



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

CITY MANAGER AND STAFF REPORT TO THE MAYOR AND CITY COUNCIL
For the Month of March 2023
City Manager's Top Priorities for 2023

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change February 1, 2023	Street and Road Infrastructure: Act on the recommendations of the Parking Traffic Safety Street Maintenance Advisory Commission (PTSSMAC) to address the condition of the infrastructure including potential funding options.	The Adopted Budget included \$473,818 in one-time funds for street projects. The City Council approved \$2,773,872 of ARPA Funding for use on street projects.	Public Works
2		Housing: Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		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
4		Staffing: Continue to take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
5	Updated March 1, 2023	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 City and Urban Renewal Agency Audited Financials have been filed with the State of Oregon. The City's Auditor presented the report on the Audit in a Work Session on February 27, 2023, to the City Council and Urban Renewal Agency. The required letter to the State of Oregon regarding correction of deficiencies noted during the audit was reviewed at the Work Session and approved by the City Council on March 1, 2023.	City Manager
6	No Change	General Fund Capital	Union County solicited proposals for a consultant to	City Manager

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	January 26, 2022	Improvements: Identify funding sources and strategy to address major capital needs.	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.	
7	No Change February 1, 2023	Emergency Management Planning: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of an emergency, including but not limited to major incidents, flooding, wildfire, or other natural disaster. Update the City's Emergency Operations Plan	The new Top Priority was added by the City Council on February 1, 2023.	City Manager
8		FEMA Maps and Land Use Code Amendments: Take all required actions regarding the FEMA Floodplain Map update submitted, including but not limited to responding to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of March 20, 2023

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

2023

Monday, April 3

WORK SESSION: URA – Fire Museum Project Proposal

Wednesday, April 5

REGULAR SESSION

Monday, April 17

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

Monday, April 24

WORK SESSION: – Snow Removal Policy Update-

Wednesday, May 3

REGULAR SESSION

Monday, May 8

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

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

BUDGET HEARINGS

Monday, May 22

WORK SESSION: JOINT CITY COUNCIL/PLANNING COMMISSION: Land Development Code Updates

Monday, May 29

HOLIDAY

Wednesday, June 7

REGULAR SESSION

Monday, June 12

TENTATIVE WORK SESSION:

Tuesday, July 4

HOLIDAY

Monday, July 10	SPECIAL SESSION: <i>JOINT URA/URAC: Call for Projects</i>
Wednesday, July 12	REGULAR SESSION
Monday, July 24	WORK SESSION: <i>Goal 9 Findings</i>
Wednesday, August 2	REGULAR SESSION
Monday, August 14	WORK SESSION: <i>System Development Charges (SDC)</i>
Monday, August 21	TENTATIVE WORK SESSION:
Monday, September 4	HOLIDAY
Wednesday, September 6	REGULAR SESSION
Monday, September 11	WORK SESSION: <i>Eastside Water and Sewer Funding</i>
Monday, September 25	WORK SESSION: <i>Foreclosure Ordinance (Tentative)</i>
Wednesday, October 4	REGULAR SESSION
October 12th – 14th -- LOC 98th Annual Conference	
Monday, October 23	WORK SESSION: <i>Annexation Process</i>
Wednesday, November 1	REGULAR SESSION
Monday, November 6	TENTATIVE WORK SESSION:
Friday, November 10	(Observed) HOLIDAY
Monday, November 13	WORK SESSION: <i>Housing Production Strategy Implementation/Incentives</i>
Thursday & Friday, November 23 & 24	HOLIDAY
Wednesday, December 6	REGULAR SESSION
Monday, December 11	WORK SESSION: <i>Police Department Facility Report</i>
Wednesday, December 13th - HOLIDAY OPEN HOUSE (4:30 pm – 6:00 pm)	
Monday, December 25	HOLIDAY

2024

Monday, January 1

HOLIDAY

Wednesday, January 3

REGULAR SESSION

Monday, January 15

HOLIDAY

Additional topics with dates to be determined: Gas Tax discussion; FEMA Floodplain Map update; Emergency Operation Plan Report. Unless Otherwise Noted All Sessions of the Council Begin at 6:00 p.m., Meeting Dates Subject to Change; Please call 541-962-1309 to confirm

Item	Date of Change in Status	Item	Comments	Department					
1	Updated March 14, 2023	All Building Permits February 2023	February 2023		Building				
			Permit Type	Permits		Permit Fees	Plan Review Fees		
			City of LG Building:	14		\$6,988.00	\$3,401.45		
			UC Building:	8		\$5,227.00	\$3,306.55		
			City of LG MFH	0		\$0			
			UC MFH	0		\$0			
			City of LG Mechanical	12		\$941.50			
			UC Mechanical	16		\$1,624.50			
			City of LG Plumbing	8		\$1,570.50			
			UC Plumbing	5		\$1,051.50			
			City of LG Electrical	11		\$1,385.25			
			UC Electrical	18		\$3,038.25			
			City of LG Demolition	0		\$0			
			UC Demolition	0		\$0			
			AG Exempt permits	1					
			TOTALS:	93		\$21,826.50	\$6,708.00		
			Fiscal Year Running Totals:	908		\$334,836.19	\$135,158.26		
			2	Updated March 15, 2023		Housing Permits February 2023	New Housing Building Permits		Building
							City of La Grande		
							Type of Structure	Total Number of	
	Buildings	Housing Units							
Single Family Dwelling – Detached & Attached	0	0							
Accessory Dwelling Units	1	1							
Duplex Units	0	0							
Manufactured Homes	0	0							
Comm. Apartments	0	0							
TOTAL DWELLING UNITS	1	1							
Union County									
Type of Structure	Total Number of								
	Buildings	Dwelling Units							
Single Family Dwelling – Detached & Attached	1	2							
Accessory Dwelling Units	0	0							
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3	New Item March 28, 2023	IT Support Services FUTURE COUNCIL ACTION ITEM	The current provide of IT services, IMESD, has notified all of their non-educational clients that they will be discontinuing services effective July 1, 2023. We have formed a committee to explore options, which will likely include hiring an in-house IT professional. As this is an unbudgeted position, it will require City Council approval. We are looking at other potential providers, as well as a combined approach with in-house staff augmented by a contracted provider.	City Manager																																																																																
4	Updated March 28, 2023	Labor Negotiations— Employees Association FUTURE COUNCIL ACTION ITEM	The bargaining teams for the City and the La Grande Employees Association have reached tentative agreement on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023. The membership of the Association will be meeting to vote on ratification prior to the April 5, 2023, City Council Regular Session. If the membership votes yes, the City Council will be asked to approve the new CBA.	City Manager																																																																																
5	Updated March 3, 2023	Labor Negotiations—Fire Department FUTURE COUNCIL ACTION ITEM	Negotiations have begun with the IAFF Local 924. The City Council received an update on March 1, 2023, in Executive Session. Future updates will also be in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																																
6	Updated March 28, 2023	Labor Negotiations—Police Department FUTURE COUNCIL ACTION ITEM	The negotiations with the La Grande Police Association will begin on April 10th. Specific updates will be provided to the City Council in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																																
7	Updated	Max Square/Homelessness	Staff continues to participate in some of the recurring	City Manager																																																																																

