4	Fiscal Year to Date – City of La Grande				Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		10	10	Accessory Dwelling Units		3	3	Duplex Units		1	2	Manufactured Homes		0	0	Comm. Apartments		0	0	TOTAL DWELLING UNITS		14	15	Fiscal Year to Date – Union County				Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		9	9	Accessory Dwelling Units		1	1	Duplex Units		2	2	Manufactured Homes		7	7	Comm. Apartments		0	0	TOTAL DWELLING UNITS		19	19	
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3	No Change January 16, 2024	Notable Projects	1400 Birch St, Elgin, Multipurpose building (Under Construction) 1106 4 th St., LGMS Wildcat Center (Under Construction) 900 Sunset Dr., GRH Surgery (Under Construction) 1 University, EOU Inlow Hall (Under Construction) 2830 Mulholland Drive., Hampton Inn (Under Construction)	Building																																																																																
4	Updated March 25, 2024	Staffing	Joe Fisher has announced that he will be resigning as Building Official in late May 2024. Bud Hill has also announced that he plans to retire at the end of August.	Building																																																																																
5	No Change June 30, 2023	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The Adopted Budget includes \$119,231 of TRT funding to be allocated to the water and sewer infrastructure. The funds will be available after July 1 st and would be provided when the project is being completed. The City Council met with the Union County Fair Board in a Work Session on October 24 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.	City Manager																																																																																
6	Updated March 25, 2024	City Charter Amendment FUTURE COUNCIL ACTION ITEM	The City Attorney has reviewed the draft revisions and a Council Work Session is scheduled for April to review the draft. Council met in a Work Session on September 11 th reached consensus on moving forward to see voter	City Manager																																																																																

Item	Date of Change in Status	Item	Comments	Department
			approval of a change to eliminate the Council positions for the non-mayoral election, which the three candidates with the most votes filling the three vacancies every two years. This will eliminate the primary for City Council positions. The Mayor position would remain a two-year term and if more than two candidates file a primary would be held. The intent would be to place the amendments on the November, 2024, General Election.	
7	No Change February 23, 2024	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The Working Group met on February 21 st and during the meeting the group reached consensus on not pursuing an RFP for consulting work to evaluate the current opioid related programs and needs using settlement funds. The focus of the discussion was on what the best use of the funds would be to make a significant difference for the community as opposed to diluting the funds by providing smaller allocations to various groups. The City of La Grande total funding over the life of the settlement will be around \$500,000, with Union County receiving approximately double that amount. The focus of the next meeting will be on potential major initiatives/uses for the first \$250,000 of funding over the next couple of years. Union County is moving forward with their RFP regarding a potential Detox center and will update the group at the next meeting. The City Council will ultimately make the decision on how to allocate the City's funds based on the requirement that the funds be used for Opioid Remediation.	City Manager
8	No Change October 18, 2023	ATV/UTV on City Streets FUTURE COUNCIL WORK SESSION TOPIC	The City Council during the Council Comments portion of one of their Regular Sessions earlier this year requested a Work Session to discuss the possibility of allowing ATV/UTVs on selected City streets. A Work Session will be scheduled as time permits.	City Manager
9	No Change February 23, 2024	Union County Animal Control FUTURE COUNCIL WORK SESSION TOPIC	Work Session is tentatively scheduled for Monday, April 8 th , 2024	City Manager
10	No Change February 23, 2024	LGMSD and Chamber Annual Reports FUTURE COUNCIL WORK SESSION TOPIC	Work Session is scheduled for Monday, April 22 nd , 2024	City Manager
11	No Change February 23, 2024	Foreclosure Ordinance Discussion FUTURE COUNCIL WORK SESSION TOPIC	Work Session is scheduled for Monday, September 9 th , 2024	City Manager
12	No Change April 3, 2023	Urban Renewal Targeted Project Policy Development FUTURE AGENCY ACTION ITEM	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding. The Agency met in a Work Session on March 6, 2023, to discuss one of the potential projects and again on April 3 rd to discuss renovating the Historic Fire Museum as potential project. The Agency reached consensus on not moving forward with the first project and asked for additional information on the Fire Museum project before making a decision. Given the additional information would not be ready for the Agency's April	District Manager

Item	Date of Change in Status	Item	Comments	Department										
			5, 2023, Regular Session, that meeting was cancelled. Once Staff has gathered additional information, an Agency Work Session will be scheduled to continue to discuss the potential project. The Proposed FY 2023-2024 Agency Budget includes carrying over the \$500,000 of funding.											
13	Updated March 19, 2024	City Council Election - 2024	<p>The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Two (2), Three (3), and Four (4) are due to expire on 12/31/2024.</p> <p>A Primary Election will NOT be held in the City of La Grande on Tuesday, May 21, 2024. Pursuant to <u>Section 29</u> of the City of La Grande City Charter, if two (2) or fewer candidates file for any particular Position Number, the names of those candidates will be placed on only the <u>November 5, 2024, General Election Ballot</u>.</p> <p>The filing deadline for Mayor and Councilor candidates in Position Number 1 (Mayor), and Councilor Position Numbers 2, 3, and 4, was 1:00 p.m. on Tuesday, March 5, 2024. The eligible candidates who have qualified for certification on the November Ballot are:</p> <ul style="list-style-type: none">• Council Position 1 – Mayor: Justin Rock• Council Position 2: Rikki Jo Hickey• Council Position 3: David Glabe• Council Position 4: Mary Ann Miesner	City Recorder										
14	Updated March 19, 2024	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	<p>The Code of Ordinances was shipped to the City of La Grande, which was received on March 5, 2024. The last step in the process is to pass the proposed Ordinance to adopt and enact the new Code.</p> <p>The proposed Ordinance is scheduled to be read for the first time by title only during a Public Hearing, during the Council's Regular Session on Wednesday, April 3, 2024. The Public Hearing will be continued to May 1, 2024, at which time the Ordinance will be read a second time by title only, and considered for adoption.</p> <p>Once effective, the Code of Ordinances will be available on our City website for community members, as well as a hard book of the Code will be made available for public view in the City Manager's office.</p>	City Recorder										
15	Updated March 19, 2024	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>1/7</td></tr><tr><td>Arts</td><td>0/7</td></tr><tr><td>Budget</td><td>0/7</td></tr><tr><td>Building Board of Appeals</td><td>4/5</td></tr></table>	Advisory Commission	Vacancies	Air Quality	1/7	Arts	0/7	Budget	0/7	Building Board of Appeals	4/5	City Recorder
Advisory Commission	Vacancies													
Air Quality	1/7													
Arts	0/7													
Budget	0/7													
Building Board of Appeals	4/5													

