



**CITY of LA GRANDE**  
**THE HUB OF NORTHEASTERN OREGON**

**CITY MANAGER AND STAFF REPORT TO THE MAYOR AND CITY COUNCIL**  
**For the Month of January 2024**  
**City Manager's Top Priorities for 2023**

Item No.	Date of Change in Status	Item	Comments	Lead Department
1	No Change December 27, 2023	<b>Street and Road Infrastructure:</b> 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 Adopted 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. It also includes \$473,818 in one-time funds for street projects. The City Council previously approved \$2,773,872 of ARPA Funding for use on street projects. It is anticipated an additional \$250,000 of ARPA funds will be allocated to Streets as the funding for the fairgrounds will likely be accomplished through a combination of fee waivers and TRT funds. Updates on ARPA funded projects are shown in the Public Works Department below.	Public Works
2		<b>Housing:</b> Continue to implement the Comprehensive Housing Production Strategy (HPS) as adopted by the City Council.	See updates under Planning below.	Planning
3		<b>Economic Development:</b> 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		<b>Staffing:</b> 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 January 29, 2024	<b>Fiscal management:</b> Continue to manage the City's finances within limited resources to provide highest possible level of service to the City of La Grande.	The annual audited financial statements were submitted to the State of Oregon. There were no material weaknesses identified in the audit report. The City's auditor presented their report to the City Council on January 29 <sup>th</sup> in a Work Session. See additional updates in the City Manager section below.	City Manager
6	Updated January 29,	<b>General Fund Capital Improvements:</b> Identity	The Adopted Budget includes funding for consulting work to review the needs for the La Grande Police	City Manager

Item No.	Date of Change in Status	Item	Comments	Lead Department
	2024	funding sources and strategy to address major capital needs.	Department. The City Council approved the selection of the consultant at their October Regular Session. The Consultant is scheduled to meet with the City Council in a Work Session in late February to provide a report.	
7	No Change November 13, 2023	<b>Emergency Management Planning:</b> 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. Given the consulting work being done on the Police Department Facilities, we are delaying work on updating the Emergency Operations Plan.	City Manager
8		<b>FEMA Maps and Land Use Code Amendments:</b> 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 February 8, 2024**

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.

**2024**

<b>Monday, February 19</b>	<b>HOLIDAY</b>
Monday, February 26	WORK SESSION: <i>Police Department Facility Report</i>
Wednesday, March 6	REGULAR SESSION
Monday, March 11	WORK SESSION: <i>Bike/Pedestrian Plan Discussion</i>
Monday, March 18	WORK SESSION: <i>Gas Tax Discussion</i>
Wednesday, April 3	REGULAR SESSION
Monday, April 8	WORK SESSION: <i>Union County Animal Control (Tentative)</i>
Monday, April 15	WORK SESSION: <i>City Charter Amendment Discussion</i>
Monday, April 22	WORK SESSION: <i>LGMSD and Chamber Annual Reports</i>
Wednesday, May 1	REGULAR SESSION
Monday, May 13 to Wednesday, May 15 (if needed)	BUDGET HEARINGS
Monday, May 20	TBD -
Monday, May 27	HOLIDAY
Wednesday, June 5	REGULAR SESSION
Thursday, July 4	HOLIDAY
Monday, July 8	SPECIAL SESSION: <i>JOINT URA/URAC: Call for Projects</i>

<b>Wednesday, July 10</b>	<b>REGULAR SESSION</b>
<b>Monday, July 15</b>	<b>WORK SESSION: <i>System Development Charges Consultant Report</i></b>
<b>Monday, July 29</b>	<b>TBD –</b>
<b>Wednesday, August 7</b>	<b>REGULAR SESSION</b>
<b>Monday, August 12</b>	<b>TBD -</b>
<b>Monday, August 19</b>	<b>WORK SESSION: <i>Jefferson Street and Transportation System Plan Discussion</i></b>
<b>Monday, September 2</b>	<b>HOLIDAY</b>
<b>Wednesday, September 4</b>	<b>REGULAR SESSION</b>
<b>Monday, September 9</b>	<b>WORK SESSION: <i>Foreclosure Ordinance Discussion</i></b>
<b>Monday, September 16</b>	<b>WORK SESSION: <i>ATV/UTV Discussion (Tentative)</i></b>
<b>Monday, September 23</b>	<b>TBD -</b>
<b>Wednesday, October 2</b>	<b>REGULAR SESSION</b>
<b>Monday, October 21</b>	<b>TBD -</b>
<b>Monday, October 28</b>	<b>TBD –</b>
<b>Monday, November 4</b>	<b>WORK SESSION: <i>Goal 14 Update Discussion (Tentative)</i></b>
<b>Wednesday, November 6</b>	<b>REGULAR SESSION</b>
<b>Monday, November 11</b>	<b>HOLIDAY</b>
<b>Thursday &amp; Friday, November 28 &amp; 29</b>	<b>HOLIDAY</b>
<b>Wednesday, December 4</b>	<b>REGULAR SESSION</b>
<b>Wednesday, December 11 - HOLIDAY OPEN HOUSE (4:30 – 6:00)</b>	
<b>Wednesday, December 25</b>	<b>HOLIDAY</b>

**2025**

**Wednesday January 1**

**HOLIDAY**

**Wednesday, January 8**

**REGULAR SESSION**

**Monday, January 20**

**HOLIDAY**

**Monday/Tuesday, January 27 & 28**

**COUNCIL/URA RETREATS**

*Additional topics with dates to be determined: EOU President; Revenue Enhancements Discussion; and Greenway Discussion with County/Island City. 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 January 16, 2024	All Building Permits December 2023	<b>December 2023</b>		Building				
			<b>Permit Type</b>	<b>Permits</b>		<b>Permit Fees</b>	<b>Plan Review Fees</b>		
			City of LG Building:	14		\$11,494.00	\$7,107.10		
			UC Building:	2		\$378.40	\$37.96		
			City of LG MFH	0		\$0			
			UC MFH	2		\$900.00			
			City of LG Mechanical	6		\$390.00			
			UC Mechanical	9		\$561.50			
			City of LG Plumbing	11		\$2,047.90			
			UC Plumbing	2		\$354.00			
			City of LG Electrical	15		\$2,571.75			
			UC Electrical	25		\$4,154.25			
			City of LG Demolition	0		\$0			
			UC Demolition	0		\$0			
			AG Exempt permits	1					
			<b>TOTALS:</b>	<b>87</b>		<b>\$22,851.80</b>	<b>\$7,145.06</b>		
			<b>Fiscal Year Running Totals:</b>	<b>676</b>		<b>\$228,150.95</b>	<b>\$71,857.01</b>		
			2	Updated January 16, 2024		Housing Permits December 2023	<b>New Housing Building Permits</b>		Building
							<b>City of La Grande</b>		
							Type of Structure	Total Number of	
	Buildings	Housing Units							
Single Family Dwelling – Detached & Attached	2	2							
Accessory Dwelling Units	2	2							
Duplex Units	0	0							
Manufactured Homes	0	0							
Comm. Apartments	0	0							
<b>TOTAL DWELLING UNITS</b>	<b>4</b>	<b>4</b>							
<b>Union County</b>									
Type of Structure	Total Number of								
	Buildings	Dwelling Units							
Single Family Dwelling – Detached & Attached	1	1							
Accessory Dwelling Units	0	0							
Duplex Units	0	0							
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3	Updated January 16, 2024	Notable Projects	1400 Birch St, Elgin, Multipurpose building (Under Construction) 1106 4 <sup>th</sup> St., LGMS Wildcat Center (Under Construction) 900 Sunset Dr., GRH Surgery (Under Construction) 1 University, EOU Inlow Hall (Under Construction) 2830 Mulholland Drive., Hampton Inn (Under Construction)	Building																																																																																
4	Updated January 16 <sup>th</sup> , 2024	Staff Development	No new activity	Building																																																																																
5	No Change June 30, 2023	Fairgrounds Water and Sewer Infrastructure Project <b>FUTURE COUNCIL ACTION ITEM</b>	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 <sup>st</sup> 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 <sup>th</sup> to discuss the status of the project, outside funding requests, and City support for the project. The City Manager presented an alternative option for supporting the project using a combination of TRT funds and waiver of water and sewer assessments that would total at least \$250,000, which would in turn allow the \$250,000 of ARPA funding identified as gap funding to be used for street and road projects instead. The City Council reached consensus on supporting the change, with final action to occur at a later date. The project includes a sewer lift station that would be need to be maintained.	City Manager																																																																																
6	New and Complete January 29, 2024	City Council and Urban Renewal Agency Retreats	<b>The City Council and Urban Renewal Agency completed their annual retreats on January 22<sup>nd</sup> and 23<sup>rd</sup>. The summaries from both retreats will be reviewed and approved at their respective Regular Sessions on</b>	City Manager																																																																																

