



LEBANON CITY COUNCIL REGULAR MEETING AND EXECUTIVE SESSION AGENDA

April 08, 2026 at 6:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

We provide services that foster a resilient, safe, and growing community, strengthened by our community connections

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Marcellus Angellford

Councilor Jeremy Salvage | Councilor David McClain | Councilor Dave Workman

6:00 PM – CITY COUNCIL REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

ROLL CALL

CONSENT CALENDAR

The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Calendar and considered separately.

- 1. AGENDA:** Lebanon City Council Agenda – April 8, 2026
- 2. APPOINTMENTS:** Charlotte Weibe - Budget Committee
- 3. BOARD MINUTES:**
Planning Commission - May 21, August 20, November 19, 2025 & February 18, 2026
Senior & Disabled Services Advisory Committee - October 15, 2026
- 4. COUNCIL MINUTES:** 2026-03-11 Work Session and Regular Meeting; 2026-03-25 City Council Special Meeting

PRESENTATION / RECOGNITION

PUBLIC COMMENTS

*Citizens may address the Council by filling out a testimony/comment card prior to speaking and hand it to the City Recorder. Each citizen is provided up to 5 minutes to provide comments to the Council. The Council may take an additional two minutes to ask clarifying questions. The City Recorder will accept and distribute written comments at a speaker's request. Public comments can also be submitted by email to city.recorder@lebanonoregon.gov prior to **5:00 p.m. on April 7, 2026**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

PUBLIC HEARING(S)

REGULAR SESSION

5. Linn County Emergency Telephone Agency Dissolution
6. Municipal Jail Operations Levy – Polling Results and Council Direction
7. Department Reports

ITEMS FROM COUNCIL

PUBLIC/PRESS COMMENTS

An opportunity for citizens and the press to comment on items of city business.

NEXT SCHEDULED COUNCIL MEETING(S): City Council Meeting May 13, 2026 @ 6PM; City and Urban Renewal Agency Budget Committee Meeting April 16, 2026 @ 1PM

EXECUTIVE SESSION

Executive Sessions are closed to the public due to the highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

8. EXECUTIVE SESSION ANNOUNCEMENT

Meeting Information

Executive Sessions are closed to the public. There will be no live-stream of this meeting.

Executive Session Announcement

The Lebanon City Council will now meet in Executive Session.

Per ORS 192.660(2)(e) To conduct deliberations with persons designated by the Council to negotiate real property transactions.

Official representation of the news media and designated staff shall be allowed to attend the Executive Session. All other members of the audience are asked to remain outside the room during the Executive Session. Representatives of the news media are specifically directed not to report on any of the discussions during Executive Session, except to state the general subject of the session as previously announced. No formal actions may be taken in Executive Session.

Formal actions to be taken, if any, as a result of the Executive Session will be conducted during the Council's regular session.

Adjournment

REGULAR SESSION

Council may reconvene into open session should action be required.

ADJOURNMENT

INSTRUCTIONS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS:

Everyone is welcome to attend City Council meetings. If you cannot attend, written testimony must be received by noon prior to the meeting via email to city.recorder@lebanonoregon.gov. Persons who desire to access the Zoom meeting to give oral testimony regarding a Public Hearing can contact the City Recorder by email at city.recorder@lebanonoregon.gov by noon prior to the meeting so that the City Recorder can provide instructions.

City Council meetings are recorded and available on the City's YouTube page at:

<https://www.youtube.com/user/CityofLebanonOR/videos>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder at 541.258.4905.



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4913
www.lebanonoregon.gov

MEMORANDUM

Finance Office

To: Mayor Jackola and City Council
From: Brandon Neish, Finance Director
Subject: Council Budget Committee Appointment

Date: April 8, 2026

I. BRIEF HISTORY

The City has one vacancy on the Budget Committee after the term of another member ended June 30, 2025. Staff advertised for a volunteer to serve on the Budget Committee and received one application

II. CURRENT REPORT

Mayor Jackola is pleased to nominate the following at the April 8, 2026 City Council Meeting:

Budget Committee:

- Charlotte Wiebe (*appointment*)

III. RECOMMENDATION

Appointment of the recommended nominee through the Consent Calendar.



