



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

CITY MANAGER AND STAFF REPORT TO THE MAYOR AND CITY COUNCIL For the Month of October 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 October 18, 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. A Work Session is tentatively scheduled for December, 2023. See updates in the City Manager section below.	City Manager
6	Updated October 4, 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. The kick off meeting with the consultant is set for October 19, 2023.	City Manager

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

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of October 25, 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

Wednesday, November 1	REGULAR SESSION
Monday, November 6	WORK SESSION: <i>System Development Charges (SDC)</i>
Friday, November 10	(Observed) HOLIDAY
Monday, November 13	WORK SESSION: <i>Eastside Water and Sewer Funding</i>
Thursday/Friday, November 23 & 24	HOLIDAY
Monday, November 27	WORK SESSION: <i>Codification Review</i>
Monday, December 4	WORK SESSION: <i>5-Year Fiscal Outlook</i>
Wednesday, December 6	REGULAR SESSION
Monday, December 11	WORK SESSION: <u>TBD</u>
Wednesday, December 13 th - 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: <i>Goal 9 Economic Opportunity Analysis</i>
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; FEMA Floodplain update; Emergency Operation Plan Report; ATV/ATU 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 October 17, 2023	All Building Permits September 2023	<u>September 2023</u>				Building				
			Permit Type	Permits	Permit Fees	Plan Review Fees					
			City of LG Building:	14	\$12,531.00	\$8,076.90					
			UC Building:	11	\$19,524.00	\$11,868.35					
			City of LG MFH	0	\$0						
			UC MFH	2	\$900.00						
			City of LG Mechanical	14	\$1,937.50						
			UC Mechanical	23	\$1,904.50						
			City of LG Plumbing	13	\$4,647.00						
			UC Plumbing	5	\$1,242.00						
			City of LG Electrical	16	\$1,475.50						
			UC Electrical	24	\$3,116.50						
			City of LG Demolition	1	\$95						
			UC Demolition	0	\$0						
			AG Exempt permits	2							
			TOTALS:	125	\$47,373.00	\$19,945.25					
			Fiscal Year Running Totals:	362	\$160,068.15	\$56,403.10					
			2	Updated October 17, 2023	Housing Permits September 2023	New Housing Building Permits				Building	
						City of La Grande					
						Type of Structure			Total Number of		
									Buildings		Housing 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					
Union County											
Type of Structure		Total Number of									
		Buildings				Dwelling Units					
Single Family Dwelling – Detached & Attached		2				2					
Accessory Dwelling Units		1	1								

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3	Completed October 4, 2023	City Manager Evaluation	The City Manager’s annual evaluation for 2022-2023 complete and was approved by the City Council at their October 4 th Regular Session.	City Manager																																																																																								
4	No Change March 1, 2023	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The new ordinance regarding camping on public property which regulates the time, place, and manner within the City of La Grande took effect in February, 2023.	City Manager																																																																																								
5	No Change July 11, 2023	B2H	The Oregon Public Utilities Commission approved Idaho Power’s application for a certificate of public convenience and necessity.	City Manager																																																																																								
6	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																																																																																								

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7	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
8	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
9	New Item October 18, 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 commenced on the projections and a City Council Work Session is tentatively set for December 4, 2023.	City Manager
10	New Item 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
11	Updated October 18, 2023	Market Place Family Foods Agreement Amendment FUTURE AGENCY ACTION ITEM	The District Manager and City Attorney are in ongoing discussions with the property owner and his attorney regarding a possible amendment to the agreement. The Agency provided the District Manager with guidance on October 4 th and an updated proposed amendment was provided to the property owner.	District Manager
12	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	District Manager

Item	Date of Change in Status	Item	Comments	Department																										
			discuss the potential project. The Proposed FY 2023-2024 Agency Budget includes carrying over the \$500,000 of funding.																											
13	No Change September 27, 2023	City Council Election - 2024	<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 Two (2), Three (3), and Four (4) are due to expire on 12/31/2024.</p> <p>The 2024 Primary Election (if necessary) is scheduled for Tuesday, May 21, 2024, see below for important dates:</p> <p><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.</p>	City Recorder																										
14	No Change August 25, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	The Attorney for CivicPlus met with City Staff and City Attorney to complete the Legal Review of the code on July 28, 2023. During review, we determined what the final contents of the code will be. The next step in process will be for the CivicPlus Attorney to make the necessary changes to the computer files constituting the code and preparing the final draft (proof) for our review. Estimated time for the proofs to come back to City Staff for review will be end of October, beginning of November. A Work Session has been scheduled for Monday, November 27, 2023, to go over the final proofs with the City Council.	City Recorder																										
15	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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16	No Change April 21, 2023	Surplus Property Disposal and Procurement Resolution Update FUTURE COUNCIL ACTION ITEM	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Through researching current ORS regarding Local Contract Review Boards (Ordinance 2774, Series 1989), found that ORS 279.055 has been repealed and replaced with	City Recorder																										

