



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change May 24, 2023	Street and Road Infrastructure: Act on the recommendations of the Parking Traffic Safety Street Maintenance Advisory Commission (PTSSMAC) to address the condition of the infrastructure including potential funding options.	The 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 th . 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		Housing: Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	See updates under Economic Development below.	Economic Development
4		Staffing: Continue to take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
5	Updated December 1, 2023	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	Work has begun on the annual audit. See updates in Finance Department. The City Council requested an updated five-year fiscal outlook for the City's General Fund which will be presented at a Work Session on December 4, 2023. See additional updates in the City Manager section below.	City Manager
6	Updated December 1, 2023	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	The Adopted Budget includes funding for consulting work to review the needs for the La Grande Police Department. The City Council approved the selection of the consultant at their October Regular Session. Work on the project continues, and on November 29 th City Staff and the consultants toured	City Manager

November 2023

1

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
			three police facilities.	
7	Updated November 13, 2023	Emergency Management Planning: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of an emergency, including but not limited to major incidents, flooding, wildfire, or other natural disaster. Update the City's Emergency Operations Plan	The new Top Priority was added by the City Council on February 1, 2023. Given the consulting work being done on the Police Department Facilities, we are delaying work on updating the Emergency Operations Plan.	City Manager
8		FEMA Maps and Land Use Code Amendments: Take all required actions regarding the FEMA Floodplain Map update submitted, including but not limited to responding to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of November 28, 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, December 4

**WORK SESSION: 5-Year
Fiscal Outlook**

Wednesday, December 6

REGULAR SESSION

Wednesday, December 13th - HOLIDAY OPEN HOUSE (4:30 pm – 6:00 pm)

Monday, December 25

HOLIDAY

2024

Monday, January 1

HOLIDAY

Wednesday, January 3

REGULAR SESSION

Monday, January 8

**WORK SESSION: Goal 9
Economic Opportunity
Analysis**

Monday, January 15

HOLIDAY

Monday/Tuesday, January 22 & 23

COUNCIL/URA RETREATS

Wednesday, February 7

REGULAR SESSION

Monday, February 12

**WORK SESSION: Police
Department Facility Report**

Additional topics with dates to be determined: Gas Tax discussion; ATV/UTV discussion; Greenway Discussion with County/Island City; City Charter Amendment; and Foreclosure Ordinance. 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 14, 2023	All Building Permits October 2023	<div>October 2023</div>	Building																																																																																									
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3	Updated November 15, 2023	Notable Projects	1400 Birch St, Elgin, Multipurpose building (Under Construction) 1106 4 th St., LGMS Wildcat Center (Under Construction) 900 Sunset Dr., GRH Surgery (Under Construction) 1 University, EOU Inlow Hall (Under Construction) 2006 26 th St., Hampton Inn (Under Construction) 3002 Q Ave., Timber Ridge Apt. (Complete with exception of Community Center) 2212 Island Ave., TJ Maxx (Project complete) 2906 Island Ave., Legacy Ford (Project complete)	Building																																																																																								
4	Updated November 15 th , 20223	Staff Development	<ul style="list-style-type: none">Building Official and Electrical inspector attended the Inaugural Business meeting of the Eastern Oregon Building Officials Association. Building Official was elected to Vice President of this association.Electrical inspector attended training on Electrical Vehicle Charging StationsPlumbing inspector attended training of Manufactured home set up inspections.Building Official Attended the International Code Council Annual Business Meetings. Building Official was elected to a Director at Large position for ICC Region II.	Building																																																																																								
5	Completed November 13, 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. This	City Manager																																																																																								

November 2023

Item	Date of Change in Status	Item	Comments	Department
			item will be removed from the monthly report. If there are significant new initiatives, they will be added as a new item in the future.	
6	Completed November 13, 2023	B2H	The Oregon Public Utilities Commission approved Idaho Power's application for a certificate of public convenience and necessity. This item will be removed from the monthly report. If there are significant new developments, they will be added as a new item in the future.	City Manager
7	No Change June 30, 2023	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The Adopted Budget includes \$119,231 of TRT funding to be allocated to the water and sewer infrastructure. The funds will be available after July 1 st 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 th to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained.	City Manager
8	No Change September 12, 2023	City Charter Amendment FUTURE COUNCIL ACTION ITEM	The Council met in a Work Session on September 11 th to discuss potential revisions to the City Charter and reached consensus on not pursuing Ranked Choice Voting at this time but to move forward to see voter approval of a change to eliminate the Council positions for the non-mayoral election, which the three candidates with the most votes filling the three vacancies every two years. This will eliminate the primary for City Council positions. The Mayor position would remain a two-year term and if more than two candidates file a primary would be held. The intent would be to place the amendments on the November, 2024, General Election.	City 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.	City Manager
10	Updated December 1, 2023	Five-Year General Fund Fiscal Outlook FUTURE COUNCIL WORK SESSION TOPIC	Following the conclusion of labor negotiations, the City Council requested an updated five-year fiscal outlook. Work has completed the projections and a City Council Work Session is set for December 4, 2023.	City Manager