Item	Date of Change in Status	Item	Comments					Department
			Community Landscape/Forestry		0/5			
			Landmarks		1/5			
			Library		0/5			
			Parking, Traffic Safety and Street Maintenance		0/7			
			Parks and Recreation		1/7			
			Planning		0/5			
			Union County Tourism		2/2			
			Urban Renewal		0/5			
16	Updated February 21, 2024	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. As of February 21, 2024, \$192,305 has been repaid, including 9 loans that have been repaid in full. One loan for \$7,840 has been written off as uncollectible. The current total remaining principle balance is \$18,875.					Economic Development
17	Updated March 19, 2024	2023-2024 Façade Grant Program						Economic Development
			Community Kindness	1315 Adams Ave	Awning repair and paint	\$2425	Approved	
			Arron’s Furniture	1608 Adams	Window repair /replacement	\$4929	Approved	
			Cherry’s Florist	106 Elm	Repaint and signage	\$7,500	Approved	
18	Updated March 19, 2024	2024-2025 Call For Projects Program FUTURE AGENCY ACTION ITEM	The 2024 Call For Projects grant cycle opened for applications on March 4 th . Applications are due May 24.					Economic Development
19	Updated March 19, 2024	2023-2024 Call For Projects Program	2023-2024 Call For Projects					Economic Development
			Eastern Wheelworks	711 Adams Ave	Renovation of Sunshine Corner Gas Station	\$75,000	Completed	
			Evermine / Elks Building	1124 Washington	Replace Driveway with elevated patio gathering space	\$75,000	In progress	
			NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	In progress	
			Rodeway Inn	402 Adams	Hotel renovation	\$75,000	Completed	
			Valley Insurance	1215 Adams	Renovation Old Umpqua Bank building	\$59,000	In progress Interior work is complete and building is occupied. Progress payment of \$40,000 issued	
20	No Change September 15, 2023	2022-2023 Call For Projects Program	2022-2023 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	In progress	
			Front Office	1209 Adams	Roof and	\$65,656	Construction in	

March 2024

Item	Date of Change in Status	Item	Comments					Department
			Solutions		façade		progress. Progress Payment \$30,328 Paid	
			Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress Progress Payment of \$23,506 paid	
21	No Change December 20, 2023	2020-2021 Call for Projects Program	2020-2021 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2, 2022 Project at 90% and Owner has received a final extension through June 30 2024 Future extensions will require Agency approval	
22	Updated March 19, 2024	Business Development/Recruitment FUTURE COUNCIL ACTION ITEM	The Economic Needs Assessment is now complete and Council has adopted the Goal 9 Report. Staff is working with planning Department on the Goal 14 process.					Economic Development
23	No Change February 21, 2024	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) CommitteeMain Street Economic Vitality Committee and 3 Board members are serving on the Jefferson Avenue Redevelopment steering committee.Main Street Executive Director is serving on the Recast City steering committee.Planning and Economic Development staff are working with Main Street to conduct a joint training with the Main Street Design Committee and Landmarks commission regarding Land Marks Review Guidelines and the Main Street Façade Grant. Training will likely take place in late spring The Board has updated their 2024 workplans and is currently preparing the budget based on the new workplans					Economic Development
24	Updated March 19, 2024	Business Development Assistance Program	<ul style="list-style-type: none">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.Two loans are current and one reached eligibility to apply for forgiveness in February and the second will be eligibility to apply for forgiveness April of 2024.					Economic Development
25	Updated March 19, 2024	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none">Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen.This effort includes a new EOU Ag Entrepreneurship Capstone cohort working on a refined feasibility study and working with Chamber to engage members of their farm trail /farm to table programs.					Economic Development

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			<ul style="list-style-type: none"> Staff is also reaching out to other local partners to host a Makers Summit in later in 2024 focused on small scale manufacturers who are ready and interested in scaling up. La Grande is participating in the 2024 ReCast City cohort. This is a consultant led Economic Development program focused on small scale manufacturing. This committee meets with the other 6 cohort communities every other week through November while developing our local strategy for attracting small scale manufacturing. 	
26	New Item March 19, 2024	Application for RARE placement FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> Staff is applying for a 2024 Americorps RARE placement September 2024-August 2025 to assist with implementation of projects identified as part of the ReCast City cohort and Jefferson Ave Redevelopment Plan. This need was identified during the January Council retreat and funding for this placement will be included in the FY 2024-25 budget request. 	Economic Development
27	No Change November 28, 2023	Brownfields Assessment	<ul style="list-style-type: none"> The assessment project still includes a Regulated Materials Survey of the old Firehouse building that will be scheduled later this winter. There is a strong likelihood that there will be surplus dollars available from the original EPA grant that funded this BTI/EOU project and Staff is working to identify additional assessment sites that might utilize any additional funding that becomes available. 	Economic Development
28	Updated March 19, 2024	Jefferson Corridor Plan FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> Jefferson Avenue Corridor Redevelopment Plan. anticipating completion in early 2nd quarter 2024. Total cost estimate of \$50,475 is funded through BTI's existing grant. and there is no cost to the City. Held first public meeting on October 17. More than 300 online surveys were completed and the steering committee met with consultant to review community survey input and preliminary redevelopment strategies in January. Consultant has reviewed preliminary concepts with City staff and Planning, Building, Parks, Public Works and Econ Dev and is developing draft plan for public input. 	Economic Development
29	Updated March 19, 2024	Staff Development	<ul style="list-style-type: none"> Staff continues to serve on the Oregon Economic Development Association's Tax Increment Finance Committee Staff completed one more Certification module in January. Staff continues to coordinate monthly Economic Development meetings with key partners including the Chamber, Main Street, Eastern Oregon Visitors Association, Union County, and Business Oregon. 	Economic Development
30	No Change February 28, 2024	Surplus Property Disposal and Procurement Policy Update FUTURE COUNCIL	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 Finance Director has been assigned the task of updating these for Council	Finance

