



# CITY of LA GRANDE

## THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated May 24, 2023	<b>Street and Road Infrastructure:</b> 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 Budget Committee Approved the Proposed Budget for FY 2023-24, which includes a transfer of \$155,106 of General Fund unanticipated increase in cash to the Street Reserve Fund per Council Resolution 4824, Series 2022. The City Council will consider adoption on June 7 <sup>th</sup> . The FY 2022-23 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		<b>Housing:</b> Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		<b>Economic Development:</b> 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		<b>Staffing:</b> 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 May 25, 2023	<b>Fiscal management:</b> Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The Proposed Budgets for Fiscal Year 2023-2024 were be available to the Budget Committee and the public on April 26, 2023. Budget Hearings were held by the Budget Committees on May 15 <sup>th</sup> and May 16 <sup>th</sup> . The Urban Renewal Agency Budget Committee approved the Proposed Budget as amended on May 15 <sup>th</sup> . The City Budget Committee approved the City's General Fund, Enterprise, and Other Fund Proposed Budgets on the evening of May 16 <sup>th</sup> as presented. The Urban Renewal Agency and	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
			City Council will conduct Budget Hearings on June 7, 2023, when they consider the Approved Budget for Adoption.	
6	Updated May 25, 2023	<b>General Fund Capital Improvements:</b> Identity funding sources and strategy to address major capital needs.	The Approved Budget includes funding for consulting work to review the needs for the La Grande Police Department. If the budget is adopted by the City Council with that funding, the City will move forward with that study. The City Manager and Police Chief met with Union County Commissioner Matt Scarfo and Sheriff Bowen to discuss whether or not the consulting work UCSO is doing and the proposed work the City would undertake could be combined in such a way as to save both entities money. Discussions regarding how to proceed once the studies are completed were minimal and the topic will be revisited in the coming weeks. The need for new and/or expanded public safety facilities will be better defined once this work is done. <u>Determining next steps to follow.</u>	City Manager
7	No Change February 1, 2023	<b>Emergency Management Planning:</b> 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		<b>FEMA Maps and Land Use Code Amendments:</b> 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 May 29, 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, May 29**

**HOLIDAY**

**Monday, June 5**

**WORK SESSION: Rank  
Choice Voting Conversations  
with EOU Students**

**Wednesday, June 7**

**REGULAR SESSION**

**Tuesday, July 4**

**HOLIDAY**

**Monday, July 10**

**SPECIAL SESSION: JOINT  
URA/URAC: Call for Projects**

**Wednesday, July 12**

**REGULAR SESSION**

**Monday, July 24**

**WORK SESSION: Goal 9  
Findings**

**Wednesday, August 2**

**REGULAR SESSION**

**Monday, August 14**

**WORK SESSION: System  
Development Charges (SDC)**

**Monday, August 21**

**TENTATIVE WORK SESSION:**

**Monday, September 4**

**HOLIDAY**

**Wednesday, September 6**

**REGULAR SESSION**

**Monday, September 11**

**WORK SESSION: Eastside  
Water and Sewer Funding**

**Monday, September 25**

**WORK SESSION: Foreclosure  
Ordinance (Tentative)**

**Wednesday, October 4**

**REGULAR SESSION**

**October 12<sup>th</sup> – 14<sup>th</sup> -- LOC 98<sup>th</sup> 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 13 <sup>th</sup> - HOLIDAY OPEN HOUSE (4:30 pm – 6:00 pm)	
Monday, December 25	HOLIDAY
<b><u>2024</u></b>	
Monday, January 1	HOLIDAY
Wednesday, January 3	REGULAR SESSION
Monday, January 15	HOLIDAY

*Additional topics with dates to be determined: Gas Tax discussion; FEMA update; Emergency Operation Plan Report; and City Charter update. 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 May 10, 2023	All Building Permits April 2023	April 2023				Building				
			Permit Type	Permits	Permit Fees	Plan Review Fees					
			City of LG Building:	7	\$13,813.00	\$4,640.00					
			UC Building:	13	\$14,293.00	\$8,990.80					
			City of LG MFH	1	\$450.00						
			UC MFH	2	\$900.00						
			City of LG Mechanical	11	\$2,027.00						
			UC Mechanical	21	\$1,941.00						
			City of LG Plumbing	5	\$1,756.50						
			UC Plumbing	7	\$2,850.00						
			City of LG Electrical	13	\$29,187.25						
			UC Electrical	28	\$3,668.25						
			City of LG Demolition	0	\$0						
			UC Demolition	0	\$0						
			AG Exempt permits	2							
			TOTALS:	110	\$70,886.00	\$13,630.80					
			Fiscal Year Running Totals:	1131	\$454,691.59	\$171,846.26					
			2	Updated May 10, 2023	Housing Permits April 2023	New Housing Building Permits City of La Grande				Building	
						Type of Structure		Total Number of			
								Buildings	Housing Units		
						Single Family Dwelling – Detached & Attached		0	0		
						Accessory Dwelling Units		0	0		
						Duplex Units		0	0		
						Manufactured Homes		1	1		
						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	3	4									
Accessory Dwelling Units	0	0									
Duplex Units	0	0									
Manufactured Homes	2	2									