October 2023

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			ORS 279A.060. This Ordinance should be updated to reflect current ORS. Continuing to research other Ordinances and Resolutions that will be linked to this ORS update that will need to be updated with current state regulations. Found Resolution #2, Series 1990, and Resolution #4, 1994 should also be updated to reflect current ORS. Found that most of ORS (Chapter) 279 had been repealed in Year 2003 and now, the Public Contracting statutes have been divided into three chapters, known as ORS 279A, 279B, and 279C.																															
17	Updated 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																														
18	No Change August 28, 2023	2023-2024 Façade Grant Program	<table border="1"> <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 Ave</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 Ave	Painting	\$6,000	Approved	Economic Development																				
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19	Updated October 23, 2023	2022-2023 Façade Grant Program	<table border="1"> <tr> <td>Hermann Financial Building</td><td>107 Elm Street</td><td>Renovate entry, windows and door</td><td>\$7,500</td><td>Approved</td></tr> <tr> <td>United finance Miracle Ear</td><td>115 Elm Street</td><td>Repair windows and repaint trim</td><td>\$7,500</td><td>Approved project is complete and grant paid</td></tr> <tr> <td>Eric Laurence</td><td>1124 Adams Ave</td><td>Repair and replace 2nd floor windows</td><td>\$7,500</td><td>Approved project is complete and grant paid</td></tr> </table>	Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7,500	Approved	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	Economic Development															
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20	No Change September 15, 2023	2023-2024 Call For Projects Program	<p>2023-2024 Call For Projects opened March 13, 2023. The City received 9 applications with a declared value of \$1874,469 and \$589,916 in funding requests. At the Joint Urban Renewal Agency and URAC special session on July 10. The Agency approved the following Call For Project Grants for 2023-2024</p> <table border="1"> <tr> <td>Eastern Wheelworks</td><td>711 Adams Ave</td><td>Renovation of Sunshine Corner Gas Station</td><td>\$75,000</td><td>In progress</td></tr> <tr> <td>Evermine / Elks Building</td><td>1124 Washington</td><td>Replace Driveway with elevated patio gathering space</td><td>\$75,000</td><td>Approved</td></tr> <tr> <td>NK West Building / Retail storefront</td><td>1204 Adams</td><td>New Retail Space</td><td>\$57,403</td><td>approved</td></tr> <tr> <td>Reed & Associates</td><td>904 Adams .</td><td>Site improvements and renovation</td><td>\$8597</td><td>Approved</td></tr> <tr> <td>Rodeway Inn</td><td>402 Adams</td><td>Hotel renovation</td><td>\$75,000</td><td>In Progress</td></tr> <tr> <td>Valley Insurance</td><td>1215 Adams</td><td>Renovation Old Umpqua</td><td>\$59,000</td><td>In progress</td></tr> </table>	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	Approved	NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	approved	Reed & Associates	904 Adams .	Site improvements and renovation	\$8597	Approved	Rodeway Inn	402 Adams	Hotel renovation	\$75,000	In Progress	Valley Insurance	1215 Adams	Renovation Old Umpqua	\$59,000	In progress	Economic Development
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21	No Change September 15, 2023	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>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. Progress Payment \$30,328 Paid</td></tr> <tr> <td>Smokehouse Restaurant</td><td>2208 Adams</td><td>Renovation and repair</td><td>\$70,164</td><td>Construction in progress. Progress Payment of \$23,506 paid</td></tr> </table>	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	Economic Development
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Business	Address	Project	Funds	Status																				
The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another extension until June 2023 to complete final side panels																				
23	Update, October 23, 2023	Business Development/Recruitment	<ul style="list-style-type: none"> Director continues to work closely with the Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. (These meetings are on hold during multiple staff transitions) Staff continues to meet with local businesses and key employers as possible. Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment. The Economic Needs Assessment is now complete and a URAC work session to update the Goal 9 goals in our Comprehensive Plan is scheduled for November 16th Two new videos produced promoting La Grande a place to do business have been completed. 1 Video focuses on manufacturing and features 5 businesses "Made in La Grande". 2nd video showcases downtown and MainStreet revitalization efforts. Both videos can be viewed on our website at https://www.lagrandeed.com/about/city-of-la-grande-urban-renewal-agency/p/item/19253/made-in-la-grande-oregon-la-grande-economic-development 	Economic Development																				
24	Updated October 23, 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 	Economic Development																				