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	March 1, 2023		meetings with groups involved with housing issues. The new ordinance regarding camping on public property which regulates the time, place, and manner within the City of La Grande took effect in February, 2023.	
8	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
9	No Change October 26, 2022	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The City Council met with the Union County Fair Board in a Work Session on October 24 th to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained. Alternatives were discussed including seeking ongoing financial support from the City and County using TRT funds which could address those ongoing costs.	District Manager
10	No Change February 22, 2023	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The City Manager formed a working group to develop the request for proposals for the consulting work to evaluate the current opioid related programs and needs using settlement funds approved by the City Council in December. The group met on February 22, 2023, to brainstorm the scope of work. Once the draft RFP is completed the group will review it prior to moving forward. The City and County are receiving settlement funds from a lawsuit. The City convened a meeting and a working group is being formed with various partner organizations to make a joint recommendation to the City Council and Union County Commissioner for use of these restricted funds.	District Manager
11	No Change October 18, 2022	La Grande Business and Park Technology Park Owners Association FUTURE AGENCY ACTION ITEM	The District Manager met with the owner of the lots formally owned by Union County Economic Development Corporation (UCEDC), regarding updating the CC&R's to remove UCEDC from the existing and transition the duties, powers and authorities previously performed by UCEDC to either the Agency or to form an Association. The new owner will review the proposed draft which would transition the duties of UCEDC to the Urban Renewal Agency. The most important function which needs to be addressed and is time sensitive is a Site Plan and Architectural review committee to approve building designs. This function was formerly done by the UCEDC Property Committee.	District Manager
12	No Change October 18, 2022	Market Place Family Foods Agreement Amendment FUTURE AGENCY ACTION ITEM	The District Manager and City Attorney are in ongoing discussions with the property owner and his attorney regarding a possible amendment to the agreement. The Agency is the approval authority for any amendments to the Agreement.	District Manager
13	Updated March 27, 2023	Urban Renewal Targeted Project Policy Development	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is	District Manager

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		FUTURE AGENCY ACTION ITEM	currently exploring potential options for that funding. The Agency will meet in a Work Session on March 6, 2023, to discuss one of the potential projects. A second work Session is scheduled for April 3 rd to discuss another project. The Agency's April 5, 2023, Regular Session Agenda will have an action item related to this funding.																											
14	No Change January 23, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	Legal Review: During legal review, the Senior Code Attorney reviews the Code and prepares a memorandum outlining recommendations for resolving problems found in the code. This step in the process could take until July/August 2023 to complete. Once this step is complete, City Staff will have sixty (60) days to review before moving to the next stop of the process.	City Recorder																										
15	Updated March 20, 2023	Advisory Commission Vacancies	The following table outlines the existing vacancies: <table border="1"> <thead> <tr> <th>Advisory Commission</th> <th>Vacancies</th> </tr> </thead> <tbody> <tr> <td>Air Quality</td> <td>3/7</td> </tr> <tr> <td>Arts</td> <td>1/7</td> </tr> <tr> <td>Building Board of Appeals</td> <td>4/5</td> </tr> <tr> <td>Budget Committee</td> <td>0/7</td> </tr> <tr> <td>Community Landscape/Forestry</td> <td>0/5</td> </tr> <tr> <td>Landmarks</td> <td>1/5</td> </tr> <tr> <td>Library</td> <td>0/5</td> </tr> <tr> <td>Parking, Traffic Safety and Street Maintenance</td> <td>0/7</td> </tr> <tr> <td>Parks and Recreation</td> <td>0/7</td> </tr> <tr> <td>Planning</td> <td>0/5</td> </tr> <tr> <td>Union County Tourism</td> <td>0/2</td> </tr> <tr> <td>Urban Renewal</td> <td>0/5</td> </tr> </tbody> </table>	Advisory Commission	Vacancies	Air Quality	3/7	Arts	1/7	Building Board of Appeals	4/5	Budget Committee	0/7	Community Landscape/Forestry	0/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	0/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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16	No Change February 21, 2023	Surplus Property Disposal and Procurement Resolution Update FUTURE COUNCIL ACTION ITEM	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Through researching current ORS regarding Local Contract Review Boards (Ordinance 2774, Series 1989), found that ORS 279.055 has been repealed and replaced with ORS 279A.060. This Ordinance should be updated to reflect current ORS. Continuing to research other Ordinances and Resolutions that will be linked to this ORS update that will need to be updated with current state regulations.	City Recorder																										
17	No Change February 17, 2023	COVID-19 Business Assistance	The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars. A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. \$136,810.47 has been repaid as of 12/31/2022 including 8 loans that have been repaid in full. 22 loans are currently being repaid with a total outstanding principle balance of \$82,209.53	Economic Development																										
18	Updated March 13, 2023	2022-2023 Façade Program	<table border="1"> <tr> <td>Remax Real Estate</td> <td>1214 ½ Adams Ave</td> <td>Repoint brick, new window on rear of building</td> <td>\$4,385</td> <td>Application approved and has been approved by Landmarks</td> </tr> </table>	Remax Real Estate	1214 ½ Adams Ave	Repoint brick, new window on rear of building	\$4,385	Application approved and has been approved by Landmarks	Economic Development																					
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			Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved																															
			Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7500	Approved																															
			Jack and Judy Burgoyne	1102 Washington	Remove green stucco and restore brick facade	\$7500	Completed																															
19	Updated March 14, 2023	2023-2024 Call For Projects Program	<p>Following the Council / Agency Retreat, Staff and District Manager met with URAC to develop proposed changes revisions to the CFP policy including combining the Business Park Call For Projects and Traded Sector Incentives as a new more flexible incentive. Those revisions were presented to the Agency and approved on March 1.</p> <p>The 2023-2024 Call For Projects opened March 13, 2023.</p>					Economic Development																														
20	Updated March 13, 2023	2022-2023 Call For Projects Program	<p>2022-2023 Call For Projects</p> <table border="1"> <thead> <tr> <th>Business</th> <th>Address</th> <th>Project</th> <th>Funds</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Bohnenkamp Building</td> <td>1301 Adams</td> <td>Exterior restoration & 2nd floor residential</td> <td>\$75,000</td> <td>Ready to proceed. Agreement signed.</td> </tr> <tr> <td>Evermine Labels Building</td> <td>1124 Washington</td> <td>Adaptive Reuse former Elks Lodge</td> <td>\$75,000</td> <td>Construction in progress. Progress Payment of \$37,500 paid</td> </tr> <tr> <td>Front Office Solutions</td> <td>1209 Adams</td> <td>Roof and façade</td> <td>\$65,656</td> <td>Construction in progress. Progress Payment \$30,328 Paid</td> </tr> <tr> <td>Smokehouse Restaurant</td> <td>2208 Adams</td> <td>Renovation and repair</td> <td>\$70,164</td> <td>Construction in progress</td> </tr> <tr> <td>Country Financial</td> <td>1212 Adams</td> <td>Apartment</td> <td>\$33,508</td> <td>Complete. \$33,508 Paid</td> </tr> </tbody> </table>					Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Ready to proceed. Agreement signed.	Evermine Labels Building	1124 Washington	Adaptive Reuse former Elks Lodge	\$75,000	Construction in progress. Progress Payment of \$37,500 paid	Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress. Progress Payment \$30,328 Paid	Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress	Country Financial	1212 Adams	Apartment	\$33,508	Complete. \$33,508 Paid	Economic Development
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22	Updated March 13, 2023	Business Development/Recruitment	<ul style="list-style-type: none"> Director continues to work closely with the Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. Staff continues to meet with local businesses and large key employers as possible. 					Economic Development																														

