



CITY of LA GRANDE
THE HUB OF NORTHEASTERN OREGON

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

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	Updated April 25, 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 Proposed Budget for FY 2023-24 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 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 April 25, 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.	The Proposed Budgets for Fiscal Year 2023-2024 will be available to the Budget Committee and the public on April 26, 2023. Budget Hearings will begin on May 15 th and continue May 16 th until the Budget Committee approves the Budget. The Urban Renewal Agency Budget Committee will hear from the public on May 15 th . The City Budget Committee will hear from the public on the City's General Fund, Enterprise, and Other Fund Proposed Budgets on the evening of May 16 th .	City Manager

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6	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
7	No Change February 1, 2023	Emergency Management Planning: In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of an emergency, including but not limited to major incidents, flooding, wildfire, or other natural disaster. Update the City's Emergency Operations Plan	The new Top Priority was added by the City Council on February 1, 2023.	City Manager
8		FEMA Maps and Land Use Code Amendments: Take all required actions regarding the FEMA Floodplain Map update submitted, including but not limited to responding to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.	See updates under Planning below.	Planning

CITY of LA GRANDE
PROPOSED
Council Sessions, Significant Deadlines, and Events Schedule
As of April 21, 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

Monday, April 24

WORK SESSION: – *Snow Removal Policy Update-*

Wednesday, May 3

REGULAR SESSION

Monday, May 8

WORK SESSION: JOINT CITY COUNCIL/URA: *La Grande Main Street Downtown Annual Report and Union County Chamber Tourism Promotion Program of Work/Annual Report (Tentative)*

Monday, May 15 to Wednesday, May 17 (if needed)

BUDGET HEARINGS

Monday, May 22

WORK SESSION: JOINT CITY COUNCIL/PLANNING COMMISSION: *Land Development Code Updates*

Monday, May 29

HOLIDAY

Wednesday, June 7

REGULAR SESSION

Tuesday, July 4

HOLIDAY

Monday, July 10

SPECIAL SESSION: JOINT URA/URAC: *Call for Projects*

Wednesday, July 12

REGULAR SESSION

Monday, July 24

WORK SESSION: *Goal 9 Findings*

Wednesday, August 2

REGULAR SESSION

Monday, August 14

WORK SESSION: *System Development Charges (SDC)*

Monday, August 21	TENTATIVE WORK SESSION:
Monday, September 4	HOLIDAY
Wednesday, September 6	REGULAR SESSION
Monday, September 11	WORK SESSION: <i>Eastside Water and Sewer Funding</i>
Monday, September 25	WORK SESSION: <i>Foreclosure Ordinance (Tentative)</i>
Wednesday, October 4	REGULAR SESSION
October 12th – 14th -- LOC 98th Annual Conference	
Monday, October 23	WORK SESSION: <i>Annexation Process</i>
Wednesday, November 1	REGULAR SESSION
Monday, November 6	TENTATIVE WORK SESSION:
Friday, November 10	(Observed) HOLIDAY
Monday, November 13	WORK SESSION: <i>Housing Production Strategy Implementation/Incentives</i>
Thursday & Friday, November 23 & 24	HOLIDAY
Wednesday, December 6	REGULAR SESSION
Monday, December 11	WORK SESSION: <i>Police Department Facility Report</i>
Wednesday, December 13th - HOLIDAY OPEN HOUSE (4:30 pm – 6:00 pm)	
Monday, December 25	HOLIDAY
<u>2024</u>	
Monday, January 1	HOLIDAY
Wednesday, January 3	REGULAR SESSION
Monday, January 15	HOLIDAY

Additional topics with dates to be determined: Gas Tax discussion; FEMA Floodplain Map update; Emergency Operation Plan Report; and City Charter update. 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 April 5, 2023	All Building Permits March 2023	March 2023		Building				
			Permit Type	Permits		Permit Fees	Plan Review Fees		
			City of LG Building:	9		\$8,125.00	\$5,300.50		
			UC Building:	19		\$28,130.00	\$17,756.70		
			City of LG MFH	0		\$0			
			UC MFH	1		\$450.00			
			City of LG Mechanical	16		\$1,291.00			
			UC Mechanical	14		\$1,444.50			
			City of LG Plumbing	8		\$2,320.50			
			UC Plumbing	5		\$936.00			
			City of LG Electrical	16		\$2,813.50			
			UC Electrical	22		\$3,458.90			
			City of LG Demolition	0		\$0			
			UC Demolition	0		\$0			
			AG Exempt permits	3					
			TOTALS:	113		\$48,969.40	\$23,057.20		
			Fiscal Year Running Totals:	1021		\$383,805.59	\$158,215.46		
			2	Updated April 5, 2023		Housing Permits March 2023	New Housing Building Permits		Building
							City of La Grande		
							Type of Structure	Total Number of	
	Buildings	Housing Units							
Single Family Dwelling – Detached & Attached	1	1							
Accessory Dwelling Units	0	1							
Duplex Units	0	0							
Manufactured Homes	0	0							
Comm. Apartments	1	2							
TOTAL DWELLING UNITS	1	4							
Union County									
Type of Structure	Total Number of								
	Buildings	Dwelling Units							
Single Family Dwelling – Detached & Attached	3	4							
Accessory Dwelling Units	0	0							
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3	Updated April 25, 2023	IT Support Services FUTURE COUNCIL ACTION ITEM	The current provider of IT services, IMESD, has notified all of their non-educational clients that they will be discontinuing services effective July 1, 2023. The staff committee to explore options continues to meet including looking at other potential providers, as well as a combined approach with in-house staff augmented by a contracted provider. As this is an unbudgeted position, it will require City Council approval if the City seeks to hire prior to the end of the current Fiscal Year. The Proposed Budget for FY 2023-2024 includes funding for an in-house IT professional.	City Manager																																																																																
4	Completed April 5, 2023	Labor Negotiations— Employees Association COUNCIL ACTION ITEM	The bargaining teams for the City and the La Grande Employees Association have reached agreement on a new Collective Bargaining Agreement.	City Manager																																																																																
5	Updated April 25, 2023	Labor Negotiations—Fire Department FUTURE COUNCIL ACTION ITEM	The City and IAFF Local 924 have reached tentative agreement on a new Collective Bargaining Agreement (CBA). The union voted to ratify the new CBA and the City Council will consider the agreement for approval on May 3, 2023. The current three-year agreement expires in June, 2023.	City Manager																																																																																
6	Updated April 25, 2023	Labor Negotiations—Police Department FUTURE COUNCIL ACTION ITEM	The negotiations with the La Grande Police Association began on April 10 th and will continue on May 2, 2023. Specific updates will be provided to the City Council in Executive Session until tentative agreement is reached on a new Collective Bargaining Agreement. The current three-year agreement expires in June, 2023.	City Manager																																																																																
7	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 Manager																																																																																

