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# MEMORANDUM

## *Administration*

To: Mayor Jackola and City Council

Date: March 31, 2026

From: Ron Whitlatch, City Manager

Subject: **Administration Update – March 2026**

- We are continuing to work with Business Oregon on a potential Industrial Economic Development where the company is looking to expand on the West Coast. Lebanon is one of two sites being considered in Oregon. Wetland Delineation work is continuing to move forward. We hope to have results and concurrence from the Oregon Division of State Lands by early summer to complete.
- Cleanup of the Champion Mill property has been completed. A total of 14-30-yard dumpsters have been filled and disposed of. The property owners will either pay for the cleanup as it occurs, or a lien will be placed on the property.
- Staff is currently working with several property owners along Berlin Road to clear and clean up several encampments. Resource Officers with the Police Department have been out in this area identifying the locations of the encampments and the individuals staying in them.
- The polling results in regard to the Municipal Jail were reviewed with the City Council at the March 25th City Council Meeting. At the April 8<sup>th</sup> City Council Meeting, there will be further discussion and City Council Action on whether to move forward with the Levy.
- We are continuing to work with our outside legal counsel for claims against the Army Corps of Engineers (USACOE). The claim will be filed with the Federal District Court in the coming weeks. An amended complaint will be filed in early March. This is likely to be a lengthy (and slow) process, and we will provide more information as it becomes available.
- 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. Sean has also agreed to help with necessary tasks as we explore the operations levy for the Municipal Jail.
- We are still waiting to hear if we were successful in our request for a \$2.0 Million Senate Appropriations request and a \$2.0 million House Appropriations request for the Wastewater Treatment Plant Project. It will be several months before we know if we receive funding.

- Cascades West Council of Governments has submitted a joint Build Grant application for Linn County and the City of Lebanon for a planning/design project of the Cascade/Crowfoot/Central Intersection. It may take several months to hear if it is successful.
- The City of Lebanon and Western U Oregon are submitting a joint application for a Connect Oregon Grant. If awarded, the grant would fund the improvements needed to get access to the proposed future site of their campus. Aspects of the project include new street access off of East Grant Street, a railroad bridge (allowing vehicular traffic to travel underneath, and the corresponding utilities. The City of Lebanon has agreed to hire an Engineering Intern for the duration of the project (approximately 3 years), funded by the grant. This position would support day-to-day oversight of the project during its design and construction.
- Staff has spent a substantial time during the month of March preparing for next year's budget process. The budget will be delivered to the Budget Committee at the initial meeting held on April 16<sup>th</sup>.
- Staff is continuing to work on the sale of the Santiam Travel Station. We are currently waiting on linn County to process the Right-of-Way Vacation that was approved in March. Once this is complete, we should be able to close on the property shortly thereafter.
- Holding regular Department Director Meetings (every two weeks) to keep moving priorities forward.
- We 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 a Planning Grant for a sanitary sewer analysis and transportation analysis of the Champion Mill site. We are currently under contract with Kittleson Engineers to complete the transportation aspect of the grant. We are in the process of scoping the off-site sanitary sewer improvements required for the future redevelopment of Champion Mill.
- Over the next couple of months, Staff will be reviewing all city-owned properties in an effort to identify properties no longer needed. Once the list has been updated, Staff will engage the City Council to recommend any that should be declared surplus.
- We will be working on forming a Citizens Advisory Committee in the coming weeks to begin updating both the methodology and fee structure for Wastewater System Development Charges (SDC) and Drainage SDC. Staff is currently reviewing Consultant Proposals and expects to enter into a Contract with a Consultant to review our current Methodology and lead the Citizens Advisory Committee.