Application for Committees, Planning Commission and Non-Election Council Vacancy

Name

Date

Charlotte Wiebe

01/29/2026

Home Address

Lebanon OR 97355

Mailing Address

Lebanon OR 97355

Home Phone

Email Address

Occupation

Program Coordinator

Employer

Business Phone

Emergency Contact Phone

Please mark which committee you are interested in serving on.

- Ad Hoc Committee*
- Budget Committee (must be registered voter)
- Library Advisory Committee
- Parks, Trees Trails Advisory Committee
- Planning Commission
- Senior Disabled Services Advisory Committee
- Non-Election Council Vacancy

* Ad Hoc Committee Name

Are you applying for reappointment?

Yes

No

If yes, how long did you serve in this capacity (years and months)?

Item # 2.

Describe your experience related to the position applying for.

Worked with Linn county disability in many aspects

List current and/or previous involvement on any government boards, committees, commissions or councils.

Dallas Blue Angels

Explain why you are interested in serving in this capacity.

What to be apart of Lebanon Is growth

Signature





LEBANON PLANNING COMMISSION MEETING MINUTES

May 21, 2025 at 6:00 PM

Santiam Travel Station – 750 3rd Street, Lebanon, Oregon

MISSION STATEMENT

The City of Lebanon is dedicated to providing exceptional services and opportunities that enhance the quality of life for present and future members of the community.

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

- Chair Don Robertson
- Vice-Chair Lory Gerig-Knurowski
- Karisten Baxter
- Kristina Breshears
- Don Fountain
- Alternate Regina Thompson

ABSENT

- Alternate Shyla Malloy
- Alternate W. Marcellus Angellford
- Alternate Michael Miller

STAFF

- Community Development Director Kelly Hart
- City Engineer Ron Whitlatch
- Development Services Supervisor Shana Olson
- City Attorney Tre Kennedy

MINUTES – April 16, 2025 Planning Commission Meeting

The minutes were approved as submitted.

COMMISSION REVIEW

1. Public Hearing – Planning File A-25-02

A proposed annexation for the property located at 31666 SW 5th Street with the preliminary zoning designation of Residential Mixed Density (RM) (12S02W22D 00902)

Chair Robertson opened the public hearing. City Attorney Kennedy reviewed the public hearing process. Commissioner Breshears said that she knows the family that is renting the house, but the relationship would not influence her decision. No additional ex-parte contacts, conflicts of interest, or biases were disclosed by the Commissioners.

Community Development Director Hart presented the staff report. She stated that staff finds the proposal complies with the decision criteria for an Annexation and the establishment of the applicable zone. Staff recommends that the Planning Commission recommend the City Council

approve the Annexation of the subject area and establishment of the respective Residential Mixed Density (Z-RM) zone on the newly annexed property.

Chair Robertson asked clarifying questions of the applicant's narrative.

Applicant testimony – none

Testimony in favor of or in opposition to the applications – Joseph and Jennifer Cable, neighbors, expressed that they are not opposed to the annexation but requested assurance that they would be notified if any development was proposed and that they would not be required to annex.

The public hearing was closed.

Motion to approve by Commissioner Fountain, seconded by Commissioner Baxter. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain and Thompson. The motion passed 6-0.

2. **Public Hearing – Planning File DCA-25-01**

A proposed Development Code Amendment to implement portions of the adopted Housing Production Strategy.

Consultants Brandon Crawford and Darci Rudzinski from MIG, Inc. presented the staff report.

