



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change May 24, 2023	Street and Road Infrastructure: Act on the recommendations of the Parking Traffic Safety Street Maintenance Advisory Commission (PTSSMAC) to address the condition of the infrastructure including potential funding options.	The Budget Committee Approved the Proposed Budget for FY 2023-24, which includes a transfer of \$155,106 of General Fund unanticipated increase in cash to the Street Reserve Fund per Council Resolution 4824, Series 2022. The City Council will consider adoption on June 7 th . The FY 2022-23 Adopted Budget included \$473,818 in one-time funds for street projects. The City Council approved \$2,773,872 of ARPA Funding for use on street projects.	Public Works
2		Housing: Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		Economic Development: Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.	See updates under Economic Development below.	Economic Development
4		Staffing: Continue to take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.	See updates under Human Resources below related to compensation studies and Pay Equity Act efforts.	City Manager
5	Updated September 26, 2023	Fiscal management: Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	Work has begun on the annual audit. See updates in Finance Department.	City Manager
6	Updated September 26, 2023	General Fund Capital Improvements: Identify funding sources and strategy to address major capital needs.	The Adopted Budget includes funding for consulting work to review the needs for the La Grande Police Department. The City Council will be asked to approve the selection of the consultant at their October Regular Session.	City Manager
7	No Change	Emergency Management	The new Top Priority was added by the City Council	City Manager

September 2023

1

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

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

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of October 3, 2023

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

2023

Wednesday, October 4

REGULAR SESSION

October 12th – 14th -- LOC 98th Annual Conference

Monday, October 23

WORK SESSION: *Annexation Process*

Wednesday, November 1

REGULAR SESSION

Monday, November 6

WORK SESSION: *System Development Charges (SDC)*

Friday, November 10

(Observed) HOLIDAY

Monday, November 13

WORK SESSION: *Eastside Water and Sewer Funding*

Thursday/Friday, November 23 & 24

HOLIDAY

Monday, November 27

WORK SESSION: *Codification Review*

Monday, December 4

WORK SESSION: *5-Year Fiscal Outlook*

Wednesday, December 6

REGULAR SESSION

Monday, December 11

WORK SESSION: *Police Department Facility Report*

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

Monday, December 25

HOLIDAY

2024

Monday, January 1

HOLIDAY

Wednesday, January 3

REGULAR SESSION

Monday, January 8

WORK SESSION: *Goal 9
Economic Opportunity
Analysis*

Monday, January 15

HOLIDAY

Monday/Tuesday, January 22 & 23

COUNCIL/URA RETREATS

Additional topics with dates to be determined: Gas Tax discussion; FEMA update; Emergency Operation Plan Report; ATV/ATU discussion; Greenway project; and Foreclosure Ordinance. Unless Otherwise Noted All Sessions of the Council Begin at 6:00 p.m., Meeting Dates Subject to Change; Please call 541-962-1309 to confirm

Item	Date of Change in Status	Item	Comments	Department																																																																																									
1	Updated September 15, 2023	All Building Permits August 2023	<div>August 2023</div>	Building																																																																																									
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3	Updated September 26, 2023	City Manager Evaluation FUTURE COUNCIL ACTION ITEM	The City Manager’s annual evaluation for 2022-2023 is due. The completed evaluation has been provided to the City Council and City Manager. The Council will meet with the City Manager in Executive Session on October 4 th to review the evaluation.	City Manager																																																																																								
4	No Change March 1, 2023	Max Square/Homelessness	Staff continues to participate in some of the recurring meetings with groups involved with housing issues. The new ordinance regarding camping on public property which regulates the time, place, and manner within the City of La Grande took effect in February, 2023.	City Manager																																																																																								
5	No Change July 11, 2023	B2H	The Oregon Public Utilities Commission approved Idaho Power’s application for a certificate of public convenience and necessity.	City Manager																																																																																								
6	No Change June 30, 2023	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The Adopted Budget includes \$119,231 of TRT funding to be allocated to the water and sewer infrastructure. The funds will be available after July 1 st and would be provided when the project is being completed. The City Council met with the Union County Fair Board in a Work Session on October 24 th to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to	District Manager																																																																																								

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			occur at a later date. The project includes a sewer lift station that would be need to be maintained.	
7	New Item September 12, 2023	City Charter Amendment FUTURE AGENCY ACTION ITEM	The Council met in a Work Session on September 11 th to discuss potential revisions to the City Charter and reached consensus on not pursuing Ranked Choice Voting at this time but to move forward to see voter approval of a change to eliminate the Council positions for the non-mayoral election, which the three candidates with the most votes filling the three vacancies every two years. This will eliminate the primary for City Council positions. The Mayor position would remain a two-year term and if more than two candidates file a primary would be held. The intent would be to place the amendments on the November, 2024, General Election.	City Manager
8	No Change February 22, 2023	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The City Manager formed a working group to develop the request for proposals for the consulting work to evaluate the current opioid related programs and needs using settlement funds approved by the City Council in December. The group met on February 22, 2023, to brainstorm the scope of work. Once the draft RFP is completed the group will review it prior to moving forward. The City and County are receiving settlement funds from a lawsuit. The City convened a meeting and a working group is being formed with various partner organizations to make a joint recommendation to the City Council and Union County Commissioner for use of these restricted funds.	District Manager
9	Updated September 28, 2023	Market Place Family Foods Agreement Amendment FUTURE AGENCY ACTION ITEM	The District Manager and City Attorney are in ongoing discussions with the property owner and his attorney regarding a possible amendment to the agreement. The Agency will be provided an update on October 4 th on the status of the discussions.	District Manager
10	No Change April 3, 2023	Urban Renewal Targeted Project Policy Development FUTURE AGENCY ACTION ITEM	The Adopted Budget for the Agency includes \$500,000 in funding for an Agency initiated project. Staff is currently exploring potential options for that funding. The Agency met in a Work Session on March 6, 2023, to discuss one of the potential projects and again on April 3 rd to discuss renovating the Historic Fire Museum as potential project. The Agency reached consensus on not moving forward with the first project and asked for additional information on the Fire Museum project before making a decision. Given the additional information would not be ready for the Agency's April 5, 2023, Regular Session, that meeting was cancelled. Once Staff has gathered additional information, an Agency Work Session will be scheduled to continue to discuss the potential project. The Proposed FY 2023-2024 Agency Budget includes carrying over the \$500,000 of funding.	District Manager
11	New Item September 27, 2023	City Council Election - 2024	The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Two(2), Three (3), and Four (4) are due to expire on 12/31/2024.	City Recorder