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			City of La Grande took effect in February, 2023.	
8	No Change September 30, 2022	B2H	The Energy Facility Siting Council approved the site certificate for the project on September 27, 2022.	City Manager
9	No Change October 26, 2022	Fairgrounds Water and Sewer Infrastructure Project FUTURE COUNCIL ACTION ITEM	The City Council met with the Union County Fair Board in a Work Session on October 24 th to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained. Alternatives were discussed including seeking ongoing financial support from the City and County using TRT funds which could address those ongoing costs.	District Manager
10	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
11	Updated April 25, 2023	La Grande Business and Park Technology Park Owners Association FUTURE AGENCY ACTION ITEM	The District Manager met with the owner of the lots formally owned by Union County Economic Development Corporation (UCEDC), regarding updating the CC&R's to remove UCEDC from the existing and transition the duties, powers and authorities previously performed by UCEDC to either the Agency or to form an Association. The new owner has reviewed and signed revised CC&R's which transition the duties of UCEDC to the Urban Renewal Agency. The Agency will consider approval at their May 3, 2023, Regular Session. At the same meeting the Agency will consider appointing the District Manager and the Urban Renewal Advisory Commission to serve as the Site Plan and Architectural review committee to approve building designs. This function was formerly done by the UCEDC Property Committee. There is currently on lot which is preparing a site plan for approval.	District Manager
12	New Item April 30, 2023	Business Park Site Plan Review	G. Gordon Construction submitted a request for review of their site plan for the lot they purchased at the Business Park. Assuming the Agency approves the revised CC&R's and appoints the review committee we will convene a meeting to review the site plan.	District Manager
13	No Change	Market Place Family Foods	The District Manager and City Attorney are in ongoing	District

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	October 18, 2022	Agreement Amendment FUTURE AGENCY ACTION ITEM	discussions with the property owner and his attorney regarding a possible amendment to the agreement. The Agency is the approval authority for any amendments to the Agreement.	Manager																										
14	Updated 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																										
15	No Change January 23, 2023	Codification of City Ordinances FUTURE COUNCIL ACTION ITEM	Legal Review: During legal review, the Senior Code Attorney reviews the Code and prepares a memorandum outlining recommendations for resolving problems found in the code. This step in the process could take until July/August 2023 to complete. Once this step is complete, City Staff will have sixty (60) days to review before moving to the next stop of the process.	City Recorder																										
16	No Change March 20, 2023	Advisory Commission Vacancies	The following table outlines the existing vacancies: <table border="1"> <thead> <tr> <th>Advisory Commission</th> <th>Vacancies</th> </tr> </thead> <tbody> <tr> <td>Air Quality</td> <td>3/7</td> </tr> <tr> <td>Arts</td> <td>1/7</td> </tr> <tr> <td>Building Board of Appeals</td> <td>4/5</td> </tr> <tr> <td>Budget Committee</td> <td>0/7</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> </tbody> </table>	Advisory Commission	Vacancies	Air Quality	3/7	Arts	1/7	Building Board of Appeals	4/5	Budget Committee	0/7	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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17	Updated 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	City Recorder																										