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			<ul style="list-style-type: none"> Staff has been working with Goss Motors to understand the impact of the Shift to Electric Vehicles and potential changes that will be needed to make this transition. This discussion now includes several local auto dealers and the School District focusing on Workforce training needs related to EV service and maintenance. Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment. Consultant Contract was approved at the February Council meeting and Initial site meeting with the Consultant was held March 8th 	
23	Updated March 13, 2023	La Grande Main Street Downtown	<ul style="list-style-type: none"> Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee The Board held their annual Retreat on January 21st EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan The Board has appointed two new Board members and now has a full Board of 13 members including a designated EOU Student representative. Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan Economic Development and Planning Staff conducted a training with the Design Committee to review recently updated Landmarks Review Standards and the Main Street Facade Program policy and application process. Two downtown renovation projects expressed interest in applying for the Main Street Revitalization Grant. At their March 8th Board Meeting the Main Street Board voted to submit the application on behalf of the Evermine building 2nd phase which will include removal of the Mid Century Façade on Depot and Washington Streets. Main Street's annual NY Eve Ball Drop was recognized with an Ovation Award by the Oregon Festivals and Events Association. 	Economic Development
24	Updated March 13, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> The Ignite Center Lease Expires March 30 Economic Development Staff and NEOEDD and there is currently only one member actively using the space through June 2023. Staff and NEOEDD have renewed the lease through June 30th and will be closing this location at that time. Staff is also visiting with EOU's REV Center to explore collaborative opportunities combine Ignite services with the proposed Innovation Hub with the Firehouse Building as a potential colocation opportunity for both ventures. Staff has joined the steering committee for the Innovation Hub 	Economic Development

Item	Date of Change in Status	Item	Comments	Department			
25	No Change February 22, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> Three loans are in the re-payment phase of this loan program from 2016 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements. Two loans are current and will reach eligibility for forgiveness in February and April of 2024 One loan is currently requesting a temporary deferral. Staff is working on this request and if granted the eligibility for forgiveness would be deferred by an equal period of time. 	Economic Development			
26	Updated March 20, 2023	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.) The steering committee continues to discuss findings from entrepreneur outreach and begin developing next steps for implementation. One key opportunity identified in entrepreneur outreach is a Commercial Kitchen. Staff is working with EOU Ag Entrepreneurship program to explore this concept and EOU Ag Entrepreneur Degree program is working with Economic Development staff to develop a feasibility study for a Commercial kitchen. The Project is a capstone project for 3 seniors and led by the program Dean The Student team is currently surveying potential clients. Online survey is available at this link 	Economic Development			
27	Updated March 20, 2023	Brownfields Assessment FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> 6 property owners are participating and have submitted property nominations, 2 projects have been approved for Regulated Building Material Surveys, two phase I reviews. are complete, and two more phase 1's are in progress. Anticipating 3 phase 2 analyses will be funded. 1 property owner has chosen not to move forward. BTI has additional funds for this project and is proposing a corridor redevelopment plan for this section of Jefferson Street to augment the individual property assessments currently in progress. Staff is reaching out to additional property owners to determine level of interest and participation. Staff from Economic Development, Planning, and Public Works met virtually with the consultant team in March to discuss scope and process for this project. Anticipating a May or June start date 	Economic Development			
28	Updated March 13, 2023	Staff Development	Staff has completed the first course for the Oregon Economic Development Certification program. Staff has joined the Oregon Economic Development Association's Tax Increment Finance Committee	Economic Development			
29	No Change March 3, 2023	Chart of Accounts Review	Form a committee by April involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature.	Finance			
30	Updated March 16, 2023	Statistics	<table border="1"> <tr> <td>Month of February, 2023</td> <td>Current</td> <td>YTD</td> </tr> </table>	Month of February, 2023	Current	YTD	Finance
Month of February, 2023	Current	YTD					

