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MEMORANDUM

Engineering Services

Date: September 12, 2025

To: Mayor Jackola and City Council
From: Ron Whitlatch, City Manager
Subject: 2025-2027 Technical Assistance Grant

Background

The Department of Land Conservation and Development (DLCD) has announced its 2025-2027 Technical Assistance Grant opportunity for land use planning projects.

Issue

The City of Lebanon is in the process of updating the Parks and Trails Master Plan. As part of the updates, there are several items which will require amendments to the development code and comprehensive plan. This process requires significant coordination, staff time, and consultant expertise to complete. To help fund the endeavor, DLCD provides Technical Assistance Grants on a biennium cycle. The latest grant funding has been made available with a grant application deadline of October 10, 2025.

Recommendation

City staff is preparing an application for the DLCD 2025-2027 Technical Assistance Grant for funding to hire a consultant to assist with amending the Development Code and Comprehensive Plan in coordination with the Parks and Trails Master Plan update. As part of the application and City procedures, a resolution of support from the City Council is required. Attached for consideration is a draft resolution.

Requested Action

Approve Resolution No. 2025-16 authorizing staff to apply for the DLCD 2025-2027 Technical Assistance Grant and authorize the City Manager to sign any required documents