



# CITY of LA GRANDE

## THE HUB OF NORTHEASTERN OREGON

### MONTHLY REPORT November 2022 City Manager's Top Priorities for 2022

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated November 29, 2022	<b>American Rescue Plan Act (ARPA) Funding:</b> Develop a recommended list of potential uses and or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.	The City Council voted to approve ARPA funding at their October 5, 2022, Regular Session. The \$3,022,172 will be used to fund street repairs with 16 <sup>th</sup> and 12 <sup>th</sup> Street as the top two priorities. The Council included up to \$250,000 of gap funding for water and sewer improvements at the Union County Fairgrounds, contingent upon the outcome of outstanding funding requests, with any remaining funds going to street projects. <a href="#">The Public Works Director presented a prioritized list of specific street projects which was approved by the City Council at their November Regular Session.</a>	City Manager
2	No Change October 18, 2022	<b>Street and Road Infrastructure:</b> Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.	A work session with the La Grande City Council was held on April 18 to discuss recommendations from the Parking, Traffic Safety and Street Maintenance Advisory Commission. Strategies were identified for Staff to move forward with. The Adopted Budget included \$473,818 in one-time funds for street projects. The City Council approved \$2,773,872 of ARPA Funding for use on street projects.	Public Works
3		<b>Housing:</b> Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4		<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
5	No Change April 27, 2022	<b>Staffing:</b> Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
6	Updated November 15, 2022,	<b>Fiscal management:</b> Continue to manage the City's finances within limited resources to	<a href="#">Conducting first quarter budget reviews with each department to assess initial budget performance and identify any areas of concern. Increased fuel costs</a>	City Manager

November 2022

1

La Grande Staff Report [Blue=New and Updated](#); [Red=Completed](#); [Black=No Change](#)

Item No.	Date of Change in Status	Item	Comments	Lead Department
	2022	provide highest possible level of service to the City of La Grande.	are having an impact on several budgets.	
7	No Change January 26, 2022	<b>General Fund Capital Improvements:</b> Identify funding sources and strategy to address major capital needs.	Union County solicited proposals for a consultant to help explore a joint public safety facility. The City of La Grande has been participating in the discussions regarding the facility and the City's needs.	City Manager
8		<b>FEMA Maps and Land Use Code Amendments:</b> Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning
9	No Change February 16, 2022	<b>Wildland Urban Interface:</b> In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.	The department has posted numerous wildland safety messages on Department Facebook page. Development of a flyer with Fire safety information was developed sent out in June water bills.	Fire Department

**CITY of LA GRANDE**  
**PROPOSED**  
**Council Sessions, Significant Deadlines, and Events Schedule**  
**As of November 28, 2022**

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

**2022**

**Wednesday, December 7**

**REGULAR SESSION**

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

**Monday, December 26**

**(Observed) HOLIDAY**

**2023**

**Monday, January 2**

**(Observed) HOLIDAY**

**Wednesday, January 4**

**REGULAR SESSION**

**Monday, January 16**

**HOLIDAY**

**Tuesday/Wednesday, January 24 & 25**

**RETREAT**

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

Item	Date of Change in Status	Item	Comments	Department																																																																
1	Updated November 18, 2022	All Building Permits October 2022	<div>October 2022</div> <table><thead><tr><th>Permit Type</th><th>Permits</th><th>Permit Fees</th><th>Plan Review Fees</th></tr></thead><tbody><tr><td>City of LG Building:</td><td>21</td><td>\$43,370</td><td>\$42,706.70</td></tr><tr><td>UC Building:</td><td>13</td><td>\$29,498.00</td><td>\$18,858.45</td></tr><tr><td>City of LG MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC MFH</td><td>0</td><td>\$0</td><td></td></tr><tr><td>City of LG Mechanical</td><td>6</td><td>\$361.00</td><td></td></tr><tr><td>UC Mechanical</td><td>17</td><td>\$1,162.00</td><td></td></tr><tr><td>City of LG Plumbing</td><td>5</td><td>\$768.00</td><td></td></tr><tr><td>UC Plumbing</td><td>5</td><td>\$1,248.00</td><td></td></tr><tr><td>City of LG Electrical</td><td>19</td><td>\$1,665.75</td><td></td></tr><tr><td>UC Electrical</td><td>23</td><td>\$2,733.55</td><td></td></tr><tr><td>City of LG Demolition</td><td>0</td><td>\$0</td><td></td></tr><tr><td>UC Demolition</td><td>0</td><td>\$0</td><td></td></tr><tr><td>AG Exempt permits</td><td>4</td><td></td><td></td></tr><tr><td>TOTALS:</td><td>113</td><td>\$80,806.30</td><td>\$61,565.15</td></tr><tr><td>Fiscal Year Running Totals:</td><td>473</td><td>\$217,780.68</td><td>\$95,043.25</td></tr></tbody></table>	Permit Type	Permits	Permit Fees	Plan Review Fees	City of LG Building:	21	\$43,370	\$42,706.70	UC Building:	13	\$29,498.00	\$18,858.45	City of LG MFH	0	\$0		UC MFH	0	\$0		City of LG Mechanical	6	\$361.00		UC Mechanical	17	\$1,162.00		City of LG Plumbing	5	\$768.00		UC Plumbing	5	\$1,248.00		City of LG Electrical	19	\$1,665.75		UC Electrical	23	\$2,733.55		City of LG Demolition	0	\$0		UC Demolition	0	\$0		AG Exempt permits	4			TOTALS:	113	\$80,806.30	\$61,565.15	Fiscal Year Running Totals:	473	\$217,780.68	\$95,043.25	Building
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			Type of Structure	Total Number of			
				Buildings	Dwelling Units		
			Single Family Dwelling – Detached & Attached	2	2		
			Accessory Dwelling Units	0	0		
			Duplex Units	0	0		
			Manufactured Homes	0	0		
			Comm. Apartments	0	0		
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			Fiscal Year to Date – Union County				
			Type of Structure	Total Number of			
				Buildings	Dwelling Units		
			Single Family Dwelling – Detached & Attached	11	11		
			Accessory Dwelling Units	1	1		
			Duplex Units	0	2		
Manufactured Homes	1	1					
Comm. Apartments	0	0					
TOTAL DWELLING UNITS	13	15					
3	No Change October 18, 2022	Avista Franchise Agreement Renewal	The current Franchise Agreement with Avista will expire on February 15, 2023. Based on discussions between the City Manager and Avista, the existing agreement will be presented to the City Council for a renewal without changes at the December Regular Session.	City Manager			
4	Completed November 29, 2022	SAC Annex Lease Agreement	The City Council voted to approve a renewal of the lease agreement for use of the SAC Annex Parking Lot at their November Regular Session. There were no changes to the agreement.	City Manager			
5	Updated November 29, 2022	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The City Council conducted a Work Session on November 14, 2022, to review a proposed ordinance which is scheduled for a first reading at the December Regular Session. The proposed ordinance will comply with legislative changes regarding camping on public property and regulates the time, place, and manner within the City of La Grande. If adopted in January, it will take effect in February, 2023.	City Manager			
6	No Change Item October 18, 2022	Transient Room Tax Resolution Update	In reviewing the City’s current Resolution regarding the percentage of Transient Room Tax revenues which are required to be used for Tourism Promotion or Tourism Related Facilities it was discovered that it would be more appropriate to increase the percentage of the 5% tax from 50.7% to 53.3%. In reviewing past allocation of the funds subject to the restriction on use, through June 30, 2021, using the 53.3% figure, the City allocated \$30,493 more than required by ORS. The revised Resolution will be on the City Council’s December Regular Session Agenda.	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	No Change October 26, 2022	Fairgrounds Water and Sewer Infrastructure Project	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. Alternatives were discussed including seeking ongoing financial support from the City and County using TRT funds which could address those ongoing costs.	District Manager
9	Updated November 28, 2022	Opioid Settlement Working Group	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. <u>The City Council will consider a funding request on December 7, 2022, to fund consulting work to evaluate the current opioid related programs and needs using settlement funds.</u>	District Manager
10	No Change October 18, 2022	La Grande Business and Park Technology Park Owners Association	<u>The District Manager met with the owner of the lots formally owned by Union County Economic Development Corporation (UCEDC), regarding updating the CC&amp;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.</u>	District Manager
11	No Change October 18, 2022	Market Place Family Foods Agreement Amendment	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
12	No Change July 27, 2022	Urban Renewal Targeted Project Policy Development	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding.	District Manager
13	Updated November 29, 2022	La Grande Business and Technology Park Lot Sale	<u>The District Manager accepted a full-price offer for Lots 1 and 2 at the Park. The buyer did not enter into a formal contract and a new full-price offer for Lot 1 was received and accepted by the District Manager. Closing date to be determined.</u>	District Manager
14	No Change July 15, 2022	Codification of City Ordinances	CivicPlus has finished processing the material that was sent over to their Material Specialist for the Codification. The disposition list has been reviewed by	City Recorder

