



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated October 18, 2022	American Rescue Plan Act (ARPA) Funding: Develop a recommended list of potential uses and or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.	The City Council 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 th and 12 th 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. The Public Works Director will present a prioritized list of specific street projects for City Council approval at their November Regular Session .	City Manager
2	Updated October 18, 2022	Street and Road Infrastructure: Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.	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		Housing: Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4		Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	See updates under Economic Development below.	Economic Development
5	No Change April 27, 2022	Staffing: Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
6	No Change July 27, 2022	Fiscal management: Continue to manage the City's finances within limited resources to	The 2022-2023 Proposed Budgets for the Urban Renewal Agency and the City were approved by the Budget Committee and adopted on June 1, 2022, by	City Manager

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		provide highest possible level of service to the City of La Grande.	the Agency and City Council respectively. Initial on-site field work for the FY 2021-2022 annual audit was completed on July 26, 2022. See future updates regarding the audit under Finance below.	
7	No Change January 26, 2022	General Fund Capital Improvements: Identity 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		FEMA Maps and Land Use Code Amendments: Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning
9	No Change February 16, 2022	Wildland Urban Interface: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.	The department has posted numerous wildland safety messages on Department Facebook page. Development of a flyer with Fire safety information was developed sent out in June water bills.	Fire Department

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of October 24, 2022

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

2022

Monday, October 24

**WORK SESSION: Union
County Fairgrounds
Water and Sewer**

Wednesday, November 2

REGULAR SESSION

Friday, November 11

HOLIDAY

Monday, November 14

**WORK SESSION:
Regulating Camping on
Public Property and
Prohibiting Camping in
Certain Areas**

Thursday & Friday, November 24 & 25

HOLIDAY

Wednesday, December 7

REGULAR SESSION

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

Monday, December 26

(Observed) HOLIDAY

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

Item	Date of Change in Status	Item	Comments	Department							
1	Updated October 18, 2022	All Building Permits September 2022	<u>September 2022</u>				Building				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>					
			City of LG Building:	18	\$4,583.00	\$1,608.10					
			UC Building:	11	\$13,848.00	\$8,827.00					
			City of LG MFH	0	\$0						
			UC MFH	0	\$0						
			City of LG Mechanical	10	\$732.00						
			UC Mechanical	13	\$1,140.00						
			City of LG Plumbing	8	\$2,289.00						
			UC Plumbing	11	\$1,936.50						
			City of LG Electrical	26	\$2,324.00						
			UC Electrical	24	\$3,908.50						
			City of LG Demolition	1	\$0						
			UC Demolition	0	\$95.00						
			AG Exempt permits	2							
			TOTALS:	123	\$30,856.00	\$10,435.10					
			Fiscal Year Running Totals:	360	\$136,974.38	\$33,478.10					
			2	Updated October, 2022	Housing Permits September 2022	New Housing Building Permits City of La Grande				Building	
						Type of Structure		Total Number of			
									Buildings		Housing Units
Single Family Dwelling – Detached & Attached		1				1					
Accessory Dwelling Units		0				0					
Duplex Units		0				0					
Manufactured Homes		0				0					
Comm. Apartments		0				0					
TOTAL DWELLING UNITS		1				1					
Union County											
Type of Structure		Total Number of									
		Buildings				Dwelling Units					
Single Family Dwelling – Detached & Attached		4				4					
Accessory Dwelling Units		1				1					
Duplex Units		0				2					
Manufactured Homes		0				0					

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			<table><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>5</td><td>7</td></tr><tr><td colspan="4">Fiscal Year to Date – City of La Grande</td></tr><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td></td><td>2</td><td>2</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td></td><td>0</td><td>0</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>2</td><td>2</td></tr><tr><td colspan="4">Fiscal Year to Date – Union County</td></tr><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td></td><td>9</td><td>9</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>1</td><td>1</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>2</td></tr><tr><td>Manufactured Homes</td><td></td><td>1</td><td>1</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>11</td><td>13</td></tr></table>	Comm. Apartments		0	0	TOTAL DWELLING UNITS		5	7	Fiscal Year to Date – City of La Grande				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	TOTAL DWELLING UNITS		2	2	Fiscal Year to Date – Union County				Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		9	9	Accessory Dwelling Units		1	1	Duplex Units		0	2	Manufactured Homes		1	1	Comm. Apartments		0	0	TOTAL DWELLING UNITS		11	13	
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3	Completed October 5, 2022	City Manager Annual Performance Appraisal	The City Council ratified the City Manager’s annual performance appraisal. The City Council’s cumulative rating was 4.30 on a scale of 1-5 with 5 being superior and 4 Outstanding.	City Manager																																																																																
4	Updated 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																																																																																
5	New Item October 18, 2022	SAC Annex Lease Agreement	The current lease agreement for use of the SAC Annex Parking Lot needs to be renewed and will be considered by the City Council at their November Regular Session. There are not changes to the agreement.	City Manager																																																																																
6	Updated October 28, 2022	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. Staff is also moving forward with ordinance language revisions to comply with legislative changes regarding camping on public property and a Work Session is set for November 14 th to review the language. Staff is also responding to a letter from business owners on the north end of Adams Avenue.	City Manager																																																																																
7	New 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	City Manager																																																																																

