



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change February 11, 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, at their Annual Retreat identified developing a plan for the use of the funds as a priority for the coming fiscal year. The City of La Grande has received the first allocation of \$1,511,086 ARPA funds and expects to receive the second, equal distribution in the coming months. The Work Session planned for the Council to continue discussing options and public involvement has been rescheduled for June 13, 2022. The final Rule regarding use of the funds has been published and it provides for greater flexibility for the use of the funds.	City Manager
2	No Change February 11, 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.	The Parking, Traffic Safety, and Street Maintenance Advisory Commission (PTSSMAC) has developed a list of recommendations for obtaining new revenue streams in the Street budget. The recommendations will be presented to the Council during a Work Session in April.	Public Works
3	No Change February 11, 2022	Housing: Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4	No Change February 11, 2022	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	Updated March 29, 2022	Staffing: Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	Work on the compensation study for the Management Group and non-represented employees is ongoing. The project includes developing the framework for compliance with the Pay Equity Act. Staff is requesting the City Council approve conducting a compensation study for the represented employees at the April 6, 2022, Council Meeting. Following the Annual City Council Retreat discussion, Staff met to discuss strategies including	City Manager

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
			conducting salary reviews for the three bargaining groups to determine how competitive the City's salaries and benefits are compared to the market. The City had agreed to conduct such a study in advance of the next scheduled bargaining with the Employee Association and we are looking at expanding that study to the other two groups and doing it earlier than planned.	
6	Updated March 29, 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.	Department Directors have prepared their requested budgets for FY 2022-23 and are meeting with the City Manager the week of March 28 th as part of the annual Budget process.	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	No Change February 11, 2022	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

Council Sessions, Significant Deadlines, and Events Schedule As of April 7, 2022

Unless otherwise noted, all meetings begin at 6:00 p.m.

The meeting dates listed here are place holders; meeting dates and topics are subject to change.

2022

Monday, April 18

JOINT WORK SESSION:
Council and PTSSMAC
Street Funding
Recommendations

Monday, April 25

**TENTATIVE WORK
SESSION:** Water and
Sewer Fees

Monday, May 2

WORK SESSION:
Tourism Report

Wednesday, May 4

REGULAR SESSION

Monday, May 16

Budget Hearing

Tuesday, May 17

Budget Hearing

Monday, May 23

JOINT WORK SESSION:
Council and Landmarks
Commission – Historic
District Standards.

Monday, May 30

HOLIDAY

Wednesday, June 1

REGULAR SESSION

Monday, June 13

**TENTATIVE WORK
SESSION:** American
Rescue Plan Act
(ARPA) Funding

Monday, July 4

HOLIDAY

Wednesday, July 6

REGULAR SESSION

Wednesday, July 13th

SPECIAL SESSION:
Agency/URAC Joint
Session –
Call for Projects

Wednesday, August 3

REGULAR SESSION

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Monday, August 22	TENTATIVE WORK SESSION: TBD
Monday, September 5	HOLIDAY
Wednesday, September 7	REGULAR SESSION
Monday, September 12	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, November 24 and Friday 25	HOLIDAY
Wednesday, December 7	REGULAR SESSION
Monday December 26	HOLIDAY
Monday January 2, 2023	HOLIDAY

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

Item	Date of Change in Status	Item	Comments	Department																																							
1	Updated March 15, 2022	All Building Permits February 2022	<u>February 2022</u>				Building																																				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>																																					
			City of LG Building:	13	\$9,112.00	\$3,971.40																																					
			UC Building:	7	\$14,297.00	\$9,293.05																																					
			City of LG MFH	0	\$0																																						
			UC MFH	0	\$0																																						
			City of LG Mechanical	9	\$656.50																																						
			UC Mechanical	8	\$707.50																																						
			City of LG Plumbing	4	\$295.50																																						
			UC Plumbing	2	\$324.00																																						
			City of LG Electrical	13	\$1,242.90																																						
			UC Electrical	16	\$1,969.00																																						
			City of LG Demolition	0	\$0																																						
			UC Demolition	0	\$0																																						
			AG Exempt permits	2																																							
			TOTALS:	74	\$28,604.40	\$13,264.45																																					
			Fiscal Year Running Totals:	744	\$207,090.62	\$82,792.05																																					
			2	Updated March 15, 2022	Housing Permits February 2022	New Housing Building Permits City of La Grande				Building																																	
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3	Updated 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. The City has installed three security cameras at Max Square with signage and the cameras are active.	City Manager																																																																												
4	No Change February 28, 2022	Market Place Family Foods Agreement Amendment	The latest report on employment has been received and reviewed. The staffing levels do not meet the Full-Time threshold required for forgiveness under the agreement as of the end of November, 2021.	District Manager																																																																												
5	No Change February 18, 2022	Urban Renewal Targeted Project Policy Development	During the 2022 Annual Retreat the District Manager indicated the desire to leverage the \$300,000 in current funds to receive significant capital grant funding to renovate the Fire Museum to provide an expanded space for Ignite. The project would also include increased opportunities for Side A Brewing to utilize increased space that currently is inaccessible. To date we have been unsuccessful in our efforts to receive grant funding. One option discussed as to seek Agency approval to move forward with a reduced project scope to make significant improvements to the building using only URA funding if we cannot secure additional grant funding. This could include an additional \$200,000 of proposed funding that would be available through a lower under levy of property taxes which would increase revenues to the Urban Renewal Agency and reduce revenues to the other taxing districts, including the City of La Grande as compared to last year. The project would enable Ignite to relocate and expand to this City-owned property and include partner organizations that also provide services to entrepreneurs and small businesses including but not limited to:	District Manager																																																																												

