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MEMORANDUM

Administration

To: Mayor Jackola and City Council
From: Ron Whitlatch, City Manager
Subject: **Administration Update – April 2025**

Date: June 2, 2025

- We are continuing to monitor the Legislative Session for Bills moving through the House of Representatives and the Senate. On June 11th, we will provide an overview of the lobbying/legislative efforts undertaken over the last year.
- I attended a presentation put on by PEAK Internet. They discussed some of the projects completed in the Lebanon area over the last few years and plans moving forward to provide more access to internet service through fiber line installation.
- We are still exploring solar possibilities. We are in the process of setting up a meeting with Pacific Power to determine what type of agreement they would potentially enter into if the City were to install a solar array. Once we have that information, we can determine if it is feasible to begin preliminary design.
- The relocation of the City Council Chambers to the Library Community Room is coming along. The first City Council Meeting in the new Chambers will be on June 11th.
- Staff is continuing to work with the Oregon Department of Environmental Quality (ODEQ) to determine the final fine that will be assessed to the City for the permit violations at the Wastewater Treatment Plant. Staff will provide an update as we learn more throughout the process.
- 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 are continuing to implement the Five-Year Strategic Plan goals for year one. A work session will be held in June with the City Council to give an update on progress.
- We have completed a restructuring of the Engineering and Community Development Departments. This includes combining Development Engineering, Building, and Planning into one department, now called Development Services. Shana Olson has been promoted to supervise this department. This department will be under the supervision of the City Engineer (I will retain the City Engineer title for now). Kelly Hart will continue to be the Community Development Director as Planner of Record. Community Development will now include Governmental Affairs, large City-focused projects, as well as continue with Economic Development. This change aligns with

Action Item 3.4 of the Five-Year Strategic Plan, which calls for an Organizational Assessment to identify potential efficiency and process improvements.

- 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.
- 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 exploring funding opportunities to support wastewater plant projects, water service line replacements, street projects, and other initiatives that will benefit the city.
- We have received contracts for the Planning Grant, which the City was awarded for a sanitary sewer analysis and transportation analysis of the Champion Mill site. We will be hiring consultants to complete the work, which will start later this summer.