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			Resolution will be on the City Council's December Regular Session Agenda.	
8	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
9	New Item 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 th to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained. Alternatives were discussed including seeking ongoing financial support from the City and County using TRT funds which could address those ongoing costs.	District Manager
10	New Item October 26, 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.	District Manager
11	Updated October 18, 2022	La Grande Business and Park Technology Park Owners Association	The District Manager met with the owner of the lots formally owned by Union County Economic Development Corporation (UCEDC), regarding updating the CC&R's to remove UCEDC from the existing and transition the duties, powers and authorities previously performed by UCEDC to either the Agency or to form an Association. The new owner will review the proposed draft which would transition the duties of UCEDC to the Urban Renewal Agency. The most important function which needs to be addressed and is time sensitive is a Site Plan and Architectural review committee to approve building designs. This function was formerly done by the UCEDC Property Committee.	District Manager
12	Updated 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
13	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
14	New Item October 18, 2022	La Grande Business and Technology Park Lot Sale	The District Manager has accepted a full-price offer for Lots 1 and 2 at the Park. A formal contract will be signed in the coming days and the agreement includes a due diligence time period prior to closing.	District Manager
15	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 staff and an updated list with additions and omits was emailed back to the Material Specialist for further	City Recorder

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			<p>review.</p> <p>The Senior Code Attorney for Civicplus/Municode will be reviewing all documents sent in. The current stage our project is in as of now:</p> <ul style="list-style-type: none">• Initial Organization. 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. <p>Note: Recodification projects typically take anywhere from approximately 9 to 18 months to complete.</p>																											
16	Updated October 24, 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>** Staff is currently working on notification letters that will be mailed to all members with terms that are due to expire on December 31, 2022, if they choose to apply again.</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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17	No Change August 30, 2022	City Council Election - 2022	<p>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.</p> <p>The following positions and the candidates that are running in each position are:</p> <ul style="list-style-type: none">• Council Position 1 – Mayor: Justin Rock and Mathew Miles• Council Position 5: Molly A. King**• Council Position 6: David Moyal and Denise Wheeler• Council Position 7: Corrine Dutto and Cody R. Vela <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.</p>	City Recorder																										

October 2022

Item	Date of Change in Status	Item	Comments						Department																														
			November 8, 2022.																																				
18	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																														
19	No Change March 25, 2022	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. Grant Program (\$20,000 total funding expended): 11 Business assistance grant applications were received, with nine receiving funding. Business Software Program: 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021 Emergency Loan Program: A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$78,822 of loan principal has been repaid, including five of the loans repaid in full as of December of 2021.						Economic Development																														
20	No Change August 23, 2022	2022-2023 Façade Program	Remax Real Estate	1214 ½ Adams Ave	Repoint brick, new window on rear of building	\$4,385	Application approved waiting for Landmarks review and approval	Economic Development																															
			Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved																																
21	No Change August 23, 2022	2022-2023 Call For Projects Program	2022-2023 Call For Projects <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>Bohnenkamp Building</td><td>1301 Adams</td><td>Exterior restoration & 2nd floor residential</td><td>\$75,000</td><td>Ready to proceed. Agreement signed.</td></tr><tr><td>Evermine Labels Building</td><td>1124 Washington</td><td>Adaptive Reuse former Elks Lodge</td><td>\$75,000</td><td>Construction in progress.</td></tr><tr><td>Front Office Solutions</td><td>1209 Adams</td><td>Roof and façade</td><td>\$65,656</td><td>Construction in progress</td></tr><tr><td>Smokehouse Restaurant</td><td>2208 Adams</td><td>Renovation and repair</td><td>\$70,164</td><td>Construction in progress</td></tr><tr><td>Country Financial</td><td>1212 Adams</td><td>Apartment</td><td>\$33,508</td><td>Approved</td></tr></table>						Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Ready to proceed. Agreement signed.	Evermine Labels Building	1124 Washington	Adaptive Reuse former Elks Lodge	\$75,000	Construction in progress.	Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress	Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress	Country Financial	1212 Adams	Apartment	\$33,508	Approved	Economic Development
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23	No Change June 24, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>The Local Station</td><td>1508 Adams</td><td>Renovation</td><td>\$32,110 progress payment</td><td>partial reimburseme nt paid Feb 2 Project at 90% and has extension through June 1st for final completion</td></tr></table>						Business	Address	Project	Funds	Status	The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimburseme nt paid Feb 2 Project at 90% and has extension through June 1 st for final completion	Economic Development																				
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							Project has applied for another 2 month extension to complete final side panels	
24	Updated October 27, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> 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. Director is reaching out to Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. Staff continues to meet with local businesses and large key employers. Staff has been working with Goss Motors to understand the impact of the Shift to Electric Vehicles and potential changes that will be needed to make this transition. This discussion now includes several local auto dealers and the School District focusing on Workforce training needs related to EV service and maintenance. 					Economic Development
25	Updated October 27, 2022	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 EV committee is revamping the monthly lunch and learn, business services networking event, and quarterly business workshop series. The Main Street Board has adopted implementation the 2017 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. The Board accepted the Director's resignation and is currently engaged in the search for a new Executive Director. The Board has hired a new Executive Director who will start November 7th The Board has been working to fill several vacant Board positions and currently has a slate of 4 new Board members before the membership Sheri Stuart with the Oregon Main Street Program is conducting Board Training and new Board member orientation this week 					Economic Development
26	Updated October 27, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> The Ignite Center is hosting La Grande Main Street's Lunch and Learn networking series. 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 					Economic Development
27	No Change December 27,	Business Development Assistance Program	<ul style="list-style-type: none"> Three loans are in the re-payment phase of this loan program from 2018 and are nearing the halfway 					Economic Development