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			staff and an updated list with additions and omits was emailed back to the Material Specialist for further review. The Senior Code Attorney for Civicplus/Municode will be reviewing all documents sent in. The current stage our project is in as of now: • <b>Initial Organization.</b> This stage involves a comprehensive review of all the materials submitted for the project and the arrangement of those materials into a Code book. This stage also involves the digital conversion of the material into the standard MCC format for purposes of later editing, styling, numbering, and publication in print and on the internet. Note: Recodification projects typically take anywhere from approximately 9 to 18 months to complete.																											
15	Updated November 21, 2022	Advisory Commission Vacancies	<p>The following table outlines the existing vacancies:</p> <table><tr><th>Advisory Commission</th><th>Vacancies</th></tr><tr><td>Air Quality</td><td>5/7</td></tr><tr><td>Arts</td><td>2/7</td></tr><tr><td>Building Board of Appeals</td><td>5/5</td></tr><tr><td>Budget Committee</td><td>0/7</td></tr><tr><td>Community Landscape/Forestry</td><td>1/5</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>3/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>0/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr><tr><td>Urban Renewal</td><td>0/5</td></tr></table> <p><b>** Staff has mailed out notification letters to members with terms that are due to expire on December 31, 2022. A Media Announcement was emailed to Elkhorn Media Group, Brent Clapp Productions, The Observer and all City of La Grande departments.</b></p>	Advisory Commission	Vacancies	Air Quality	5/7	Arts	2/7	Building Board of Appeals	5/5	Budget Committee	0/7	Community Landscape/Forestry	1/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	3/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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16	Updated November 21, 2022	City Council Election - 2022	<p>The General Election is complete with the following results:</p> <ul style="list-style-type: none"><li>• Council Position 1 – Mayor: Justin Rock</li><li>• Council Position 5: Molly A. King</li><li>• Council Position 6: Denise Wheeler</li><li>• Council Position 7: Corrine Dutto</li></ul> <p>These four (4) Councilor Elects will be sworn into office at the January 4, 2022, Regular Session City Council Meeting.</p> <p><b>The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Five (5), Six (6), and Seven (7) are due to expire on 12/31/2022.</b></p> <p><b>The following positions and the candidates that are running in each position are:</b></p>	City Recorder																										

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			<ul style="list-style-type: none"> <li>Council Position 1 – Mayor: Justin Rock and Mathew Miles</li> <li>Council Position 5: Molly A. King**</li> <li>Council Position 6: David Moyal and Denise Wheeler</li> <li>Council Position 7: Corrine Dutto and Cody R. Vela</li> </ul> <p>**Aaron R. Cooper has withdrawn his candidacy from Position 5 as of 8-30-2022 because he is building a home outside the City.</p> <p>Since there are only two (2) candidates running in each open position, they will appear on the General Election Ballot only. The General Election date is Tuesday, November 8, 2022.</p>																																				
17	No Change October 26, 2021	Surplus Property Disposal and Procurement Resolution Update	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Researching State regulations.	City Recorder																																			
18	Updated November 23, 2022	COVID-19 Business Assistance	<p>The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars.</p> <p><b>Grant Program (\$20,000 total funding expended):</b> 11 Business assistance grant applications were received, with nine receiving funding. <b>Completed</b></p> <p><b>Business Software Program:</b> 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021. <b>Completed</b></p> <p><b>Emergency Loan Program:</b> A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$86,132 of loan principal has been repaid, including eight of the loans repaid in full as of November of 2022.</p>	Economic Development																																			
19	Updated November 21, 2022	2022-2023 Façade Program	<table> <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 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 approved	Economic Development																									
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Business	Address	Project	Funds	Status										
The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1st for final completion  Project has applied for another extension until June 2023 to complete final side panels										
23	No Change October 27, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> <li>Economic Development Director is working closely with RDI and NEODD to develop an action team and workplan based on the report's findings. RDI will be working with Econ Dev and the Main Street EV committee to develop specific downtown focused action items and workplans to support those items.</li> <li>Director is reaching out to Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage.</li> <li>Staff continues to meet with local businesses and large key employers.</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> </ul>	Economic Development										
24	Updated November 22, 2022	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>The Main Street Board has adopted implementation the Main Street Refresh report as their strategic plan and will be building workplans for committees based on the goals and objectives outlined in the plan.</li> <li>The Board has hired a new Executive Director who started November 7th</li> </ul>	Economic Development										