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		ACTION ITEM	consideration. Given updates to the ORS regarding procurement limits, the intent is to use the League of Oregon Cities model policy.																																								
31	No Change March 3, 2023	Chart of Accounts Review	Form a committee by April involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature.	Finance																																							
32	Updated March 15, 2024	Statistics	<table><tr><td>Month of February, 2024</td><td>Current</td><td>FYTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$2,836,420</td><td>\$20,536,345</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$1,048,811</td><td>\$10,170,381</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,834,475</td><td>\$18,680,391</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$917,788</td><td>\$8,341,922</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>215</td><td>1,646</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>188</td><td>1,471</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$1,034,759</td><td>\$8,576,007</td></tr><tr><td># of Water accounts billed:</td><td>4,832</td><td>348,955</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>13</td></tr><tr><td>Pieces of mail processed:</td><td>470</td><td>7,492</td></tr><tr><td>Electronic Utility Payments Received:</td><td>3,105</td><td>22,132</td></tr><tr><td># of NSF checks the City received:</td><td>5</td><td>42</td></tr></table>	Month of February, 2024	Current	FYTD	Monthly Revenue (all funds)	\$2,836,420	\$20,536,345	Monthly Revenue (general fund)	\$1,048,811	\$10,170,381	Monthly expenses amount (all funds)	\$1,834,475	\$18,680,391	Monthly expenses (general fund)	\$917,788	\$8,341,922	# of Accounts Payable Checks issued:	215	1,646	# of Payroll Checks/AP issued:	188	1,471	Monthly Payroll expenses:	\$1,034,759	\$8,576,007	# of Water accounts billed:	4,832	348,955	# of LID accounts billed:	0	13	Pieces of mail processed:	470	7,492	Electronic Utility Payments Received:	3,105	22,132	# of NSF checks the City received:	5	42	Finance
Month of February, 2024	Current	FYTD																																									
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33	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st 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																																							
34	Update March 21, 2024	Response Statistics	<ul style="list-style-type: none">February 1, 2024 to February 29, 2024 YTD: 595Total Calls: 304Medical: 249Fires/MVC 35Lift assists 19Other 1 (TEMS activation)	Fire																																							
35	Updated March 21, 2024	Fire Inspection/Code Enforcement/Investigations	<ul style="list-style-type: none">Ochocos OutdoorsIntermountain MobileBoxing FitnessPeople Helping PeopleDiamond DetailingGreentree ApartmentsNK West ApartmentsFoley towerSommer Helm ApartmentsPhoenix Apartments	Fire																																							
36	No Change, January 19 2024	Child Safety Seat Installations and Bicycle Helmets	The department is planning on hosting car seat technician class in the spring to certify new seat technicians.	Fire																																							
37	Updated	Training	<ul style="list-style-type: none">Department drills – Joint drills with LGRFPD	Fire																																							

March 2024

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

Item	Date of Change in Status	Item	Comments			Department
	March 21, 2024		<ul style="list-style-type: none">• Patient packaging 2 hrs.• RIT scenarios 2.5 hrs.• Co. EMS drill – Ped and OB emergencies• EMT Casual trainings 16 hrs.• Shift drills –24 hrs. various subjects• Officer development Command training–2 hrs.• Fire/Rescue online			
38	Updated March 21, 2024	Department Announcements	<ul style="list-style-type: none">• One wildland Engine returned from vendor with pump and tank installed.• Reserve ambulance out of service waiting for parts.			Fire
39	Updated March 25, 2024	Current Recruitments	<ul style="list-style-type: none">• Recreation Leader• Communications Technician 2 open positions• Lifeguard position• Swim Instructors• Police Officer – Next review 4/12/2024• Seasonal Maintenance Parks and PW – 2 Hires Seasonal Parks 2/21/24 and 3/21/24– 1 in Background (Parks)• Aquatics Activities Coordinator – promoted hire Building official – not yet posted			Human Resources
40	Updated March 25, 2024	Paid Leave Oregon	<ul style="list-style-type: none">• Paid Leave Oregon benefits began September 3, 2023. Currently working on updating policies, creating forms and processes for employees using this leave as well as tracking this leave along with OFLA, FMLA as well as other protected leaves.• Steps for employees to apply for FMLA/OFLA/PLO has been updated to show current process being used by HR in conjunction with payroll to ensure employees can be made “whole” using sick/vac/comp if desired.• Governor has signed new legislation with changes to PLO and OFLA on July 1, 2024 will be updating polices to match these			Human Resources
41	Updated March 15, 2024	Announcements	<ul style="list-style-type: none">• February library programs & attendance numbers:• Subscription Book Boxes- 4• D&D Gaming- 14• Spells & Stars Book Club- 8• Thursday Storytime- 112• LEGO Club- 16• Storytellers Program- 3• Mystery Book Club- 13• Poetry Workshop- 7• Poet Laureate Visit- 50• Seed Library- 498 packets taken			Library
42	Updated March 15, 2024	Statistics	Current Month	Last Month	Information from:	Library
			February	January	2/1/2024-2/29/2024	
			9,614	9,534	Total Circulation:	
			3,697	3,961	Adult Collection	
			726	735	Young Adult Collection	
			5,090	4,728	Children's Collection	
			101	110	Hot spots/Library of Things/misc.	
			6,390	6,357	Door count	