May 2023

5

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

Item	Date of Change in Status	Item	Comments	Department								
			<table><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>5</td><td>6</td></tr></table>	Comm. Apartments		0	0	TOTAL DWELLING UNITS		5	6	
			Comm. Apartments		0	0						
			TOTAL DWELLING UNITS		5	6						
			Fiscal Year to Date – City of La Grande									
			Type of Structure		Total Number of							
					Buildings	Dwelling Units						
			Single Family Dwelling – Detached & Attached		4	4						
			Accessory Dwelling Units		1	4						
			Duplex Units		0	0						
			Manufactured Homes		2	2						
			Comm. Apartments		1	2						
			TOTAL DWELLING UNITS		7	12						
			Fiscal Year to Date – Union County									
			Type of Structure		Total Number of							
					Buildings	Dwelling Units						
			Single Family Dwelling – Detached & Attached		21	24						
			Accessory Dwelling Units		1	1						
			Duplex Units		0	2						
			Manufactured Homes		5	5						
			Comm. Apartments		0	0						
TOTAL DWELLING UNITS		27	32									
3	Updated May 25, 2023	IT Support Services FUTURE COUNCIL ACTION ITEM	The current provider of IT services, IMESD, has notified all of their non-educational clients that they will be discontinuing services effective July 1, 2023. The staff committee to explore options continues to meet including looking at other potential providers, as well as a combined approach with in-house staff augmented by a contracted provider. The Approved Budget for FY 2023-2024 includes funding for an in-house IT professional as well as funding for a third-party provider. We are currently advertising for the in-house position and continuing exploring options with vendors and other agencies for potential partnerships.	City Manager								
4	Completed May 3, 2023	Labor Negotiations—Fire Department FUTURE COUNCIL ACTION ITEM	The City and IAFF Local 924 reached agreement on a new Collective Bargaining Agreement (CBA). The union voted to ratify the new CBA and the City Council approved the agreement on May 3, 2023. The new, three-year agreement takes effect June 21, 2023.	City Manager								
5	Updated June 1, 2023	Labor Negotiations—Police Department FUTURE COUNCIL ACTION ITEM	The bargaining teams for the City and the La Grande Police Association have reached tentative agreement on a new Collective Bargaining Agreement. And the Union membership has voted to ratify the new agreement. The City Council will consider approval at the June 7, 2023, Regular Session. The current three-year agreement expires in June, 2023.	City Manager								
6	No Change March 1, 2023	Max Square/Homelessness	Staff continues to participate in some of the recurring 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.	City Manager								

Item	Date of Change in Status	Item	Comments	Department
7	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
8	Updated May 25, 2023	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The Approved Budget includes \$119,231 of TRT funding to be allocated to the water and sewer infrastructure. If Adopted by the City Council on June 7, 2023, the funds would be available after July 1 <sup>st</sup> and would be provided when the project is being completed. The City Council met with the Union County Fair Board in a Work Session on October 24 <sup>th</sup> 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.	District Manager
9	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
10	Completed May 23, 2023	La Grande Business and Park Technology Park Owners Association FUTURE AGENCY ACTION ITEM	The Agency approved the updated CC&R's, removing UCEDC and transitioning the duties, powers and authorities previously performed by UCEDC to the Agency. The Third Amended CC&R's have been signed by the parties and recorded with the County and copies mailed to all property owners. At the same meeting the Agency appointed the District Manager and the Urban Renewal Advisory Commission to serve as the Site Plan and Architectural review committee to approve building designs. This function was formerly done by the UCEDC Property Committee. There is currently on lot which is preparing a site plan for approval.	District Manager
11	Updated May 25, 2023	Business Park Site Plan Review	G. Gordon Construction submitted a request for review of their site plan for the lot they purchased at the Business Park. The District Manager has reviewed the submission and identified additional information that is required. Once the additional information is provided and the site plan submittal is complete, the Site Review Committee will convene to review the plan.	District Manager
12	No Change	Market Place Family Foods	The District Manager and City Attorney are in ongoing	District

Item	Date of Change in Status	Item	Comments	Department																												
	October 18, 2022	Agreement Amendment FUTURE AGENCY ACTION ITEM	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.	Manager																												
13	No Change April 3, 2023	Urban Renewal Targeted Project Policy Development FUTURE AGENCY ACTION ITEM	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding. The Agency met in a Work Session on March 6, 2023, to discuss one of the potential projects and again on April 3 <sup>rd</sup> to discuss renovating the Historic Fire Museum as potential project. The Agency reached consensus on not moving forward with the first project and asked for additional information on the Fire Museum project before making a decision. Given the additional information would not be ready for the Agency’s April 5, 2023, Regular Session, that meeting was cancelled. Once Staff has gathered additional information, an Agency Work Session will be scheduled to continue to discuss the potential project. The Proposed FY 2023-2024 Agency Budget includes carrying over the \$500,000 of funding.	District Manager																												
14	Updated May 22, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	<b>Legal Review:</b> 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. <b>Update:</b> The Senior Code Attorney for CivicPlus is scheduled to commence the legal review of the City Code in July. If complete in July, required teleconferences will be scheduled next, approximately in late August, followed by proofs in September. The Code will ship within two to three months after we return proofs.	City Recorder																												
15	No Change March 20, 2023	Advisory Commission Vacancies	<table><tr><td colspan="2">The following table outlines the existing vacancies:</td></tr><tr><td>Advisory Commission</td><td>Vacancies</td></tr><tr><td>Air Quality</td><td>3/7</td></tr><tr><td>Arts</td><td>1/7</td></tr><tr><td>Building Board of Appeals</td><td>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></table>	The following table outlines the existing vacancies:		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 April 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	City Recorder																												



Item	Date of Change in Status	Item	Comments	Department																														
			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. Found Resolution #2, Series 1990, and Resolution #4, 1994 should also be updated to reflect current ORS. Found that most of ORS (Chapter) 279 had been repealed in Year 2003 and now, the Public Contracting statutes have been divided into three chapters, known as ORS 279A, 279B, and 279C.																															
17	Updated May 22, 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. \$148,609.72 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 \$70,410.28	Economic Development																														
18	Updated May 16, 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> <tr> <td>Real Deals</td><td>1108 Adams Ave</td><td>Painting</td><td>\$1,888</td><td>Application Withdrawn</td></tr> <tr> <td>Hermann Financial Building</td><td>107 Elm Street</td><td>Renovate entry, windows and door</td><td>\$7500</td><td>Approved</td></tr> <tr> <td>Jack and Judy Burgoyne</td><td>1102 Washington</td><td>Remove green stucco and restore brick facade</td><td>\$7500</td><td>Completed</td></tr> <tr> <td>United finance Miracle Ear</td><td>115 Elm Street</td><td>Repair windows and repaint trim</td><td>\$7,500</td><td>Approved</td></tr> <tr> <td>Eric Laurence</td><td>1124 Adams Ave</td><td>Repair and replace 2<sup>nd</sup> floor windows</td><td>\$7,500</td><td>Approved</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	Real Deals	1108 Adams Ave	Painting	\$1,888	Application Withdrawn	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	United finance Miracle Ear	115 Elm Street	Repair windows and repaint trim	\$7,500	Approved	Eric Laurence	1124 Adams Ave	Repair and replace 2 <sup>nd</sup> floor windows	\$7,500	Approved	Economic Development
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19	Updated May 26, 2023	2023-2024 Call For Projects Program	The 2023-2024 Call For Projects opened March 13, 2023. The City has received 9 applications and staff is currently reviewing for completion and working on staff reports.	Economic Development																														
20	No Change April 18, 2023	2022-2023 Call For Projects Program	<b>2022-2023 Call For Projects</b> <table border="1"> <tr> <th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr> <tr> <td>Bohnenkamp Building</td><td>1301 Adams</td><td>Exterior restoration &amp; 2<sup>nd</sup> floor residential</td><td>\$75,000</td><td>Construction in progress</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</td></tr> </table>	Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 <sup>nd</sup> floor residential	\$75,000	Construction in progress	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	Economic Development										
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May 2023

