



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

MONTHLY REPORT
September 2021
City Manager's Top Priorities for 2021

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated September 23, 2021	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 on the annual audit is ongoing.	City Manager
2		COVID-19 Recovery: Continue to take all necessary actions to comply with the State and Federal mandates related to the COVID-19 pandemic as well as identify and implement policies and programs to assist in the recovery efforts within the City's resources.	See updates in new section below	City Manager
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	No Change June 28, 2021	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
5	No Change October 27, 2020	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	We still need to address the police department facility but this is on hold at present.	City Manager
6		Housing: Complete the Comprehensive Housing Production Strategy (HPS) and upon completion and adoption, implement the strategy.	See updates under Planning below.	Planning

Item No.	Date of Change in Status	Item	Comments	Lead Department
7		FEMA Maps and Land Use Code Amendments: Complete the public process and submittal to FEMA for updating the City's Floodplain Maps, and complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning
8	Updated September 23, 2021	Staffing: Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	The 2021-22 Adopted Budget includes funding for a compensation study that will be conducted for the Management Group and non-represented employees once we fill the vacant Human Resource Specialist position. We have been successful in filing Director level vacancies in a more timely fashion thus far.	City Manager

COVID-19 Pandemic Related Action Items

Item	Date of Change in Status	Item	Comments	Department
1	Updated September 23, 2021	COVID-19 Surge and City Response	Union County has been averaging over 20 new cases a day for the month of September. With the significant increase in cases, the City Council again declared a state of emergency at their September 1, 2021, Regular Session.	City Manager
2	New Item September 23, 2021	City Hosted COVID-19 Town Hall	The City is hosting a COVID-19 Town Hall meeting on September 27 th to provide an opportunity for the public to hear from four local healthcare providers on what they are seeing during the surge in cases and to answer questions regarding COVID-19 and vaccinations.	City Manager
3	New Item September 23, 2021	State Healthcare Worker COVID-19 Vaccination Mandate	The State of Oregon has implemented a vaccination mandate for healthcare workers with an October 18, 2021, compliance date. This applies to our Fire Department. Those employees who are subject to the mandate must be fully vaccinated by the deadline or have an approved religious or medical exception approved as a condition of employment.	City Manager
4	New Item September 23, 2021	Federal COVID-19 Vaccination Mandate	President Biden announced a vaccination mandate and the Department of Labor's (DOL) Occupational Safety and Health Administration (OSHA) is developing a rule that will require all employers with 100 or more employees to ensure their workforce is fully vaccinated or require any workers who remain unvaccinated to produce a negative test result on at least a weekly basis before coming to work. The City of La Grande will be subject to this rule. Once the rule is published we will comply with the requirements and keep the Council informed of the actions taken and resulting impacts.	City Manager
5	No Change May 26, 2021	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. Emergency Loan Program: A total of 30 loans have been approved totaling \$219,020. \$177,520 was disbursed last fiscal year with an additional \$41,500 disbursed since July 1, 2021. Five of the loans have been repaid in full as of May 2021. Business Software Program: 3 grants have been awarded. Remaining Funds as of May 26, 2021: \$8,580	City Manager
6	Updated September 23, 2021	American Rescue Plan Act (ARPA) Funding	The City of La Grande has received the first allocation of \$1,511,086 ARPA funds. The Work Session planned for the Council to continue discussing options and public involvement scheduled for September 13, 2021, was postponed until the COVID-19 related restrictions allow for in-person meetings.	City Manager
7	Updated September 23, 2021	COVID-19 CDBG Funding	The City applied for and was awarded \$150,000 of Community Development Block Grant funding to provide assistance to businesses in La Grande and	Economic Development

September 2021

3

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

			Union County. NEOEDD is administering the program and has made nine grant awards totaling \$104,000. Two of the grants were awarded to employers and five were awarded to income-qualifying microentrepreneurs. The grant awards range from \$9,000 to \$25,000. Seven of the grants were made to businesses in La Grande, one to a business in Union and one to a business in North Powder. The grant requires the money to be used by July 2021 but we have requested an extension. The City Council conducted the required Public Hearing on September 1, 2021, to hear from the public regarding the grant.	
8	No Change November 18, 2020	COVID transports	Crews have transported numerous known positive or suspected COVID patients recently, the department requires full PPE on all medical calls and increased disinfection of vehicles and equipment. Crews have been very diligent in their safety practices.	Fire
9	No Change January 27, 2021	Fire Station COVID-19 Improvements	<ul style="list-style-type: none"> • 6 station HVAC units were retrofitted with ionization units. • All areas of the station are on cleaning and disinfection daily. • Installation of plexiglass barrier is being scheduled for front lobby area, for when public is allowed back into the station. • UV light disinfection has been added to the weekly schedule for the office area of the station. • Ambulances continue to be cleaned and disinfected after every transport. • Crews wearing full COVID protection on all medical responses. 	Fire
10	No Change August 31, 2021	COVID Improvements	<p>COVID-19 Building Safety Measures taken in 2020: ionizers installed on HVAC system to clean and filter the circulating air; building occupancy management system/people counters installed at all entrances; plex shields installed at circulation desk; no-touch faucets and soap dispensers installed in all restrooms; two new laptops for work from home situations; stockpiled a few months of PPE.</p> <p>The Library has installed 6 storage lockers outside the front entrance of the building to be used for afterhours and weekend pickup of patron requests.</p>	Library
11	No Change May 25, 2021	COVID Improvements	<ul style="list-style-type: none"> • Touchless bathroom fixtures have arrived and will be installed during bathroom remodel at the Public Works shops. Touchless fixtures have been installed at the Treatment Plant. 	Public Works

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of September 23, 2021

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.

2021

Wednesday, October 6	REGULAR SESSION
Wednesday, November 3	REGULAR SESSION
Thursday, November 11	HOLIDAY
Thursday, November 25	HOLIDAY
Friday, November 26	HOLIDAY
Wednesday, December 1	REGULAR SESSION
Wednesday, December 15 th – TENTATIVE HOLIDAY OPEN HOUSE (4:30 – 6:00)	
Friday, December 24	HOLIDAY
Friday, December 31	HOLIDAY

2022

Wednesday, January 5	REGULAR SESSION
Monday, January 17	HOLIDAY
Monday/Tuesday, January 24 & 25	COUNCIL/URA RETREATS