Item	Date of Change in Status	Item	Comments			Department
			60	75	New Cardholders	
			37	38	Non-resident card holders	
			4,849	4,846	Total Card holders	
			1,763	1,919	Libby (eBooks & audio)	
			27	6	Dial-A-Story	
			249	251	Hoopla (eBooks, movies/TV, audiobooks, music)	
			47	33	MyHeritage (genealogy online)	
			124	67	Kanopy (Foreign films/Great Courses)	
			119	141	TeachingBooks(Reader's Advisory)	
			12	7	Community room paid events	
			8	5	Community room library events/City Dept. events	
			27	6	Volunteer hours	
			1,080	1,218	Total Sage Interlibrary Loans	
43	Updated March 20, 2024	Parks Maintenance Update	<ul style="list-style-type: none"> Working with TEC to refresh mulch beds at Riverside Park, and the dog park Preparing and maintaining ball fields for Baseball, Softball, and upcoming Events Startup Bathrooms at Riverside/septic tank pumping, bathrooms and pavilion Currently repairing bathroom plumbing at Bernie Park (Freeze Damage) Mowing has Begun Irrigation Startup at Pioneer Begin interviewing seasonal employees Preparing to clear path for new Greenway trail fence 			Parks & Rec - Maintenance
44	No Change November 20, 2023	Morgan Lake Diversion Dam	<ul style="list-style-type: none"> Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. A full hydraulic analysis was completed in June. Staff met with A&P to develop a budget and scope for FEMA. OWRD will work with FEMA to secure final design funding. 			Parks & Rec - Admin
45	No Change October 26, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> The Committee's full efforts are focused on fund raising and they are reaching out to businesses for support. 			Parks & Rec - Admin
46	No Change February 26, 2024	Greenway Trail Extension	<ul style="list-style-type: none"> Staff met with fencing contractor and installation is scheduled for early April. Next is building a timeline for preparation and paving work. The project will be completed no later than June 2024. 			Parks & Rec Admin
47	Updated March 22, 2024	Pool Statistics February 2024		FY 22-23 Feb	FY 23-24 Feb	Parks & Rec - Admin
			ATTENDANCE	1,392	1,820	

Item	Date of Change in Status	Item	Comments			Department
			FY TO DATE	13118	14,142	
			REVENUE	\$7,670.78	\$7,332	
			FY TO DATE	\$82,560.40	\$95,5612.00	
48	Updated March 22, 2024	Pool Programs Update	<ul style="list-style-type: none"> We have scheduled School Swim lessons for outlying communities as well as the local home school association. Union 3rd grade finished 3/21. By the end of April, we will have served Imbler SD, Grande Ronde Academy, and the home school association. Group Swim Lesson registration demand continues to grow. Our swim instructors are highly sought after and continue to provide an excellent product to the community Our previous Aquatics Activities Coordinator, Thomas, resigned his position effective immediately on February 20th. With the help of the HR department, we were able to pivot and post the job opening, identify 2 solid candidates and coordinate interviews. These interviews were held last week and both candidates performed very well. Chloe Lynch started as the new Aquatics Activities Coordinator on March 21st. Lifeguard course dates have been set and there are 5 prospective students with the likelihood of more on the way. 			Parks & Rec-Aquatics
49	No Change February 26, 2024	Pool Maintenance Update	<ul style="list-style-type: none"> The new therapy stairs have been installed and are a big hit with patrons. They are much safer and easier to enter and exit the water. 			Parks & Rec-Aquatics
50	Updated March 18, 2024	Recreation Program Update	<ul style="list-style-type: none"> After School Program is still around 30-32 kids a week. OHSU Students are going to be volunteering their time at the program starting Spring Term. We have four students lined out to volunteer. Adult Basketball ended March 9th with Playoffs at EOU. Really positive feedback from all that participated! Enjoyed playing, loved playing at EOU, and seemed like it was a positive experience for all. Big things noted in survey responses was trying to play on a full-size court all year, not just playoffs, and possibly adding a shot clock. Pee wee Soccer registration opened February 5th, currently have 149 registrations and 15 coach registrations. Registration will close on March 25th. Summer events, camps, and activities are basically all posted on the website. Registration for camps and activities will open April 1st. 			Parks & Rec-Aquatics
51	Updated March 19, 2024	Safe Routes To School Program Update	<ul style="list-style-type: none"> Coordinator is working on planning more scooter and bicycle safety camps. The next main focus will be a bicycle repair clinic held at the schools in the spring. The coordinator is looking for volunteers who know basic bicycle maintenance for any student or community member who brings their bicycle in. Coordinator worked with schools and gained approval to hang incentive bags on bicycles that were ridden to school on February 7th. The 			Parks & Rec-Recreation

Item	Date of Change in Status	Item	Comments	Department																																				
			<p>coordinator is working on doing the same thing for April Earth day.</p> <ul style="list-style-type: none">Coordinator is working on May walk and roll to school give away with a possible bicycle donation from local merchants.Coordinator is working on a grant to develop a balance bike fleet for schools and parks to use to teach bicycle riding skills and safety. The coordinator will also set meetings with PE teachers to check interest in developing scooter and pedestrian safety curriculum.The coordinator will also participate in the Safety fair that is being planned for April 23-24.																																					
52	Updated March 18, 2024	Urban Forestry Update	<ul style="list-style-type: none">Completed clearance pruning downtown; twenty-one trees pruned in February.Responded to twenty-one questions/concerns from the community regarding; tree selection, tree pruning and removal, the street tree planting program, and nuisance complaints.Sent invitations to the LGSD 4th and 5th grade teachers & principles to invite their students to participate in the 2024 Arbor Month poster contest and scheduled classroom visits.Updated the tree care presentation materials for the 2024 Master Gardeners training scheduled in March.Contacted possible presenters for the Arbor Day field day scheduled for April 26th at Riverside Park (Friends of Ladd Marsh, ODFW, ODF, USFS).Attended a CLFC work session on IRA grant funding for urban forestry programs.Received notification of approval for the 2023 Tree City USA and Growth Award applications.Oregon Community Trees: solicited nominations the 2024 Oregon Urban & Community Forestry Awards Oregon Community Trees. Coordinated the agenda for the March board meeting.February Facebook posts: Tree City USA certification and the La Grande Community Forestry Program slide series.	Parks & Rec-Urban Forestry																																				
53	Updated March 18, 2024	January Urban Forestry Statistics	<table><tr><th>July 1, 2023 – June 30, 2024</th><th>February</th><th>YTD</th></tr><tr><td>Street Trees Planted</td><td>0</td><td>106</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>40</td></tr><tr><td>Street Trees Removed</td><td>7</td><td>44</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>2</td></tr><tr><td>Street Trees Pruned</td><td>21</td><td>395</td></tr><tr><td>Park Trees Pruned</td><td>10</td><td>78</td></tr><tr><td>Community Responses</td><td>21</td><td>174</td></tr><tr><td>Nuisance Responses</td><td>1</td><td>17</td></tr><tr><td>Field Evaluations</td><td>5</td><td>85</td></tr><tr><td>Ord. Enforcement Actions</td><td>1</td><td>4</td></tr><tr><td>Comm. Tree Service Permits</td><td>2</td><td>8</td></tr></table>	July 1, 2023 – June 30, 2024	February	YTD	Street Trees Planted	0	106	Park Trees Planted	0	40	Street Trees Removed	7	44	Park Trees Removed	0	2	Street Trees Pruned	21	395	Park Trees Pruned	10	78	Community Responses	21	174	Nuisance Responses	1	17	Field Evaluations	5	85	Ord. Enforcement Actions	1	4	Comm. Tree Service Permits	2	8	Parks & Rec-Urban Forestry
July 1, 2023 – June 30, 2024	February	YTD																																						
Street Trees Planted	0	106																																						
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Street Trees Pruned	21	395																																						
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Community Responses	21	174																																						
Nuisance Responses	1	17																																						
Field Evaluations	5	85																																						
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March 2024