October 2022

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

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	2021		point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements.																																								
28	Updated October 27, 2022	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none">This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.)Steering Committee did not meet during the summer but will resume monthly meetings in NovemberEOU Intern has been hired to assist with implementation of this projectWorked with the Chamber and Union County to host a Small Business Summit October 204ofthe small business owners interviewed as part of this project took and completed NEOEDD’s Business Foundations class listed above	Economic Development																																							
29	No Change September 26, 2022	Brownfields Assessment	<ul style="list-style-type: none">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.	Economic Development																																							
30	Updated October 27, 2022	Training / Education	<ul style="list-style-type: none">Staff attended the Oregon Economic Development Association (OEDA) conference and the Business Oregon Brownfields and Infrastructure Summit in October	Economic Development																																							
31	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																																							
32	Updated October 20, 2022	Statistics	<table><tr><th>Month of September, 2022</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,410,480</td><td>\$6,868,151</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$197,175</td><td>\$3,048,294</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,422,525</td><td>\$6,944,852</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$833,217</td><td>\$2,955,031</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>178</td><td>593</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>173</td><td>557</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$957,995</td><td>\$3,152,480</td></tr><tr><td># of Water accounts billed:</td><td>4,899</td><td>14,672</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>402</td><td>1,352</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,066</td><td>9,272</td></tr><tr><td># of NSF checks the City received:</td><td>4</td><td>14</td></tr></table>	Month of September, 2022	Current	YTD	Monthly Revenue (all funds)	\$1,410,480	\$6,868,151	Monthly Revenue (general fund)	\$197,175	\$3,048,294	Monthly expenses amount (all funds)	\$2,422,525	\$6,944,852	Monthly expenses (general fund)	\$833,217	\$2,955,031	# of Accounts Payable Checks issued:	178	593	# of Payroll Checks/AP issued:	173	557	Monthly Payroll expenses:	\$957,995	\$3,152,480	# of Water accounts billed:	4,899	14,672	# of LID accounts billed:	0	6	Pieces of mail processed	402	1,352	Electronic Utility Payments Received	3,066	9,272	# of NSF checks the City received:	4	14	Finance
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33	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	Finance																																							

October 2022

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

Item	Date of Change in Status	Item	Comments	Department
			LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization.	
34	No Change July 20, 2022	DPSST micro-grant	Materials purchased to complete project; work is near completion on training burn boxes. Funds have been received from OSFM	Fire
35	Updated Oct 19, 2022	CIS Security Grant	2 of 4 cameras installed and working, still waiting for parts to finish install of other cameras.	Fire
36	Updated October 19, 2022	Response Statistics	Sept 1 2022 to Sept. 30, 2022 YTD: 2438 <ul style="list-style-type: none"> Total Calls: 290 Medical: 242 Fires/MVC 31 Lift assists 15 Public assist 1 EOU Football 1 	Fire
37	No Change June 20, 2022	Fire Inspection/Code Enforcement	Fire Chief conducted 1 inspections of a local business	Fire
38	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire
39	Updated October 19, 2022	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (1) Families instructed in proper bicycle helmet use with, (2) bike helmets being provided.	Fire
40	Updated October 19, 2022	Training	<ul style="list-style-type: none"> Department drill – Joint drills with LGRFPD, Vehicle fires 2.5hrs, Apartment packs 2 hrs. Co. EMS drill –Case reviews 1.5 hrs. Monday medical meeting, Pacing and Bradycardia, 1.25 hrs. EMT Casual trainings 12 hrs. Shift drills – 18.5 hrs. various subjects Fire/Rescue online Probationary FF training – 40 hrs. 	Fire
41	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
42	Updated October 19, 2022	Department Announcements	Rescue vehicle OOS due to transmission breakdown, Repairs to be completed by 10/26. Water line to station repaired. The department is experiencing a number of supply shortages for medications and EMS soft goods. Our medical supply officer is working diligently to find available stock.	Fire
43	Updated October 19, 2022	OSFM Wildland Staffing Grant	Upstaffing has been used numerous times in the past 3 months to cover during weather events and for training. Final report and return of unused funds due early November.	Fire
44	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
45	Updated October 17,	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of	Human Resources

