



CITY of LA GRANDE

THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated September 30, 2022	American Rescue Plan Act (ARPA) Funding: Develop a recommended list of potential uses and or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.	The City Council conducted a Work Session/Virtual Town Hall Meeting on September 14, 2022. The Work Session was open to the public and provided another opportunity to engage the public in the process. The City has \$3,022,172 in available ARPA funds and is currently considering 17 potential projects for funding. The City received emails prior to the meeting as well as online and in-person comments during the meeting with additional funding recommendations from the public. After considering all the information, the City Council reached consensus on allocating the funds and directed the City Manager to prepare an action item for the October 5, 2022, Regular Session for decision. The allocations were to fund the Eastside Housing Water and Sewer Infrastructure Project, various Street Projects, and up to \$250,000 of gap funding for water and sewer improvements at the Union County Fairgrounds, contingent upon the outcome of outstanding funding requests.	City Manager
2	No Change July 27, 2022	Street and Road Infrastructure: Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.	A work session with the La Grande City Council was held on April 18 to discuss recommendations from the Parking, Traffic Safety and Street Maintenance Advisory Commission. Strategies were identified for Staff to move forward with. The Adopted Budget included \$473,818 in one-time funds for street projects. The ARPA Funding list under consideration by the City Council includes several potential projects.	Public Works
3		Housing: Implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
4		Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	See updates under Economic Development below.	Economic Development

September 2022

1

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
5	No Change April 27, 2022	Staffing: Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
6	No Change July 27, 2022	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The 2022-2023 Proposed Budgets for the Urban Renewal Agency and the City were approved by the Budget Committee and adopted on June 1, 2022, by the Agency and City Council respectively. Initial on-site field work for the FY 2021-2022 annual audit was completed on July 26, 2022. See future updates regarding the audit under Finance below.	City Manager
7	No Change January 26, 2022	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	Union County solicited proposals for a consultant to help explore a joint public safety facility. The City of La Grande has been participating in the discussions regarding the facility and the City's needs.	City Manager
8		FEMA Maps and Land Use Code Amendments: Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning
9	No Change February 16, 2022	Wildland Urban Interface: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.	The department has posted numerous wildland safety messages on Department Facebook page. Development of a flyer with Fire safety information was developed sent out in June water bills.	Fire Department

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of September 20, 2022

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

2022

Monday, September 26

WORK SESSION: Long
Term Urban Renewal
Agency Plan

Wednesday, October 5

REGULAR SESSION
(Economic Development
Strategy Update)

Monday, October 24

WORK SESSION: Union
County Fairgrounds
Water and Sewer

Wednesday, November 2

REGULAR SESSION

Friday, November 11

HOLIDAY

Monday, November 14

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

Thursday & Friday, November 24 & 25

HOLIDAY

Wednesday, December 7

REGULAR SESSION

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

Monday, December 26

(Observed) HOLIDAY

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

Item	Date of Change in Status	Item	Comments	Department							
1	Updated September 19, 2022	All Building Permits August 2022	<u>August 2022</u>				Building				
			<u>Permit Type</u>	<u>Permits</u>	<u>Permit Fees</u>	<u>Plan Review Fees</u>					
			City of LG Building:	15	\$8,851.00	\$4,002.70					
			UC Building:	14	\$19,464.00	\$12,443.60					
			City of LG MFH	0	\$0						
			UC MFH	0	\$0						
			City of LG Mechanical	9	\$2,079.00						
			UC Mechanical	22	\$1,668.00						
			City of LG Plumbing	15	\$23,860.50						
			UC Plumbing	6	\$1,434.00						
			City of LG Electrical	23	\$18,837.88						
			UC Electrical	36	\$4,494.25						
			City of LG Demolition	0	\$0						
			UC Demolition	1	\$95.00						
			AG Exempt permits	2							
			TOTALS:	143	\$80,783.63	\$16,446.30					
			Fiscal Year Running Totals:	237	\$106,118.38	\$23,041.20					
			2	Updated September 19, 2022	Housing Permits August 2022	New Housing Building Permits City of La Grande				Building	
						Type of Structure		Total Number of			
								Buildings	Housing Units		
						Single Family Dwelling – Detached & Attached		1	1		
Accessory Dwelling Units	0	0									
Duplex Units	0	0									
Manufactured Homes	0	0									
Comm. Apartments	0	0									
TOTAL DWELLING UNITS	1	1									
Union County											
Type of Structure	Total Number of										
	Buildings	Dwelling Units									
Single Family Dwelling – Detached & Attached	3	3									
Accessory Dwelling Units	0	0									
Duplex Units	0	0									

September 2022

Item	Date of Change in Status	Item	Comments	Department																																																																												
			<table><tr><td>Manufactured Homes</td><td></td><td>0</td><td>0</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>3</td><td>3</td></tr></table> <p>Fiscal Year to Date – City of La Grande</p> <table><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td></td><td>1</td><td>1</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td></td><td>0</td><td>0</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>1</td><td>1</td></tr></table> <p>Fiscal Year to Date – Union County</p> <table><tr><td>Type of Structure</td><td></td><td colspan="2">Total Number of</td></tr><tr><td></td><td></td><td>Buildings</td><td>Dwelling Units</td></tr><tr><td>Single Family Dwelling – Detached & Attached</td><td></td><td>5</td><td>5</td></tr><tr><td>Accessory Dwelling Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Duplex Units</td><td></td><td>0</td><td>0</td></tr><tr><td>Manufactured Homes</td><td></td><td>1</td><td>1</td></tr><tr><td>Comm. Apartments</td><td></td><td>0</td><td>0</td></tr><tr><td>TOTAL DWELLING UNITS</td><td></td><td>6</td><td>6</td></tr></table>	Manufactured Homes		0	0	Comm. Apartments		0	0	TOTAL DWELLING UNITS		3	3	Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		1	1	Accessory Dwelling Units		0	0	Duplex Units		0	0	Manufactured Homes		0	0	Comm. Apartments		0	0	TOTAL DWELLING UNITS		1	1	Type of Structure		Total Number of				Buildings	Dwelling Units	Single Family Dwelling – Detached & Attached		5	5	Accessory Dwelling Units		0	0	Duplex Units		0	0	Manufactured Homes		1	1	Comm. Apartments		0	0	TOTAL DWELLING UNITS		6	6	
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3	No Change July 27, 2022	La Grande Business and Park Technology Park Owners Association	With the sale of all the lots owned by Union County Economic Development Corporation (UCEDC), the District Manager is consulting with the City Attorney regarding the process to remove UCEDC from the existing CC&R’s and transition the duties, powers and authorities previously performed by UCEDC.	District Manager																																																																												
4	Updated September 30, 2022	City Manager Annual Performance Appraisal	The Mayor and Mayor Pro Tem have completed the process of compiling the City Manager’s annual performance appraisal. The City Council and City Manager met on September 7, 2022, in Executive Session to discuss the results. The City Council will ratify the appraisal on October 5, 2022, at their Regular Session.	City Manager																																																																												
5	Updated September 30, 2022	Avista Franchise Agreement Renewal	The current Franchise Agreement with Avista will expire on February 15, 2023. The City Manager has reviewed the initial draft agreement from Avista and will be meeting with Avista the first week in October.	City Manager																																																																												
6	No Change September 6, 2022	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. Staff is also moving forward with ordinance language revisions to comply with legislative changes regarding camping on public property.	City Manager																																																																												
7	Updated September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager																																																																												
8	Updated September 30, 2022	Market Place Family Foods Agreement Amendment	The Agency received a request for forgiveness and consideration of an extension from the attorney representing the property owner and the District Manager and City Attorney met with them to discuss the	District Manager																																																																												