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

Item	Date of Change in Status	Item	Comments					Department
			Site Plan Reviews		0	16		
			Community Volunteer Hours		9	87		
54	Updated March 20, 2024	Calendar YTD Planning Statistics		Feb. 2023	Feb. 2024	FY 22-23	Current 23-24	Planning
			Land Use Apps	5	1	48	20	
			Zoning Approvals	6	1	28	30	
			New Business Permits	1	1	37	16	
			Revenue (Land Use Fees)	\$975	\$400	\$14,587	\$6,740	
			Revenue (Zoning Approval)	\$75	\$25	\$650	\$550	
			Revenue (Parks SDC)	\$0	\$0	\$4,200	\$4,750	
55	No Changes November 28, 2023	Notable Projects Approved or in Process Under Review FUTURE COUNCIL ACTION ITEMS	MBM Estates (29 Lot Subdivision): On March 14, 2023, the Planning Commission approved the Preliminary Plat approval of a twenty-nine (29) lot subdivision that includes thirty-two (32) single-family dwelling units. The proposed dwellings that are roughly 1,100-1,500 square feet in size and intended to owned by the developer and offered as rental housing. This development is intended to accommodate some of the City’s highest needed housing demand which is for lower income families, per the City’s adopted Housing Needs Analysis (HNA). This development includes four (4) phases, with Phase 1 completed in October 2023. Phases 2-4 Pending. LGSD Wildcat Center (@ LG Middle School): On August 17 th , the Planning Division approved a site plan for the construction of the new Wildcat Center at the La Grande Central Middle School site. The demolition of two (2) older buildings was previously approved, which included a maintenance building and classroom buildings. The new Wildcat Center will include five (5) classrooms and gymnasium space, along with the development of a large parking lot for staff and visitors. This project is under construction. LGSD Tiger House Project: The La Grande School District established a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program					Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. The first duplex for this project is under construction.</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). All land use and building permits have been issued and this project is under construction.</p> <p><u>Grande Ronde Hospital:</u> Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under construction.</p>	
56	No Change February 24, 2024	Annexation of UGB Properties FUTURE COUNCIL ACTION ITEM	<p>During the City Council work session held on October 23, 2023, Planning Department Staff discussed opportunities to annex properties within the City's Urban Growth Boundary (UGB). By consensus, the City Council was supportive of proactively moving forward with annexing UGB properties, providing the following general direction to Staff:</p> <p><u>Phase 2</u> (North Side Island Annexations)</p> <ul style="list-style-type: none"> • This annexation will be by Ordinance, with the First Reading Tentatively planned in July, Second Reading in August and adoption in September. • There are 52 properties in Phase 2. 47 of them are connected to City services; and, 5 are not connected to City services. • For all residential properties in residential use, this annexation will not go into effect for 3 years. • Advanced notice was mailed to Phase 2 property owners on February 9, 2024, advising owners that the City Council is scheduled to consider these annexations during their July Regular Session. • Property owners have been contacting the Planning Division office in response to the advanced notice, with some planning to submit testimony to the City Council regarding these annexations. • A second notice will be mailed to each property owner in June 2024, as part of the legal notice and advertising for July public hearing. <p><u>Phase 3</u> (South Side Island Annexations)</p> <ul style="list-style-type: none"> • This annexation will be by Ordinance, with the First Reading Tentatively planned in 	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>December 2024, Second Reading in January 2025 and adoption in February 2025.</p> <ul style="list-style-type: none"> For all residential properties in residential use, this annexation will not go into effect for 3 years. <p>Advanced notice to Phase 3 property owners is schedule to be mailed following the completion of the Phase 2 public hearing process in early August.</p>	
57	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward.	Planning
58	Updated March 20, 2024	Economic Opportunity Analysis FUTURE COUNCIL ACTION ITEM	<p>In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City's economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City's existing commercial and industrial lands and forecasts the City's 20-year future need for commercial and industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p> <p>This project was just completed in September 2023, identifying a need for the City to expand its Urban Growth Boundary by 121 acres for new industrial land and 63 acres for commercial land. The EOA is scheduled to be discussed with the City Council during a</p>	Planning/ Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<p>work session on January 8th, 2024, followed by consideration and a recommendation from the La Grande Planning Commission on January 9th, 2024. The City Council is scheduled for adoption on March 6, 2024. The approval of the EOA will result in an amendment to the Goal 9 – Economic Development chapter of the La Grande Comprehensive Plan.</p> <p>Following City Council adoption, the updated Comprehensive Plan Ordinance will be forwarded to the Union County Planning Commission and Board of Commissioners for co-adoption, which is scheduled to be considered in June, July and August 2024.</p>	
59	No Change January 16, 2024	Goal 14 – UGB Expansion	<p>As a follow up to the Goal 9 – Economic Opportunities Analysis (EOA), the next phase of this project is a Goal 14 Urban Growth Boundary Expansion. The Planning Division was successful with an application for a DLCD Technical Assistance Grant to help fund this effort. This project started in January 2024 and is scheduled to occur over the next (2) fiscal years, with the grant elements concluding by May 2025, followed by the CC's consideration of Ordinance(s) expanding the City's UGB during the Summer and Fall of 2025.</p> <p>The EOA identified a “need” for the City to add an additional +121 acres of industrial zoned land and +63 acres of commercially zoned land to the UGB. This Goal 14 UGB expansion project is intended to identify eligible industrial and commercial properties to add to the City's UGB and satisfy the Goal 9 EOA need.</p>	Planning/ Economic Development
60	No Change January 16, 2024	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 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
			<p>City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping.</p> <ul style="list-style-type: none"> • 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 submitted the additional data requested to FEMA. • In January 2024, Anderson-Perry submitted additional data requested by FEMA on City culverts, capacities, etc., which FEMA will have an additional 90-days to review this City submission and to respond with the next steps to move forward. <p>This process is slow going, but is continuing to move forward.</p>	
61	No Change June 22, 2023	<p>Lawsuit Against FEMA Biological Opinion & Mandated Floodplain Code Changes</p> <p>FUTURE COUNCIL ACTION ITEM</p>	<p>This is a topic that was previously on the Monthly Report, but was removed due to no progress or no new information for several years.</p> <p>In 2009, the Portland Audubon Society filed a lawsuit against FEMA for not adequately protecting endangered aquatic species through its floodplain management program within Oregon watersheds.</p> <p>In 2010, a settlement was reached, which led to engaging the National Marine Fisheries Service (NMFS) and preparing a Biological Assessment and identification of critical habitat.</p> <p>In 2016, a Biological Opinion was written with the purpose to "avoid jeopardy", aka protecting listed endangered species and their habitat. From 2016, there were a number of delays or behind the scenes tasks in this lawsuit settlement that resulted in no new information being presented, until now. As a result, this topic was removed from this Monthly Report and is now being brought back as progress is being made and new information is becoming available.</p> <p>Ultimately, when the FEMA lawsuit is finalized, with new rules and guidance accepted by the Court for the protecting listed endangered species and their habitat, all cities and counties within Oregon will be required to update their floodplain codes and management practices of the floodplain.</p> <p>As of this time, the following requirement are being considered. (Note: This is a summary).</p>	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>All development within the floodplain, <u>within 170 feet of a riparian area (creek/river)</u>, will be subject to the following:</p> <ol style="list-style-type: none"> 1. Prohibit partitions and subdivision that create new lots within a floodplain, unless the affected lots have sufficient buildable area outside of the regulated floodplain (100-year). 2. Have avoidance measures to steer development away from floodplain areas by one or more of the following: <ol style="list-style-type: none"> a. Option 1: For properties include buildable area not in the floodplain, only allow development within those non-floodplain areas and prohibit all development within floodplain. b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; & include limits on % of impervious surface and require mitigation measures. c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive) 3. Create a vegetative buffer/setback/corridor for all aquatic features in the floodplain. 4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted). 5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management). 6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created). <p>Again, once the FEMA lawsuit is finalized and the above rules are adopted, the City of La Grande will be required to update, repeal and replace its floodplain regulations in Land Development Code, Article 3.12. This Article will likely be fully replaced with a new State Model Code that complies with FEMA requirements.</p>	
62	New Item February 23, 2024	Bike/Pedestrian Plan Discussion FUTURE COUNCIL WORK SESSION TOPIC	Work Session is scheduled for Monday, March 11 th , 2024	Planning
63	New Item February 23, 2024	Jefferson Street and Transportation System Plan Discussion FUTURE COUNCIL WORK SESSION TOPIC	Work Session is scheduled for Monday, August 19 th , 2024	Planning
64	New Item February 23, 2024	Goal 14 Update Discussion (Tentative) FUTURE COUNCIL WORK	Work Session is scheduled for Monday, November 4 th , 2024	Planning