October 2023

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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
			<p>Vitality (EV) Committee</p> <ul style="list-style-type: none"> EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan. Currently working with dining & entertainment cluster 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 Main Street's Executive Director has resigned. The Board is reviewing the job description and planning the search process. Main Street is working with the State program and a consultant to reassess program activities and implement the Main Street Refresh plan. Public meeting was held in July and the Board has met with the consultant to review findings. Staff transition will impact implementation timeline. Main Street hosted the Eastern Oregon Beer Fest in August. Main Streets 2nd Women in Business gathering was held September 26 at Brickyard Lanes. Economic Development Staff was a presenter at the Oregon Main Streets Conference Oct 4-7 and was able to attend the entire conference along with volunteer Main Street Board Member Nicole Felty 	
25	Updated September 15, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	Staff continues to work with EOU's REV Center to explore collaborative opportunities combine Ignite services with the proposed Innovation Hub with the Firehouse Building as a potential colocation opportunity for both ventures. Staff 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
26	Updated 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 One loan is currently requesting a temporary deferral. Staff is working on this request and if granted the eligibility for forgiveness would be deferred by an equal period of time. This loan did receive a deferral and has started a new repayment schedule as of October 2023 	Economic Development
27	Updated October 23, 2023	Entrepreneur Ecosystem Assessment & Development FUTURE COUNCIL	<ul style="list-style-type: none"> Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen 	Economic Development

October 2023

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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
		ACTION ITEM	<ul style="list-style-type: none"> 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 will need Council approval. This item is on the November Council agenda 	
28	Updated October 23, 2023	Brownfields Assessment	<ul style="list-style-type: none"> 6 property owners are participating and have submitted property nominations, 2 projects have been approved for Regulated Building Material Surveys, two phase I reviews are complete, and two more phase 1's are in progress. Anticipating 3 phase 2 analyses will be funded. 1 property owner has chosen not to move forward. BTI was able to allocate additional funds for the La Grande projects and has approved moving forward with the 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 of La Grande beyond staff time to support this process. Staff has started to assemble the steering committee for this project including City staff from Economic Development, Public Works, and Planning. Additionally, La Grande Main Street has endorsed the planning project and will have three (3) Board members serving on the steering committee. Staff is reaching out to business and property owners within the study area for additional committee representation. Held the first meeting with the City staff and consultant team on September 1. First meeting with the full steering committee is scheduled for September 18 and first public meeting is scheduled for October 17. 3 properties within the planning area have changed hands and are being redeveloped including the former True Value Hardware building, the Former Millers Lumber building and the former Napa Auto Parts Store. The EONI building is currently listed for sale. The assessment project still includes a Regulated Materials Survey of the old Firehouse building that will be scheduled later this winter. 	Economic Development
29	New Item October 23, 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. 6 members of the public attended the walking tour with consultants, 8 members of the public attended 	Economic Development

Item	Date of Change in Status	Item	Comments	Department																																							
			<p>the public meeting in person, and two joined virtually.</p> <ul style="list-style-type: none">Consultant will be launching an online/digital survey in November																																								
30	Updated October 23, 2023	Staff Development	<ul style="list-style-type: none">Staff continues to serve on the Oregon Economic Development Association’s Tax Increment Finance CommitteeStaff served on the Oregon Main Street Awards Selection Committee and the Oregon Economic Development Awards Selection CommitteeStaff presented at and was able to attend the Oregon Main Street’s ConferenceStaff completed one additional OEDA Certification Course on October 9.Staff attended the OEDA Annual Conference October 9-11	Economic Development																																							
31	No Change March 3, 2023	Chart of Accounts Review	<ul style="list-style-type: none">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																																							
32	Updated October 17, 2023	Statistics	<table><tr><td>Month of September, 2023</td><td>Current</td><td>YTD</td></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,555,843</td><td>\$5,619,476</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$343,500</td><td>\$1,633,315</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,654,506</td><td>\$7,781,217</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,140,068</td><td>\$3,627,978</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>205</td><td>655</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>184</td><td>58</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$1,040,936</td><td>\$3,443,218</td></tr><tr><td># of Water accounts billed:</td><td>4,909</td><td>14,737</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed:</td><td>425</td><td>1,290</td></tr><tr><td>Electronic Utility Payments Received:</td><td>3,299</td><td>9,584</td></tr><tr><td># of NSF checks the City received:</td><td>9</td><td>21</td></tr></table>	Month of September, 2023	Current	YTD	Monthly Revenue (all funds)	\$1,555,843	\$5,619,476	Monthly Revenue (general fund)	\$343,500	\$1,633,315	Monthly expenses amount (all funds)	\$2,654,506	\$7,781,217	Monthly expenses (general fund)	\$1,140,068	\$3,627,978	# of Accounts Payable Checks issued:	205	655	# of Payroll Checks/AP issued:	184	58	Monthly Payroll expenses:	\$1,040,936	\$3,443,218	# of Water accounts billed:	4,909	14,737	# of LID accounts billed:	0	6	Pieces of mail processed:	425	1,290	Electronic Utility Payments Received:	3,299	9,584	# of NSF checks the City received:	9	21	Finance
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33	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none">Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1st 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																																							
34	Update October 25, 2023	Response Statistics	August 1 2023 to August 31, 2023 YTD: 2517 <ul style="list-style-type: none">Total Calls: 314Medical: 263Fires/MVC 37Lift assists 10Other (public Service) 4	Fire																																							

