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# MEMORANDUM

## *Administration*

To: Mayor Jackola and City Council

Date: August 29, 2024

From: Ron Whitlatch, Interim City Manager

Subject: **Administration Update – August 2024**

- Mayor Jackola and several Staff members met with a solar consultant to get more information about a potential City Solar Project. The initial findings indicate that a solar project would benefit the City by substantially reducing current power costs. A City Council Work Session is being proposed for October 23<sup>rd</sup> to provide additional details.
- We are continuing to move forward with possibly relocating the City Council Chambers to the Library Community Room. We are getting 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. A survey was sent to all City Staff to participate in the Strategic Planning Process. We will also be holding multiple small focus groups on September 10<sup>th</sup> to obtain additional ideas and feedback for the Plan.
- After the City Council Work Session for a City Services Fee, Staff will prepare for the upcoming town Hall Meeting in October. We will also continue to refine the Ordinance, Resolution, and messaging. More discussion about the process will take place at the September City Council Meeting.
- 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.
- Mayor Jackola, Jason Williams, and I attended a virtual meeting with Representatives Helm and Owens (Co-Chairs of the Natural Resources and Water Infrastructure Committee) to discuss the City's need for Wastewater funding to complete several large and expensive projects that the preliminary master planning process has identified. We will continue to engage with our elected officials as they approach the upcoming Legislative Session.
- Holding regular Department Director Meetings (every two weeks) to keep moving priorities forward.
- Continue to participate 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 currently 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.
- Mayor Jackola, Jason Williams, Brandon Neish, and I met with the Governors Regional Solution Team (RST) on August 6<sup>th</sup>. We toured the Wastewater Plant, Champion Mill Site, and potential solar installation sites. The RST helps local jurisdictions navigate funding opportunities and challenges associated with Capital Projects and regulatory issues.
- Kelly Hart and I meet twice a month with Susan Patterson from the Oregon Cascades West Council of Governments to identify grant opportunities that could benefit the City. To date, we are working on funding opportunities to support the wastewater plant projects, water service line replacements, street projects, and any other projects that could benefit the city.