Item	Date of Change in Status	Item	Comments	Department																																																						
	2022		represented employees. Job descriptions are completed. Pay equity rating has been completed. HR Answers is also working on the market analysis for this group.																																																							
46	Updated October 17, 2022	Current Recruitments	<ul style="list-style-type: none">Recreation Leader position openLifeguard position (Part-time intermittent)Swim InstructorsPart-time EMT	Human Resources																																																						
47	Updated October 17, 2022	Announcements	<ul style="list-style-type: none">The Library is issuing non-La Grande residents to a non-resident membership status. The Library currently has 39 active non-resident cards. MOVING TO STATS SECTION.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.The Library is a part of the Oregon Regional Food Bank. We served a total of 89 households and 152 individuals during the month of September.	Library																																																						
48	Updated October 17, 2022	Statistics	<table><tr><th>Current Month September</th><th>Last Month August</th><th>Information from: 9/1/2022-9/30/2022</th></tr><tr><td>9,263</td><td>10,375</td><td>Circulation</td></tr><tr><td>6,073</td><td>6,979</td><td>Door count</td></tr><tr><td>75</td><td>93</td><td>New Cardholders</td></tr><tr><td>37</td><td>39</td><td>Non-resident card holders</td></tr><tr><td>14,164</td><td>14,089</td><td>Total Card holders</td></tr><tr><td>1,584</td><td>1,626</td><td>Library2Go (eBooks &audio)</td></tr><tr><td>8</td><td>8</td><td>Dial-A-Story</td></tr><tr><td>409</td><td>469</td><td>Hoopla (eBooks, movies/TV, comics)</td></tr><tr><td>49</td><td>1</td><td>MyHeritage (genealogy)</td></tr><tr><td>1</td><td>2</td><td>CreativeBug (crafts online)</td></tr><tr><td>478</td><td>335</td><td>Kanopy (movies)</td></tr><tr><td>8</td><td>10</td><td>Events in community room</td></tr><tr><td>29</td><td>14</td><td>Adult program attendance</td></tr><tr><td>74</td><td>102</td><td>Children’s program attendance</td></tr><tr><td>146</td><td>break</td><td>Teen program attendance</td></tr><tr><td>12</td><td>15</td><td>Volunteer hours</td></tr><tr><td>970</td><td>1,036</td><td>Total Sage Interlibrary Loans</td></tr></table>	Current Month September	Last Month August	Information from: 9/1/2022-9/30/2022	9,263	10,375	Circulation	6,073	6,979	Door count	75	93	New Cardholders	37	39	Non-resident card holders	14,164	14,089	Total Card holders	1,584	1,626	Library2Go (eBooks &audio)	8	8	Dial-A-Story	409	469	Hoopla (eBooks, movies/TV, comics)	49	1	MyHeritage (genealogy)	1	2	CreativeBug (crafts online)	478	335	Kanopy (movies)	8	10	Events in community room	29	14	Adult program attendance	74	102	Children’s program attendance	146	break	Teen program attendance	12	15	Volunteer hours	970	1,036	Total Sage Interlibrary Loans	Library
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49	Updated October 21, 2022	Parks Maintenance Update	<ul style="list-style-type: none">Installed 35,000 square feet of sod on the outfield of Trice Community Field paid for by the School District.Sprayed all PW well sites and shrub beds in parks.Applied 1,000 lbs fall fertilizer to all parks.Installed educational signage about boating and fishing on the new Morgan Lake restroom building.Mulched all of Riverside beds with the help of LGHS Senior service day.Irrigation and restroom shut downs.Placed stacked Eco blocks at the road entrance to Morgan Lake and will run chain across when the park closes October 31st. Hopefully, this will keep people out during the off season.	Parks & Rec-Maintenance																																																						
50	Updated	Parks Master Plan	The City Council adopted the new Parks Master Plan at	Parks & Rec -																																																						