Item	Date of Change in Status	Item	Comments	Department		
35	Updated October 25, 2023	Fire Inspection/Code Enforcement/Investigations	<ul style="list-style-type: none">4th Street family practiceIMESD	Fire		
36	No Change February 17, 2023	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.	Fire		
37	Update October 25, 2023	Training	<ul style="list-style-type: none">Department drill – Joint drills with LGRFPD, Grande Ronde Hospital tour, 2.5 hrs.Department drill – Joint drills with LGRFPD DPSST Mobile fire training unit –3.25 hrs.Co. EMS drill Case reviews, 1 hr.EMT Casual trainings 16 hrs.Shift drills –34.25 hrs. various subjectsOfficer development – 2.25 hrs.Fire Rescue online	Fire		
38	Updated October 25, 2023	Department Announcements	Our Department Administrative assistant, Jennifer Fox received recognition at the fall conference of the Oregon Fire Service Office Administrators for her completion of levels 1, 2, and 3 of the accreditation program	Fire		
39	Updated October 17, 2023	Current Recruitments	<ul style="list-style-type: none">Receptionist PDEnforcement Officer PDRecreation Leader Fall positionsCommunications Technician (3)Lifeguard positionSwim InstructorsParks Lead PersonPolice Officer	Human Resources		
40	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		
41	Updated October 17, 2023	Announcements	<ul style="list-style-type: none">September library programs & attendance numbers:Mystery Book Club- 9Subscription Book Boxes- 8Outreach School Visits- 14D&D Gaming- 16	Library		
42	Updated October 17, 2023	Statistics	Current Month September	Last Month August	Information from: 9/1/2023-9/30/2023	Library
			9,944	10,810	Total Circulation:	
			3,759	4,062	Adult Collection	
			772	879	Young Adult Collection	
			5,319	5,716	Children’s Collection	
			94	153	Hot spots/Chromebook/misc.	
			6,424	7,368	Door count	
			99	105	New Cardholders	
			41	41	Non-resident card holders	
15,311	15,212	Total Card holders				
1,783	1,820	Libby (eBooks &audio)				
6	6	Dial-A-Story				

Item	Date of Change in Status	Item	Comments			Department
			246	310	Hoopla (eBooks, movies/TV, audiobooks, music)	
			21	35	MyHeritage (genealogy online)	
			N/A	2	CreativeBug (crafts online)	
			58	85	Kanopy (Foreign films/Great Courses)	
			9	5	Community room paid events	
				4	Community room library events/City Dept. events	
			12	13	Volunteer hours	
			1,033	1,180	Total Sage Interlibrary Loans	
43	Updated 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. Participated with LGHS Day of Service where high school seniors spread bark mulch along the Island Avenue landscaping strip near the railroad tracks. Plumbing repairs have been made in several parks. 			Parks & Rec-Maintenance
44	No Change August 9, 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. Next steps include working with OWRD on FEMA funding for final design and construction.			Parks & Rec - Admin
45	Updated 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
46	Updated 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
47	Updated October 26, 2023	Pool Statistics September 2023		FY 22-23 September	FY 23-24 September	Parks & Rec - Admin
			ATTENDANCE	1,071	1,502	
			FY TO DATE	5,741	5,838	
			REVENUE	\$7,584	\$9,383.42	
			FY TO DATE	\$40,628	\$42,338.12	
48	Updated October 26, 2023	Pool Programs Update	<ul style="list-style-type: none"> 5 out of 6 Lifeguard students passed their certification course. These new guards have started work and have availability to cover our most difficult to staff shifts. School Swim lessons started up with Central's 4th grade being the first class of the year. This year we will teach 3rd and 4th grades which will then have us caught up after COVID closures. Following this 			Parks & Rec-Aquatics