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11	No Change October 18, 2023	ATV/UTV on City Streets FUTURE COUNCIL WORK SESSION TOPIC	The City Council during the Council Comments portion of one of their Regular Sessions earlier this year requested a Work Session to discuss the possibility of allowing ATV/UTVs on selected City streets. A Work Session will be scheduled as time permits.	City Manager
12	Updated November 13, 2023	Market Place Family Foods Agreement Amendment FUTURE AGENCY ACTION ITEM	The District Manager and City Attorney provided the property owner and his attorney with an updated proposed amendment based on the Agency's guidance. There has been additional communication but we have not reached the point to bring a recommended, agreed upon amendment to the Agency.	District 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 rd 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	No Change September 27, 2023	City Council Election - 2024	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 Two (2), Three (3), and Four (4) are due to expire on 12/31/2024. The 2024 Primary Election (if necessary) is scheduled for Tuesday, May 21, 2024, see below for important dates: <u>Primary Election:</u> First Day to File is September 14, 2023 Last Day to File is March 12, 2024 by 1 p.m. Candidate Packets for these four (4) positions are available for pick up at the City of La Grande, City Hall, City Recorder's Office.	City Recorder
15	Updated November 21, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	On October 31, 2023, the final proof draft of the La Grande Codification was returned to City Staff, which reflect the contents of the new Code as agreed upon. The proofs embrace legislation through August 2, 2023. The best estimate of the new Code will be 954 pages. The next stage in the process, now that the final proofs have been returned to City Staff, will be for City Staff to review the final proof draft. Agreed upon substantive changes have been impressed into the proofs and appear	City Recorder

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			<p>as footnotes, with changes shown in underline and strikethrough. Any changes that City Staff wishes to make on the final proof draft will need to be returned to the Civic Plus editorial team by December 15, 2023.</p> <p>A Work Session has been scheduled for Monday, November 27, 2023, to go over the final proofs with the City Council.</p>																											
16	No Change September 27, 2023	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>3/7</td></tr><tr><td>Arts</td><td>0/7</td></tr><tr><td>Building Board of Appeals</td><td>4/5</td></tr><tr><td>Budget Committee</td><td>1/7</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>	Advisory Commission	Vacancies	Air Quality	3/7	Arts	0/7	Building Board of Appeals	4/5	Budget Committee	1/7	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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17	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 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.	City Recorder																										
18	No Change October 23, 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. As of October 18, \$176,252 has been repaid, including 8 loans that have been repaid in full. One loan for \$7,840 has been written off as uncollectible. The current total remaining principle balance is \$34,924.	Economic Development																										
19	Updated November 15, 2023	2023-2024 Façade Grant Program	<table><tr><td>Pat's Alley</td><td>1414 Adams Ave</td><td>Repaint and replace signs</td><td>\$7,500</td><td>Approved</td></tr><tr><td>Bella Mercantile</td><td>1216 Adams</td><td>Painting</td><td>\$6,000</td><td>Approved</td></tr></table>	Pat's Alley	1414 Adams Ave	Repaint and replace signs	\$7,500	Approved	Bella Mercantile	1216 Adams	Painting	\$6,000	Approved	Economic Development																
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				Ave				
			Cherry's Florist	106 Elm	Repaint and signage	\$7,500	Approved	
20	Updated November 15, 2023	2022-2023 Façade Grant Program	Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7,500	Approved	Economic Development
			United finance Miracle Ear	115 Elm Street	Repair windows and repaint trim	\$7,500	Approved project is complete and grant paid	
			Eric Laurence	1124 Adams Ave	Repair and replace 2 nd floor windows	\$7,500	Approved project is complete and grant paid	
21	Updated November 15, 2023	2023-2024 Call For Projects Program	2023-2024 Call For Projects					Economic Development
			Eastern Wheelworks	711 Adams Ave	Renovation of Sunshine Corner Gas Station	\$75,000	In progress	
			Evermine / Elks Building	1124 Washington	Replace Driveway with elevated patio gathering space	\$75,000	In progress	
			NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	In progress	
			Reed & Associates	904 Adams .	Site improvements and renovation	\$8597	In progress	
			Rodeway Inn	402 Adams	Hotel renovation	\$75,000	In Progress	
			Valley Insurance	1215 Adams	Renovation Old Umpqua Bank building	\$59,000	In progress Interior work is complete and building is occupied. Progress payment of \$40,000 issued	
22	No Change September 15, 2023	2022-2023 Call For Projects Program	2022-2023 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	In progress	
			Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress. Progress Payment \$30,328 Paid	
			Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress Progress Payment of \$23,506 paid	
23	Updated November 28, 2023	2020-2021 Call for Projects Program	2020-2021 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2, 2022Project at 90% and Owner is currently requesting a final extension through June 30 2024	
24	Update, November	Business Development/Recruitment	<ul style="list-style-type: none"> The Economic Needs Assessment is now complete and a URAC work session to update the Goal 9 					Economic Development

November 2023

Item	Date of Change in Status	Item	Comments	Department
	28, 2023	FUTURE CONCIL ACTION ITEM	goals in our Comprehensive Plan Was held November 16 th and an Agency/Council work session is scheduled for January 8 th	
25	Updated November 28, 2023	La Grande Main Street Downtown	<ul style="list-style-type: none"> Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee 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. Work on this building has started The Board is reviewing the job description and continuing the search process for a new Executive Director. Main Street is working with the State program and a consultant to reassess program activities and implement the Main Street Refresh plan. The Board met with the consultant in November and is drafting 2024 workplans 	Economic Development
26	Updated September 15, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> Staff continues to serve on the steering committee for the Innovation Hub but given the direction of that project and lack of grant funding to support this project, the future focus on the Firehouse will be to find necessary funds for required maintenance and repairs while we reassess potential end use. The Firehouse will be broken out as a separate project from Entrepreneurship Development in future reports. 	Economic Development
27	No Change October 23, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> Three loans are in the re-payment phase of this loan program from 2016 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements. Two loans are current and will reach eligibility for forgiveness in February and April of 2024 	Economic Development
28	No Change October 23, 2023	Entrepreneur Ecosystem Assessment & Development FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen Staff is also reaching out to other local partners to host a Makers Summit in Spring of 2024 focused on small scale manufacturers who are ready and interested in scaling up Staff is preparing to be part of the 2024 ReCast City cohort. This is a consultant led Economic Development program focused on small scale manufacturing. This project is in the current budget and was approved by Council in November 	Economic Development
29	Updated November 28, 2023	Brownfields Assessment	<ul style="list-style-type: none"> The assessment project still includes a Regulated Materials Survey of the old Firehouse building that will be scheduled later this winter. There is a strong likelihood that there will be surplus dollars available from the original EPA grant that funded this BTI /EOU project and Staff is 	Economic Development