Item	Date of Change in Status	Item	Comments	Department
			February 7, 2024. At that the Top Priorities for 2024 will also be considered for approval	
7	No Change September 12, 2023	City Charter Amendment FUTURE COUNCIL ACTION ITEM	The Council met in a Work Session on September 11 <sup>th</sup> to discuss potential revisions to the City Charter and reached consensus on not pursuing Ranked Choice Voting at this time but to move forward to see voter approval of a change to eliminate the Council positions for the non-mayoral election, which the three candidates with the most votes filling the three vacancies every two years. This will eliminate the primary for City Council positions. The Mayor position would remain a two-year term and if more than two candidates file a primary would be held. The intent would be to place the amendments on the November, 2024, General Election.	City Manager
8	No Change February 22, 2023	Opioid Settlement Working Group FUTURE COUNCIL ACTION ITEM	The City Manager formed a working group to develop the request for proposals for the consulting work to evaluate the current opioid related programs and needs using settlement funds approved by the City Council in December. The group met on February 22, 2023, to brainstorm the scope of work. Once the draft RFP is completed the group will review it prior to moving forward. The City and County are receiving settlement funds from a lawsuit. The City convened a meeting and a working group is being formed with various partner organizations to make a joint recommendation to the City Council and Union County Commissioner for use of these restricted funds.	City Manager
9	No Change October 18, 2023	ATV/UTV on City Streets FUTURE COUNCIL WORK SESSION TOPIC	The City Council during the Council Comments portion of one of their Regular Sessions earlier this year requested a Work Session to discuss the possibility of allowing ATV/UTVs on selected City streets. A Work Session will be scheduled as time permits.	City Manager
10	Updated January 29, 2024	Market Place Family Foods Agreement Amendment FEBRUARY AGENCY ACTION ITEM	The District Manager and City Attorney provided the property owner and his attorney with an updated proposed amendment based on the Agency's guidance. Following additional discussions, a final draft which the District Manager and City Attorney support and the property owner has is scheduled for Agency consideration at the February Regular Session.	District Manager
11	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 <sup>rd</sup> 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	District Manager



Item	Date of Change in Status	Item	Comments	Department																										
			\$500,000 of funding.																											
12	No Change September 27, 2023	City Council Election - 2024	<p>The City Council consists of seven (7) positions. Terms for all positions, except the Mayor, are four (4) year terms. The Mayor serves a two (2) year term. The Term for Position One (1) Mayor and the terms for Positions Two (2), Three (3), and Four (4) are due to expire on 12/31/2024.</p> <p>The 2024 Primary Election (if necessary) is scheduled for Tuesday, May 21, 2024, see below for important dates:</p> <p><u>Primary Election:</u>            First Day to File is September 14, 2023            Last Day to File is March 12, 2024 by 1 p.m.            Candidate Packets for these four (4) positions are available for pick up at the City of La Grande, City Hall, City Recorder's Office.</p>	City Recorder																										
13	No Change December 15, 2023	Codification of City Ordinances <b>FUTURE COUNCIL ACTION ITEM</b>	The final proof of the Code has been reviewed by City Staff with comments added to the document reflecting changes or questions within the document. The proof has been sent back to CivicPlus as of December 12 <sup>th</sup> . They will complete the review for completion of the recodification project. The new Code should arrive back to the City by the end of April, 2024.	City Recorder																										
14	Updated January 24, 2024	Advisory Commission Vacancies	<p>The following table outlines the existing vacancies:</p> <table border="1"> <thead> <tr> <th><u>Advisory Commission</u></th> <th><u>Vacancies</u></th> </tr> </thead> <tbody> <tr> <td>Air Quality</td> <td>1/7</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>2/5</td> </tr> <tr> <td>Parking, Traffic Safety and Street Maintenance</td> <td>0/7</td> </tr> <tr> <td>Parks and Recreation</td> <td>3/7</td> </tr> <tr> <td>Planning</td> <td>0/5</td> </tr> <tr> <td>Union County Tourism</td> <td>2/2</td> </tr> <tr> <td>Urban Renewal</td> <td>1/5</td> </tr> </tbody> </table>	<u>Advisory Commission</u>	<u>Vacancies</u>	Air Quality	1/7	Arts	1/7	Building Board of Appeals	4/5	Budget Committee	0/7	Community Landscape/Forestry	0/5	Landmarks	1/5	Library	2/5	Parking, Traffic Safety and Street Maintenance	0/7	Parks and Recreation	3/7	Planning	0/5	Union County Tourism	2/2	Urban Renewal	1/5	City Recorder
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15	No Change April 21, 2023	Surplus Property Disposal and Procurement Resolution Update <b>FUTURE COUNCIL ACTION ITEM</b>	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	City Recorder																										