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			state regulations. Found Resolution #2, Series 1990, and Resolution #4, 1994 should also be updated to reflect current ORS. Found that most of ORS (Chapter) 279 had been repealed in Year 2003 and now, the Public Contracting statutes have been divided into three chapters, known as ORS 279A, 279B, and 279C.																															
18	No Change February 17, 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. \$136,810.47 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 \$82,209.53	Economic Development																														
19	Updated April 18, 2023	2022-2023 Façade Program	<table border="1"> <tbody> <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 and has been approved by Landmarks</td> </tr> <tr> <td>Real Deals</td> <td>1108 Adams Ave</td> <td>Painting</td> <td>\$1,888</td> <td>Application approved</td> </tr> <tr> <td>Hermann Financial Building</td> <td>107 Elm Street</td> <td>Renovate entry, windows and door</td> <td>\$7500</td> <td>Approved</td> </tr> <tr> <td>Jack and Judy Burgoyne</td> <td>1102 Washington</td> <td>Remove green stucco and restore brick facade</td> <td>\$7500</td> <td>Completed</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> </tbody> </table>	Remax Real Estate	1214 ½ Adams Ave	Repoint brick, new window on rear of building	\$4,385	Application approved and has been approved by Landmarks	Real Deals	1108 Adams Ave	Painting	\$1,888	Application approved	Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7500	Approved	Jack and Judy Burgoyne	1102 Washington	Remove green stucco and restore brick facade	\$7500	Completed	United finance Miracle Ear	115 Elm Street	Repair windows and repaint trim	\$7,500	Approved	Economic Development					
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20	Updated April 18, 2023	2023-2024 Call For Projects Program	<p>Following the Council / Agency Retreat, Staff and District Manager met with URAC to develop proposed changes revisions to the CFP policy including combining the Business Park Call For Projects and Traded Sector Incentives as a new more flexible incentive. Those revisions were presented to the Agency and approved on March 1.</p> <p>The 2023-2024 Call For Projects opened March 13, 2023. The City has received two applications to date and staff has met with 3 additional applicants that are planning to submit applications.</p>	Economic Development																														
21	Updated April 18, 2023	2022-2023 Call For Projects Program	<p>2022-2023 Call For Projects</p> <table border="1"> <thead> <tr> <th>Business</th> <th>Address</th> <th>Project</th> <th>Funds</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Bohnenkamp Building</td> <td>1301 Adams</td> <td>Exterior restoration & 2nd floor residential</td> <td>\$75,000</td> <td>Construction in progress</td> </tr> <tr> <td>Evermine Labels Building</td> <td>1124 Washington</td> <td>Adaptive Reuse former Elks Lodge</td> <td>\$75,000</td> <td>Construction in progress. Progress Payment of \$37,500 paid</td> </tr> <tr> <td>Front Office Solutions</td> <td>1209 Adams</td> <td>Roof and façade</td> <td>\$65,656</td> <td>Construction in progress. Progress Payment \$30,328 Paid</td> </tr> <tr> <td>Smokehouse Restaurant</td> <td>2208 Adams</td> <td>Renovation and repair</td> <td>\$70,164</td> <td>Construction in progress</td> </tr> <tr> <td>Country Financial</td> <td>1212 Adams</td> <td>Apartment</td> <td>\$33,508</td> <td>Complete. \$33,508 Paid</td> </tr> </tbody> </table>	Business	Address	Project	Funds	Status	Bohnenkamp Building	1301 Adams	Exterior restoration & 2 nd floor residential	\$75,000	Construction in progress	Evermine Labels Building	1124 Washington	Adaptive Reuse former Elks Lodge	\$75,000	Construction in progress. Progress Payment of \$37,500 paid	Front Office Solutions	1209 Adams	Roof and façade	\$65,656	Construction in progress. Progress Payment \$30,328 Paid	Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress	Country Financial	1212 Adams	Apartment	\$33,508	Complete. \$33,508 Paid	Economic Development
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The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement not paid Feb 2 Project at 90% and has extension through June 1 st for final completion Project has applied for another extension until June 2023 to complete final side panels										
23	No Change March 13, 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. Staff has been working with Goss Motors to understand the impact of the Shift to Electric Vehicles and potential changes that will be needed to make this transition. This discussion now includes several local auto dealers and the School District focusing on Workforce training needs related to EV service and maintenance. <p>Economic development staff is working with Planning Department on the Goal 9 Economic Needs Assessment. Consultant Contract was approved at the February Council meeting and Initial site meeting with the Consultant was held March 8th</p>	Economic Development										
24	Updated April 21, 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) Committee EV committee is scheduling additional business focus groups based on business clusters identified in the Refresh Plan Main Street has received a \$3000 grant from the Oregon Main Street program for technical assistance implementing their strategic plan Main Street has adopted their annual budget and workplans and scheduled Board and committee training with the State Main Street program on May 10 	Economic Development										
25	Updated April 21, 2023	Ignite Center for Entrepreneurship/ Entrepreneurial Development	<ul style="list-style-type: none"> Staff is visiting 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 has joined the steering committee for the Innovation Hub Staff participated in two public meetings on April 11 with local entrepreneurs and local entrepreneur 	Economic Development										

Item	Date of Change in Status	Item	Comments	Department
			support organization on April 11 as part of the outreach for the Innovation Hub application	
26	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
27	Updated April 21, 2023	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.) The steering committee continues to discuss findings from entrepreneur outreach and begin developing next steps for implementation. One key opportunity identified in entrepreneur outreach is a Commercial Kitchen. Staff is working with EOU Ag Entrepreneurship program to explore this concept and EOU Ag Entrepreneur Degree program is working with Economic Development staff to develop a feasibility study for a Commercial kitchen. The Project is a capstone project for 3 seniors and led by the program Dean The Student team is currently surveying potential clients. Online survey is available at this link Staff continues to meet with the Ag Entrepreneurship students weekly and this group is now interviewing similar case study projects throughout the region. 	Economic Development
28	No Change March 20, 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 has additional funds for this project and is proposing a corridor redevelopment plan for this section of Jefferson Street to augment the individual property assessments currently in progress. Staff is reaching out to additional property owners to determine level of interest and participation. Staff from Economic Development, Planning, and Public Works met virtually with the consultant team in March to discuss scope and process for this project. Anticipating a May or June start date 	Economic Development
29	No Change March 13, 2023	Staff Development	<p>Staff has completed the first course for the Oregon Economic Development Certification program.</p> <ul style="list-style-type: none"> Staff has joined the Oregon Economic Development Association's Tax Increment Finance Committee 	Economic Development
30	No Change	Chart of Accounts Review	Form a committee by April involving all departments to	Finance