Item	Date of Change in Status	Item	Comments	Department
			year, we will only need to schedule the 3rd grade classes for lessons.	
49	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
50	Updated October 26, 2023	Recreation Program Update	<ul style="list-style-type: none"> Flag Football and Jr. Tackle Football will finish up on October 21st. Tackle will have a final end of season Jamboree at EOU on the 28th on the turf field. 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. We are in the second week of that program. Women's Volleyball registration closes on October 18th. We are at 7 teams and 10 free agents. Games start on October 24th. Peewee Basketball registration closes October 23rd. We currently have 67 kids registered and 10 coaches. Games will start November 4th. We are currently planning a Haunted Trail for October 27th and 28th at Riverside. We have actors, ordered props and other things, and have started selling tickets. Over 50 tickets have already sold. 	Parks & Rec-Aquatics
51	No Change September 20, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> August Walking Park Tour successfully documented areas that need improvement the walking infrastructure to Riverside park. 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. The coordinator is looking for volunteers who know basic bicycle maintenance. The coordinator included educational materials at the Seventh-grade conference which reached all of the seventh graders in Union County. Upcoming: October 4th walk and roll to school day. 	Parks & Rec-Recreation
52	Updated October 23, 2023	Urban Forestry Update	<ul style="list-style-type: none"> Responded to twenty-one questions/concerns from the community regarding; tree selection and the street tree planting program, tree pruning and removal, tree condition evaluations, and nuisance complaints. Provided media interviews regarding the trees vandalized on North Second Street to raise public awareness about the value of trees in our community. Attended the Oregon Community Trees quarterly board meeting. Social media outreach: La Grande's Community Forestry Program slide series and media links. Reviewed land use applications and submitted 	Parks & Rec-Urban Forestry

Item	Date of Change in Status	Item	Comments	Department																																										
			<div>landscape recommendations.</div> <ul style="list-style-type: none">Continued the coordination of fall planting; updated spreadsheets for delivery and planting groups.Attended the September CLFC meeting.UF intern watered new trees weekly until leaving for college in mid-September.Coordinated a pruning day for the CLFC.Pruned the trees at City Hall to provide visibility for the security cameras.Removed pavers, reset irrigation lines and mulched trees in the Urban Renewal District.Removed and replaced the oak trees vandalized on N 2nd St.																																											
53	No Change August 16, 2023	Urban Forestry Tree Inventory Project	Coordinated with AP to create a dashboard to display tree inventory information.	Parks & Rec- Urban Forestry																																										
54	Updated October 23, 2023	September Urban Forestry Statistics	<table><tr><td>July 1, 2023 – June 30, 2024</td><td>September</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>14</td><td>14</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Street Trees Removed</td><td>8</td><td>26</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>2</td></tr><tr><td>Street Trees Pruned</td><td>17</td><td>267</td></tr><tr><td>Park Trees Pruned</td><td>0</td><td>59</td></tr><tr><td>Community Responses</td><td>21</td><td>89</td></tr><tr><td>Nuisance Responses</td><td>2</td><td>8</td></tr><tr><td>Field Evaluations</td><td>9</td><td>47</td></tr><tr><td>Ord. Enforcement Actions</td><td>0</td><td>0</td></tr><tr><td>Comm. Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>4</td><td>12</td></tr><tr><td>Community Volunteer Hours</td><td>15</td><td>20</td></tr></table>	July 1, 2023 – June 30, 2024	September	YTD	Street Trees Planted	14	14	Park Trees Planted	0	0	Street Trees Removed	8	26	Park Trees Removed	0	2	Street Trees Pruned	17	267	Park Trees Pruned	0	59	Community Responses	21	89	Nuisance Responses	2	8	Field Evaluations	9	47	Ord. Enforcement Actions	0	0	Comm. Tree Service Permits	0	0	Site Plan Reviews	4	12	Community Volunteer Hours	15	20	Parks & Rec- Urban Forestry
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55	Updated October 24, 2023	Calendar YTD Planning Statistics	<table><tr><td></td><td><u>Sept. 2022</u></td><td><u>Sept. 2023</u></td><td><u>FY 22-23</u></td><td><u>Current 23-24</u></td></tr><tr><td>Land Use Apps</td><td>9</td><td>5</td><td>48</td><td>10</td></tr><tr><td>Zoning Approvals</td><td>1</td><td>0</td><td>28</td><td>12</td></tr><tr><td>New Business Permits</td><td>2</td><td>2</td><td>37</td><td>6</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$7,225</td><td>\$1,635</td><td>\$14,587</td><td>\$5,415</td></tr><tr><td>Revenue (Zoning Approval)</td><td>\$0</td><td>\$0</td><td>\$650</td><td>\$175</td></tr><tr><td>Revenue (Parks SDC)</td><td>\$0</td><td>\$0</td><td>\$4,200</td><td>\$1,575</td></tr></table>		<u>Sept. 2022</u>	<u>Sept. 2023</u>	<u>FY 22-23</u>	<u>Current 23-24</u>	Land Use Apps	9	5	48	10	Zoning Approvals	1	0	28	12	New Business Permits	2	2	37	6	Revenue (Land Use Fees)	\$7,225	\$1,635	\$14,587	\$5,415	Revenue (Zoning Approval)	\$0	\$0	\$650	\$175	Revenue (Parks SDC)	\$0	\$0	\$4,200	\$1,575	Planning							
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56	Updated October 24, 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	Planning																																										

