



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4900
www.lebanonoregon.gov

MEMORANDUM

Administration

To: Mayor Jackola and City Council

Date: January 6, 2025

From: Ron Whitlatch, City Manager

Subject: **Administration Update – December 2025**

- We are continuing to work with Business Oregon on a potential Industrial Economic Development where the company is looking to expand on the West Coast. Lebanon is one of two sites being considered in Oregon. The City has been awarded a grant to complete an updated wetland delineation of the properties under consideration. A consultant has also been selected to complete the work and will begin in February of 2026.
- Staff is continuing to work through the process of getting an Order to proceed with the cleanup of the Champion Mill property. Once the Order is in place, City Crews will begin cleaning up and disposing of the accumulated garbage. The property owners will either pay for the cleanup as it occurs, or a lien will be placed on the property.
- Staff will be working with three property owners along Berlin Road to clear and clean up several encampments. Resource Officers with the Police Department have been out in this area identifying the locations of the encampments and the individuals staying in them.
- We have spent time throughout the month preparing for the presentation to the City Council for the potential to reopen the Municipal Jail. The motion to move forward was tabled until the February meeting in order to have all Councilors participate.
- We are continuing to work with our outside legal counsel for claims against the Army Corps of Engineers (USACOE). The claim will be filed with the Federal District Court in the coming weeks. This is likely to be a lengthy (and slow) process, and we will provide more information as it becomes available.
- 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.
- On February 2nd, Mayor Jackola, Jason Williams, Shana Olson and I attended Water Day at the Capitol. This event highlights the importance of sustained funding for water and wastewater infrastructure. We also met with Senator Manning to discuss infrastructure and the City of Lebanon's Capital Funding Request for the 2026 Legislative Session.

- Staff has been preparing for next year's budget process. There will be a City Council Work Session in March to discuss any Utility Rate and City Services Fee adjustments.
- Staff is continuing to work on the sale of the Santiam Travel Station. We are currently waiting for one property owner to sign an access easement prior to closing. This process will likely be completed in February.
- Holding regular Department Director Meetings (every two weeks) to keep moving priorities forward.
- We 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. Susan is currently writing a joint Linn County/Lebanon Grant to seek funding for the Crowfoot/Cascade/Central Intersection Upgrade Project.
- We have received a Planning Grant for a sanitary sewer analysis and transportation analysis of the Champion Mill site. We are currently under contract with Kittleson Engineers to complete the transportation aspect of the grant. We are in the process of scoping the off-site sanitary sewer improvements required for the future redevelopment of Champion Mill.
- Over the next couple of months, Staff will be reviewing all city-owned properties in an effort to identify properties no longer needed. Once the list has been updated, Staff will engage the City Council to recommend any that should be declared surplus.
- I presented the City's Strategic Plan to the Lebanon Legacy Club (previously called the Optimist Club) in January. The presentation was geared to inform the Club of the Strategic Plan and all of the focus areas.