Item	Date of Change in Status	Item	Comments	Department																																							
	March 3, 2023		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.																																								
31	Updated April 13, 2023	Statistics	<table border="1"> <thead> <tr> <th>Month of March, 2023</th> <th>Current</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Monthly Revenue (all funds)</td> <td>\$1,569,261</td> <td>\$24,950,733</td> </tr> <tr> <td>Monthly Revenue (general fund)</td> <td>\$464,738</td> <td>\$12,097,741</td> </tr> <tr> <td>Monthly expenses amount (all funds)</td> <td>\$2,323,842</td> <td>\$20,330,047</td> </tr> <tr> <td>Monthly expenses (general fund)</td> <td>\$783,605</td> <td>\$9,233,699</td> </tr> <tr> <td># of Accounts Payable Checks issued:</td> <td>185</td> <td>1,707</td> </tr> <tr> <td># of Payroll Checks/AP issued:</td> <td>176</td> <td>1,574</td> </tr> <tr> <td>Monthly Payroll expenses:</td> <td>\$927,780</td> <td>\$8,888,423</td> </tr> <tr> <td># of Water accounts billed:</td> <td>4,821</td> <td>43,681</td> </tr> <tr> <td># of LID accounts billed:</td> <td>0</td> <td>13</td> </tr> <tr> <td>Pieces of mail processed</td> <td>406</td> <td>3,951</td> </tr> <tr> <td>Electronic Utility Payments Received</td> <td>3,198</td> <td>27,920</td> </tr> <tr> <td># of NSF checks the City received:</td> <td>1</td> <td>27</td> </tr> </tbody> </table>	Month of March, 2023	Current	YTD	Monthly Revenue (all funds)	\$1,569,261	\$24,950,733	Monthly Revenue (general fund)	\$464,738	\$12,097,741	Monthly expenses amount (all funds)	\$2,323,842	\$20,330,047	Monthly expenses (general fund)	\$783,605	\$9,233,699	# of Accounts Payable Checks issued:	185	1,707	# of Payroll Checks/AP issued:	176	1,574	Monthly Payroll expenses:	\$927,780	\$8,888,423	# of Water accounts billed:	4,821	43,681	# of LID accounts billed:	0	13	Pieces of mail processed	406	3,951	Electronic Utility Payments Received	3,198	27,920	# of NSF checks the City received:	1	27	Finance
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32	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																																							
33	Completed April 11, 2023	ARPA Annual Report	Annual ARPA reporting is due April 30 th . Completed reporting with list of street & road projects along with expenses as of March 30, 2023.	Finance																																							
34	Updated April 10, 2023	Response Statistics	<p>March 1 to March 31, 2023 YTD: 800</p> <ul style="list-style-type: none"> Total Calls: 281 Medical: 230 Fires/MVC 37 <p>Lift assists 14</p>	Fire																																							
35	Updated March 20, 2023	Fire Inspection/Code Enforcement/Investigations	<ul style="list-style-type: none"> Fire Chief conducted inspection of 2 fire investigations, 1 business inspection 	Fire																																							
36	Updated February 17, 2023	Child Safety Seat Installations and Bicycle Helmets	<p>(2) Families instructed in proper car seat installation with, (0) being provided with reduced price child safety seats.</p> <p>(1) Families instructed in proper bicycle helmet use with, (1) bike helmets being provided.</p>	Fire																																							
37	Updated April 10, 2023	Training	<ul style="list-style-type: none"> Department drill – Joint drills with LGRFPD, Vent, Enter, Isolate, Search (VEIS) 2 hrs. Hose deployments 1.75 hrs. Co. EMS drill –Case reviews 1 hr. Officer development, Blue card Monday medical meeting, Case reviews 1.25 hrs. EMT Casual trainings 12 hrs. Shift drills –20 hrs. various subjects <p>Fire Rescue online</p>	Fire																																							
38	Updated April	Wildhorse Foundation grant	<ul style="list-style-type: none"> Funding received from the Wildhorse foundation, 	Fire																																							

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	10, 2023	request	third machine purchased and placed in service. This completes all 3 front line ambulances having the Lucas available for CPR responses.				
39	Updated April 10, 2023	Department Announcements	Two FF/Paramedic applicants evaluated for the open positions	Fire			
40	No Change January 30, 2023	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. The City-wide model for evaluating positions for compliance with the Pay Equity Act is complete. Job description reviews completed and Pay Equity Act analysis is completed for the majority of positions. Market study to for the Management group has been completed and salary structure/pay model is being determined and will be finalized in conjunction with labor negotiations.	Human Resources			
44	Updated April 6, 2023	Represented Employees Compensation Study	City Council approved contracting with HR Answers to conduct an internal equity and market analysis of represented employees. Job descriptions are completed. Pay equity rating has been completed. Market analysis was received 11/18/2022. Comp structure was presented to both Fire and LG Employees Association during bargaining sessions. LG Employees accepted the proposal and it was approved by the City Council. Discussions continue with the Fire Union and discussions will start soon with the Police Union	Human Resources			
45	Updated April 6, 2023	Current Recruitments	<ul style="list-style-type: none"> Police Officer –Conditional offer. Fire Fighter Paramedic –2 conditional offers Morgan Lake Host Seasonal Maintenance – PW and Parks- 2 hires Recreation Leader position open Lifeguard position (Part-time intermittent) – 1 Hire Swim Instructors	Human Resources			
46	Updated April 5, 2023	Announcements	<ul style="list-style-type: none"> March library programs & attendance numbers: Weekly Storytime- 101 Book Clubs (includes children and adults)- 14 Spring Break movie- 27 LG Parks & Rec Camp visit- 20 Subscription Book Boxes- 13 LEGO Club- 19 Teen Writing Circle- 4 Teen Middle School class visits- 28 D&D Gaming Afternoons- 11 Cinema Saturdays- 4 Self-Care Saturday- 10 Author Visit- 36 Seed Library- 132 packets taken The Library is a part of the Oregon Regional Food Bank. We served a total of 142 households and 248 individuals during the month of March. 	Library			
47	Updated April 5, 2023	Statistics	<table border="1"> <tr> <td>Current Month March</td> <td>Last Month February</td> <td>Information from: 3/1/2023-3/31/2023</td> </tr> </table>	Current Month March	Last Month February	Information from: 3/1/2023-3/31/2023	Library
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48	Updated April 24, 2023	Parks Maintenance Update	<ul style="list-style-type: none"> Herbicide application in several shrub beds and turf areas. Fertilized multiple parks Morgan Lake opening preparation – Open Apr. 22. New seasonal worker orientations. <p>All bathrooms have been de-winterized and are open.</p>	Parks & Rec - Maintenance																																																									
49	No Change December 28, 2022	Morgan Lake Diversion Dam	<ul style="list-style-type: none"> Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. There was an update meeting in December and OWRD requested some more information that A&P is working on now. Full preliminary design should be completed by June with a full design phase beginning next fiscal year. 	Parks & Rec - Admin																																																									
50	Updated April 26, 2023	Riverside Playground Replacement FUTURE COUNCIL ACTION ITEM	The third meeting took place April 6, 2023 where committee members chose the main theme (Magic Forest) and elements (giant tree house and boulder climber) of the playground and now staff is reaching out to playground vendors for designs. Top designs will be circulated throughout the community and schools for final selection.	Parks & Rec - Admin																																																									
51	No Change January 27, 2023	Greenway Trail Extension	As you may know, we have funding to extend the Greenway Trail at Riverside Park to the next two City owned lots to the east with a loop trail. Currently we are working with neighboring property owners to determine some of the details. This project is slated for this summer during the paving season.	Parks & Rec Admin																																																									
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53	Updated April 20, 2023	Pool Programs Update	<ul style="list-style-type: none"> Staff hosted another weekend intensive LG class. This one took place over 2 weekends to give students the best chance of passing. We had 3 students. 1 passed, and the other 2 need a bit more time before they test again. Staff will be hosting another LG class in May. This class will certify some Elgin guards, Helix guards, as well as some potential hires. La Grande School swim lessons are officially done. We served 307 kids across all the SD 4th and 5th graders. Next school year, we will teach the 3rd and 4th graders which will have us completely caught up from COVID closures. We have started Union and Imbler school swim lessons. Those will be done by the end of May. Our Aquatics Activities Coordinator has submitted her resignation. Her last day will be May 5th. We are looking for Applicants ASAP. 	Parks & Rec-Aquatics															
54	No Change February 23, 2023	Pool Maintenance Update	<ul style="list-style-type: none"> The fitness room has officially been converted and is now being used as a classroom/multipurpose room. The HVAC/Fire suppression system malfunctioned on Saturday of the district meet, but staff were able to coordinate with Apollo & Johnson Controls over the phone which meant that no technician needed to be dispatched. 	Parks & Rec-Aquatics															
55	Updated April 24, 2023	Recreation Program Update	<ul style="list-style-type: none"> PeeWee soccer is one week into the season. There are 108 total players across 11 teams. Adult soccer registration closed Monday April 10th. We have 51 registrations across 5 teams. First games are Saturday April 15th. We have a sports excursion open for registration currently. The excursion is to watch the Seattle Mariners vs Toronto Blue Jays on July 22nd. It already has 9 of 11 spots filled. We have an excursion to the Oregon Zoo for May 20th. Registration is open for this currently and there are 5 of 11 spots registered for. Summer Camps are on the website and open for registration. Arts For All is Saturday April 22nd at La Grande Middle School Commons from 9am-12pm. We have our next Teen Action Board Meeting on Wednesday April 19th at 6pm. Hoping for a better turnout than the last one. We moved the time back an hour to help accommodate schedules of teens. 	Parks & Rec-Aquatics															
56	Updated April 24, 2023	Safe Routes To School Program Update	<ul style="list-style-type: none"> The coordinator successfully taught safety lessons to La Grande Middle School Success 101 students 	Parks & Rec-Recreation															