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			NEOEDD, EOU College of Business and LG Main Street. The focus of this project is economic resiliency for new and existing businesses in Union County as they recover from the impacts of COVID-19.																											
6	No Change September 13, 2019	System Development Charges/Water and Sewer Connection Fee Review	The City Council met with the Staff in a Work Session to discuss the existing methodology for assessing water and sewer connection fees and potential revisions that could be made. Staff will do additional research before moving forward with any changes. Also discussed were needed revisions to the Sewer Ordinance and Fee Resolution that will be presented to the City Council for consideration in the near future.	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 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.	City Manager																										
8	No Change January 25, 2022	Codification of City Ordinances	The City’s Ordinances have been emailed to MuniCode along with the first payment. Project is at beginning stages of codification. City should see proof copy within 6-8 months. Staff is preparing to send historic documentation to codifier for backup.	City Recorder																										
9	Updated March 14, 2022	Advisory Commission Vacancies	<div><div>The following table outlines the existing vacancies.</div><table><tr><th>Advisory Commission</th><th>Vacancies</th></tr><tr><td>Air Quality</td><td>5/7</td></tr><tr><td>Arts</td><td>3/7</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>2/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr><tr><td>Urban Renewal</td><td>2/5</td></tr></table></div>	Advisory Commission	Vacancies	Air Quality	5/7	Arts	3/7	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	2/5	Union County Tourism	0/2	Urban Renewal	2/5	City Recorder
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10	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																										
11	Updated March 25, 2022	COVID-19 Business Assistance	<div><div>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.</div><div>Grant Program (\$20,000 total funding expended): 11 Business assistance grant applications were received.</div></div>	Economic Development																										

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			with nine receiving funding. Business Software Program: 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021 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.																														
12	No Change November 15, 2021	2021-2022 Façade Program	Soda Blitz	1609 Adams	Windows, awnings, signs	Applied 20-21: rollover	Construction in Progress. Working on permit for awning.	Economic Development																									
			Community Kindness	1315 Adams	Painting	\$2,295	Completed																										
13	Updated March 25, 2022	2022-2023 Call For Projects Program	Council / Agency approved revisions to the Call For Projects policy and the 2022 Call For Projects is now active with applications accepted through May 27					Economic Development																									
14	No Change November 15, 2021	2021-2022 Call for Projects Program	2021-2022 Call For Projects <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>Valley Insurance</td><td>1603 Washington</td><td>Remodel and building addition</td><td>\$75,000</td><td>The applicant requested the projected be terminated due to high construction costs. They are eligible to reapply in a future CFP cycle.</td></tr><tr><td>Travelodge</td><td>2215 Adams</td><td>Exterior improvements</td><td>\$75,000</td><td>Railing installed. Currently working with property owner to get a formal extension request with new estimated completion date</td></tr></table>					Business	Address	Project	Funds	Status	Valley Insurance	1603 Washington	Remodel and building addition	\$75,000	The applicant requested the projected be terminated due to high construction costs. They are eligible to reapply in a future CFP cycle.	Travelodge	2215 Adams	Exterior improvements	\$75,000	Railing installed. Currently working with property owner to get a formal extension request with new estimated completion date	Economic Development										
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15	No Change February 25, 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>Dry Creek Capital</td><td>212-224 Fir St.</td><td>Improvement upgrades to retail space</td><td>\$75,000 Progress payment \$47,203</td><td>Completed</td></tr><tr><td>Raul’s Taqueria</td><td>1304 Adams</td><td>Business expansion</td><td>\$21,072 Final payment \$20,698. 6/15/21</td><td>Completed</td></tr><tr><td>Jim and Connie Voelz</td><td>1701 Adams</td><td>Exterior Renovations</td><td>\$20,000</td><td>Completed</td></tr><tr><td>The Local Station</td><td>1508 Adams</td><td>Renovation</td><td>\$32,110 progress payment</td><td>partial reimbursement paid Feb 2 Project at 90% and has</td></tr></table>					Business	Address	Project	Funds	Status	Dry Creek Capital	212-224 Fir St.	Improvement upgrades to retail space	\$75,000 Progress payment \$47,203	Completed	Raul’s Taqueria	1304 Adams	Business expansion	\$21,072 Final payment \$20,698. 6/15/21	Completed	Jim and Connie Voelz	1701 Adams	Exterior Renovations	\$20,000	Completed	The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has	Economic Development
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							extension through June 1 st for final completion	
			Hines Meat	2315 Jefferson	Expansion	Progress payment \$52,000 12/10/21 final payment \$17,708 1/26/21	Completed	
16	Updated March 29, 2022	2019-2020 Call for Projects Program	2019-2020 Call for Projects Outstanding					Economic Development
			Business	Address	Project	Funds	Status	
			Steve's Outdoor Adventures	316 Antelope Dr.	New Construction for business Expansion	\$75,000	Project in process. Progress payment \$37,500 Project is in the final phase with required landscaping to be completed	
17	Updated March 24, 2022	Pre-2018 Call for Projects Program	Call for Projects carried over					Economic Development
			Business	Address	Project	Funds	Status	
			Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 award \$40,050 remaining	In Process Agency requested an update on this project at their April meeting	
18	No Change May, 2021	JC Penney Building	The Mason's have a professional realtor who is actively working to fill the space formerly occupied by JC Penney.					Economic Development
19	Updated March 25, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> Economic Development Director continues to actively reach out to local businesses and potential partners to get up to speed on current and recent projects and partnerships. Focus has been on current URA funded projects and current active projects as well as key partners including EOU Main Street and NEOEDD New Economic Development Website developed by Golden Shovel in partnership with OTEC is live at www.lagrande.com The new site is also connected to Economic Developments Facebook and linked in pages. Staff has also met with the Golden Shovel Content team and is working on upcoming story content for the site. This site is in addition to the department page on the City site and is more focused on recruitment and lead generation. Economic Development Director is working closely with RDI and NEOEDD 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 					Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<p>items.</p> <ul style="list-style-type: none"> • 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. Meetings this month have included OTEC, and Skipline. • Economic Development Staff presented the proposed Economic Development Strategic Plan to Council in March and is currently revising the plan to reflect Council changes for the April Council meeting • Economic Development Director met with Business Oregon Staff to discuss new Small Scale Manufacturing tactic and available resources or incentive programs to support this tactic • Staff attended two IEDC training webinars this month and one Business Oregon Incentives training webinar. 	
20	Updated March 29, 2022	COVID-19 CDBG Funding	<ul style="list-style-type: none"> • The City applied for and was awarded \$150,000 of Community Development Block Grant funding to provide assistance to businesses in La Grande and Union County. NEOEDD is administering the program and has made nine grant awards totaling \$104,000. Two of the grants were awarded to employers and five were awarded to income-qualifying microentrepreneurs. The grant awards range from \$9,000 to \$25,000. Seven of the grants were made to businesses in La Grande, one to a business in Union and one to a business in North Powder. The grant requires the money to be used by July 2021 but we have requested an extension. The City Council conducted the required Public Hearing on September 1, 2021, to hear from the public regarding the grant. • Extension has been approved through August 31-2022 	Economic Development
21	Updated March 25, 2022	La Grande Main Street Downtown	<ul style="list-style-type: none"> • RDI has received funding to continue their Main Street initiative and will be working with the EV committee to implement a business cluster strategy for downtown. • Staff attended the La Grande Main Street Board Retreat March 19. In preparation for the retreat staff also attended Oregon Main Streets virtual Board Institute and a virtual fundraising training. • EV committee is working on two new programs a monthly lunch and learn, Business services networking event, and a quarterly business workshop series. The first Lunch and Learn series with EOVA is scheduled for April 20. This monthly series will take place every Third Wednesday at the Ignite Center for Entrepreneurship • Economic Development staff is meeting weekly with Main Street Staff and President 	Economic Development