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			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.																															
16	No Change October 23, 2023	COVID-19 Business Assistance	The City Council approved financial assistance for La Grande businesses adversely impacted by the COVID-19 pandemic at their December 2, 2020, meeting, using City General Fund dollars. A total of 30 loans were approved totaling \$219,020. All funds have been dispersed. As of October 18, \$176,252 has been repaid, including 8 loans that have been repaid in full. One loan for \$7,840 has been written off as uncollectible. The current total remaining principle balance is \$34,924.	Economic Development																														
17	Updated January 24, 2024	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 Approved \$5400 Actual</td> <td>Project is complete and has been paid</td> </tr> <tr> <td>Bella Mercantile</td> <td>1216 Adams Ave</td> <td>Painting</td> <td>\$6,000</td> <td>Approved</td> </tr> <tr> <td>Cherry's Florist</td> <td>106 Elm</td> <td>Repaint and signage</td> <td>\$7,500</td> <td>Approved</td> </tr> </table>	Pat's Alley	1414 Adams Ave	Repaint and replace signs	\$7,500 Approved \$5400 Actual	Project is complete and has been paid	Bella Mercantile	1216 Adams Ave	Painting	\$6,000	Approved	Cherry's Florist	106 Elm	Repaint and signage	\$7,500	Approved	Economic Development															
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18	Updated January 24, 2024	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>Work is complete awaiting final inspection to pay out</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7,500	Work is complete awaiting final inspection to pay out											Economic Development															
Hermann Financial Building	107 Elm Street	Renovate entry, windows and door	\$7,500	Work is complete awaiting final inspection to pay out																														
19	New Item January 17, 2024	2024-2025 Call For Projects Program FUTURE AGENCY ACTION ITEM	In Preparation for this year's Call For Projects grant cycle, URAC held a work session on January 16, 2024, to review the current policy and make recommendations for changes prior to this year's process. The Urban Renewal Agency will consider approval of the proposed changes to the program policy at their February meeting. The 2024 Call For Projects grant cycle will open for applications beginning on March 4 <sup>th</sup> .	Economic Development																														
20	No Change December 20, 2023	2023-2024 Call For Projects Program	<p>2023-2024 Call For Projects</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 Progress payment of \$37500 has been paid</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>In progress</td> </tr> <tr> <td>NK West Building / Retail storefront</td> <td>1204 Adams</td> <td>New Retail Space</td> <td>\$57,403</td> <td>In progress</td> </tr> <tr> <td>Reed &amp; Associates</td> <td>904 Adams</td> <td>Site improvements and renovation</td> <td>\$8597</td> <td>In progress</td> </tr> <tr> <td>Rodeway Inn</td> <td>402 Adams</td> <td>Hotel renovation</td> <td>\$75,000</td> <td>In Progress Payment of \$56,250 has been paid</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 Interior work is complete and building is occupied. Progress payment of \$40,000 issued</td> </tr> </table>	Eastern Wheelworks	711 Adams Ave	Renovation of Sunshine Corner Gas Station	\$75,000	In progress Progress payment of \$37500 has been paid	Evermine / Elks Building	1124 Washington	Replace Driveway with elevated patio gathering space	\$75,000	In progress	NK West Building / Retail storefront	1204 Adams	New Retail Space	\$57,403	In progress	Reed & Associates	904 Adams	Site improvements and renovation	\$8597	In progress	Rodeway Inn	402 Adams	Hotel renovation	\$75,000	In Progress Payment of \$56,250 has been paid	Valley Insurance	1215 Adams	Renovation Old Umpqua Bank building	\$59,000	In progress Interior work is complete and building is occupied. Progress payment of \$40,000 issued	Economic Development
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21	No Change September 15, 2023	2022-2023 Call For Projects Program	<b>2022-2023 Call For Projects</b>	Economic Development				
			<b>Business</b>		<b>Address</b>	<b>Project</b>	<b>Funds</b>	<b>Status</b>
			Bohnenkamp Building		1301 Adams	Exterior restoration & 2 <sup>nd</sup> floor residential	\$75,000	In progress
			Front Office Solutions		1209 Adams	Roof and façade	\$65,656	Construction in progress. Progress Payment \$30,328 Paid
Smokehouse Restaurant	2208 Adams	Renovation and repair	\$70,164	Construction in progress. Progress Payment of \$23,506 paid				
22	No Change December 20, 2023	2020-2021 Call for Projects Program	<b>2020-2021 Call For Projects</b>	Economic Development				
			<b>Business</b>		<b>Address</b>	<b>Project</b>	<b>Funds</b>	<b>Status</b>
The Local Station	1508 Adams	Renovation	\$32,110 progress payment	partial reimbursement paid Feb 2, 2022 Project at 90% and Owner has received a final extension through June 30 2024 Future extensions will require Agency approval				
23	Updated January 24, 2024	Business Development/Recruitment <b>FUTURE COUNCIL ACTION ITEM</b>	The Economic Needs Assessment is now complete and an Agency/Council work session was held January 8 <sup>th</sup> and this will now go to Council for approval. Staff is now working with Planning Department to begin the Goal 14 portion of this process.	Economic Development				
24	Updated January 24, 2024	La Grande Main Street Downtown	<ul style="list-style-type: none"> <li>Staff continues to serve on the La Grande Main Street Board of Directors and Chair the Economic Vitality (EV) Committee</li> <li>Main Street is working with the State program and a consultant to reassess program activities and implement the Main Street Refresh plan. The Board met with the consultant in November and is drafting 2024 workplans</li> <li>The Board has hired a New Executive Director Sarah Marcotte. Start date was January 8.</li> <li>Main Street Economic Vitality Committee and 3 Board members are serving on the Jefferson Avenue Redevelopment steering committee.</li> <li>Main Street Executive Director is serving on the Recast City steering committee.</li> <li>Planning and Economic Development staff are working with Main Street to conduct a joint training with the Main Street Design Committee and Landmarks commission regarding Land Marks Review Guidelines and the Main Street Façade. Training will likely take place in late spring</li> </ul>	Economic Development				
25	No Change October 23, 2023	Business Development Assistance Program	<ul style="list-style-type: none"> <li>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.</li> <li>Two loans are current and will reach eligibility for forgiveness in February and April of 2024</li> </ul>	Economic Development				

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26	Updated January 24, 2024	Entrepreneur Ecosystem Assessment & Development	<ul style="list-style-type: none"> <li>Staff is reaching out to local partners to continue the discussion and potential opportunities for a commercial kitchen.</li> <li>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.</li> <li>La Grande Has been accepted as part of the 2024 ReCast City cohort. This is a consultant led Economic Development program focused on small scale manufacturing. Steering committee has been assembled and held our first kick off meeting.</li> </ul>	Economic Development																		
27	No Change November 28, 2023	Brownfields Assessment	<ul style="list-style-type: none"> <li>The assessment project still includes a Regulated Materials Survey of the old Firehouse building that will be scheduled later this winter.</li> <li>There is a strong likelihood that there will be surplus dollars available from the original EPA grant that funded this BTI /EOU project and Staff is working to identify additional assessment sites that might utilize any additional funding that becomes available.</li> </ul>	Economic Development																		
28	Updated January 24, 2024	Jefferson Corridor Plan <b>FUTURE COUNCIL ACTION ITEM</b>	<ul style="list-style-type: none"> <li>Jefferson Avenue Corridor Redevelopment Plan. anticipating completion in early 1<sup>st</sup> quarter 2024. Total cost estimate of \$50,475 is funded through BTI's existing grant. and there is no cost to the City.</li> <li>Held first public meeting on October 17.</li> <li>More than 300 online surveys were completed and the steering committee met with consultant to review community survey input and preliminary redevelopment strategies in January.</li> </ul>	Economic Development																		
29	Updated January 24, 2024	Staff Development	<ul style="list-style-type: none"> <li>Staff continues to serve on the Oregon Economic Development Association's Tax Increment Finance Committee</li> <li>Staff will complete one more Certification module this month</li> <li>Staff has resumed coordinating monthly Economic Development meetings with key partners including the Chamber, Main Street, Eastern Oregon Visitors Association, Union County, and Business Oregon.</li> </ul>	Economic Development																		
30	No Change March 3, 2023	Chart of Accounts Review	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																		
31	Updated January 24, 2024	Statistics	<table border="1"> <thead> <tr> <th>Month of December, 2023</th> <th>Current</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Monthly Revenue (all funds)</td> <td>\$2,690,388</td> <td>\$17,585,192</td> </tr> <tr> <td>Monthly Revenue (general fund)</td> <td>\$1,441,301</td> <td>\$9,070,742</td> </tr> <tr> <td>Monthly expenses amount (all funds)</td> <td>\$2,026,206</td> <td>\$14,660,840</td> </tr> <tr> <td>Monthly expenses (general fund)</td> <td>\$779,488</td> <td>\$6,501,444</td> </tr> <tr> <td># of Accounts Payable Checks issued:</td> <td>175</td> <td>1,238</td> </tr> </tbody> </table>	Month of December, 2023	Current	YTD	Monthly Revenue (all funds)	\$2,690,388	\$17,585,192	Monthly Revenue (general fund)	\$1,441,301	\$9,070,742	Monthly expenses amount (all funds)	\$2,026,206	\$14,660,840	Monthly expenses (general fund)	\$779,488	\$6,501,444	# of Accounts Payable Checks issued:	175	1,238	Finance
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32	No Change March 3, 2023	Transient Lodging Tax Ordinance <b>FUTURE COUNCIL ACTION ITEM</b>	Update language in the current Transient Lodging Tax Ordinance to incorporate definitions to clarify intermediaries and other language as recommended by LOC. The 1 <sup>st</sup> 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	Update January 19, 2024	Response Statistics	December 1, 2023 to December 31, 2023 YTD: 3354 <ul style="list-style-type: none"> <li>Total Calls: 261</li> <li>Medical: 219</li> <li>Fires/MVC 32</li> <li>Lift assists 9</li> <li>Other 1 (stranded motorist)</li> </ul>	Fire																					
34	Updated January 19, 2024	Fire Inspection/Code Enforcement/Investigations	<ul style="list-style-type: none"> <li>Banner bank</li> <li>GRH Pavilion</li> <li>Bi-Mart</li> <li>Safeway</li> <li>Smokehouse</li> </ul>	Fire																					
35	No Change, January 19 2024	Child Safety Seat Installations and Bicycle Helmets	<ul style="list-style-type: none"> <li>The department is planning on hosting car seat technician class in the spring to certify new seat technicians.</li> </ul>	Fire																					
36	Updated January 19, 2024	Training	<ul style="list-style-type: none"> <li>Department drill – Joint drills with LGRFPD, Chimney fires, 2 hrs.</li> <li>Co. EMS drill - Cancelled</li> <li>EMT Casual trainings 16 hrs.</li> <li>Shift drills –14 hrs. various subjects</li> <li>Officer development –NFIRS 4 hrs.</li> <li>LHS walk thru - 5 hrs.</li> <li>Fire/Rescue online 39 hrs.</li> </ul>	Fire																					
37	No Change January 19, 2024	Department Announcements	<ul style="list-style-type: none"> <li>2 - Wildland chassis have flatbeds installed and are waiting for vendor to upfit pump/tank combination.</li> <li>Annual department awards were announced at Department Christmas party December 11th</li> <li>Firefighter of the year – Brian Jobin</li> <li>EMS provider of the year – Travis Fields</li> <li>Gooderham award – Trevor Hubbard</li> <li>Keeling award – Ben Blackwell</li> </ul>	Fire																					
38	Update January 16, 2024	Current Recruitments	<ul style="list-style-type: none"> <li>Receptionist PD – Tested again 1/12/24</li> <li>Enforcement Officer PD – New hire Start date 1/29/24</li> <li>Recreation Leader Fall positions</li> <li>Communications Technician Conditional offer</li> <li>Lifeguard position</li> <li>Swim Instructors</li> </ul>	Human Resources																					