September 2022

5

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Item	Date of Change in Status	Item	Comments	Department																												
			request in more detail . Any decisions regarding an extension would require Agency approval and an amendment to the Agreement.																													
9	No Change July 27, 2022	Urban Renewal Targeted Project Policy Development	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding.	District Manager																												
10	New and Complete September 26, 2022	Long-Term Future of the Urban Renewal Agency Joint Work Session	The Agency and Urban Renewal Advisory Commission met to the discuss the Long-Term future of the Agency. This was at the request of the Agency and intended to educate the Agency regarding the amount of Maximum Indebtedness remaining; the current Urban Renewal Plan and Project list; implications of an Urban Renewal Under Levy on the Agency, City of La Grande, and other taxing jurisdictions; the process to add projects; the options for continuation or termination of the District; and the existing funding programs.	District Manager																												
11	No Change July 15, 2022	Codification of City Ordinances	CivicPlus has finished processing the material that was sent over to their Material Specialist for the Codification. The disposition list has been reviewed by staff and an updated list with additions and omits was emailed back to the Material Specialist for further review. The Senior Code Attorney for Civicplus/Municode will be reviewing all documents sent in. The current stage our project is in as of now: <ul style="list-style-type: none">Initial Organization. This stage involves a comprehensive review of all the materials submitted for the project and the arrangement of those materials into a Code book. This stage also involves the digital conversion of the material into the standard MCC format for purposes of later editing, styling, numbering, and publication in print and on the internet. Note: Recodification projects typically take anywhere from approximately 9 to 18 months to complete.	City Recorder																												
12	No Change July 15, 2022	Advisory Commission Vacancies	<table><tr><td colspan="2">The following table outlines the existing vacancies:</td></tr><tr><td><u>Advisory Commission</u></td><td><u>Vacancies</u></td></tr><tr><td>Air Quality</td><td>5/7</td></tr><tr><td>Arts</td><td>2/7</td></tr><tr><td>Building Board of Appeals</td><td>5/5</td></tr><tr><td>Budget Committee</td><td>0/7</td></tr><tr><td>Community Landscape/Forestry</td><td>1/5</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>3/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>0/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr><tr><td>Urban Renewal</td><td>0/5</td></tr></table>	The following table outlines the existing vacancies:		<u>Advisory Commission</u>	<u>Vacancies</u>	Air Quality	5/7	Arts	2/7	Building Board of Appeals	5/5	Budget Committee	0/7	Community Landscape/Forestry	1/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	3/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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13	No Change August 30, 2022	City Council Election - 2022	The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Five (5), Six (6), and Seven (7) are due to expire on 12/31/2022.	City Recorder																												

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			<p>The following positions and the candidates that are running in each position are:</p> <ul style="list-style-type: none"> • Council Position 1 – Mayor: Justin Rock and Mathew Miles • Council Position 5: Molly A. King** • Council Position 6: David Moyal and Denise Wheeler • Council Position 7: Corrine Dutto and Cody R. Vela <p>**Aaron R. Cooper has withdrawn his candidacy from Position 5 as of 8-30-2022 because he is building a home outside the City.</p> <p>Since there are only two (2) candidates running in each open position, they will appear on the General Election Ballot only. The General Election date is Tuesday, November 8, 2022.</p>																					
14	No Change October 26, 2021	Surplus Property Disposal and Procurement Resolution Update	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Researching State regulations.	City Recorder																				
15	No Change March 25, 2022	COVID-19 Business Assistance	<p>The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars.</p> <p>Grant Program (\$20,000 total funding expended): 11 Business assistance grant applications were received, with nine receiving funding.</p> <p>Business Software Program: 3 grants were awarded totaling \$1,420. Remaining Funds \$8,580 with no applications since May 2021</p> <p>Emergency Loan Program: A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. A total of \$78,822 of loan principal has been repaid, including five of the loans repaid in full as of December of 2021.</p>	Economic Development																				
16	Completed September 26, 2022	2021-2022 Façade Program	<table border="1"> <tr> <td>Bird Dog Glass</td><td>702 Adams Ave</td><td>Signage and façade</td><td>\$4,389</td><td>Project is complete</td></tr> </table>	Bird Dog Glass	702 Adams Ave	Signage and façade	\$4,389	Project is complete	Economic Development															
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17	No Change August 23, 2022	2022-2023 Façade Program	<table border="1"> <tr> <td>Remax Real Estate</td><td>1214 ½ Adams Ave</td><td>Repoint brick, new window on rear of building</td><td>\$4,385</td><td>Application approved waiting for Landmarks review and approval</td></tr> <tr> <td>Real Deals</td><td>1108 Adams Ave</td><td>Painting</td><td>\$1,888</td><td>Application approved</td></tr> </table>	Remax Real Estate	1214 ½ Adams Ave	Repoint brick, new window on rear of building	\$4,385	Application approved waiting for Landmarks review and approval	Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved	Economic Development										
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18	No Change August 23, 2022	2022-2023 Call For Projects Program	<table border="1"> <tr> <th colspan="5">2022-2023 Call For Projects</th></tr> <tr> <th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr> <tr> <td>Bohnenkamp Building</td><td>1301 Adams</td><td>Exterior restoration & 2nd floor residential</td><td>\$75,000</td><td>Ready to proceed. Agreement signed.</td></tr> <tr> <td>Evermine</td><td>1124</td><td>Adaptive</td><td>\$75,000</td><td>Construction in</td></tr> </table>	2022-2023 Call For Projects					Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Ready to proceed. Agreement signed.	Evermine	1124	Adaptive	\$75,000	Construction in	Economic Development
2022-2023 Call For Projects																								
Business	Address	Project	Funds	Status																				
Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Ready to proceed. Agreement signed.																				
Evermine	1124	Adaptive	\$75,000	Construction in																				