Item	Date of Change in Status	Item	Comments	Department																											
			<ul style="list-style-type: none">Main Street has submitted an Oregon Main Street Grant application on behalf of the Bohnenkamp building																												
22	Updated March 25, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none">Economic Development Director is now using the Ignite Center as his remote work space two evenings a week. This should help him get more familiar with the ongoing operations of the facility, improve visibility, and makes it easier to meet with partners who may not be available during 9-5 business hours.Ignite Center had one new member signed up to use the space this month.Working with NEOEDD the Ignite Center has resumed in person classes with the 6 week Business Planning workshop series that started on January 19. 8 participants completed this class.The Ignite Center will be hosting La Grande Main Street’s ne Lunch and Learn networking series beginning April 20th.The Ignite Center will also be hosting the upcoming Core Starters Class facilitated by NEOEDD and Reinventing Rural beginning April 7th	Economic Development																											
23	No Change December 27, 2021	Business Development Assistance Program	Three loans are in the re-payment phase of this loan program from 2018 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements	Economic Development																											
24	New Item March 25, 2022	Brownfields assessment	<ul style="list-style-type: none">Economic Development and Planning Departments are working with EOU’s Sustainable Rural Systems (SRS) program to host 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.	Economic Development																											
25	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																											
26	Updated March 21, 2022	Statistics	<table><tr><th>Month of February, 2022</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,751,299</td><td>\$20,397,448</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$605,067</td><td>\$10,135,123</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,792,953</td><td>\$14,826,709</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$822,457</td><td>\$6,808,566</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>183</td><td>1,527</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>181</td><td>1,444</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$917,163</td><td>\$7,543,311</td></tr><tr><td># of Water accounts billed:</td><td>4804</td><td>38,674</td></tr></table>	Month of February, 2022	Current	YTD	Monthly Revenue (all funds)	\$1,751,299	\$20,397,448	Monthly Revenue (general fund)	\$605,067	\$10,135,123	Monthly expenses amount (all funds)	\$1,792,953	\$14,826,709	Monthly expenses (general fund)	\$822,457	\$6,808,566	# of Accounts Payable Checks issued:	183	1,527	# of Payroll Checks/AP issued:	181	1,444	Monthly Payroll expenses:	\$917,163	\$7,543,311	# of Water accounts billed:	4804	38,674	Finance
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Item	Date of Change in Status	Item	Comments	Department												
			<table><tr><td># of LID accounts billed:</td><td>6</td><td>10</td></tr><tr><td>Pieces of mail processed</td><td>498</td><td>4,049</td></tr><tr><td>Electronic Utility Payments Received</td><td>2843</td><td>23,633</td></tr><tr><td># of NSF checks the City received:</td><td>5</td><td>30</td></tr></table>	# of LID accounts billed:	6	10	Pieces of mail processed	498	4,049	Electronic Utility Payments Received	2843	23,633	# of NSF checks the City received:	5	30	
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# of NSF checks the City received:	5	30														
27	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												
28	No Change October 26, 2021	DocuSign	Working on developing a way to send and approve all invoices for payment electronically. This will allow a more efficient and effective way to handle all invoices. It will also give us the capability to attach invoices to the checks within our financial software, Springbrook. Currently all departments have been informed on how the process works and a Zoom meeting was set-up with DocuSign for any questions departments had. Currently this project is on hold so that it can be budgeted for the 22-23 Fiscal year.	Finance												
29	Updated March 21, 2022	Response Statistics	Feb. 1 to Feb 28, 2022 YTD: 540 <ul style="list-style-type: none">Total Calls: 254Medical: 192Fires/MVC 33Lift assists 29	Fire												
30	No Change November 18, 2020	COVID transports	Crews have transported numerous known positive or suspected COVID patients recently, the department requires full PPE on all medical calls and increased disinfection of vehicles and equipment. Crews have been very diligent in their safety practices.	Fire												
31	No Change January 27, 2021	Fire Station COVID-19 Improvements	<ul style="list-style-type: none">6 station HVAC units were retrofitted with ionization units.All areas of the station are on cleaning and disinfection daily.Installation of plexiglass barrier is being scheduled for front lobby are, for when public is allowed back into the station. UV light disinfection has been added to the weekly schedule for the office area of the station.	Fire												
32	Updated March 21, 2022	Fire Inspection/Code Enforcement	<ul style="list-style-type: none">Fire Chief conducted 1 inspection of a local business	Fire												
33	No Change July 27, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire												
34	Updated March 21, 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. (0) Families instructed in proper bicycle helmet use with, (0) bike helmets being provided.	Fire												
35	Updated March 21, 2022	Training	<ul style="list-style-type: none">Department drill – Ropes & KnotsCo. EMS drill – Altered mental statusMonday medical meeting – Multiple subjectsEMT Casual trainings 16 hrs.Shift drills – 6.5 hrs. various subjects	Fire												