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			<ul style="list-style-type: none"> <li>• Parks Lead Person – Start Date 1/22/2023 –</li> <li>• Police Officer – 2 candidates in background</li> <li>• Basketball Referee – hired</li> </ul>																																																							
39	Update January 16, 2024	Paid Leave Oregon	<ul style="list-style-type: none"> <li>• Paid Leave Oregon benefits began September 3, 2023. Currently working on updating policies, creating forms and processes for employees using this leave as well as tracking this leave along with OFLA, FMLA as well as other protected leaves.</li> <li>• Steps for employees to apply for FMLA/OFLA/PLO has been updated to show current process being used by HR in conjunction with payroll to ensure employees can be made “whole” using sick/vac/comp if desired.</li> </ul>	Human Resources																																																						
40	Updated January 16, 2024	Announcements	<ul style="list-style-type: none"> <li>• December library programs &amp; attendance numbers:</li> <li>• Two Adult Book Clubs- 19</li> <li>• Subscription Book Boxes- 7</li> <li>• D&amp;D Gaming- 7</li> <li>• Santa Storytime- 82</li> <li>• Spells &amp; Stars Book Club- 5</li> <li>• 4 Class Visits- 29</li> <li>• Thursday Storytime- 94</li> <li>• LEGO Club- 30</li> <li>• Harry Potter Book Club- 8</li> <li>• Storytellers Program- 4</li> <li>• Letters to Santa participants- 64</li> </ul>	Library																																																						
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			6	6	Volunteer hours	
			924	957	Total Sage Interlibrary Loans	
42	Updated January 18, 2024	Parks Maintenance Update	<ul style="list-style-type: none"> <li>Completed agreement with the Training and Employment Consortium. They will continue to spread mulch as weather allows.</li> <li>Snow removal from parks sidewalks, parking areas, and more.</li> <li>Welcomed our new Parks Leadperson, Chris Austin to our team this week. We're now fully staffed for the first time in a long time.</li> </ul>			Parks & Rec-Maintenance
43	No Change November 20, 2023	Morgan Lake Diversion Dam	Oregon State Water Resources Department (OWRD) is funding a full design for a new diversion dam that would divert water in case of dam failure toward Sheep Creek instead of Deal Canyon. Anderson & Perry (A&P) has coordinated test pits and soil testing, and completed a preliminary design. A full hydraulic analysis was completed in June. Staff met with A&P to develop a budget and scope for FEMA. OWRD will work with FEMA to secure final design funding.			Parks & Rec - Admin
44	No Change October 26, 2023	Riverside Playground Replacement <b>FUTURE COUNCIL ACTION ITEM</b>	The Committee's full efforts are focused on fund raising and they are reaching out to businesses for support.			Parks & Rec - Admin
45	No Change October 26, 2023	Greenway Trail Extension	After some negotiations with neighboring property owners, staff has begun work and planted over 40 trees on site. Next, staff is working to secure a fencing contractor to install the 6-foot fence along the southern border of the project. The project will be completed no later than June 2024.			Parks & Rec Admin
46	Updated January 18, 2023	Pool Statistics December 2023		<b><u>FY 22-23 Dec</u></b>	<b><u>FY 23-24 December</u></b>	Parks & Rec - Admin
			<b>ATTENDANCE</b>	1,355	1,511	
			<b>FY TO DATE</b>	10,144	10,689	
			<b>REVENUE</b>	\$6,759.70	\$7,192.12	
			<b>FY TO DATE</b>	\$68,185.24	\$72,232	
47	Updated January 18, 2024	Pool Programs Update	<ul style="list-style-type: none"> <li>The Pool Carnival was canceled due to a power outage just before the event was to start.</li> <li>The power outage last Friday left us with a few mechanical failures to deal with. The HVAC boiler, the Large Pool Boiler, and the Internet/phone system all needed repairs. All 3 were able to be completed by mid-day on Tuesday.</li> <li>We did not receive enough student registrations to run our course through EOU. We will try again in the spring. We do, however, have enough students to run another lifeguard course on our own. Once we have availability schedules from the students, we will schedule and run the course.</li> <li>Brooks Painting has installed the product on the shower walls, and we have received many positive pieces of feedback from patrons.</li> </ul>			Parks & Rec-Aquatics