Laura LaRoque, resident, submitted written testimony included in the packet. Crawford said that they recommended not adopting the changes, as the Project Advisory Committee had already approved the document. Hart said that staff appreciates the effort put into the testimony, noting that comments were mostly about style, and the City has discretion to adopt the code the way it feels most appropriate. The Project Advisory Committee reviewed the language and had opportunity to comment and make modifications.

Testimony – There were no members of the public present for comment.

Hart clarified for Commissioner Thompson that Section A of 16.19.120, concerning affordable housing on non-residential or public land, applies to specific groups eligible under Senate Bill 8, now part of Lebanon's development code. If eligible, they must follow Section B standards. If not, they cannot develop on non-residential or public land and must develop according to the appropriate zoning.

Commissioner Thompson asked how the rule about "dwellings being 14 feet apart where flammable fuel is stored between units" is enforced. Hart explained that this is carried over from the old code, and the fuel likely refers to propane. In such cases, storage must be placed farther from the property. These additional standards apply when homes are close together.

Hart explained to Commissioner Thompson that the term "family" was removed due to a state law change. "Household" refers to individuals living together and functioning as a unit.

Hart clarified for Commissioner Thompson that, under Cottage Clusters Section 9b, parking spaces must be located at least 10 feet from the property line.

Commissioner Thompson said that she prefers the word "must" for clarity. Hart explained that "shall" is a legal requirement and is sometimes appropriate, while both terms carry similar weight and can be interchangeable. City Attorney Kennedy added that "shall" is more legal, whereas "must" carries a moral connotation.

Commissioner Fountain expressed that he would not be comfortable approving changes without first having them reviewed by the Project Advisory Committee.

Responding to Chair Robertson's observation that Policy P-42 and P-43 are identical, Hart said that she would look this over.

Motion to approve by Commissioner Breshears, seconded by Commissioner Baxter. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain and Thompson. The motion passed 6-0.

Chair Robertson thanked the consultants and those who served on the committee.

CITIZEN COMMENTS – None

COMMISSION BUSINESS AND COMMENTS

There will be no Planning Commission meeting in June.

Future Planning Commission meetings will be held at the Lebanon Public Library.

In response to Chair Robertson's question about the development next to Walgreens, Hart said that it will be a tractor supply store. She also provided a general development update.

ADJOURNMENT – The meeting adjourned at 7:15 PM.



LEBANON PLANNING COMMISSION MEETING MINUTES

August 20, 2025 at 6:00 PM

Santiam Travel Station – 750 3rd Street, Lebanon, Oregon

MISSION STATEMENT

The City of Lebanon is dedicated to providing exceptional services and opportunities that enhance the quality of life for present and future members of the community.

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Chair Don Robertson
 Vice-Chair Lory Gerig-Knurowski
 Karisten Baxter
 Don Fountain
 Shyla Malloy
 Alternate Michael Miller
 Alternate Regina Thompson

ABSENT

Kristina Breshears
 Alternate W. Marcellus Angellford

STAFF

Community Development Director Kelly Hart
 City Manager/City Engineer Ron Whitlatch
 City Attorney Tre Kennedy

MINUTES – February 19, 2025 Planning Commission Meeting

The minutes were approved as submitted.

COMMISSION REVIEW

1. Public Hearing – Planning File CPMA-25-01, ZMA-25-01, CU-25-01 & PLA-25-02

Request to change the Comprehensive Plan Map designation from Mixed Use (C-MU) to Commercial (C-CM) and the Zoning Map designation from Mixed Use (Z-MU) to Highway Commercial (Z-HCM). The applicant is also requesting a Property Line Adjustment to consolidate the two lots and a Conditional Use Permit to construct and operate a car wash facility. (12S02W23B 00114 & 00115)

City Attorney Kennedy reviewed the public hearing process. Chair Robertson opened the public hearing. There was no ex parte, conflict of interest, or bias disclosed by the Commissioners.

Community Development Director Hart presented the staff report. She stated that staff finds the proposal complies with the decision criteria and recommends approval of the application subject to the adoption of the Conditions of Development listed in the staff report.