October 2022

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

Item	Date of Change in Status	Item	Comments	Department															
	October 21, 2022		their July Regular Session. The Plan was approved by the UC Planning Commission and had it's first reading for co-adoption by the Commissioners on October 19 th .	Admin															
51	Completed October 21, 2022	Morgan Lake Restrooms	Restroom building was installed and concrete ADA pad finished. It is open for business. The educational signage has been installed and staff is closing out the grant paperwork and reimbursements.	Parks & Rec - Admin															
52	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															
53	Updated October 25, 2022	Pool Statistics September 2022	<table><tr><td></td><td><u>FY 21-22</u> <u>Sept</u></td><td><u>FY 22-23</u> <u>Sept</u></td></tr><tr><td>ATTENDANCE</td><td>1,098</td><td>1,071</td></tr><tr><td>FY TO DATE</td><td>4,820</td><td>5,741</td></tr><tr><td>REVENUE</td><td>\$2,815</td><td>\$7,584</td></tr><tr><td>FY TO DATE</td><td>\$21,448</td><td>\$40,628</td></tr></table>		<u>FY 21-22</u> <u>Sept</u>	<u>FY 22-23</u> <u>Sept</u>	ATTENDANCE	1,098	1,071	FY TO DATE	4,820	5,741	REVENUE	\$2,815	\$7,584	FY TO DATE	\$21,448	\$40,628	Parks & Rec-Aquatics
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54	Updated October 25, 2022	Pool Programs Update	<ul style="list-style-type: none">The first session of school swim lessons has finished. This year, we are teaching the 4th and 5th graders, and next year we will be teaching the 3rd and 4th graders. This plan will have us all caught up from the years that we couldn't run this program due to COVID. This program is funded by soroptimist and is typically for all La Grande 3rd graders.We are now open on Saturdays from 1-4 for Rec swim and 4-5 for Lap swimStaff are working with EOU's Outdoor program to offer Lifeguard courses for college credit. This will help both students, as well as our facility.Staff is looking into moving some bleachers around to create a café feel on the pool deck to increase revenue opportunity.Staff are working with the Swim Club to make their table area more visually appealing.We held our swim instructor intensive training in September and are seeing an increase in instruction quality.We were closed on October 22nd for LGSC's Spooktacular swim meet. This is the first Spooktacular run since 2019. There were ~200 swimmers in attendanceThe floating pumpkin patch will be October 28th from 7-8:30.We will have an extended rec swim on Veterans Day where Veterans and their families swim for half price.Dive in Movie will be held Saturday December 10th from 5-7pm. We will be showing the Polar express.	Parks & Rec-Aquatics															
55	Updated October 25, 2022	Pool Maintenance Update	<ul style="list-style-type: none">Staff have replaced the temporary fence around the slide with a permanent vinyl solution.Staff are working with the Fire Department to get a	Parks & Rec-Aquatics															

Item	Date of Change in Status	Item	Comments	Department
			<p>Nox Box installed on the outside of the building for emergency entrance.</p> <ul style="list-style-type: none"> Staff have been unable to find a paint company with access to the correct paint for the locker room floors. The paint is on back order and will be scheduled once it comes in. 	
56	Updated October 18, 2022	Recreation Program Update	<ul style="list-style-type: none"> 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 Halloween themed. Jr. Tackle Football ends this Thursday October 20th. Unfortunately, EOU does not have any availability for us to have an All-Star game. So, we are doing like High School does, each team will nominate 2-3 1st Team All Jr. Tackle players, 2-3 2nd Team All Jr. Tackle players, and 1-2 Honorable Mentions. Flag Football ends this Saturday October 22nd. PeeWee basketball registration closes Monday October 24th. We currently have 48 registrations and 5 coach registrations. Women's Volleyball registration closes on Wednesday October 19th and we will have our captains meeting that night as well. We have 5 teams registered and 3 Free Agents registered. I have already been told by one or two teams they will want some more players. We had the Skate Competition Saturday October 15th. We had 6 competitors. They all did great, there were several people there watching and cheering them on. Had awesome prizes donated by Mountain Works and Clank-Tronix. Consensus is that we should do two a year, so we will look at doing one in the Spring as well. Doggy Howl-A-Ween is this Saturday October 22nd. Petsense has not gotten back to me about partnering with us and donating prizes. I have gone into the store and emailed. I will do so again this week. We have partnered with Kitia Chambers and are helping with the Teen Halloween Costume Party this Friday October 21st at the Friendship Center. 	Parks & Rec-Recreation
57	Updated October 21, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none"> The SRTS Education Grant was funded and executed starting October 14th. The Bicycle safety coupon give away ran for the last two weeks of July. With such a great success the SRTS Coordinator is working on gathering more donations to allow this project to continue with LGPD. Coordinator facilitated an education session on the Walking School Bus through social media. Volunteers are still being sought to start the program. Walk and Roll to school day was moved to October 18th. Greenwood Elementary requested education bags and prizes for students who walked or biked to school. November 14 is Ruby Bridges walk to school day and schools will be asked if they would like to 	Parks & Rec-Urban Forestry