Item	Date of Change in Status	Item	Comments	Department
			<p>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 just completed.</p> <p><u>LGSD Wildcat Center (@ LG Middle School):</u> On August 17th, 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) 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</p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>project is under construction, with roughly half of the apartment buildings completed and in the process of being occupied by renters. The remaining buildings are scheduled to be completed later this Fall and Winter.</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. The land use elements (required site improvements) are completed. This project is closed out.</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> <p>Beckner Rezone of former Miller's Lumber site: On August 8th, 2023, the Planning Division considered an application to rezone the former Miller's Lumber site from Light Industrial to General Commercial for accommodating a commercial tenant, <i>Underground Oasis</i>. This rezone request was considered by the City Council on September 6th, with a First Reading of the Ordinance; and a Second Reading and adoption on October 4th, 2023. Final payment of required application fees is pending, then this project will be considered complete.</p> <p>Becker Rezone of Property Behind Miller's Lumber, Oxarc, and KIE: On August 8th, 2023, the Planning Division considered an application to rezone a portion of the Becker property located off Walton Road, adjacent to the former RD Mac ponds from Medium Density Residential (R-2) to General Commercial (GC). This rezone request was considered by the City Council on September 6th, with a First Reading of the Ordinance; and a Second Reading and adoption on October 4th, 2023. All fees have been paid and this project is complete.</p>	
57	New Item October 24, 2023	Annexation of UGB Properties FUTURE COUNCIL ACTION ITEM	<p>During the City Council work session held on October 23, 2023, Planning Department Staff discussed 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 	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>UGB Islands where properties receive City services (by Resolution).</p> <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. 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. 	
58	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward.	Planning
59	No Change September 27, 2023	Economic Opportunity Analysis FUTURE COUNCIL ACTION ITEM	<p>In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City's economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City's existing commercial and industrial lands and forecasts the City's 20-year future need for commercial and industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p>	Planning/ Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<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>	
60	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 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 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
			<p>reviewing the City's request.</p> <ul style="list-style-type: none"> In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. 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. 	
61	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 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"> 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). Have avoidance measures to steer development away from floodplain areas by one or more of the following: 	Planning