Item	Date of Change in Status	Item	Comments	Department																										
			<p>The 2024 Primary Election (if necessary) is scheduled for Tuesday, May 21, 2024, see below for important dates:</p> <p><u>Primary Election:</u> First Day to File is September 14, 2023 Last Day to File is March 12, 2024 by 1 p.m. Candidate Packets for these four (4) positions are available for pick up at the City of La Grande, City Hall, City Recorder's Office.</p>																											
12	No Change August 25, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	The Attorney for CivicPlus met with City Staff and City Attorney to complete the Legal Review of the code on July 28, 2023. During review, we determined what the final contents of the code will be. The next step in process will be for the CivicPlus Attorney to make the necessary changes to the computer files constituting the code and preparing the final draft (proof) for our review. Estimated time for the proofs to come back to City Staff for review will be end of October, beginning of November. A Work Session has been scheduled for Monday, November 27, 2023, to go over the final proofs with the City Council.	City Recorder																										
13	<u>Updated September 27, 2023</u>	Advisory Commission Vacancies	<p>The following table outlines the existing vacancies:</p> <table><tr><th><u>Advisory Commission</u></th><th><u>Vacancies</u></th></tr><tr><td>Air Quality</td><td>3/7</td></tr><tr><td><u>Arts</u></td><td><u>0/7</u></td></tr><tr><td>Building Board of Appeals</td><td>4/5</td></tr><tr><td>Budget Committee</td><td>1/7</td></tr><tr><td>Community Landscape/Forestry</td><td>0/5</td></tr><tr><td>Landmarks</td><td>1/5</td></tr><tr><td>Library</td><td>0/5</td></tr><tr><td>Parking, Traffic Safety and Street Maintenance</td><td>0/7</td></tr><tr><td>Parks and Recreation</td><td>0/7</td></tr><tr><td>Planning</td><td>0/5</td></tr><tr><td>Union County Tourism</td><td>0/2</td></tr><tr><td>Urban Renewal</td><td>0/5</td></tr></table>	<u>Advisory Commission</u>	<u>Vacancies</u>	Air Quality	3/7	<u>Arts</u>	<u>0/7</u>	Building Board of Appeals	4/5	Budget Committee	1/7	Community Landscape/Forestry	0/5	Landmarks	1/5	Library	0/5	Parking, Traffic Safety and Street Maintenance	0/7	Parks and Recreation	0/7	Planning	0/5	Union County Tourism	0/2	Urban Renewal	0/5	City Recorder
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14	No Change April 21, 2023	Surplus Property Disposal and Procurement Resolution Update FUTURE COUNCIL ACTION ITEM	The current policies related to the acquisition and disposal of City property have not been fully reviewed and updated in a number of years. The City Recorder has been assigned the task of updating these for Council consideration. Ordinance is retyped. Through researching current ORS regarding Local Contract Review Boards (Ordinance 2774, Series 1989), found that ORS 279.055 has been repealed and replaced with ORS 279A.060. This Ordinance should be updated to reflect current ORS. Continuing to research other Ordinances and Resolutions that will be linked to this ORS update that will need to be updated with current state regulations. Found Resolution #2, Series 1990, and Resolution #4, 1994 should also be updated to reflect current ORS. Found that most of ORS (Chapter) 279 had been repealed in Year 2003 and now, the Public Contracting statutes have been divided into three	City Recorder																										

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			chapters, known as ORS 279A, 279B, and 279C.																															
15	No Change May 22, 2023	COVID-19 Business Assistance	The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars. A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. \$148,609.72 has been repaid as of 12/31/2022 including 8 loans that have been repaid in full. 22 loans are currently being repaid with a total outstanding principle balance of \$70,410.28	Economic Development																														
16	No Change August 28, 2023	2023-2024 Façade Grant Program	<table border="1"> <tr> <td>Pat's Alley</td><td>1414 Adams Ave</td><td>Repaint and replace signs</td><td>\$7,500</td><td>Approved</td></tr> <tr> <td>Bella Mercantile</td><td>1216 Adams Ave</td><td>Painting</td><td>\$6,000</td><td>Approved</td></tr> </table>	Pat's Alley	1414 Adams Ave	Repaint and replace signs	\$7,500	Approved	Bella Mercantile	1216 Adams Ave	Painting	\$6,000	Approved	Economic Development																				
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17	No Change July 24, 2023	2022-2023 Façade Grant Program	<table border="1"> <tr> <td>Hermann Financial Building</td><td>107 Elm Street</td><td>Renovate entry, windows and door</td><td>\$7,500</td><td>Approved</td></tr> <tr> <td>United finance Miracle Ear</td><td>115 Elm Street</td><td>Repair windows and repaint trim</td><td>\$7,500</td><td>Approved</td></tr> <tr> <td>Eric Laurence</td><td>1124 Adams Ave</td><td>Repair and replace 2nd floor windows</td><td>\$7,500</td><td>Approved</td></tr> </table>	Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7,500	Approved	United finance Miracle Ear	115 Elm Street	Repair windows and repaint trim	\$7,500	Approved	Eric Laurence	1124 Adams Ave	Repair and replace 2 nd floor windows	\$7,500	Approved	Economic Development															
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18	Updated September 15, 2023	2023-2024 Call For Projects Program	<p>2023-2024 Call For Projects opened March 13, 2023. The City received 9 applications with a declared value of \$1874,469 and \$589,916 in funding requests. At the Joint Urban Renewal Agency and URAC special session on July 10. The Agency approved the following Call For Project Grants for 2023-2024</p> <table border="1"> <tr> <td>Eastern Wheelworks</td><td>711 Adams Ave</td><td>Renovation of Sunshine Corner Gas Station</td><td>\$75,000</td><td>In progress</td></tr> <tr> <td>Evermine / Elks Building</td><td>1124 Washington</td><td>Replace Driveway with elevated patio gathering space</td><td>\$75,000</td><td>Approved</td></tr> <tr> <td>NK West Building / Retail storefront</td><td>1204 Adams</td><td>New Retail Space</td><td>\$57,403</td><td>approved</td></tr> <tr> <td>Reed & Associates</td><td>904 Adams .</td><td>Site improvements and renovation</td><td>\$8597</td><td>Approved</td></tr> <tr> <td>Rodeway Inn</td><td>402 Adams</td><td>Hotel renovation</td><td>\$75,000</td><td>In Progress</td></tr> <tr> <td>Valley Insurance</td><td>1215 Adams</td><td>Renovation Old Umpqua Bank building</td><td>\$59,000</td><td>In progress</td></tr> </table>	Eastern Wheelworks	711 Adams Ave	Renovation of Sunshine Corner Gas Station	\$75,000	In progress	Evermine / Elks Building	1124 Washington	Replace Driveway with elevated patio gathering space	\$75,000	Approved	NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	approved	Reed & Associates	904 Adams .	Site improvements and renovation	\$8597	Approved	Rodeway Inn	402 Adams	Hotel renovation	\$75,000	In Progress	Valley Insurance	1215 Adams	Renovation Old Umpqua Bank building	\$59,000	In progress	Economic Development
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19	Updated September 15, 2023	2022-2023 Call For Projects Program	<p>2022-2023 Call For Projects</p> <table border="1"> <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>Complete</td></tr> <tr> <td>Front Office Solutions</td><td>1209 Adams</td><td>Roof and façade</td><td>\$65,656</td><td>Construction in progress.</td></tr> </table>	Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Complete	Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress.	Economic Development															
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September 2023