Item	Date of Change in Status	Item	Comments	Department			
			<ul style="list-style-type: none"><li>The Board has been working to fill several vacant Board positions and currently has a slate of 4 new Board members before the membership</li><li>Sheri Stuart with the Oregon Main Street Program conducted Board Training and new Board member in October.</li><li>EV committee has started hosting small focus groups with community members to better understand perceptions of downtown.</li><li>EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan to start in January</li></ul>				
25	No Change October 27, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"><li>Ignite is hosted a 6 week Business Planning class taught by NEOEDD beginning September 13 Of the 8 participants who started the class, 7 completed the course and graduated this week</li></ul>	Economic Development			
26	No Change December 27, 2021	Business Development Assistance Program	<ul style="list-style-type: none"><li>Three loans are in the re-payment phase of this loan program from 2018 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements.</li></ul>	Economic Development			
27	Updated November 22, 2022	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>EOU Intern has been assisting with implementation of this project</li><li>Worked with the Chamber and Union County to host a Small Business Summit October 20</li><li>4 of the small business owners interviewed as part of this project took and completed NEOEDD’s Business Foundations class listed above</li><li>The steering committee met in November and will meet in December to discuss findings from entrepreneur outreach and begin developing next steps for implementation.</li></ul>	Economic Development			
28	No Change September 26, 2022	Brownfields Assessment	<ul style="list-style-type: none"><li>8 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></ul>	Economic Development			
29	No Change October 27, 2022	Training / Education	<ul style="list-style-type: none"><li>Staff attended the Oregon Economic Development Association (OEDA) conference and the Business Oregon Brownfields and Infrastructure Summit in October</li></ul>	Economic Development			
30	No Change January 3, 2020	Chart of Accounts Review	Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature. In December, the committee met and reviewed the Chart of Accounts and discussed recommended changes. The Revenue portion has been sent out for review and is now being finalized.	Finance			
31	Updated	Statistics	<table><tr><td>Month of October, 2022</td><td>Current</td><td>YTD</td></tr></table>	Month of October, 2022	Current	YTD	Finance
Month of October, 2022	Current	YTD					

November 2022

10

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

Item	Date of Change in Status	Item	Comments	Department																																				
	November 22, 2022		<table><tr><td>Monthly Revenue (all funds)</td><td>\$1,673,909</td><td>\$8,945,887</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$590,810</td><td>\$3,910,133</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,599,525</td><td>\$9,581,828</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$981,606</td><td>\$3,936,638</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>196</td><td>789</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>150</td><td>707</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$966,863</td><td>\$4,119,343</td></tr><tr><td># of Water accounts billed:</td><td>4,881</td><td>19,553</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>595</td><td>1,947</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,072</td><td>12,344</td></tr><tr><td># of NSF checks the City received:</td><td>5</td><td>19</td></tr></table>	Monthly Revenue (all funds)	\$1,673,909	\$8,945,887	Monthly Revenue (general fund)	\$590,810	\$3,910,133	Monthly expenses amount (all funds)	\$2,599,525	\$9,581,828	Monthly expenses (general fund)	\$981,606	\$3,936,638	# of Accounts Payable Checks issued:	196	789	# of Payroll Checks/AP issued:	150	707	Monthly Payroll expenses:	\$966,863	\$4,119,343	# of Water accounts billed:	4,881	19,553	# of LID accounts billed:	0	6	Pieces of mail processed	595	1,947	Electronic Utility Payments Received	3,072	12,344	# of NSF checks the City received:	5	19	
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32	No Change October 20, 2020	Transient Lodging Tax Ordinance	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 <sup>st</sup> draft has been completed and passed on for another review. A second draft is being reviewed for finalization.	Finance																																				
33	New Item November 21, 2022	Public Safety Grant CIS	Approved for ½ the cost to begin the Lexipol policy management program. The Department is in the on-boarding process currently.	Fire																																				
34	New Item November 21, 2022	CIS Security Grant (2)	Approved for full grant to add a fourth camera to the security system to cover the front bays of the station. Partially installed waiting on parts.	Fire																																				
35	Updated November, 18, 2022	Response Statistics	Oct 1, 2022 to Oct 31, 2022 YTD: 2745 <ul style="list-style-type: none"><li>Total Calls: 309</li><li>Medical: 254</li><li>Fires/MVC 43</li><li>Lift assists 10</li><li>EOU Football 2</li></ul>	Fire																																				
36	Updated Nov 18, 2022	Fire Inspection/Code Enforcement	Fire Chief conducted 3 inspections of a local business	Fire																																				
37	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire																																				
38	Updated November 18, 2022	Child Safety Seat Installations and Bicycle Helmets	(1) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (0) Families instructed in proper bicycle helmet use with, (2) bike helmets being provided.	Fire																																				
39	Updated November 18, 2022	Training	<ul style="list-style-type: none"><li>Department drill – Joint drills with LGRFPD,</li><li>Vent Enter Isolate Search 2 hrs.</li><li>Co. EMS drill – Respiratory 1.5 hrs.</li><li>Monday medical meeting, Intubation, 1.25 hrs.</li><li>EMT Casual trainings 12 hrs.</li><li>Shift drills – 23 hrs. various subjects</li><li>Fire/Rescue online</li><li>Probationary FF training – 30 hrs.</li><li>NEO fire school, 1 instructor, 2 students attended</li></ul>	Fire																																				
40	No Change October 24, 2020	Traffic school	Traffic school has not been conducted since February due the Fire station being closed to the public. Unknown when it will begin again.	Fire																																				