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> Capt. Laci – ICS training, 24hrs 	
36	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
37	Updated March 21, 2022	Department Announcements	<ul style="list-style-type: none"> No applications for current FF/Paramedic opening Firefighter Craig Gomes announced his retirement effective March 31st. 22 years of service as a career member and Volunteer firefighter for 5 years Firefighter/EMT job posted, with preference for Advanced, Intermediate or Paramedic certification. 	Fire
38	Updated March 14, 2022	Current Recruitments	<ul style="list-style-type: none"> Firefighter/Paramedic was re-opened on 12/20/21 with changes to pre-hire requirements on testing. HR sent out posting to all schools and companies that provide EMT/Paramedic Training in OR, WA, and ID. Firefighter position open and posted March 14, 2022. Police Officer currently three positions open. Three candidates were selected to go on in the process and background checks are the next step Recreation Leader position open. 1 hire Lifeguard position (Part-time intermittent) 2 hires Municipal Court Judge position. Recreation Coordinator position filled new hire to start in June 2022. Clerk/Typist filled in Parks/Rec to help with prep for Summer Programs until Recreation Coordinator can be hired. Morgan Lake Host position open. Interviews to take place week of March 14th. Seasonal Maintenance positions (Parks and Rec and Public Works) 2 rehires for Parks and Recreation on March 21, 2022. 	Human Resources
39	No Change February 14, 2022	Literacy Center	<ul style="list-style-type: none"> The Literacy Center is closed indefinitely due to staff injury. The Literacy Center distributes free books donated by the community to all of the free little libraries in La Grande. Computers have arrived and are ready to put into use; pending IMESD availability. Partnering with EOU on a state library grant application that would see up to 3 computers installed in the Literacy Center for use by those in the community who are working on their GED; these folks would connect virtually to tutors at EOU. In addition, EOU will provide on-site tutors for local students who need tutoring which the current volunteers are unable to provide. (This project is on hold, as we are waiting for IMESD availability.) 	Library
40	Updated	Announcements	<ul style="list-style-type: none"> The library now has recurring radio ads through 	Library

Item	Date of Change in Status	Item	Comments			Department
	March 14, 2022		<p>Elkhorn Media Group to advertise programs and activities taking place.</p> <ul style="list-style-type: none">The Library has begun transitioning non-La Grande residents over to a non-resident membership status. The Library currently has 33 active non-resident cards.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 Library’s Little Free Food Pantry is back inside the building and remains accessible to anyone experiencing food insecurity. We have recently placed a donation container at the front desk to encourage our patrons to help out, as our supply is dwindling.			
41	Updated March 14, 2022	Statistics	Current Month Feb	Last Month Jan	Information from: 2/1/2022-2/28/2022	Library
			8,908	9,036	Circulation	
			5,700	4,917	Door count	
			47	37	New Cardholders	
			13,715	13,668	Total Card holders	
			0	0	Overdue notices	
			1,470	1,572	Library2Go (eBooks &audio)	
			16	23	Dial-A-Story	
			350	329	Hoopla (eBooks, movies/TV, comics)	
			83	70	Kanopy (movies)	
			4	5	Events in community room	
			11	11	Adult program attendance	
			130	58	Children’s program attendance	
			13	21	Teen program attendance	
			16	35.25	Volunteer hours	
843	836	Total Sage ILL				
42	Updated March 15, 2022	Parks Maintenance Update	<ul style="list-style-type: none">Spring park cleaning leaves and debrisGearing up for baseball/softball			Parks & Rec-Maintenance
43	No Change January 6, 2020	Recreation Center	<ul style="list-style-type: none">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
44	Updated March 15, 2022	Parks Master Plan	The Parks Commission made a few more tweaks in anticipation of the joint Planning Commission, Parks Commission, and City Council Work Session on March 28 th .			Parks & Rec - Admin
45	No Change November 19, 2021	Morgan Lake Restrooms	Staff was successful in procuring two grants from State Marine Board and ODFW to fund a new vault toilet to be installed at the South end of Morgan Lake near the entrance. Supply chain issues prevented delivery in October so installation is delayed until spring.			Parks & Rec - Admin
46	Updated March 17, 2022	Pool Statistics February 2022		FY 20-21 February	FY 21-22 February	Parks & Rec-Aquatics