Item	Date of Change in Status	Item	Comments					Department										
							Progress Payment \$30,328 Paid											
			Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress Progress Payment of \$23,506 paid											
20	No Change November 22, 2022	2020-2021 Call for Projects Program	2020-2021 Call For Projects <table><tr><th>Business</th><th>Address</th><th>Project</th><th>Funds</th><th>Status</th></tr><tr><td>The Local Station</td><td>1508 Adams</td><td>Renovation</td><td>\$32,110 progress payment</td><td>partial reimbursement paid Feb 2 Project at 90% and has extension through June 1st for final completion Project has applied for another extension until June 2023 to complete final side panels</td></tr></table>					Business	Address	Project	Funds	Status	The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another extension until June 2023 to complete final side panels	Economic Development
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The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another extension until June 2023 to complete final side panels														
21	No Change August 28, 2023	Business Development/Recruitment	<ul style="list-style-type: none">Director continues to work closely with the Chamber and County Economic Development to develop community wide action team. And is currently hosting Monthly meetings with the Chamber, Main Street and Union County Commissioner Donna Beverage.Staff continues to meet with local businesses and large key employers as possible.Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment. <p>Two new videos produced promoting La Grande a place to do business have been completed. 1 Video focuses on manufacturing and features 5 businesses “Made in La Grande”. 2nd video showcases downtown and MainStreet revitalization efforts. Both videos can be viewed on our website at https://www.lagrandeed.com/about/city-of-la-grande-urban-renewal-agency/p/item/19253/made-in-la-grande-oregon-la-grande-economic-development</p>					Economic Development										
22	Updated September 15, 2023	La Grande Main Street Downtown	<ul style="list-style-type: none">Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) CommitteeEV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan. Currently working with dining & entertainment clusterMain Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan.Main Street Received a \$200,000 Main Street Revitalization Grant to assist help remove the 70’s era facade and begin the restoration of the former Elks building on the corner of Washington and Depot St. Work on this building has startedMain Street’s Executive Director has resigned. The					Economic Development										

Item	Date of Change in Status	Item	Comments	Department
			<p>Board is reviewing the job description and planning the search process.</p> <ul style="list-style-type: none"> • Main Street is working with the State program and a consultant to reassess program activities and implement the Main Street Refresh plan. Public meeting was held in July and the Board has met with the consultant to review findings. Staff transition will impact implementation timeline. • Main Street hosted the Eastern Oregon Beer Fest in August. • Main Streets 2nd Women in Business gathering is scheduled for September 26 at Brickyard Lanes. 	
23	Updated September 15, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> • Staff continues to work with EOU's REV Center to explore collaborative opportunities combine Ignite services with the proposed Innovation Hub with the Firehouse Building as a potential colocation opportunity for both ventures. Staff continues to serve on the steering committee for the Innovation Hub • The Ignite Center is now Closed and staff continues to identify opportunities to reassess this project 	Economic Development
24	No Change February 22, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> • Three loans are in the re-payment phase of this loan program from 2016 and are nearing the halfway point in the loan process where they will be eligible to apply for forgiveness of the remaining balance if they meet the program requirements. • Two loans are current and will reach eligibility for forgiveness in February and April of 2024 • One loan is currently requesting a temporary deferral. Staff is working on this request and if granted the eligibility for forgiveness would be deferred by an equal period of time. 	Economic Development
25	Updated September 15, 2023	Entrepreneur Ecosystem Assessment & Development FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> • Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen • Staff is also reaching out to other local partners to host a Makers Summit in Spring of 2024 focused on small scale manufacturers who are ready and interested in scaling up • Staff is preparing to be part of the 2024 ReCast City cohort. This is a consultant led Economic Development program focused on small scale manufacturing. This project is in the current budget and will need Council approval 	Economic Development
26	Updated September 15, 2023	Brownfields Assessment FUTURE COUNCIL ACTION ITEM	<ul style="list-style-type: none"> • 6 property owners are participating and have submitted property nominations, 2 projects have been approved for Regulated Building Material Surveys, two phase I reviews are complete, and two more phase 1's are in progress. Anticipating 3 phase 2 analyses will be funded. 1 property owner has chosen not to move forward. • BTI was able to allocate additional funds for the La Grande projects and has approved moving forward with the Jefferson Avenue Corridor Redevelopment 	Economic Development

Item	Date of Change in Status	Item	Comments	Department																																	
			<p>Plan. anticipating completion in early 1st quarter 2024. Total cost estimate of \$50,475 is funded through BTI’s existing grant and there is no cost to the City of La Grande beyond staff time to support this process. Staff has started to assemble the steering committee for this project including City staff from Economic Development, Public Works, and Planning. Additionally, La Grande Main Street has endorsed the planning project and will have three (3) Board members serving on the steering committee. Staff is reaching out to business and property owners within the study area for additional committee representation.</p> <ul style="list-style-type: none">Held the first meeting with the City staff and consultant team on September 1. First meeting with the full steering committee is scheduled for September 18 and first public meeting is scheduled for October 17.3 properties within the planning area have changed hands and are being redeveloped including the former True Value Hardware building, the Former Millers Lumber building and the former Napa Auto Parts Store. The EONI building is currently listed for sale.																																		
27	Updated September 15, 2023	Staff Development	<ul style="list-style-type: none">Staff continues to serve on the Oregon Economic Development Association’s Tax Increment Finance CommitteeStaff attended the Eastern Oregon Economic Summit in August.Staff completed the NW Economic Development Training Course Aug 21-24Staff served on the Oregon Main Street Awards Selection Committee and the Oregon Economic Development Awards Selection Committee	Economic Development																																	
28	No Change March 3, 2023	Chart of Accounts Review	<ul style="list-style-type: none">Form a committee by April involving all departments to update and refine all Accounts within the Chart of Accounts to reflect descriptions that are more appropriate to the types of activities that are being completed as well as combining accounts that are similar in nature.	Finance																																	
29	Updated September 15, 2023	Statistics	<table><tr><th>Month of August, 2023</th><th>Current</th><th>YTD</th></tr><tr><td>Monthly Revenue (all funds)</td><td>\$1,818,149</td><td>\$4,063,633</td></tr><tr><td>Monthly Revenue (general fund)</td><td>\$474,496</td><td>\$1,289,815</td></tr><tr><td>Monthly expenses amount (all funds)</td><td>\$2,359,756</td><td>\$5,126,711</td></tr><tr><td>Monthly expenses (general fund)</td><td>\$1,038,536</td><td>\$2,487,910</td></tr><tr><td># of Accounts Payable Checks issued:</td><td>240</td><td>450</td></tr><tr><td># of Payroll Checks/AP issued:</td><td>196</td><td>394</td></tr><tr><td>Monthly Payroll expenses:</td><td>\$1,298,749</td><td>\$1,298,749</td></tr><tr><td># of Water accounts billed:</td><td>4,917</td><td>9,828</td></tr><tr><td># of LID accounts billed:</td><td>0</td><td>6</td></tr><tr><td>Pieces of mail processed</td><td>388</td><td>865</td></tr></table>	Month of August, 2023	Current	YTD	Monthly Revenue (all funds)	\$1,818,149	\$4,063,633	Monthly Revenue (general fund)	\$474,496	\$1,289,815	Monthly expenses amount (all funds)	\$2,359,756	\$5,126,711	Monthly expenses (general fund)	\$1,038,536	\$2,487,910	# of Accounts Payable Checks issued:	240	450	# of Payroll Checks/AP issued:	196	394	Monthly Payroll expenses:	\$1,298,749	\$1,298,749	# of Water accounts billed:	4,917	9,828	# of LID accounts billed:	0	6	Pieces of mail processed	388	865	Finance
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September 2023