Applicant testimony –

Testimony in favor of or in opposition to the applications – None

The public hearing was closed.

Motion to approve by Commissioner Fountain, seconded by Commissioner Miller. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain, Malloy, Miller and Thompson. The motion passed 8-0.

CITIZEN COMMENTS – None

COMMISSION BUSINESS AND COMMENTS

Hart said that there will be a Planning Commission meeting in September.

She also announced her resignation from the City.

ADJOURNMENT – The meeting adjourned at 6:28 PM.



PLANNING COMMISSION MEETING MINUTES

November 19, 2025 at 6:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Chair Don Robertson
Vice-Chair Lory Gerig-Knurowski
Kristina Breshears
Don Fountain
Alternate Michael Miller

ABSENT

Karisten Baxter
Alternate Shyla Malloy
Alternate Regina Thompson

STAFF

City Manager Ron Whitlatch
Development Services Director Shana Olson
City Attorney Tre Kennedy
Council of Governments Contract Planner Dan Fleishman

MINUTES – October 15, 2025 Planning Commission Meeting

The minutes were approved as submitted.

COMMISSION REVIEW

1. Public Hearing – Planning File CU-25-02

A Conditional Use request to establish a gas (filling) station at 3300 Burdell Boulevard (12S2W23B 00104)

Chair Robertson opened the public hearing. City Attorney Kennedy reviewed the public hearing process. There were no ex-parte contacts, conflicts of interest, or biases disclosed by the Commissioners.

Council of Governments Contract Planner Fleishman presented the staff report. He stated that staff finds the proposal complies with Conditional Use decision criteria and recommends application approval subject to two conditions (relating to submitting plans to the Fire Marshal to demonstrate compliance and that an engineering site plan be submitted for staff approval) as detailed in the staff report.

Chair Robertson asked about traffic access management treatments. Development Services Director Olson explained that the Transportation System Plan identifies the need for additional traffic mitigation at the intersection between Carl's Jr. and Walmart. Staff is monitoring development activity to determine when to initiate the project, which could involve installing a

signal but will more likely be a roundabout. She confirmed that the proposed development does not trigger any improvements at that location.

Olson also confirmed that the traffic impact analysis accounted for the building at full occupancy as well as the tractor supply being in operation.

Applicant testimony – Laura LaRoque, Pathfinder and Land Use Consulting, and Omar Khan, Khan Development, LLC, the owner and developer of the site, introduced themselves. LaRoque discussed the application and noted that Fire District staff attended the pre-application meeting and did not identify any requirements at that time.

Testimony in favor of or in opposition to the applications – none.

The public hearing was closed.

Motion to approve by Commissioner Fountain, seconded by Commissioner Miller. Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, Fountain and Miller. The motion passed unanimously.

CITIZEN COMMENTS – none

COMMISSION BUSINESS AND COMMENTS

City Manager Whitlatch reported on recent City departmental changes and noted that Fleishman is expected to continue assisting staff for the next four or five months.

Olson said that there are currently no applications scheduled for the December meeting.

ADJOURNMENT – The meeting adjourned at 6:20 PM.



LEBANON PLANNING COMMISSION MEETING MINUTES

February 18, 2026 at 6:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Vice-Chair Lory Gerig-Knurowski
Karisten Baxter
Kristina Breshears
Don Fountain
Alternate Shyla Malloy
Alternate Regina Thompson

ABSENT

Chair Don Robertson
Alternate Michael Miller

STAFF

City Manager Ron Whitlatch
Development Services Director Shana Olson
City Attorney Tre Kennedy

MINUTES – none

CITIZEN COMMENTS – none

COMMISSION REVIEW

City Attorney Kennedy reviewed the public hearing process.