Item	Date of Change in Status	Item	Comments	Department																		
			<div><div><div>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.</div><div>b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; & include limits on % of impervious surface and require mitigation measures.</div><div>c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive)</div></div><div><div>3. Create a vegetative buffer/setback/corridor for all aquatic features in the floodplain.</div><div>4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted).</div><div>5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management).</div><div>6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created).</div></div><div>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.</div></div>																			
62	Updated October 17, 2023	<u>Statistics:</u> Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>SEP 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>97</td><td>764</td></tr><tr><td>All other calls for service:</td><td>992</td><td>8,026</td></tr><tr><td>Total calls for service:</td><td>1,089</td><td>8,790</td></tr><tr><td>Case Numbers:</td><td>106</td><td>952</td></tr><tr><td>Traffic Stops:</td><td>83</td><td>794</td></tr></table>	TYPE OF ACTIVITY	SEP 23	YTD	Priority 911 calls for service:	97	764	All other calls for service:	992	8,026	Total calls for service:	1,089	8,790	Case Numbers:	106	952	Traffic Stops:	83	794	Police
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63	Updated October 17, 2023	<u>Statistics:</u> Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i>	<table><tr><th>TYPE OF CASE</th><th>SEP 23</th><th>YTD</th></tr><tr><td>Child Abuse:<div><div>▪ Physical Abuse: 1</div><div>▪ Sexual Abuse: 5</div><div>▪ Neglect: 22</div><div>▪ Domestic Violence: 4</div><div>▪ Other: 0</div></div></td><td>32</td><td>332</td></tr><tr><td>Elder Abuse:<div><div>▪ Physical Abuse: 0</div><div>▪ Sexual Abuse: 0</div><div>▪ Neglect: 0</div></div></td><td>0</td><td>1</td></tr><tr><td>Domestic Violence / SART:<div><div>▪ Sexual Assault: 2</div><div>▪ SART: 0</div></div><div>(Sexual Assault Response Team)</div></td><td>2</td><td>16</td></tr></table>	TYPE OF CASE	SEP 23	YTD	Child Abuse: <div><div>▪ Physical Abuse: 1</div><div>▪ Sexual Abuse: 5</div><div>▪ Neglect: 22</div><div>▪ Domestic Violence: 4</div><div>▪ Other: 0</div></div>	32	332	Elder Abuse: <div><div>▪ Physical Abuse: 0</div><div>▪ Sexual Abuse: 0</div><div>▪ Neglect: 0</div></div>	0	1	Domestic Violence / SART: <div><div>▪ Sexual Assault: 2</div><div>▪ SART: 0</div></div> <div>(Sexual Assault Response Team)</div>	2	16	Police						
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Item	Date of Change in Status	Item	Comments	Department																		
			<div><div>▪ Other: 0</div><div>Death Investigations:<div><div>▪ Unattended: 0</div><div>▪ Suicide: 0</div><div>▪ Homicide: 0</div><div>▪ Suspicious: 1</div></div></div><div>Miscellaneous:<div><div>▪ Assault: 0</div><div>▪ Federal Firearms Check: 2</div><div>▪ Background: 0</div><div>▪ Other: 0</div></div></div></div>																			
64	Updated October 17, 2023	Statistics: Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>SEP 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>523</td><td>4,438</td></tr><tr><td>All calls for service:</td><td>2,352</td><td>20,133</td></tr><tr><td>Traffic (air-time):</td><td>170</td><td>1,487</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>190</td><td>1,588</td></tr><tr><td>Records requests processed:</td><td>111</td><td>881</td></tr></table>	TYPE OF ACTIVITY	SEP 23	YTD	Priority 911 calls for service:	523	4,438	All calls for service:	2,352	20,133	Traffic (air-time):	170	1,487	Case reports handled: (LGPD / UCSO)	190	1,588	Records requests processed:	111	881	Police
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65	Updated October 17, 2023	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>JUL 23</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>20</td><td>129</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>67</td><td>467</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>17</td><td>210</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>0</td><td>29</td></tr></table>	TYPE OF CRIME	JUL 23	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	20	129	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	67	467	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	17	210	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	0	29	Police			
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67	Updated September 18, 2023	Training	Operations Division: <ul style="list-style-type: none">The Chief and Lieutenant participated in training titled, “Leading and Supervising the FTO Unit”One officer participated in online training titled, “Active Shooter 4”One Sergeant attending a Handgun Instructor courseOne Officer participated in online training titled, “De-escalation and Minimizing Use of Force”One Sergeant participated in online training titled, “Tip for Successful Supervisors”Members of the NEO Regional SWAT Team participated in monthly training Communications Division: <ul style="list-style-type: none">All Dispatchers participated in Ethics trainingOne Dispatcher participated in online training titled,	Police																		

Item	Date of Change in Status	Item	Comments	Department
			<p>“Excited Delirium”</p> <ul style="list-style-type: none"> One Dispatcher participated in Evidence Technician training One Dispatcher participated in online training titled, “Suicide and Crisis Lifeline” One Dispatcher participated in online training titled, “Bomb Threats in Schools” One Dispatcher participated in online training titled, “Diversity in the Workplace” One Dispatcher participated in online training titled, “Active Shooter for Schools” One Dispatcher participated in online training titled, “Absorbents and Spills” One Dispatcher participated in online training titled, “Active Shooter: Recognition and Response” One Dispatcher participated in online training titled, “Anti Bias for Law Enforcement” Members of the NEO Regional SWAT Team participated in monthly training 	
68	Updated October 17, 2023	Staffing	<p><u>Operations Division:</u></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 scheduled to attend the basic police academy in November. A Recruit Police Officer that was hired in July, resigned prior to completion of his training. We are currently taking applications to fill one vacancy. <p>Professional Staff-</p> <ul style="list-style-type: none"> Administrative Assistant Carla Greenough, a 20-year employee, will retire effective November 3. Erin Dickhausen, was our Code Enforcement Officer, has been selected for promotion to this position. Code Enforcement Officer We are currently taking applications to fill this vacancy. First Review of apps was on Oct 13. <p><u>Communications Division:</u></p> <p>911 Dispatcher-</p> <ul style="list-style-type: none"> We have three (3) vacant positions. We continue to take applications and test to identify candidates to fill these vacancies. Two candidates have been provided conditional job offers. <p>Professional Staff-</p> <ul style="list-style-type: none"> Secretary Lisa Reddington, a longtime employee, will retire effective November 1. Marissa Brown, our current Receptionist, has been selected for promotion to this position. Receptionist We are currently taking applications to fill this vacancy. First Review of apps was on Oct 13. 	Police