Item	Date of Change in Status	Item	Comments	Department																																							
			working to identify additional assessment sites that might utilize any additional funding that becomes available																																								
30	Updated November 28, 2023	Jefferson Corridor Plan FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none">Jefferson Avenue Corridor Redevelopment Plan. anticipating completion in early 1st quarter 2024. Total cost estimate of \$50,475 is funded through BTI’s existing grant. and there is no cost to the City.Held first public meeting on October 17.Consultant launched an online/digital survey in November. More than 300 responses to date.	Economic Development																																							
31	No Change October 23, 2023	Staff Development	Staff continues to serve on the Oregon Economic Development Association’s Tax Increment Finance Committee	Economic Development																																							
32	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																																							
33	Updated November 22, 2023	Statistics	<table><tr><td>Month of October, 2023</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,835,648</td><td>\$8,034,576</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$625,756</td><td>\$2,580,039</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,355,298</td><td>\$10,391,337</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,083,004</td><td>\$4,728,813</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>195</td><td>850</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>176</td><td>754</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$1,025,947</td><td>\$4,469,165</td></tr><tr><td># of Water accounts billed:</td><td>4,889</td><td>19,626</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed:</td><td>500</td><td>1,790</td></tr><tr><td>Electronic Utility Payments Received:</td><td>3,063</td><td>12,647</td></tr><tr><td># of NSF checks the City received:</td><td>4</td><td>25</td></tr></table>	Month of October, 2023	Current	YTD	Monthly Revenue (all funds)	\$1,835,648	\$8,034,576	Monthly Revenue (general fund)	\$625,756	\$2,580,039	Monthly expenses amount (all funds)	\$2,355,298	\$10,391,337	Monthly expenses (general fund)	\$1,083,004	\$4,728,813	# of Accounts Payable Checks issued:	195	850	# of Payroll Checks/AP issued:	176	754	Monthly Payroll expenses:	\$1,025,947	\$4,469,165	# of Water accounts billed:	4,889	19,626	# of LID accounts billed:	0	6	Pieces of mail processed:	500	1,790	Electronic Utility Payments Received:	3,063	12,647	# of NSF checks the City received:	4	25	Finance
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34	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization. Will be working on this in conjunction with the short-term rentals ordinance.	Finance																																							
35	Update November 27, 2023	Response Statistics	October 1, 2023 to October 31, 2023 YTD: 2810 <ul style="list-style-type: none">Total Calls: 293Medical: 235Fires/MVC 41Lift assists 16Other EOU 1	Fire																																							
36	Updated November 27, 2023	Fire Inspection/Code Enforcement/Investigations	Re inspection of ESD building	Fire																																							

Item	Date of Change in Status	Item	Comments			Department
37	No Change February 17, 2023	Child Safety Seat Installations and Bicycle Helmets	<ul style="list-style-type: none"> (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
38	Updated November 27, 2023	Training	<ul style="list-style-type: none"> Department drill – Joint drills with LGRFPD, Foley building tour, 2 hrs. Department drill – Joint drills with LGRFPD Ropes – 2 hrs. Co. EMS drill - Sepsis, 1 hr. EMT Casual trainings 16 hrs. Shift drills –32 hrs. various subjects Officer development – 2 hrs. Fire SOGs review and testing – 6 hrs. Fire/Rescue online 			Fire
39	Updated November 27, 2023	Department Announcements	<ul style="list-style-type: none"> 2 - Wildland chassis have flatbeds installed and are ready for upfitting with new pumps and tanks. Scheduled with vendor in Elgin to begin next month. All new members hired in July are progressing well in their Field Training programs and have been released to respond as a crew member on EMS crews. 			Fire
40	Updated November 14, 2023	Current Recruitments	<ul style="list-style-type: none"> Receptionist PD interviews Nov 14 Enforcement Officer PD interviews Nov 8 Recreation Leader Fall positions Communications Technician 2 hires 1 in background Lifeguard position 2 hires in Oct. Swim Instructors Parks Lead Person reviewing first round of applications Police Officer Dec. 4th testing 			Human Resources
41	October 18, 2023	Paid Leave Oregon	<ul style="list-style-type: none"> Paid Leave Oregon benefits began September 3, 2023. Currently working on updating policies, creating forms and processes for employees using this leave as well as tracking this leave along with OFLA, FMLA as well as other protected leaves. 			Human Resources
42	Updated November 14, 2023	Announcements	<ul style="list-style-type: none"> October library programs & attendance numbers: Mystery Book Club- 7 Subscription Book Boxes- 14 Outreach School Visits- 14 D&D Gaming- 18 3 Author Visits- 48 Spells & Stars Book Club- 4 Class Visits- 102 Thursday Storytime- 91 LEGO Club- 16 Harry Potter Book Club- 9 Career Day- 2 			Library
43	Updated November 14, 2023	Statistics	Current Month October	Last Month September	Information from: 10/1/2023-10/31/2023	Library