Work Session topics with dates to be determined: Annual Audit Report; ARPA Funding Use Discussion (when in-person meetings resume); Joint Work Session Council/Landmarks Historic District Standards (May 2022 or Later). 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 September 16, 2021	All Building Permits August 2021	<u>August 2021</u>				Building				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>					
			City of LG Building:	16	\$10,630.00	\$5,531.70					
			UC Building:	10	\$8,224.00	\$5,345.60					
			City of LG MFH	0	\$0						
			UC MFH	0	\$0						
			City of LG Mechanical	5	\$3,475.00						
			UC Mechanical	8	\$629.00						
			City of LG Plumbing	5	\$852.00						
			UC Plumbing	8	\$1,341.00						
			City of LG Electrical	22	\$2,677.00						
			UC Electrical	28	\$4,243.75						
			City of LG Demolition	0	\$0						
			UC Demolition	0	\$0						
			AG Exempt permits	6							
			TOTALS:	108	\$32,071.75	\$10,877.30					
			Fiscal Year Running Totals:								
			Totals:	245	\$77,524.75	\$29,709.10					
			2	Updated September 15, 2021	Housing Permits August, 2021	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				1					
Duplex Units		0				0					
Manufactured Homes		0				0					
Comm. Apartments		0				0					
TOTAL DWELLING UNITS		1				2					
Union County											
Type of Structure		Total Number of									
		Buildings				Dwelling Units					
Single Family Dwelling – Detached & Attached		3				3					
Accessory Dwelling											

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3	Updated September 23, 2021	Human Resource Specialist Vacancy	Anita Zink submitted her resignation this month with a last working day of August 20 th . We are currently testing candidates and have interviews scheduled for September 27 th .	City Manager																																																																																												
4	Completed September 23, 2021	Economic Development Director Vacancy	Timothy Bishop has been selected to fill the position with a start date of October 21 st .	City Manager																																																																																												
5	No Change July 30, 2021	Market Place Family Foods Agreement Amendment	The Agency has received a report on employment and the report is being reviewed.	District Manager																																																																																												
6	No Change September 18, 2018	Planning/Building Process Enhancements	Staff is reviewing how we respond to potential and actual project proposals in an effort to assure the right people are aware of projects that they can assist with or where they will have review/approval roles. The goal is to streamline the process and reduce confusion where possible. We are currently looking at how we can modify our correspondence to be more helpful. We have identified a process for including more Staff earlier in the timeline.	City Manager																																																																																												
7	No Change September 29, 2020	Urban Renewal Targeted Project Policy Development	Based on the Urban Renewal Agency Retreat, Staff will work on a new policy for targeting specific properties for Agency initiated grant funding. The Agency has \$200,000 available for a targeted URA project in the current budget. Staff is coordinating with Side A Brewing, NEOEDD, EOU, and the Fire Museum to develop a project in the unused space of the historic firehouse that would allow partner organizations to expand their missions. The project would enable Ignite	District Manager																																																																																												

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			to relocate and expand to this City-owned property and include partner organizations that also provide services to entrepreneurs and small businesses including but not limited to: NEOEDD, EOU College of Business and LG Main Street. The focus of this project is economic resiliency for new and existing businesses in Union County as they recover from the impacts of COVID-19. The intent is to submit the grant application by October 1, 2020. The grant may require matching funds. The funding in the URA Targeted Project budget would be the source.					
8	No Change September 13, 2019	System Development Charges/Water and Sewer Connection Fee Review	The City Council met with the Staff in a Work Session to discuss the existing methodology for assessing water and sewer connection fees and potential revisions that could be made. Staff will do additional research before moving forward with any changes. Also discussed were needed revisions to the Sewer Ordinance and Fee Resolution that will be presented to the City Council for consideration in the near future.	City Manager				
9	No Change January 29, 2019	Police Building	During the Council Retreat the need for addressing the situation with the Police Department was discussed. Recently improvements to the building and increased maintenance efforts have helped with the situation, but the need for a permanent solution remains. Staff will work on potential solutions as part of an overall capital improvement strategy for the City’s General Fund.	City Manager				
10	No Change March 26, 2021	B2H	The Administrative Law Judge denied the requests to compel the City to provide documents and answer questions which has initially be submitted to the City as informal requests for information in conjunction with the contested case regarding the B2H project. In consultation with the City Attorney, the City’s response had been that the requested information could not be provided in the timeframe submitted and that absent a requirement from the Administrative Law Judge, the requests would be subject to the public records request process including payment of fees to provide the records.	City Manager				
11	Updated September 23, 2021	Codification of City Ordinances	The City’s Ordinances have never been codified to create a single City Code. Staff is currently scheduling presentations from vendors who perform this service, which will include a legal review of all Ordinances, the creation of a City Code, and online hosting of the Code once it is complete. The project is included in the budget and the process will take several months, with the City Council adopting the Code upon completion. Cross-referencing code numbers to confirm amended and repealed codes are accounted for and complete. Codification of ordinances is complete, review is needed on a handful of ordinances to confirm if they should be part of the City Code or get repealed or amended as part of the codification process. Once we complete the review and have confirmation on final ordinance count we can get final bids from vendors.	City Recorder				
12	Updated September 23,	Advisory Commission Vacancies	<table><tr><td colspan="2">The following table outlines the existing vacancies.</td></tr><tr><td>Advisory Commission</td><td>Vacancies</td></tr></table>	The following table outlines the existing vacancies.		Advisory Commission	Vacancies	City Recorder
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Advisory Commission	Vacancies							

