



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated July 27, 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 conducted a Work Session which was open to the public to continue discussing potential projects and how to engage the public in the process. The City has \$3,022,172 in available ARPA funds. During the Work Session, the City Council and Department Directors reviewed 17 potential projects for funding. In an exercise designed to help prioritize the projects, each Councilor allocated \$3 million and each Director allocated \$1 million to the list. The top ranked projects included three street projects; providing water and sewer infrastructure to promote new housing growth; purchasing a wildland fire engine; and land acquisition for a potential new police station. No decisions were made and the City Council will be continuing with additional outreach prior to making final funding decisions. Mayor Clements and the City Manager gave the Noon Rotary Club the presentation on ARPA.	City Manager
2	Updated July 27, 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 ARPA Funding list under consideration by the City Council includes several potential 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	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager

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		limited to, hard to fill positions and succession planning for key positions.		
6	Updated July 27, 2022	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.	The 2022-2023 Proposed Budgets for the Urban Renewal Agency and the City were approved by the Budget Committee and adopted on June 1, 2022, by the Agency and City Council respectively. Initial on-site field work for the FY 2021-2022 annual audit was completed on July 26, 2022. See future updates regarding the audit under Finance below.	City Manager
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 July 26, 2022

Unless otherwise noted, all meetings begin at 6:00 p.m.
The meeting dates listed here are place holders; meeting dates and topics are subject to change.

2022

Wednesday, August 3	REGULAR SESSION
Monday, August 8	JOINT WORK SESSION: Council and Planning Commission – Air BnB's
Monday, August 22	TENTATIVE WORK SESSION: TBD
Monday, September 5	HOLIDAY
Wednesday, September 7	REGULAR SESSION
Monday, September 19	TENTATIVE WORK SESSION: Long Term Urban Renewal Agency Plan
Monday, September 26	TENTATIVE WORK SESSION: TBD
Wednesday, October 5	REGULAR SESSION (Economic Development Strategy Update)
Monday, October 24	TENTATIVE WORK SESSION: TBD
Wednesday, November 2	REGULAR SESSION
Friday, November 11	HOLIDAY
Monday, November 14	TENTATIVE WORK SESSION: TBD
Thursday & Friday, November 24 & 25	HOLIDAY
Wednesday, December 7	REGULAR SESSION

July 2022

Wednesday, December 14 - HOLIDAY OPEN HOUSE (4:30 – 6:00) - Tentative

Monday, December 26

(Observed) HOLIDAY

2023

Monday, January 2

(Observed) HOLIDAY

Work Session topics with dates to be determined: Union County Fairgrounds (Water and Sewer), Land Use Code Amendments; Housing Production Strategies; La Grande Main Street Annual Report. Unless Otherwise Noted All Sessions of the Council Begin at 6:00 p.m., Meeting Dates Subject to Change; Please call 541-962-1309 to confirm

Item	Date of Change in Status	Item	Comments	Department																																																			
1	Updated July 18, 2022	All Building Permits June 2022	<div>June 2022</div>				Building																																																
			<div><div>Permit Type</div><div>Permits</div><div>Permit Fees</div><div>Plan Review Fees</div></div>																																																				
			City of LG Building:	9	\$3,719.80	\$1,953.77																																																	
			UC Building:	6	\$13,557.00	\$8,812.05																																																	
			City of LG MFH	1	\$450.00																																																		
			UC MFH	0	\$0																																																		
			City of LG Mechanical	15	\$1,570.00																																																		
			UC Mechanical	15	\$1,499.50																																																		
			City of LG Plumbing	6	\$856.50																																																		
			UC Plumbing	6	\$1,596.00																																																		
			City of LG Electrical	23	\$2,769.25																																																		
			UC Electrical	20	\$2,175.75																																																		
			City of LG Demolition	1	\$0																																																		
			UC Demolition	0	\$0																																																		
			AG Exempt permits	4																																																			
			TOTALS:	106	\$28,193.80	\$10,765.82																																																	
			Fiscal Year Running Totals:	1212	\$465,993.97	\$171,263.89																																																	
			2	Updated July 15, 2022	Housing Permits June 2022	<div>New Housing Building Permits</div> <div>City of La Grande</div> <table><tr><td>Type of Structure</td><td colspan="3">Total Number of</td></tr><tr><td></td><td>Buildings</td><td>Housing Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td>0</td><td>0</td></tr><tr><td>Accessory Dwelling Units</td><td>0</td><td>0</td></tr><tr><td>Duplex Units</td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td>1</td><td>1</td></tr><tr><td>Comm. Apartments</td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td>1</td><td>1</td></tr></table> <div>Union County</div> <table><tr><td>Type of Structure</td><td colspan="3">Total Number of</td></tr><tr><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td>4</td><td>4</td></tr><tr><td>Accessory Dwelling Units</td><td>0</td><td>0</td></tr><tr><td>Duplex Units</td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td>0</td><td>0</td></tr></table>				Type of Structure	Total Number of				Buildings	Housing Units	Single Family Dwelling – Detached & Attached	0	0	Accessory Dwelling Units	0	0	Duplex Units	0	0	Manufactured Homes	1	1	Comm. Apartments	0	0	TOTAL DWELLING UNITS	1	1	Type of Structure	Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached	4	4	Accessory Dwelling Units	0	0	Duplex Units	0	0	Manufactured Homes	0	0	Building	
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			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		12	12						
			Accessory Dwelling Units		2	4						
			Duplex Units		2	5						
			Manufactured Homes		2	2						
			Comm. Apartments		0	3						
			TOTAL DWELLING UNITS		18	26						
			Fiscal Year to Date – Union County									
			Type of Structure		Total Number of							
					Buildings	Dwelling Units						
			Single Family Dwelling – Detached & Attached		23	23						
			Accessory Dwelling Units		0	0						
			Duplex Units		0	0						
			Manufactured Homes		6	9						
Comm. Apartments		0	0									
TOTAL DWELLING UNITS		29	29									
3	New Item July 27, 2022	La Grande Business and Park Technology Park Owners Association	With the sale of all the lots owned by Union County Economic Development Corporation (UCEDC), the District Manager is consulting with the City Attorney regarding the process to remove UCEDC from the existing CC&R’s and transition the duties, powers and authorities previously performed by UCEDC.	District Manager								
4	New Item July 27, 2022	City Manager Annual Performance Appraisal	The Mayor and Mayor Pro Tem are in the process of administering the annual performance appraisal process. The City Manager’s self-assessment has been provided to his direct reports and they will be providing their input directly to the Mayor Pro Tem. Once those are received and summarized the City Council will be provide a copy and will submit their individual assessments to the Mayor for compilation.	City Manager								
5	No Change April 27, 2022	Avista Franchise Agreement Renewal	The current Franchise Agreement with Avista will expire on February 15, 2023. The City Manager has received an initial draft agreement from Avista and is in the process of reviewing the language. The City plans to use the same attorney who worked on the current agreement for legal advice again.	City Manager								
6	No Change March 29, 2022	Max Square/Homelessness	Staff has reached out to other organizations in La Grande and Union County involved in mental health and housing related issues and is participating in some of the recurring meetings of these groups.	City Manager								
7	No Change March 26, 2021	B2H	The Administrative Law Judge denied the requests to compel the City to provide documents and answer questions which has initially be submitted to the City as informal requests for information in conjunction with the contested case regarding the B2H project. In consultation with the City Attorney, the City’s response had been that the requested information could not be	City Manager								