Item	Date of Change in Status	Item	Comments			Department
			9,368 3,772 772 4,726 98	9,944 3,759 772 5,319 94	Total Circulation: <i>Adult Collection</i> <i>Young Adult Collection</i> <i>Children's Collection</i> <i>Hot spots/Library of Things/misc.</i>	
			7,453	6,424	Door count	
			77	99	New Cardholders	
			45	41	Non-resident card holders	
			15,388	15,311	Total Card holders	
			1,799	1,783	Libby (eBooks & audio)	
			5	6	Dial-A-Story	
			234	246	Hoopla (eBooks, movies/TV, audiobooks, music)	
			52	21	MyHeritage (genealogy online)	
			96	58	Kanopy (Foreign films/Great Courses)	
			534	New	TeachingBooks(Reader's Advisory)	
			9	9	Community room paid events	
			22	4	Community room library events/City Dept. events	
			8	12	Volunteer hours	
			1,015	1,033	Total Sage Interlibrary Loans	
44	No Change October 26, 2023	Parks Maintenance Update	<ul style="list-style-type: none"> Lots and lots of leaf removal. Working with Eastern Oregon Workforce Board on a partnership that could bring more staff support in the form of supervised work crews. 			Parks & Rec - Maintenance
45	Updated November 20, 2023	Morgan Lake Diversion Dam	Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. A full hydraulic analysis was completed in June. Staff met with A&P to develop a budget and scope for FEMA. OWRD will work with FEMA to secure final design funding.			Parks & Rec - Admin
46	No Change October 26, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	The Committee's full efforts are focused on fund raising and they are reaching out to businesses for support.			Parks & Rec - Admin
47	No Change October 26, 2023	Greenway Trail Extension	After some negotiations with neighboring property owners, staff has begun work and planted over 40 trees on site. Next, staff is working to secure a fencing contractor to install the 6-foot fence along the southern border of the project. The project will be completed no later than June 2024.			Parks & Rec Admin
48	Updated November 20, 2023	Pool Statistics October 2023		<u>FY 22-23</u> <u>October</u>	<u>FY 23-24</u> <u>October</u>	Parks & Rec - Admin
			ATTENDANCE	1,742	1,721	
			FY TO DATE	7,483	7,559	
			REVENUE	\$12,498.16	\$9,563.79	

Item	Date of Change in Status	Item	Comments			Department
			FY TO DATE	\$53,830.49	\$51,941.91	
49	Updated November 20, 2023	Pool Programs Update	<ul style="list-style-type: none"> Staff have planned out one pool event a month for the next calendar year. In general, events will now take place on the Friday of the second full week of the month. This should create consistency in our event programming. Staff attended the annual ORPA conference which was a great success. With all of the networking opportunities, Staff were able to identify several agencies that are interested in purchasing our unused log roller. This was purchased several years ago to be a fun event/amenity, but does not function with our facility configuration. The Aquatics Activities Coordinator has been working very hard to create a culture of teamwork amongst our part time lifeguard staff. This has been met with enthusiasm by our staff and we are already seeing results in morale and shift coverage. We are once again offering a Lifeguard class through EOU. There is 1 student registered so far. We will need at least 5 for the class to run. We are hoping to grow the popularity of this class to create a steady stream of college aged guards. 			Parks & Rec-Aquatics
50	No Change September 25, 2023	Pool Maintenance Update	Staff were approached by GRH therapists with some concerns about the current therapy stairs being difficult for their patients to use. Together, we wrote a GRH grant for replacement stairs which was awarded. The new stairs will be installed soon!			Parks & Rec-Aquatics
51	Updated November 14, 2023	Recreation Program Update	<ul style="list-style-type: none"> After School Program numbers have gone up a little bit and we have also partnered with the school district/EOU. They are doing a reading tutoring program where they pay for kids to attend after school, then pulling the kids for 20-minute tutoring sessions. Women's Volleyball is off and running and is three weeks into the season. There are 7 teams total, which is one more than last season. Pee wee Basketball is three weeks into the season. There are 8 teams, which is two more than last season. Youth Basketball registration is open now. We have four divisions: 2nd&3rd grade boys, girls, 4th-6th grades boys, and girls. Gym spaces have been reserved at Willow, Riveria, and the middle school. Registration closes January 15th. Adult Basketball registration is open now. We have changed registration for this, as there was not a league last year. Before you made teams and registered as a team, but we changed this model. Similar to how we ran Adult Soccer, you register as an individual, answer background questions, and then are sorted into teams to make them even. We already have enough registrations for one team and it has only been open a week. Registration ends January 8th. 			Parks & Rec-Aquatics