Item	Date of Change in Status	Item	Comments					Department
							\$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	
21	No Change November 22, 2022	2020-2021 Call for Projects Program	<b>2020-2021 Call For Projects</b>					Economic Development
			<b>Business</b>	<b>Address</b>	<b>Project</b>	<b>Funds</b>	<b>Status</b>	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 <sup>st</sup> for final completion Project has applied for another extension until June 2023 to complete final side panels	
22	No Change March 13, 2023	Business Development/Recruitment	<ul style="list-style-type: none"> <li>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.</li> <li>Staff continues to meet with local businesses and large key employers as possible.</li> <li>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.</li> <li>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</li> </ul>					Economic Development
23	Updated May 23, 2023	La Grande Main Street Downtown	<ul style="list-style-type: none"> <li>Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee</li> <li>EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan</li> <li>Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan</li> <li>Main Street conducted Board and committee training with the State Main Street program on May 10</li> <li>Main Street Received a \$3,500 grant from Soroptimists to help facilitate the quarterly La Grande Women in Business Symposium. The First</li> </ul>					Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<p>of these quarterly events was held on May 23</p> <ul style="list-style-type: none"> <li>• Main Street hosted a downtown walking tour as apart of Travel Oregon's Destination Development Bootcamp May 11</li> <li>• Main Street and Economic Development staff will be hosting a downtown Main Street/Urban Renewal walking tour for the Eastern Oregon Economic Development Summit August 3-4</li> <li>• Main Street Received a \$200,000 Main Street Revitalization Grant to assist help remove the 70's era facade and begin the restoration of the former Elks building on the corner of Washington and Depot St</li> </ul>	
24	Updated May 22, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> <li>• Staff is 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</li> <li>• Staff participated in two public meetings on April 11 with local entrepreneurs and local entrepreneur support organization on April 11 as part of the outreach for the Innovation Hub application</li> <li>• NEOEDD hosted the Destination Creation Business Training course at the Ignite Center in May.</li> <li>• The Ignite Center Lease has expired and we will be vacating the 104 Depot St location June 30</li> </ul>	Economic Development
25	No Change February 22, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Two loans are current and will reach eligibility for forgiveness in February and April of 2024</li> <li>• 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.</li> </ul>	Economic Development
26	No Change April 21, 2023	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> <li>• This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.)</li> <li>• The steering committee continues to discuss findings from entrepreneur outreach and begin developing next steps for implementation.</li> <li>• 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</li> <li>• Staff continues to meet with the Ag Entrepreneurship students weekly and this group is</li> </ul>	Economic Development

Item	Date of Change in Status	Item	Comments	Department																																							
			now interviewing similar case study projects throughout the region.																																								
27	No Change March 20, 2023	Brownfields Assessment FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"><li>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.</li><li>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.</li><li>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 June start date</li></ul>	Economic Development																																							
28	No Change March 13, 2023	Staff Development	<ul style="list-style-type: none"><li>Staff has completed the first course for the Oregon Economic Development Certification program.</li><li>Staff has joined the Oregon Economic Development Association's Tax Increment Finance Committee</li></ul>	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 May 25, 2023	Statistics	<table><tr><td>Month of April, 2023</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,943,672</td><td>\$26,894,405</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$906,411</td><td>\$13,004,152</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,943,672</td><td>\$22,273,719</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$906,384</td><td>\$10,140,083</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>199</td><td>1,906</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>170</td><td>1,744</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$953,952</td><td>\$9,842,375</td></tr><tr><td># of Water accounts billed:</td><td>4,828</td><td>48,509</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>13</td></tr><tr><td>Pieces of mail processed</td><td>365</td><td>4,316</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,086</td><td>31,006</td></tr><tr><td># of NSF checks the City received:</td><td>8</td><td>35</td></tr></table>	Month of April, 2023	Current	YTD	Monthly Revenue (all funds)	\$1,943,672	\$26,894,405	Monthly Revenue (general fund)	\$906,411	\$13,004,152	Monthly expenses amount (all funds)	\$1,943,672	\$22,273,719	Monthly expenses (general fund)	\$906,384	\$10,140,083	# of Accounts Payable Checks issued:	199	1,906	# of Payroll Checks/AP issued:	170	1,744	Monthly Payroll expenses:	\$953,952	\$9,842,375	# of Water accounts billed:	4,828	48,509	# of LID accounts billed:	0	13	Pieces of mail processed	365	4,316	Electronic Utility Payments Received	3,086	31,006	# of NSF checks the City received:	8	35	Finance
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31	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by	Finance																																							