12

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

Item	Date of Change in Status	Item	Comments	Department									
			<table><tr><td></td><td></td><td></td></tr><tr><td>Electronic Utility Payments Received</td><td>3,217</td><td>6,285</td></tr><tr><td># of NSF checks the City received:</td><td>9</td><td>12</td></tr></table>				Electronic Utility Payments Received	3,217	6,285	# of NSF checks the City received:	9	12	
Electronic Utility Payments Received	3,217	6,285											
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30	No Change March 3, 2023	Transient Lodging Tax Ordinance FUTURE COUNCIL ACTION ITEM	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 st draft has been completed and passed on for another review. A second draft is being reviewed for finalization. Will be working on this in conjunction with the short-term rentals ordinance.	Finance									
31	Completed September 15, 2023	Implementation of Bank Reconciliation Module in Springbrook	Currently the Finance Department does the bank reconciliation with an excel worksheet. With the implementation of the Bank Reconciliation module in Springbrook the excel worksheet will no longer be used and all bank recon will be done in the finance software. Was able to get July 2023 bank reconciliation through Springbrook balanced! Training is complete.	Finance									
32	Update September 15, 2023	Response Statistics	August 1 2023 to August 31, 2023 YTD:2200 <ul style="list-style-type: none">• Total Calls: 263• Medical: 222• Fires/MVC 33• Lift assists 7 Other (public Service) 1	Fire									
33	Updated September 15, 2023	Fire Inspection/Code Enforcement/Investigations	Fire Chief made final inspection for partial opening of the Timber Ridge apartment complex.	Fire									
34	No Change February 17, 2023	Child Safety Seat Installations and Bicycle Helmets	(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats. (1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.	Fire									
35	Update September 15, 2023	Training	<ul style="list-style-type: none">• Recruit academy – 40 hrs.• Department drill – Joint drills with LGRFPD, Sprinkler and standpipe systems, 1.5 hrs. –Lifeflight landing zone training 1.5 hrs.• Co. EMS drill Case reviews, 1.25hrs.• EMT Casual trainings 16 hrs.• Shift drills –18.5 hrs. various subjects• Fire Rescue online• Active Threat MCI drill – 3.5 hrs. Holmatro training on new tools – 16hrs.	Fire									
36	Updated September 15, 2023	Department Announcements	<ul style="list-style-type: none">• Deputy Chief Merle Laci formally promoted.• Fire Chief assisted with promotional exam at Umatilla Co. Fire District 1.• Ladder truck back in service• Budgeted battery-operated Extrication tools placed in service on the rescue after 2-day training.	Fire									
37	Updated September 21, 2023	Current Recruitments	<ul style="list-style-type: none">• Admin Assistant City Manager’s office – Filled• Admin Assistant Police Department - Filled• Secretary Police Department – Filled• Receptionist PD• Enforcement Officer PD	Human Resources									

September 2023

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

Item	Date of Change in Status	Item	Comments			Department
			<ul style="list-style-type: none">Recreation Leader Fall positionsCommunications Specialist (3)Lifeguard positionSwim Instructors			
38	Updated September 15, 2023	Announcements	<ul style="list-style-type: none">August library programs & attendance numbers:Mystery Book Club- 11Subscription Book Boxes- 4Outreach School Resource Fair-76 peopleD&D Gaming- 14U of O Dino-Exhibit – 97 adults and 104 childrenBaby Dance Party- 9The Library is a part of the Oregon Regional Food Bank. We served a total of 128 households and 234 individuals during the month of August.			Library
39	Updated September 15, 2023	Statistics	Current Month August	Last Month July	Information from: 8/1/2023-8/31/2023	Library
			10,810	10,929	Total Circulation:	
			4,062	4,061	Adult Collection	
			879	1,112	Young Adult Collection	
			5,716	5,611	Children’s Collection	
			153	145	Hot spots/Chromebook/misc.	
			7,368	7,803	Door count	
			105	123	New Cardholders	
			41	41	Non-resident card holders	
			15,212	15,107	Total Card holders	
			1,820	1,880	Libby (eBooks &audio)	
			6	5	Dial-A-Story	
			310	275	Hoopla (eBooks, movies/TV, audiobooks, music)	
			35	31	MyHeritage (genealogy online)	
			2	6	CreativeBug (crafts online)	
			85	80	Kanopy (Foreign films/Great Courses)	
5	7	Community room paid events				
4	11	Community room library events/City Dept. events				
13	12	Volunteer hours				
1,180	1,148	Total Sage Interlibrary Loans				
40	Updated September 25, 2023	Parks Maintenance Update	<ul style="list-style-type: none">Most of our seasonals have gone back to school leaving only one full time staff person and three seasonals. We will try our best to keep up this fall with low staffing levels.Will participate with LGHS Day of Service where high school seniors will spread bark mulch along the Island Avenue landscaping strip near the railroad tracks.Working with plumbers to get bids on several plumbing issues in multiple parks.			Parks & Rec-Maintenance
41	No Change August 9, 2023	Morgan Lake Diversion Dam	Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek			Parks & Rec - Admin

Item	Date of Change in Status	Item	Comments	Department															
			instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. A full hydraulic analysis was completed in June. Next steps include working with OWRD on FEMA funding for final design and construction.																
42	Updated August 17, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	The committee announced their playground design plans at Celebrate La Grande and officially launched the campaign. There is a website: www.lagrandeplayground.org with all the information. Committee members are also going on with Brent Clapp in early October to help get the word out.	Parks & Rec - Admin															
43	No Change July 24, 2023	Greenway Trail Extension	A bid has been awarded to Kevin Hampton Paving and work will be completed by this fall.	Parks & Rec Admin															
44	Updated September 25, 2023	Pool Statistics August 2023	<table><tr><td></td><td>FY 22-23 August</td><td>FY 23-24 August</td></tr><tr><td>ATTENDANCE</td><td>2,480</td><td>2,610</td></tr><tr><td>FY TO DATE</td><td>2,480</td><td>2,610</td></tr><tr><td>REVENUE</td><td>\$17,970</td><td>\$18,570</td></tr><tr><td>FY TO DATE</td><td>\$17,970</td><td>\$18,570</td></tr></table>		FY 22-23 August	FY 23-24 August	ATTENDANCE	2,480	2,610	FY TO DATE	2,480	2,610	REVENUE	\$17,970	\$18,570	FY TO DATE	\$17,970	\$18,570	Parks & Rec - Admin
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45	Updated September 25, 2023	Pool Programs Update	<ul style="list-style-type: none">The pool was closed for maintenance from Aug 26-Sept 3. Staff replaced the water in the pools, had the HVAC ducting cleaned, and had several in water lights replaced.School year hours are now in effect.The open Aquatics Activities Coordinator position has been filled. Thomas Lund started work on September 5th, and has already become a very valuable member of our team!We are teaching a LG course that started the week of Sept 18 with 6 students.Staff have received several job applications from new college students looking for work during the school year.	Parks & Rec-Aquatics															
46	Updated September 25, 2023	Pool Maintenance Update	Staff were approached by GRH therapists with some concerns about the current therapy stairs being difficult for their patients to use. Together, we wrote a GRH grant for replacement stairs which was awarded. The new stairs will be installed soon!	Parks & Rec-Aquatics															
47	Updated September 15, 2023	Recreation Program Update	<ul style="list-style-type: none">Flag Football and Jr. Tackle Football both kick off Saturday September 16th. Flag Football has 232 registrations across 3 divisions. While Tackle has 76.After School Program is 3 weeks in and so far, we have not reached the cap limit of 35 kids. We are averaging 26 kids each week.Women’s Volleyball registration is open and we currently have 1 team signed up and a couple of Free Agents.Peewee Basketball registration is open as well. We currently have 24 kids registered.We are helping/taking part in the Harvest Festival on October 7th. We will have a kids zone with arts	Parks & Rec-Aquatics															