November 2023

14

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

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> We had our inaugural Haunted Trail Friday October 27th and Saturday October 28th. The event was from 6-10pm at Riverside Park. Tickets were available for presale online at our website or could be purchased in person (if available). Our first two hours each night were family friendly versions called “Spooky”, while the last two hours were scarier and were called “Terrifying”. We did 20-minute time slots and had 10 tickets available per time slot (240 total between both nights). We had concessions of candy and hot drinks being sold at the pavilion. 	
52	Updated November 21, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> Coordinator is working on planning more scooter and bicycle safety camps. The next main focus will be a bicycle repair clinic held at the schools in the spring. The coordinator is looking for volunteers who know basic bicycle maintenance for any student or community member who brings their bicycle in. Central elementary participated in the Walk and Roll to School Day on October 4th. Every student got the chance to participate in the event by bringing in a signed slip that were placed in a drawing with a chance to win a skate board, two safety back packs or a helmet. November 14th was Ruby Bridges walk to school day. No schools chose to participate in this event. 	Parks & Rec-Recreation
53	Updated November 15, 2023	Urban Forestry Update	<ul style="list-style-type: none"> Responded to twenty-three questions/concerns from the community regarding; tree selection and the street tree planting program, tree pruning and removal, tree condition evaluations, the Community Forestry Ordinance, and nuisance complaints. Coordinated the fall community tree planting day; thirty street trees planted with the Grow La Grande! volunteers. Additional street tree plantings included replacement trees in the Urban Renewal District, replacement trees damaged during road construction on 2nd Street, and new trees planted with property owners. Recorded required street trees planted at the Legacy Ford, Timber Ridge, NAPA, and Jackson’s developments; fifty-one trees. Park staff and volunteers helped plant forty native trees and twenty-one shrubs at the Riverside Park trail extension. October Facebook posts: the Fall community tree planting day and La Grande’s Community Forestry Program slide series. Attended the October CLFC meeting. Updated the annual work plan for CLFC review. Submitted the quarterly invoice for work done in the Urban Renewal District. 	Parks & Rec-Urban Forestry
54	No Change August 16,	Urban Forestry Tree Inventory Project	Coordinated with AP to create a dashboard to display tree inventory information.	Parks & Rec-Urban Forestry

Item	Date of Change in Status	Item	Comments					Department
	2023							
55	Updated November 15, 2023	September Urban Forestry Statistics	July 1, 2023 – June 30, 2024		October	YTD	Parks & Rec- Urban Forestry	
			Street Trees Planted		92	106		
			Park Trees Planted		40	40		
			Street Trees Removed		3	29		
			Park Trees Removed		0	2		
			Street Trees Pruned		2	269		
			Park Trees Pruned		0	59		
			Community Responses		23	112		
			Nuisance Responses		1	9		
			Field Evaluations		15	62		
			Ord. Enforcement Actions		0	0		
			Comm. Tree Service Permits		0	0		
			Site Plan Reviews		1	13		
			Community Volunteer Hours		42	62		
			56	Updated November 28, 2023	Calendar YTD Planning Statistics			Oct. 2022
Land Use Apps	4	2				48	12	
Zoning Approvals	1	7				28	19	
New Business Permits	1	3				37	9	
Revenue (Land Use Fees)	\$875	\$75				\$14,587	\$5,490	
Revenue (Zoning Approval)	\$25	\$125				\$650	\$300	
Revenue (Parks SDC)	\$0	\$550				\$4,200	\$2,125	
57	Updated November 28, 2023	Notable Projects Approved or in Process Under Review FUTURE COUNCIL ACTION ITEMS				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 development includes four (4) phases, with Phase 1 completed in October 2023.		
			LGSD Wildcat Center (@ LG Middle School): On August 17 th , the Planning Division approved a site plan for the construction of the new Wildcat Center at the La Grande Central Middle School site. The demolition of two (2) older buildings was previously approved, which included a maintenance building and classroom buildings. The new Wildcat Center will include five (5)					

Item	Date of Change in Status	Item	Comments	Department
			<p>classrooms and gymnasium space, along with the development of a large parking lot for staff and visitors. This project is under construction.</p> <p><u>LGSD Tiger House Project:</u> The La Grande School District established a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. The first duplex for this project is under construction.</p> <p><u>New Hotel:</u> On September 28th the Planning Division approved a site plan for the development of a 92-room hotel, consisting of a mixture of 2-Queen rooms, King rooms, and 32 suites. The hotel will be located at the southwest corner of Mulholland Drive and 26th Street (across from Commercial Tire). All land use and building permits have been issued and this project is under construction.</p> <p><u>Timber Ridge Apartments:</u> In January 2021, Northeast Oregon Housing Authority (NEOHA) received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is complete, with final inspections and occupancy issued in early November 2023.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping. This project is complete.</p> <p><u>Grande Ronde Hospital:</u> Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under construction.</p>	
58	New Item October 24,	Annexation of UGB Properties	During the City Council work session held on October 23, 2023, Planning Department Staff discussed	Planning

Item	Date of Change in Status	Item	Comments	Department
	2023	FUTURE COUNCIL ACTION ITEM	<p>opportunities to annex properties within the City's Urban Growth Boundary (UGB). By consensus, the City Council was supportive of proactively moving forward with annexing UGB properties, providing the following general direction to Staff:</p> <p><u>Phase 1</u> (CC consideration in ~January 2024)</p> <ul style="list-style-type: none"> Annexation of all eligible UGB properties with signed consents (by Resolution). Send invite to adjacent properties that are contiguous, to annex at the same time. <p><u>Phase 2</u> (CC consideration in ~Summer 2024)</p> <ul style="list-style-type: none"> Subsequent to Phase 1, consider holding a work session to discuss pursuing annexation of all UGB Islands where properties receive City services (by Resolution). <p><u>Phase 3</u> (CC consideration in ~Fall/Winter 2024-25)</p> <ul style="list-style-type: none"> Timing to be determined – consider holding a work session to discuss pursuing annexation of all remaining UGB Islands (by Resolution). Consider offering a phased-in tax assessment over 3+ years, if possible. <p>For all of the above, property owners would be notified in advance of Council action and invited to attend public meetings. Advanced notice may be greater to property owners for Phases 2 and 3.</p>	
59	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward. 	Planning
60	No Change	Economic Opportunity	In early 2022, City staff identified and expressed to the	Planning/