Item	Date of Change in Status	Item	Comments	Department																																										
			participate.																																											
58	Updated October 18, 2022	Urban Forestry Update	<ul style="list-style-type: none">Responded to twenty-six questions/concerns from the community regarding site development, clearance pruning, structural pruning, tree selection, the street tree planting program, memorial tree program, tree condition evaluations, the street tree planting program, tree removal, and nuisance complaints.Surveyed trees in Candy Cane Park for contracted maintenance.Continued three-year check/pruning of trees planted in 2019, completed Zones 1-7.Coordinated with a wood working company to mill lumber from the black walnut trees to be removed from Riverside Park.Prepped for the fall community tree planting day; updated planting list, contacted homeowners and businesses on the list, completed planting permits, and marked for the utility locates.Submitted a first quarter invoice to the Economic Development Department for work performed in the urban renewal district	Parks & Rec- Urban Forestry																																										
59	Updated October 18, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Updated maintenance records for trees pruned in Riverside Park.	Parks & Rec- Urban Forestry																																										
60	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec- Urban Forestry																																										
61	Updated October 18, 2022	September Urban Forestry Statistics	<table><tr><td>July 1, 2022 – June 30, 2023</td><td>September</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>2</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Street Trees Removed</td><td>4</td><td>5</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>2</td></tr><tr><td>Street Trees Pruned</td><td>25</td><td>148</td></tr><tr><td>Park Trees Pruned</td><td>4</td><td>73</td></tr><tr><td>Community Responses</td><td>0</td><td>70</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>1</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>8</td><td>12</td></tr><tr><td>Community Volunteer Hours</td><td>3</td><td>4</td></tr></table>	July 1, 2022 – June 30, 2023	September	YTD	Street Trees Planted	0	2	Park Trees Planted	0	0	Street Trees Removed	4	5	Park Trees Removed	0	2	Street Trees Pruned	25	148	Park Trees Pruned	4	73	Community Responses	0	70	Nuisance Responses	1	6	Field Evaluations	13	44	Ordinance Enforcement	1	3	Comm. Tree Service Permits	0	0	Site Plan Reviews	8	12	Community Volunteer Hours	3	4	Parks & Rec- Urban Forestry
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62	Updated October 25, 2022	Calendar YTD Planning Statistics	<table><tr><td></td><td>Sept. 2021</td><td>Sept. 2022</td><td>FY 21-22</td><td>Current 22-23</td></tr><tr><td>Land Use Apps</td><td>1</td><td>8</td><td>42</td><td>15</td></tr><tr><td>Zoning Approvals</td><td>5</td><td>1</td><td>55</td><td>7</td></tr><tr><td>New Business Permits</td><td>4</td><td>2</td><td>32</td><td>8</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$75</td><td>\$7,225</td><td>\$30,505</td><td>\$8,600</td></tr><tr><td>Revenue</td><td>\$125</td><td>\$0</td><td>\$1,275</td><td>\$150</td></tr></table>		Sept. 2021	Sept. 2022	FY 21-22	Current 22-23	Land Use Apps	1	8	42	15	Zoning Approvals	5	1	55	7	New Business Permits	4	2	32	8	Revenue (Land Use Fees)	\$75	\$7,225	\$30,505	\$8,600	Revenue	\$125	\$0	\$1,275	\$150	Planning												
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Item	Date of Change in Status	Item	Comments					Department
			(Zoning Approval)					
			Revenue (Parks SDC)	\$1,575	\$525	\$11,050	\$1,575	
63	No Change September 26, 2022	Notable Projects Approved or in Process Under Review	<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). 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><u>Union County Warming Station (UCWS):</u> The UCWS is looking for a new location. Their current site at 2008 3rd 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.</p> <p><u>Jacksons Food Stores (Fuel Service Station):</u> Jacksons Food Stores recently purchased the Shell and Chevron Station at the intersection of Island Avenue and Mulholland Drive. A site plan has been approved for the full demolition and reconstruction of both sites to include a larger service/convenience store, larger passenger vehicle fuel islands, and a large truck/semi-truck fuel island. This project is under construction.</p> <p><u>16th Street – 55+ housing development:</u> GCT Land Management is constructing a senior housing project that includes 8 single-family homes (one-story) and 22-24 condominiums (2-story). This project received Final Plat approval from the City Council on January 8th, 2020, subject to providing a Performance Bond, which allows for lots to be marketed and sold and permits issued for the construction of homes.</p> <p><u>EOU Field House:</u> Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional funding, which allows them to add some improvements back into the project which were removed from the final design due to budgetary challenges. The improvements added back in include installing an indoor track, elevator and administrative office spaces on the upper floor mezzanine.</p> <p><u>Cottage Home Infill Project:</u> GCT Land Management received approval from the Planning Commission for a conditional use permit and site plan for constructing three (3) cottage homes (tiny homes) at the Southeast corner of Second Street and H Avenue (across from Central Elementary School). This is a large corner lot with an existing small dwelling. This project will result in a total of 4 cottage homes on the property. This project is under construction.</p> <p><u>Timber Ridge Apartments:</u> In January 2021, Northeast Oregon Housing Authority (NEOHA)</p>					Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is under construction.</p> <p>Legacy Ford: Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees). This project is under construction.</p> <p>Napa Auto Parts: Received site plan approval in late-July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <p>Grande Ronde Hospital: Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under construction.</p>	
64	No Change September 26, 2022	Land Development Code Amendments	<p>The Planning Division Staff and Planning Commission have been holding work sessions once or twice per month (on average) since November 2021 to update the Land Development Code Ordinance. Public Hearings for adoptions are anticipated to begin by Spring 2023.</p> <p>Priority code amendments include:</p> <ul style="list-style-type: none"> Addressing the recommendations provided in the City's recently adopted Housing Production Strategy (2021). Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals). <p>Other Misc. Code Amendments coming up for discussion include:</p> <ul style="list-style-type: none"> Private road design standards & enforcement. EOU campus (parking, landscaping and other development standards and permitting processes.) 	Planning
65	No Change August 22, 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 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.</p>	Planning
66	No Change July 29, 2020	2019 Sign Code Amendments	<ul style="list-style-type: none"> Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 	Planning