March 2023

12

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

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			<table border="1"> <tr> <td>Monthly Revenue (all funds)</td> <td>\$1,589,800</td> <td>\$23,381,472</td> </tr> <tr> <td>Monthly Revenue (general fund)</td> <td>\$539,711</td> <td>\$11,633,003</td> </tr> <tr> <td>Monthly expenses amount (all funds)</td> <td>\$1,703,127</td> <td>\$17,989,912</td> </tr> <tr> <td>Monthly expenses (general fund)</td> <td>\$839,822</td> <td>\$8,450,095</td> </tr> <tr> <td># of Accounts Payable Checks issued:</td> <td>175</td> <td>1,522</td> </tr> <tr> <td># of Payroll Checks/AP issued:</td> <td>174</td> <td>1,398</td> </tr> <tr> <td>Monthly Payroll expenses:</td> <td>\$939,720</td> <td>\$7,960,643</td> </tr> <tr> <td># of Water accounts billed:</td> <td>4818</td> <td>38,860</td> </tr> <tr> <td># of LID accounts billed:</td> <td>0</td> <td>13</td> </tr> <tr> <td>Pieces of mail processed</td> <td>330</td> <td>3,545</td> </tr> <tr> <td>Electronic Utility Payments Received</td> <td>2,975</td> <td>24,722</td> </tr> <tr> <td># of NSF checks the City received:</td> <td>1</td> <td>26</td> </tr> </table>	Monthly Revenue (all funds)	\$1,589,800	\$23,381,472	Monthly Revenue (general fund)	\$539,711	\$11,633,003	Monthly expenses amount (all funds)	\$1,703,127	\$17,989,912	Monthly expenses (general fund)	\$839,822	\$8,450,095	# of Accounts Payable Checks issued:	175	1,522	# of Payroll Checks/AP issued:	174	1,398	Monthly Payroll expenses:	\$939,720	\$7,960,643	# of Water accounts billed:	4818	38,860	# of LID accounts billed:	0	13	Pieces of mail processed	330	3,545	Electronic Utility Payments Received	2,975	24,722	# of NSF checks the City received:	1	26	
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31	No Change, March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization. Will be working on this in conjunction with the short-term rentals ordinance.	Finance																																				
32	Completed March 16, 2023	FY 2021-2022 Audit	Completed the final audit and plan of action. Filed with the State of Oregon Audits Division	Finance																																				
33	Updated March 20, 2023	Response Statistics	February 1 to February 28 2023 YTD: 519 <ul style="list-style-type: none"> Total Calls: 236 Medical: 194 Fires/MVC 27 Lift assists 15 	Fire																																				
34	Updated March 20, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief conducted inspection of 2 fire investigations, 1 business inspection	Fire																																				
35	Updated February 17, 2023	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.	Fire																																				
36	Updated March 20, 2023	Training	<ul style="list-style-type: none"> Department drill – Joint drills with LGRFPD, Blue card command training, communications 2 hrs. Blue card simulations 2.25 hrs. Co. EMS drill –Patient restraints 1 hr. Officer development, Initial radio reports Monday medical meeting, RSI, Vents, intubations. 1.25 hrs. EMT Casual trainings 16 hrs. Shift drills –25 hrs. various subjects Fire Rescue online 	Fire																																				
37	New January 17, 2023	Wildhorse Foundation grant request	The department requested \$20,000 to assist with the purchase of 3 Lucas CPR compression systems. These tools perform quality compressions during CPR, freeing up crew members to perform other vital functions ie; medication administration, airway.	Fire																																				