Item	Date of Change in Status	Item	Comments	Department
		<b>ACTION ITEM</b>	LOC. The 1 <sup>st</sup> 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.	
32	Updated May 24, 2023	Response Statistics	April 1 to April 30, 2023 YTD: 1049 <ul style="list-style-type: none"> <li>Total Calls: 249</li> <li>Medical: 204</li> <li>Fires/MVC 34</li> <li>Lift assists 11</li> </ul>	Fire
33	No Change March 20, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief conducted inspection of 2 fire investigations, 1 business inspection	Fire
34	No Change 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
35	Updated May 24, 2023	Training	<ul style="list-style-type: none"> <li>Department drill – Joint drills with LGRFPD, Ventilation 2 hrs. Hose deployments 2 hrs.</li> <li>Co. EMS drill –Standing orders testing 1 hr.</li> <li>Officer development, Various topics</li> <li>Monday medical meeting, Standing Orders testing 1.5 hrs.</li> <li>EMT Casual trainings 24 hrs.</li> <li>Shift drills –7.5 hrs. various subjects</li> <li>Fire Rescue online</li> </ul>	Fire
36	Completed May 24, 2023	Wildhorse Foundation grant request	<ul style="list-style-type: none"> <li>Funding received from the Wildhorse foundation, third machine purchased and placed in service. This completes all 3 front line ambulances having the Lucas available for CPR responses.</li> </ul>	Fire
37	Updated May 24, 2023	Department Announcements	<ul style="list-style-type: none"> <li>Department extended conditional job offers to two FF/Paramedic candidates. Background has been completed, waiting on</li> <li>The department was notified of OSFM capacity grant award to assist with the hiring of one Firefighter position for three years. Grant amount of \$322,216.</li> </ul>	Fire
38	Updated May 10, 2023	Management Group and Non-represented Compensation Study	Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. The City-wide model for evaluating positions for compliance with the Pay Equity Act is complete. Job description reviews completed. Pay Equity Act analysis is completed. 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
39	Updated May 10, 2023	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Job descriptions are completed. Pay equity rating has been completed. Market analysis was received 11/18/2022. Comp structure was presented to both Fire and LG Employees Association during bargaining sessions. LG Employees and IAFF contracts	Human Resources

Item	Date of Change in Status	Item	Comments			Department																																														
			were accepted the proposal and it was approved by the City Council. Negotiations with Police continue.																																																	
40	Updated May 10, 2023	Current Recruitments	<ul style="list-style-type: none"><li>Police Officer –Conditional offer in background process</li><li>Fire Fighter Paramedic –2 hires</li><li>Fire Fighter – open and interviews to take place May 15 and 16<sup>th</sup></li><li>Morgan Lake Host –Park host hired for April-July Re-opened for August -September hire</li><li>Seasonal Maintenance – PW and Parks- 2 hires</li><li>Recreation Leader position – 1 Hire</li><li>Lifeguard position – 2 Hires</li><li>Swim Instructors</li></ul>			Human Resources																																														
41	Updated May 10, 2023	Announcements	<ul style="list-style-type: none"><li>April library programs &amp; attendance numbers:</li><li>Weekly Storytime- 70</li><li>Bright Beginnings (headstart partnership)- 112</li><li>Mystery Book Club- 10</li><li>Earth Day Extravaganza- 19</li><li>Peeps Diorama Contest- 23</li><li>Subscription Book Boxes- 10</li><li>LEGO Club- 16</li><li>Class visits- 63</li><li>Teen Writing Circle- 4</li><li>Teen iCraft- 1</li><li>D&amp;D Gaming- 11</li><li>Cinema Saturdays- 6</li><li>Self-Care Saturday- 1</li><li>Author Visit- 60</li><li>Seed Library- 190 packets taken</li><li>The Library is a part of the Oregon Regional Food Bank. We served a total of 113 households and 246 individuals during the month of April.</li></ul>			Library																																														
42	Updated May 10, 2023	Statistics	<table><tr><th>Current Month April</th><th>Last Month March</th><th>Information from: 4/1/2023-4/30/2023</th></tr><tr><td>10,139</td><td>11,075</td><td>Total Circulation:</td></tr><tr><td>3,955</td><td>4,133</td><td>Adult Collection</td></tr><tr><td>873</td><td>878</td><td>Young Adult Collection</td></tr><tr><td>5,193</td><td>5,919</td><td>Children's Collection</td></tr><tr><td>67</td><td>88</td><td>Hot spots/Chromebook/misc.</td></tr><tr><td>6,816</td><td>7,308</td><td>Door count</td></tr><tr><td>89</td><td>98</td><td>New Cardholders</td></tr><tr><td>41</td><td>37</td><td>Non-resident card holders</td></tr><tr><td>14,762</td><td>14,673</td><td>Total Card holders</td></tr><tr><td>1,673</td><td>1,757</td><td>Libby (eBooks &amp;audio)</td></tr><tr><td>11</td><td>16</td><td>Dial-A-Story</td></tr><tr><td>269</td><td>399</td><td>Hoopla (eBooks, movies/TV, audiobooks, music)</td></tr><tr><td>24</td><td>38</td><td>MyHeritage (genealogy online)</td></tr><tr><td>3</td><td>2</td><td>CreativeBug (crafts online)</td></tr><tr><td>168</td><td>213</td><td>Kanopy (Foreign films/Great Courses)</td></tr></table>	Current Month April	Last Month March	Information from: 4/1/2023-4/30/2023	10,139	11,075	Total Circulation:	3,955	4,133	Adult Collection	873	878	Young Adult Collection	5,193	5,919	Children's Collection	67	88	Hot spots/Chromebook/misc.	6,816	7,308	Door count	89	98	New Cardholders	41	37	Non-resident card holders	14,762	14,673	Total Card holders	1,673	1,757	Libby (eBooks &audio)	11	16	Dial-A-Story	269	399	Hoopla (eBooks, movies/TV, audiobooks, music)	24	38	MyHeritage (genealogy online)	3	2	CreativeBug (crafts online)	168	213	Kanopy (Foreign films/Great Courses)	Library
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Item	Date of Change in Status	Item	Comments			Department
			11	12	Community room paid events	
			12	8	Community room library events/City Dept. events	
			14	12	Volunteer hours	
			973	1,073	Total Sage Interlibrary Loans	
43	Updated May 12, 2023	Parks Maintenance Update	<ul style="list-style-type: none"><li>Painted Pioneer and Riverside Restroom buildings</li><li>Full mowing schedule.</li><li>Field preparation for baseball.</li><li>Received 46 yds infield dirt for ballfields that will be installed over the next few weeks.</li><li>Increased graffiti removal.</li></ul>			Parks & Rec- Maintenance
44	Updated May 16, 2023	Morgan Lake Diversion Dam	<ul style="list-style-type: none"><li>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 &amp; Perry (A&amp;P) has coordinated test pits and soil testing, and completed a preliminary design. There was an update meeting in May and OWRD requested some final calculations on dam breach flow when it deflects off the berm. Consultants should have that information by June where a final preliminary design will be in place for future funding through state programs.</li></ul>			Parks & Rec - Admin
45	Updated May 16, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"><li>The fourth meeting took place May 3, 2023 where committee members chose the three main vendors to request refinements from. These will be distributed throughout the community soon.</li></ul>			Parks & Rec - Admin
46	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
47	Updated May 18, 2023	Pool Statistics April 2023		<b>FY 20-21 April</b>	<b>FY 22-23 April</b>	Parks & Rec - Admin
			<b>ATTENDANCE</b>	1,544	2,423	
			<b>FY TO DATE</b>	6,148	17,560	
			<b>REVENUE</b>	9,131	\$31,503.75	
			<b>FY TO DATE</b>	37,448	\$124,402.60	
48	Updated May 18, 2023	Pool Programs Update	<ul style="list-style-type: none"><li>Staffing levels have improved dramatically with 2 new guards becoming certified as well as a college student with a current certification coming onto staff. 1 of our new guards has open availability which has made scheduling much easier.</li><li>Union School Lessons have concluded. We served 68 kids. Imbler school swim lessons will conclude on Friday. We served 23 kids</li><li>Our Aquatics Activities Coordinator has submitted her resignation. Her last day was May 5th. We are recruiting.</li><li>Golden west who pressure/acid washes our deck and gutters are not scheduling any jobs until further notice. Staff are looking for other contractors who</li></ul>			Parks & Rec- Aquatics