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	2021		<table><tr><td>Air Quality</td><td>7/7</td><td></td></tr><tr><td>Arts</td><td>1/7</td><td></td></tr><tr><td>Building Board of Appeals</td><td>5/5</td><td></td></tr><tr><td>Budget Committee</td><td>0/7</td><td></td></tr><tr><td>Community Landscape/Forestry</td><td>1/5</td><td></td></tr><tr><td>Landmarks</td><td>1/5</td><td></td></tr><tr><td>Library</td><td>0/5</td><td></td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>3/7</td><td></td></tr><tr><td>Parks and Recreation</td><td>0/7</td><td></td></tr><tr><td>Planning</td><td>0/5</td><td></td></tr><tr><td>Union County Tourism</td><td>0/2</td><td></td></tr><tr><td>Urban Renewal</td><td>2/5</td><td></td></tr><tr><td></td><td></td><td></td></tr></table>					Air Quality	7/7		Arts	1/7		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	2/5					
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13	Updated September 23, 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. Draft Ordinance is retyped. Researching State regulations.					City Recorder																																							
14	No Change August 23, 2021	2020-2021 Façade Program	<table><tr><th colspan="5">2020-2021 Façade Grant Projects</th></tr><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>La Fiesta</td><td>1802 Adams</td><td>Drive-thru window for COVID Emergency</td><td>\$6,195.75</td><td>Completed</td></tr><tr><td>Paul Swigert</td><td>1212 Adams</td><td>Ally stairs, deck, windows and doors</td><td>\$7,500</td><td>Completed</td></tr></table>					2020-2021 Façade Grant Projects					Business	Address	Project	Funds	Status	La Fiesta	1802 Adams	Drive-thru window for COVID Emergency	\$6,195.75	Completed	Paul Swigert	1212 Adams	Ally stairs, deck, windows and doors	\$7,500	Completed	Economic Development																			
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						12/10/21 final payment \$17,708 1/26/21		
18	No Change June 28, 2021	2019-2020 Call for Projects Program	2019-2020 Call for Projects Outstanding					Economic Development
			Business	Address	Project	Funds	Status	
			Steve's Outdoor Adventures	316 Antelope Dr.	New Construction for business Expansion	\$75,000	Project in process. Progress payment \$37,500	
19	No Change June 28, 2021	Pre-2018 Call for Projects Program	Call for Projects carried over					Economic Development
			Business	Address	Project	Funds	Status	
			Brickyard Lanes 2014	1212 Jefferson	Bowling alley	\$80,000 award \$40,050 remaining	In Process	
20	No Change May 19, 2021	Business Development/Recruitment	<ul style="list-style-type: none"> Continued to assist small businesses, particularly restaurants with accessing financial assistance. The Business Retention and Expansion survey was launched on-line on January 13, 2021. This survey will be followed with focus groups and interviews with individual businesses). To date, we have had more than 110 surveys returned. The City/County and Chamber are working together to identify major employers to survey and interview in addition to the other surveys and focus groups. Four focus groups have been identified. We are in the process of drafting questions to ask the focus groups. Continuing to survey and interview major employers. The results of the survey will be used by the Rural Development Initiative (RDI), to create an action plan to address the needs of the businesses and will provide specific tasks for the key economic development stakeholders. The BRE project is also the first step in developing an Entrepreneurial Ecosystem Map, which will create an overview of the assets and gaps in entrepreneurial resources, as well as a companion documents designed to help entrepreneurs identify how to access assistance to their specific needs. The BRE project is funded through a \$30,000 grant to RDI and a \$3,000 investment of Urban Renewal funds. The Entrepreneurial Ecosystem Map project is funded partially through the Business Oregon Rural Opportunity Initiative Grant and through a grant from the Kauffman Foundation. Rebel Woolworks will be opening soon on Adams Avenue. Assisted in pairing the building owner and business owner together. Partnering with OTEC and Golden Shovel to develop and implement new Economic Development Website. Continuing to write content for the Economic Development website. Will continue to discuss Comprehensive Plan changes. The Mason's have a professional realtor who is 					Economic Development

Item	Date of Change in Status	Item	Comments	Department
			actively working to fill the space formerly occupied by JC Penney. Talked to a potential project for this building.	
21	No Change June 28, 2021	Retail Development Project:	<ul style="list-style-type: none"> RARE participant is using SCOUT to create market research packets and giving presentations to La Grande retail businesses that are interested in this service. 10 Packets have been created and two presentations have been given. Additional marketing presentations can be created with information downloaded from SCOUT. Panda Express, a second business from the Buxton list has broken ground in Island City. 	Economic Development
22	No Change May 19, 2021	La Grande Main Street Downtown	<ul style="list-style-type: none"> In collaboration with the Library, the Mayor, LGMSD, Chamber and Brent Clapp media, submitted video grant application for the TMobile Hometown Techover. Participating on La Grande Main Street's Board of Directors, Business Development (Biz Dev) and Organization Committees. Assist with planning for Biz Dev activities including "Hot Topics." Launching Block Captain program with Economic Vitality Committee. Each committee member will work with businesses in a defined area to build a relationship with the businesses. Still working on this launch. This committee and LGMSD have been selected for a pilot project through Oregon Main Street to develop a strategic plan for the committee to be used as a template for other programs in OMS. A series of 8 monthly sessions will begin in March with Rural Development Initiative (RDI) and OMS as the facilitators. This project was funded through grant money to RDI. Continue to participate in this monthly training. The homework for the current month is to collect previous plans and data. The EV Committee is working on this task. Brainstormed ideas for additional projects with the Economic Vitality Committee. 	Economic Development
23	Updated September 23, 2021	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> Our request through the Congressional Direct Spending process to fund major renovation was not approved. Ignite currently has two businesses and 3 people using the facility. While COVID restrictions are in place, 3 is the maximum we are accommodating for co-working. Reconsidering occupancy requirements. Have one additional user at Ignite and two more inquiries. Researching program changes for Ignite that will strengthen entrepreneurial support and provide multiple funding opportunities. Research includes models developed and supported by the Center on Rural Innovation and the Kauffman Foundation. Drafting MOU for partners that would co-locate in expanded Ignite in historic firehouse, Getting ready to re-start the SPARK women's peer- 	Economic Development

September 2021

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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
			<p>to-peer outreach group. It is anticipated that the first meeting will be in June 2021 and possibly via Zoom.</p> <ul style="list-style-type: none"> We are anticipating another round of Technical Assistance through the 5-County Grant that is sub-granted to NEOEDD. We are still working on the details of what services will be provided. Business Planning will still be offered. Initial results from the BRE survey can also help identifying short-term needs we can address with this grant. Working with NEOEDD to hire consultants to provide direct assistance to businesses in form of help with business plans, getting business on-line, social media, market plans, business videos, Excel and Quickbooks classes. Through a partnership with Rural Development Initiatives (RDI), Ignite received a \$35,000 grant from the Kauffman Foundation, which is the premier researching and supporting entrepreneurial development. We are nearing the end of the Kauffman grant period. In a recent survey conducted by Ignite for this grant, 91% of respondents gave Ignite a score of 10/10. Finalizing projects funded by this grant as it will close in June 2021. Lorrie McKee (RARE) has started posting podcasts for "Pod Cast Wednesdays." Posts in the month of February will focus on getting a business on-line. Lorrie is working with other stakeholders to develop a video podcast that will feature other local groups. It is anticipated that the first video blogs will be posted in May 2021...still working on this. 	
24	No Change July 30, 2021	Urban Renewal Programs:	<ul style="list-style-type: none"> The 2021-2022 Call for Projects Grant is closed. The two applications submitted for funding were approved by the Agency on July 7, 2021. There is increased interest in the regular Façade grant program. Continued working with CFP awardees regarding project questions and funding. Six additional Façade Grant projects have come forward. Working closely with LGMSD to process grant applications and continue moving the projects forward. 	Economic Development
25	No Change September 18, 2018	Business Development Assistance Program	Three loans are in the re-payment phase.	Economic Development
26	No Change December 28, 2020	Retail Development Program	One business from the Buxton list is progressing through the building permit process and will be located in Island City.	Economic Development
27	No Change January 3, 2020	Chart of Accounts Review	<ul style="list-style-type: none"> 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 	Finance

