



MEMORANDUM

Finance Department

To: Mayor Jackola & Lebanon City Councilors
Ron Whitlatch, City Manager & Budget Officer

Date: June 24, 2026

From: Brandon Neish, Finance Director

Subject: FY26 Supplemental Budget

I. INTRODUCTION

Oregon Local Budget Law, ORS 294, allows for either the transfer of appropriations or a supplemental budget to increase expenditure authority after a budget has been adopted. The 2026 fiscal year budget was adopted by the City Council on June 11, 2025. ORS 294.471 allows for the City Council to adopt a supplemental budget in certain cases.

II. CURRENT REPORT

There are two adjustments outlined in Resolution No. 2026-14 necessary to recognize new revenue and provide expenditure authority for activities not anticipated during the adoption of the FY 2026 budget.

The first adjustment is within the General Fund and recognizes grant revenue awarded to the City for a wetlands delineation study of the rodeo property located off Oak Street. The study will evaluate existing wetland conditions on the site, identify areas subject to wetland regulations, and determine potential mitigation requirements associated with future development. The additional expenditure authority allows the City to utilize the grant funds for completion of the study and related consulting services.

The second adjustment recognizes additional state transit funding allocated to LINX during the current fiscal year. The funding became available after the state reappropriated certain transit resources originally distributed during the COVID-19 pandemic. Revenue received exceeds the amount originally budgeted and will be used to support additional staffing hours necessary to meet increased demand for transit services. The additional expenditure authority ensures personnel costs associated with providing ride services remain within appropriated budget limits. Because the expenditure increase is fully supported by additional state revenue, no additional local resources are required.

III. RECOMMENDATION

- Adopt Resolution No. 2026-14 authorizing a supplemental budget.