Item	Date of Change in Status	Item	Comments	Department
	September 27, 2023	Analysis FUTURE COUNCIL ACTION ITEM	<p>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 was just completed in September 2023, identifying a need for the City to expand its Urban Growth Boundary by 121 acres for new industrial land and 63 acres for commercial land. The EOA is scheduled to be discussed with the City Council during a work session on January 8th, 2024, followed by consideration and a recommendation from the La Grande Planning Commission on January 9th, 2024. The City Councils is scheduled to consider adoption in February/March 2024. The approval of the EOA will result in an amendment to the Goal 9 – Economic Development chapter of the la Grande Comprehensive Plan.</p> <p>As a follow up, the next phase of this project is a Goal 14 Urban Growth Boundary Expansion. The Planning Division has applied for a DLCD Technical Assistance Grant to help fund this effort. If awarded, this project is scheduled to occur over two (2) fiscal years, beginning in Spring 2024 and concluding by June 2025.</p>	Economic Development
61	No Change April 20, 2023	Floodplain Re-Mapping FUTURE COUNCIL ACTION ITEM	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> • A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. • The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
			<p>efforts.</p> <ul style="list-style-type: none"> On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A. On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping. In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. In June 2022, FEMA responded to confirm that they are in receipt of the City's application, but advised that additional data was needed to continue reviewing the City's request. In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. <p>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.</p>	
62	No Change June 22, 2023	<p>Lawsuit Against FEMA Biological Opinion & Mandated Floodplain Code Changes</p> <p>FUTURE COUNCIL ACTION ITEM</p>	<p>This is a topic that was previously on the Monthly Report, but was removed due to no progress or no new information for several years.</p> <p>In 2009, the Portland Audubon Society filed a lawsuit against FEMA for not adequately protecting endangered aquatic species through its floodplain management program within Oregon watersheds.</p> <p>In 2010, a settlement was reached, which led to engaging the National Marine Fisheries Service (NMFS) and preparing a Biological Assessment and identification of critical habitat.</p> <p>In 2016, a Biological Opinion was written with the purpose to "avoid jeopardy", aka protecting listed endangered species and their habitat. From 2016, there were a number of delays or behind the scenes tasks in this lawsuit settlement that resulted in no new information being presented, until now. As a result, this topic was removed from this Monthly Report and is now being brought back as progress is being made and new information is becoming available.</p> <p>Ultimately, when the FEMA lawsuit is finalized, with new rules and guidance accepted by the Court for the protecting listed endangered species and their habitat, all</p>	Planning

Item	Date of Change in Status	Item	Comments	Department															
			<p>cities and counties within Oregon will be required to update their floodplain codes and management practices of the floodplain.</p> <p>As of this time, the following requirement are being considered. (Note: This is a summary).</p> <p>All development within the floodplain, <u>within 170 feet of a riparian area (creek/river)</u>, will be subject to the following:</p> <ol style="list-style-type: none">1. Prohibit partitions and subdivision that create new lots within a floodplain, unless the affected lots have sufficient buildable area outside of the regulated floodplain (100-year).2. Have avoidance measures to steer development away from floodplain areas by one or more of the following:<ol style="list-style-type: none">a. Option 1: For properties include buildable area not in the floodplain, only allow development within those non-floodplain areas and prohibit all development within floodplain.b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; & include limits on % of impervious surface and require mitigation measures.c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive)3. Create a vegetative buffer/setback/corridor for all aquatic features in the floodplain.4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted).5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management).6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created). <ul style="list-style-type: none">• Again, once the FEMA lawsuit is finalized and the above rules are adopted, the City of La Grande will be required to update, repeal and replace its floodplain regulations in Land Development Code, Article 3.12. This Article will likely be fully replaced with a new State Model Code that complies with FEMA requirements.																
63	Updated November 17, 2023	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>OCT 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>75</td><td>839</td></tr><tr><td>All other calls for service:</td><td>855</td><td>8,881</td></tr><tr><td>Total calls for service:</td><td>930</td><td>9,720</td></tr><tr><td>Case Numbers:</td><td>120</td><td>1,072</td></tr></table>	TYPE OF ACTIVITY	OCT 23	YTD	Priority 911 calls for service:	75	839	All other calls for service:	855	8,881	Total calls for service:	930	9,720	Case Numbers:	120	1,072	Police
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Item	Date of Change in Status	Item	Comments			Department
			Traffic Stops:	131	925	
64	No Change October 17, 2023	Statistics: Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i> <i>Data for October is not available at this time</i>	TYPE OF CASE SEP 23 YTD Child Abuse: ▪ Physical Abuse: 1 ▪ Sexual Abuse: 5 ▪ Neglect: 22 ▪ Domestic Violence: 4 ▪ Other: 0 Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0 Domestic Violence / SART: ▪ Sexual Assault: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 0 Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0 ▪ Suspicious: 1 Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 2 ▪ Background: 0 ▪ Other: 0	32	332	Police
65	Updated November 17, 2023	Statistics: Communications Division -	TYPE OF ACTIVITY OCT 23 YTD Priority 911 calls for service: All calls for service: Traffic (air-time): Case reports handled: (LGPD / UCSO) Records requests processed:	467	4,905	Police
66	Updated November 17, 2023	Statistics: UCR State Crime Data - (Uniform Crime Report) Union County data - <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	TYPE OF CRIME SEP 23 YTD Crimes Against Persons - (Assault, Robbery, Sex Crimes) Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed) Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct) Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	24	173	Police
67	Updated November 17, 2023	Statistics: UCR State Crime Data - (Uniform Crime Report) State of Oregon data - <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	TYPE OF CRIME SEP 23 YTD Crimes Against Persons - (Assault, Robbery, Sex Crimes) Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed) Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct) Traffic Crimes - (DWS, Hit & Run, Elude, Reckless	2,344	28,651	Police