Item	Date of Change in Status	Item	Comments	Department		
			been sent out for review and is now being finalized.			
28	Updated September 23, 2021	Statistics	Month of August, 2021	Current	YTD	Finance
			Monthly Revenue (all funds)	\$3,698,743	\$5,549,166	
			Monthly Revenue (general fund)	\$2,020,428	\$2,615,478	
			Monthly expenses amount (all funds)	\$1,553,886	\$4,047,428	
			Monthly expenses (general fund)	\$776,660	\$1,950,554	
			# of Accounts Payable Checks issued:	209	420	
			# of Payroll Checks/AP issued:	188	376	
			Monthly Payroll expenses:	\$905,404	\$2,080,471	
			# of Water accounts billed:	4,875	9,748	
			# of LID accounts billed:	0	4	
			Pieces of mail processed	483	1,038	
			Electronic Utility Payments Received	2,921	5,785	
			# of NSF checks the City received:	2	7	
			29	No Change September 5, 2019	Employee Self Service (ESS)	
30	No Change October 20, 2020	Transient Lodging Tax Ordinance	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization.	Finance		
31	No Change July 27, 2021	DocuSign	Working on developing a way to send and approve all invoices for payment electronically. This will allow a more efficient and effective way to handle all invoices. It will also give us the capability to attach invoices to the checks within our financial software, Springbrook. Currently all departments have been informed on how the process works and a Zoom meeting was set-up with DocuSign for any questions departments had.	Finance		
32	Updated September 20, 2021	Response Statistics	Aug 1 to Aug 31, 2021 YTD: 2097 <ul style="list-style-type: none">Total Calls: 353Medical: 292Fires/MVC 37Lift assists 21Other 3	Fire		
33	No change June 16, 2021	Fire Inspection/Code Enforcement	Chief working with homeowner building in the UGB to establish water supply for fire protection requirements	Fire		
34	No Change July 27, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire		
35	Updated September 20, 2021	Child Safety Seat Installations and Bicycle Helmets	(1) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats.	Fire		

Item	Date of Change in Status	Item	Comments	Department
			(0) Families instructed in proper bicycle helmet use with, (0) bike helmets being provided.	
36	Updated September 20, 2021	Training	Department drill 8/3/21 – Ladders Department drill 8/17/21- Cancelled Co. EMS drill 8/19/21 – Monday medical meeting- IV pumps. EMT Casual trainings 36hrs– various dates. Shift drills – Train Engine fires Defensive tactics- 1.5 hrs.	Fire
37	No Change Oct. 24, 2020	Traffic school	Traffic school has not been conducted since February due the Fire station being closed to the public.	Fire
38	Updated September 20, 2021	Department Announcements	Firefighter/Paramedic review September 15, 2021. One application, scheduled to test and interview 9/28/21	Fire
39	Updated August 24, 2021	Public Education	Crews participated in school programs at Central and Greenwood.	Fire
40	Updated August 26, 2021	Current Recruitments	<ul style="list-style-type: none"> Firefighter/Paramedic position open. 1st review on 5/17/2021. No qualified applicants and continuing to advertise. Police Officer position open. Background in progress. 	Human Resources
41	No Change June 25, 2021	Literacy Center	<ul style="list-style-type: none"> The Literacy Center distributed free books donated by the community to all of the free little libraries in La Grande. They also set-up a table during the Tuesday Farmer's Market and gave away books. Computers have arrived and are ready to put into use; awaiting a finalized MOU from EOU. Partnering with EOU on a state library grant application that would see up to 3 computers installed in the Literacy Center for use by those in the community who are working on their GED; these folks would connect virtually to tutors at EOU. In addition, EOU will provide on-site tutors for local students who need tutoring which the current volunteers are unable to provide. The Literacy Center now offers Take-Out service. Free materials for learners at their skill level. Available in most Reading, Math, and Vocabulary levels. To order literacy materials, call the Library at 541.962.1339 or email Myra at mbritschgi@cookmemoriallibrary.org. Families who are currently using the Literacy Center services may turn in their learning packets for review and return books and games they may have checked out. 	Library
42	Updated September 15, 2021	Announcements	<ul style="list-style-type: none"> Kip Roberson accepted the Director of Library Services position at the Teton County Library in Jackson, Wyoming. Carrie Bushman will be Interim Library Director for 1 year. The library volunteers are beginning to return and we currently have 3 to help us out again. The Library has implemented cash handling processes using the Finance Department's Springbrook software. Patrons may now pay for copies, lost materials, non-resident memberships, donations, etc. using a credit/debit card. Patrons 	Library

Item	Date of Change in Status	Item	Comments	Department																					
			<p>may now pay for lost materials thru their online account.</p> <ul style="list-style-type: none">• Summer Reading is now over and was very successful considering we didn't have in-person programming and it was mostly virtual. We had 216 children and teens ages 0-18 and 49 adults register for the program. We gave away prize baskets for the teens and adults and 3 big prizes, including a robotic dog, giant floor piano and karaoke machine to the kids.• The Library has begun transitioning non-La Grande residents over to a non-resident membership status. The Library currently has 29 non-resident cards made.• The Library received a \$5,307 Ready to Read grant from the State Library of Oregon. This grant funds the annual summer reading program.• The Library began checking out ChromeKits to the public at the end of August. A ChromeKit contains a Chromebook laptop and a Wi-Fi hotspot. Patrons with accounts in good standing may borrow the kit for one week at a time; currently, we have 5 kits available. Funds from the OR Community Foundation for our new public computers have been reallocated so that we can purchase more ChromeKits.• Storytime will be starting again in-person on September 23, from 10:30-11:30 am in the story circle. Masks will be required for those 5 and older. A new library program, Baby Bumps will be starting on September 22, from 11-12 in the community room. This is a casual group for expectant parents to connect and create community.• The Library's Little Free Food Pantry is back inside the building and remains accessible to anyone experiencing food insecurity. We have recently placed a donation container at the front desk to encourage our patrons to help out, as our supply is dwindling.• In an attempt to connect the underserved patrons in La Grande to the internet, the Library has doubled the number of Wi-Fi hotspots is has for checkout from 10 to 20. In early August, the Library will begin offering 2 ChromeKits for checkout. A ChromeKit contains a Chromebook laptop and a Wi-Fi hotspot. If successful, the Library will look for ways to add to the program.																						
43	Updated September 15, 2021	Statistics	<table><tr><td>Current Month August</td><td>Last Month July</td><td>Information from: 8/1/2021-8/31/2021</td></tr><tr><td>10,043</td><td>8722</td><td>Circulation</td></tr><tr><td>5179</td><td>N/A</td><td>Door count</td></tr><tr><td>52</td><td>60</td><td>New Cardholders</td></tr><tr><td>13,444</td><td>20,459</td><td>Total Card holders</td></tr><tr><td>51</td><td>68</td><td>Overdue notices</td></tr><tr><td>1540</td><td>1691</td><td>Library2Go (eBooks &audio)</td></tr></table>	Current Month August	Last Month July	Information from: 8/1/2021-8/31/2021	10,043	8722	Circulation	5179	N/A	Door count	52	60	New Cardholders	13,444	20,459	Total Card holders	51	68	Overdue notices	1540	1691	Library2Go (eBooks &audio)	Library
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September 2021