Item	Date of Change in Status	Item	Comments	Department																																							
41	Updated October 19, 2022	Department Announcements	<ul style="list-style-type: none"><li>Rescue vehicle has been repaired and is back in service.</li><li>Report from Ambulance vendor that the chassis to complete the ambulance build is in transit.</li><li>The department has been doing a field trial of Stryker Lucas chest compression machines. Initial uses are very favorable. The department will be postponing the replacement of one cardiac monitor budgeted this year, to allow for the purchase of three of the Lucas machines.</li></ul>	Fire																																							
42	Updated November 18, 2022	OSFM Wildland Staffing Grant	Final report has been submitted; leftover funds will be retained for next summer upstaffing. Funds provided funds to cover an additional 301 hours of staffing during the heat of the summer.	Fire																																							
43	No Change Updated October 17, 2022	Management Group and Non-represented Compensation Study	Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. Also developing the City-wide model for evaluating positions for compliance with the Pay Equity Act. Job description reviews completed and Pay Equity Act analysis is completed. Market study to for the Management group has been completed and salary structure/pay model is being determined.	Human Resources																																							
44	Updated November 21, 2022	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 and will be reviewed.	Human Resources																																							
45	Updated November 21, 2022	Current Recruitments	<ul style="list-style-type: none"><li>Recreation Leader position open</li><li>Lifeguard position (Part-time intermittent)</li><li>Swim Instructors</li><li>Part-time EMT – Interviews to take place on 11/21/2022</li></ul>	Human Resources																																							
46	Updated November 16, 2022	Announcements	<ul style="list-style-type: none"><li>Library programs currently offered are: Weekly Storytime, Children’s Book Club, monthly DIY craft kits, Teen Book Clubs, Teen Writing Circle, Teen iCraft, All Ages Game Night, Adult Mystery Book Club, and monthly book box subscriptions.</li><li>The Library is a part of the Oregon Regional Food Bank. We served a total of 68 households and 121 individuals during the month of October.</li></ul>	Library																																							
47	Updated November 16, 2022	Statistics	<table><tr><th>Current Month October</th><th>Last Month Sept</th><th>Information from: 10/1/2022-10/31/2022</th></tr><tr><td>9,753</td><td>9,263</td><td>Circulation</td></tr><tr><td>6,360</td><td>6,073</td><td>Door count</td></tr><tr><td>76</td><td>75</td><td>New Cardholders</td></tr><tr><td>36</td><td>37</td><td>Non-resident card holders</td></tr><tr><td>14,240</td><td>14,164</td><td>Total Card holders</td></tr><tr><td>1,604</td><td>1,584</td><td>Library2Go (eBooks &amp; audio)</td></tr><tr><td>7</td><td>8</td><td>Dial-A-Story</td></tr><tr><td>423</td><td>409</td><td>Hoopla (eBooks, movies/TV, comics)</td></tr><tr><td>30</td><td>49</td><td>MyHeritage (genealogy)</td></tr><tr><td>2</td><td>1</td><td>CreativeBug (crafts online)</td></tr><tr><td>113</td><td>178</td><td>Kanopy (movies)</td></tr><tr><td>16</td><td>8</td><td>Events in community room</td></tr></table>	Current Month October	Last Month Sept	Information from: 10/1/2022-10/31/2022	9,753	9,263	Circulation	6,360	6,073	Door count	76	75	New Cardholders	36	37	Non-resident card holders	14,240	14,164	Total Card holders	1,604	1,584	Library2Go (eBooks & audio)	7	8	Dial-A-Story	423	409	Hoopla (eBooks, movies/TV, comics)	30	49	MyHeritage (genealogy)	2	1	CreativeBug (crafts online)	113	178	Kanopy (movies)	16	8	Events in community room	Library
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Item	Date of Change in Status	Item	Comments			Department
			43	29	Adult program attendance	
			82	74	Children's program attendance	
			23	146	Teen program attendance	
			12	12	Volunteer hours	
			949	970	Total Sage Interlibrary Loans	
48	Updated November 16, 2022	Parks Maintenance Update	<ul style="list-style-type: none"> <li>Staff spent one-week clearing branches from the November snow storm. Over \$4,000 were spent on contracted tree services and dump fees.</li> <li>Mulched all down leaves in parks. This process will go on for 2 – 3 weeks.</li> <li>Contractor inspected and serviced all fire suppression systems at Riverside Park.</li> <li>All department fire extinguishers inspected and tagged.</li> <li>All seasonal employees have now concluded.</li> <li>Hauled all extra artificial turf pieces under cover so they don't get damaged or sun faded.</li> </ul>			Parks & Rec - Maintenance
49	Completed November 16, 2022	Parks Master Plan	The City Council adopted the new Parks Master Plan at their July Regular Session. The Plan was co-adopted by the County in October. The plan is now finalized.			Parks & Rec - Admin
50	No change September 26, 2022	Morgan Lake Diversion Dam	Oregon State Water Resources Department 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 saving the City of La Grande from a possible danger. Staff is working with Anderson & Perry along with local property owners this fall with hopes of complete plans by next year.			Parks & Rec - Admin
51	Updated November 16, 2022	Pool Statistics September 2022		<u>FY 21-22 Oct</u>	<u>FY 22-23 Oct</u>	Parks & Rec - Admin
			ATTENDANCE	1,381	1,742	
			FY TO DATE	6,201	7,483	
			REVENUE	\$6,037	\$12,498.16	
			FY TO DATE	\$26,954	\$53,830.49	
52	Updated November 16, 2022	Pool Programs Update	<ul style="list-style-type: none"> <li>High School Swim team started this week. They will swim in the mornings from 5:30-7:30 from now until Districts, and a few will continue until State. We are hosting several Swim meets this year including the District tournament. Dates are as follows: Dec 17<sup>th</sup>, January 14<sup>th</sup>, February 10<sup>th</sup> and 11<sup>th</sup> for districts</li> <li>We held LGSC's Spooktacular on October 22nd. This was the first Spooktacular run since 2019. We had 192 swimmers across 2 days. The meet ran relatively smoothly, with the only hiccup being a toilet malfunction that was fixed quickly. The swim club did an excellent job making sure the deck was clean before they left. This event is usually very muddy based on the time of year, but we had no mud issues whatsoever.</li> <li>Our next Dive in Movie, The Polar Express, will be on December 10th. This is the first time a dive in movie will be held on a Saturday. If it's well attended, we will continue to hold them on Saturdays.</li> <li>The Veterans' Day Half price swim was not well</li> </ul>			Parks & Rec - Aquatics