Item	Date of Change in Status	Item	Comments	Department												
			<table><tr><td>ATTENDANCE</td><td>0</td><td>1,645</td></tr><tr><td>FY TO DATE</td><td>2,799</td><td>12,449</td></tr><tr><td>REVENUE</td><td>0</td><td>\$12348.65</td></tr><tr><td>FY TO DATE</td><td>23,804</td><td>\$60,817.76</td></tr></table>	ATTENDANCE	0	1,645	FY TO DATE	2,799	12,449	REVENUE	0	\$12348.65	FY TO DATE	23,804	\$60,817.76	
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47	Updated March 17, 2022	Pool Programs Update	<ul style="list-style-type: none">We will be holding a Lifeguard course in April with a few interested high school students, and recreation leaders. We will be certifying the Elgin guards in May, bringing us roughly \$2,000 in revenue.On President’s Day, we held a \$1.50 rec swim deal. 24 people were in attendance.April’s lessons are completely full. We opened a second set of lessons and they filled within 3 hours of being open. <p>Our first Dive in Movie since 2019 was Friday March 11th. We showed Luca from 5:30-7:30. There were 94 people in attendance.</p>	Parks & Rec-Aquatics												
48	Updated March 17, 2022	Pool Maintenance Update	<ul style="list-style-type: none">Air Fuzion replaced all of the damaged insulation from the heat loop condensation issue.	Parks & Rec-Aquatics												
49	Updated March 17, 2022	Recreation Program Update	<ul style="list-style-type: none">Youth Basketball will end on March 19th. We had 18 teams across 4 leagues with 187 players in total.Pee Wee Soccer has 55 registrations so far and registration closes March 28th.Staff have started to plan Arts for All which will take place April 23rd at Willow Gym. This year we are looking for non-profit organizations to volunteer to run stations and hand out informational materials. So far, we have all 6 tables confirmed. Safe Routes, Women and children’s, clinic CHD, Parks and Rec, Transit station, LG Arts Commission, and Art Center East.Women’s volleyball has concluded.Staff have determined what the School District is doing for summer programming and have started programming our schedule.	Parks & Rec-Recreation												
50	Updated March 17, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none">Trying to start Walking School Bus for Central and Greenwood Elementary Schools. Greenwood had zero show, but we’ll try again at Central on March 16th. Working on better advertising.2-year grant has been submitted to ODOT to fund the Coordinator position until 2024.Coordinator will be organizing April Distracted Driving Awareness Month activities and “Walk and Roll to School Day” in May.Coordinator is still working on gathering donations of small bicycles to build a fleet of balance bikes. So far, 12 have been donated.The coordinator is looking for an enclosed trailer to transport bicycles and equipment from location to location.	Parks & Rec-SRTS												
51	Updated March 15, 2022	Urban Forestry Update	<ul style="list-style-type: none">Completed storm response pruning or removal of forty-two damaged street trees in the Greenwood neighborhood.2022 street tree pruning of Zones 1 and 9 with Miller’s Tree Service – February 0 trees.Coordinated the 2022 Commercial Tree Service Permit applications. Currently seven tree services	Parks & Rec-Urban Forestry												