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38	Updated March 20, 2023	Department Announcements	<ul style="list-style-type: none"> The Department has had another resignation, Wyatt Orozco has accepted a position in Benton Co. Washington. FF/Paramedic testing scheduled for 4/3/2023 	Fire																																	
39	No Change January 30, 2023	Management Group and Non-represented Compensation Study	<ul style="list-style-type: none"> Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. The City-wide model for evaluating positions for compliance with the Pay Equity Act is complete. Job description reviews completed, and Pay Equity Act analysis is completed for the majority of positions. Market study to for the Management group has been completed and salary structure/pay model is being determined and will be finalized in conjunction with labor negotiations. 	Human Resources																																	
40	Updated March 14, 2023	Represented Employees Compensation Study	<ul style="list-style-type: none"> City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Job descriptions are completed. Pay equity rating has been completed. Market analysis was received 11/18/2022. Market study to for the Represented group has been completed and salary structure/pay model is being determined and will be finalized in conjunction with labor negotiations. 	Human Resources																																	
44	Updated March 14, 2023	Current Recruitments	<ul style="list-style-type: none"> Police Officer – Testing March 22 Fire Fighter Paramedic – First review 3/14/23 Seasonal Maintenance – PW and Parks- 1 hire Recreation Leader position open Lifeguard position (Part-time intermittent) Swim Instructors – 3 hires 	Human Resources																																	
45	Updated March 14, 2023	Announcements	<ul style="list-style-type: none"> Library programs currently offered are: Storytimes, Book Clubs, LEGO Club, monthly DIY craft kits, Teen Writing Circle, Teen iCraft, All Ages Game Night, Adult Mystery Book Club, Seed Library, Cinema Saturdays, and monthly book box subscriptions. The Library is a part of the Oregon Regional Food Bank. We served a total of 100 households and 177 individuals during the month of February. The Library now has a charging station for various devices. The station includes 8 charging ports for patron use. 	Library																																	
46	Updated March 14, 2023	Statistics	<table border="1"> <thead> <tr> <th>Current Month</th> <th>Last Month</th> <th>Information from:</th> </tr> </thead> <tbody> <tr> <td>February</td> <td>January</td> <td>2/1/2023-2/28/2023</td> </tr> <tr> <td>9,639</td> <td>9,964</td> <td>Circulation</td> </tr> <tr> <td>6,044</td> <td>6,496</td> <td>Door count</td> </tr> <tr> <td>87</td> <td>112</td> <td>New Cardholders</td> </tr> <tr> <td>37</td> <td>37</td> <td>Non-resident card holders</td> </tr> <tr> <td>14,575</td> <td>14,488</td> <td>Total Card holders</td> </tr> <tr> <td>1,483</td> <td>1,724</td> <td>Library2Go (eBooks & audio)</td> </tr> <tr> <td>12</td> <td>13</td> <td>Dial-A-Story</td> </tr> <tr> <td>468</td> <td>411</td> <td>Hoopla (eBooks, movies/TV, comics, music)</td> </tr> <tr> <td>33</td> <td>43</td> <td>MyHeritage (genealogy)</td> </tr> </tbody> </table>	Current Month	Last Month	Information from:	February	January	2/1/2023-2/28/2023	9,639	9,964	Circulation	6,044	6,496	Door count	87	112	New Cardholders	37	37	Non-resident card holders	14,575	14,488	Total Card holders	1,483	1,724	Library2Go (eBooks & audio)	12	13	Dial-A-Story	468	411	Hoopla (eBooks, movies/TV, comics, music)	33	43	MyHeritage (genealogy)	Library
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47	Updated March 20, 2023	Parks Maintenance Update	<ul style="list-style-type: none"> Submitted budget to Director. Stocked and clean bathroom storage areas. Matt attended playground certification training. Continued snow and leaf removal. Ordered a variety of supplies to get ready for summer. Continued seasonal worker interviews. 	Parks & Rec - Maintenance																								
48	No Change December 28, 2022	Morgan Lake Diversion Dam	Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. There was an update meeting in December and OWRD requested some more information that A&P is working on now. Full preliminary design should be completed by June with a full design phase beginning next fiscal year.	Parks & Rec - Admin																								
49	Updated March 20, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	The second meeting took place March 7, 2023 with a good prioritization exercise. We hope to have a plan to reach out to vendors in April for design mock ups.	Parks & Rec - Admin																								
50	No Change January 27, 2023	Greenway Trail Extension	As you may know, we have funding to extend the Greenway Trail at Riverside Park to the next two City owned lots to the east with a loop trail. Currently we are working with neighboring property owners to determine some of the details. This project is slated for this summer during the paving season.	Parks & Rec Admin																								
51	Updated March 20, 2023	Pool Statistics February 2023	<table border="1"> <thead> <tr> <th></th> <th><u>FY 21-22</u> <u>February</u></th> <th><u>FY 22-23</u> <u>February</u></th> </tr> </thead> <tbody> <tr> <td>ATTENDANCE</td> <td>1,645</td> <td>1,392</td> </tr> <tr> <td>FY TO DATE</td> <td>12,449</td> <td>13118</td> </tr> <tr> <td>REVENUE</td> <td>\$12,348.65</td> <td>\$7,670.78</td> </tr> <tr> <td>FY TO DATE</td> <td>\$60,817.76</td> <td>\$82,560.40</td> </tr> </tbody> </table>		<u>FY 21-22</u> <u>February</u>	<u>FY 22-23</u> <u>February</u>	ATTENDANCE	1,645	1,392	FY TO DATE	12,449	13118	REVENUE	\$12,348.65	\$7,670.78	FY TO DATE	\$60,817.76	\$82,560.40	Parks & Rec - Admin									
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52	Updated March 20, 2023	Pool Programs Update	<ul style="list-style-type: none"> Staff are building a schedule of upcoming Lifeguard courses with the goal of offering at least one per quarter. The next class will take place April 8, 9, 15 & 16. The facility is now open on Saturdays again Group swim lessons were completely full in March with 49 students. April lesson registration is mostly full with 47 students. Private swim lessons will start again in April, with 6 slots available. 	Parks & Rec - Aquatics																								

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> School Swim lessons for LGSD 4th and 5th graders will finish this week. We are looking to schedule Union and Imbler's 3rd graders before the end of the school year. 	
53	No Change February 23, 2023	Pool Maintenance Update	<ul style="list-style-type: none"> The fitness room has officially been converted and is now being used as a classroom/multipurpose room. The HVAC/Fire suppression system malfunctioned on Saturday of the district meet, but staff were able to coordinate with Apollo & Johnson Controls over the phone which meant that no technician needed to be dispatched. 	Parks & Rec-Aquatics
54	Updated March 14, 2023	Recreation Program Update	<ul style="list-style-type: none"> PeeWee soccer registration is open and is open until March 27th. We currently have 79 kids registered and 8 coaches. Adult soccer registration is also open and closes April 10th. It is open for ages 15 and up. Youth Basketball ended on March 4th. We had pictures taken and are now working on getting those distributed to families. We have a sports excursion open for registration currently. The excursion is to watch the Seattle Mariners vs Toronto Blue Jays on July 22nd. It already has 8 of 11 spots filled. Spring Break Camp registration is open. We have 12 slots filled and are waiting to hear back from CARE on how many kids they will be including. The CARE kids registration fees will be paid for by the Union County Safe Communities Coalition. We had the Teen Action Board meeting on 2/28. There were roughly 7 teens present and they all had very good ideas. Our first meeting for the teens who are interested in being on the board will be 3/22. We are also going to go speak at LHS in the leadership class to help spread the word and recruit more teens. 	Parks & Rec-Aquatics
55	Updated March 15, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> Coordinator met with the target school principals with a successful outcome. The coordinator is working with one of the Success 101 teachers to help teach Pedestrian and bicycle safety in the classroom on April 6th. Coordinator is working with the local Safety Fair that will be held April 18th-19th and will be attended by over 1400 K-3 students. April Safety Fair, May International Walk and Roll to School Day, June Kick it into Gear, July Scooter camp. 	Parks & Rec-Recreation
56	Updated March 15, 2023	Urban Forestry Update	<ul style="list-style-type: none"> Responded to 17 questions/concerns from the community regarding; the Memorial Tree Program, ODF Peace Tree update, commercial tree service permits, tree selection and the street tree planting program, tree planting at the ODOT campus, deer damage to trees, and nuisance complaints. Met with the new ODF Community Forestry Assistance forester and toured recent urban forestry projects in La Grande. 	Parks & Rec-Urban Forestry