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			provided in the timeframe submitted and that absent a requirement from the Administrative Law Judge, the requests would be subject to the public records request process including payment of fees to provide the records.																													
8	Updated July 27, 2022	Market Place Family Foods Agreement Amendment	The Agency received a request for forgiveness and consideration of an extension from the attorney representing the property owner. The District Manager and City Attorney are in the process of responding to the forgiveness portion of the request as an initial response. Any decisions regarding an extension would require Agency approval and an amendment to the Agreement.	District Manager																												
9	Updated July 27, 2022	Urban Renewal Targeted Project Policy Development	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding.	District Manager																												
10	Updated July 15, 2022	Codification of City Ordinances	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. The Senior Code Attorney for Civicplus/Municode will be reviewing all documents sent in. The current stage our project is in as of now: • 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. Note: Recodification projects typically take anywhere from approximately 9 to 18 months to complete.	City Recorder																												
11	Updated July 15, 2022	Advisory Commission Vacancies	<table><tr><td colspan="2">The following table outlines the existing vacancies:</td></tr><tr><td><u>Advisory Commission</u></td><td><u>Vacancies</u></td></tr><tr><td>Air Quality</td><td>5/7</td></tr><tr><td>Arts</td><td>2/7</td></tr><tr><td>Building Board of Appeals</td><td>5/5</td></tr><tr><td>Budget Committee</td><td>0/7</td></tr><tr><td>Community Landscape/Forestry</td><td>1/5</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>3/7</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>	The following table outlines the existing vacancies:		<u>Advisory Commission</u>	<u>Vacancies</u>	Air Quality	5/7	Arts	2/7	Building Board of Appeals	5/5	Budget Committee	0/7	Community Landscape/Forestry	1/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	3/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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12	No Change April 29, 2022	City Council Election - 2022	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 Five (5), Six (6), and Seven (7) are due to expire on 12/31/2022. The following positions and the candidates that are running in each position are:	City Recorder																												

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			<ul style="list-style-type: none"> • Council Position 1 – Mayor: Justin Rock and Mathew Miles • Council Position 5: Aaron R. Cooper and Molly A. King • Council Position 6: David Moyal and Denise Wheeler • Council Position 7: Corrine Dutto and Cody R. Vela <p>Since there are only two (2) candidates running in each open position, they will appear on the General Election Ballot only. The General Election date is Tuesday, November 8, 2022.</p>																															
13	No Change October 26, 2021	Surplus Property Disposal and Procurement Resolution Update	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																														
14	No Change March 25, 2022	COVID-19 Business Assistance	<p>The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars.</p> <p>Grant Program (\$20,000 total funding expended): 11 Business assistance grant applications were received, with nine receiving funding.</p> <p>Business Software Program: 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021</p> <p>Emergency Loan Program: A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$78,822 of loan principal has been repaid, including five of the loans repaid in full as of December of 2021.</p>	Economic Development																														
15	Updated July 22, 2022	2021-2022 Façade Program	<table> <tr> <td>Soda Blitz</td><td>1609 Adams</td><td>Windows, awnings, signs</td><td>Applied 20-21: rollover</td><td>Application withdrawn</td></tr> <tr> <td>Bird Dog Glass</td><td>702 Adams Ave</td><td>Signage and façade</td><td>\$4389</td><td>Extension granted through August 31</td></tr> <tr> <td>Royal Clothiers Building</td><td>1429 Adams Ave</td><td>Masonry repair and repointing</td><td>\$6750</td><td>Project complete and grant has been paid</td></tr> </table>	Soda Blitz	1609 Adams	Windows, awnings, signs	Applied 20-21: rollover	Application withdrawn	Bird Dog Glass	702 Adams Ave	Signage and façade	\$4389	Extension granted through August 31	Royal Clothiers Building	1429 Adams Ave	Masonry repair and repointing	\$6750	Project complete and grant has been paid	Economic Development															
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18	No Change June 24, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects <table> <tr> <th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr> <tr> <td>The Local Station</td><td>1508 Adams</td><td>Renovation</td><td>\$32,110 progress payment</td><td> partial reimbursement not paid Feb 2 Project at 90% and has extension through June 1st for final completion Project has applied for another 2 month extension to complete final side panels </td></tr> </table>	Business	Address	Project	Funds	Status	The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement not paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another 2 month extension to complete final side panels	Economic Development
Business	Address	Project	Funds	Status										
The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement not paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another 2 month extension to complete final side panels										
19	Completed July 24, 2022	Pre-2018 Call for Projects Program	Call for Projects carried over <table> <tr> <th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr> <tr> <td>Brickyard Lanes 2014</td><td>1212 Jefferson</td><td>Bowling alley</td><td>\$80,000 \$5,000 remaining</td><td>Project is complete, occupancy permit has been issued and final CFP payment has been dispersed</td></tr> </table>	Business	Address	Project	Funds	Status	Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 \$5,000 remaining	Project is complete, occupancy permit has been issued and final CFP payment has been dispersed	Economic Development
Business	Address	Project	Funds	Status										
Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 \$5,000 remaining	Project is complete, occupancy permit has been issued and final CFP payment has been dispersed										
20	Completed July, 2022	JC Penney Building	The Mason's have a professional realtor who is actively working to fill the space formerly occupied by JC Penney. Property listing has been pulled therefore the City/Agency will discontinue providing updates.	Economic Development										
21	No Change May 25, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> Economic Development Director is working closely with RDI and NEODD to develop an action team and workplan based on the report's findings. RDI will be working with Econ Dev and the Main Street EV committee to develop specific downtown focused action items and workplans to support those items. Director is reaching out to Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. Staff continues to meet with local businesses and large key employers. Staff attended two IEDC training webinars this month and two Business Oregon Incentives training webinars. <p>Staff attended the Regards To Rural Conference in Pendleton May 19-20</p>	Economic Development										
22	Updated July 22, 2022	La Grande Main Street Downtown	<ul style="list-style-type: none"> Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee EV committee is revamping the monthly lunch and 	Economic Development										