March 2022

15

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

Item	Date of Change in Status	Item	Comments	Department																																										
			<div>licensed with the City, four have certified arborists on staff.</div> <ul style="list-style-type: none">Visited the 4th & 5th grade classes for the Arbor Month poster contest. Begin planning for the Arbor Day event.Began organizing for spring tree planting.																																											
52	No Change February 24, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Continued updating inventory with removals and pruning as performed.Continued work with Anderson Perry for tree inventory reporting.	Parks & Rec- Urban Forestry																																										
53	No Change April 19, 2021	Wildland Urban Interface Committee	<ul style="list-style-type: none">Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec- Urban Forestry																																										
54	Updated March 15, 2022	January Urban Forestry Statistics	<table><tr><td>July 1, 2021 – June 30, 2022</td><td>February</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>59</td></tr><tr><td>Park & Greenspace Trees</td><td>0</td><td>28</td></tr><tr><td>Street Trees Removed</td><td>7</td><td>32</td></tr><tr><td>Park & Greenway Trees</td><td>0</td><td>4</td></tr><tr><td>Street Trees Pruned</td><td>4</td><td>262</td></tr><tr><td>Park & Greenway Trees</td><td>2</td><td>27</td></tr><tr><td>Community Responses</td><td>13</td><td>179</td></tr><tr><td>Nuisance Responses</td><td>0</td><td>13</td></tr><tr><td>Field Evaluations</td><td>5</td><td>103</td></tr><tr><td>Ordinance Enforcement</td><td>0</td><td>5</td></tr><tr><td>Commercial Tree Service</td><td>1</td><td>6</td></tr><tr><td>Site Plan Reviews</td><td>4</td><td>20</td></tr><tr><td>Community Volunteer Hours</td><td>4</td><td>129</td></tr></table>	July 1, 2021 – June 30, 2022	February	YTD	Street Trees Planted	0	59	Park & Greenspace Trees	0	28	Street Trees Removed	7	32	Park & Greenway Trees	0	4	Street Trees Pruned	4	262	Park & Greenway Trees	2	27	Community Responses	13	179	Nuisance Responses	0	13	Field Evaluations	5	103	Ordinance Enforcement	0	5	Commercial Tree Service	1	6	Site Plan Reviews	4	20	Community Volunteer Hours	4	129	Parks & Rec- Urban Forestry
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55	Updated March 24, 2022	Calendar YTD Planning Statistics	<table><tr><td></td><td>Feb. 2021</td><td>Feb. 2022</td><td>FY 20-21</td><td>Current 21-22</td></tr><tr><td>Land Use Apps</td><td>2</td><td>4</td><td>61</td><td>23</td></tr><tr><td>Zoning Approvals</td><td>8</td><td>4</td><td>58</td><td>40</td></tr><tr><td>New Business Permits</td><td>2</td><td>2</td><td>25</td><td>15</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$450</td><td>\$835</td><td>\$13,151</td><td>\$5,570</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$175</td><td>\$100</td><td>\$1,000</td><td>\$900</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$1,575</td><td>\$2,625</td><td>\$6,825</td><td>\$8,425</td></tr></table>		Feb. 2021	Feb. 2022	FY 20-21	Current 21-22	Land Use Apps	2	4	61	23	Zoning Approvals	8	4	58	40	New Business Permits	2	2	25	15	Revenue (Land Use Fees)	\$450	\$835	\$13,151	\$5,570	Revenue (Zoning Approval)	\$175	\$100	\$1,000	\$900	Revenue (Parks SDC)	\$1,575	\$2,625	\$6,825	\$8,425	Planning							
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56	Updated March 24, 2022	Notable Projects Approved or in Process Under Review	Jacksons Food Stores (Fuel Service Station): 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 anticipated to commence soon. 16th Street – 55+ housing development: GCT Land Management is constructing a senior housing project	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
			<p>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>Russell Avenue, near Spruce Street – Veteran Village tiny home development:</u> GCT Land Management is constructing a 10-unit tiny home development in partnership with Veteran Affairs. The existing home that was on the property has been converted into a club house and office space for the development. All of the infrastructure improvements (paved road, sidewalks, etc.) are completed. Seven (7) homes are completed, with three (3) still under construction. Occupancy of the homes are anticipated to begin within the next couple months.</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 pending and construction has not commenced.</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 anticipated to begin construction in during the Summer or Fall of 2022.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees). This project is under construction.</p> <p><u>Napa Auto Parts:</u> Received site plan approval in late-</p>	

March 2022

Item	Date of Change in Status	Item	Comments	Department
			<p>July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <ul style="list-style-type: none"> Grande Ronde Hospital: 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 anticipated to begin by the Fall 2022. 	
57	New Item March 24, 2022	Comprehensive Plan Amendment – Adoption of 2022 Parks Master Plan	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 for adoption is planned to begin in May 2022 and conclude in December 2022.	Planning
58	No Change July 29, 2020	2019 Sign Code Amendments	<p>Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together.</p> <p>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.</p>	Planning
59	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 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. <p>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.</p>	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
60	Updated March 21, 2022	<u>Statistics:</u> Operations Division -	TYPE OF ACTIVITY	Police
			Priority 911 calls for service:	
			All other calls for service:	
			Total calls for service:	
			Case Numbers:	
			Traffic Stops:	
61	Updated March 21, 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>	TYPE OF CASE	Police
			Child Abuse:	
			▪ Physical Abuse: 11	
			▪ Sexual Abuse: 0	
			▪ Neglect: 12	
			▪ Domestic Violence: 0	
			▪ Other: 0	
			Elder Abuse:	
			▪ Physical Abuse: 0	
			▪ Sexual Abuse: 0	
62	Updated March 21, 2022	<u>Statistics:</u> Communications Division -	TYPE OF ACTIVITY	Police
			Priority 911 calls for service:	
			All other calls for service:	
			Traffic (air-time):	
			Case reports handled: (LGPD / UCSO)	
			Records requests processed:	
			TYPE OF CRIME	
			Crimes Against Persons - (Assault, Robbery, Sex Crimes)	
			Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	
			Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	
63	No Change February 23, 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>	TYPE OF CRIME	Police
			Crimes Against Persons - (Assault, Robbery, Sex Crimes)	
			Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	
			Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	
			Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	
			TYPE OF CRIME	
64	No Change February 23, 2022	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report) <i>State of Oregon data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	Police
			Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	
			Crimes Against Society - (Drug laws, DUII, Liquor Laws,	