Item	Date of Change in Status	Item	Comments	Department												
			<div>and crafts, and a mini hay bale maze as well.</div> <ul style="list-style-type: none">We are currently planning a Haunted Trail for October 27th and 28th at Riverside. We working on finding actors currently. We are also working on getting items and materials for this event.													
48	Updated September 20, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none">August Walking Park Tour successfully documented areas that need improvement the walking infrastructure to Riverside park.Coordinator is working on planning more scooter and bicycle safety camps. The next main focus will be a bicycle repair clinic held at the schools. The coordinator is looking for volunteers who know basic bicycle maintenance.The coordinator included educational materials at the Seventh-grade conference which reached all of the seventh graders in Union County.Upcoming: October 4th walk and roll to school day.	Parks & Rec-Recreation												
49	Updated September 18, 2023	Urban Forestry Update	<ul style="list-style-type: none">Responded to thirty-two questions/concerns from the community regarding; tree selection and the street tree planting program, tree pruning and removal, tree condition evaluations, commercial tree service referrals, root pruning for sidewalk construction, plant selection for eastern Oregon landscaping, and nuisance complaints.Led a tree identification tour for the Union library at the Union city park.Coordinated the summer beautification awards and media announcements; residential winner Roni Wood - 807 Spring Ave., commercial winner John and Judy Bergoyne - 1112 Washington Ave.July Facebook posts: La Grande’s Community Forestry Program slide series, Community Grass Roots camp, beautification award program recipients.UF intern watered new trees weekly.Continued three-year check and structural pruning of trees planted in 2020.Reviewed land use applications, submitted landscape recommendations.Millers Tree Service began street tree clearance pruning for 2023/24: this season they are pruning specific streets for scheduled for paving.Removed pavers, reset irrigation lines, and mulched trees in the urban renewal district.Continued the coordination of fall planting and received the tree shipment.	Parks & Rec-Urban Forestry												
50	No Change August 16, 2023	Urban Forestry Tree Inventory Project	Coordinated with AP to create a dashboard to display tree inventory information.	Parks & Rec-Urban Forestry												
51	Updated September 18, 2023	August Urban Forestry Statistics	<table><tr><td>July 1, 2023 – June 30, 2024</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>9</td><td>18</td></tr></table>	July 1, 2023 – June 30, 2024	August	YTD	Street Trees Planted	0	0	Park Trees Planted	0	0	Street Trees Removed	9	18	Parks & Rec-Urban Forestry
July 1, 2023 – June 30, 2024	August	YTD														
Street Trees Planted	0	0														
Park Trees Planted	0	0														
Street Trees Removed	9	18														

Item	Date of Change in Status	Item	Comments					Department
			Park Trees Removed		2	2		
			Street Trees Pruned		235	250		
			Park Trees Pruned		42	59		
			Community Responses		32	68		
			Nuisance Responses		2	6		
			Field Evaluations		20	38		
			Ord. Enforcement Actions		0	0		
			Comm. Tree Service Permits		0	0		
			Site Plan Reviews		2	8		
			Community Volunteer Hours		5	5		
52	Updated September 27, 2023	Calendar YTD Planning Statistics		Aug. 2022	Aug. 2023	FY 22-23	Current 23-24	Planning
			Land Use Apps	5	2	48	5	
			Zoning Approvals	5	7	28	12	
			New Business Permits	1	2	37	4	
			Revenue (Land Use Fees)	\$875	\$530	\$14,587	\$3,780	
			Revenue (Zoning Approval)	\$125	\$100	\$650	\$175	
			Revenue (Parks SDC)	\$525	\$1,575	\$4,200	\$1,575	
53	Updated September 27, 2023	Notable Projects Approved or in Process Under Review FUTURE COUNCIL ACTION ITEMS	MBM Estates (29 Lot Subdivision): On March 14, 2023, the Planning Commission approved the Preliminary Plat approval of a twenty-nine (29) lot subdivision that includes thirty-two (32) single-family dwelling units. The proposed dwellings that are roughly 1,100-1,500 square feet in size and intended to owned by the developer and offered as rental housing. This development is intended to accommodate some of the City’s highest needed housing demand which is for lower income families, per the City’s adopted Housing Needs Analysis (HNA). This development includes four (4) phases, with Phase 1 just completed. LGSD Wildcat Center (@ LG Middle School): On August 17 th , the Planning Division approved a site plan for the construction of the new Wildcat Center at the La Grande Central Middle School site. The demolition of two (2) older buildings was previously approved, which included a maintenance building and classroom buildings. The new Wildcat Center will include five (5) classrooms and gymnasium space, along with the development of a large parking lot for staff and visitors. This project is under construction. LGSD Tiger House Project: The La Grande School District established a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local					Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. The first duplex for this project is under construction.</p> <p><u>New Hotel:</u> On September 28th the Planning Division approved a site plan for the development of a 92-room hotel, consisting of a mixture of 2-Queen rooms, King rooms, and 32 suites. The hotel will be located at the southwest corner of Mulholland Drive and 26th Street (across from Commercial Tire). All land use and building permits have been issued and this project is under construction.</p> <p><u>Jacksons Food Stores (Fuel Service Station):</u> Jacksons Food Stores recently purchased the Shell and Chevron Station at the intersection of Island Avenue and Mulholland Drive. A site plan has been approved for the full demolition and reconstruction of both sites to include a larger service/convenience store, larger passenger vehicle fuel islands, and a large truck/semi-truck fuel island. This project was just completed.</p> <p><u>Timber Ridge Apartments:</u> In January 2021, Northeast Oregon Housing Authority (NEOHA) received site plan approval for the development of Timber Ridge Apartment (104 units), located at 3002 East Q Avenue, which is between 26th Street and 27th Street. The scope of the project has recently been reduced to 82 apartment units due to the rising costs of building materials. This development includes government assisted housing units, which is identified in the City's recently adopted Housing Needs Analysis as being one of La Grande's greatest housing needs. This project is under construction, with roughly half of the apartment buildings completed and in the process of being occupied by renters. The remaining buildings are scheduled to be completed later this Fall and Winter.</p> <p><u>Legacy Ford:</u> Received site plan approval in mid-July 2021 to expand their building footprint to include additional showroom space, expanded service department, and site improvements to include additional paving and landscaping. This project is under construction and nearing completion.</p> <p><u>Grande Ronde Hospital:</u> Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures</p>	