Item	Date of Change in Status	Item	Comments	Department
			<p>could provide this service.</p> <ul style="list-style-type: none"> <li>Summer hours begin June 12<sup>th</sup> with new fees that were approved at the May Council meeting.</li> </ul>	
49	Updated May 18, 2023	Pool Maintenance Update	Staff are in the process of de-winterizing the outdoor splash pool. It will need a plaster patch before it can be open to the public. This repair has been scheduled and should be completed sometime next week depending on when the contractor finished up another job.	Parks & Rec-Aquatics
50	Updated May 12, 2023	Recreation Program Update	<ul style="list-style-type: none"> <li>PeeWee soccer finished on May 6<sup>th</sup>. We had several surveys returned and the average overall rating for the program as a 4.1 out of 5.</li> <li>Adult soccer had a total of 58 players register, but 4 were unable to participate and dropped out. There are 5 teams total and the last regular season games are May 20<sup>th</sup>. The end of season tournament will take place May 27<sup>th</sup> at EOU.</li> <li>Adult Co-Ed Softball has a little over two weeks left for registration. Currently we have 12 people registered as Free Agents, but no teams yet.</li> <li>The sports excursion to the Seattle Mariners game is completely full and tickets have been purchased for the July 22<sup>nd</sup> game.</li> <li>The Oregon Zoo excursion ended up with 7/11 registrations. The tickets have been purchased for the May 20<sup>th</sup> trip.</li> <li>Summer Camps are on the website and open for registration.</li> <li>We are in the process of creating a youth leadership retreat for the Summer. Going to have a meeting soon to discuss logistics.</li> </ul>	Parks & Rec-Aquatics
51	Updated May 12, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> <li>Coordinator is working on setting up a full week of events to celebrate Walk and Roll to school day May 15-19.</li> <li>Upcoming: June - Kick it into Gear, June and July - Scooter camps. Walking Park Tours – June July and August, will be attending public events to educate community on Bicycle and Pedestrian safety.</li> </ul>	Parks & Rec-Recreation
52	Updated May 16, 2023	Urban Forestry Update	<ul style="list-style-type: none"> <li>Responded to eighteen questions/concerns from the community regarding; tree selection and the street tree planting program, tree pruning and removal, the memorial tree program, the OTEC removal and replacement program.</li> <li>Provided classes on tree biology, selection, planting and care, pruning, and common disorders for the 2023 Master Gardener's training session.</li> <li>Displayed the Arbor Month posters at the Cook Memorial Library and the April City Council meeting.</li> <li>Gave the Tree City USA and Oregon Arbor Month presentation to City Council.</li> <li>Coordinated the Arbor Month Field day and poster contest awards.</li> <li>Facilitated the Oregon Community Trees 2023 recognition awards.</li> </ul>	Parks & Rec-Urban Forestry



Item	Date of Change in Status	Item	Comments	Department				
53	Updated May 16, 2023	Urban Forestry Tree Inventory Project	The tree inventory is now available for public access through a link on the Parks & Rec Facebook page. IT will imbed links on the City website	Parks & Rec- Urban Forestry				
54	Updated May 16, 2023	April Urban Forestry Statistics	July 1, 2022 – June 30, 2023	April	YTD	Parks & Rec- Urban Forestry		
			Street Trees Planted	0	48			
			Park Trees Planted	0	9			
			Street Trees Removed	2	32			
			Park Trees Removed	0	12			
			Street Trees Pruned	77	483			
			Park Trees Pruned	0	131			
			Community Responses	18	207			
			Nuisance Responses	1	13			
			Field Evaluations	7	97			
			Ordinance Enforcement Actions	0	5			
			Comm. Tree Service Permits	0	9			
			Site Plan Reviews	2	32			
			Community Volunteer Hours	19.5	132			
55	Updated May 24, 2023	Calendar YTD Planning Statistics		Apr. 2022	Apr. 2023	FY 21-22	Current 22-23	Planning
			Land Use Apps	5	6	42	41	
			Zoning Approvals	5	3	55	25	
			New Business Permits	4	1	32		
			Revenue (Land Use Fees)	\$550	\$525	\$30,505	\$13,175	
			Revenue (Zoning Approval)	\$125	\$75	\$1,275	\$575	
			Revenue (Parks SDC)	\$0	\$525	\$11,050	\$3,675	
			56	Updated May 24, 2023	Notable Projects Approved or in Process Under Review FUTURE COUNCIL ACTION ITEM (See Beckner Rezone at end of this section.)	MBM Estates (29 Lot Subdivision): On March 14, 2023, the Planning Commission approved the Preliminary Plat approval of a twenty-nine (29) lot subdivision that includes thirty-two (32) single-family dwelling units. The proposed dwellings that are roughly 1,100-1,500 square feet in size and intended to owned by the developer and offered as rental housing. This development is intended to accommodate some of the City’s highest needed housing demand which is for lower income families, per the City’s adopted Housing Needs Analysis (HNA). This project is moving forward and has scheduled with Public Works the installation of water and sewer infrastructure improvements. 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		