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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
			29	14	Dial-A-Story	
			355	345	Hoopla (eBooks, movies/TV, comics)	
			137	100	Kanopy (movies)	
			0	6	Freeding (eBooks) We dropped this subscription service due to lack of use.	
			0	0	Events in community room	
			1	24	Adult program attendance	
			0	0	Children's program attendance	
			1	20	Teen program attendance	
			20	13	Volunteer hours	
			842	762	Total Sage ILL	
					Freeding ended last month, as we didn't get enough foot traffic to justify the cost. Door count numbers are once again being tracked. The total cardholders has dropped significantly because we had been counting expired cards in the past.	
44	Updated September 22, 2021	Parks Maintenance Update	<ul style="list-style-type: none"> Managing dramatic increase in pavilion rentals including extra cleaning and maintenance. Continue to manage downtown garbage, pesticide application, mowing, and overall parks maintenance. 			Parks & Rec-Maintenance
45	Updated September 22, 2021	Artificial Turf Ballfields	<ul style="list-style-type: none"> EOU and LGSD are funding artificial turf for Optimist Baseball and Trice Community Softball infields. Working with volunteers and PW, installed gravel surface for both Optimist and Community Repaired Community Field's scoreboard wiring Completed temporary irrigation repairs on Optimist baseball field. Assisted PW with the installation of the drain line to Optimist Field 			Parks & Rec-Maintenance
46	Completed September 22, 2021	Welcome Sign Improvements	The La Grande Rotary Club completed the repairs of the Welcome sign across from McDonald's and it looks amazing! Special thanks to them.			Parks & Rec-Maintenance
47	No Change January 6, 2020	Recreation Center	The Committee has been actively meeting this fall and has looked at a variety of properties. Their main goal this fall is to finalize a location and plan fundraising efforts.			Parks & Rec-Admin
48	Updated September 22, 2021	Parks Master Plan	The Parks & Recreation Advisory Commission discussed the results of the survey, now the next steps are to host several focus groups where they will dive deeper in to the data.			Parks & Rec - Admin
49	No Change July 29, 2021	Morgan Lake Restrooms	Staff was successful in procuring two grants from State Marine Board and ODFW to fund a new vault toilet to be installed at the South end of Morgan Lake near the entrance. Restroom building has been ordered with planned installation in October.			Parks & Rec - Admin
50	No Change	Riverside Greenway Trail	Staff has applied for one more grant through Oregon			Parks & Rec -

Item	Date of Change in Status	Item	Comments	Department															
	July 29, 2021	Extension Grants	State Parks since the Travel Oregon and AARP grants were denied. State Parks notification in November.	Admin															
51	Updated September 15, 2021	Pool Statistics August 2021	<table><tr><td></td><td>FY 20-21 <u>August</u></td><td>FY 21-22 <u>August</u></td></tr><tr><td>ATTENDANCE</td><td>775</td><td>1623</td></tr><tr><td>FY TO DATE</td><td>1222</td><td>3722</td></tr><tr><td>REVENUE</td><td>\$1,655</td><td>\$8,501</td></tr><tr><td>FY TO DATE</td><td>\$2,149</td><td>\$18,633</td></tr></table>		FY 20-21 <u>August</u>	FY 21-22 <u>August</u>	ATTENDANCE	775	1623	FY TO DATE	1222	3722	REVENUE	\$1,655	\$8,501	FY TO DATE	\$2,149	\$18,633	Parks & Rec-Aquatics
				FY 20-21 <u>August</u>	FY 21-22 <u>August</u>														
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			FY TO DATE	1222	3722														
			REVENUE	\$1,655	\$8,501														
FY TO DATE	\$2,149	\$18,633																	
52	Updated September 15, 2021	Pool Programs Update	<ul style="list-style-type: none">October swim lessons are online for registration. We are still short on staff so only able to run group lessons and no private lessons at this time.Fall Hours are in effect as of August 27th.	Parks & Rec-Aquatics															
53	Updated September 15, 2021	Pool Maintenance Update	<ul style="list-style-type: none">Pool was closed Sept. 4-12 for maintenance. Pool tile, gutters and stainless steel were cleaned. Plaster was patched and a light replaced on the small pool. Winterized the outdoor pool.We continue COVID cleaning protocols facility throughout the day.	Parks & Rec-Aquatics															
54	Updated September 20, 2021	Recreation Program Update	<ul style="list-style-type: none">Flag and Optimist Football are now in full swing. Flag has 162 registrations and Optimist has 62 registrations.Afterschool Program is now in it's 3rd week with 14 registrations each week. Unfortunately we weren't able to start in the schools due to COVID rates, but we should be moving into the schools on Oct 4th.Planning has started for Doggy Halloween. Staff will meet with Petsense this week to iron out the details. This will be the 3rd year that this event has run.The Skateboard Tournament will be on October 2nd from 12-3pm	Parks & Rec-Recreation															
55	Updated September 15, 2021	Safe Routes To School Program Update	<ul style="list-style-type: none">Up next:<ul style="list-style-type: none">Farmers Market on October 2nd to give more bicycles away.October 6th is international walk and roll to school day.The Bike August swap had a very minimal attendance. For future events, we will try networking with other bicycle groups to get more advertisement.Coordinator is still working on gathering donations of small bicycles to build a fleet of balance bikes. So far, 6 have been donated.The coordinator is working with Central school to start a pilot walking school bus that will eventually be coordinated with the other grade schools. Walking school busses are groups of parent volunteers that help walk each other's children to school and establish meeting points.The coordinator's tentative plan for the school year includes student art calendar, distracted driving	Parks & Rec-SRTS															

