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MEMORANDUM

Administration

To: Mayor Jackola and City Council

Date: October 25, 2024

From: Ron Whitlatch, Interim City Manager

Subject: **Administration Update – October 2024**

- Staff will continue to pursue options for a solar array at the Wastewater Treatment Plant Facility. We will likely enter into a contract with a solar designer and start pinning down additional details, agreement with Pacific Power, and grant opportunities.
- We are moving forward with relocating the City Council Chambers to the Library Community Room. We have obtained pricing for the audio/visual aspects that will be needed and will likely and are currently waiting on some additional information prior to moving forward.
- City Council received an update on the Five-Year Strategic Action Plan at the October 23rd Council Meeting. We are also preparing for another update to the City Council in November to review the draft plan. Once any changes from City Council feedback have been made, the plan will be brought for approval in December.
- Staff is continuing to work on the Low-Income Rate for utilities and the new Service Fee. This will be brought to the Council for approval at the November Meeting.
- Staff spent a considerable amount of time preparing for the Town Hall Meetings for the City Services Fee. We are in the process of making edits to the final Ordinance and Resolution will bring them before the City Council in November for proposed adoption.
- 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 will be preparing for and attending the next round of State Legislative Days coming up in December.
- We have spent a considerable amount of time preparing and dealing with the Green Peter Reservoir Drawdown. As you are aware we have declared a State of Emergency and issued our Tort Claim to the Corps of Engineers. Staff has spent time preparing the water plant and creating a dedicated web page to the drawdown. Multiple internal meetings have been held to prepare communications to the public (should we need them), drafts of letters ready to go to our regulators and the Corps of Engineers once we hit a sustained 50 NTU value at our water plant. We have also had multiple interviews and news (both TV and newspaper) articles written about the drawdown and its impacts to Lebanon.

- 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.
- We are 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.
- 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 working on funding opportunities to support wastewater plant projects, water service line replacements, street projects, and any other projects that could benefit the city.