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			<p>learn, business services networking event, and quarterly business workshop series.</p> <ul style="list-style-type: none"> Economic Development staff is meeting weekly with Main Street Staff and President Main Street has Received a \$200,000 Oregon Main Street Grant for redevelopment of the Bohnenkamp building Main Street completed their annual membership/donor campaign, Beer Fest, and Crazy Days, and is currently evaluating all of these activities. The Main Street Board has adopted implementation the 2017 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. Main Street received a \$17,000 Business Oregon Live Venues Lost Revenue Grant. This grant was awarded based on the LGMSD's lost revenue for last year's Eastern Oregon Beer Festival due to COVID 	
23	Updated July 22, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> The Ignite Center is hosting La Grande Main Street's Lunch and Learn networking series. Ignite Center has added 2 new users in June and has received several additional requests for services that are not currently provided. 	Economic Development
24	No Change December 27, 2021	Business Development Assistance Program	<ul style="list-style-type: none"> 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
25	Updated July 22, 2022	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.) Steering Committee is meeting monthly at the Ignite Center Currently identifying key focus groups and survey materials EOU Intern has been hired to assist with implementation of this project Staff attended virtual ROI quarterly check in Staff and key committee members hosted ROI-Business Oregon Staff for in person check in on May 18 Staff and intern are identifying local entrepreneur clusters and convening weekly focus groups. 	Economic Development
26	Updated July 22, 2022	Brownfields Assessment	<ul style="list-style-type: none"> Economic Development and Planning Departments hosted a public meeting with local property-owners on April 13th to identify potential brownfields sites in La Grande. SRS has received a grant to help identify and provide technical assistance to property owners of potentially contaminated sites. Econ Dev and Planning Staff hosted a public meeting with consulting firm Stantec to identify potential brownfield project sites. Two La Grande properties were identified as potential projects. The 	Economic Development

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			<p>grant could potentially help fund 10 phase I ESAs and up to 6 Phase II ESAs in La Grande. Staff is working to identify other property owners</p> <ul style="list-style-type: none">• Staff has been conducting outreach for interested property owners and has identified 10 property owners interested in participating in this project.• Currently trying to schedule next meeting with consultant and interested property owners• Hosted site visits with consultant and interested property owners July 28 and 30• 8 property owners are participating and have submitted property nominations, 2 projects have been approved for phase I reviews.																																								
27	No Change January 3, 2020	Chart of Accounts Review	<ul style="list-style-type: none">• Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature. In December, the committee met and reviewed the Chart of Accounts and discussed recommended changes. The Revenue portion has been sent out for review and is now being finalized.	Finance																																							
28	Updated July 25, 2022	Statistics	<table><tr><td>Month of June, 2022</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,722,091</td><td>\$29,889,969</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$381,056</td><td>\$12,619,184</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,738,577</td><td>\$24,271,987</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$855,724</td><td>\$10,182,093</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>185</td><td>2,315</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>183</td><td>2,141</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$912,931</td><td>\$11,161,252</td></tr><tr><td># of Water accounts billed:</td><td>4851</td><td>58,022</td></tr><tr><td># of LID accounts billed:</td><td>1</td><td>11</td></tr><tr><td>Pieces of mail processed</td><td>685</td><td>6,033</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,030</td><td>35,991</td></tr><tr><td># of NSF checks the City received:</td><td>2</td><td>47</td></tr></table>	Month of June, 2022	Current	YTD	Monthly Revenue (all funds)	\$1,722,091	\$29,889,969	Monthly Revenue (general fund)	\$381,056	\$12,619,184	Monthly expenses amount (all funds)	\$1,738,577	\$24,271,987	Monthly expenses (general fund)	\$855,724	\$10,182,093	# of Accounts Payable Checks issued:	185	2,315	# of Payroll Checks/AP issued:	183	2,141	Monthly Payroll expenses:	\$912,931	\$11,161,252	# of Water accounts billed:	4851	58,022	# of LID accounts billed:	1	11	Pieces of mail processed	685	6,033	Electronic Utility Payments Received	3,030	35,991	# of NSF checks the City received:	2	47	Finance
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29	No Change October 20, 2020	Transient Lodging Tax Ordinance	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																																							
30	New Item July 25, 2022	FY 21-22 Audit	Started audit with the interim audit the week of July 25- July 29. Auditors are here reviewing a few things in bank reconciliation, accounts payable and payroll. Also performing walk throughs with each employee within the Finance Department	Finance																																							
31	Updated July 20, 2022	DPSST micro-grant	Materials purchased to complete project; work is near completion on training burn boxes. Funds have been received from OSFM	Fire																																							
32	No change July 20, 2022	CIS Security Grant	Grant awarded from City insurance carrier for the purchase and install of outside security cameras at the Fire Station. Hardware ordered.	Fire																																							