Item	Date of Change in Status	Item	Comments	Department
			<p>attended. Staff are looking to make changes to this event that would bring in more people.</p> <ul style="list-style-type: none"> <li>Starting January 9th, Staff will be teaching a Red Cross Lifeguarding Course through EOU's PE department. This will be a win for both our facility, EOU, and students. The course needs 3 registered students to run. If successful, we will teach a course Fall, Winter, and Spring terms each year.</li> </ul>	
53	Updated November 16, 2022	Pool Maintenance Update	<ul style="list-style-type: none"> <li>After the power outage on Friday Nov 4th, Staff were unable to get the HVAC Air handlers back online, causing the pool to be closed until a technician could come and take a look. We had air handlers back on by Monday evening and opened back up Wednesday after the air quality was safe. We had additional trouble with the HVAC boiler on Wednesday, causing us to have another technician come out to get that back online again. Since that time, we have had no trouble and the HVAC is running like normal.</li> </ul>	Parks & Rec-Aquatics
54	Updated November 16, 2022	Recreation Program Update	<ul style="list-style-type: none"> <li>After School Program is averaging 31-32 kids per week. The room is fully furnished and the staff have decorated all bulletin boards. Currently the classroom is gearing up for Thanksgiving.</li> <li>Jr. Tackle Football and Flag Football ended October 20<sup>th</sup> and 22<sup>nd</sup>. We put out a survey for both leagues and got lots of feedback. Overall, it seems both were successful and the kids enjoyed both programs.</li> <li>PeeWee basketball started November 5<sup>th</sup>. We have 54 registrations with 5 teams total and had 5 coaches register. The last games will be played December 10<sup>th</sup>.</li> <li>Women's Volleyball Started October 25<sup>th</sup>. We have 6 teams and almost had 7 teams. We ended up with 5 free agents and all of whom were picked up by teams. Games have been competitive and fun. Have had some issues with the net this last week though.</li> <li>Staff have sent out a Google Form Survey to get input from the community on adding a potential Spring Adult League/Activity. I emailed the link to everyone on our email list and also posted the link on our Facebook page.</li> </ul>	Parks & Rec-Aquatics
55	Updated November 18, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none"> <li>The SRTS Education Grant was funded and executed starting October 14<sup>th</sup>.</li> <li>The 2019-2022 Grant reimbursement paperwork is nearing completion.</li> <li>Coordinator facilitated an education session on the Walking School Bus through social media. Volunteers are still being sought to start the program. Coordinator is scheduling time slots with the Parent groups at the schools to facilitate a presentation and ask for support through volunteers to walk once a week.</li> <li>Coordinator is holding a calendar contest in the month of December with Central, Greenwood and the La Grande Middle school.</li> <li>Coordinator is working with the local Safety Fair</li> </ul>	Parks & Rec-Recreation



Item	Date of Change in Status	Item	Comments	Department																																							
			group to help get this event back up and running and the SRTS Program will be presenting at the program. The Safety fair is usually held in April and is attended by several hundred elementary school students.																																								
56	Updated November 16, 2022	Urban Forestry Update	<ul style="list-style-type: none"><li>Responded to twenty-six questions/concerns from the community regarding site development and tree protection, tree selection, the street tree planting program, memorial tree program, tree condition evaluations, the street tree planting program, street pruning and tree removal permits, wood utilization, and nuisance complaints.</li><li>Coordinated a memorial tree planting at Birnie Park.</li><li>Reviewed four land use applications and submitted landscape recommendations to the City Planner.</li><li>Updated urban forestry budget ledger for first quarter budget review.</li><li>Coordinated the Neighborwoods fall community tree planting day to twenty-eight street trees at locations throughout the City. Fourteen <i>Grow La Grande!</i> volunteers participated.</li><li>Completed the fall beautification awards: residential - Julie and Tim Troutman, 1204 M Avenue, commercial - Grande Ronde Retirement Residence, 1809 Gekeler Lane.</li><li>Completed 3-year check of the trees planted in 2019 in Zones 8 and 9. Of the ninety-two trees planted by the City in 2019: 2% were in dead or poor condition, 4% were in fair condition and 94% were in good or excellent condition</li><li>Coordinated with a wood working company to mill lumber from the black walnut trees to be removed from Riverside Park.</li></ul>	Parks & Rec-Urban Forestry																																							
57	Updated November 16, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none"><li>Updated maintenance records for trees pruned in Candy Park.</li><li>Updated the tree inventory maintenance records and recorded removals.</li></ul>	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 November 16, 2022	October Urban Forestry Statistics	<table><tr><td>July 1, 2022 – June 30, 2023</td><td>October</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>36</td><td>38</td></tr><tr><td>Park Trees Planted</td><td>9</td><td>9</td></tr><tr><td>Street Trees Removed</td><td>5</td><td>10</td></tr><tr><td>Park Trees Removed</td><td>7</td><td>9</td></tr><tr><td>Street Trees Pruned</td><td>20</td><td>168</td></tr><tr><td>Park Trees Pruned</td><td>17</td><td>90</td></tr><tr><td>Community Responses</td><td>26</td><td>96</td></tr><tr><td>Nuisance Responses</td><td>1</td><td>6</td></tr><tr><td>Field Evaluations</td><td>13</td><td>44</td></tr><tr><td>Ordinance Enforcement</td><td>0</td><td>3</td></tr><tr><td>Comm. Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>4</td><td>16</td></tr></table>	July 1, 2022 – June 30, 2023	October	YTD	Street Trees Planted	36	38	Park Trees Planted	9	9	Street Trees Removed	5	10	Park Trees Removed	7	9	Street Trees Pruned	20	168	Park Trees Pruned	17	90	Community Responses	26	96	Nuisance Responses	1	6	Field Evaluations	13	44	Ordinance Enforcement	0	3	Comm. Tree Service Permits	0	0	Site Plan Reviews	4	16	Parks & Rec-Urban Forestry
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Item	Date of Change in Status	Item	Comments	Department																																			
			Community Volunteer Hours    36    40																																				
60	Updated November 17, 2022	Calendar YTD Planning Statistics	<table> <tr> <th></th><th><u>Oct. 2021</u></th><th><u>Oct. 2022</u></th><th><u>FY 21-22</u></th><th><u>Current 22-23</u></th></tr> <tr> <td>Land Use Apps</td><td>2</td><td>3</td><td>42</td><td>18</td></tr> <tr> <td>Zoning Approvals</td><td>5</td><td>2</td><td>55</td><td>9</td></tr> <tr> <td>New Business Permits</td><td>3</td><td>1</td><td>32</td><td>9</td></tr> <tr> <td>Revenue (Land Use Fees)</td><td>\$425</td><td>\$575</td><td>\$30,505</td><td>\$9,175</td></tr> <tr> <td>Revenue (Zoning Approval)</td><td>\$100</td><td>\$50</td><td>\$1,275</td><td>\$200</td></tr> <tr> <td>Revenue (Parks SDC)</td><td>\$1,050</td><td>\$525</td><td>\$11,050</td><td>\$2,100</td></tr> </table>		<u>Oct. 2021</u>	<u>Oct. 2022</u>	<u>FY 21-22</u>	<u>Current 22-23</u>	Land Use Apps	2	3	42	18	Zoning Approvals	5	2	55	9	New Business Permits	3	1	32	9	Revenue (Land Use Fees)	\$425	\$575	\$30,505	\$9,175	Revenue (Zoning Approval)	\$100	\$50	\$1,275	\$200	Revenue (Parks SDC)	\$1,050	\$525	\$11,050	\$2,100	Planning
	<u>Oct. 2021</u>	<u>Oct. 2022</u>	<u>FY 21-22</u>	<u>Current 22-23</u>																																			
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Revenue (Zoning Approval)	\$100	\$50	\$1,275	\$200																																			
Revenue (Parks SDC)	\$1,050	\$525	\$11,050	\$2,100																																			
61	Updated November 17, 2022	Notable Projects Approved or in Process Under Review	<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). The application materials did not include a project schedule, but it is anticipated that this project will be submitted to the Building Department for permitting and construction commence by Spring 2023.</p> <p><b><u>Union County Warming Station (UCWS):</u></b> The UCWS lease was terminated at their prior 2008 3<sup>rd</sup> Street property. They have found a new location at 501 3<sup>rd</sup> Street, which is located behind (West) of the La Grande Family Dental practice and the Grande Ronde Medical Clinic (formerly known as the 4<sup>th</sup> Street Clinic). Their application to locate at this property was approved pursuant to House Bill 2006, which exempts emergency shelters from being subject to the City's land use codes and regulations. Per House Bill 2006, cities are "required" to approve such applications if the facility is within their jurisdiction and meets specific requirements, such as complying with applicable building codes. The UCWS plans to be open year round offering daytime services, with overnight lodging during the winter season (warming station). <del>The UCWS is looking for a new location. Their current site at 2008 3<sup>rd</sup> Street has been listed for sale and their lease has been terminated. In their efforts for searching for a new location, the UCWS Board is proactively meeting with City Planning and Police to discuss potential site locations.</del></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-</p>	Planning																																			