Item	Date of Change in Status	Item	Comments					Department
			Labels Building	Washington	Reuse former Elks Lodge		progress.	
			Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress	
			Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress	
			Country Financial	1212 Adams	Apartment	\$33,508	Approved	
19	No Change July 22, 2022	2021-2022 Call for Projects Program	2021-2022 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			Travelodge	2215 Adams	Exterior improvements	\$75,000	Painting complete processing payment request	
20	No Change June 24, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects					Economic Development
			Business	Address	Project	Funds	Status	
			The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another 2 month extension to complete final side panels	
21	No Change May 25, 2022	Business Development/Recruitment	<ul style="list-style-type: none"> Economic Development Director is working closely with RDI and NEODD to develop an action team and workplan based on the report's findings. RDI will be working with Econ Dev and the Main Street EV committee to develop specific downtown focused action items and workplans to support those items. Director is reaching out to Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage. Staff continues to meet with local businesses and large key employers. 					Economic Development
22	No Change August 25, 2022	La Grande Main Street Downtown	<ul style="list-style-type: none"> Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee EV committee is revamping the monthly lunch and learn, business services networking event, and quarterly business workshop series. The Main Street Board has adopted implementation the 2017 Main Street Refresh report as their strategic plan and will be building workplans for committees based on the goals and objectives outlined in the plan. The Board accepted the Director's resignation and is currently engaged in the search for a new Executive Director. 					Economic Development

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23	No Change August 22, 2022	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none">The Ignite Center is hosting La Grande Main Street’s Lunch and Learn networking series.Ignite is hosting 6 week Business Planning class taught by NEOEDD beginning September 13	Economic Development																																							
24	No Change December 27, 2021	Business Development Assistance Program	<ul style="list-style-type: none">Three loans are in the re-payment phase of this loan program from 2018 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements.	Economic Development																																							
25	No Change August 25, 2022	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none">This activity is funded through ROI Grant C2021615 (See funding details in Grant report section.)Steering Committee did not meet during the summer but will resume monthly meetings in SeptemberEOU Intern has been hired to assist with implementation of this projectWorking with the Chamber and Union County to host a Small Business Summit October 20	Economic Development																																							
26	Updated September 26, 2022	Brownfields Assessment	8 property owners are participating and have submitted property nominations, 2 projects have been approved for Regulated Building Material Surveys, two phase I reviews. are complete, and two more phase 1’s are in progress. Anticipating 3 phase 2 analyses will be funded. 1 property owner has chosen not to move forward.	Economic Development																																							
27	No Change January 3, 2020	Chart of Accounts Review	Form a committee involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature. In December, the committee met and reviewed the Chart of Accounts and discussed recommended changes. The Revenue portion has been sent out for review and is now being finalized.	Finance																																							
28	Updated September 26, 2022	Statistics	<table><tr><th>Month of August, 2022</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$3,700,549</td><td>\$5,552,911</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$2,013,466</td><td>\$2,613,120</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$1,569,974</td><td>\$4,057,781</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$772,132</td><td>\$1,945,846</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>210</td><td>415</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>183</td><td>384</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$978,689</td><td>\$2,194,485</td></tr><tr><td># of Water accounts billed:</td><td>4,895</td><td>9,773</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>445</td><td>950</td></tr><tr><td>Electronic Utility Payments Received</td><td>3,182</td><td>6,206</td></tr><tr><td># of NSF checks the City received:</td><td>4</td><td>10</td></tr></table>	Month of August, 2022	Current	YTD	Monthly Revenue (all funds)	\$3,700,549	\$5,552,911	Monthly Revenue (general fund)	\$2,013,466	\$2,613,120	Monthly expenses amount (all funds)	\$1,569,974	\$4,057,781	Monthly expenses (general fund)	\$772,132	\$1,945,846	# of Accounts Payable Checks issued:	210	415	# of Payroll Checks/AP issued:	183	384	Monthly Payroll expenses:	\$978,689	\$2,194,485	# of Water accounts billed:	4,895	9,773	# of LID accounts billed:	0	6	Pieces of mail processed	445	950	Electronic Utility Payments Received	3,182	6,206	# of NSF checks the City received:	4	10	Finance
Month of August, 2022	Current	YTD																																									
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Electronic Utility Payments Received	3,182	6,206																																									
# of NSF checks the City received:	4	10																																									
29	No Change October 20,	Transient Lodging Tax Ordinance	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify	Finance																																							

Item	Date of Change in Status	Item	Comments	Department
	2020		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.	
30	No Change July 20, 2022	DPSST micro-grant	Materials purchased to complete project; work is near completion on training burn boxes. Funds have been received from OSFM	Fire
31	No change July 20, 2022	CIS Security Grant	Grant awarded from City insurance carrier for the purchase and install of outside security cameras at the Fire Station. Hardware ordered.	Fire
32	Updated September 23, 2022	Response Statistics	Aug 1 2022 to Aug 31, 2022 YTD: <ul style="list-style-type: none"> • Total Calls: 309 • Medical: 244 • Fires/MVC 39 • Lift assists 22 • Police 3 • EOU Football 1 	Fire
33	No Change June 20, 2022	Fire Inspection/Code Enforcement	Fire Chief conducted 1 inspections of a local business	Fire
34	No Change July 20, 2020	Juvenile Fire Setter	0 - Intervention(s) conducted	Fire
35	Updated September 23, 2022	Child Safety Seat Installations and Bicycle Helmets	(3) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (2) Families instructed in proper bicycle helmet use with, (2) bike helmets being provided.	Fire
36	Updated September 23, 2022	Training	<ul style="list-style-type: none"> • Department drill – Joint drill with LGRFPD, MCI 3hrs, Water supply 2 hrs. • Co. EMS drill –Sports equipment removal 1.5 hrs. • Monday medical meeting, Stroke, standing orders – .25 hr. • EMT Casual trainings 12 hrs. • Shift drills – 39 hrs. various subjects • Fire/Rescue online • Probationary FF training – 40 hrs. 	Fire
37	No Change October 24, 2020	Traffic school	Traffic school has not been conducted since February due the Fire station being closed to the public. Unknown when it will begin again.	Fire
38	Updated September 23, 2022	Department Announcements	Rescue vehicle OOS due to transmission breakdown, approx. 1 month to repair. Rescue equipment moved to second out engine for response. Main water line into the fire station was found to have 2 breaks in it, Line is being replaced.	Fire
39	Updated September 23, 2022	OSFM Wildland Staffing Grant	Upstaffing has been used numerous times in the past 2 months to cover during weather events and for training.	Fire
40	Updated September 19, 2022	Management Group and Non-represented Compensation Study	Contracted with HR Answers to conduct an internal equity and market analysis of Management Group and non-represented employees. Also developing the City-wide model for evaluating positions for compliance with the Pay Equity Act. Job description reviews completed and Pay Equity Act analysis is underway. Market study to follow. Pay equity completed for management group and HR Answers collecting compensation and benefits information from comparable cities. Working on the	Human Resources