Item	Date of Change in Status	Item	Comments	Department
33	No Change June 20, 2022	Fire Inspection/Code Enforcement	Fire Chief conducted 1 inspections of a local business	Fire
34	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire
35	Updated July 20, 2022	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (2) Families instructed in proper bicycle helmet use with, (2) bike helmets being provided.	Fire
36	Updated July 20, 2022	Training	<ul style="list-style-type: none"> Department drill – Joint drill with LGRFPD, Hose advancement, PPE, Entry 2 hrs. Co. EMS drill – Case reviews 2 hrs. Monday medical meeting –1 hr. EMT Casual trainings 16 hrs. Shift drills – 17 hrs. various subjects Fire/Rescue online – 28 hrs. Fire Instructor II – 14 hrs. 	Fire
37	No Change October 24, 2020	Traffic school	Traffic school has not been conducted since February due the Fire station being closed to the public. Unknown when it will begin again.	Fire
38	Updated July 20, 2022	Department Announcements	LAST OPEN FIREFIGHTER POSITION FILLED. Firefighter Trevor Hubbard starting July 21 st .	Fire
	Updated July 20, 2022	OSFM Wildland Staffing Grant	Monies received, coverage beginning July 22. Training coverage, Weather events, Wildland triage program, etc.	Fire
39	Updated July 20, 2022	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. Also developing the City-wide model for evaluating positions for compliance with the Pay Equity Act. Job description reviews completed and Pay Equity Act analysis is underway. Market study to follow. Pay equity completed for management group and HR Answers collecting compensation and benefits information from comparable cities. Reminders were sent to the 2 cities that have not responded to the survey.	Human Resources
40	No Change April 29, 2022	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Staff is working on reviewing and updating job descriptions. All job descriptions have an updated draft and are on final reviews. HR Answers has started the JAQ process for departments with final job descriptions completed.	Human Resources
41	Updated July 20, 2022	Current Recruitments	<ul style="list-style-type: none"> Firefighter position – New Firefighter to start on 7/21/22 Police Officer currently one positions open. Applicant is currently in the final background stages. Recreation Leader position open. 2 hires Lifeguard position (Part-time intermittent) Swim Instructors Library Page – currently reviewing applicants Parks Utility II open Morgan Lake Camp host open 	Human Resources
42	Completed July, 18 2022	Literacy Center	The Literacy Center is closed as Myra will be retiring on June 30, 2022.	Library
43	Updated July 18, 2022	Announcements	The Library is issuing non-La Grande residents over to a non-resident membership status. The Library	Library

Item	Date of Change in Status	Item	Comments			Department
			<p>currently has 35 active non-resident cards.</p> <ul style="list-style-type: none">Library programs currently offered are: Thursday Storytime 10:30 am, Kid Craft Friday 3:00 pm, monthly DIY craft kits, Teen Book Club first Monday monthly, times vary, Teen iCraft monthly 2nd Wednesday 4:00 pm, Teen movies monthly third Wednesday 4:00 pm, and Adult Mystery Book Club, monthly on the 2nd Monday at 1:00 pm.The Summer Reading Program is happening from now until the end of July. We currently have 62 adults, 82 teens and 202 children signed up since the first week of registration. Activities are scheduled for almost every day until the end of July.The Library’s Little Free Food Pantry is now a part of the Oregon Regional Food Bank. Staff will be picking up a load of food every month at the warehouse in Island City.The library has installed two new security cameras, one outside the 4th Street door, and the other above the circulation desk. IMESD and Alpine Alarm have now finished installing the software on two library computers.			
45	Updated July 18, 2022	Statistics	Current Month June	Last Month May	Information from: 6/1/2022-6/30/2022	Library
			10,099	8,950	Circulation	
			7,384	5,949	Door count	
			72	46	New Cardholders	
			13,945	13,873	Total Card holders	
			1,667	1,646	Library2Go (eBooks &audio)	
			6	18	Dial-A-Story	
			398	428	Hoopla (eBooks, movies/TV, comics)	
			7	16	MyHeritage (genealogy)	
			1	2	CreativeBug (crafts online)	
			101	128	Kanopy (movies)	
			4	11	Events in community room	
			69	14	Adult program attendance	
			331	205	Children’s program attendance	
			100	29	Teen program attendance	
			12	12	Volunteer hours	
			946	1,015	Total Sage Interlibrary Loans	
46	Updated July 20, 2022	Parks Maintenance Update	<ul style="list-style-type: none">Continue to tweak irrigation for hot weather in all parks.Aerate and applied three different chemicals to ball fields that were compacted during construction of turf.Keeping up with record amount of pavilion rentals			Parks & Rec-Maintenance
47	New Item July 14, 2022	Parks Staffing Challenges	<ul style="list-style-type: none">Long-time parks utility worker Tee Gandy submitted his resignation. We will miss his hard work getting things done in our parks. A new job posting is live on the City Website.Our camp host has resigned as well and that posting is also live.During our busiest months, we are running a skeleton crew trying to stay caught up.			Parks & Rec-Maintenance

