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# MEMORANDUM

## *Information Technology Services*

To: Ron Whitlatch, City Manager  
From: Brent Hurst, IT Director  
Subject: IT and GIS Department Report – June 2026

Date: June 29, 2026

### IT

- Verizon inventory clean up continues as well as plan adjustments to save the City in communications funds.
- The IT Department has attended multiple meetings with all departments to assess and choose a new ERP system with Finance to streamline many service providers currently in use amongst all departments.
- Successfully completed a new streamlined call queue process for LINX Transit dispatch.
- Staff have been working diligently to complete a migration of Senior Center and Library's public use computers. We are expected to complete updates by the end of July.
- Assisted with copier replacement for the Senior Center.
- Assist HR with onboarding and offboarding employees by request.
- Weekly and monthly security and vulnerability patches were completed.
- Completed monthly public meeting streams on behalf of multiple departments.
  - If you would like to see recordings of our public meetings, visit <https://www.youtube.com/@CityofLebanonOR>
- Staff addressed multiple other routine break-fix issues, equipment replacements, and maintenance renewals for IT.

### GIS

- Attended the Quarterly Mid-Willamette Valley GIS User Group Meeting in Albany.
- Continued ArcGIS Online and Portal Infrastructure Updates.
- Urban Renewal District Update Coordination with Community Development staff.
- Coordinate monthly new address and streets updates with Community Development and Linn County GIS.
- OHA Lead and Copper Survey work continues with assistance of Public Works.
- The monthly tax lot updates from Linn County were completed.