Item	Date of Change in Status	Item	Comments	Department
			<p>other Hospital spaces. This project is under construction.</p> <p><u>Beckner Rezone of former Miller's Lumber site:</u> On August 8th, 2023, the Planning Division considered an application to rezone the former Miller's Lumber site from Light Industrial to General Commercial for accommodating a commercial tenant, <i>Underground Oasis</i>. This rezone request was considered by the City Council on September 6th, with a First Reading of the Ordinance. It is scheduled to be considered by the City Council for a Second Reading and adoption on October 4th, 2023.</p> <p><u>Becker Rezone of Property Behind Miller's Lumber, Oxarc, and KIE:</u> On August 8th, 2023, the Planning Division considered an application to rezone a portion of the Becker property located off Walton Road, adjacent to the former RD Mac ponds from Medium Density Residential (R-2) to General Commercial (GC). This rezone request was considered by the City Council on September 6th, with a First Reading of the Ordinance. It is scheduled to be considered by the City Council for a Second Reading and adoption on October 4th, 2023.</p>	
54	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	Initially, Planning Department Staff hoped to bundle sign code amendments with updates to the 2018 Land Development Code. Unfortunately, due to the complexity of modifying the sign code, it was not possible to bundle these together. These amendments were put on hold in 2019 due to a combination of reasons, such as limited Staff resources for preparing a new sign code and the need for professional assistance (possibly a consultant and a fair amount of assistance from the City attorney). Efforts were further delayed during the COVID-19 period where engaging with the public and holding public meetings were challenging; and the City shifted its priority and focus on housing related Code amendments to address new State law requirements that provided in HB 2001. With the LDC Code amendments coming to conclusion and planned for adoption this year, Staff is hoping to allocate more time towards advancing this sign code project this coming Fall/Winter 2023-2024. However, if it is determined that a consultant will be needed to assist in this project, Staff may bring this to the Council for discussion as it will then require additional budget resources to move forward.	Planning
55	Updated: September 27, 2023	Economic Opportunity Analysis FUTURE COUNCIL ACTION ITEM	In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City's economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City's existing commercial and industrial lands and forecasts the City's 20-year future need for commercial and	Planning/ Economic Development

Item	Date of Change in Status	Item	Comments	Department
			<p>industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p> <p>This project was just completed in September 2023, identifying a need for the City to expand its Urban Growth Boundary by 121 acres for new industrial land and 63 acres for commercial land. The EOA is scheduled to be discussed with the City Council during a work session on January 8th, 2024, followed by consideration and a recommendation from the La Grande Planning Commission on January 9th, 2024. The City Councils is scheduled to consider adoption in February/March 2024. The approval of the EOA will result in an amendment to the Goal 9 – Economic Development chapter of the la Grande Comprehensive Plan.</p> <ul style="list-style-type: none"> As a follow up, the next phase of this project is a Goal 14 Urban Growth Boundary Expansion. The Planning Division has applied for a DLCD Technical Assistance Grant to help fund this effort. If awarded, this project is scheduled to occur over two (2) fiscal years, beginning in Spring 2024 and concluding by June 2025. 	
56	No Change April 20, 2023	Floodplain Re-Mapping FUTURE COUNCIL ACTION ITEM	<p>The City of La Grande and Union County are jointly working to update the FEMA floodplain map within the City of La Grande and portions of Union County that lie West of I-84 (truck stop & vicinity).</p> <p>Anderson Perry and the Army Corp of Engineers (USACE) have completed the computer modeling and is submitting a Conditional Letter of Map Revisions (CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts. On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A. On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve 	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
			<p>the submittal to FEMA for the floodplain remapping.</p> <ul style="list-style-type: none"> • In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. • In June 2022, FEMA responded to confirm that they are in receipt of the City's application, but advised that additional data was needed to continue reviewing the City's request. • In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. • FEMA recently responded and requested additional information and engineering certification on hydrology elements, which Anderson-Perry is in the process of providing. Once this new information is provided to FEMA the will have an additional 90-days to review the City's submission and to respond to the City with the next steps to move forward. This process is continuing to move forward. 	
57	No Change June 22, 2023	<p>Lawsuit Against FEMA Biological Opinion & Mandated Floodplain Code Changes</p> <p>FUTURE COUNCIL ACTION ITEM</p>	<p>This is a topic that was previously on the Monthly Report, but was removed due to no progress or no new information for several years.</p> <p>In 2009, the Portland Audubon Society filed a lawsuit against FEMA for not adequately protecting endangered aquatic species through its floodplain management program within Oregon watersheds.</p> <p>In 2010, a settlement was reached, which led to engaging the National Marine Fisheries Service (NMFS) and preparing a Biological Assessment and identification of critical habitat.</p> <p>In 2016, a Biological Opinion was written with the purpose to "avoid jeopardy", aka protecting listed endangered species and their habitat. From 2016, there were a number of delays or behind the scenes tasks in this lawsuit settlement that resulted in no new information being presented, until now. As a result, this topic was removed from this Monthly Report and is now being brought back as progress is being made and new information is becoming available.</p> <p>Ultimately, when the FEMA lawsuit is finalized, with new rules and guidance accepted by the Court for the protecting listed endangered species and their habitat, all cities and counties within Oregon will be required to update their floodplain codes and management practices of the floodplain.</p> <p>As of this time, the following requirement are being considered. (Note: This is a summary).</p> <p>All development within the floodplain, <u>within 170 feet</u></p>	Planning