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Item	Date of Change in Status	Item	Comments	Department
			• <i>Driving)</i>	
68	Updated November 17, 2023	Training	<p>Operations Division:</p> <ul style="list-style-type: none"> All Officer's participated in Firearms training All Officer's participated in Anti-bias training The Chief and one Detective participated in Bias Crimes Investigations training Members of the NEO Regional SWAT Team participated in monthly training <p>Communications Division:</p> <ul style="list-style-type: none"> All Dispatchers participated in re-certification training in First Aid and CPR One Dispatcher participated in online training titled, "Missing Persons w/ Alzheimer's" One Dispatcher participated in online training titled, "Interacting w/ the Mentally Ill" One Dispatcher participated in online training titled, "Crisis Intervention" Two Dispatch supervisors participated in online training titled, "Leading in Law Enforcement" One Dispatcher participated in online training titled, "Stress Management" One Dispatcher participated in online training titled, "Basic Telephone Skills" One Dispatcher participated in online training titled, "Bomb Threats in Schools" One Dispatcher participated in online training titled, "Child Abuse and Neglect" One Dispatcher participated in online training titled, "Suicide/Crisis Lifeline Ready" Members of the NEO Regional SWAT Team participated in monthly training 	Police
69	Updated November 17, 2023	Staffing	<p>Operations Division:</p> <p>Police Officer-</p> <ul style="list-style-type: none"> Recruit Officer Donovan Gonzalez was sworn in as a Police Officer on September 21. He is currently attending the 16-week Basic Police Academy Salem. We have one Police Officer vacancy. We are currently taking applications and have scheduled testing for December 4. <p>Professional Staff-</p> <ul style="list-style-type: none"> Code Enforcement Officer We tested on November 8 to fill this vacancy. Top candidates are moving forward in the selection process. <p>Communications Division:</p> <p>911 Dispatcher-</p> <ul style="list-style-type: none"> We have one (1) vacant position. We continue to take applications and test to identify candidates to fill this vacancy. A top candidate is moving forward in the selection process. <p>Professional Staff-</p> <ul style="list-style-type: none"> Receptionist We tested on November 14 to fill this vacancy. A 	Police

Item	Date of Change in Status	Item	Comments	Department
			top candidate is moving forward in the selection process.	
70	Updated November 17, 2023	Police Department - Facility Needs Assessment	<p>The need for a new police department has been a topic of conversation for well over 10-years, with the subject being a point of discussion during Council retreat for the last several years. Frequently, questions have come up that we have not had definitive answers for. To provide answers to important questions and to serve as a project starting place, funding was approved in the FY2023-24 budget to contract services to complete a project titled, LGPD Facility Needs Assessment. The results of this project will provide answers that will help us moving forward. We are looking to accomplish three things with this project:</p> <ol style="list-style-type: none"> 1. Identify our needs, in terms of size for a new police department; 2. Identify a high-level cost estimate; and 3. Identify potential funding sources/options. <p>A Request for Proposal (RFP) for these contracted services was issued on July 19. The deadline for proposal submission was August 9. We have received three proposals. We are now in the process of selecting a proposal to seek Council approval to move forward with.</p> <ul style="list-style-type: none"> ▪ Council approved contracting with the selected provider during regular session of the City Council on October 4. ▪ Our kick-off meeting with the Mackenzie group was on October 19. ▪ Meetings were held on November 9th and 16th. A “Programming Questionnaire” that aids in facility size and design estimation has been completed and is being refined. Tours of 3 recently constructed police facilities have been scheduled to aid us in programming completion. 	Police
71	New and Complete November 17, 2023	Morgan Lake Dam Failure Table Top Exercise	On October 5 th , at the invitation of our Parks and Recreation Department, Chief Bell attended and participated in a table top exercise of our Emergency Action Plan (EAP) related to a dam failure at Morgan Lake.	Police
72	New and Complete November 17, 2023	Indian Lake Dam Failure Table Top Exercise	On November 15 th , at the invitation of the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), Chief Bell attended and participated in a table top exercise of the CTUIR’s Emergency Action Plan (EAP) related to a dam failure at Indian Lake in southern Umatilla County. Indian Lake is situated on land owned by the CTUIR. The relevance to the City of La Grande is that the rush of water from a failure of the Indian Lake dam would entirely flow into the Grande Ronde River. Worse case scenarios would create significant flooding in the north and northeast parts of La Grande.	Police
73	No Change October 17, 2023	Shop w/ a Cop Event	Our 15 th Annual Shop w/ a Cop event has been scheduled for December 14. Planning and attending to all the details are underway.	Police

Item	Date of Change in Status	Item	Comments	Department
74	Completed November 17, 2023	Drug Take Back	<p>Our Fall Drug Take Back event was held on Saturday, October 28, 2023 from 10am - 2pm in the Safeway parking lot.</p> <ul style="list-style-type: none"> This DTB Event was an enormous success. We took in 99 pounds of expired, unwanted, or unneeded prescription medications for safe disposal. This was our single largest take since we began hosting DTB events in 2018. Our DTB events, combined with our drug drop box in the lobby of the PD, has served to collect a total of 2,063 pounds of expired, unwanted, or unneeded prescription medications for safe disposal in the 10-years we have been doing these programs. 	Police
75	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
76	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
77	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
78	No Change 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
79	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
80	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
81	Updated November 27, 2023	Sanitary Sewer Manhole Maintenance	This project is scheduled to begin once leaf removal has been completed.	Public Works
82	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
83	No Change October 31, 2023	Air Quality Monitoring Project	13 monitoring stations have been deployed and are currently taking readings. Staff is troubleshooting WIFI issues to increase reliability of system. Report was submitted to DEQ.	Public Works
84	Updated November 27, 2023	Brock Family Trust Subdivision Between 16 th and 18 th Streets	New locates were called in. Water crew intends to move forward the week of December 4, weather permitting. Street crew will install the last 7 taps.	Public Works
85	Updated October 23, 2023	Second Street Roadway Reconstruction	Second Street project has been completed.	Public Works
86	No Change February 27, 2023	Service Inspections on 12 th Street & 16 th Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works
87	Updated	18 th Street (Gekeler Slough)	Staff was notified that project qualifies for the FEMA	Public Works