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			<p>April 6th. Students seemed receptive.</p> <ul style="list-style-type: none"> Coordinator helped coordinate the local Safety Fair that was held April 18th-19th attended by over 900 K-3 students. Coordinator is attending The Oregon Active Transportation Summit April 23rd – 26th in Portland Oregon. Coordinator is working on setting up a full week of events to celebrate Walk and Roll to school day May 15-19. Upcoming: June - Kick it into Gear, June and July - Scooter camps. 																																								
57	Updated April 20, 2023	Urban Forestry Update	<ul style="list-style-type: none"> Responded to fourteen questions/concerns from the community regarding; tree selection and the street tree planting program, landscaping Ordinance, pruning and removal permits. Continued work on presentation materials for the 2023 Master Gardener's training session. Met with members of the Grande Ronde Model Watershed and other organizations to discuss river restoration near Riverside Park. Finished classroom visits for the 2023 Oregon Arbor Month poster contest and picked up posters for the Commission to judge. Presented the Community Partner Award to Lt. Nick Huelter, UCSO, for his assistance in coordinating cleanup of fallen branches after the snow storm in November. Contacted OTEC to update the Tree Removal and Replacement Agreement, sent draft agreement. Attended the march CLFC meeting. Reviewed land use applications and submitted landscape recommendations to the City Planner. 	Parks & Rec-Urban Forestry																																							
58	No Change January 20, 2023	Urban Forestry Tree Inventory Project	<ul style="list-style-type: none"> Anderson Perry has completed the public face of the tree inventory map, waiting on approval from Kyle to go public. 	Parks & Rec-Urban Forestry																																							
59	No Change April 19, 2021	Wildland Urban Interface Committee	Shared links for OSU Extension Fire Program with Council and committee.	Parks & Rec-Urban Forestry																																							
60	Updated April 20, 2023	March Urban Forestry Statistics	<table border="1"> <thead> <tr> <th>July 1, 2022 – June 30, 2023</th> <th>March</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Street Trees Planted</td> <td>0</td> <td>48</td> </tr> <tr> <td>Park Trees Planted</td> <td>0</td> <td>9</td> </tr> <tr> <td>Street Trees Removed</td> <td>1</td> <td>30</td> </tr> <tr> <td>Park Trees Removed</td> <td>0</td> <td>12</td> </tr> <tr> <td>Street Trees Pruned</td> <td>85</td> <td>406</td> </tr> <tr> <td>Park Trees Pruned</td> <td>4</td> <td>131</td> </tr> <tr> <td>Community Responses</td> <td>14</td> <td>189</td> </tr> <tr> <td>Nuisance Responses</td> <td>0</td> <td>12</td> </tr> <tr> <td>Field Evaluations</td> <td>3</td> <td>90</td> </tr> <tr> <td>Ordinance Enforcement Actions</td> <td>0</td> <td>5</td> </tr> <tr> <td>Comm. Tree Service Permits</td> <td>0</td> <td>9</td> </tr> <tr> <td>Site Plan Reviews</td> <td>2</td> <td>30</td> </tr> </tbody> </table>	July 1, 2022 – June 30, 2023	March	YTD	Street Trees Planted	0	48	Park Trees Planted	0	9	Street Trees Removed	1	30	Park Trees Removed	0	12	Street Trees Pruned	85	406	Park Trees Pruned	4	131	Community Responses	14	189	Nuisance Responses	0	12	Field Evaluations	3	90	Ordinance Enforcement Actions	0	5	Comm. Tree Service Permits	0	9	Site Plan Reviews	2	30	Parks & Rec-Urban Forestry
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61	Updated April 18, 2023	Calendar YTD Planning Statistics	<table border="1"> <thead> <tr> <th></th> <th>Mar. 2022</th> <th>Mar. 2023</th> <th>FY 21-22</th> <th>Current 22-23</th> </tr> </thead> <tbody> <tr> <td>Land Use Apps</td> <td>5</td> <td>4</td> <td>42</td> <td>35</td> </tr> <tr> <td>Zoning Approvals</td> <td>5</td> <td>1</td> <td>55</td> <td>22</td> </tr> <tr> <td>New Business Permits</td> <td>4</td> <td>1</td> <td>32</td> <td>19</td> </tr> <tr> <td>Revenue (Land Use Fees)</td> <td>\$550</td> <td>\$525</td> <td>\$30,505</td> <td>\$12,650</td> </tr> <tr> <td>Revenue (Zoning Approval)</td> <td>\$125</td> <td>\$25</td> <td>\$1,275</td> <td>\$500</td> </tr> <tr> <td>Revenue (Parks SDC)</td> <td>\$0</td> <td>\$525</td> <td>\$11,050</td> <td>\$3,150</td> </tr> </tbody> </table>		Mar. 2022	Mar. 2023	FY 21-22	Current 22-23	Land Use Apps	5	4	42	35	Zoning Approvals	5	1	55	22	New Business Permits	4	1	32	19	Revenue (Land Use Fees)	\$550	\$525	\$30,505	\$12,650	Revenue (Zoning Approval)	\$125	\$25	\$1,275	\$500	Revenue (Parks SDC)	\$0	\$525	\$11,050	\$3,150	Planning
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62	Updated April 20, 2023	Notable Projects Approved or in Process Under Review	<p>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 be 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).</p> <p>LGSD Tiger House Project: The La Grande School District is establishing a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. This project is anticipated to begin in Fall 2023.</p> <p>New Hotel: 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 ready to move forward to construction.</p>	Planning																																			