Item	Date of Change in Status	Item	Comments	Department																		
			<p><u>of a riparian area (creek/river)</u>, will be subject to the following:</p> <ol style="list-style-type: none">1. Prohibit partitions and subdivision that create new lots within a floodplain, unless the affected lots have sufficient buildable area outside of the regulated floodplain (100-year).2. Have avoidance measures to steer development away from floodplain areas by one or more of the following:<ol style="list-style-type: none">a. Option 1: For properties include buildable area not in the floodplain, only allow development within those non-floodplain areas and prohibit all development within floodplain.b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; & include limits on % of impervious surface and require mitigation measures.c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive)3. Create a vegetative buffer/setback/corridor for all aquatic features in the floodplain.4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted).5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management).6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created). <p>Again, once the FEMA lawsuit is finalized and the above rules are adopted, the City of La Grande will be required to update, repeal and replace its floodplain regulations in Land Development Code, Article 3.12. This Article will likely be fully replaced with a new State Model Code that complies with FEMA requirements.</p>																			
58	Updated September 18, 2023	<u>Statistics:</u> Operations Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>AUG 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>120</td><td>667</td></tr><tr><td>All other calls for service:</td><td>958</td><td>7,034</td></tr><tr><td>Total calls for service:</td><td>1,078</td><td>7,701</td></tr><tr><td>Case Numbers:</td><td>124</td><td>846</td></tr><tr><td>Traffic Stops:</td><td>88</td><td>711</td></tr></table>	TYPE OF ACTIVITY	AUG 23	YTD	Priority 911 calls for service:	120	667	All other calls for service:	958	7,034	Total calls for service:	1,078	7,701	Case Numbers:	124	846	Traffic Stops:	88	711	Police
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59	Updated September 18, 2023	<u>Statistics:</u> Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further</i>	<table><tr><th>TYPE OF CASE</th><th>AUG 23</th><th>YTD</th></tr><tr><td>Child Abuse:<ul style="list-style-type: none">Physical Abuse: 2Sexual Abuse: 1Neglect: 26</td><td>31</td><td>300</td></tr></table>	TYPE OF CASE	AUG 23	YTD	Child Abuse: <ul style="list-style-type: none">Physical Abuse: 2Sexual Abuse: 1Neglect: 26	31	300	Police												
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Item	Date of Change in Status	Item	Comments			Department																		
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			<div>Elder Abuse:<div>▪ Physical Abuse: 0</div><div>▪ Sexual Abuse: 0</div><div>▪ Neglect: 1</div></div>	1	1																			
			<div>Domestic Violence / SART:<div>▪ Sexual Assault: 2</div><div>▪ SART: 0 (Sexual Assault Response Team)</div><div>▪ Other: 0</div></div>	2	14																			
			<div>Death Investigations:<div>▪ Unattended: 0</div><div>▪ Suicide: 0</div><div>▪ Homicide: 0</div><div>▪ Suspicious: 1</div></div>	1	4																			
			<div>Miscellaneous:<div>▪ Assault: 0</div><div>▪ Federal Firearms Check: 0</div><div>▪ Background: 0</div><div>▪ Other: 0</div></div>	2	16																			
60	Updated September 18, 2023	<u>Statistics:</u> Communications Division -	<table><tr><th>TYPE OF ACTIVITY</th><th>AUG 23</th><th>YTD</th></tr><tr><td>Priority 911 calls for service:</td><td>505</td><td>3,915</td></tr><tr><td>All other calls for service:</td><td>2,422</td><td>17,781</td></tr><tr><td>Traffic (air-time):</td><td>166</td><td>1,317</td></tr><tr><td>Case reports handled: (LGPD / UCSO)</td><td>203</td><td>1,398</td></tr><tr><td>Records requests processed:</td><td>94</td><td>770</td></tr></table>	TYPE OF ACTIVITY	AUG 23	YTD	Priority 911 calls for service:	505	3,915	All other calls for service:	2,422	17,781	Traffic (air-time):	166	1,317	Case reports handled: (LGPD / UCSO)	203	1,398	Records requests processed:	94	770			Police
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61	No Change August 22, 2023	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report) <i>Union County data -</i> <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table><tr><th>TYPE OF CRIME</th><th>JUN 23</th><th>YTD</th></tr><tr><td>Crimes Against Persons - (Assault, Robbery, Sex Crimes)</td><td>24</td><td>109</td></tr><tr><td>Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)</td><td>62</td><td>394</td></tr><tr><td>Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)</td><td>26</td><td>189</td></tr><tr><td>Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)</td><td>0</td><td>24</td></tr></table>	TYPE OF CRIME	JUN 23	YTD	Crimes Against Persons - (Assault, Robbery, Sex Crimes)	24	109	Crimes Against Property - (Burglary, Vehicle Theft, NSF/Acct. Closed)	62	394	Crimes Against Society - (Drug laws, DUII, Liquor Laws, Disorderly Conduct)	26	189	Traffic Crimes - (DWS, Hit & Run, Elude, Reckless Driving)	0	24			Police			
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63	Updated September 18, 2023	Training	<u>Operations Division:</u> <div><div>▪ All Officers participated in an Active Threat / Mass Casualty - Scenario Based Training Exercise</div><div>▪ Three officers participated in Defensive Tactic training</div></div>			Police																		

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> One sergeant participated in training titled, "Leadership Lessons, Greatest TED Talks in History" One officer attended Taser instructor training Members of the NEO Regional SWAT Team participated in monthly training <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> Members of the NEO Regional SWAT Team participated in monthly training 	
64	Updated September 18, 2023	Staffing	<p><u>Operations Division:</u></p> <ul style="list-style-type: none"> Officer Kole Guentert was sworn in as a police officer on July 3. He is scheduled to attend the basic police academy in November. Recruit Officer Donovan Gonzalez first day as a LG Police Officer will be on September 21. With this hire we will have no police officer vacancies. Our Administrative Assistant (Carla Greenough), a 20-year employee, has announced her retirement effective November 3. Erin Dickhausen, our current Code Enforcement Officer, has been selected for promotion to this position. We are currently taking applications for Code Enforcement Officer. <p><u>Communications Division:</u></p> <ul style="list-style-type: none"> We currently have three (3) vacant positions in dispatch. We continue to take applications and test to identify candidates to fill these vacancies. Our secretary (Lisa Reddington), a longtime employee, who handles all of our public records requests, has announced that she will be retiring November 1. Marissa Brown, our current Receptionist, has been selected for promotion to this position. We are currently taking applications for Receptionist. 	Police
65	Updated September 18, 2023	Police Department - Facility Needs Assessment	<p>The need for a new police department has been a topic of conversation for well over 10-years, with the subject being a point of discussion during Council retreat for the last several years. Frequently, questions have come up that we have not had definitive answers for. To provide answers to important questions and to serve as a project starting place, funding was approved in the FY2023-24 budget to contract services to complete a project titled, LGPD Facility Needs Assessment. The results of this project will provide answers that will help us moving forward. We are looking to accomplish three things with this project:</p> <ol style="list-style-type: none"> 1. Identify our needs, in terms of size for a new police department; 2. Identify a high-level cost estimate; and 3. Identify potential funding sources/options. <p>A Request for Proposal (RFP) for these contracted services was issued on July 19. The deadline for proposal submission was August 9. We have received</p>	Police

Item	Date of Change in Status	Item	Comments	Department
			<p>three proposals. We are now in the process of selecting a proposal to seek Council approval to move forward with.</p> <p>A provider has been selected and Council approval to move forward with a contract will be requested during the regular session of the City Council on October 4.</p>	
66	Completed August 23, 2023	Active Threat / Mass Casualty Incident (MCI) - Scenario Based Training Exercise	<p>On Thursday, August 31st, local public safety agencies are partnering with Grande Ronde Hospital in a scenario-based training exercise that will simulate an active threat and mass casualty incident.</p> <p>This training will exercise the response, collaboration, and incident command protocols of our police officers and medical personnel; the rescue, collection, and transport of injured persons; and the triage, treatment and tracking of persons injured this type of incident.</p> <p>The training exercise will be located in and around the Grande Ronde Hospital Regional Medical Clinic, located at 506 4th Street in La Grande.</p> <p>Training exercises such as this are essential for our first responders, medical professionals, and community partners to develop and maintain their proficiencies and readiness to respond to the needs of our community.</p>	Police
67	New Item September 18, 2023	Drug Take Back	Our Fall Drug Take Back event is scheduled for Saturday, October 28, 2023 from 10am - 2pm in the Safeway parking lot.	Police
68	No Change August 22, 2022	Water and Sewer Ordinance Review FUTURE COUNCIL ACTION ITEM	Staff is working with Anderson Perry to develop a capital improvement plan for water and wastewater. This is the first step in looking at adopting system development charges (SDCs).	Public Works
69	No Change March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	Copy of the report to be reviewed by Island City and submission to the State anticipated this month.	Public Works
70	No Change February 27, 2023	Public Works Management Structure	Staff is working with the City Manager to establish a Public Works management structure to better align positions with future needs.	Public Works
71	No Change May 25, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	Sidewalk LID for the 2022 calendar year has been closed out and a new sidewalk LID for 2023 has been opened.	Public Works
72	No Change October 27, 2022	Implementation of Geographic Information Systems (GIS) at Public Works	Staff met with AP (GIS consultant) to begin work on a few projects. The system will be used to track water tap inventory (2023 requirement) and begin to document sewer issues to monitor any possible patterns.	Public Works
73	No Change October 27, 2022	Water Meter Reading System	Completion of this project is the crew's main objective and they hope to have it completed before winter.	Public Works
74	No Change April 24, 2023	Sanitary Sewer Manhole Maintenance	This project will resume after the construction/paving season.	Public Works

