



925 S. Main Street  
Lebanon, Oregon 97355

TEL: 541.258.4900  
[www.lebanonoregon.gov](http://www.lebanonoregon.gov)

# MEMORANDUM

## *Administration*

To: Mayor Jackola and City Council  
From: Ron Whitlatch, City Manager  
Subject: **Administration Update – July 2025**

Date: July 31, 2025

- We have spent time this month reviewing the various proposals that are being considered for the Special Legislative Session regarding Transportation, which will be held at the end of August. Without intervention from the Legislature, the Oregon Department of Transportation will begin layoffs. We will continue to monitor this for impacts to Lebanon and the State Highway system that runs through the City.
- We are still exploring solar possibilities. We will be meeting with Pacific Power to determine what type of agreement they would potentially enter into if the City were to install a solar array. Once we have that information, we can determine if it is feasible to begin preliminary design.
- As discussed in the July City Council Work Session, Staff is diligently reviewing the draft NPDES Discharge Permit for the Wastewater Plant and the associated impacts.
- Staff is continuing to work with the Oregon Department of Environmental Quality (ODEQ) to determine the final fine that will be assessed to the City for the permit violations at the Wastewater Treatment Plant. Staff will provide an update as we learn more throughout the process.
- We continue to spend a significant amount of time preparing for the upcoming City Council Work Sessions that will occur over the next several months.
- We are currently looking at the feasibility of Albany and Millersburg joining in on the Tort Claim against the Army Corps of Engineers. We are putting together a framework for cost sharing and preparing for the actual claim against ACOE to be filed. As more information becomes available, we will share it with the City Council.
- 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.
- We are continuing to implement the Five-Year Strategic Plan goals for year one. We are now preparing for the Goal Setting Session in November.
- We are looking at the possibility of partnering with the Boys and Girls Club on a solar project for their facility. This would be done through a grant that the City would be a

pass-through for them. It would require very little staff time and no out-of-pocket expenses for the City.

- At the July Meeting, the City Council was presented with an appeal of a Planning Commission decision regarding a staff Code Interpretation of allowing trails in the Low Residential Zone. The Development Code conflicts with the Trails Master Plan and needs to be amended to ensure alignment between the two documents. Following the City Council decision, Staff has received a Notice of Intent to Appeal to the Land Use Board of Appeals (LUBA) by the applicant. The applicant has requested that, prior to the appeal moving through the LUBA process, all parties enter into mediation to determine if the issue can be resolved. We expect that mediation will occur sometime in September. We will continue to keep the City Council up to date as we move through the process.
- 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.
- Kelly Hart and I continue to 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 exploring funding opportunities to support wastewater plant projects, water service line replacements, street projects, and other initiatives that will benefit the city.
- We have received a Planning Grant for a sanitary sewer analysis and transportation analysis of the Champion Mill site. We have started scoping the transportation aspect of the Grant with Kittleson Engineers and expect to begin this fall.