Item	Date of Change in Status	Item	Comments	Department																		
		SESSION TOPIC																				
65	Updated March 18, 2024	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>FEB 24</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>51</td><td>124</td></tr><tr><td>All other calls for service:</td><td>926</td><td>1,662</td></tr><tr><td>Total calls for service:</td><td>977</td><td>1,786</td></tr><tr><td>Case Numbers:</td><td>105</td><td>207</td></tr><tr><td>Traffic Stops:</td><td>95</td><td>146</td></tr></table>	TYPE OF ACTIVITY	FEB 24	YTD	Priority 911 calls for service:	51	124	All other calls for service:	926	1,662	Total calls for service:	977	1,786	Case Numbers:	105	207	Traffic Stops:	95	146	Police
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66	Updated March 18, 2024	Statistics: Investigations Section - Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation. Monthly cases reported are new cases only. Data for October is not available at this time	<table><tr><th>TYPE OF CASE</th><th>FEB 24</th><th>YTD</th></tr><tr><td>Child Abuse: ▪ Physical Abuse: 11 ▪ Sexual Abuse: 4 ▪ Neglect: 26 ▪ Domestic Violence: 5 ▪ Other: 0</td><td>46</td><td>72</td></tr><tr><td>Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 1</td><td>1</td><td>1</td></tr><tr><td>Domestic Violence / SART: ▪ Sexual Assault: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 0</td><td>2</td><td>4</td></tr><tr><td>Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0 ▪ Suspicious: 0</td><td>0</td><td>0</td></tr><tr><td>Miscellaneous: ▪ Assault: 1 ▪ Federal Firearms Check: 3 ▪ Background: 0 ▪ Other: 0</td><td>4</td><td>8</td></tr></table>	TYPE OF CASE	FEB 24	YTD	Child Abuse: ▪ Physical Abuse: 11 ▪ Sexual Abuse: 4 ▪ Neglect: 26 ▪ Domestic Violence: 5 ▪ Other: 0	46	72	Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 1	1	1	Domestic Violence / SART: ▪ Sexual Assault: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 0	2	4	Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0 ▪ Suspicious: 0	0	0	Miscellaneous: ▪ Assault: 1 ▪ Federal Firearms Check: 3 ▪ Background: 0 ▪ Other: 0	4	8	Police
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67	Updated March 18, 2024	Statistics: Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>FEB 24</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>432</td><td>909</td></tr><tr><td>All calls for service:</td><td>2,101</td><td>4,219</td></tr><tr><td>Traffic (air-time):</td><td>168</td><td>255</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>178</td><td>336</td></tr><tr><td>Records requests processed:</td><td>106</td><td>225</td></tr></table>	TYPE OF ACTIVITY	FEB 24	YTD	Priority 911 calls for service:	432	909	All calls for service:	2,101	4,219	Traffic (air-time):	168	255	Case reports handled: (LGPD / UCSO)	178	336	Records requests processed:	106	225	Police
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68	No Change January 19, 2024	Statistics: UCR State Crime Data - (Uniform Crime Report) Union County 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 23</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>11</td><td>210</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>50</td><td>734</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>17</td><td>336</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>4</td><td>57</td></tr></table>	TYPE OF CRIME	NOV 23	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	11	210	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	50	734	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	17	336	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	4	57	Police			
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March 2024