Item	Date of Change in Status	Item	Comments	Department		
			Salary structure for the management group.			
41	Updated September 19, 2022	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Staff is working on reviewing and updating job descriptions. Pay equity rating has been completed for all but 2 departments and will be completed the week of September 19 th . HR Answers is also working on the market analysis for this group.	Human Resources		
42	Updated September 19, 2022	Current Recruitments	<ul style="list-style-type: none">Recreation Leader position open 1-HireLifeguard position (Part-time intermittent)Swim Instructors	Human Resources		
43	Updated September 22, 2022	Announcements	<ul style="list-style-type: none">The Library is issuing non-La Grande residents to a non-resident membership status. The Library currently has 39 active non-resident cards.Library programs currently offered are: Weekly Storytime, Children’s Book Club, monthly DIY craft kits, Teen Book Clubs, Teen Writing Circle, Teen iCraft, All Ages Game Night, Adult Mystery Book Club, and monthly book box subscriptions.The Summer Reading Program is now complete. Our totals for the summer are: 214 children, 82 teens, and 62 adults participated. A total of 166,763 minutes were logged as reading.The Library is a part of the Oregon Regional Food Bank. We served a total of 104 households and 204 individuals during the month of August.	Library		
44	Updated September 22, 2022	Statistics	Current Month August	Last Month July	Information from: 8/1/2022-8/31/2022	Library
			10,375	9,642	Circulation	
			6,979	6,765	Door count	
			93	51	New Cardholders	
			14,089	13,996	Total Card holders	
			1,626	1,599	Library2Go (eBooks &audio)	
				8	Dial-A-Story	
			469	435	Hoopla (eBooks, movies/TV, comics)	
			1	26	MyHeritage (genealogy)	
			2	1	CreativeBug (crafts online)	
			335	569	Kanopy (movies)	
			10	14	Events in community room	
			14	108	Adult program attendance	
			102	330	Children’s program attendance	
			break	29	Teen program attendance	
15	8	Volunteer hours				
1,036	898	Total Sage Interlibrary Loans				
45	Updated September 20, 2022	Parks Maintenance Update	<ul style="list-style-type: none">Preparing softball field for sod for school districtKeeping up with insane pavilion rentalsAerified, spread soil and overseeded Optimist baseball outfield.Turning irrigation down for fall	Parks & Rec-Maintenance		
46	Completed September 26, 2022	Parks Staffing	We have hired a new Utility II that has been doing a great job. Happy to be back at full staff.	Parks & Rec-Maintenance		
47	No Change	Recreation Center	The Committee has been actively meeting this fall and	Parks & Rec-		

September 2022

11

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

Item	Date of Change in Status	Item	Comments	Department															
	January 6, 2020		has looked at a variety of properties. Their main goal this fall is to finalize a location and plan fundraising efforts.	Admin															
48	No Change July 27, 2022	Parks Master Plan	The City Council adopted the new Parks Master Plan at their July Regular Session. The Plan will now go to Union County for consideration and co-adoption.	Parks & Rec - Admin															
49	No change July 20, 2022	Morgan Lake Restrooms	Restroom building was installed and concrete ADA pad finished. It is open for business. Still need to install educational signage, then the project will be complete.	Parks & Rec - Admin															
50	New Item September 26, 2022	Morgan Lake Diversion Dam	Oregon State Water Resources Department is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon saving the City of La Grande from a possible danger. Staff is working with Anderson & Perry along with local property owners this fall with hopes of complete plans by next year.	Parks & Rec-Aquatics															
51	Updated September 26, 2022	Pool Statistics August 2022	<table><tr><td></td><td><u>FY 21-22</u> <u>Aug</u></td><td><u>FY 22-23</u> <u>Aug</u></td></tr><tr><td>ATTENDANCE</td><td>1,623</td><td>2,183</td></tr><tr><td>FY TO DATE</td><td>3,722</td><td>4,663</td></tr><tr><td>REVENUE</td><td>\$8,501</td><td>\$12,859.12</td></tr><tr><td>FY TO DATE</td><td>\$18,633</td><td>\$32,423.35</td></tr></table>		<u>FY 21-22</u> <u>Aug</u>	<u>FY 22-23</u> <u>Aug</u>	ATTENDANCE	1,623	2,183	FY TO DATE	3,722	4,663	REVENUE	\$8,501	\$12,859.12	FY TO DATE	\$18,633	\$32,423.35	Parks & Rec-Aquatics
				<u>FY 21-22</u> <u>Aug</u>	<u>FY 22-23</u> <u>Aug</u>														
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52	Updated September 26, 2022	Pool Programs Update	<ul style="list-style-type: none">Fall Hours are now in effect.We will be holding a swim instructor intensive training in September to ensure that our lessons are as effective as possibleWe will be open on Saturdays starting in OctoberStaff are working with EOU’s Outdoor program to offer Lifeguard courses for college credit. This will help both students, as well as our facility.Staff is looking into moving some bleachers around to create a café feel on the pool deck to increase revenue opportunity.Staff are working with the Swim Club to make their table area more visually appealing.We are holding a sealed bid auction for the fitness room equipment. Once the equipment is gone, we will begin to convert that space into a classroom space for Red Cross Classes.Fall swim lessons start in October.School Swim lessons start in October. We are starting with the 5th grade classes.	Parks & Rec-Aquatics															
53	Updated September 26, 2022	Pool Maintenance Update	<ul style="list-style-type: none">Our outer doors need replacement parts. The door is now latching on its own. Waiting to get replacement parts to make the door functional.The outdoor pool is winterized for the yearWe closed for maintenance September 10th through September 18th. Our Painters as well as our tile contractor both canceled on us. Staff are working on finding a more permanent solution to the floors.	Parks & Rec-Recreation															
54	Updated September 15, 2022	Recreation Program Update	<ul style="list-style-type: none">Fall activities are up and running.After School Program is now on its fourth week. We have been averaging 28 registrations per week so far. We are working on making the room more	Parks & Rec-SRTS															