Item	Date of Change in Status	Item	Comments	Department																																										
			campaign, and the introduction of other days to promote walking and bicycling to school.																																											
56	Updated September 16, 2021	Urban Forestry Update	<ul style="list-style-type: none">Continued storm response of pruning or removal of thirty-five damaged street trees in the Greenwood neighborhood.Continued watering/monitoring young trees.Coordinated the community service clearance pruning of the Island Avenue greenway trees; 40 trees pruned in August, 50 man hours donated.Coordinated the summer BAP awards: residential – Merle and Bertha Feik, 1015 Benton Avenue, commercial – Combe Wellness Center, 1002 4th St.Surveyed the trees at the lower City reservoir and made recommendations for pruning, removals and fuels reduction.Met with the Public Works Director and City Planner to determine next steps for addressing paving in the public right-of-way. Public Works staff will draft specifications.	Parks & Rec-Urban Forestry																																										
57	Updated September 16, 2021	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none">Continued updating data transferred to the ArcGIS street tree inventory.Began inventory of tree planted in 2019.	Parks & Rec-Urban Forestry																																										
58	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec-Urban Forestry																																										
59	Updated September 16, 2021	August Urban Forestry Statistics	<table><tr><td>July 1, 2021 – June 30, 2022</td><td>August</td><td>YTD</td></tr><tr><td>Street Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Park Trees Planted</td><td>0</td><td>0</td></tr><tr><td>Street Trees Removed</td><td>7</td><td>15</td></tr><tr><td>Park Trees Removed</td><td>0</td><td>0</td></tr><tr><td>Street Trees Pruned</td><td>93</td><td>137</td></tr><tr><td>Park Trees Pruned</td><td>0</td><td>11</td></tr><tr><td>Community Responses</td><td>22</td><td>67</td></tr><tr><td>Nuisance Responses</td><td>3</td><td>5</td></tr><tr><td>Field/Tree Evaluations</td><td>9</td><td>55</td></tr><tr><td>Ordinance Enforcement</td><td>2</td><td>2</td></tr><tr><td>Tree Service Permits</td><td>0</td><td>0</td></tr><tr><td>Site Plan Reviews</td><td>3</td><td>6</td></tr><tr><td>Volunteer Hours</td><td>51</td><td>67</td></tr></table>	July 1, 2021 – June 30, 2022	August	YTD	Street Trees Planted	0	0	Park Trees Planted	0	0	Street Trees Removed	7	15	Park Trees Removed	0	0	Street Trees Pruned	93	137	Park Trees Pruned	0	11	Community Responses	22	67	Nuisance Responses	3	5	Field/Tree Evaluations	9	55	Ordinance Enforcement	2	2	Tree Service Permits	0	0	Site Plan Reviews	3	6	Volunteer Hours	51	67	Parks & Rec-Urban Forestry
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60	Updated September 23, 2021	Calendar YTD Planning Statistics	<table><tr><td></td><td>Aug. 2020</td><td>Aug. 2021</td><td>FY 20-21</td><td>Current 21-22</td></tr><tr><td>Land Use Apps</td><td>2</td><td>4</td><td>61</td><td>8</td></tr><tr><td>Zoning Approvals</td><td>2</td><td>7</td><td>58</td><td>15</td></tr><tr><td>New Business Permits</td><td>5</td><td>1</td><td>25</td><td>2</td></tr><tr><td>Revenue (Land Use Fees)</td><td>\$450</td><td>\$550</td><td>\$13,151</td><td>\$1,485</td></tr></table>		Aug. 2020	Aug. 2021	FY 20-21	Current 21-22	Land Use Apps	2	4	61	8	Zoning Approvals	2	7	58	15	New Business Permits	5	1	25	2	Revenue (Land Use Fees)	\$450	\$550	\$13,151	\$1,485	Planning																	
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Item	Date of Change in Status	Item	Comments					Department
			Revenue (Zoning Approval)	\$50	\$175	\$1,000	\$325	
			Revenue (Parks SDC)	\$0	\$525	\$6,825	\$2,100	
61	No Change August 24, 2021	Notable Projects Approved or in Process Under Review	<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. The street and infrastructure improvements are mostly complete, with the first 2 homes nearing completion.</p> <p><u>Russell Avenue, near Spruce Street – Veteran Village tiny home development:</u> GCT Land Management is constructing a 10-unit tiny home development in partnership with Veteran Affairs. The existing home on the property will be converted into a club house and office space for the development. All ten (10) of the tiny homes are nearing completion.</p> <p><u>EOU Field House:</u> Site Plan has been approved and Building Permits have been issued. The project is under construction.</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 pending and construction has not commenced.</p> <p><u>Timber Ridge Apartments:</u> Northeast Oregon Housing Authority (NEOHA) has submitted a site plan application for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. 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 was approved on January 29, 2021. This project is delayed or behind schedule due to increased prices in building materials, which is requiring some building design changes to be considered. This project is anticipated to begin construction in Fall 2021.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees).</p> <p><u>Napa Auto Parts:</u> 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</p>					Planning