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>Our staffing levels are still on the rise with prospective lifeguards starting as swim instructors while awaiting certification. With enough instructors, our swim lesson offerings are increasing and those offerings continue to be full.</li> </ul>	
48	Updated January 18, 2024	Pool Maintenance Update	The new therapy stairs have been delivered. We're waiting for the material to acclimate and then we'll install.	Parks & Rec-Aquatics
49	Updated December 15 <sup>th</sup> , 2023	Recreation Program Update	<ul style="list-style-type: none"> <li>After School Program is still around 30-32 kids a week. The EOU tutoring program finished up on December 14<sup>th</sup>. There have been talks of running the program again in the Spring but not set in stone yet.</li> <li>Women's Volleyball continues to run and everything going smoothly.</li> <li>Peewee Basketball finished up on December 9<sup>th</sup>. Everything went really well, only issues were with Willow gym heaters not working properly.</li> <li>Youth Basketball registration is still open until January 15<sup>th</sup>. Registrations have been off and on, but will most likely spike after Winter Break/holidays.</li> <li>Adult Basketball registration is still open until January 8<sup>th</sup>. There have been more registrations, but it has been slow. This is typical for adult leagues and will most likely see a spike in numbers after the holidays.</li> <li>Youth Council meeting was held on December 5<sup>th</sup>. It wasn't as well attended as the first, but this is due to Winter sports are now in full go. We are looking into having these meetings in the morning on Wednesdays before school starts, since they have late start.</li> <li>Looking at having teen open gyms for the months of January, February, and March. Going to contact Community Connection to reserve Riveria gym. Hopefully we will get the help of the Youth Council in running these, promoting them, and organizing them.</li> </ul>	Parks & Rec-Aquatics
50	Updated January 18, 2024	Safe Routes To School Program Update	<ul style="list-style-type: none"> <li>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 in the spring. The coordinator is looking for volunteers who know basic bicycle maintenance for any student or community member who brings their bicycle in.</li> <li>The coordinator is planning a winter walk to school day for February. The coordinator is working on Producing incentives for this event. A winter walking safety flyer/digital media ad is being designed to be posted in January.</li> <li>Coordinator is working on a grant to develop a balance bike fleet for schools and parks to use to teach bicycle riding skills and safety. The coordinator will also set meetings with PE teachers to see check interest in developing scooter and pedestrian safety curriculum.</li> </ul>	Parks & Rec-Recreation



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51	Updated January 17, 2024	Urban Forestry Update	<ul style="list-style-type: none"> <li>Responded to eleven questions/concerns from the community regarding; tree selection, tree pruning and removal, OTEC pruning and the removal and replacement program and nuisance complaints.</li> <li>Updated the public tree inventory with 3-year inspection of trees planted in 2020, trees planted in 2022, and 2023 maintenance and removals.</li> <li>Began inventory of trees planted in 2023.</li> <li>The OTEC contractor began line clearance pruning within the City limits.</li> <li>Sent applications for the 2024 Commercial Tree Service Permit.</li> <li>Sent invoices for unpaid street trees.</li> <li>Submitted applications for the 2023 Trees City USA certification and growth award.</li> <li>Submitted information for an Elkhorn Media story on the Riverside Park greenway planting.</li> <li>Submitted state media announcements for the 2024 OCT Urban and Community Forestry Awards.</li> <li>December Facebook posts: OTEC line clearance pruning and the La Grande Community Forestry Program slide series.</li> </ul>	Parks & Rec- Urban Forestry																																										
52	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																																										
53	Updated January 18, 2024	December Urban Forestry Statistics	<table border="1"> <thead> <tr> <th>July 1, 2023 – June 30, 2024</th> <th>December</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Street Trees Planted</td> <td>0</td> <td>106</td> </tr> <tr> <td>Park Trees Planted</td> <td>0</td> <td>40</td> </tr> <tr> <td>Street Trees Removed</td> <td>2</td> <td>33</td> </tr> <tr> <td>Park Trees Removed</td> <td>0</td> <td>2</td> </tr> <tr> <td>Street Trees Pruned</td> <td>34</td> <td>350</td> </tr> <tr> <td>Park Trees Pruned</td> <td>0</td> <td>68</td> </tr> <tr> <td>Community Responses</td> <td>11</td> <td>123</td> </tr> <tr> <td>Nuisance Responses</td> <td>2</td> <td>14</td> </tr> <tr> <td>Field Evaluations</td> <td>3</td> <td>70</td> </tr> <tr> <td>Ord. Enforcement Actions</td> <td>1</td> <td>1</td> </tr> <tr> <td>Comm. Tree Service Permits</td> <td>0</td> <td>0</td> </tr> <tr> <td>Site Plan Reviews</td> <td>1</td> <td>14</td> </tr> <tr> <td>Community Volunteer Hours</td> <td>8</td> <td>73</td> </tr> </tbody> </table>	July 1, 2023 – June 30, 2024	December	YTD	Street Trees Planted	0	106	Park Trees Planted	0	40	Street Trees Removed	2	33	Park Trees Removed	0	2	Street Trees Pruned	34	350	Park Trees Pruned	0	68	Community Responses	11	123	Nuisance Responses	2	14	Field Evaluations	3	70	Ord. Enforcement Actions	1	1	Comm. Tree Service Permits	0	0	Site Plan Reviews	1	14	Community Volunteer Hours	8	73	Parks & Rec- Urban Forestry
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Item	Date of Change in Status	Item	Comments					Department
			(Zoning Approval)					
			Revenue (Parks SDC)	\$0	\$1,050	\$4,200	\$3,175	
55	No Changes November 28, 2023	Notable Projects Approved or in Process Under Review <b>FUTURE COUNCIL ACTION ITEMS</b>	<p><b><u>MBM Estates (29 Lot Subdivision):</u></b> 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). This development includes four (4) phases, with Phase 1 completed in October 2023. Phases 2-4 Pending.</p> <p><b><u>LGSD Wildcat Center (@ LG Middle School):</u></b> On August 17<sup>th</sup>, the Planning Division approved a site plan for the construction of the new Wildcat Center at the La Grande Central Middle School site. The demolition of two (2) older buildings was previously approved, which included a maintenance building and classroom buildings. The new Wildcat Center will include five (5) classrooms and gymnasium space, along with the development of a large parking lot for staff and visitors. This project is under construction.</p> <p><b><u>LGSD Tiger House Project:</u></b> The La Grande School District established a new career tech educational program (CTE) at the High School that includes partnerships with the City of La Grande, local contractors, utility agencies, and other. Through this program, high school students will be work directly with partners in learn the construction trade. The Tiger House Project includes the construction of two (2) duplex homes or townhouses (4 dwellings). Students will learn skills related to building design, permitting and all phases of construction. At the completion of the project, the dwellings are intended to be sold, and the revenues will fund the continuation of the CTE program and future Tiger House projects. During the March 1, 2023, Regular Session, the City Council voted unanimously to support this first project through waiving approximately \$26,000 in Land Use, Building and Public Works water/sewer fees. The first duplex for this project is under construction.</p> <p><b><u>New Hotel:</u></b> On September 28<sup>th</sup> 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 26<sup>th</sup> Street (across from Commercial Tire). All land use and building permits have been issued and this project is under construction.</p> <p><b><u>Grande Ronde Hospital:</u></b> Received site plan approval in</p>					Planning