Item	Date of Change in Status	Item	Comments	Department
69	Updated October 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> <p>Council approved contracting with our selected provider during regular session of the City Council on October 4.</p> <p>Our kick-off meeting with the Mackenzie group will be on October 19.</p>	Police
70	New Item 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
71	No Change September 18, 2023	Drug Take Back	Our Fall Drug Take Back event is scheduled for Saturday, October 28, 2023 from 10am - 2pm in the Safeway parking lot.	Police
72	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
73	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
74	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
75	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
76	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
77	No Change October 27,	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

Item	Date of Change in Status	Item	Comments	Department																					
	2022																								
78	No Change April 24, 2023	Sanitary Sewer Manhole Maintenance	This project will resume after the construction/paving season.	Public Works																					
79	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																					
80	Updated 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																					
81	Updated October 26, 2023	Brock Family Trust Subdivision Between 16 th and 18 th Streets	Water crew will return to complete Phase II of mainline mid-November, weather permitting.	Public Works																					
82	Updated October 23, 2023	Second Street Roadway Reconstruction	The roadway is complete. Crews are finishing up the backfill and replacing signs. Backfill will be hydroseeded in the spring.	Public Works																					
83	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																					
84	No Change March 24, 2023	18 th Street (Gekeler Slough) Bridge Replacement	Crews completed cleanup of the ditch between 16 th and 18 th Streets to help prepare for project.	Public Works																					
85	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works																					
86	Updated October 23, 2023	ARPA: Roadway Paving Funding	Paving season is completed for this year. Additional projects will be completed in the spring.	Public Works																					
87	No Change December 29, 2022	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	Staff is preparing capital improvement lists to be forwarded to a consultant to develop proposed costs associated with new fees. This will be done concurrently with water and sewer system development charges for review by Council.	Public Works																					
88	Updated October 31, 2023	Public Works Statistics	<table><tr><td></td><td>Sep 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>1</td><td>4</td></tr><tr><td>Water taps installed</td><td>2</td><td>4</td></tr><tr><td>Water leaks repaired</td><td>1</td><td>8</td></tr><tr><td>Square feet of street paved</td><td>95,900</td><td>225,855</td></tr><tr><td>Water produced (MG)</td><td>87.50</td><td>380.63</td></tr><tr><td>WWTP flows (MG)</td><td>42.75</td><td>141.42</td></tr></table>		Sep 23	Fiscal YTD	Sewer taps installed	1	4	Water taps installed	2	4	Water leaks repaired	1	8	Square feet of street paved	95,900	225,855	Water produced (MG)	87.50	380.63	WWTP flows (MG)	42.75	141.42	Public Works
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89	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																					
90	Updated 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																					
91	Updated October 31, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	NHMP was submitted to Oregon Emergency Management (OEM) on October 6. Plan will be forwarded to FEMA for approval following OEM review. Anticipated adoption of plan is early next year.	Public Works																					
92	Updated October 31, 2023	STBG Roadway Projects	Paving season is completed for this year. Additional projects will be completed in the spring.	Public Works																					

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93	Updated 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
94	Updated 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
95	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
96	Completed October 26, 2023	Highway 30 Well Repair	The heat sync fan failed at the Highway 30 well. A new fan cluster was installed and the repair is complete.	Public Works
97	Completed October 26, 2023	UCMR Water Samples	UCMR water samples were collected at each well site and delivered to the lab in Moscow, ID.	Public Works
98	Completed October 26, 2023	Hydrant Flushing	Crews have completed the annual hydrant flushing.	Public Works
99	Updated October 26, 2023	Hotel at 26 th Street and Mulholland Avenue	6" water main was extended past the project area in anticipation of future development. An additional fire hydrant was installed on this new main.	Public Works
100	No Change July 28, 2023	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repair materials have been ordered.	Public Works
101	New Item October 26, 2023	Wildcat Building	Water and sewer services are scheduled to be installed at the Wildcat Building the week of November 6.	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	No Change July 20, 2023	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Department is using grant funds to maintain staffing while crew members train new hires, and increase staffing on red flag, extreme heat days.	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	No Change May 16, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Pending	Oregon State Parks	Parks & Recreation
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