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			<p>Jacksons Food Stores (Fuel Service Station): Jacksons Food Stores recently purchased the Shell and Chevron Station at the intersection of Island Avenue and Mulholland Drive. A site plan has been approved for the full demolition and reconstruction of both sites to include a larger service/convenience store, larger passenger vehicle fuel islands, and a large truck/semi-truck fuel island. This project is under construction.</p> <p>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. Three (3) single-family homes, along with the street infrastructure for the lower phase of the development have been completed. However, the project has shown little progress over the past several months and appears to be either on hold or delayed.</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 and near completion.</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. This project is under construction.</p> <p>Grande Ronde Hospital: Received site plan approval in March 2022 for a \$42M project (4-story addition) that expands the ER and surgery facilities, and reconfigures other Hospital spaces. This project is under construction.</p>	
63	No Change March 15, 2023	Land Development Code Amendments FUTURE COUNCIL ACTION ITEM	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. The Commission completed their work sessions and recommendations for proposed amendments on March 7, 2023.	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>Staff is now preparing materials for presenting to the City Council during a Joint City Council/Planning Commission Work Session, scheduled for May 22, 2023, with a Planning Commission public hearing planned in June 2023, and City Council public hearings planned in July and August 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). • Other Misc. Code Amendments coming up for discussion include: • Private road design standards & enforcement. • EOU campus (parking, landscaping and other development standards and permitting processes.) <p>Allowing artisan (small scale) manufacturing in the City’s downtown Central Business Zone and General Commercial Zone.</p>	
64	No Change February 1, 2023	2019 Sign Code Amendments FUTURE COUNCIL ACTION ITEM	<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). 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
65	Updated 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</p>	Planning/ Public Works