Item	Date of Change in Status	Item	Comments	Department
			<p>welcoming and our own currently.</p> <ul style="list-style-type: none"> Jr. Tackle Football had its first games last Thursday the 15th. We had 78 registrations and 11 coach registrations, with four total teams. Hoping that these numbers continue next year or grow to make a 5th and 6th team. Flag Football got going Saturday the 17th. We have almost 200 registrations across three divisions. 3 teams in PeeWee, 11 teams in division 2, and 5 teams in division 3. We had 25 coach registrations as well. PeeWee basketball registration is still open. We currently have 29 registrations and 1 coach registration. Women's Volleyball registration is also still open. We have 1 team registered and have also created a Free Agent registration for those that want to play but don't know enough people to make a team. Heard back from La Grande School District and we have the Willow gym reserved for our PeeWee basketball, Youth Basketball, Adult Basketball, and potentially Women's Volleyball (only available on one of the days requested). 	
55	No Change August 18, 2022	Safe Routes To School Program Update	<ul style="list-style-type: none"> Coordinator will finish paperwork for new grant and have it submitted by the end of September. Coordinator gave away 5 bicycles at the Union County Fair and 1 through the Union County Safe Communities Coalition. The Bicycle safety coupon give away ran for the last two weeks of July. The Cook Memorial Library did not give any coupons away. The La Grande Police Department is being contacted to determine how well their part in the give away went. Coordinator is working on gathering dates for the schools open houses in order to attend and begin educating parents about the Walking School Bus program that will be launched in October if enough volunteers can be coordinated. Coordinator will attend parent meetings at both grade school in spread the word and demonstrate the benefits of the Walking School Bus program. October 12th is international walk and roll to school day and coordinator will work with all three of the target schools to develop a plan on how we can best promote and facilitate these events. 	Parks & Rec- Urban Forestry
56	Updated September 26, 2022	Urban Forestry Update	<ul style="list-style-type: none"> Responded to thirty-five questions/concerns from the community regarding watering trees, the street tree planting program, tree selection, site plan reviews, memorial trees, clearance pruning, structural pruning, tree condition evaluations, tree removal, the OTEC removal and replacement program, and nuisance complaints. Coordinated the summer beautification awards program; residential award - Wendell and Ila Rock, 706 20th St. Commercial award - Jenesis Salon 710 	Parks & Rec- Urban Forestry

Item	Date of Change in Status	Item	Comments	Department																																			
			<p>20th St.</p> <ul style="list-style-type: none"> Began three-year check/pruning of trees planted in 2019. Surveyed trees in Riverside Park for contracted maintenance. Coordinated the street tree pruning program for the current year, Zone 1 and individual sites. 																																				
57	Updated September 26, 2022	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none"> Exported inventory data of ash trees on public property. Updated removals and maintenance records. 	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 23, 2022	Calendar YTD Planning Statistics	<table border="1"> <thead> <tr> <th></th><th><u>Aug. 2021</u></th><th><u>Aug. 2022</u></th><th><u>FY 21-22</u></th><th><u>Current 22-23</u></th></tr> </thead> <tbody> <tr> <td>Land Use Apps</td><td>4</td><td>5</td><td>42</td><td>7</td></tr> <tr> <td>Zoning Approvals</td><td>7</td><td>5</td><td>55</td><td>6</td></tr> <tr> <td>New Business Permits</td><td>1</td><td>2</td><td>32</td><td>6</td></tr> <tr> <td>Revenue (Land Use Fees)</td><td>\$550</td><td>\$1,200</td><td>\$30,505</td><td>\$1,375</td></tr> <tr> <td>Revenue (Zoning Approval)</td><td>\$175</td><td>\$125</td><td>\$1,275</td><td>\$150</td></tr> <tr> <td>Revenue (Parks SDC)</td><td>\$525</td><td>\$525</td><td>\$11,050</td><td>\$1,050</td></tr> </tbody> </table>		<u>Aug. 2021</u>	<u>Aug. 2022</u>	<u>FY 21-22</u>	<u>Current 22-23</u>	Land Use Apps	4	5	42	7	Zoning Approvals	7	5	55	6	New Business Permits	1	2	32	6	Revenue (Land Use Fees)	\$550	\$1,200	\$30,505	\$1,375	Revenue (Zoning Approval)	\$175	\$125	\$1,275	\$150	Revenue (Parks SDC)	\$525	\$525	\$11,050	\$1,050	Planning
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60	Updated September 26, 2022	Notable Projects Approved or in Process Under Review	<p><u>New Hotel:</u> On September 28th the Planning Division approved a site plan for the development of a 92 room hotel, consisting of a mixture of 2-Queen rooms, King rooms, and 32 suites. The hotel will be located at the southwest corner of Mulholland Drive and 26th Street (across from Commercial Tire). The application materials did not include a project schedule, but it is anticipated that this project will be submitted to the Building Department for permitting and construction commence by Spring 2023.</p> <p><u>Union County Warming Station (UCWS):</u> The UCWS is looking for a new location. Their current site at 2008 3rd Street has been listed for sale and their lease has been terminated. In their efforts for searching for a new location, the UCWS Board is proactively meeting with City Planning and Police to discuss potential site locations. They are hoping to find and commit to a new location by July 1st, if possible, as this would allow them time to address any building code related issues and be prepared for opening this November 2022.</p> <p><u>Jacksons Food Stores (Fuel Service Station):</u> Jacksons Food Stores recently purchased the Shell and Chevron Station at the intersection of Island Avenue and Mulholland Drive. A site plan has been approved for the full demolition and reconstruction of both sites to include a larger service/convenience store, larger passenger vehicle fuel islands, and a large truck/semi-</p>	Planning																																			