1. Public Hearing – Planning File A-26-01

The proposed annexation of an approximately 0.75-acre property at the southeast corner of Airport Rd and Stoltz Hill Rd (2015 Stoltz Hill Road, 12S02W15CA, tax lot 900) and establishment of the applicable Residential Mixed Density zone

Vice-Chair Gerig-Knurowski opened the public hearing. There were no ex-parte contacts, conflicts of interest, or biases disclosed by the Commissioners.

Development Services Director Olson delivered the staff report. Staff determined that the proposal meets the annexation decision criteria and recommends that the Planning Commission make a recommendation to the City Council to approve the proposed annexation and establish the applicable Residential Mixed Density zoning designation.

Applicant testimony – Brian Vandetta, Udell Engineering, the applicant's representative, indicated he was available to respond to questions; none were raised.

Testimony in favor of the application – none

Testimony in opposition to the application – Luke Parker asked about the applicant’s plans for the property and whether potential floodplain or drainage impacts had been assessed, expressing concern about possible effects on drainage to his property. He also stated that he did not receive notice of the hearing from either the City or the County.

Kennedy explained that the only item under consideration is the annexation.

The public hearing was closed.

Motion to approve by Commissioner Baxter, seconded by Commissioner Malloy. Voting Yea: Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain, Malloy and Thompson. The motion passed unanimously.

2. Public Hearing – Planning File AR-26-01, S-26-01

A request for approval of a 5-small-lot single-unit detached subdivision and a concurrent Administrative Review for townhome development on two of the proposed lots. (401 W. Mary Street, 12S02W10AB, tax lot 800)

Kennedy recused himself from this hearing. City Manager Whitlatch went over the public hearing process. Vice-Chair Gerig-Knurowski opened the public hearing. Commissioner Fountain recused himself.

Olson presented the staff report. Staff has determined that the proposal complies with subdivision and administrative review decision criteria and recommends approval of the subdivision application with the conditions of development, as contained in the staff report. Staff also concludes that the administrative review application meets the Residential Land Use Zones criteria. The department approves the administrative review application subject to the conditions and requirements contained in the staff report.

Applicant testimony – Brian Vandetta, Udell Engineering, the applicant’s representative,

Testimony in favor of the application – none

Testimony in opposition to the application – McKenzi Evans expressed concerns about safety and the increased number of cars, noting that there have been multiple occasions when cars have blocked their driveway.

Applicant rebuttal – In response to the parking concern, Vandetta explained that each detached single-family lot – not multi-family – will provide two off-street parking spaces, resulting in a total of 10 spaces for the five proposed units.

Responding to Vice-Chair Gerig-Knurowski’s question about the attached townhomes, Vandetta stated they will look nearly identical to the detached single-family homes and will include a minimum of two off-street parking spaces. He also confirmed that the street is wide enough to accommodate parking on both sides.

The public hearing was closed. There was a question from the audience about flag lot orientation and driveway access. The public hearing was re-opened.

Applicant rebuttal – Vandetta explained that Lots 4 and 5 will share a driveway, Lots 1 and 2 will share a driveway, and Lot 3 will have its own individual driveway.

In response to an audience question regarding construction in the area, Vandetta clarified that this is a separate development. Olson added that the property to the west already has a building permit and is not included in the development proposal under consideration tonight.

The public hearing was closed.

In response to Commissioner Malloy’s question about emergency vehicle access to Lot 5, Olson explained that the Fire Department confirmed the lot meets their spacing requirements and did not impose any conditions of approval. They would not drive down the driveway as it will be 150

feet from the road. Whitlatch said that Lot 5 should function similarly to Lot 4, where there will likely be sufficient space to turn around, although it is difficult to determine from the current design.

Motion to approve by Commissioner Malloy, seconded by Commissioner Thompson. Voting Yea: Vice-Chair Gerig-Knurowski, Commissioners Baxter, Breshears, Fountain, Malloy and Thompson. The motion passed unanimously.

COMMISSION BUSINESS AND COMMENTS

The next Planning Commission meeting will be held on March 18, 2026.