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			<ul style="list-style-type: none"> Visited twelve 4th & 5th grade classrooms for the 2023 Oregon Arbor Month poster contest presentation. Prepared and gave testimony for the Oregon State Legislature Trees Act. Coordinated the ODF/OCT 2023 Oregon Urban and Community Forestry Awards. Received an Arbor Month Boost Grant from Oregon Community Trees. Reviewed land use applications and submitted landscape recommendations to the City Planner. 																																											
57	No Change January 20, 2023	Urban Forestry Tree Inventory Project	Anderson Perry has completed the public face of the tree inventory map, waiting on approval from Kyle to go public.	Parks & Rec-Urban Forestry																																										
58	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec-Urban Forestry																																										
59	Updated March 15, 2023	February Urban Forestry Statistics	<table border="1"> <thead> <tr> <th>July 1, 2022 – June 30, 2023</th> <th>February</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Street Trees Planted</td> <td>0</td> <td>48</td> </tr> <tr> <td>Park Trees Planted</td> <td>0</td> <td>9</td> </tr> <tr> <td>Street Trees Removed</td> <td>7</td> <td>20</td> </tr> <tr> <td>Park Trees Removed</td> <td>3</td> <td>12</td> </tr> <tr> <td>Street Trees Pruned</td> <td>37</td> <td>321</td> </tr> <tr> <td>Park Trees Pruned</td> <td>4</td> <td>131</td> </tr> <tr> <td>Community Responses</td> <td>17</td> <td>175</td> </tr> <tr> <td>Nuisance Responses</td> <td>1</td> <td>12</td> </tr> <tr> <td>Field Evaluations</td> <td>7</td> <td>87</td> </tr> <tr> <td>Ordinance Enforcement</td> <td>1</td> <td>5</td> </tr> <tr> <td>Comm. Tree Service Permits</td> <td>1</td> <td>9</td> </tr> <tr> <td>Site Plan Reviews</td> <td>3</td> <td>28</td> </tr> <tr> <td>Community Volunteer Hours</td> <td>20</td> <td>87</td> </tr> </tbody> </table>	July 1, 2022 – June 30, 2023	February	YTD	Street Trees Planted	0	48	Park Trees Planted	0	9	Street Trees Removed	7	20	Park Trees Removed	3	12	Street Trees Pruned	37	321	Park Trees Pruned	4	131	Community Responses	17	175	Nuisance Responses	1	12	Field Evaluations	7	87	Ordinance Enforcement	1	5	Comm. Tree Service Permits	1	9	Site Plan Reviews	3	28	Community Volunteer Hours	20	87	Parks & Rec-Urban Forestry
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61	Updated March 15, 2023	Notable Projects Approved or in Process Under Review	MBM Estates (29 Lot Subdivision): On March 14, 2023, the Planning Commission approved the Preliminary Plat approval of a twenty-nine (29) lot subdivision that includes thirty-two (32) single-family dwelling units. The proposed dwellings that are roughly 1,100-1,500 square feet in size and intended to owned	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
			<p>by the developer and offered as rental housing. This development is intended to accommodate some of the City's highest needed housing demand which is for lower income families, per the City's adopted Housing Needs Analysis (HNA).</p> <p>LGSD Tiger House Project: The La Grande School District is establishing a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. This project is anticipated to begin in Fall 2023.</p> <p>New Hotel: On September 28th the Planning Division approved a site plan for the development of a 92-room hotel, consisting of a mixture of 2-Queen rooms, King rooms, and 32 suites. The hotel will be located at the southwest corner of Mulholland Drive and 26th Street (across from Commercial Tire). All land use and building permits have been issued and this project is ready to move forward to construction.</p> <p>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 under construction.</p> <p>16th Street – 55+ housing development: GCT Land Management is constructing a senior housing project that includes 8 single-family homes (one-story) and 22-24 condominiums (2-story). This project received Final Plat approval from the City Council on January 8th, 2020, subject to providing a Performance Bond, which allows for lots to be marketed and sold and permits issued for the construction of homes.</p> <p>Cottage Home Infill Project: 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</p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>project is under construction and near completion.</p> <p>Timber Ridge Apartments: 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>Legacy Ford: 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>Napa Auto Parts: 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 completed.</p> <p>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 under construction.</p>	
62	Updated March 15, 2023	Land Development Code Amendments FUTURE COUNCIL ACTION ITEM	<p>The Planning Division Staff and Planning Commission have been holding work sessions once or twice per month (on average) since November 2021 to update the Land Development Code Ordinance. The Commission completed their work sessions and recommendations for proposed amendments on March 7, 2023.</p> <p>Staff is now preparing materials for presenting to the City Council during a Joint City Council/Planning Commission Work Session, scheduled for May 22, 2023, with a Planning Commission public hearing planned in June 2023, and City Council public hearings planned in July and August 2023.</p> <p>Priority code amendments include:</p> <ul style="list-style-type: none"> • Addressing the recommendations provided in the City’s recently adopted Housing Production Strategy (2021). • Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals). • Other Misc. Code Amendments coming up for discussion include: <ul style="list-style-type: none"> • Private road design standards & enforcement. • EOU campus (parking, landscaping and other development standards and permitting processes.) • Allowing artisan (small scale) manufacturing in the City’s downtown Central Business Zone 	Planning

