



925 S. Main Street
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MEMORANDUM

To: *Ron Whitlatch, City Manager* Date: *April 30, 2026*
From: *Angela Solesbee, HR Director*
Subject: *Department Update for City Manager Report*

- Recruitment:
 - Communications Specialist – See PD City Manager Report for detail.
 - Police Officer – See PD City Manager Report for detail.
 - Records Clerk II - See PD City Manager Report for detail.

 - Development Services Technician – Recruitment failed. Reposted open until filled.
 - Assistant City Engineer – Position posted open until filled.
 - Engineering Associate – Position posted open until filled.

- Benefits:
 - Business as usual.

- Classification and Compensation:
 - Business as usual.

- Training and Development:
 - April All Employee training – Sexual Harassment and Respectful Workplace
 - May All Employee training – Building a Positive Culture

 - April Safety training – Hazard Communication
 - May Safety training – Accident Investigation for Everyone

- Performance Management:
 - Evaluation of current performance evaluation process/structure on hold.
 - 63 evaluations are past due as of 4/30/2026 (66% overall)
 - 6 in Finance (oldest is over 3 years past due)
 - 1 in Development Services (over 1 year past due)
 - 16 in Public Works (oldest is over 3 years past due)
 - 14 in SC/LINX (oldest is over 1 year past due)
 - 26 in Police Department (oldest is over 7 years past due)

- Other:
 - AFSCME Negotiations ongoing.