Item	Date of Change in Status	Item	Comments	Department
			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.	
67	Updated 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 & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> • A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. • The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts. • On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A. • On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping. • In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. • 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. • 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 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			and we anticipate a response from FEMA in December or January.																			
68	Updated Oct 21, 2022	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>SEP 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>87</td><td>811</td></tr><tr><td>All other calls for service:</td><td>965</td><td>8,553</td></tr><tr><td>Total calls for service:</td><td>1,052</td><td>9,364</td></tr><tr><td>Case Numbers:</td><td>112</td><td>991</td></tr><tr><td>Traffic Stops:</td><td>121</td><td>1,151</td></tr></table>	TYPE OF ACTIVITY	SEP 22	YTD	Priority 911 calls for service:	87	811	All other calls for service:	965	8,553	Total calls for service:	1,052	9,364	Case Numbers:	112	991	Traffic Stops:	121	1,151	Police
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69	Updated Oct 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>SEP 22</th><th>YTD</th></tr><tr><td>Child Abuse: ▪ Physical Abuse: 9 ▪ Sexual Abuse: 5 ▪ Neglect: 19 ▪ Domestic Violence: 2 ▪ Other: 0</td><td>35</td><td>310</td></tr><tr><td>Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0</td><td>0</td><td>2</td></tr><tr><td>Domestic Violence / SART: ▪ Domestic Violence: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 1</td><td>3</td><td>23</td></tr><tr><td>Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0</td><td>0</td><td>6</td></tr><tr><td>Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 0 ▪ Background: 0 ▪ Other: 2</td><td>2</td><td>29</td></tr></table>	TYPE OF CASE	SEP 22	YTD	Child Abuse: ▪ Physical Abuse: 9 ▪ Sexual Abuse: 5 ▪ Neglect: 19 ▪ Domestic Violence: 2 ▪ Other: 0	35	310	Elder Abuse: ▪ Physical Abuse: 0 ▪ Sexual Abuse: 0 ▪ Neglect: 0	0	2	Domestic Violence / SART: ▪ Domestic Violence: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 1	3	23	Death Investigations: ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0	0	6	Miscellaneous: ▪ Assault: 0 ▪ Federal Firearms Check: 0 ▪ Background: 0 ▪ Other: 2	2	29	Police
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71	Updated Oct 21, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report) <i>Union County data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>AUG 22</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>16</td><td>129</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>72</td><td>590</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>34</td><td>256</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>1</td><td>27</td></tr></table>	TYPE OF CRIME	AUG 22	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	16	129	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	72	590	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	34	256	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	1	27	Police			
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Item	Date of Change in Status	Item	Comments			Department
		<i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	3,679	46,533	
			Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	705	9,337	
73	Updated Oct 21, 2022	Training	Operations Division: <ul style="list-style-type: none">All officers participated in ethics training titled, “Duty to Intercede”The Lieutenant participated in training titled, “Preventing Burnout”The Chief participated LOC training titled, “Homelessness in Public Spaces”The Chief attended the Oregon Association Chief’s of Police Fall Conference/TrainingMembers of the NEO Regional SWAT Team participated in monthly training. Communications Division: <ul style="list-style-type: none">Three dispatchers attended the APCO/NENA (Association of Public-Safety Communications Officials / National Emergency Number Association) training conferenceMembers of the NEO Regional SWAT Team participated in monthly training.			Police
74	No Change Aug 17, 2022	Staffing	Operations Division: <ul style="list-style-type: none">Two recruit officers are in the Field Training and Evaluation Program (FTEP).<ul style="list-style-type: none">One, hired June 2022, is in field training with a Basic Police Academy start date in February 2023.One, hired August 2022, is in field training with a Basic Police Academy start date in December 2022.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. Communications Division: <ul style="list-style-type: none">Fully staffed			Police
75	New & Complete Oct 21, 2022	Drug Take Back Event	Our Fall Drug Take Back event is scheduled for Saturday, October 29, 2022 from 10am - 2pm in the Safeway parking lot.			Police
76	No Change August 22, 2022	Water and Sewer Ordinance Review	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
77	No Change March 24, 2022	Water System Water Management and Conservation Plan (WMCP)	Staff has completed initial information gathering and updated draft is being reviewed prior to submission.			Public Works
78	No Change September 1, 2018	Jefferson Street Truck Route	This project is on hold until funding is acquired. In the new STIP cycle, the grant funding model has been updated. The updated model does appear to be favorable for the truck route project and staff will be working with ODOT to submit an application for the next cycle.			Public Works
79	Updated	Adams Avenue ADA Ramps	Construction of project is complete. Billing to State has			Public Works