Item	Date of Change in Status	Item	Comments	Department
			Eagle Truck.	
62	No Change July 29, 2020	2019 Sign Code Amendments	<p>Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together.</p> <p>These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). This has been further complicated by the current COVID-19 meeting limitations which makes it challenging to effectively engage the public in the code preparation process, not to mention the shift in priority and focus on the LDC amendments to address HB 2001.</p>	Planning
63	No Change February 20, 2019	Code Amendments Floodplain Regulations	<p>As mentioned in past reports by Planning Staff, FEMA settled a lawsuit with National Marine Fisheries and other agencies regarding the protection of endangered species and salmon and steelhead habitat. The lawsuit upheld that the FEMA regulations for development within floodplains is inadequate for protecting endangered species according to the Federal Endangered Species Act (ESA). In April 2016, the National Marine Fisheries issued a Biological Opinion (BiOp), along with Reasonable and Prudent Alternatives (RPA) for protecting habitat which FEMA is required to address in new regulatory requirements by Spring 2019. This deadline has recently been extended by 3 years, until October 2021.</p> <p>Based on this extended timeline, the Planning Department is holding off on drafting new floodplain regulations until FEMA provides clarity and direction on how to proceed.</p>	Planning
64	No Change July 20, 2021	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 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<div>before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A.</div> <div><ul style="list-style-type: none">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.</div>																			
65	Updated September 16, 2021	<div>Statistics: Operations Division -</div>	<table><tr><th>TYPE OF ACTIVITY</th><th>AUG 21</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>82</td><td>637</td></tr><tr><td>All other calls for service:</td><td>960</td><td>7,324</td></tr><tr><td>Total calls for service:</td><td>1,042</td><td>7,961</td></tr><tr><td>Case Numbers:</td><td>121</td><td>895</td></tr><tr><td>Traffic Stops:</td><td>124</td><td>748</td></tr></table>	TYPE OF ACTIVITY	AUG 21	YTD	Priority 911 calls for service:	82	637	All other calls for service:	960	7,324	Total calls for service:	1,042	7,961	Case Numbers:	121	895	Traffic Stops:	124	748	Police
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66	Updated September 16, 2021	<div>Statistics: Investigations Section -</div> <div>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</div> <div>Monthly cases reported are new cases only.</div>	<table><tr><th>TYPE OF CASE</th><th>AUG 21</th><th>YTD</th></tr><tr><td>Child Abuse:<div><div>Physical Abuse: 4</div><div>Sexual Abuse: 8</div><div>Neglect: 10</div><div>Domestic Violence: 0</div></div></td><td>22</td><td>174</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>0</td></tr><tr><td>Domestic Violence / SART:<div><div>Domestic Violence: 1</div><div>SART: 1 (Sexual Assault Response Team)</div><div>Other: 1</div></div></td><td>3</td><td>29</td></tr><tr><td>Death Investigations:<div><div>Unattended: 0</div><div>Suicide: 0</div><div>Homicide: 0</div></div></td><td>0</td><td>3</td></tr><tr><td>Miscellaneous:<div><div>Assault: 0</div><div>Federal Firearms Check: 1</div><div>Background: 0</div><div>Other: 0</div></div></td><td>1</td><td>43</td></tr></table>	TYPE OF CASE	AUG 21	YTD	Child Abuse: <div><div>Physical Abuse: 4</div><div>Sexual Abuse: 8</div><div>Neglect: 10</div><div>Domestic Violence: 0</div></div>	22	174	Elder Abuse: <div><div>Physical Abuse: 0</div><div>Sexual Abuse: 0</div><div>Neglect: 0</div></div>	0	0	Domestic Violence / SART: <div><div>Domestic Violence: 1</div><div>SART: 1 (Sexual Assault Response Team)</div><div>Other: 1</div></div>	3	29	Death Investigations: <div><div>Unattended: 0</div><div>Suicide: 0</div><div>Homicide: 0</div></div>	0	3	Miscellaneous: <div><div>Assault: 0</div><div>Federal Firearms Check: 1</div><div>Background: 0</div><div>Other: 0</div></div>	1	43	Police
TYPE OF CASE	AUG 21	YTD																				
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67	Updated September 16, 2021	<div>Statistics: Communications Division -</div>	<table><tr><th>TYPE OF ACTIVITY</th><th>AUG 21</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>602</td><td>3,801</td></tr><tr><td>All other calls for service:</td><td>1,960</td><td>14,539</td></tr><tr><td>Traffic (air-time):</td><td>239</td><td>1,818</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>197</td><td>1,434</td></tr><tr><td>Records requests processed:</td><td>167</td><td>1,230</td></tr></table>	TYPE OF ACTIVITY	AUG 21	YTD	Priority 911 calls for service:	602	3,801	All other calls for service:	1,960	14,539	Traffic (air-time):	239	1,818	Case reports handled: (LGPD / UCSO)	197	1,434	Records requests processed:	167	1,230	Police
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68	No Change August 23, 2021	<div>Statistics: UCR State Crime Data - (Uniform Crime Report)</div> <div>Union County data -</div> <div>This is the most recent data available from the State. The State historically lags behind on reports.</div>	<table><tr><th>TYPE OF CRIME</th><th>JUL 21</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>12</td><td>110</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>43</td><td>467</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>32</td><td>257</td></tr></table>	TYPE OF CRIME	JUL 21	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	12	110	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	43	467	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	32	257	Police						
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Item	Date of Change in Status	Item	Comments	Department
			<div>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</div> <div>6</div> <div>30</div>	
69	No Change August 23, 2021	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report) <i>State of Oregon data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<div> TYPE OF CRIME JUL 21 YTD </div> <div> Crimes Against Persons - (Assault, Robbery, Sex Crimes) 1,916 20,589 </div> <div> Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed) 7,107 83,205 </div> <div> Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct) 4,455 41,857 </div> <div> Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving) 931 8,577 </div>	Police
70	Updated September 16, 2021	Training	Operations Division: <ul style="list-style-type: none"> All officer completed OSHA required Heat Stress training. The Chief, Lieutenant, and Detective Sergeant attended and 8-hour "Administrative Investigations" training. All officers participated in quarterly firearms training. The Chief participated in training titled, "Safety Sensitive Drug Testing". All officers participated in required training related or Oregon HB 3265 (Immigration). Members of the NEO Regional SWAT Team participated in monthly training. One officer completed LEDS (Law Enforcement Data Systems) training. One officer completed training titled, "Opiate Overdose Response". Four officer completed training titled, "Adult learning concepts for Field Training Officers". Communications Division: <ul style="list-style-type: none"> All dispatchers participated in online HIPPA training. One dispatcher participated in training titled, "Ethics in Public Service". One dispatcher participated in training titled, "Airborne and Bloodborne Pathogens" 	Police
71	Updated September 16, 2021	Staffing	Operations Division: <ul style="list-style-type: none"> Two recruit officers are in our Field Training and Evaluation Program (FTEP). Both began the Police Academy in Salem for the 16-week Basic Police Academy on May 31, 2021. They are currently in week 12 of 16, with an expected graduation date of Oct 15, 2021. We have two (2) police officer vacancies. <ul style="list-style-type: none"> A conditional offer of employment has been extended to a top candidate to fill a police officer vacancy created by Sgt. Rasmussen's retirement in July. This candidate is no longer in the selection process. We are currently taking 	Police

Item	Date of Change in Status	Item	Comments	Department
			<p>applications, with a first review of Sept 30.</p> <ul style="list-style-type: none"> ○ We will not move to replace the vacancy created by Sr. Ofc. Eckhart's retirement until we know the results of the Special Victim's Detective grant application, which should be available in mid-Sept. The SV detective grant was a 3-year Federal grant in partnership with the Shelter from the Storm. The 3-year period of the grant expires the end of Sept. 2021. <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> ▪ Fully staffed 	
72	Completed August 23, 2021	Celebrate La Grande	The Chief is a member of the Celebrate La Grande planning committee. The committee met on June 17 th and the event is planned for Thursday, September 9, 2021 from 5pm-7:30pm... in the traditional location at Adams Ave / 4 th Street. The event has now been moved to the Fair Grounds. Due to C-19 concerns, it will be a "Drive through" event like last year.	Police
73	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
74	No Change September 25, 2020	Hall Street (Cove to East L) Resurfacing	Work on this project has been placed on hold until spring while crews focus on completing a few other projects this fall. A few minor projects have popped up over the last few months that have limited the time left to devote to this project.	Public Works
75	Updated September 23, 2021	U Avenue Lift Station Improvements	The contractor, Becker GC, is mobilizing to the site on September 28. The project is anticipated to be complete by October 31.	Public Works
76	Updated September 23, 2021	Sewer Rehab: Cast In Place Piping (CIPP)	This project is complete. The contractor will submit final inspections of lines for final payment.	Public Works
77	No Change August 25, 2021	Adams Avenue ADA Ramps	Staff has submitted paperwork for one design exemption from the State for a ramp that cannot physically meet the standards due to constraints caused by privately owned property. Approval is anticipated in the next month and Staff will move forward with advertising for the construction contract.	Public Works
78	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
79	Completed August 21, 2021	Public Works Superintendent Job Description Revision	All Superintendent positions are filled.	Public Works
80	No Change June 25, 2021	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	All contracts are in place, City engineering staff will complete the inspection of the designated zone for 2021 in the next month and send out letters to citizens who are identified needing repairs.	Public Works
81	No Change	Implementation of	Work has begun on establishing a storm sewer layer to	Public Works