Item	Date of Change in Status	Item	Comments	Department
			<p>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, 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><b><u>EOU Field House:</u></b> Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional funding, which allows them to add some improvements back into the project which were removed from the final design due to budgetary challenges. The improvements added back in include installing an indoor track, elevator and administrative office spaces on the upper floor mezzanine.</p> <p><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.</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> 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><u>Legacy Ford:</u></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 (street trees). This project is under construction.</p> <p><b><u>Napa Auto Parts:</u></b> Received site plan approval in late-July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <p><b><u>Grande Ronde Hospital:</u></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>	
62	No Change September 26, 2022	Land Development Code Amendments	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. Public Hearings	Planning

November 2022

17

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

Item	Date of Change in Status	Item	Comments	Department
			<p>for adoptions are anticipated to begin by Spring 2023.</p> <p>Priority code amendments include:</p> <ul style="list-style-type: none"> <li>Addressing the recommendations provided in the City's recently adopted Housing Production Strategy (2021).</li> <li>Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals).</li> </ul> <p>Other Misc. Code Amendments coming up for discussion include:</p> <ul style="list-style-type: none"> <li>Private road design standards &amp; enforcement.</li> <li>EOU campus (parking, landscaping and other development standards and permitting processes.)</li> </ul>	
63	Updated November 17, 2022	Comprehensive Plan Amendment – Adoption of 2022 Parks Master Plan	<p>The Parks Department and Planning Department are working together on the adoption of an updated Parks Master Plan. The Plan will update and replace the Goal 8 Chapter of the City of La Grande Master Plan. The City Council adopted an Ordinance amending the La Grande Comprehensive Plan on July 6, 2022. This Plan was co-adopted by the Union County Board of Commissioners in early November 2022. This project is complete. <del>is scheduled for co-adoption by Union County, with public hearings to be held in September, October and November for implementation within the City's UGB. The adoption process is anticipated to conclude in December 2022.</del></p>	Planning
64	No Change July 29, 2020	2019 Sign Code Amendments	<p>Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). This has been further complicated by the current COVID-19 meeting limitations which makes it challenging to effectively engage the public in the code preparation process, not to mention the shift in priority and focus on the LDC amendments to address HB 2001.</p>	Planning
65	No Change October 27, 2022	Floodplain Re-Mapping	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop &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 October 21, 2019, to review the findings of the</li> </ul>	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<p>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 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 December or January.</li></ul>																			
66	Updated November 21, 2022	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>OCT 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>66</td><td>877</td></tr><tr><td>All other calls for service:</td><td>942</td><td>9,495</td></tr><tr><td>Total calls for service:</td><td>1,008</td><td>10,372</td></tr><tr><td>Case Numbers:</td><td>122</td><td>1,113</td></tr><tr><td>Traffic Stops:</td><td>102</td><td>1,253</td></tr></table>	TYPE OF ACTIVITY	OCT 22	YTD	Priority 911 calls for service:	66	877	All other calls for service:	942	9,495	Total calls for service:	1,008	10,372	Case Numbers:	122	1,113	Traffic Stops:	102	1,253	Police
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67	Updated November 21, 2022	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><tr><th>TYPE OF CASE</th><th>OCT 22</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none"><li>Physical Abuse: 11</li><li>Sexual Abuse: 7</li><li>Neglect: 19</li><li>Domestic Violence: 3</li><li>Other: 0</li></ul></td><td>40</td><td>350</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>2</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none"><li>Domestic Violence: 0</li><li>SART: 0 (Sexual Assault Response Team)</li><li>Other: 2</li></ul></td><td>2</td><td>25</td></tr><tr><td>Death Investigations:<ul style="list-style-type: none"><li>Unattended: 1</li><li>Suicide: 0</li></ul></td><td>1</td><td>7</td></tr></table>	TYPE OF CASE	OCT 22	YTD	Child Abuse: <ul style="list-style-type: none"><li>Physical Abuse: 11</li><li>Sexual Abuse: 7</li><li>Neglect: 19</li><li>Domestic Violence: 3</li><li>Other: 0</li></ul>	40	350	Elder Abuse: <ul style="list-style-type: none"><li>Physical Abuse: 0</li><li>Sexual Abuse: 0</li><li>Neglect: 0</li></ul>	0	2	Domestic Violence / SART: <ul style="list-style-type: none"><li>Domestic Violence: 0</li><li>SART: 0 (Sexual Assault Response Team)</li><li>Other: 2</li></ul>	2	25	Death Investigations: <ul style="list-style-type: none"><li>Unattended: 1</li><li>Suicide: 0</li></ul>	1	7	Police			
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Item	Date of Change in Status	Item	Comments	Department																		
			<div><div>▪ Homicide: 0</div><div>Miscellaneous:<div><div>▪ Assault: 0</div><div>▪ Federal Firearms Check: 1</div><div>▪ Background: 0</div><div>▪ Other: 1</div></div></div></div>																			
68	Updated November 21, 2022	Statistics: Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>OCT 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>490</td><td>4,911</td></tr><tr><td>All other calls for service:</td><td>1,850</td><td>18,167</td></tr><tr><td>Traffic (air-time):</td><td>179</td><td>2,248</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>204</td><td>1,910</td></tr><tr><td>Records requests processed:</td><td>94</td><td>921</td></tr></table>	TYPE OF ACTIVITY	OCT 22	YTD	Priority 911 calls for service:	490	4,911	All other calls for service:	1,850	18,167	Traffic (air-time):	179	2,248	Case reports handled: (LGPD / UCSO)	204	1,910	Records requests processed:	94	921	Police
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69	Updated November 21, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report)  Union County data -  This is the most recent data available from the State. The State historically lags behind on reports.	<table><tr><th>TYPE OF CRIME</th><th>SEP 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>17</td><td>146</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>76</td><td>668</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>21</td><td>281</td></tr><tr><td>Traffic Crimes - (DWS, Hit &amp; Run, Elude, Reckless Driving)</td><td>2</td><td>32</td></tr></table>	TYPE OF CRIME	SEP 22	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	17	146	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	76	668	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	21	281	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	2	32	Police			
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71	Updated November 21, 2022	Training	<p><b>Operations Division:</b></p> <ul style="list-style-type: none"><li>All officers participated in ethics training titled, “Duty to Intercede”</li><li>Two officer’s attended instructor level training titled, “Police Response to Active Shooters”</li><li>One officer participated in several leadership training courses. Police One Leadership 3-6.</li><li>The Lieutenant attended training in the following topics: Emotional Support in LE, Impacts of Line of Duty Deaths, Suicide Prevention and Awareness, and Supervising Patrol Critical Incidents</li><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 supervisors attended 8-hours of leadership training.</li><li>All dispatchers participated in ethics training.</li><li>One dispatcher participated in training titled, “Stress and Your Health”</li><li>Members of the NEO Regional SWAT Team participated in monthly training.</li></ul>	Police																		