Item	Date of Change in Status	Item	Comments	Department																					
75	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																					
76	Updated September 26, 2023	Air Quality Monitoring Project	All monitoring stations have been received and 10 have been deployed into the field. The 5 remaining stations will be installed this week.	Public Works																					
77	Updated September 26, 2023	Brock Family Trust Subdivision Between 16 th and 18 th Streets	Utilities have been completed through Phase I and the sewer for the entire project has been completed.	Public Works																					
78	Updated September 26, 2023	Second Street Roadway Reconstruction	Crews are working on final grading and expect to pave in the next two weeks.	Public Works																					
79	No Change February 27, 2023	Service Inspections on 12 th Street & 16 th Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works																					
80	No Change March 24, 2023	18 th Street (Gekeler Slough) Bridge Replacement	Crews completed cleanup of the ditch between 16 th and 18 th Streets to help prepare for project.	Public Works																					
81	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works																					
82	Updated September 26, 2023	ARPA: Roadway Paving Funding	Crews will begin paving Spring Avenue (Fourth to Washington) on September 27 if weather allows.	Public Works																					
83	No Change December 29, 2022	Street & Storm Water System Development Charges FUTURE COUNCIL ACTION ITEM	Staff is preparing capital improvement lists to be forwarded to a consultant to develop proposed costs associated with new fees. This will be done concurrently with water and sewer system development charges for review by Council.	Public Works																					
84	Completed August 29, 2023	B Avenue Mainline	Project was paved and is now complete.	Public Works																					
85	Completed August 29, 2023	Gekeler Lane Chip Seal	Gekeler Lane was restriped by ODOT and the project is now complete.	Public Works																					
86	Updated September 26, 2023	Public Works Statistics	<table><tr><td></td><td>Aug 23</td><td>Fiscal YTD</td></tr><tr><td>Sewer taps installed</td><td>2</td><td>3</td></tr><tr><td>Water taps installed</td><td>2</td><td>2</td></tr><tr><td>Water leaks repaired</td><td>3</td><td>7</td></tr><tr><td>Square feet of street paved</td><td>60,750</td><td>129,955</td></tr><tr><td>Water produced (MG)</td><td>133.79</td><td>293.13</td></tr><tr><td>WWTP flows (MG)</td><td>50.28</td><td>98.67</td></tr></table>		Aug 23	Fiscal YTD	Sewer taps installed	2	3	Water taps installed	2	2	Water leaks repaired	3	7	Square feet of street paved	60,750	129,955	Water produced (MG)	133.79	293.13	WWTP flows (MG)	50.28	98.67	Public Works
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87	Updated September 26, 2023	WWTP SCADA System Upgrade	Staff met with the consultant to approve operator interface pages. Installation work is anticipated to begin in the coming months.	Public Works																					
88	Updated September 26, 2023	WWTP Headworks Project	Parts are in and Becker Construction is scheduled to begin work in early October.	Public Works																					
89	Updated September 26, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	The committee has completed its public outreach and the plan is scheduled to be submitted to Oregon Emergency Management by October 6.	Public Works																					
90	Updated September	STBG Roadway Projects	Crews have completed overlaying Jefferson Avenue (Second to Walnut).	Public Works																					

Item	Date of Change in Status	Item	Comments	Department
	26, 2023			
91	No Change May 25, 2023	Snow Removal Plan	Work Session was held on April 24 where updates and modifications to the plan were presented. Staff is now working to integrate those changes into the document.	Public Works
92	No Change July 28, 2023	Community Pathways Grant	Consultant has completed memo #3 outlining the preferred path of the proposed multiuse path. City will now complete second round of community outreach for input.	Public Works
93	No Change August 29, 2023	Water Service Inspections	Crews have completed service line replacements in sections of Spring Avenue, Benton Avenue, Penn Avenue, Third Street, and Ash Street, totaling 12 blocks of street ready for overlays.	Public Works
94	No Change July 28, 2023	Highway 30 Well Repair	The heat sync fan failed at the Highway 30 well. A new fan cluster has arrived and the electrician will install it soon.	Public Works
95	No Change July 28, 2023	UCMR Water Samples	First round of UCMR water samples were collected at each well site and delivered to the lab in Moscow, ID.	Public Works
96	No Change August 29, 2023	Hydrant Flushing	Crews are approximately ¾ done with hydrant flushing.	Public Works
97	Updated September 26, 2023	Hotel at 26 th Street and Mulholland Avenue	Water and sewer service lines have been installed into the project.	Public Works
98	No Change July 28, 2023	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repair materials have been ordered.	Public Works
99	Completed August 29, 2023	GRH Expansion	Work on the new water service lines has been completed and this project was closed out.	Public Works

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	Completed September 15, 2023	ROI Grant C2021615 Ecosystem Mapping	July 2021	\$60,000	\$94,000	\$34,000	Grant is complete and Administrative Staff is completing the paperwork.	Business Oregon / ROI	Eco Dev
2	No Change July 20, 2023	OSFM Capacity Grant request. 3-year assistance for 2 Firefighter positions	November 30, 2022	\$897,257	\$332,216	\$232,834	The department is using grant funds to purchase equipment and uniforms for one of the new hires scheduled for July 21 start date. Tracking expenses.	Oregon State Fire Marshal Office	Fire
3	No Change July 20, 2023	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Department is using grant funds to maintain staffing while crew members train new hires, and increase staffing on red flag, extreme heat days.	Oregon State Fire Marshal	Fire
4	No Change July 25, 2023	Libraries of Union County Foundation Grant	April 3, 2023	\$3,000	\$3,000	N/A	The library will be spending these grant funds in September and October 2023.	Libraries of Union County Foundation	Library
5	No Change January 20, 2023	State Library of Oregon 2023 Ready to Read Grant	December 9, 2023	\$5,029	\$5,029	N/A	Annual grant for Oregon libraries to fund summer reading programs. Received December 9, 2022	State Library of Oregon	Library
6	No Change May 23, 2022	Oregon State Parks Recreational Trails Program	June 14, 2021	\$110,342	75,070	Cash and in-kind labor	Approved.	Federal dollars thru State Parks	Parks & Recreation Public Works
7	No Change November 18, 2022	Safe Route To School Non-Infrastructure	September 2022	\$131,067	\$100,000	\$31,067 in-kind benefits and PTO	Approved	Federal dollars thru State Parks	Parks & Recreation Public Works
8	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
9	No Change May 16, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Pending	Oregon State Parks	Parks & Recreation
10	No Change February 21, 2023	OCT Arbor Day Boost Grant	January 18, 2023	\$1,010.00	\$395.35	\$1,010.00	Application approved	Oregon Community Trees	Parks & Recreation
11	No Change June 26, 2023	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Virtual town hall held in June; committee now working on design	ODOT	Public Works