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Item	Date of Change in Status	Item	Comments	Department																								
	August 25, 2021	Geographic Information Systems (GIS) at Public Works	track maintenance and location of existing lines. Work will be mainly completed by City Staff and the majority of the work is anticipated to be completed over the winter months.																									
82	No Change June 25, 2021	Water Meter Reading System	Crews continue to install meters and continue to be on schedule to complete the project this calendar year.	Public Works																								
83	No Change June 25, 2021	Timber Ridge Apartment Project	The client’s engineering team continues working on value engineering for the project and currently working with Staff on the site storm drainage.	Public Works																								
84	New Item September 23, 2021	Jefferson Street Paving	Crews will be completing an overlay on Jefferson Avenue between Second Street and Third Street. Work is anticipated to begin on September 27.	Public Works																								
85	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works																								
86	No Change July 27, 2021	Service Replacements	The water crew has been working on replacing old galvanized services to updated copper in streets that are scheduled to receive an overlay.	Public Works																								
87	Updated September 23, 2021	Reservoir and Well Maintenance	Brush was assessed and trimmed around the upper reservoir. Crews were able to remove troublesome trees near the reservoir and many dead branches that presented possible fire hazards.	Public Works																								
88	Completed September 23, 2021	Second Street (Adams to Spring) Reconstruction	Areas disturbed during the project have been hydroseeded, completing the final task of the reconstruction project.	Public Works																								
89	New Item September 23, 2021	Wastewater Treatment Plant Blower Header Pipe	Material for this project has been ordered. Crews will work on the project during the winter with work scheduled to begin in October.	Public Works																								
90	Updated September 23, 2021	Public Works Statistics	<table><tr><td></td><td>Aug 21</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>1</td><td>1</td></tr><tr><td>Water taps installed</td><td>3</td><td>4</td></tr><tr><td>Water leaks repaired</td><td>2</td><td>3</td></tr><tr><td>Water meters installed</td><td>Not available</td><td>212</td></tr><tr><td>Square feet of street paved</td><td>0</td><td>48,100</td></tr><tr><td>Water produced (MG)</td><td>121.52</td><td>267.57</td></tr><tr><td>WWTP flows (MG)</td><td>41.21</td><td>88.72</td></tr></table>		Aug 21	Fiscal YTD	Sewer taps installed	1	1	Water taps installed	3	4	Water leaks repaired	2	3	Water meters installed	Not available	212	Square feet of street paved	0	48,100	Water produced (MG)	121.52	267.57	WWTP flows (MG)	41.21	88.72	Public Works
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Grant Status Report

List of grants applied for which are larger than \$3,000

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	Updated September 15, 2021	Oregon Community Foundation Grant for new public use computers at library	November 4, 2019	\$30,341	\$17,000	\$12,503 IT labor, software	Final report submitted Nov. 4, 2020. The money has been completely spent.	Oregon Community Foundation	Library
2	No Change June 25, 2021	Ready to Read Grant 2021 for summer reading program	August 2020	\$5,330	\$5,330	n/a	All but \$601.29 spent. Carried forward to new FY	State Library of Oregon	Library
3	No Change June 25, 2021	CARES Act grant for digital literacy and workforce development	October 26, 2020	\$10,007	\$10,007	n/a	\$9860.29 actual expenses, reimbursed 3/26/21.	State Library of Oregon (CARES Act funds)	Library
4	No Change March 23, 2021	CDBG Micro Enterprise Grant	Fall 2019	\$75,000	\$75,000	N/A		Business Oregon – Federal	Eco. Devo.
5	No Change March 23, 2021	Business Oregon – Rural Opportunity Initiative— Directly to NEOEDD for Ignite	February 2020	\$60,000	N/A	N/A	06/30/2021	Business Oregon – State	Eco. Devo.
6	No Change March 23, 2021	CDBG Emergency Grant – grants to UC Businesses	August 2020	\$150,000	\$150,000	N/A	In Process	Business Oregon – Federal	Eco Devo.
7	No Change January 28, 2021	Business Oregon COVID response— Technical Assistance	07/17/2020	\$60,000 for all of Union County	\$6,068 cash plus technical assistance to business	N/A	12/31/2020	Business Oregon – State Funds	Eco. Devo.
8	No Change January 28, 2021	Business Oregon – Round 1 -- CARES	July 2020	\$65,000	\$0 – No business qualified	N/A	10/31/2020	Business Oregon – Federal	Eco. Devo.
9	No Change January 28, 2021	Business Oregon – Round 3 – CARES	Sept. 2020	\$35,000	\$2,500 – 1 qualified business	N/A	10/31/2020	Business Oregon – Federal	Eco. Devo
10	No Change May 19, 2021	Business Oregon Technical Assistance to	April 2021	N/A	\$42,000	None	Received	Business Oregon	Eco. Devo

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		NEOEDD for Ignite							
11	No Change May 19, 2021	Ignite Expansion	April 2021	\$1.9 M	\$1.56M	\$200,000 plus \$150,00 from Business Oregon TBD	Requested	Governor's Office	Eco. Devo.
12	No Change May 19, 2021	State of Oregon for Paving of Elkhorn Dr. at Business Park	April 2021	\$593,748	\$593,748	\$0	Requested	Governor's Office	Eco. Devo.
13	No Change May 19, 2021	Ignite Expansion	April 2021	\$1.9 M	\$1.56M	\$200,000 plus \$150,00 from Business Oregon TBD	Requested	Federal Funding Request – Oregon Senators	Eco. Devo.
14	No Change May 19, 2021	Ignite Expansion	April 2021	\$1.9 M	\$1.61M	\$200,000 plus \$150,00 from Business Oregon TBD	Requested	Federal Funding through Congressional Directed Spending	Eco. Devo.
15	No Change June 14, 2021	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Approved June 14, 2021	Oregon State Marine Board	Parks & Recreation
16	No Change July 28, 2021	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved June 30, 2021	ODFW	Parks & Recreation
17	No Change January 28, 2021	Safe Routes to School Non-Infrastructure	2019	\$230,934	\$147,400	\$83,534* Includes in kind labor, office space, and equipment	Awarded 9/19	ODOT	Parks & Recreation Public Works
18	No Change June 14, 2021	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Application Submitted	Federal dollars thru State Parks	Parks & Recreation
19	No Change August 19, 2021	Oregon Community Foundation – Eastern Oregon GO Kids Project	August 19, 2021	\$100,992	\$71,461	None required, Arts Center East, General Fund	Application Submitted	Oregon Community Foundation	Parks & Recreation

20	New Item September 23, 2021	Oregon State Parks (SHPO) – Certified Local Government Grant	February 2021	\$22,000	\$12,000	\$10,000	In Process	State Parks (SHPO)	Planning
21	No Change January 28, 2021	Adams Avenue ADA ramp improvements	February 2020	\$97,500	\$97,500	In-kind design services	Signed April 2020	ODOT	Public Works
22	No Change January 28, 2021	February 2020 Storm Damage Assistance	December 2020	\$55,990	\$41,993	In-kind labor and equipment	First of Four Awards on 01/27/2021	FEMA	Public Works
23	No Change June 25, 2021	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Awarded on May 13, 2021.	ODOT	Public Works
24	No Change June 25, 2021	2021 Congressional Spending Request	May 14, 2021	\$850,000	\$637,500	Cash or in kind labor	Pending decision during FY22 appropriations	Federal government	Public Works