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			<p>(CLOMR) to FEMA</p> <p>This project has included the following public meeting and outreach:</p> <ul style="list-style-type: none"> • A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions. • The Union County Board of Commissioner met on December 2, 2020, and voted 2:1 to support and partner with the City on the floodplain remapping efforts. • On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry & Assoc. provided a presentation on the floodplain remapping, followed by Q&A. • On June 14, 2021, during a Special Session of the City Council, the Council heard public testimony from affected property owners and voted to approve the submittal to FEMA for the floodplain remapping. • In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA. • In June 2022, FEMA responded to confirm that they are in receipt of the City's application, but advised that additional data was needed to continue reviewing the City's request. • In early September 2022, Anderson-Perry submitted the additional data requested to FEMA. • FEMA recently responded and requested additional information and engineering certification on hydrology elements, which Anderson-Perry is in the process of providing. <p>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.</p>																			
66	Updated April 11, 2023	<u>Statistics:</u> Operations Division -	<table border="1"> <thead> <tr> <th>TYPE OF ACTIVITY</th> <th>MAR 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Priority 911 calls for service:</td> <td>74</td> <td>205</td> </tr> <tr> <td>All other calls for service:</td> <td>850</td> <td>2,509</td> </tr> <tr> <td>Total calls for service:</td> <td>924</td> <td>2,714</td> </tr> <tr> <td>Case Numbers:</td> <td>96</td> <td>293</td> </tr> <tr> <td>Traffic Stops:</td> <td>67</td> <td>288</td> </tr> </tbody> </table>	TYPE OF ACTIVITY	MAR 23	YTD	Priority 911 calls for service:	74	205	All other calls for service:	850	2,509	Total calls for service:	924	2,714	Case Numbers:	96	293	Traffic Stops:	67	288	Police
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67	Updated April 11, 2023	<u>Statistics:</u> Investigations Section - <i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i> <i>Monthly cases reported are new cases only.</i>	<table border="1"> <thead> <tr> <th>TYPE OF CASE</th> <th>MAR 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Child Abuse: <ul style="list-style-type: none"> ▪ Physical Abuse: 5 ▪ Sexual Abuse: 8 ▪ Neglect: 24 ▪ Domestic Violence: 5 ▪ Other: 0 </td> <td>42</td> <td>108</td> </tr> <tr> <td>Elder Abuse: <ul style="list-style-type: none"> ▪ Physical Abuse: 0 </td> <td>0</td> <td>0</td> </tr> </tbody> </table>	TYPE OF CASE	MAR 23	YTD	Child Abuse: <ul style="list-style-type: none"> ▪ Physical Abuse: 5 ▪ Sexual Abuse: 8 ▪ Neglect: 24 ▪ Domestic Violence: 5 ▪ Other: 0 	42	108	Elder Abuse: <ul style="list-style-type: none"> ▪ Physical Abuse: 0 	0	0	Police									
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			<ul style="list-style-type: none"> ▪ Sexual Abuse: 0 ▪ Neglect: 0 Domestic Violence / SART: <ul style="list-style-type: none"> ▪ Sexual Assault: 2 ▪ SART: 0 (Sexual Assault Response Team) ▪ Other: 0 Death Investigations: <ul style="list-style-type: none"> ▪ Unattended: 0 ▪ Suicide: 0 ▪ Homicide: 0 Miscellaneous: <ul style="list-style-type: none"> ▪ Assault: 0 ▪ Federal Firearms Check: 6 ▪ Background: 0 ▪ Other: 2 																			
68	Updated April 11, 2023	<u>Statistics:</u> Communications Division -	<table border="1"> <thead> <tr> <th>TYPE OF ACTIVITY</th> <th>MAR 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Priority 911 calls for service:</td> <td>460</td> <td>1,320</td> </tr> <tr> <td>All other calls for service:</td> <td>2,108</td> <td>6,181</td> </tr> <tr> <td>Traffic (air-time):</td> <td>152</td> <td>472</td> </tr> <tr> <td>Case reports handled: (LGPD / UCSO)</td> <td>155</td> <td>482</td> </tr> <tr> <td>Records requests processed:</td> <td>91</td> <td>297</td> </tr> </tbody> </table>	TYPE OF ACTIVITY	MAR 23	YTD	Priority 911 calls for service:	460	1,320	All other calls for service:	2,108	6,181	Traffic (air-time):	152	472	Case reports handled: (LGPD / UCSO)	155	482	Records requests processed:	91	297	Police
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71	Updated April 11, 2023	Training	Operations Division: <ul style="list-style-type: none"> ▪ All staff attend workplace harassment training ▪ One Officer attended basic supervision training ▪ The Lieutenant and Chief attended training on Pipeline Emergency's ▪ Members of the NEO Regional SWAT Team participated in monthly training Communications Division: <ul style="list-style-type: none"> ▪ All staff attend workplace harassment training ▪ One Dispatcher participated in online Mental Health Crisis training 	Police																		

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			<ul style="list-style-type: none"> ▪ One Supervisor participated in training titled, “Leadership vs. Management” ▪ Three Dispatchers attend the Northwest Leadership Conference ▪ Two Dispatchers attend certified Field Training and Evaluation Program (FTEP) training ▪ The Communications Manager attended training on Pipeline Emergency’s <ul style="list-style-type: none"> • Members of the NEO Regional SWAT Team participated in monthly training 	
72	Updated April 11, 2023	Staffing	<p>Operations Division:</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 August 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date of April 14, 2023. - One, hired June 2022, is in field training and is currently in the Basic Police Academy with an anticipated graduation date in May 2023. ▪ The vacant police officer position is being advertised with a first review of applications on February 24, 2023. Testing for this position was held on March 22, 2023. We are currently in the background investigation phase with a top candidate. <p>Communications Division:</p> <ul style="list-style-type: none"> ▪ Fully staffed at this time. ▪ Two dispatcher supervisors have announced they intend to retire in July 2023. We are making plans to announce the pending vacancies and initiate a hiring process as soon as appropriate. 	Police
73	No Change March 14, 2023	Warming Station – Calls for Service	<p>LGPD Calls for Service at the Union County Warming Station (501 3rd Street):</p> <p>Feb 01: Welfare check – Individual arrested on warrant for FTA on Harassment charge</p> <p>Feb 05: Request for an officer due to speak to someone with mental health issues.</p> <ul style="list-style-type: none"> ▪ Feb 11: Request for an officer, information provided. 	Police
74	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
75	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
76	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
77	Updated April 24, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program FUTURE COUNCIL ACTION ITEM	First reading of the Ordinance establishing the LID assessments was completed at the April General Session. The final reading is scheduled for May along with the establishment of a new sidewalk LID.	Public Works
78	No Change October 27,	Implementation of Geographic Information	Staff met with AP (GIS consultant) to begin work on a few projects. The system will be used to track water tap	Public Works