Item	Date of Change in Status	Item	Comments	Department
			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.	
56	Updated January 16, 2024	Annexation of UGB Properties FUTURE COUNCIL ACTION ITEM	<p>During the City Council work session held on October 23, 2023, Planning Department Staff discussed opportunities to annex properties within the City’s Urban Growth Boundary (UGB). By consensus, the City Council was supportive of proactively moving forward with annexing UGB properties, providing the following general direction to Staff:</p> <p><u>Phase 1 (Complete)</u></p> <ul style="list-style-type: none"> <li>On January 3<sup>rd</sup>, the City Council annexed 25 eligible UGB properties with signed consents (by Resolution).</li> <li>On January 8<sup>th</sup>, Planning Division Staff mailed invitation to annex letters to the owners of 65 properties on the North side of La Grande which are outside of the proposed annexation areas. None of these properties have signed consent to annex agreements and are not within island areas.</li> </ul> <p><u>Phase 2 (North Side Island Annexations)</u></p> <ul style="list-style-type: none"> <li>This annexation will be by Ordinance, with the First Reading Tentatively planned in July, Second Reading in August and adoption in September.</li> <li>There are 52 properties in Phase 2. 47 of them are connected to City services; and, 5 are not connected to City services.</li> <li>For all residential properties in residential use, this annexation will not go into effect for 3 years.</li> </ul> <p><u>Phase 3 (South Side Island Annexations)</u></p> <ul style="list-style-type: none"> <li>This annexation will be by Ordinance, with the First Reading Tentatively planned in December 2024, Second Reading in January 2025 and adoption in February 2025.</li> <li>For all residential properties in residential use, this annexation will not go into effect for 3 years.</li> </ul>	Planning
57	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	Planning

Item	Date of Change in Status	Item	Comments	Department
			<p>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.</p>	
58	Updated January 29, 2024	Economic Opportunity Analysis FUTURE COUNCIL ACTION ITEM	<p>In early 2022, City staff identified and expressed to the City Council that the City has a significant shortage commercial and light industrial lands for new development, which is creating challenges for the City’s economic development efforts. As a result, the City committed funds in the Fiscal Year 2022-2023 budget to hire a consultant to conduct an Economic Opportunities Analysis (EOA), which includes inventorying the City’s existing commercial and industrial lands and forecasts the City’s 20-year future need for commercial and industrial lands.</p> <p>The City hired Points Consulting, from Moscow, Idaho to conduct the EOA. We are roughly halfway through the project and have complete the existing commercial and industrial lands inventory, and are now working on estimating our future 20-year land needs.</p> <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 8<sup>th</sup>, 2024, followed by consideration and a recommendation from the La Grande Planning Commission on January 9<sup>th</sup>, 2024. The City Council is scheduled to consider adoption in February/March 2024. The approval of the EOA will result in an amendment to the Goal 9 – Economic Development chapter of the la Grande Comprehensive Plan.</p> <p>As a follow up, the next phase of this project is a Goal 14 Urban Growth Boundary Expansion. The Planning Division was successful with an application for a DLCDC Technical Assistance Grant to help fund this effort. This project is scheduled to occur over two (2) fiscal years, beginning in early 2024 and concluding by May 2025. Staff is currently working with DLCDC on finalizing a grant contract for the City Manager’s signature, and we hope begin moving forward with this project in January 2024.</p>	Planning/ Economic Development

Item	Date of Change in Status	Item	Comments	Department
59	New Item January 16, 2024	Goal 14 – UGB Expansion	<p>As a follow up to the Goal 9 – Economic Opportunities Analysis (EOA), the next phase of this project is a Goal 14 Urban Growth Boundary Expansion. <a href="#">The Planning Division was successful with an application for a DLCD Technical Assistance Grant to help fund this effort.</a></p> <p>This project started in January 2024 and is scheduled to occur over the next (2) fiscal years, with the grant elements concluding by May 2025, followed by the CC’s consideration of Ordinance(s) expanding the City’s UGB during the Summer and Fall of 2025.</p> <p>The EOA identified a “need” for the City to add an additional +121 acres of industrial zoned land and +63 acres of commercially zoned land to the UGB. This Goal 14 UGB expansion project is intended to identify eligible industrial and commercial properties to add to the City’s UGB and satisfy the Goal 9 EOA need.</p>	
60	Updated January 16, 2024	Floodplain Re-Mapping <b>FUTURE COUNCIL ACTION ITEM</b>	<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 &amp; 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"> <li>• A work session with the council was held on October 21, 2019, to review the findings of the model and map revisions.</li> <li>• 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.</li> <li>• On May 24, 2021, a Work Session was held before the City Council. Anderson-Perry &amp; Assoc. provided a presentation on the floodplain remapping, followed by Q&amp;A.</li> <li>• 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.</li> <li>• In April 2022, Anderson-Perry completed all the necessary element for the City and County FEMA map amendments and submitted an application to FEMA.</li> <li>• 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.</li> <li>• In early September 2022, Anderson-Perry submitted the additional data requested to FEMA.</li> </ul>	Planning/ Public Works

Item	Date of Change in Status	Item	Comments	Department
			<ul style="list-style-type: none"> <li>In January 2024, Anderson-Perry submitted additional data requested by FEMA on City culverts, capacities, etc., which FEMA will have an additional 90-days to review this City submission and to respond with the next steps to move forward.</li> <li>This process is slow going, but is continuing to move forward.</li> </ul>	
61	No Change June 22, 2023	Lawsuit Against FEMA Biological Opinion & Mandated Floodplain Code Changes <b>FUTURE COUNCIL ACTION ITEM</b>	<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 requirements are being considered. (Note: This is a summary).</p> <p>All development within the floodplain, <u>within 170 feet of a riparian area (creek/river)</u>, will be subject to the following:</p> <ol style="list-style-type: none"> <li>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).</li> <li>Have avoidance measures to steer development away from floodplain areas by one or more of the following: <ol style="list-style-type: none"> <li>Option 1: For properties include buildable area not in the floodplain, only allow development within those non-floodplain areas and prohibit all</li> </ol> </li> </ol>	Planning