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

Item	Date of Change in Status	Item	Comments	Department									
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70	Updated March 18, 2024	Training	Operations Division: <ul style="list-style-type: none">The Lieutenant participated in training titled, Being Second in CommandTwo officers participated in Defensive Tactics trainingOne sergeant attended training titled, Pursuit Management for SupervisorsAll sergeants attended training titled, Critical Incident Management for SupervisorsTwo sergeants attended the first week of the two-week DPSST Basic Supervision trainingOne officer attended Taser instructor recertification trainingOne officer attended Field Training and Evaluation Program (FTEP) certification trainingMembers of the NEO Regional SWAT Team participated in monthly training Communications Division: <ul style="list-style-type: none">One supervisor participated in document validation trainingOne Dispatcher received training in Unconscious BiasTwo Dispatchers attended Emergency Medical Dispatcher trainingMembers of the NEO Regional SWAT Team participated in monthly training	Police									
71	Updated March 18, 2024	Staffing	Operations Division: Police Officer- <ul style="list-style-type: none">Recruit Officer Donovan Gonzalez was sworn in as a Police Officer on September 21. He is currently attending the 16-week Basic Police Academy Salem.We have one Police Officer vacancy. We are currently taking applications. Next review of applications is April 12. Communications Division: Dispatcher- <ul style="list-style-type: none">We have one Dispatcher vacancy. We continue to take applications and will be testing soon.	Police									
72	No Change February 23, 2024	Police Department - Facility Needs Assessment	The need for a new police department has been a topic of conversation for well over 10-years, with the subject being a point of discussion during Council retreat for the last several years. Frequently, questions have come up that we have not had definitive answers for. To provide answers to important questions and to serve as a project starting place, funding was approved in the FY2023-24 budget to contract services to complete a project titled,	Police									

Item	Date of Change in Status	Item	Comments	Department
			<p>LGPD Facility Needs Assessment. The results of this project will provide answers that will help us moving forward. We are looking to accomplish three things with this project:</p> <ol style="list-style-type: none"> 1. Identify our needs, in terms of size for a new police department; 2. Identify a high-level cost estimate; and 3. Identify potential funding sources/options. <p>A Request for Proposal (RFP) for these contracted services was issued on July 19. The deadline for proposal submission was August 9. We have received three proposals. We are now in the process of selecting a proposal to seek Council approval to move forward with.</p> <ul style="list-style-type: none"> ▪ Council approved contracting with the selected provider during regular session of the City Council on October 4. ▪ Our kick-off meeting with the Mackenzie group was on October 19. ▪ Meetings were held on November 9th and 16th. A “Programming Questionnaire” that aids in facility size and design estimation was completed. Tours of 3 recently constructed police facilities were completed to aid us in programming completion. ▪ We met on December 7 and finalized the programming. Our next meeting is scheduled for December 21 where we will receive the cost forecast derived from the programming exercise. ▪ Our contractor is currently working on developing funding options and developing the draft report for the project. Our next scheduled meeting is on February 8th. ▪ The project and final report are complete and will be presented to the City Council in a work session scheduled for Monday, February 26, 2024 at 6pm. ▪ 	
73	No Change February 23, 2024	Police Facility Lease Renewal	The lease for the Police Department facility expires in June 2024. Union County was notified that we desire to renew the lease, which has been accepted. We are currently discussing an increase in the annual lease payment.	Police
74	New and Complete March 18, 2024	Property/Evidence Room Annual Audit	<p>Chief Bell conducted an annual audit of the property / evidence room on March 12th. An annual audit of property/evidence is conducted by a supervisor not routinely or directly connected with control of property. The audit consists of a random selection of cases in which the evidence is checked to verify content, location, and chain of evidence as indicated in our Records Management System. Under no circumstances is the audit inspector appointed by persons having the property function under their control.</p> <p>Chief Bell noted in his audit report: “This audit was a comprehensive look at the organization of our property/evidence room. Not one single area of failure</p>	Police

Item	Date of Change in Status	Item	Comments	Department
			was identified. I was thoroughly impressed with the professional appearance of the space, the technician's competency, and the organization of both our RMS and the property/evidence storage areas. This annual audit receives a resounding PASS and the Evidence Supervisor and Evidence Technicians are to be commended."	
75	No Change December 21, 2023	Water and Sewer Ordinance Review FUTURE COUNCIL ACTION ITEM	Staff is working with an outside consultant to establish new SDCs in water and sewer which will require being updated in the Ordinances. Other anticipated changes will also be made at that time.	Public Works
76	No Change March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	Copy of the report to be reviewed by Island City and submission to the State anticipated this month.	Public Works
77	No Change February 27, 2023	Public Works Management Structure	Staff is working with the City Manager to establish a Public Works management structure to better align positions with future needs.	Public Works
78	Updated March 22, 2024	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	A bid opening is scheduled for March 26 to award the annual concrete contractor contract. Projects completed for the LID will fall into this contract.	Public Works
79	No Change January 25, 2024	Implementation of Geographic Information Systems (GIS) at Public Works	Staff is working with Anderson Perry to have a layer built for Right of Way (ROW) tree inspections. This is the first step in forming a system to monitor and inform property owners of maintenance needs.	Public Works
80	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
81	No Change December 16, 2023	Sanitary Sewer Manhole Maintenance	With leaf removal completed, this maintenance program will begin.	Public Works
82	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
83	No Change December 16, 2023	Brock Family Trust Subdivision Between 16 th and 18 th Streets	The water portion of this project is on hold as crews have transitioned to replacing water services under streets that will receive an overlay. The last 7 sewer taps were installed December 18.	Public Works
84	No Change February 27, 2023	Service Inspections on 12 th Street & 16 th Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works
85	No Change February 22, 2024	18 th Street (Gekeler Slough) Bridge Replacement	Additional information was submitted to FEMA. Staff is still waiting for decision on if a full grant application will be requested.	Public Works
86	Updated March 22, 2024	ARPA: Roadway Paving Funding	A bid process for the work to be completed on N Avenue, Twelfth Street, and Walnut Street will go out next week with anticipation of being awarded at the May General Session.	Public Works
87	Updated March 22, 2024	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	The kickoff meeting was held with the consultant on March 7. Staff is currently working on pulling together the information included in the data request.	Public Works
88	Updated March 22,	Public Works Statistics		Public Works
			Sewer taps installed	
			Feb 24	Fiscal YTD
			1	15