Item	Date of Change in Status	Item	Comments			Department
48	No Change January 6, 2020	Recreation Center	The Committee has been actively meeting this fall and has looked at a variety of properties. Their main goal this fall is to finalize a location and plan fundraising efforts.			Parks & Rec-Admin
49	Updated July 27, 2022	Parks Master Plan	The City Council adopted the new Parks Master Plan at their July Regular Session. The Plan will now go to Union County for consideration and co-adoption.			Parks & Rec -Admin
50	Updated July 20, 2022	Morgan Lake Restrooms	Restroom building was installed and concrete ADA pad finished. It is open for business. Still need to install educational signage, then the project will be complete.			Parks & Rec -Admin
51	Updated July 20, 2022	Pool Statistics June 2022		<u>FY 20-21</u> <u>June</u>	<u>FY 21-22</u> <u>May</u>	Parks & Rec-Aquatics
			ATTENDANCE	3,103	2,134	
			FY TO DATE	11,301	19,808	
			REVENUE	\$25,434.55	\$24,291.72	
			FY TO DATE	\$68,085	\$112,917.05	
52	Updated July 20, 2022	Pool Programs Update	<ul style="list-style-type: none">Swim lessons continue to be extremely full. Admin staff have started to do quarterly evaluations of instructors again for the first time since COVID to ensure the quality of instruction.Summer attendance is now up to normal numbers.Staff are working with EOU’s Outdoor program to offer Lifeguard courses for college credit. This will help both students, as well as our facility.			Parks & Rec-Aquatics
53	Updated July 20, 2022	Pool Maintenance Update	No maintenance issues to report.			Parks & Rec-Aquatics
54	Updated July 19, 2022	Recreation Program Update	<ul style="list-style-type: none">Only 4 weeks left of our Summer Programs. They are running great and staff is working really hard.All of our Riverside Summer Concerts are full, as well as our Morgan Lake Regatta.Moonlight tournament is only a couple of weeks away and we have 10 teams signed up currently.Going to be evaluating the After-School Program soon and determining best mode of operation for this coming school year.Flag Football registration is up on the website. Will be adding other Fall/Winter activities soon.			Parks & Rec-Recreation
55	Updated July 19, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none">2-year extension was approved for the program. Meetings start June 30th to prepare for new grant requirements.Coordinator gave away 4 bicycles in June at Kick it into Gear.Coordinator is working on getting donations from local businesses for the Month of July. Local agencies have agreed to work with coordinator in rewarding young bicyclist who are following safety regulations.Coordinator is contacting the fair manager to reserve a booth for the Union County Fair and will be giving away education materials and at least 6 bicycles.			Parks & Rec-SRTS
56	Updated July 20, 2022	Urban Forestry Update	<ul style="list-style-type: none">Provided an urban forestry station for the Greenwood Elementary 3rd grade classes field day.Coordinated the spring beautification awards. Two residential properties were selected: Anne Morrison			Parks & Rec-Urban Forestry

Item	Date of Change in Status	Item	Comments	Department																																													
			<div>and Michael Howard - 1501 Cedar St., and Joann Walter - 2107 N Greenwood St.</div> <ul style="list-style-type: none">• Attended the Oregon Community Trees spring board meeting and strategic planning committee meeting.• Checked on trees planted this spring, installed water gators and watered young trees in need of supplemental water.• Approved a pruning permit for three oak trees at the Market Place Grocery.• Pruned twenty-two trees in the URD for sidewalk clearance and sign clearance.• Sprayed weeds in the down town tree wells.																																														
	Updated July 20, 2022	Urban Forestry Tree Inventory Project	Entered missing information for Zone 7 in the public tree inventory. Updated removals and maintenance records.	Parks & Rec- Urban Forestry																																													
57	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec- Urban Forestry																																													
58	Updated July 15, 2022	May Urban Forestry Statistics	<table><tr><td>July 1, 2021 – June 30, 2022</td><td>June</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>98</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>35</td></tr><tr><td>Street Trees Removed</td><td>1</td><td>42</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>5</td></tr><tr><td>Street Trees Pruned</td><td>32</td><td>548</td></tr><tr><td>Park Trees Pruned</td><td>0*</td><td>39</td></tr><tr><td>Community Responses</td><td>41</td><td>245</td></tr><tr><td>Nuisance Responses</td><td>2</td><td>21</td></tr><tr><td>Field Evaluations</td><td>17</td><td>143</td></tr><tr><td>Ordinance Enforcement</td><td>0</td><td>8</td></tr><tr><td>Comm. Tree Service Permits</td><td>0</td><td>9</td></tr><tr><td>Site Plan Reviews</td><td>2</td><td>38</td></tr><tr><td>Community Volunteer Hours</td><td>0</td><td>308</td></tr><tr><td>* did not record number of trees pruned by parks seasonal staff</td><td></td><td></td></tr></table>	July 1, 2021 – June 30, 2022	June	YTD	Street Trees Planted	0	98	Park Trees Planted	0	35	Street Trees Removed	1	42	Park Trees Removed	0	5	Street Trees Pruned	32	548	Park Trees Pruned	0*	39	Community Responses	41	245	Nuisance Responses	2	21	Field Evaluations	17	143	Ordinance Enforcement	0	8	Comm. Tree Service Permits	0	9	Site Plan Reviews	2	38	Community Volunteer Hours	0	308	* did not record number of trees pruned by parks seasonal staff			Parks & Rec- Urban Forestry
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59	Updated August 2, 2022	Calendar YTD Planning Statistics	<table><tr><td></td><td>June 2021</td><td>June 2022</td><td>FY 20-21</td><td>Current 21-22</td></tr><tr><td>Land Use Apps</td><td>4</td><td>2</td><td>61</td><td>42</td></tr><tr><td>Zoning Approvals</td><td>1</td><td>1</td><td>58</td><td>55</td></tr><tr><td>New Business Permits</td><td>1</td><td>4</td><td>25</td><td>32</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$1,200</td><td>\$525</td><td>\$13,151</td><td>\$30,505</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$0</td><td>\$25</td><td>\$1,000</td><td>\$1,275</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$0</td><td>\$0</td><td>\$6,825</td><td>\$11,050</td></tr></table>		June 2021	June 2022	FY 20-21	Current 21-22	Land Use Apps	4	2	61	42	Zoning Approvals	1	1	58	55	New Business Permits	1	4	25	32	Revenue (Land Use Fees)	\$1,200	\$525	\$13,151	\$30,505	Revenue (Zoning Approval)	\$0	\$25	\$1,000	\$1,275	Revenue (Parks SDC)	\$0	\$0	\$6,825	\$11,050	Planning										
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60	Updated July 18, 2022	Notable Projects Approved or in Process Under Review	Union County Warming Station (UCWS): The UCWS is looking for a new location. Their current site	Planning																																													