Item	Date of Change in Status	Item	Comments	Department
			<p>truck fuel island. This project is under construction.</p> <p>16th Street – 55+ housing development: 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. Two (2) homes are completed and occupied, with a third under construction.</p> <p>EOU Field House: Site Plan has been approved and Building Permits have been issued. The project is under construction. EOU has recently received additional funding, which allows them to add some improvements back into the project which were removed from the final design due to budgetary challenges. The improvements added back in include installing an indoor track, elevator and administrative office spaces on the upper floor mezzanine.</p> <p>Cottage Home Infill Project: GCT Land Management received approval from the Planning Commission for a conditional use permit and site plan for constructing three (3) cottage homes (tiny homes) at the Southeast corner of Second Street and H Avenue (across from Central Elementary School). This is a large corner lot with an existing small dwelling. This project will result in a total of 4 cottage homes on the property. This project is under construction.</p> <p>Timber Ridge Apartments: In January 2021, Northeast Oregon Housing Authority (NEOHA) received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is under construction.</p> <p>Legacy Ford: Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping (street trees). This project is under construction.</p> <p>Napa Auto Parts: Received site plan approval in late-July 2021 to construct a new retail store East of Banner Bank on a portion of property formerly occupied by Eagle Truck. This project is under construction.</p> <p>Grande Ronde Hospital: Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under</p>	

Item	Date of Change in Status	Item	Comments	Department
			construction.	
61	New Item September 26, 2022	Land Development Code Amendments	<p>The Planning Division Staff and Planning Commission have been holding work sessions once or twice per month (on average) since November 2021 to update the Land Development Code Ordinance. Public Hearings for adoptions are anticipated to begin by Spring 2023.</p> <p>Priority code amendments include:</p> <ul style="list-style-type: none"> Addressing the recommendations provided in the City's recently adopted Housing Production Strategy (2021). Developing new standards for Bed and Breakfast Inns (aka Short-Term Rentals). <p>Other Misc. Code Amendments coming up for discussion include:</p> <ul style="list-style-type: none"> Private road design standards & enforcement. EOU campus (parking, landscaping and other development standards and permitting processes.) 	Planning
62	No Change August 22, 2022	Comprehensive Plan Amendment – Adoption of 2022 Parks Master Plan	The Parks Department and Planning Department are working together on the adoption of an updated Parks Master Plan. The Plan will update and replace the Goal 8 Chapter of the City of La Grande Master Plan. The City Council adopted an Ordinance amending the La Grande Comprehensive Plan on July 6, 2022. This Plan is scheduled for co-adoption by Union County, with public hearings to be held in September, October and November for implementation within the City's UGB. The adoption process is anticipated to conclude in December 2022.	Planning
63	No Change July 29, 2020	2019 Sign Code Amendments	<ul style="list-style-type: none"> Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). This has been further complicated by the current COVID-19 meeting limitations which makes it challenging to effectively engage the public in the code preparation process, not to mention the shift in priority and focus on the LDC amendments to address HB 2001. 	Planning/ Public Works
64	Updated September 26, 2022	Floodplain Re-Mapping	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p>	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department																		
			<p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none">A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions.The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts.On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A.On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping.In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA.In June 2022, FEMA responded to confirm that they are in receipt of the City’s application, but advised that additional data was needed to continue reviewing the City’s request.In early September 2022, Anderson-Perry submitted the additional data requested to FEMA.The City’s request continues to be under review by FEMA.																			
65	Updated Sep 23, 2022	Statistics: Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>AUG 22</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>111</td><td>724</td></tr><tr><td>All other calls for service:</td><td>1,048</td><td>7,588</td></tr><tr><td>Total calls for service:</td><td>1,159</td><td>8,312</td></tr><tr><td>Case Numbers:</td><td>116</td><td>879</td></tr><tr><td>Traffic Stops:</td><td>75</td><td>1,030</td></tr></table>	TYPE OF ACTIVITY	AUG 22	YTD	Priority 911 calls for service:	111	724	All other calls for service:	1,048	7,588	Total calls for service:	1,159	8,312	Case Numbers:	116	879	Traffic Stops:	75	1,030	Police
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Traffic Stops:	75	1,030																				
66	Updated Sep 23, 2022	Statistics: Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i>	<table><tr><th>TYPE OF CASE</th><th>AUG 22</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none">Physical Abuse: 8Sexual Abuse: 3Neglect: 19Domestic Violence: 9Other: 0</td><td>39</td><td>275</td></tr><tr><td>Elder Abuse:<ul style="list-style-type: none">Physical Abuse: 0Sexual Abuse: 0Neglect: 0</td><td>0</td><td>2</td></tr><tr><td>Domestic Violence / SART:<ul style="list-style-type: none">Domestic Violence: 1SART: 0 (Sexual Assault Response Team)Other: 1</td><td>2</td><td>20</td></tr><tr><td>Death Investigations:</td><td>1</td><td>6</td></tr></table>	TYPE OF CASE	AUG 22	YTD	Child Abuse: <ul style="list-style-type: none">Physical Abuse: 8Sexual Abuse: 3Neglect: 19Domestic Violence: 9Other: 0	39	275	Elder Abuse: <ul style="list-style-type: none">Physical Abuse: 0Sexual Abuse: 0Neglect: 0	0	2	Domestic Violence / SART: <ul style="list-style-type: none">Domestic Violence: 1SART: 0 (Sexual Assault Response Team)Other: 1	2	20	Death Investigations:	1	6	Police			
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Death Investigations:	1	6																				