March 2024

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Item	Date of Change in Status	Item	Comments			Department
	2024		Water taps installed	1	10	
			Water leaks repaired	1	13	
			Square feet of street paved	0	225,855	
			Water produced (MG)	53.62	651.75	
			WWTP flows (MG)	62.18	407.59	
89	No Change January 25, 2024	WWTP SCADA System Upgrade	Installation of the first control panel is scheduled for the week of January 29 at Tule Lake.			Public Works
90	No Change January 25, 2024	WWTP Headworks Project	Footings for the building are complete. Electrical and water piping is being installed.			Public Works
91	No Change October 31, 2023	STBG Roadway Projects	Paving season is completed for this year. Additional projects will be completed in the spring.			Public Works
92	No Change January 25, 2024	Snow Removal Plan	The mass texting notification system is in place and instructions are on the City website to sign up.			Public Works
93	No Change February 22, 2024	Community Pathways Grant	Memo #4, Preferred Alignment Concept, has been finalized and consultant is working on design documents for the identified project.			Public Works
94	Updated March 21, 2024	Water Service Inspections	Crews completed V Avenue and have moved on to Z Avenue.			Public Works
95	No Change November 29, 2023	Eastside Water and Sewer Project	Staff, under direction of Council, has begun design of the water and sewer infrastructure required to service the area.			Public Works
96	No Change November 29, 2023	Barney Creek Well Water Rights	A well utilized at the WWTP in operations needs to have its water rights perfected. Staff is working with OWRD to complete this process.			Public Works
97	No Change November 28, 2023	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repairs are scheduled to be completed this fall, depending on weather and safe access to the site.			Public Works
98	Updated March 21, 2024	Storage Reservoir Cleaning	Inland Potable Services, Inc., has made contact and intends to be in our area in early April.			Public Works
99	Updated March 21, 2024	Second & H Well Repair	The fan cluster failed at the Second and H well. Repair parts are still on backorder another month.			Public Works
100	Updated March 22, 2024	Gas Tax Discussion FUTURE COUNCIL WORK SESSION TOPIC	The work session to discuss pursuing a gas tax was held on March 18. Discussion reinforced that this was a viable option for a future election and that staff will need to work on a robust outreach to educate citizens and provide them decision making information.			Public Works
101	No Change February 23, 2024	System Development Charges Consultant Report FUTURE COUNCIL WORK SESSION TOPIC	Work Session is scheduled for Monday, July 15 th , 2024			Public Works
102	New Item March 22, 2024	Sewer Main Extension on Twelfth Street	Staff is working on the design of a sewer main extension to a new development off South Twelfth Street. The mainline will be installed once the area dries out.			Public Works

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	No Change July 20, 2023	OSFM Capacity Grant request. 3-year assistance for 2 Firefighter positions	November 30, 2022	\$897,257	\$332,216	\$232,834	The department is using grant funds to purchase equipment and uniforms for one of the new hires scheduled for July 21 start date. Tracking expenses.	Oregon State Fire Marshal Office	Fire
2	Updated March 19, 2024	Business Oregon ROI Grant Fiscal 23-25 Entrepreneur Ecosystem Development	October 2023	\$167,475	\$50,000	\$117,475	Contract signed first payment being processed	Business Oregon	Economic Development
3	No Change December 19, 2023	Libraries of Union County Foundation Grant	April 3, 2023	\$3,000	\$3,000	N/A	The library is almost done spending these funds as of 12/19/23.	Libraries of Union County Foundation	Library
4	No Change January 16, 2024	State Library of Oregon 2024 Ready to Read Grant	December 9, 2023	\$5,015	\$5,015	N/A	Received the grant check and will begin ordering for the 2024 summer reading program.	State Library of Oregon	Library
5	No Change February 26, 2024	Wildhorse Foundation Riverside Park Playground	February 22, 2024	\$714,264	\$30,000	N/A	Submitted and Pending	Wildhorse Foundation	Parks & Recreation
6	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Approved.	Federal dollars thru State Parks	Parks & Recreation Public Works
7	No Change November 18, 2022	Safe Route To School Non-Infrastructure	September 2022	\$131,067	\$100,000	\$31,067 in-kind benefits and PTO	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
8	No Change November 21, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Approved	Oregon State Parks	Parks & Recreation
9	No Change January 16, 2024	DLCD Technical Assistance Grant for Goal 14 – UGB Expansion	September 2023	\$95,000	\$47,500 (up to \$30k in FY 2023-24, with balance in FY 2024-2025)	\$47,500 (\$30k in FY 2023-24, & \$17,500 in FY 2024-2025)	Approved. Grant contract and consultant contract signed. Project has started.	DLCD	CDD/Planning
10	No Change October 31, 2023	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in-kind labor	Memo #4 complete; steering committee review	ODOT	Public Works
11	No Change January 25, 2024	2023 DEQ Grant	December 2023	\$10,000	\$10,000	\$0	Agreement has been executed and project ideas are being discussed.	Oregon DEQ	Public Works