July 2022

15

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

Item	Date of Change in Status	Item	Comments	Department
			<p>at 2008 3rd Street has been listed for sale and their lease has been terminated. In their efforts for searching for a new location, the UCWS Board is proactively meeting with City Planning and Police to discuss potential site locations. They are hoping to find and commit to a new location by July 1st, if possible, as this would allow them time to address any building code related issues and be prepared for opening this November 2022.</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. The street and infrastructure improvements are mostly complete. Two (2) homes are completed and occupied, with a third under construction.</p> <p><u>EOU Field House:</u> Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional funding, which allows them to add some improvements back into the project which were removed from the final design due to budgetary challenges. The improvements added back in include installing an indoor track, elevator and administrative office spaces on the upper floor mezzanine.</p> <p><u>Cottage Home Infill Project:</u> GCT Land Management received approval from the Planning Commission for a conditional use permit and site plan for constructing three (3) cottage homes (tiny homes) at the Southeast corner of Second Street and H Avenue (across from Central Elementary School). This is a large corner lot with an existing small dwelling. This project will result in a total of 4 cottage homes on the property. This project is under construction.</p> <p><u>Timber Ridge Apartments:</u> In January 2021, Northeast Oregon Housing Authority (NEOHA) received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is under construction.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July</p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees). This project is under construction.</p> <p><u>Napa Auto Parts:</u> Received site plan approval in late-July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <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 <u>under construction</u>.</p>	
61	Updated July 18, 2022	Comprehensive Plan Amendment – Adoption of 2022 Parks Master Plan	<p>The Parks Department and Planning Department are working together on the adoption of an updated Parks Master Plan. The Plan will update and replace the Goal 8 Chapter of the City of La Grande Master Plan. The public hearing process <u>is well under way, with the City Council's final adoption completed on July 6, 2022.</u> This Plan is now heading to the County for co-adoption within the City's UGB and planned to conclude in December 2022.</p>	Planning
62	No Change July 29, 2020	2019 Sign Code Amendments	<ul style="list-style-type: none"> Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). This has been further complicated by the current COVID-19 meeting limitations which makes it challenging to effectively engage the public in the code preparation process, not to mention the shift in priority and focus on the LDC amendments to address HB 2001. 	Planning
63	No Change July 20, 2021	Floodplain Re-Mapping	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			remapping efforts. <ul style="list-style-type: none">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.																			
64	Updated July 19, 2022	<u>Statistics:</u> Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JUN 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>99</td><td>518</td></tr><tr><td>All other calls for service:</td><td>987</td><td>5,421</td></tr><tr><td>Total calls for service:</td><td>1,086</td><td>5,939</td></tr><tr><td>Case Numbers:</td><td>143</td><td>638</td></tr><tr><td>Traffic Stops:</td><td>142</td><td>853</td></tr></table>	TYPE OF ACTIVITY	JUN 22	YTD	Priority 911 calls for service:	99	518	All other calls for service:	987	5,421	Total calls for service:	1,086	5,939	Case Numbers:	143	638	Traffic Stops:	142	853	Police
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65	Updated July 19, 2022	<u>Statistics:</u> Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i>	<table><tr><th>TYPE OF CASE</th><th>JUN 22</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none">Physical Abuse: 4Sexual Abuse: 4Neglect: 21Domestic Violence: 2Other: 0</td><td>31</td><td>202</td></tr><tr><td>Elder Abuse:<ul style="list-style-type: none">Physical Abuse: 1Sexual Abuse: 0Neglect: 0</td><td>1</td><td>2</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none">Domestic Violence: 0SART: 0 (Sexual Assault Response Team)Other: 1</td><td>1</td><td>16</td></tr><tr><td>Death Investigations:<ul style="list-style-type: none">Unattended: 0Suicide: 0Homicide: 0</td><td>0</td><td>4</td></tr><tr><td>Miscellaneous:<ul style="list-style-type: none">Assault: 0Federal Firearms Check: 3Background: 0Other: 1</td><td>4</td><td>24</td></tr></table>	TYPE OF CASE	JUN 22	YTD	Child Abuse: <ul style="list-style-type: none">Physical Abuse: 4Sexual Abuse: 4Neglect: 21Domestic Violence: 2Other: 0	31	202	Elder Abuse: <ul style="list-style-type: none">Physical Abuse: 1Sexual Abuse: 0Neglect: 0	1	2	Domestic Violence / SART: <ul style="list-style-type: none">Domestic Violence: 0SART: 0 (Sexual Assault Response Team)Other: 1	1	16	Death Investigations: <ul style="list-style-type: none">Unattended: 0Suicide: 0Homicide: 0	0	4	Miscellaneous: <ul style="list-style-type: none">Assault: 0Federal Firearms Check: 3Background: 0Other: 1	4	24	Police
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Domestic Violence / SART: <ul style="list-style-type: none">Domestic Violence: 0SART: 0 (Sexual Assault Response Team)Other: 1	1	16																				
Death Investigations: <ul style="list-style-type: none">Unattended: 0Suicide: 0Homicide: 0	0	4																				
Miscellaneous: <ul style="list-style-type: none">Assault: 0Federal Firearms Check: 3Background: 0Other: 1	4	24																				
66	Updated July 19, 2022	<u>Statistics:</u> Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>JUN 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>471</td><td>2,704</td></tr><tr><td>All other calls for service:</td><td>1,891</td><td>10,420</td></tr><tr><td>Traffic (air-time):</td><td>230</td><td>1,450</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>223</td><td>1,117</td></tr><tr><td>Records requests processed:</td><td>81</td><td>495</td></tr></table>	TYPE OF ACTIVITY	JUN 22	YTD	Priority 911 calls for service:	471	2,704	All other calls for service:	1,891	10,420	Traffic (air-time):	230	1,450	Case reports handled: (LGPD / UCSO)	223	1,117	Records requests processed:	81	495	Police
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67	Updated July 19, 2022	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report) <i>Union County data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>MAY 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>13</td><td>74</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>81</td><td>354</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>36</td><td>148</td></tr></table>	TYPE OF CRIME	MAY 22	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	13	74	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	81	354	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	36	148	Police						
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Item	Date of Change in Status	Item	Comments	Department
			<div>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</div> <div>--</div> <div>12</div>	
68	Updated July 19, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report) <i>State of Oregon data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<div> TYPE OF CRIME MAY 22 YTD </div> <div> Crimes Against Persons - (Assault, Robbery, Sex Crimes) 1,740 13,220 </div> <div> Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed) 6,850 62,940 </div> <div> Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct) 3,756 26,822 </div> <div> Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving) 584 5,317 </div>	Police
69	Updated July 19, 2022	Training	Operations Division: <ul style="list-style-type: none"> The Chief participated in a two day Cascadia Earthquake ICS (Incident Command System) Exercise The Lieutenant participated in Hate and Bias Crime training The Lieutenant participated in OSHA training that included the following topics: Hazard Identification, Energizing your Safety Committee, Foundation of Trust, and Human & Organizational Performance All officers participated in Defensive Tactics training One officer participated in training titled, "Advanced Patrol Tactics" Members of the NEO Regional SWAT Team participated in monthly training. Communications Division: <ul style="list-style-type: none"> Members of the NEO Regional SWAT Crisis Negotiations Team (CNT) participated in monthly training. Additional training records were unavailable at the time of this update.	Police
70	No Change July 19, 2022	Staffing	Operations Division: <ul style="list-style-type: none"> One recruit officer is in the Field Training and Evaluation Program (FTEP). He began his 16-week Basic Police Academy in Salem on May 16, 2022. One police officer, Garrett Jones, was hired with a start date of June 22, 2022. He is now in our Field Training and Evaluation Program (FTEP) and will have to attend the 16-week Basic Police Academy in Salem, which has not yet been scheduled. We have one (1) additional police officer vacancy at this time. We have one applicant in the background investigation phase of the selection process. We are still taking applications for police officers and will until all vacancies are filled. Communications Division: <ul style="list-style-type: none"> Fully staffed 	Police
71	New and Complete August 2, 2022	Yield Sign Greenwood and Z Avenue	<ul style="list-style-type: none"> Based on a citizen request for signage at the intersection of Greenwood and Z Avenue, the Parking, Traffic Safety, and Street Maintenance 	Public Works