Item	Date of Change in Status	Item	Comments	Department
72	No Change August 17, 2022	Staffing	<p><b><u>Operations Division:</u></b></p> <ul style="list-style-type: none"> <li>Two recruit officers are in the Field Training and Evaluation Program (FTEP). <ul style="list-style-type: none"> <li>One, hired June 2022, is in field training with a Basic Police Academy start date in February 2023.</li> <li>One, hired August 2022, is in field training with a Basic Police Academy start date in December 2022.</li> </ul> </li> <li>With the August 2022 hiring of a police officer, we are fully staffed at this time. As noted above, although at full staff, we have two police officers that are in training and not yet released for solo patrol.</li> </ul> <p><b><u>Communications Division:</u></b></p> <ul style="list-style-type: none"> <li>Fully staffed</li> </ul>	Police
73	New Item November 21, 2022	Property/Evidence Room Annual Audit	<p>Chief Bell conducted our annual audit of the property/evidence room on November 18, 2022. An annual audit of property/evidence is conducted by a supervisor not routinely or directly connected with control of property. The audit consists of a random selection of cases in which the evidence is checked to verify content, location, and chain of evidence as indicated in our Records Management System. Under no circumstances is the audit inspector appointed by persons having the property function under their control.</p> <p>Chief Bell noted in his audit report: "This audit was a comprehensive look at the organization of our property/evidence room. Not one single area of failure was identified. I was thoroughly impressed with the professional appearance of the space, the technician's competency, and the organization of both our RMS and the property/evidence storage areas. This annual audit receives a resounding PASS and the Evidence Supervisor and Evidence Technicians are to be commended."</p>	Police
74	New Item November 21, 2022	Drug Take Back Day Results	<p>On October 29, 2022 we held our Fall Drug Take Back event in the Safeway parking lot. 29 lbs. of drugs were received and will be safely disposed of. Including the Spring and Fall Drug Take Back events and the drugs received in the drug drop box in the PD lobby, we have taken in a total of 270 lbs. of drugs through October of this year. Since LGPD began our drug take back efforts in 2013, we have taken in and safely disposed of 1,864 lbs. of unwanted, unneeded, and/or expired drugs.</p>	Police
75	No Change August 22, 2022	Water and Sewer Ordinance Review	<p>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).</p>	Public Works
76	No Change March 24, 2022	Water System Water Management and Conservation Plan (WMCP)	<p>Staff has completed initial information gathering and updated draft is being reviewed prior to submission.</p>	Public Works
77	No Change September 1, 2018	Jefferson Street Truck Route	<p>This project is on hold until funding is acquired. In the new STIP cycle, the grant funding model has been updated. The updated model does appear to be favorable for the truck route project and staff will be working with</p>	Public Works

Item	Date of Change in Status	Item	Comments	Department
			ODOT to submit an application for the next cycle.	
78	No Change October 27, 2022	Adams Avenue ADA Ramps	Construction of project is complete. Billing to State has been completed and staff is working on closeout with ODOT.	Public Works
79	No Change August 25, 2021	Assistant Public Works Director Job Description and Recruitment	With the hiring of the Street Superintendent, the requirement for an Assistant Public Works Director has been put on hold. Currently, Public Works Staff will be assessing the workload of the management team and look at optimizing the management structure moving forward.	Public Works
80	No Change May 25, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The 2021 Sidewalk LID has been successfully closed out and the 2022 LID established. Work will begin under this program in June.	Public Works
81	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
82	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
83	Updated November 28, 2022	Timber Ridge Apartment Project	Water main and hydrants have been assembled and are in ground. Services still need to be installed and system must be pressure tested and bacteriologically tested.	Public Works
84	Updated November 28, 2022	Sanitary Sewer Manhole Maintenance	Once leaf removal has been completed and all risers are finished, crews will begin on this project.	Public Works
85	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works
86	Updated November 28, 2022	Riser Installation	Locate requests for other utilities have been called in. Once those are marked, work will begin.	Public Works
87	Updated November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
88	Updated November 28, 2022	Telemetry System Updates	Most fittings have arrived. This project will be completed during the winter months as most work can be done inside well houses.	Public Works
89	No Change February 25, 2022	Water Main Replacement – Riverside Park Beneath Grande Ronde River	Plan design has been completed and will be forwarded to contractors for cost estimates.	Public Works
90	No Change May 25, 2022	Tule Lake Pump Replacement	The pump has arrived and we are waiting for electricians and electrical parts that are on back order.	Public Works
91	Updated November 28, 2022	WWTP-Headworks Secondary Pump Replacement	Once again, we have been given erroneous information. The impellers were not built correctly so they are being rebuilt.	Public Works
92	Updated 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
93	Updated November 28, 2022	SRTS Construction Grant	There have been no updates announced from ODOT for the SRTS construction grants. Program is currently transitioning to a new manager.	Public Works
94	No Change September 23,	Well Site & Reservoir Cleaning	All well sites are being fully inspected and cleaned both inside and outside with all maintenance issues to be	Public Works