Item	Date of Change in Status	Item	Comments	Department																		
			<p>development within floodplain.</p> <p>b. Option 2: Prohibit development that includes any % of fill/rise in the floodplain; &amp; include limits on % of impervious surface and require mitigation measures.</p> <p>c. Option 3: Prohibit any new development within 10-year floodplain. (Note - this is the most restrictive)</p> <p>3. Create a vegetative buffer/setback/corridor for all aquatic features in the floodplain.</p> <p>4. Structurally elevate new structures (no fill) within the floodplain, and mitigate impacts to flood storage (no change permitted).</p> <p>5. Implement new stormwater control policies and programs (e.g. non-structural approaches to storm water management).</p> <p>6. Mitigation of all remaining floodplain impacts (mitigation must be equal to or greater than adverse impact created).</p> <ul style="list-style-type: none"> <li>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.</li> </ul>																			
62	Updated January 19, 2024	<p><u>Statistics:</u> Operations Division -</p>	<table border="1"> <thead> <tr> <th>TYPE OF ACTIVITY</th> <th>DEC 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Priority 911 calls for service:</td> <td>90</td> <td>1,002</td> </tr> <tr> <td>All other calls for service:</td> <td>733</td> <td>10,314</td> </tr> <tr> <td>Total calls for service:</td> <td>823</td> <td>11,316</td> </tr> <tr> <td>Case Numbers:</td> <td>108</td> <td>1,268</td> </tr> <tr> <td>Traffic Stops:</td> <td>80</td> <td>1,134</td> </tr> </tbody> </table>	TYPE OF ACTIVITY	DEC 23	YTD	Priority 911 calls for service:	90	1,002	All other calls for service:	733	10,314	Total calls for service:	823	11,316	Case Numbers:	108	1,268	Traffic Stops:	80	1,134	Police
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63	Updated January 19, 2024	<p><u>Statistics:</u> Investigations Section -</p> <p><i>Abuse cases are mostly DHS referred cases. All referrals do not require additional or further investigation.</i></p> <p><i>Monthly cases reported are new cases only.</i></p> <p><i>Data for October is not available at this time</i></p>	<table border="1"> <thead> <tr> <th>TYPE OF CASE</th> <th>DEC 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>           Child Abuse:           <ul style="list-style-type: none"> <li>Physical Abuse: 2</li> <li>Sexual Abuse: 2</li> <li>Neglect: 14</li> <li>Domestic Violence: 3</li> <li>Other: 0</li> </ul> </td> <td>21</td> <td>423</td> </tr> <tr> <td>           Elder Abuse:           <ul style="list-style-type: none"> <li>Physical Abuse: 0</li> <li>Sexual Abuse: 0</li> <li>Neglect: 0</li> </ul> </td> <td>0</td> <td>2</td> </tr> <tr> <td>           Domestic Violence / SART:           <ul style="list-style-type: none"> <li>Sexual Assault: 2</li> <li>SART: 0 (Sexual Assault Response Team)</li> <li>Other: 0</li> </ul> </td> <td>2</td> <td>22</td> </tr> <tr> <td>           Death Investigations:           <ul style="list-style-type: none"> <li>Unattended: 0</li> <li>Suicide: 0</li> </ul> </td> <td>0</td> <td>5</td> </tr> </tbody> </table>	TYPE OF CASE	DEC 23	YTD	Child Abuse: <ul style="list-style-type: none"> <li>Physical Abuse: 2</li> <li>Sexual Abuse: 2</li> <li>Neglect: 14</li> <li>Domestic Violence: 3</li> <li>Other: 0</li> </ul>	21	423	Elder Abuse: <ul style="list-style-type: none"> <li>Physical Abuse: 0</li> <li>Sexual Abuse: 0</li> <li>Neglect: 0</li> </ul>	0	2	Domestic Violence / SART: <ul style="list-style-type: none"> <li>Sexual Assault: 2</li> <li>SART: 0 (Sexual Assault Response Team)</li> <li>Other: 0</li> </ul>	2	22	Death Investigations: <ul style="list-style-type: none"> <li>Unattended: 0</li> <li>Suicide: 0</li> </ul>	0	5	Police			
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65	Updated January 19, 2024	<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 border="1"> <thead> <tr> <th>TYPE OF CRIME</th> <th>NOV 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i></td> <td>11</td> <td>210</td> </tr> <tr> <td>Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i></td> <td>50</td> <td>734</td> </tr> <tr> <td>Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i></td> <td>17</td> <td>336</td> </tr> <tr> <td>Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i></td> <td>4</td> <td>57</td> </tr> </tbody> </table>	TYPE OF CRIME	NOV 23	YTD	Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i>	11	210	Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i>	50	734	Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i>	17	336	Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i>	4	57	Police			
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66	Updated January 19, 2024	<u>Statistics:</u> UCR State Crime Data - (Uniform Crime Report)  <i>State of Oregon data -</i>  <i>This is the most recent data available from the State. The State historically lags behind on reports.</i>	<table border="1"> <thead> <tr> <th>TYPE OF CRIME</th> <th>NOV 23</th> <th>YTD</th> </tr> </thead> <tbody> <tr> <td>Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i></td> <td>2,175</td> <td>35,090</td> </tr> <tr> <td>Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i></td> <td>9,971</td> <td>148,213</td> </tr> <tr> <td>Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i></td> <td>4,314</td> <td>66,239</td> </tr> <tr> <td>Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i></td> <td>786</td> <td>12,692</td> </tr> </tbody> </table>	TYPE OF CRIME	NOV 23	YTD	Crimes Against Persons - <i>(Assault, Robbery, Sex Crimes)</i>	2,175	35,090	Crimes Against Property - <i>(Burglary, Vehicle Theft, NSF/Acct. Closed)</i>	9,971	148,213	Crimes Against Society - <i>(Drug laws, DUII, Liquor Laws, Disorderly Conduct)</i>	4,314	66,239	Traffic Crimes - <i>(DWS, Hit &amp; Run, Elude, Reckless Driving)</i>	786	12,692	Police			
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67	Updated January 19, 2024	Training	<u>Operations Division:</u> <ul style="list-style-type: none"> <li>▪ All supervisors received training in the completion of Annual Performance Evaluations</li> <li>▪ All supervisors received training in Mentoring</li> <li>▪ All officers participated in Defensive Tactics training</li> <li>▪ All officers participated in Taser training</li> <li>▪ All officers participate in pepper spray training</li> <li>▪ One Officer participated in online training titled, "Autism for Law Enforcement"</li> <li>▪ Members of the NEO Regional SWAT Team participated in monthly training</li> </ul> <u>Communications Division:</u> <ul style="list-style-type: none"> <li>• Members of the NEO Regional SWAT Team participated in monthly training</li> </ul>	Police																		
68	Updated January 19, 2024	Staffing	<u>Operations Division:</u> <b>Police Officer-</b> <ul style="list-style-type: none"> <li>▪ Recruit Officer Donovan Gonzalez was sworn in as a Police Officer on September 21. He is currently</li> </ul>	Police																		



Item	Date of Change in Status	Item	Comments	Department
			<p>attending the 16-week Basic Police Academy Salem.</p> <ul style="list-style-type: none"> <li>▪ We have one Police Officer vacancy. We have tested and have a top candidate in the selection process. We continue to take applications.</li> </ul> <p><b>Professional Staff-</b></p> <ul style="list-style-type: none"> <li>▪ The Code Enforcement Officer position has been filled. Our new CEO, Danelle Knight, will start on Monday, January 29, 2024.</li> </ul> <p><b><u>Communications Division:</u></b></p> <p><b>911 Dispatcher-</b></p> <ul style="list-style-type: none"> <li>▪ We have hired Nickie Hansen as a 911 Dispatcher. Her start date is scheduled for Monday, February 5, 2024.</li> </ul> <p><b>Professional Staff-</b></p> <ul style="list-style-type: none"> <li>▪ Receptionist A top candidate has moved forward in the selection process.</li> </ul>	
69	Updated January 19, 2024	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"> <li>1. Identify our needs, in terms of size for a new police department;</li> <li>2. Identify a high-level cost estimate; and</li> <li>3. Identify potential funding sources/options.</li> </ol> <p>A Request for Proposal (RFP) for these contracted services was issued on July 19. The deadline for proposal submission was August 9. We have received three proposals. We are now in the process of selecting a proposal to seek Council approval to move forward with.</p> <ul style="list-style-type: none"> <li>▪ Council approved contracting with the selected provider during regular session of the City Council on October 4.</li> <li>▪ Our kick-off meeting with the Mackenzie group was on October 19.</li> <li>▪ Meetings were held on November 9<sup>th</sup> and 16<sup>th</sup>. A “Programming Questionnaire” that aids in facility size and design estimation was completed. Tours of 3 recently constructed police facilities were completed to aid us in programming completion.</li> <li>▪ We met on December 7 and finalized the programming. Our next meeting is scheduled for December 21 where we will receive the cost forecast derived from the programming exercise.</li> </ul> <p>Our contractor is currently working on developing</p>	Police