ADJOURNMENT – The meeting adjourned at 6:32 PM.



Senior Center and LINX Transit

80 Tangent Street
Lebanon OR 97355
(541) 258-4919

www.ci.lebanon.or.us

ADVISORY BOARD MEETING October 15, 2025

MTG REPORT

Members Present: Cody Wack, Linda Meredith, Marlene Flyer, Joli Root, Barbara Hemnes, Dorrie Board and Sherry Leist

Excused Absence:

Staff Present: Kindra Oliver

1. WELCOME:

Meeting was opened at 10:00 a.m.

2. MINUTES:

Marlene moved to approve the minutes from the June 18th, 2025 Advisory Board meeting; Linda seconded; motion passed unanimously.

3. REPORTS:

Meal Site:

- Tori continues to look for additional volunteers to drive and help in the kitchen. Tori can utilize volunteers who can drive once a month up to every day of the week.
- The new commercial dishwasher will be installed in the next few weeks.
- We are still working on timing for the two new exterior kitchen doors and stove unit.
- Tori will be retiring next August, in 2026.

Senior Center:

- Our large June event, Rockin' It In Paradise with Elvis, brought in over 140 seniors! Thank you to COG for co-sponsoring the entertainment. Senior Center staff supported by volunteers were able to share a few snacks with a tropical flare. Events are not just entertainment for amusement, as these types of programs encourage seniors to engage in social opportunities that help combat isolation and provide various types of neural stimulation. Our Elvis event is taking many on a walk down memory lane as well. So many of our senior participants took photos with Elvis and brought tears of happiness.
- Our 3rd Annual Fall Prevention program co-hosted with COMP-NW Physical Therapy students went over very well. Sixty-eight seniors and students came together to learn from each other. Twenty-nine seniors had fall assessments done by the students (observed by faculty). Seniors came away feeling more empowered to help keep living life on their terms. Positive aging is an active process, not one that is passive.

Students provided a 30-minute presentation that included information on how falls impact our overall well-being, 10 minutes of demonstrating exercises that seniors can do at home to help strengthen their bodies and maintain balance and flexibility to reduce falls and a 5 minute presentation on the things one can do to minimize the damage of a fall, if you should fall.

- Seniors have been working with our I-Pad volunteer to create a video that highlights the positive impact and programming offered through the Senior Center. It has been a lot of fun to see seniors using the iPads all over the building trying to catch “the perfect shot.” We hope to debut the video during a Friday movie, so the seniors can show their work on the BIG screen.
- Willamette University Law students have begun to use one of our meeting rooms to meet with seniors, by appointment. These seniors signed up to receive help with a will or trust at Willamette University’s legal presentation earlier in the year.
- Tomato Fest saw big numbers at their event at the Senior Center, with hundreds in attendance.
- FY 24-25 Recap for Evidence Base Classes:
 - **Geri-Fit Strength & Flex:**
 - Geri-Fit Strength & Flex is a gentle strength training class that can help improve balance and stability. The instructor helps participants improve muscle tone throughout the whole body, with and without weights.
 - We held a total of 137 classes last FY (24 more than prior FY), with 1,484 participants (281 more than prior FY). This class was well-attended and participants wanted to be able to exercise three times per week, so we did offer three weekly classes most of last fiscal year.
 - **Bingocize!:**
 - Bingocize is a fun way to mix the game of Bingo with some low-impact exercises and stretches. The program is designed to build strength, flexibility and balance.
 - We held a total of 96 classes last FY with 1,154 participants, which were similar numbers to the prior FY.
 - One of the gentleman who comes to the Senior Center a few times week for meals, Bingocize, movies and other activities recently shared some exciting news with staff. He very proudly showed us that he can now raise his hands above his head. He is the sweetest and was so excited to demonstrate for us when he arrived to the Senior Center on the bus.
 - We have several others that rave about this class and have more range of motion and balance because of taking the class.
 - **TJQMBB!:**
 - Lebanon Senior Center did a 52 session TJQMBB class, following the evidence-based curriculum, which ended in the fall of FY24-25. One of the issues for our Senior Center was no new participants could join after session 20, as the exercises and motions continue to build on one another. In Q2, we opted to merge the program content of TJQMBB with our Tai Chi/Chair Chi program to be more inclusive and allow

for new comers along the way. We saw a big increase in numbers once we merged and call the class Spirit of Chi.