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Item	Date of Change in Status	Item	Comments	Department
	October 27, 2022		been completed and staff is working on closeout with ODOT.	
80	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
81	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
82	Updated 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
83	Updated 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
84	Updated October 27, 2022	Timber Ridge Apartment Project	The contractor began laying water main from 27 th Street and two inspections have been completed.	Public Works
85	No Change August 22, 2022	Sanitary Sewer Manhole Maintenance	The parts for this project have finally arrived. This will be work that crews will do when the paving season is over.	Public Works
86	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works
87	No Change August 22, 2022	Riser Installation	The parts for this project have finally arrived. This will be work that crews will do when the paving season is over.	Public Works
88	Updated October 27, 2022	Wastewater Treatment Plant Blower Header Pipe	Still waiting on electricians and parts. The anticipated completion date for the 18" pipe being installed was October 25 but other projects have pushed that date back to November 14.	Public Works
89	Completed October 12, 2022	ERP Updates	Emergency Response Plan update has been completed.	Public Works
90	No Change September 23, 2022	Telemetry System Updates	Supplier has no update on lead times.	Public Works
91	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
92	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
93	Updated October 27, 2022	WWTP-Headworks Secondary Pump Replacement	Secondary pumps have shipped.	Public Works
94	Updated October 27, 2022	Air Quality Monitoring Project	Contractor is working on completing the air quality stations. Installation is anticipated in November.	Public Works
95	No Change August 22, 2022	SRTS Construction Grant	Staff submitted the second part of the grant application. Announcement regarding if it was successful is anticipated in September.	Public Works
96	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.	
97	Updated 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
98	Updated October 27, 2022	2022-23 Sewer Rehab Contract	Project bid opening was completed on October 19. Contract on agenda to be awarded at November's General Council Session.	Public Works
99	Updated October 27, 2022	Gekeler Lane (Aries to Fourth) Grind & Inlay Project	Project construction has been completed and paperwork for project closeout is being processed.	Public Works
100	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
101	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
102	Updated October 27, 2022	Service Inspections on 12 th Street & 16 th Street	16 th Street services are all copper. Galvanized services on 12 th Street have been identified and materials are ordered.	Public Works
103	Completed October 6, 2022	Main Avenue (Second to Fourth) Overlay	Overlay has been completed.	Public Works
104	No Change September 23, 2022	Broken Antenna Bracelet	AMI antenna (water meter reading) at Island City Well has a broken bracelet. Materials have been ordered and the repair will require 120' man lift to reach top of pole to complete repair.	Public Works
105	Completed September 22, 2022	Pioneer Drive Paving	Pioneer Drive has been paved.	Public Works
106	Updated 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
107	Updated October 27, 2022	18 th 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
108	Updated October 27, 2022	WWTP Rebuilt Pumps	Pumps are ready to install the week of November 1.	Public Works
109	Updated October 27, 2022	WWTP Lab	The WWTP lab pulled 115 samples in the last 30 days and performed 438 different analytical tests.	Public Works
110	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works
111	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
112	New Item October 27, 2022	ARPA: Roadway Paving Funding	Crews have begun work on 16 th 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.	
113	New Item October 27, 2022	Effluent Piping Painting	Crew will be onsite the week of November 1.	

Item	Date of Change in Status	Item	Comments			Department
114	Updated October 27, 2022	Public Works Statistics		Sep 22	Fiscal YTD	Public Works
			Sewer taps installed	0	3	
			Water taps installed	4	5	
			Water leaks repaired	1	3	
			Water meters installed	N/A	N/A	
			Square feet of street paved	347,152	505,052	
			Water produced (MG)	108.87	299.61	
			WWTP flows (MG)	50.03	173.70	

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 April 25, 2022	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> ROI Grant Entrepreneur Ecosystem First payment of \$30,000 received Jan 28 Steering Committee Held First in person meeting in April Currently identifying key focus groups and survey materials 	Business Oregon / ROI	Eco Dev
2	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
3	No Change May 25, 2022	DPSST Micro Grant	December 2020	\$5,080	\$5,080	N/A	Approved April 7 th , 2022	Department Of Public Safety and Standards	Fire
4	No Change July 22, 2022	Security Grant	June 6, 2022	\$10,000	\$3782.82	\$6,217.18	Awarded June 9, 2022	CIS	Fire
5	No Change July 22, 2022	OSFM Wildland season staffing grant	June 17 th 2022	\$33,000	\$33,000	N/A	Awarded June 20 th , 2022	Oregon State Fire Marshal	Fire
6	No Change 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	Installation scheduled for May 26, 2022	Oregon State Marine Board	Parks & Recreation
7	No Change May 23, 2022	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved.	ODFW	Parks & Recreation
8	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Received letter to proceed and contract.	Federal dollars thru State Parks	Parks & Recreation Public Works
9	No Change	Safe Route To	March 17,	\$131,068	\$100,000	\$31,068.4	Approved	Federal	Parks &

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	June 24, 2022	School Non-Infrastructure	2022	.49		9 PTO and \$7,799.72 cash match.		dollars thru State Parks	Recreation Public Works
10	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
11	No Change August 22, 2022	Adams Avenue ADA ramp improvements	February 2020	\$583,710	\$583,710	In-kind design services	Work is 90% complete.	ODOT	Public Works
12	No Change August 22, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Agreement with consultant has been reached. Project anticipated to commence in September.	ODOT	Public Works
13	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