Item	Date of Change in Status	Item	Comments	Department												
	2022		addressed.													
95	No Change October 27, 2022	Union County Fair Sewer and Water Services	A Work Session was held with the fair manager and fair board. Staff received an update on project status and the City developed some funding alternatives to be reviewed at November’s General Council Session.	Public Works												
96	Updated November 28, 2022	2022-23 Sewer Rehab Contract	Contract was awarded to PEC, Inc., during the November General Session. Work is anticipated to be completed in the spring.	Public Works												
97	Completed November 28, 2022	Gekeler Lane (Aries to Fourth) Grind & Inlay Project	Project has been completed and closed out. Final project costs were approximately \$180,000 under budget, but do not take into account the planned chip seal project in the spring paving season.	Public Works												
98	No Change July 22, 2022	Second Street 18-Inch Mainline Replacement	Parts have been ordered and project is anticipated to begin in the winter/spring. Phase II of the project will run from Penn Avenue to K Avenue.	Public Works												
99	No Change July 22, 2022	Second Street Roadway Reconstruction	Project is scheduled to be completed in spring of 2023. Staff is currently assessing sidewalk and curbs for replacement.	Public Works												
100	Updated November 28, 2022	Service Inspections on 12 <sup>th</sup> Street & 16 <sup>th</sup> Street	16 <sup>th</sup> Street services are all copper. Crews will replace necessary services on 12 <sup>th</sup> Street in late winter/early spring.	Public Works												
101	Updated November 28, 2022	Broken Antenna Bracelet	A deer has been suspected of ripping antenna cable out of the control box. Contractors have been contacted to complete all repairs to antenna and cable as cable will most likely have to be replaced.	Public Works												
102	No Change October 27, 2022	CMAQ Paving Project	Application for CMAQ funding to pave oil mat roads has been completed and submitted to the State for approval.	Public Works												
103	No Change October 27, 2022	18 <sup>th</sup> Street (Gekeler Slough) Bridge Replacement	Staff is working on redesigning the sewer main that currently runs through the project. The application to fund the project with FEMA funding has been approved for the application stage.	Public Works												
104	Completed November 28, 2022	WWTP Rebuilt Pumps	Pumps have been installed.	Public Works												
105	No Change October 27, 2022	WWTP Lab	The WWTP lab pulled 115 samples in the last 30 days and performed 438 different analytical tests.	Public Works												
106	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works												
107	No Change August 22, 2022	Water Service Inspections	Crews have completed water service inspections on streets slated for overlays and have transitioned to replacing any outdated services that have been identified before overlays are completed.	Public Works												
108	No Change October 27, 2022	ARPA: Roadway Paving Funding	Crews have begun work on 16 <sup>th</sup> Street completing an overlay from Gekeler Lane to the north side of the hill. Additional work includes spot repairs and a chip seal will be completed in the spring.	Public Works												
109	Completed November 28, 2022	Effluent Piping Painting	Painting has been completed.	Public Works												
110	Updated November 28, 2022	Public Works Statistics	<table><tr><td></td><td>Oct 22</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>1</td><td>4</td></tr><tr><td>Water taps installed</td><td>0</td><td>5</td></tr><tr><td>Water leaks repaired</td><td>5</td><td>8</td></tr></table>		Oct 22	Fiscal YTD	Sewer taps installed	1	4	Water taps installed	0	5	Water leaks repaired	5	8	Public Works
	Oct 22	Fiscal YTD														
Sewer taps installed	1	4														
Water taps installed	0	5														
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Item	Date of Change in Status	Item	Comments				Department
			Water meters installed	N/A	N/A		
			Square feet of street paved	0	505,052		
			Water produced (MG)	62.19	361.80		
			WWTP flows (MG)	47.19	220.89		



# 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"> <li>ROI Grant Entrepreneur Ecosystem</li> <li>First payment of \$30,000 received Jan 28</li> <li>Steering Committee Held First in person meeting in April</li> <li>Currently identifying key focus groups and survey materials</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> </ul>	Business Oregon / ROI	Eco Dev
2	New November 21, 2022	Public Safety Grant	November 2022	\$ 7,961.10	\$ 3,980.55	\$ 3980.55	Grant to assist with the first-year cost of Policy management program	CIS	Fire
3	No Change March 21, 2022	FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant	February 2, 2022	\$1,003,347.00	\$ 1,003,347.00	N/A	In review, grant awards to begin in May 2022	Federal Emergency Management Agency (FEMA)	Fire
4	Completed November 18, 2022	DPSST Micro Grant	December 2020	\$5,080	\$5,080	N/A	Approved April 7 <sup>th</sup> , 2022	Department Of Public Safety and	Fire

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

								Standards	
5	Completed November 18, 2022	Security Grant	June 6, 2022	\$10,000	\$3782.82	\$6,217.18	Awarded June 9, 2022	CIS	Fire
6	No Change July 22, 2022	OSFM Wildland season staffing grant	June 17 <sup>th</sup> 2022	\$33,000	\$33,000	N/A	Awarded June 20 <sup>th</sup> , 2022	Oregon State Fire Marshal	Fire
7	No Change May 23, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Approved.	Oregon State Marine Board	Parks & Recreation
8	Updated November 18, 2022	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	\$5,000 more in funding approved in November. Waiting on new paperwork to do reimbursement.	ODFW	Parks & Recreation
9	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
10	Concluded September 30, 2022	Safe Route To School Non- Infrastructure	March 17, 2022	\$131,068 .49	\$100,000	\$31,068.4 9 PTO and \$7,799.72 cash match.	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
11	New Item 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
12	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
13	New Item November 18, 2022	Public Art Installation outside Library (Arts Commission)	November 2022	\$50,000	\$5,000	\$45,000 in other grants	Pending	Cycle Oregon	Parks & Recreation
14	New Item November 18, 2022	Public Art Installation outside Library (Arts Commission)	November 2022	\$50,000	\$5,000	\$45,000 in other grants	Pending	Oregon Arts Commis sion – Arts Build Communiti es	Parks & Recreation
15	Updated November 28, 2022	Adams Avenue ADA ramp improvements	February 2020	\$583,710	\$583,710	In-kind design services	Work is completed and staff is working with ODOT on project closeout.	ODOT	Public Works
16	Updated 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.	ODOT	Public Works

							Project is in information gathering stage.		
17	No Change August 22, 2022	SRTS Infrastructure Grant	March 2022	\$165,000	\$150,000	Cash	The second round of applications have been completed. Award determination is anticipated in September.	ODOT	Public Works