Item	Date of Change in Status	Item	Comments	Department
			<p>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><b><u>New Hotel:</u></b> On September 28<sup>th</sup> 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 26<sup>th</sup> 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><b><u>Jacksons Food Stores (Fuel Service Station):</u></b> 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><b><u>16<sup>th</sup> Street – 55+ housing development:</u></b> 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 8<sup>th</sup>, 2020. Three (3) single-family homes, along with the street infrastructure for the lower phase of the development have been completed. However, the project has shown little progress over the past several months and appears to be either on hold or delayed.</p> <p><b><u>Cottage Home Infill Project:</u></b> GCT Land Management received approval from the Planning Commission for a conditional use permit and site plan for constructing three (3) cottage homes (tiny homes) at the Southeast corner of Second Street and H Avenue (across from Central Elementary School). This is a large corner lot with an existing small dwelling. This project will result in a total of 4 cottage homes on the property. This project is under construction and near completion.</p> <p><b><u>Timber Ridge Apartments:</u></b> 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 26<sup>th</sup> Street and 27<sup>th</sup></p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>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><b>Legacy Ford:</b> 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. This project is under construction.</p> <p><b>Grande Ronde Hospital:</b> 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> <p><b>Beckner Rezone of former Miller's Lumber site:</b> The Planning Division has received an application to rezone this site from Light Industrial to General Commercial for the purposes of accommodating a commercial tenant, <i>Underground Oasis</i>. This rezone request is scheduled to be considered by the Planning Commission on August 8<sup>th</sup>, 2023, and by the City Council on September 6<sup>th</sup> and October 4<sup>th</sup>, 2023.</p>	
57	Updated May 24, 2023	Land Development Code Amendments <b>FUTURE COUNCIL ACTION ITEM</b>	<p>The Planning Division Staff and Planning Commission has held 20 work sessions to update the Land Development Code Ordinance since October 2021, with 2 of those work sessions held jointly with the City Council. The first public hearing is scheduled before the Planning Commission on June 7, 2023, and City Council public hearings are scheduled for July 5<sup>th</sup> and August 2<sup>nd</sup>, 2023.</p> <p>Proposed Code amendments include:</p> <ul style="list-style-type: none"> <li>Housing Production Strategy Action Items(2021).</li> <li>Urban Forestry Amendments (street trees)</li> <li>New standards for Bed and Breakfast Inns (aka Short-Term Rentals).</li> <li>Amendments to the uses permitted within the La Grande Business and Technology Park.</li> <li>Allowing small-scale manufacturing uses within the City's commercial zones.</li> <li>New standards for allowing mobile food vendors and mobile food courts.</li> <li>Revising parking requirement for Eastern Oregon University</li> <li>Private road design standards &amp; enforcement.</li> <li>Revising and clarifying the review criteria for conditional use permitting.</li> </ul> <p>Misc. other minor housekeeping amendments</p>	Planning
58	No Change February 1, 2023	2019 Sign Code Amendments <b>FUTURE COUNCIL</b>	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the	Planning