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

Item	Date of Change in Status	Item	Comments	Department																					
	November 29, 2023	Bridge Replacement	Flood Mitigation Assistance (FMA) grant program. Pre-application is due January 26.																						
88	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works																					
89	Updated November 29, 2023	ARPA: Roadway Paving Funding	Existing roadway section investigations are underway to properly design proposed pavement sections. Project list for 2024 calendar year will be posted on the website.	Public Works																					
90	Updated November 29, 2023	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	Request for proposals (RFP) has been sent out with proposals due December 18. Timeline for establishment of SDCs will be available once consultant is on board.	Public Works																					
91	Updated November 29, 2023	Public Works Statistics	<table><tr><td></td><td>Oct 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>2</td><td>6</td></tr><tr><td>Water taps installed</td><td>1</td><td>5</td></tr><tr><td>Water leaks repaired</td><td>1</td><td>9</td></tr><tr><td>Square feet of street paved</td><td>0</td><td>225,855</td></tr><tr><td>Water produced (MG)</td><td>57.13</td><td>437.76</td></tr><tr><td>WWTP flows (MG)</td><td>39.69</td><td>181.11</td></tr></table>		Oct 23	Fiscal YTD	Sewer taps installed	2	6	Water taps installed	1	5	Water leaks repaired	1	9	Square feet of street paved	0	225,855	Water produced (MG)	57.13	437.76	WWTP flows (MG)	39.69	181.11	Public Works
	Oct 23	Fiscal YTD																							
Sewer taps installed	2	6																							
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Water produced (MG)	57.13	437.76																							
WWTP flows (MG)	39.69	181.11																							
92	No Change September 26, 2023	WWTP SCADA System Upgrade	Staff met with the consultant to approve operator interface pages. Installation work is anticipated to begin in the coming months.	Public Works																					
93	No Change October 31, 2023	WWTP Headworks Project	Contractor has mobilized to site and began work to pour new headworks structure. Concrete anticipated to be placed over the next month.	Public Works																					
94	Updated November 29, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	NHMP was submitted to FEMA on November 9 for review. Anticipated adoption of plan remains at early 2024.	Public Works																					
95	No Change October 31, 2023	STBG Roadway Projects	Paving season is completed for this year. Additional projects will be completed in the spring.	Public Works																					
96	No Change October 31, 2023	Snow Removal Plan	Staff is working with IT to gain access to a mass texting service. System will be in place for this plow season.	Public Works																					
97	No Change October 31, 2023	Community Pathways Grant	Consultant completed Memo #4, Preferred Alignment Concept Options, that is being reviewed by the steering committee. Next step is to move forward with design documents.	Public Works																					
98	No Change August 29, 2023	Water Service Inspections	Crews have completed service line replacements in sections of Spring Avenue, Benton Avenue, Penn Avenue, Third Street, and Ash Street, totaling 12 blocks of street ready for overlays.	Public Works																					
99	New Item November 29, 2023	Eastside Water and Sewer Project	Staff, under direction of Council, has begun design of the water and sewer infrastructure required to service the area.	Public Works																					
100	New Item November 29, 2023	Barney Creek Well Water Rights	A well utilized at the WWTP in operations needs to have its water rights perfected. Staff is working with OWRD to complete this process.	Public Works																					
101	Completed October 26, 2023	Hotel at 26 th Street and Mulholland Avenue	Water and sewer services, fire hydrant, and cleanout were installed to the property.	Public Works																					
102	Updated November	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repairs are scheduled to be completed	Public Works																					

Item	Date of Change in Status	Item	Comments	Department
	28, 2023		this fall, depending on weather and safe access to the site.	
103	Completed November 8, 2023	Wildcat Building	Water, sewer, and storm sewer services were installed at the Wildcat Building.	Public Works
104	New Item November 27, 2023	Storage Reservoir Cleaning	Staff is gathering quotes for divers to inspect and clean storage reservoirs with intentions of project being completed in spring 2024.	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	No Change July 20, 2023	OSFM Capacity Grant request. 3-year assistance for 2 Firefighter positions	November 30, 2022	\$897,257	\$332,216	\$232,834	The department is using grant funds to purchase equipment and uniforms for one of the new hires scheduled for July 21 start date. Tracking expenses.	Oregon State Fire Marshal Office	Fire
2	Updated November 27, 2023	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Final will be sent December 15, 2023	Oregon State Fire Marshal	Fire
3	No Change July 25, 2023	Libraries of Union County Foundation Grant	April 3, 2023	\$3,000	\$3,000	N/A	The library will be spending these grant funds in September and October 2023.	Libraries of Union County Foundation	Library
4	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
5	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
6	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
7	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
8	Updated November 21, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Approved	Oregon State Parks	Parks & Recreation
9	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
10	Updated October 31, 2023	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Memo #4 complete; steering committee review	ODOT	Public Works