Item	Date of Change in Status	Item	Comments	Department
			and General Commercial Zone.	
63	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward.	Planning
64	Updated March 15, 2023	Floodplain Re-Mapping FUTURE COUNCIL ACTION ITEM	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> • A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. • The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts. • On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A. • On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping. • In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<ul style="list-style-type: none"> In June 2022, FEMA responded to confirm that they are in receipt of the City's application, but advised that additional data was needed to continue reviewing the City's request. In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. In late December/early January, FEMA responded and requested additional information, which Anderson-Perry promptly provided. <p>FEMA has 90-days to review the City's recent data submittal and to respond to the City with the next steps to move forward. The City's request continues to be under review by FEMA and we anticipate a response from FEMA in April or May.</p>																			
65	Updated March 14, 2023	Statistics: Operations Division -	<table border="1"> <thead> <tr> <th>TYPE OF ACTIVITY</th> <th>FEB 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Priority 911 calls for service:</td> <td>65</td> <td>131</td> </tr> <tr> <td>All other calls for service:</td> <td>770</td> <td>1,659</td> </tr> <tr> <td>Total calls for service:</td> <td>835</td> <td>1,790</td> </tr> <tr> <td>Case Numbers:</td> <td>90</td> <td>197</td> </tr> <tr> <td>Traffic Stops:</td> <td>109</td> <td>221</td> </tr> </tbody> </table>	TYPE OF ACTIVITY	FEB 23	YTD	Priority 911 calls for service:	65	131	All other calls for service:	770	1,659	Total calls for service:	835	1,790	Case Numbers:	90	197	Traffic Stops:	109	221	Police
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66	Updated March 14, 2023	Statistics: Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i>	<table border="1"> <thead> <tr> <th>TYPE OF CASE</th> <th>FEB 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Child Abuse: <ul style="list-style-type: none"> Physical Abuse: 3 Sexual Abuse: 10 Neglect: 13 Domestic Violence: 5 Other: 0 </td> <td>31</td> <td>66</td> </tr> <tr> <td>Elder Abuse: <ul style="list-style-type: none"> Physical Abuse: 0 Sexual Abuse: 0 Neglect: 0 </td> <td>0</td> <td>0</td> </tr> <tr> <td>Domestic Violence / SART: <ul style="list-style-type: none"> Sexual Assault: 0 SART: 0 (Sexual Assault Response Team) Other: 0 </td> <td>0</td> <td>2</td> </tr> <tr> <td>Death Investigations: <ul style="list-style-type: none"> Unattended: 0 Suicide: 1 Homicide: 0 </td> <td>1</td> <td>2</td> </tr> <tr> <td>Miscellaneous: <ul style="list-style-type: none"> Assault: 0 Federal Firearms Check: 0 Background: 0 Other: 2 </td> <td>2</td> <td>2</td> </tr> </tbody> </table>	TYPE OF CASE	FEB 23	YTD	Child Abuse: <ul style="list-style-type: none"> Physical Abuse: 3 Sexual Abuse: 10 Neglect: 13 Domestic Violence: 5 Other: 0 	31	66	Elder Abuse: <ul style="list-style-type: none"> Physical Abuse: 0 Sexual Abuse: 0 Neglect: 0 	0	0	Domestic Violence / SART: <ul style="list-style-type: none"> Sexual Assault: 0 SART: 0 (Sexual Assault Response Team) Other: 0 	0	2	Death Investigations: <ul style="list-style-type: none"> Unattended: 0 Suicide: 1 Homicide: 0 	1	2	Miscellaneous: <ul style="list-style-type: none"> Assault: 0 Federal Firearms Check: 0 Background: 0 Other: 2 	2	2	Police
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70	Updated March 14, 2023	Training	Operations Division: <ul style="list-style-type: none"> ▪ One officer participated in training titled, “Understanding Unconscious Bias: An Introduction” ▪ One officer participated in training titled, “Sexual Harassment and Abusive Conduct Prevention” ▪ The Lieutenant and Chief attended a training updated on Civil Commitments and Mental Health Holds ▪ The Lieutenant participated in a Use of Force Data Collection update webinar ▪ Members of the NEO Regional SWAT Team participated in monthly training. Communications Division: <ul style="list-style-type: none"> ▪ The Communications Manager participated in training titled, Serving Amid Chaos ▪ Members of the NEO Regional SWAT Team participated in monthly training. 	Police															
71	Updated March 14, 2023	Staffing	Operations Division: <ul style="list-style-type: none"> ▪ Two recruit officers are in the Field Training and Evaluation Program (FTEP). <ul style="list-style-type: none"> - One, hired August 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date in April 2023. - One, hired June 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date in May 2023. ▪ The vacant police officer position is being advertised with a first review of applications on February 24, 2023. Testing for this position has been scheduled for March 22, 2023. Communications Division: <ul style="list-style-type: none"> ▪ Fully staffed at this time. ▪ Two dispatcher supervisors have announced they 	Police															

Item	Date of Change in Status	Item	Comments	Department
			intend to retire in July 2023. We are making plans to announce the pending vacancies and initiate a hiring process as soon as appropriate.	
72	Updated March 14, 2023	Warming Station – Calls for Service	LGPD Calls for Service at the Union County Warming Station (501 3 rd Street): Jan 09: Suspicious Person - Unable to locate Jan 12: Civil Issue - Options provided Jan 28: Criminal Mischief - One person “trespassed” (meaning they are no longer welcome) Jan 29: Criminal Trespass - Complainant did not want to pursue charges, subject left Jan 30: Dog running at large Feb 01: Welfare check – Individual arrested on warrant for FTA on Harassment charge Feb 05: Request for an officer due to speak to someone with mental health issues. Feb 11: Request for an officer, information provided.	Police
73	No Change August 22, 2022	Water and Sewer Ordinance Review FUTURE COUNCIL ACTION ITEM	Staff is working with Anderson Perry to develop a capital improvement plan for water and wastewater. This is the first step in looking at adopting system development charges (SDCs).	Public Works
74	Updated March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	Copy of the report to be reviewed by Island City and submission to the State anticipated this month.	Public Works
75	No Change February 27, 2023	Public Works Management Structure	Staff is working with the City Manager to establish a Public Works management structure to better align positions with future needs.	Public Works
76	Updated March 24, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	Final Staff Report was accepted at the March General Session. First reading for the assessment of the 2022 LID scheduled for the April General Session.	Public Works
77	No Change October 27, 2022	Implementation of Geographic Information Systems (GIS) at Public Works	Staff met with AP (GIS consultant) to begin work on a few projects. The system will be used to track water tap inventory (2023 requirement) and begin to document sewer issues to monitor any possible patterns.	Public Works
78	No Change October 27, 2022	Water Meter Reading System	Completion of this project is the crew’s main objective and they hope to have it completed before winter.	Public Works
79	No Change February 27, 2023	Sanitary Sewer Manhole Maintenance	The Jefferson Street manhole has been repaired. Spruce Street will be next on the list.	Public Works
80	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
81	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
82	No Change November 28, 2022	Air Quality Monitoring Project	Contractor has requested putting off installation of air monitoring stations until spring. Work will continue on the web-based interface and securing locations for monitoring stations.	Public Works
83	No Change September 23, 2022	Well Site & Reservoir Cleaning	All well sites are being fully inspected and cleaned both inside and outside with all maintenance issues to be addressed.	Public Works
84	Updated March 24, 2023	2022-23 Sewer Rehab Contract	Contractor has successfully completed project and staff is processing payment application.	Public Works