- One senior standing up may not sound impressive, inspirational or get attention, but sometimes the most amazing successes come in small numbers. One of the participants in the Tai Chi classes (Chair Chi and Spirit of Chi) has been coming for approximately a year stood up on their own for the first time in a very long time. This senior is a stroke survivor. In this case, the stroke left her right side with some permanent damage making the use of her right leg and right arm very difficult and exhausting. As do many, the defeat and loss set in and this senior let the ability she was at define her life for years. One day, she decided to try our Chair Chi class. She loves the encouragement she receives for just showing up and the comradery of others meeting life where they are and not giving up on sustaining or even working to feel stronger. When we merged our Chair Chi and Tai Ji Quan class together, many were nervous. This intrepid senior kept coming anyway. Though, she didn't feel she could do much of the standing portion, she did go through some of the arm motions (because all effort is good effort in our class). Eventually, she began quietly (trying to hide it) trying to do some of the stand portion. Then something amazing happened, she stood. She sat. Staff could hardly contain and tried not to alert anyone, but when she did it two more times with the class...high fives were in order. Does she still struggle to get from one end of our building to the other to get to and from class, yes. She is no longer sitting on that couch day in and day out though. She can now do 3 sit to stands (which is like doing 3 squats). One may not be a big number, unless you are that one getting stronger and finding community, finding new reasons and ways to live a better life.
- Walk with Ease
 - is a walking group that is designed to keep people active and their bodies moving.
 - We didn't have a great turn out the last few sessions, but will consider starting up again in Spring 2026.
- Other Senior Center exercise classes not tied to OAA grant funding:
 - Easy Cardio, two days per week
 - Spirit of Chi, two days per week
 - Yoga, two days per week
 - Social Games, different active game, once a week
 - Line Dancing, once a week (very popular class)
- Working on event, class and program planning for September through December.

LINX Transit:

- Following is a ridership summary that shows significant increases in ridership:
 - 75,802 rides for FY24-25
 - 63,948 rides for FY23/24, approximately 33% increase from prior FY
 - 47,851 rides provided in FY22/23, a 58% increase from prior FY
 - 30,021 rides provided in FY21/22, a 36% increase from prior FY
 - approximately 20,000 rides provided prior 10 FY's
- As noted earlier in the year, LINX Transit was awarded \$428,000 in STIF Discretionary Funds through ODOT, for FY2025-27. The grant funding was awarded for a LINX operations expansion to respond to the significant increases in ridership over the last few years and we will be adding a new deviated fixed route this fall. We will be doing a soft roll out to work out any issues before printing schedule materials
- Staff is working on Request for Proposals (RFP's) for two new buses. Grant funding for the reimbursements will be available in Spring of 2026, so trying to time it right.

4. CONTINUING BUSINESS:**5. DISCUSSION / NEW BUSINESS:**

- Next Advisory Board Meetings scheduled:

Wednesday, January 21st, 10:00 am

6. ADJOURNMENT



AMENDED LEBANON CITY COUNCIL WORK SESSION AND REGULAR MEETING MINUTES

March 11, 2026 at 5:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

*We provide services that foster a resilient, safe, and growing community,
strengthened by our community connections*

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Marcellus Angellford

Councilor Jeremy Salvage | Councilor David McClain | Councilor Dave Workman

5:00 PM – CALL TO ORDER WORK SESSION

City of Lebanon Work Sessions are less formal meetings that enable the Council to focus on and explore in detail a topic with staff and/or consultants. Like regular Council meetings, citizens are encouraged to attend and observe work sessions. Unlike regular Council meetings, work sessions do not include public hearings or other opportunities for citizen comments. Should action be required, that topic would be brought back to the next available regular session, at which time citizens would have the opportunity to comment before a formal action is taken.