Item	Date of Change in Status	Item	Comments			Department
			<div><div>▪ Unattended: 0</div><div>▪ Suicide: 0</div><div>▪ Homicide: 1</div></div>			
			<div>Miscellaneous:<div>▪ Assault: 0</div><div>▪ Federal Firearms Check: 0</div><div>▪ Background: 0</div><div>▪ Other: 1</div></div>	1	27	
67	Updated Sep 23, 2022	Statistics: Communications Division -	<div>TYPE OF ACTIVITY</div> <div>Priority 911 calls for service:</div> <div>All other calls for service:</div> <div>Traffic (air-time):</div> <div>Case reports handled: (LGPD / UCSO)</div> <div>Records requests processed:</div>	<div>AUG 22</div> <div>570</div> <div>1,950</div> <div>178</div> <div>181</div> <div>159</div>	<div>YTD</div> <div>3,897</div> <div>14,524</div> <div>1,836</div> <div>1,530</div> <div>752</div>	Police
68	Updated Sep 23, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report) Union County data - This is the most recent data available from the State. The State historically lags behind on reports.	<div>TYPE OF CRIME</div> <div>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</div> <div>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</div> <div>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</div> <div>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</div>	<div>JUL 22</div> <div>19</div> <div>61</div> <div>34</div> <div>4</div>	<div>YTD</div> <div>112</div> <div>514</div> <div>220</div> <div>25</div>	Police
69	Updated Sep 23, 2022	Statistics: UCR State Crime Data - (Uniform Crime Report) State of Oregon data - This is the most recent data available from the State. The State historically lags behind on reports.	<div>TYPE OF CRIME</div> <div>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</div> <div>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</div> <div>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</div> <div>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</div>	<div>JUL 22</div> <div>1,882</div> <div>7,365</div> <div>4,190</div> <div>871</div>	<div>YTD</div> <div>21,004</div> <div>99,449</div> <div>41,192</div> <div>8,087</div>	Police
70	Updated Sep 23, 2022	Training	<div>Operations Division:</div> <div>▪ One sergeant participated in training titled, “Emotional and Psychological Disorders”</div> <div>▪ One sergeant participated in an advanced Firearms Instructor Course</div> <div>▪ One sergeant participated in training titled, “Anti-bias Training for Law Enforcement”</div> <div>▪ One sergeant participated in 6-hours of leadership training.</div> <div>▪ One new officer completed CPR, Bloodborne Pathogens, Hazmat Response, All Hazard Communication, and Electrical/Fire Safety training</div> <div>▪ One new officer completed basic ICS training</div> <div>▪ Members of the NEO Regional SWAT Team participated in monthly training.</div> <div>Communications Division:</div> <div>▪ Members of the NEO Regional SWAT Team participated in monthly training.</div>			Police

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> Additional training records were unavailable at the time of this update. 	
71	No Change Aug 17, 2022	Staffing	<p><u>Operations Division:</u></p> <ul style="list-style-type: none"> Two recruit officers are in the Field Training and Evaluation Program (FTEP). <ul style="list-style-type: none"> One, hired June 2022, is in field training with a Basic Police Academy start date in February 2023. One, hired August 2022, is in field training with a Basic Police Academy start date in December 2022. With the August 2022 hiring of a police officer, we are fully staffed at this time. As noted above, although at full staff, we have two police officers that are in training and not yet released for solo patrol. <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> Fully staffed 	Police
72	No Change August 22, 2022	Water and Sewer Ordinance Review	Staff is working with Anderson Perry to develop a capital improvement plan for water and wastewater. This is the first step in looking at adopting system development charges (SDCs).	Public Works
73	No Change March 24, 2022	Water System Water Management and Conservation Plan (WMCP)	Staff has completed initial information gathering and updated draft is being reviewed prior to submission.	Public Works
74	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
75	Completed August 22, 2022	Hall Street (Cove to East L) Resurfacing	Hall Street has been resurfaced.	Public Works
76	Updated September 23, 2022	Adams Avenue ADA Ramps	Contractor has begun placement of stamped concrete. Project is anticipated to be closed out and billed by end of October.	Public Works
77	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
78	Completed August 22, 2022	Hydrant Flushing	All hydrants have been flushed and repaired.	Public Works
79	No Change May 25, 2022	Sidewalk Repair Enforcement Letters – Sidewalk LID Program	The 2021 Sidewalk LID has been successfully closed out and the 2022 LID established. Work will begin under this program in June.	Public Works
80	No Change July 22, 2022	Implementation of Geographic Information Systems (GIS) at Public Works	Anderson Perry is working on implementing a new hydrant testing dashboard to aid in tracking testing performance and crew efficiency.	Public Works
81	Updated September 23, 2022	Water Meter Reading System	With hydrant testing complete, this will be the crew's main objective.	Public Works

Item	Date of Change in Status	Item	Comments	Department
82	Updated September 23, 2022	Timber Ridge Apartment Project	Crews have completed the large taps. The contractor intends to begin laying line October 6.	Public Works
83	No Change August 22, 2022	Sanitary Sewer Manhole Maintenance	The parts for this project have finally arrived. This will be work that crews will do when the paving season is over.	Public Works
84	No Change December 18, 2020	Beaver Creek	Staff is rotating between various intake structures in order to evaluate available flow and volume.	Public Works
85	No Change August 22, 2022	Riser Installation	The parts for this project have finally arrived. This will be work that crews will do when the paving season is over.	Public Works
86	Updated September 23, 2022	Wastewater Treatment Plant Blower Header Pipe	Still waiting on electricians and parts. The 18" pipe is being installed and should be finished by October 25.	Public Works
87	Updated September 23, 2022	ERP Updates	Emergency Response Plan to be completed within the next two weeks.	Public Works
88	Updated September 23, 2022	Telemetry System Updates	Supplier has no update on lead times.	Public Works
89	No Change February 25, 2022	Water Main Replacement – Riverside Park Beneath Grande Ronde River	Plan design has been completed and will be forwarded to contractors for cost estimates.	Public Works
90	No Change May 25, 2022	Tule Lake Pump Replacement	The pump has arrived and we are waiting for electricians and electrical parts that are on back order.	Public Works
91	Updated September 23, 2022	WWTP-Headworks Secondary Pump Replacement	Secondary pumps are supposed to ship on September 30.	Public Works
92	No Change August 22, 2022	Air Quality Monitoring Project	Participating schools are being finalized so project can move into construction.	Public Works
93	No Change August 22, 2022	SRTS Construction Grant	Staff submitted the second part of the grant application. Announcement regarding if it was successful is anticipated in September.	Public Works
94	New Item September 23, 2022	Well Site & Reservoir Cleaning	All well sites are being fully inspected and cleaned both inside and outside with all maintenance issues to be addressed.	Public Works
95	No Change August 22, 2022	Union County Fair Sewer and Water Services	A work session to discuss progress and status of the proposed system has been scheduled for October 24.	Public Works
96	No Change July 22, 2022	2022-23 Sewer Rehab Contract	Staff is working on completing the bid documents and anticipates an August bid closing	Public Works
97	Updated September 23, 2022	Gekeler Lane (Aries to Fourth) Grind & Inlay Project	Project has been awarded and contract is out for signature. Project schedule will be determined by October 1.	Public Works
98	No Change July 22, 2022	Second Street 18-Inch Mainline Replacement	Parts have been ordered and project is anticipated to begin in the winter/spring. Phase II of the project will run from Penn Avenue to K Avenue.	Public Works
99	No Change July 22, 2022	Second Street Roadway Reconstruction	Project is scheduled to be completed in spring of 2023. Staff is currently assessing sidewalk and curbs for replacement.	Public Works
100	Completed September 23, 2022	May Lane (Riddle to Watson) Overlay	May Lane has been paved.	Public Works
101	New Item	Service Inspections on 12 th	With anticipated street work to be completed on 12 th	Public Works