Item	Date of Change in Status	Item	Comments	Department																								
85	Updated March 24, 2023	Second Street 18-Inch Mainline Replacement	Pipe has arrived. Project outreach and temporary services anticipated to begin the week of March 27.	Public Works																								
86	Updated March 24, 2023	Second Street Roadway Reconstruction	Staff is working on concrete contract. Work anticipated to begin mid April.	Public Works																								
87	No Change February 27, 2023	Service Inspections on 12 th Street & 16 th Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works																								
88	No Change December 28, 2022	Broken Antenna Bracelet	Contractors have been difficult to make contact with so staff is exploring the option of upgrading this site to a 360° antenna.	Public Works																								
89	Completed March 24, 2023	CMAQ Paving Project	Staff informed ODOT of plans to switch project funding for this project.	Public Works																								
90	Updated March 24, 2023	18 th Street (Gekeler Slough) Bridge Replacement	Crews completed cleanup of the ditch between 16 th and 18 th Streets to help prepare for project.	Public Works																								
91	Completed March 6, 2023	Grande Ronde Hospital Taps	Project was completed by city crews with no unexpected issues.	Public Works																								
92	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works																								
93	No Change February 27, 2023	ARPA: Roadway Paving Funding	Staff is working on contract documents to have targeted streets ground by a contractor. The streets will then be inlaid by City crews. Staff is also working with the County to chip seal Gekeler and 16 th in July 2023.	Public Works																								
94	No Change December 29, 2022	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	Staff is preparing capital improvement lists to be forwarded to a consultant to develop proposed costs associated with new fees. This will be done concurrently with water and sewer system development charges for review by Council.	Public Works																								
95	Updated March 24, 2023	B Avenue Mainline	Crews have completed rehab of sewer collection system from top of hill down to the Ridge Subdivision. Paving will be completed when asphalt plant opens.	Public Works																								
96	No Change February 27, 2023	Gekeler Lane Chip Seal	Gekeler Lane from Fourth Street to Highway 30 will receive a chip seal later this summer (late June-July).	Public Works																								
97	Updated March 24, 2023	Public Works Statistics	<table border="1"> <thead> <tr> <th></th> <th>Feb 23</th> <th>Fiscal YTD</th> </tr> </thead> <tbody> <tr> <td>Sewer taps installed</td> <td>3</td> <td>9</td> </tr> <tr> <td>Water taps installed</td> <td>2</td> <td>9</td> </tr> <tr> <td>Water leaks repaired</td> <td>2</td> <td>11</td> </tr> <tr> <td>Water meters installed</td> <td>N/A</td> <td>N/A</td> </tr> <tr> <td>Square feet of street paved</td> <td>0</td> <td>505,052</td> </tr> <tr> <td>Water produced (MG)</td> <td>54.33</td> <td>579.18</td> </tr> <tr> <td>WWTP flows (MG)</td> <td>44.24</td> <td>424.89</td> </tr> </tbody> </table>		Feb 23	Fiscal YTD	Sewer taps installed	3	9	Water taps installed	2	9	Water leaks repaired	2	11	Water meters installed	N/A	N/A	Square feet of street paved	0	505,052	Water produced (MG)	54.33	579.18	WWTP flows (MG)	44.24	424.89	Public Works
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98	New Item March 24, 2023	WWTP SCADA System Upgrade	Contract has been awarded and executed with All Phase Electrical. Parts are on order and panels are being constructed. Timeline will be identified when supply chain timeline is verified.	Public Works																								
99	New Item March 24, 2023	WWTP Headworks Project FUTURE COUNCIL ACTION ITEM	Project was procured by Anderson Perry and is on the agenda to be awarded at the April General Session.	Public Works																								
100	New Item March 24, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	City has received a grant to complete an update to the City's Hazard Mitigation Plan. Item is on the agenda for the April General Session	Public Works																								
101	New Item March 24, 2023	STBG Roadway Projects	Staff is working on a funding request with ODOT to cover previously submitted CMAQ project as well as	Public Works																								

Item	Date of Change in Status	Item	Comments	Department
			some additional roadways. Road work is anticipated to be completed next budget year.	
102	New Item March 24, 2023	Snow Removal Plan	Staff is putting together recommended updates for the City's snow removal plan in anticipation of the scheduled April 24 Work Session.	Public Works
103	New Item March 24, 2023	Community Pathways Grant	Steering committee has been formed and has reviewed initial memos from consultant. Project alternatives and public outreach anticipated to begin in April.	Public Works

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	Updated Nov 28, 2022	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> • ROI Grant Entrepreneur Ecosystem • First payment of \$30,000 received Jan 28 • EOU intern and staff have been interviewing local entrepreneurs and are now wrapping up interview findings. • Steering committee reconvened in November and will be reviewing survey data to determine next steps/activities 	Business Oregon / ROI	Eco Dev
2	Updated March 21, 2023	Public Safety Grant	November 2022	\$7,961	\$3,980	\$3,980	Monies received from CIS	CIS	Fire
3	No Change February 17, 2023	Wildhorse Foundation CPR Machine	December 30, 2023	\$46,230	\$20,000	26,230	Waiting on decision from Wildhorse foundation board	Wildhorse Foundation	Fire
4	No Change Item November 30, 2022	Oregon State Fire Marshal Capacity grant	November 30, 2022	\$897,257	\$664,423	\$232,834	In Review	OSFM	Fire
5	No Change July 22, 2022	OSFM Wildland season staffing grant	June 17 th 2022	\$33,000	\$33,000	N/A	Awarded June 20 th , 2022	Oregon State Fire Marshal	Fire
6	No Change January 20, 2023	State Library of Oregon 2023 Ready to Read Grant	December 9, 2023	\$5,029	\$5,029	N/A	Annual grant for Oregon libraries to fund summer reading programs. Received December 9, 2022	State Library of Oregon	Library
7	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Approved.	Federal dollars thru State Parks	Parks & Recreation Public Works
8	No Change November 18, 2022	Safe Route To School Non-Infrastructure	September 2022	\$131,067	\$100,000	\$31,067 in-kind benefits and PTO	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
9	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

10	Completed March 18, 2022	Public Art Installation outside Library (Arts Commission)	November 2022	\$50,000	\$5,000	\$45,000 in other grants	Approved, but declined due to enough funding through other funders.	Oregon Arts Commission – Arts Build Communities	Parks & Recreation
11	No Change February 21, 2023	OCT Arbor Day Boost Grant	January 18, 2023	\$1,010.00	\$395.35	\$1,010.00	Application approved	Oregon Community Trees	Parks & Recreation
12	No Change November 28, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Kickoff meeting was held with consultant on November 16. Project is in information gathering stage.	ODOT	Public Works
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