Item	Date of Change in Status	Item	Comments	Department
		<b>ACTION ITEM</b>	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.	
59	New Item May 24, 2023	Economic Opportunity Analysis <b>FUTURE COUNCIL ACTION ITEM</b>	<p>In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City's economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City's existing commercial and industrial lands and forecasts the City's 20-year future need for commercial and industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p> <p>This project is schedule to be completed by late June or early July, with a work session schedule before the City Council on July 24, 2023, to present the result of the EOA.</p>	Planning/Economic Development
60	No Change April 20, 2023	Floodplain Re-Mapping <b>FUTURE COUNCIL ACTION ITEM</b>	<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 &amp; 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"> <li>• A work session with the council was held on</li> </ul>	Planning/Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<p>October 21, 2019, to review the findings of the model and map revisions.</p> <ul style="list-style-type: none"><li>• 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.</li><li>• On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry &amp; Assoc. provided a presentation on the floodplain remapping, followed by Q&amp;A.</li><li>• 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.</li><li>• In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA.</li><li>• 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.</li><li>• In early September 2022, Anderson-Perry submitted the additional data requested to FEMA.</li><li>• FEMA recently responded and requested additional information and engineering certification on hydrology elements, which Anderson-Perry is in the process of providing. Once this new information is provided to FEMA the will have an additional 90-days to review the City’s submission and to respond to the City with the next steps to move forward. This process is continuing to move forward.</li></ul>																			
61	Updated May 25, 2023	<u>Statistics:</u> Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>APR 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>66</td><td>271</td></tr><tr><td>All other calls for service:</td><td>872</td><td>3,381</td></tr><tr><td>Total calls for service:</td><td>938</td><td>3,652</td></tr><tr><td>Case Numbers:</td><td>95</td><td>388</td></tr><tr><td>Traffic Stops:</td><td>68</td><td>356</td></tr></table>	TYPE OF ACTIVITY	APR 23	YTD	Priority 911 calls for service:	66	271	All other calls for service:	872	3,381	Total calls for service:	938	3,652	Case Numbers:	95	388	Traffic Stops:	68	356	Police
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62	No Change April 11, 2023	<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>  <i>*Updated data from April 2023 unavailable at the time of this report</i>	<table><tr><th>TYPE OF CASE</th><th>MAR 23</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none"><li>▪ Physical Abuse: 5</li><li>▪ Sexual Abuse: 8</li><li>▪ Neglect: 24</li><li>▪ Domestic Violence: 5</li><li>▪ Other: 0</li></ul></td><td>42</td><td>108</td></tr><tr><td>Elder Abuse:<ul style="list-style-type: none"><li>▪ Physical Abuse: 0</li><li>▪ Sexual Abuse: 0</li><li>▪ Neglect: 0</li></ul></td><td>0</td><td>0</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none"><li>▪ Sexual Assault: 2</li><li>▪ SART: 0</li></ul></td><td>2</td><td>4</td></tr></table>	TYPE OF CASE	MAR 23	YTD	Child Abuse: <ul style="list-style-type: none"><li>▪ Physical Abuse: 5</li><li>▪ Sexual Abuse: 8</li><li>▪ Neglect: 24</li><li>▪ Domestic Violence: 5</li><li>▪ Other: 0</li></ul>	42	108	Elder Abuse: <ul style="list-style-type: none"><li>▪ Physical Abuse: 0</li><li>▪ Sexual Abuse: 0</li><li>▪ Neglect: 0</li></ul>	0	0	Domestic Violence / SART: <ul style="list-style-type: none"><li>▪ Sexual Assault: 2</li><li>▪ SART: 0</li></ul>	2	4	Police						
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Item	Date of Change in Status	Item	Comments	Department																		
			<div>(Sexual Assault Response Team)</div> <div>▪ Other: 0</div> <div>Death Investigations:</div> <div>▪ Unattended: 0</div> <div>▪ Suicide: 0</div> <div>▪ Homicide: 0</div> <div>Miscellaneous:</div> <div>▪ Assault: 0</div> <div>▪ Federal Firearms Check: 6</div> <div>▪ Background: 0</div> <div>▪ Other: 2</div>																			
63	Updated May 25, 2023	<a href="#">Statistics:</a> Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>APR 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>446</td><td>1,769</td></tr><tr><td>All other calls for service:</td><td>2,134</td><td>8,315</td></tr><tr><td>Traffic (air-time):</td><td>163</td><td>635</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>159</td><td>641</td></tr><tr><td>Records requests processed:</td><td>78</td><td>375</td></tr></table>	TYPE OF ACTIVITY	APR 23	YTD	Priority 911 calls for service:	446	1,769	All other calls for service:	2,134	8,315	Traffic (air-time):	163	635	Case reports handled: (LGPD / UCSO)	159	641	Records requests processed:	78	375	Police
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64	Updated May 25, 2023	<a href="#">Statistics:</a> UCR State Crime Data - (Uniform Crime Report)  <i>Union County data -</i>  <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>APR 23</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>16</td><td>57</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>57</td><td>258</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>31</td><td>99</td></tr><tr><td>Traffic Crimes - (DWS, Hit &amp; Run, Elude, Reckless Driving)</td><td>0</td><td>4</td></tr></table>	TYPE OF CRIME	APR 23	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	16	57	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	57	258	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	31	99	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	0	4	Police			
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66	Updated May 25, 2023	Training	<b>Operations Division:</b> <ul style="list-style-type: none"><li>▪ All Officers participated in Defensive Tactics training</li><li>▪ Chief Bell attended the annual Oregon Associations Chiefs of Police conference and training</li><li>▪ The Lieutenant participated in training titled, “Student Reunification – Incident Management”</li><li>▪ The Lieutenant participated in training titled, “De-escalation in Crisis Intervention”</li><li>▪ Two Officers participated in training titled, “Bias Crime Reporting”</li><li>▪ Three Officers participated in Internet Crimes Against Children training</li><li>▪ One Officer attend Basic SWAT school</li></ul>	Police																		

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>Members of the NEO Regional SWAT Team participated in monthly training</li> </ul> <p><b>Communications Division:</b></p> <ul style="list-style-type: none"> <li>Three Dispatchers participated Law Enforcement Data Systems training</li> <li>Two Dispatchers attended Critical Incident Stress Debriefing certification training</li> <li>One Supervisor participated in training titled, "Defensive Management" <ul style="list-style-type: none"> <li>Members of the NEO Regional SWAT Team participated in monthly training</li> </ul> </li> </ul>	
67	Updated May 25, 2023	Staffing	<p><b>Operations Division:</b></p> <ul style="list-style-type: none"> <li>One recruit police officer, hired in August 2022, graduated from the Basic Police Academy on April 14, has completed his field training and has achieved solo patrol status.</li> <li>One recruit police officer, hired in June 2022, graduated from the Basic Police Academy on May 12, has completed his field training and has achieved solo patrol status.</li> <li>A conditional offer of employment has been extended to a candidate to fill the one police officer vacancy we currently have.</li> <li>Our Administrative Assistant, a 20-year employee, has announced that she will be retiring in November.</li> </ul> <p><b>Communications Division:</b></p> <ul style="list-style-type: none"> <li>Fully staffed at this time.</li> <li>Two dispatcher supervisors have announced they intend to retire in July 2023.</li> <li>We are currently taking applications for the position of dispatcher in anticipation of the upcoming vacancies created by the announced retirements.</li> </ul>	Police
68	Completed May 14, 2023	Warming Station – Calls for Service	The Warming Station has closed for the Season.	Police
69	New Item May 25, 2023	Drug Take Back Results	On April 22 <sup>nd</sup> we held our Spring Drug Take Back event in the Safeway parking lot. 30 lbs. of drugs were received and will be safely disposed of. During 2022, we collected a total of 340 lbs. of drugs through the Spring and Fall Drug Take Back events and the drugs received in the drug drop box in the PD lobby. Since LGPD began our drug take back efforts in 2013, we have taken in and safely disposed of 1,964 lbs. of unwanted, unneeded, and/or expired drugs.	Police
70	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
71	No Change March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	Copy of the report to be reviewed by Island City and submission to the State anticipated this month.	Public Works
72	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