March 2022

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

Item	Date of Change in Status	Item	Comments	Department
			<i>Disorderly Conduct)</i> Traffic Crimes - <i>(DWS, Hit & Run, Elude, Reckless Driving)</i>	937 15,066
65	Updated March 21, 2022	Training	<p><u>Operations Division:</u></p> <ul style="list-style-type: none"> The Chief and Lieutenant participated in training titled, "Public Safety Officer Benefit Program" The Chief participated in training titled, "Creating Suicide Safer Pathways of Care" All officers participated in training titled, "Officer Survival 1" The Detective Sergeant and one officer participated in training titled, "Documenting the Death Scene" One officer participated in training titled, "Interacting with Mentally Ill as a First Responder" One officer participated in training titled, "Introduction to EVOC (Emergency Vehicle Operators Course)" One officer participated in "STOP Program (Statistical Transparency of Policing)" training One officer participated in training titled, "Becoming a Law Enforcement Leader" One officer participated in training titled, "Recruiting Excellent Employees" and "Meeting Management" One officer participated in a series of training modules (module 1-8) titled, "Leadership" Members of the NEO Regional SWAT Team participated in monthly training <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> The Communication Manager and one supervisor participated in training titled, "Leadership vs. Management" The Communication Manager participated in training titled, "988 for Mental Health Emergencies" One supervisor participated in training titled, "Emotional Intelligence for Leaders" One dispatcher participated in "911 Caller Location Data" training <p>Members of the NEO Regional SWAT Crisis Negotiations Team (CNT) participated in monthly training</p>	Police
66	Updated March 21, 2022	Staffing	<p><u>Operations Division:</u></p> <ul style="list-style-type: none"> One recruit officer is in the Field Training and Evaluation Program (FTEP). He is scheduled to attend the 16-week Basic Police Academy in Salem June 13 - October 7, 2022. One recruit officer is attending the 16-week Basic Police Academy in Salem. He is scheduled to graduate and return to LGPD for remainder of FTEP in mid-April. We have three (3) police officer vacancies at this time. We tested on March 2, 2022. Three viable candidates have been moved forward in the selection process. Two are in background investigation and one has been given a conditional job offer. We are still taking applications for police 	Police

Item	Date of Change in Status	Item	Comments	Department
			<p>officers and will until all vacancies are filled.</p> <ul style="list-style-type: none"> Senior Officer Brandon Boucher has been selected for promotion to the rank of Sergeant, effective March 21, 2022. This promotion will fill the vacancy created by Sergeant Mike Harris' resignation on February 28, 2022. <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> Fully staffed 	
67	Completed March 21, 2022	Intergovernmental Agreement for Dispatch Services	We're in the process of renewing the Intergovernmental Agreement for Dispatch Services, which outlines the dispatch and related services the City provides to the County. This was last updated in 1995 and is due to be updated. We currently have a draft of a new agreement that we're working on and anticipate a finalized product in the near future. The agreement is finalized and has been signed by all parties	Police
68	New Item March 21, 2022	Drug Take Back Event	We are hosting a Drug Take Back Event that is scheduled for Saturday, April 30, 2022 from 10am-2pm. This will once again be held in the parking lot of the Safeway store in La Grande.	Police
69	Updated 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
70	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
71	Updated March 24, 2022	Hall Street (Cove to East L) Resurfacing	Survey is complete. Crews are now working on a plan with contractor to get dates to install new curbs.	Public Works
72	Completed March 24, 2022	COVID Improvements	With the State lifting COVID restrictions, no further improvements will be implemented at this time.	Public Works
73	Updated March 24, 2022	Culvert Installation at H Avenue and Adams Avenue	Culvert has arrived. Now waiting for a solution to the grade issue crew encountered.	Public Works
74	Updated March 24, 2022	Adams Avenue ADA Ramps	Staff has verified funding and completed bid documents. Project will begin advertisement for bid the first week of April.	Public Works
75	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
76	No Change February 25, 2022	21-22 CIPP Sewer Rehab Project	The contractor anticipates completing the rehab (cast-in-place pipe) work in May. The project schedule will be developed in April.	Public Works
77	Updated March 24, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	First reading of the final Ordinance establishing final project amounts is scheduled for the April General Council Session.	Public Works
78	No Change August 25, 2021	Implementation of Geographic Information Systems (GIS) at Public Works	Work has begun on establishing a storm sewer layer to track maintenance and location of existing lines. Work will be mainly completed by City Staff and the majority of the work is anticipated to be completed over the winter months.	Public Works

Item	Date of Change in Status	Item	Comments	Department																		
79	No Change January 25, 2022	Water Meter Reading System	With the shortage of available labor for summertime seasonals, the meter replacement project has fallen behind our original schedule. Staff anticipates that the remainder of the project can be finished Spring/Summer of 2022.	Public Works																		
80	No Change June 25, 2021	Timber Ridge Apartment Project	The client’s engineering team continues working on value engineering for the project and currently working with Staff on the site storm drainage.	Public Works																		
81	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																		
82	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works																		
83	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																		
84	No Change December 27, 2021	Wastewater Treatment Plant Blower Header Pipe	All materials for this project are onsite as of December 8, 2021.	Public Works																		
85	No Change October 21, 2021	ERP Updates	Staff has begun an update to our Water System Emergency Response Plan.	Public Works																		
86	No Change February 25, 2022	Telemetry System Updates	Flow meters arrived almost six weeks ahead of schedule. Remaining parts are not anticipated until the middle to end of March.	Public Works																		
87	No Change February 25, 2022	Water Main Replacement – Riverside Park Beneath Grande Ronde River	Plan design has been completed and will be forwarded to contractors for cost estimates.	Public Works																		
88	No Change January 25, 2022	Tule Lake Pump Replacement	The effluent pump at Tule Lake is being replaced with a 50 horsepower, variable frequency drive (VFD) pump. The pump has been ordered and is 8 weeks out.	Public Works																		
89	No Change January 25, 2022	WWTP-Headworks Secondary Pump Replacement	The secondary pumps in the lift station within headworks of the Wastewater Treatment Plant (WWTP) are being replaced. The new pumps (2) will be 20 horsepower and have been ordered. The pumps are currently 25 weeks out for delivery.	Public Works																		
90	No Change January 25, 2022	Air Quality Monitoring Project	Staff is working with DEQ and an outside contractor to establish a regional air quality network. The resulting web based platform will provide real time air quality readings for the Grande Ronde Valley and surrounding areas.	Public Works																		
91	Updated March 24, 2022	SRTS Construction Grant	Staff has submitted the preliminary application for an infrastructure grant. This application will be scored and ranked to judge if City’s project is competitive with the other applications submitted.	Public Works																		
92	Updated March 24, 2022	Public Works Statistics	<table><tr><td></td><td>Feb 22</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>1</td><td>12</td></tr><tr><td>Water taps installed</td><td>0</td><td>12</td></tr><tr><td>Water leaks repaired</td><td>1</td><td>18</td></tr><tr><td>Water meters installed (includes Nov, Dec, Jan and Feb)</td><td>117</td><td>755</td></tr><tr><td>Square feet of street paved</td><td>0</td><td>75,100</td></tr></table>		Feb 22	Fiscal YTD	Sewer taps installed	1	12	Water taps installed	0	12	Water leaks repaired	1	18	Water meters installed (includes Nov, Dec, Jan and Feb)	117	755	Square feet of street paved	0	75,100	Public Works
	Feb 22	Fiscal YTD																				
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Water meters installed (includes Nov, Dec, Jan and Feb)	117	755																				
Square feet of street paved	0	75,100																				