Item	Date of Change in Status	Item	Comments	Department
			Advisory Committee recommended signage at the intersection to address the safety concerns. The Public Works Director specifically recommended yield signs on both sides of Greenwood, which the City Manager approved on August 2, 2022.	
72	No Change April 27, 2022	Water and Sewer Ordinance Review	The City Council met with the Staff in a Work Session on April 25 th to discuss needed revisions to the Water and Sewer Ordinances. These revisions will be presented to the City Council for consideration when the draft revisions are complete.	Public Works
73	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
74	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
75	Updated July 22, 2022	Hall Street (Cove to East L) Resurfacing	Roadway has been paved from Cove Avenue to East L Avenue. City concrete contractor will be completing some flatwork in the next month to complete the project.	Public Works
76	Updated July 22, 2022	Adams Avenue ADA Ramps	Contract was awarded to HP Civil at the June Council Regular Session. Contractor has mobilized to the site and anticipates completing the work by the end of August.	Public Works
77	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
78	Updated July 22, 2022	Hydrant Flushing	Crews have been flushing the system and are making good progress. We are utilizing a new route order to increase efficiency.	Public Works
79	No Change May 25, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The 2021 Sidewalk LID has been successfully closed out and the 2022 LID established. Work will begin under this program in June.	Public Works
80	Updated July 22, 2022	Implementation of Geographic Information Systems (GIS) at Public Works	Anderson Perry is working on implementing a new hydrant testing dashboard to aid in tracking testing performance and crew efficiency.	Public Works
81	No Change July 22, 2022	Water Meter Reading System	Crews are down to two (2) remaining routes to complete the meter changeout of the City's residential meters. Current wait time for ordered meters is 10+ months.	Public Works
82	Updated July 22, 2022	Timber Ridge Apartment Project	Project has opted to have their contractor install water mains. City crews will be completing hot taps to the existing system and parts have been ordered.	Public Works
83	No Change February 25, 2022	Sanitary Sewer Manhole Maintenance	Crews have started replacing rings. We are now waiting for more parts to arrive so we can continue our list.	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 February 25, 2022	Riser Installation	Crews have completed all that can be completed on this project with the parts on hand. There are three more manholes that we are waiting for parts to arrive so the project can be completely finished.	Public Works

Item	Date of Change in Status	Item	Comments	Department
86	No Change May 25, 2022	Wastewater Treatment Plant Blower Header Pipe	Waiting on electricians and electrical parts for a panel upgrade to continue with this project.	Public Works
87	Updated July 22, 2022	ERP Updates	Staff has completed the Risk and Resilience Assessment for the water system and are now actively working on the Emergency Response Plan.	Public Works
88	No Change June 23, 2022	Telemetry System Updates	Supply chain issues have once again slowed progress of this project.	Public Works
89	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
90	No Change May 25, 2022	Tule Lake Pump Replacement	The pump has arrived and we are waiting for electricians and electrical parts that are on back order.	Public Works
91	Updated July 22, 2022	WWTP-Headworks Secondary Pump Replacement	Pumps have arrived and are scheduled to be lifted into place next week.	Public Works
92	No Change April 22, 2022	Air Quality Monitoring Project	Outreach to surrounding schools (sites for monitoring stations) has begun. Installation is anticipated for summer 2022.	Public Works
93	No Change April 22, 2022	SRTS Construction Grant	Part 2 of the application is due by July 31, 2022. Staff will be working on preparing project documents.	Public Works
94	No Change May 25, 2022	Pump Rebuilds at the WWTP	A 10 Hp and a 100 Hp pump utilized within the treatment plant have been sent in to be rebuilt. The pumps are expected to be sent back the week of May 31.	Public Works
95	No Change May 27, 2022	Union County Fair Sewer and Water Services	The Union County Fair Board is pursuing getting City sewer and water services to the fair grounds. Multiple meetings have been attended by staff to review plans and offer insight. Currently the project is not fully funded and no final decisions have been made regarding the ownership of the proposed sewer infrastructure, most notably the lift station. Staff met with members of the Fair Board and Anderson and Perry to discuss water and sewer assessments on May 27. Work on the bridge where the sewer line is being incorporated appears to have been delayed until next summer.	Public Works
96	New Item July 22, 2022	2022-23 Sewer Rehab Contract	Staff is working on completing the bid documents and anticipates an August bid closing	Public Works
97	New Item July 22, 2022	Gekeler Lane (Aries to Fourth) Grind & Inlay Project	Staff has completed the field investigation to determine the existing pavement section and is working on bid documents. An August bid opening is anticipated.	Public Works
98	New Item July 22, 2022	Second Street 18-Inch Mainline Replacement	Parts have been ordered and project is anticipated to begin in the winter/spring. Phase II of the project will run from Penn Avenue to K Avenue.	Public Works
99	New Item 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
100	New Item July 22, 2022	May Lane (Riddle to Watson) Overlay	City crews will be working on a joint effort with Union County to overlay the chip seal on May Lane. Work is expected to take place in August.	Public Works
101	New Item July 22, 2022	S Avenue (Monroe to Spruce) Overlay	Roadway has been prepped for overly, but crews are waiting for asphalt. Local asphalt production has been slowed due to regulatory and supply chain issues.	Public Works
102	New Item July 22, 2022	Main Avenue (Second to Fourth) Overlay	Work will commence following completion of work on S Avenue.	Public Works
103	New Item July 22, 2022	Miller Drive (Second to West) Overlay	Miller Drive will be overlaid by City crews with a new 2-inch thick AC mat. Work is scheduled for late July.	Public Works
104	New Item July 22, 2022	O Avenue (Fourth to Sixth) Overlay	Work on this project is anticipated to begin in August.	Public Works