Item	Date of Change in Status	Item	Comments	Department																		
			funding options and developing the draft report for the project. Our next scheduled meeting is on February 8 <sup>th</sup> .																			
70	No Change December 21, 2023	Water and Sewer Ordinance Review <b>FUTURE COUNCIL ACTION ITEM</b>	<ul style="list-style-type: none"> <li>Staff is working with an outside consultant to establish new SDCs in water and sewer which will require being updated in the Ordinances. Other anticipated changes will also be made at that time.</li> </ul>	Public Works																		
71	No Change March 24, 2023	Water System Water Management and Conservation Plan (WMCP)	<ul style="list-style-type: none"> <li>Copy of the report to be reviewed by Island City and submission to the State anticipated this month.</li> </ul>	Public Works																		
72	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																		
73	No Change May 25, 2023	Sidewalk Repair Enforcement Letters – Sidewalk LID Program <b>FUTURE COUNCIL ACTION ITEM</b>	Sidewalk LID for the 2022 calendar year has been closed out and a new sidewalk LID for 2023 has been opened.	Public Works																		
74	Updated January 25, 2024	Implementation of Geographic Information Systems (GIS) at Public Works	Staff is working with Anderson Perry to have a layer built for Right of Way (ROW) tree inspections. This is the first step in forming a system to monitor and inform property owners of maintenance needs.	Public Works																		
75	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																		
76	No Change December 16, 2023	Sanitary Sewer Manhole Maintenance	With leaf removal completed, this maintenance program will begin.	Public Works																		
77	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																		
78	No Change December 16, 2023	Brock Family Trust Subdivision Between 16 <sup>th</sup> and 18 <sup>th</sup> Streets	The water portion of this project is on hold as crews have transitioned to replacing water services under streets that will receive an overlay. The last 7 sewer taps were installed December 18.	Public Works																		
79	No Change February 27, 2023	Service Inspections on 12 <sup>th</sup> Street & 16 <sup>th</sup> Street	Replacement services have been identified. Work will begin as soon as weather breaks.	Public Works																		
80	Updated January 25, 2024	18 <sup>th</sup> Street (Gekeler Slough) Bridge Replacement	Deadline for sub-applications has been extended to February 6.	Public Works																		
81	Updated January 25, 2024	ARPA: Roadway Paving Funding	Field reconnaissance has begun on three roads that will be contracted out for completion. Staff anticipates a February bid date.	Public Works																		
82	Updated January 25, 2024	Street & Storm Water System Development Charges <b>FUTURE COUNCIL ACTION ITEM</b>	Council awarded the contract to FCS Group to complete the project. The agreement has been signed and work is expected to begin in the coming weeks.	Public Works																		
83	Updated January 25, 2024	Public Works Statistics	<table border="1"> <thead> <tr> <th></th> <th>Dec 23</th> <th>Fiscal YTD</th> </tr> </thead> <tbody> <tr> <td>Sewer taps installed</td> <td>2</td> <td>13</td> </tr> <tr> <td>Water taps installed</td> <td>0</td> <td>9</td> </tr> <tr> <td>Water leaks repaired</td> <td>0</td> <td>11</td> </tr> <tr> <td>Square feet of street paved</td> <td>0</td> <td>225,855</td> </tr> <tr> <td>Water produced (MG)</td> <td>55.78</td> <td>544.30</td> </tr> </tbody> </table>		Dec 23	Fiscal YTD	Sewer taps installed	2	13	Water taps installed	0	9	Water leaks repaired	0	11	Square feet of street paved	0	225,855	Water produced (MG)	55.78	544.30	Public Works
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			WWTP flows (MG)      54.27      277.07	
84	Updated January 25, 2024	WWTP SCADA System Upgrade	Installation of the first control panel is scheduled for the week of January 29 at Tule Lake.	Public Works
85	Updated January 25, 2024	WWTP Headworks Project	Footings for the building are complete. Electrical and water piping is being installed.	Public Works
86	Completed January 3, 2024	City of La Grande Hazard Mitigation Plan	Plan was presented to and adopted by the City Council at their January Regular Session.	Public Works
87	No Change October 31, 2023	STBG Roadway Projects	Paving season is completed for this year. Additional projects will be completed in the spring.	Public Works
88	Updated January 25, 2024	Snow Removal Plan	The mass texting notification system is in place and instructions are on the City website to sign up.	Public Works
89	No Change October 31, 2023	Community Pathways Grant	Consultant completed Memo #4, Preferred Alignment Concept Options, that is being reviewed by the steering committee. Next step is to move forward with design documents.	Public Works
90	Updated January 23, 2024	Water Service Inspections	Winter weather has slowed progress. Harrison Avenue had all services replaced and is ready for overlay.	Public Works
91	No Change November 29, 2023	Eastside Water and Sewer Project	Staff, under direction of Council, has begun design of the water and sewer infrastructure required to service the area.	Public Works
92	No Change November 29, 2023	Barney Creek Well Water Rights	A well utilized at the WWTP in operations needs to have its water rights perfected. Staff is working with OWRD to complete this process.	Public Works
93	No Change November 28, 2023	Beaver Creek Transmission Line	The Beaver Creek transmission line was damaged near Morgan Lake. Repairs are scheduled to be completed this fall, depending on weather and safe access to the site.	Public Works
94	No Change December 18, 2023	Storage Reservoir Cleaning	Quotes were received for this project and Inland Potable Services will perform reservoir cleaning in the spring.	Public Works
95	New Item January 23, 2024	Second & H Well Repair	The fan cluster failed at the Second and H well. Repair parts are backordered but should arrive mid February.	Public Works
96	New Item January 23, 2024	Water Sampling	UCMR water sampling was performed on 1/10/24 with samples delivered to lab in Moscow, ID.	Public Works
97	New Item January 23, 2024	Booster Station Pump Repair	Soft start drive failed on pump 2 at the booster station. Electrician ordered replacement immediately. Weather delayed repair approximately a week.	Public Works

## Grant Status Report

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

Item	Date of Change in Status	Grant Name and Description	Date Submitted	Total Project Cost	Grant Amount	Match Amount	Current Status	Source of Funding	Department
1	No Change July 20, 2023	OSFM Capacity Grant request. 3-year assistance for 2 Firefighter positions	November 30, 2022	\$897,257	\$332,216	\$232,834	The department is using grant funds to purchase equipment and uniforms for one of the new hires scheduled for July 21 start date. Tracking expenses.	Oregon State Fire Marshal Office	Fire
2	New Item December 27, 2023	Business Oregon ROI Grant Fiscal 23-25 Entrepreneur Ecosystem Development	October 2023	\$167,475	\$50,000	\$117,475	Notified of intent to fund. Negotiating the contract	Business Oregon	Economic Development
3	Updated January 19, 2024	OSFM Wildland season staffing grant	May 5, 2023	\$15,950	\$15,950	N/A	Final report submitted; amendment signed to carry over to next budget remaining \$1,243.60	Oregon State Fire Marshal	Fire
4	No Change December 19, 2023	Libraries of Union County Foundation Grant	April 3, 2023	\$3,000	\$3,000	N/A	The library is almost done spending these funds as of 12/19/23.	Libraries of Union County Foundation	Library
5	Updated January 16, 2024	State Library of Oregon 2024 Ready to Read Grant	December 9, 2023	\$5,015	\$5,015	N/A	Received the grant check and will begin ordering for the 2024 summer reading program.	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	Updated November 21, 2023	Oregon State Parks Local Government Grant – Pump Track	May 5, 2023	\$180,685	\$75,000	\$105,685	Approved	Oregon State Parks	Parks & Recreation
9	Updated January 16, 2024	DLCD Technical Assistance Grant for Goal 14 – UGB Expansion	September 2023	\$95,000	\$47,500 (up to \$30k in FY 2023-24, with balance in FY 2024-2025)	\$47,500 (\$30k in FY 2023-24, & \$17,500 in FY 2024-2025)	Approved. Grant contract and consultant contract signed. Project has started..	DLCD	CDD/Planning
10	No Change October 31, 2023	Project Refinement Grant	March 2021	\$150,000	\$134,595	Cash or in kind labor	Memo #4 complete; steering committee review	ODOT	Public Works
11	New Item January 25, 2024	2023 DEQ Grant	December 2023	\$10,000	\$10,000	\$0	Agreement has been executed and project ideas are being discussed.	Oregon DEQ	Public Works