Item	Date of Change in Status	Item	Comments				Department
			Water produced (MG)	39.96	592.29		
			WWTP flows (MG)	57.4	390.21		

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	Completed January 18, 2022	Ready to Read Grant 2022	August 2021	\$5,451	\$5,451	n/a	This annual grant was accepted and received on January 10, 2022. These grant funds are used to support the summer reading program	State Library of Oregon	Library
2	Updated March 31, 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>	Business Oregon – Federal	Eco. Devo.
3	No Change February 25, 2022	CDBG Emergency Grant – 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</p>	Business Oregon – Federal	Eco Devo.

							how to apply We are still seeking applicants who qualify to apply for remaining funds NEOEDD has received an extension through August 15 th to expend remaining funds		
	Updated March 31, 2022	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> ROI Grant Entrepreneur Ecosystem Contract is signed and staff attended grant orientation in January Director has formed the steering had their first meeting in February. First payment of \$30,000 received Jan 28 EOU intern to support this project has been hired and orientation was held March 23. First ROI check in meeting with Business Oregon was held February 28th 	Business Oregon / ROI	Eco Dev
4	Completed March 31, 2022	Business Oregon – Round 1 -- CARES	July 2020	\$65,000	\$2,500 – 1 qualified business	N/A	Grant closed out. Unused funds returned to Business Oregon	Business Oregon – Federal	Eco. Devo.
5	Completed March 31, 2022	Business Oregon – Round 3 – CARES	Sept. 2020	\$35,000	\$0 No Qualifyin g Business	N/A	Grant closed out. Unused funds returned to Business Oregon	Business Oregon – Federal	Eco. Devo
6	Completed March 31, 2022	State of Oregon for Paving of	April 2021	\$593,748	\$593,748	\$0	Grant was not approved for funding	Governor's Office	Eco. Devo.

		Elkhorn Dr. at Business Park							
7	New Item 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
8	Updated March 31, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Working with vendor to schedule construction spring 2022.	Oregon State Marine Board	Parks & Recreation
9	No Change July 28, 2021	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved June 30, 2021	ODFW	Parks & Recreation
10	Completed January 28, 2021	Safe Routes to School Non-Infrastructure	2019	\$230,934	\$147,400	\$83,534* Includes in kind labor, office space, and equipment	Awarded 9/19	ODOT	Parks & Recreation
11	No Change November 16, 2021	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Recommended for approval. Expect full approval by December.	Federal dollars thru State Parks	Parks & Recreation Public Works
12	New Item March 17, 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.	Submitted	Federal dollars thru State Parks	Parks & Recreation Public Works
13	Completed December 21, 2021	Oregon Community Foundation (OCF) – Eastern Oregon GO Kids Project	August 19, 2021	\$100,992	\$71,461	None required Arts Center East, General Fund	Not awarded by OCF, but passed on to a different funder and Staff has met with Round House who will be giving us a \$5000 grant to help with the After-School Program.	Oregon Community Foundation	Parks & Recreation
14	No Change February 24, 2022	Public Art Installation outside Library (Arts Commission)	February 2022	\$50,000	\$15,000	None required	Letter of Interest Submitted	Miller Foundation	Parks & Recreation
15	New Item March 17, 2022	Public Art Installation outside Library (Arts Commission)	March 2022	\$50,000	\$10,000	\$40,000 in other grants	Grant Submitted	Union Co. Chamber TRT Funds	Parks & Recreation
16	New Item	Public Art	March	\$50,000	\$10,000	\$40,000 in	Grant Submitted	AARP	Parks &

	March 17, 2022	Installation outside Library (Arts Commission)	2022			other grants			Recreation
17	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)	Parks & Recreation
18	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
19	Updated March 24, 2022	Adams Avenue ADA ramp improvements	February 2020	\$97,500	\$97,500	In-kind design services	Project to go out to bid in April.	ODOT	Public Works
20	Updated March 24, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	ODOT has requested proposals from qualified consultants to be reviewed by steering committee.	ODOT	Public Works
21	No Change June 25, 2021	2021 Congressional Spending Request	May 14, 2021	\$850,000	\$637,500	Cash or in kind labor	Pending decision during FY22 appropriations	Federal government	Public Works