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	2022	Systems (GIS) at Public Works	inventory (2023 requirement) and begin to document sewer issues to monitor any possible patterns.	
79	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
80	Updated April 24, 2023	Sanitary Sewer Manhole Maintenance	This project will resume after the construction/paving season.	Public Works
81	No Change November 28, 2022	Wastewater Treatment Plant Blower Header Pipe	The concrete wall was poured November 23.	Public Works
82	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
83	No Change November 28, 2022	Air Quality Monitoring Project	Contractor has requested putting off installation of air monitoring stations until spring. Work will continue on the web-based interface and securing locations for monitoring stations.	Public Works
84	Completed April 20, 2023	Well Site & Reservoir Cleaning	All well sites have been fully inspected and cleaned both inside and outside and all maintenance issues have been addressed.	Public Works
85	Completed April 24, 2023	2022-23 Sewer Rehab Contract	Project has been completed and closed out.	Public Works
86	Updated April 24, 2023	Second Street 18-Inch Mainline Replacement	This project has been delayed due to weather and a required training for certified operators. Temporary services were installed and the street closed the week of April 17. All available Water Division employees will focus on this project.	Public Works
87	No Change March 24, 2023	Second Street Roadway Reconstruction	Staff is working on concrete contract. Work anticipated to begin mid-April.	Public Works
88	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
89	Updated April 20, 2023	Broken Antenna Bracelet	Sensus Metering Systems advised not to install a 360° antenna. A similar directional antenna was ordered and arrived April 17. The contractor will arrive May 8 to perform repairs atop the 80 foot pole.	Public Works
90	New Item April 20, 2023	Operator Training	Many Public Works employees attended the Eastern Oregon Operators Conference in Pendleton the week of April 3 to receive CEUs required to maintain their certifications.	Public Works
92	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
93	No Change August 22, 2022	Televised Sewer Inspections	Crews have finished area 2 and are moving on to inspect area 6.	Public Works
94	No Change February 27, 2023	ARPA: Roadway Paving Funding	Staff is working on contract documents to have targeted streets ground by a contractor. The streets will then be inlaid by City crews. Staff is also working with the County to chip seal Gekeler and 16 th in July 2023.	Public Works
95	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
96	No Change	B Avenue Mainline	Crews have completed rehab of sewer collection system	Public Works

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	March 24, 2023		from top of hill down to the Ridge Subdivision. Paving will be completed when asphalt plant opens.																									
97	No Change February 27, 2023	Gekeler Lane Chip Seal	Gekeler Lane from Fourth Street to Highway 30 will receive a chip seal later this summer (late June-July).	Public Works																								
98	Updated April 24, 2023	Public Works Statistics	<table border="1"> <thead> <tr> <th></th> <th>Mar 23</th> <th>Fiscal YTD</th> </tr> </thead> <tbody> <tr> <td>Sewer taps installed</td> <td>0</td> <td>9</td> </tr> <tr> <td>Water taps installed</td> <td>23</td> <td>12</td> </tr> <tr> <td>Water leaks repaired</td> <td>3</td> <td>14</td> </tr> <tr> <td>Water meters installed</td> <td>30</td> <td>30</td> </tr> <tr> <td>Square feet of street paved</td> <td>0</td> <td>505,052</td> </tr> <tr> <td>Water produced (MG)</td> <td>52.00</td> <td>631.18</td> </tr> <tr> <td>WWTP flows (MG)</td> <td>58.84</td> <td>483.73</td> </tr> </tbody> </table>		Mar 23	Fiscal YTD	Sewer taps installed	0	9	Water taps installed	23	12	Water leaks repaired	3	14	Water meters installed	30	30	Square feet of street paved	0	505,052	Water produced (MG)	52.00	631.18	WWTP flows (MG)	58.84	483.73	Public Works
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99	No Change March 24, 2023	WWTP SCADA System Upgrade	Contract has been awarded and executed with All Phase Electrical. Parts are on order and panels are being constructed. Timeline will be identified when supply chain timeline is verified.	Public Works																								
100	Updated April 24, 2023	WWTP Headworks Project FUTURE COUNCIL ACTION ITEM	Project was awarded to Mike Becker Construction at the April General Session of the City Council. Anderson Perry is working with the contractor to sign contract and establish project timeline.	Public Works																								
101	Updated April 24, 2023	City of La Grande Hazard Mitigation Plan FUTURE COUNCIL ACTION ITEM	Council voted to accept the grant to develop a hazard mitigation plan for the City. Staff will begin work with DLCDC to completed plan development.	Public Works																								
102	No Change March 24, 2023	STBG Roadway Projects	Staff is working on a funding request with ODOT to cover previously submitted CMAQ project as well as some additional roadways. Road work is anticipated to be completed next budget year.	Public Works																								
103	No Change March 24, 2023	Snow Removal Plan	Staff is putting together recommended updates for the City's snow removal plan in anticipation of the scheduled April 24 Work Session.	Public Works																								
104	No Change March 24, 2023	Community Pathways Grant	Steering committee has been formed and has reviewed initial memos from consultant. Project alternatives and public outreach anticipated to begin in April.	Public Works																								
105	New Item April 24, 2023	Quiet Zone Affirmation of Conformance	The FRA requires that organizations in charge of maintenance infrastructure associated with railroad quiet zones affirm that improvements continue to remain in place. This periodic affirmation is required every 2.5 to 3 years. Staff has completed the affirmation paperwork and it has been filed with the appropriate parties.	Public Works																								
106	New Item April 17, 2023	Sensus Meter Conference	Two Water Division employees will attend the Sensus meter conference in Seaside April 19-21.	Public Works																								
107	New Item April 17, 2023	Grande Ronde Hospital Taps	Staff will install a new fire service tap for Grande Ronde Hospital and removed the old service tees on April 25.	Public Works																								

Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	No Change Nov 28, 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 EOU intern and staff have been interviewing local entrepreneurs and are now wrapping up interview findings. Steering committee reconvened in November and will be reviewing survey data to determine next steps/activities 	Business Oregon / ROI	Eco Dev
2	Updated, April 10 2023	Wildhorse Foundation CPR Machine	December 30, 2023	\$46,230	\$20,000	\$26,230	Funding approved by the foundation, funds received and machine purchased. Working on final report	Wildhorse Foundation	Fire
3	No Change Item November 30, 2022	Oregon State Fire Marshal Capacity grant	November 30, 2022	\$897,257	\$664,423	\$232,834	In Review	OSFM	Fire
4	Updated, April 10, 2022	OSFM Wildland season staffing grant	June 17 th 2022	\$33,000	\$33,000	N/A	Unused funds retained and forwarded to next budget year for use.	Oregon State Fire Marshal	Fire
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

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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 November 28, 2022	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Kickoff meeting was held with consultant on November 16. Project is in information gathering stage.	ODOT	Public Works