Item	Date of Change in Status	Item	Comments			Department
105	New Item July 22, 2022	CMAQ Paving Project	Staff is completing the project funding paperwork and anticipates completing this work late fall/spring 2023.			Public Works
106	New Item July 22, 2022	Fire Department Training Ground Paving	Crews will be paving a portion of the training area for the Fire Department. Work is expected to begin in early August.			Public Works
107	New Item July 22, 2022	18 th Street (Gekeler Slough) Bridge Replacement	Engineering staff is working on a survey to begin design of a new bridge structure to replace the culvert at this location.			Public Works
108	Updated July 22, 2022	Public Works Statistics		Jun 22	Fiscal YTD	Public Works
			Sewer taps installed	2	26	
			Water taps installed	5	21	
			Water leaks repaired	0	24	
			Water meters installed	59	1,131	
			Square feet of street paved	58,500	151,350	
			Water produced (MG)	66.4	803.07	
			WWTP flows (MG)	104.7	685.56	

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	Updated July 22, 2022	CDBG Micro Enterprise Grant M19014	Fall 2019	\$75,000	\$75,000	N/A	<p>This Grant is being administered by NEOEDD We have drawn \$48,804 and have \$26,196 remaining.</p> <p>We have received a 3rd extension and are working with NEOEDD to identify eligible applicants and award remaining funds by August 31, 2022 And revised workplan has been submitted to Business Oregon</p> <p>Latest round of in person classes was completed in March</p> <p>Work for this grant is complete and a final public hearing is scheduled for the August City Council meeting</p>	Business Oregon – Federal	Eco. Devo.
2	Updated July 22, 2022	CDBG Emergency Grant SB2002 – grants to UC Businesses	August 2020	\$150,000	\$150,000	N/A	<p>Administered by NEOEDD. We have drawn \$104,000 and have \$46,000 remaining. Funds have been awarded to 6 businesses to date and the webinar at https://www.neoedd.org/covid-relief-funding-for-businesses-webinar/ provides up-to-date info on the program and how to apply We are still seeking</p>	Business Oregon – Federal	Eco Devo.

							<p>applicants who qualify to apply for remaining funds</p> <ul style="list-style-type: none"> • NEOEDD has received an extension through August 15th to expend remaining funds • Two Additional Business grants totaling \$27500 approved in April • Project is complete, all funds have been dispersed and final public hearing is scheduled for Aust City Council meeting 		
3	No Change April 25, 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 • Steering Committee Held First in person meeting in April • Currently identifying key focus groups and survey materials 	Business Oregon / ROI	Eco Dev
4	No Change March 21, 2022	FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant	February 2, 2022	\$1,003,347.00	\$1,003,347.00	N/A	In review, grant awards to begin in May 2022	Federal Emergency Management Agency (FEMA)	Fire
5	No Change May 25, 2022	DPSST Micro Grant	December 2020	\$5,080	\$5,080	N/A	Approved April 7 th , 2022	Department Of Public Safety and Standards	Fire
6	No Change	Security Grant	June 6,	\$10,000	\$3782.82	\$6,217.18	Awarded June 9,		

	July 22, 2022		2022				2022	CIS	Fire
7	New 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
8	No Change May 23, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Installation scheduled for May 26, 2022	Oregon State Marine Board	Parks & Recreation
9	No Change May 23, 2022	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved.	ODFW	Parks & Recreation
11	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Received letter to proceed and contract.	Federal dollars thru State Parks	Parks & Recreation Public Works
12	No Change June 24, 2022	Safe Route To School Non-Infrastructure	March 17, 2022	\$131,068.49	\$100,000	\$31,068.49 PTO and \$7,799.72 cash match.	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
13	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
14	No Change September 23, 2021	Oregon State Parks (SHPO) – Certified Local Government Grant	February 2021	\$22,000	\$12,000	\$10,000	In Process	State Parks (SHPO)	Planning
15	No Change June 25, 2022	Adams Avenue ADA ramp improvements	February 2020	\$583,710	\$583,710	In-kind design services	Project was awarded to HP Civil with work to begin in June	ODOT	Public Works
16	No Change May 25, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Proposals have been reviewed and a recommendation has been made by the steering committee to ODOT. ODOT will now negotiate the agreement with the recommendation to see if a contract can be made.	ODOT	Public Works
17	No Change March 17,	SRTS Infrastructure	March 2022	\$165,000	\$150,000	Cash	The second round of applications are	ODOT	Public Works

	2022	Grant					due 7/31/22		
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