September 2022

20

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

Item	Date of Change in Status	Item	Comments	Department		
	September 23, 2022	Street & 16 th Street	Street and 16 th Street, crews will inspect all water services on those streets and replace services as needed.			
102	Updated September 23, 2022	Main Avenue (Second to Fourth) Overlay	This project is the next project on the list.	Public Works		
103	New Item September 23, 2022	Broken Antenna Bracelet	AMI antenna (water meter reading) at Island City Well has a broken bracelet. Materials have been ordered and the repair will require 120' man lift to reach top of pole to complete repair.	Public Works		
104	New Item September 15, 2022	Pioneer Drive Paving	Pioneer Drive will be paved by September 20.	Public Works		
105	No Change July 22, 2022	CMAQ Paving Project	Staff is completing the project funding paperwork and anticipates completing this work late fall/spring 2023.	Public Works		
106	Completed September 23, 2022	Fire Department Training Ground Paving	Training grounds have been paved.	Public Works		
107	No Change July 22, 2022	18 th Street (Gekeler Slough) Bridge Replacement	Engineering staff is working on a survey to begin design of a new bridge structure to replace the culvert at this location.	Public Works		
108	Updated September 23, 2022	WWTP Rebuilt Pumps	Pumps should be shipped back the week of September 26.	Public Works		
109	No Change August 22, 2022	WWTP Lab	The WWTP lab pulled 162 samples in the last 30 days and performed 703 different analytical tests.	Public Works		
110	Completed August 22, 2022	Lagoon Sludge	Crews measured the sludge in the secondary and primary lagoons on August 12 and August 17.	Public Works		
111	Completed August 22, 2022	Air O2 Mixers	Crews finished 6-month maintenance on all 10 air O2 mixers in the primary lagoons.	Public Works		
112	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works		
113	No Change August 22, 2022	Water Service Inspections	Crews have completed water service inspections on streets slated for overlays and have transitioned to replacing any outdated services that have been identified before overlays are completed.	Public Works		
114	Completed August 22, 2022	Hwy 30 Well	Hwy 30 well climate control failure caused pump drive to kick out. New mini split has been installed and well is back up and running. Old mini split was repaired in order to have a backup system.	Public Works		
115	Completed August 22, 2022	Well Maintenance	Chlorine injector and pump maintenance was completed the week of August 22.	Public Works		
116	Updated September 23, 2022	Public Works Statistics		Aug 22	Fiscal YTD	Public Works
			Sewer taps installed	1	3	
			Water taps installed	0	1	
			Water leaks repaired	0	2	
			Water meters installed	N/A	N/A	
			Square feet of street paved	75,750	157,900	
			Water produced (MG)	146.24	190.74	
			WWTP flows (MG)	61.44	123.67	

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	No Change April 25, 2022	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	<ul style="list-style-type: none"> ROI Grant Entrepreneur Ecosystem First payment of \$30,000 received Jan 28 Steering Committee Held First in person meeting in April Currently identifying key focus groups and survey materials 	Business Oregon / ROI	Eco Dev
2	No Change March 21, 2022	FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant	February 2, 2022	\$1,003,347.00	\$1,003,347.00	N/A	In review, grant awards to begin in May 2022	Federal Emergency Management Agency (FEMA)	Fire
3	No Change May 25, 2022	DPSST Micro Grant	December 2020	\$5,080	\$5,080	N/A	Approved April 7 th , 2022	Department Of Public Safety and Standards	Fire
4	No Change July 22, 2022	Security Grant	June 6, 2022	\$10,000	\$3782.82	\$6,217.18	Awarded June 9, 2022	CIS	Fire
5	No Change July 22, 2022	OSFM Wildland season staffing grant	June 17 th 2022	\$33,000	\$33,000	N/A	Awarded June 20 th , 2022	Oregon State Fire Marshal	Fire
6	No Change May 23, 2022	Morgan Lake Vault Toilet	February 26, 2021	\$56,442	\$9,250	\$47,192* Includes \$12,377 of in kind labor and equipment	Installation scheduled for May 26, 2022	Oregon State Marine Board	Parks & Recreation
7	No Change May 23, 2022	Morgan Lake Vault Toilet	December 30, 2020	\$55,627	\$33,250	\$22,377* Includes \$12,377 of in kind labor and equipment	Approved.	ODFW	Parks & Recreation
8	No Change May 23, 2022	Oregon State Parks Recreational	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Received letter to proceed and contract.	Federal dollars thru State Parks	Parks & Recreation Public

		Trails Program							Works
9	No Change June 24, 2022	Safe Route To School Non- Infrastructure	March 17, 2022	\$131,068 .49	\$100,000	\$31,068.4 9 PTO and \$7,799.72 cash match.	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
10	No Change June 24, 2022	Public Art Installation outside Library (Arts Commission)	April 2022	\$50,000	\$20,000	\$30,000 in other grants	Approved	Wildhorse Foundation	Parks & Recreation
11	Completed September 26, 2022	Oregon State Parks (SHPO) – Certified Local Government Grant	February 2021	\$22,000	\$12,000	\$10,000	Completed in June 2022, with new Historic District Standards adopted in July 2022.	State Parks (SHPO)	Planning
12	No Change August 22, 2022	Adams Avenue ADA ramp improvements	February 2020	\$583,710	\$583,710	In-kind design services	Work is 90% complete.	ODOT	Public Works
13	No Change August 22, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Agreement with consultant has been reached. Project anticipated to commence in September.	ODOT	Public Works
14	No Change August 22, 2022	SRTS Infrastructure Grant	March 2022	\$165,000	\$150,000	Cash	The second round of applications have been completed. Award determination is anticipated in September.	ODOT	Public Works