



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4900
www.lebanonoregon.gov

MEMORANDUM

Administration

To: Mayor Jackola and City Council

Date: September 26, 2024

From: Ron Whitlatch, Interim City Manager

Subject: **Administration Update – September 2024**

- Mayor Jackola, Kelly Hart, Jason Williams, and Sean Tate (City Lobbyist) attended Oregon Legislative Days at the State Capital. We met with multiple congressional representatives, State Senators, and staff from the Governor's Office to discuss the City's need to fund our wastewater treatment plant projects and Housing Legislation.
- A City Council Work Session to provide information regarding a potential solar field project is being proposed for October 23rd.
- We are considering possibly relocating the City Council Chambers to the Library Community Room. We are obtaining pricing for a new dais and the needed IT improvements for the proposed meeting room, and we hope to provide an update to the City Council in October.
- The Five-Year Strategic Action plan is continuing to move forward. Small Focus Group sessions were held in early September for multiple Staff members to attend and participate in helping shape the Five-Year Strategic Plan. An update on the plan and continuing process will be made at the October City Council Meeting.
- Staff has spent considerable time preparing for the upcoming town Hall Meetings for the City Services Fee. Postcards were mailed to all City Residents with a Utility Account, the town Hall Meetings were posted on social media, and our webpage is live with additional information. We will also continue to refine the Ordinance, Resolution, and messaging.
- Staff continues to work with Sean Tate (Tate Public Affairs), who is helping the City navigate legislative affairs and advocate for the City. We currently meet with Sean every other Wednesday.
- As indicated in the Albany Democrat Herald article related to the upcoming Green Peter Reservoir Drawdown, Staff will present a State of Emergency Declaration to the City Council for consideration at the October 9th Meeting. This is being done in anticipation of difficulty producing potable water and continued damage to our Water Treatment Facility.
- Holding regular Department Director Meetings (every two weeks) to keep moving priorities forward.

- Continue participating in the Department of Land Conservation and Development's completion of Linn County's Natural Hazards Mitigation Plan update. This plan includes updates for all cities in Linn County and will be presented to the City Council for approval in 2025.
- We are working on a new agreement with Lebanon Farmers Market to move their location to the Holiday Station at the corner of Park and Oak Streets. The goal is to have this in place by 2025.
- Kelly Hart and I meet with Susan Patterson from the Oregon Cascades West Council of Governments twice a month to identify grant opportunities that could benefit the City. We are currently working on funding opportunities to support wastewater plant projects, water service line replacements, street projects, and any other projects that could benefit the city.