Item	Date of Change in Status	Item	Comments	Department
73	Updated May 25, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	Sidewalk LID for the 2022 calendar year has been closed out and a new sidewalk LID for 2023 has been opened.	Public Works
74	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
75	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
76	No Change April 24, 2023	Sanitary Sewer Manhole Maintenance	This project will resume after the construction/paving season.	Public Works
77	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
78	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
79	Updated May 26, 2023	Air Quality Monitoring Project	Contractor has begun construction of monitoring stations and delivery of first units for installation is anticipated for July 15.	Public Works
80	New Item May 26, 2023	Brock Family Trust Subdivision Between 16 <sup>th</sup> and 18 <sup>th</sup> Streets	City crews will install water and sewer mains and services. Materials lists are being prepared.	Public Works
81	Updated May 25, 2023	Second Street 18-Inch Mainline Replacement	New pipe and service installation was complete on May 23. Pipe will be flushed, chlorinated, and tested next week before it can be brought back online.	Public Works
82	Updated May 25, 2023	Second Street Roadway Reconstruction	Excavation and rock placement should be completed by May 31. Contractors will take over after that to put in final rock grade, asphalt, and curb work.	Public Works
83	No Change February 27, 2023	Service Inspections on 12 <sup>th</sup> Street & 16 <sup>th</sup> Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works
84	Completed May 25, 2023	Broken Antenna Bracelet	Antenna was replaced May 8 by contractor. Signal has been restored and reading correctly.	Public Works
85	Completed April 20, 2023	Operator Training	Many Public Works employees attended the Eastern Oregon Operators Conference in Pendleton the week of April 3 to receive CEUs required to maintain their certifications.	Public Works
86	No Change March 24, 2023	18 <sup>th</sup> Street (Gekeler Slough) Bridge Replacement	Crews completed cleanup of the ditch between 16 <sup>th</sup> and 18 <sup>th</sup> Streets to help prepare for project.	Public Works
87	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works
88	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 <sup>th</sup> in July 2023.	Public Works
89	No Change December 29, 2022	Street & Storm Water System Development Charges FUTURE COUNCIL	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	Public Works



Item	Date of Change in Status	Item	Comments	Department																								
		ACTION ITEM	with water and sewer system development charges for review by Council.																									
90	No Change 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																								
91	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																								
92	Updated May 26, 2023	Public Works Statistics	<table><tr><td></td><td>Apr 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>5</td><td>14</td></tr><tr><td>Water taps installed</td><td>1</td><td>13</td></tr><tr><td>Water leaks repaired</td><td>0</td><td>14</td></tr><tr><td>Water meters installed</td><td>0</td><td>30</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>57.88</td><td>689.06</td></tr><tr><td>WWTP flows (MG)</td><td>69.05</td><td>552.78</td></tr></table>		Apr 23	Fiscal YTD	Sewer taps installed	5	14	Water taps installed	1	13	Water leaks repaired	0	14	Water meters installed	0	30	Square feet of street paved	0	505,052	Water produced (MG)	57.88	689.06	WWTP flows (MG)	69.05	552.78	Public Works
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93	No Change 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																								
94	No Change April 24, 2023	WWTP Headworks Project FUTURE COUNCIL ACTION ITEM	Project was awarded to Mike Becker Construction at the April General Session of the City Council. Anderson Perry is working with the contractor to sign contract and establish project timeline.	Public Works																								
95	No Change April 24, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	Council voted to accept the grant to develop a hazard mitigation plan for the City. Staff will begin work with DLCD to completed plan development.	Public Works																								
96	Updated May 25, 2023	STBG Roadway Projects	Funding request has been completed and funds for the project received. Roadways to be improved have been identified and will be disclosed following approval of the budget at the June General Session.	Public Works																								
97	Updated May 25, 2023	Snow Removal Plan	Work Session was held on April 24 where updates and modifications to the plan were presented. Staff is now working to integrate those changes into the document.	Public Works																								
98	Updated May 25, 2023	Community Pathways Grant	Path alternatives were presented to the steering committee and comments were provided to the consultant. Public outreach is scheduled to begin in June.	Public Works																								
99	Completed May 25, 2023	Quiet Zone Affirmation of Conformance	The affirmation of conformance documentation has been completed, submitted, and accepted.	Public Works																								
100	Completed April 21, 2023	Sensus Meter Conference	Two Water Division employees attended the Sensus meter conference in Seaside April 19-21.	Public Works																								
101	Completed April 25, 2023	Grande Ronde Hospital Taps	Staff installed a new fire service tap for Grande Ronde Hospital and removed the old service tees on April 25.	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 May 22, 2023	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> <li>ROI Grant Entrepreneur Ecosystem</li> <li>First payment of \$30,000 received Jan 28</li> <li>EOU intern and staff have been interviewing local entrepreneurs and are now wrapping up interview findings.</li> <li>Steering committee reconvened in November and will be reviewing survey data to determine next steps/activities</li> <li>The work outlined above with the EOU Ag Entrepreneur Program Feasibility Study was a result of this outreach.</li> </ul>	Business Oregon / ROI	Eco Dev
2	Updated, May 24, 2023	Wildhorse Foundation CPR Machine	December 30, 2023	\$46,230	\$20,000	\$26,230	Grant final report completed and submitted. Grant completed	Wildhorse Foundation	Fire
3	Updated, May 24, 2023	Oregon State Fire Marshal Capacity grant	November 30, 2022	\$897,257	\$664,423	\$232,834	Unsuccessful	OSFM	Fire
4	Updated, May 23, 2023	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Requested funds to assist with cost to staff additional firefighters during the July-October wildfire season.	Oregon State Fire Marshal	Fire
5	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
6	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Approved.	Federal dollars thru State Parks	Parks & Recreation Public Works

7	No Change November 18, 2022	Safe Route To School Non- Infrastructure	September 2022	\$131,067	\$100,000	\$31,067 in- kind benefits and PTO	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
8	No Change 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
9	New Item May 16, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Pending	Oregon State Parks	Parks & Recreation
10	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
11	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