The Work Session was Called to Order at 5:00 PM. Councilor Salvage attended online, Councilor Angellford arrived at 5:05 PM. All other members were present.

DISCUSSION ITEMS: Utilities Rate Review

During the work session, Public Works Director Williams and Finance Director Neish presented an overview of the City's water, wastewater, and storm drainage utilities, with additional input from City Manager Whitlatch. Staff reported that the water system continues to focus on water main replacement, addressing leaks, undersized lines, and dead-end lines that affect water quality. The City maintains approximately 88.7 miles of water distribution mains and produced more than 515 million gallons of drinking water during the fiscal year through January. Current funding levels allow the replacement of roughly 2,500–3,000 feet of water main annually, resulting in an estimated 160-year replacement cycle, which exceeds the typical life expectancy of some pipe materials. Several water line projects are underway or in design, including improvements on Grant Street, Sherman Street, Cedar Street, Vine Street, and the North 5th Street reconstruction project.

Staff also provided an update on the wastewater system. The City's wastewater treatment plant treated approximately 703 million gallons of wastewater during the fiscal year to date. Current projects include replacement of bar screens at the plant intake and design work for a new solids handling system intended to address biosolids management challenges. The City maintains about 70 miles of sanitary sewer main and is experiencing an increase in aging sewer lines and laterals that require repair or replacement. Annual funding allows the replacement of roughly 2,000–2,500 feet of sewer main, resulting in an estimated 170-year replacement cycle. Aging infrastructure and infiltration during rain events can increase flows to as much as 200 percent of normal levels. Upcoming wastewater projects

include the Highway 20 sanitary sewer lining project, sewer work associated with the North 5th Street reconstruction, and design work for improvements at the wastewater treatment plant.

The storm drainage system includes approximately 63 miles of storm mains and 52 miles of open drainage ditches. Due to limited funding, storm system pipe replacement occurs at a slower pace, averaging about 1,500 feet every two to three years. Staff noted that most maintenance efforts involve mowing and clearing drainage channels to maintain water flow. A recently completed storm drainage master plan identifies numerous capital improvement needs and lifecycle replacements that would require additional funding in the future. Planned work includes storm drainage improvements associated with the Grant Street and Cedar Street projects along with smaller system repairs and routine maintenance.

Financial projections for the water and wastewater utilities were also presented. The water fund is projected to draw down existing reserves over the next five years as expenditures exceed revenues, even with assumed annual rate increases beginning in future fiscal years. Although the fund balance remains healthy in the near term, staff indicated that adjustments to revenue will eventually be necessary to maintain long-term financial stability. The wastewater fund projection includes a major capital project for biosolids drying and solids handling improvements at the wastewater treatment plant, currently estimated at approximately \$27 million. The project would be supported by about \$2 million in state grant funding and an estimated \$8 million loan through the state revolving loan fund. If the loan is pursued, repayment would begin around 2029 and extend for approximately 30 years.

Staff recommended a proposed utility rate adjustment that would increase sanitary sewer rates by six percent to prepare for future debt service related to the wastewater project. For an average residential customer using five units of water, the increase would raise the typical monthly utility bill by approximately \$4.15, representing a total utility bill increase of about 3.3 percent. Staff explained that the increase would help demonstrate financial capacity for loan qualification and begin building revenue for future debt service. Council also received a comparison of Lebanon's utility rates with other Oregon cities, showing Lebanon generally within the typical range for comparable communities.

The presentation also included discussion of the City Services Fee that supports general fund operations. Property tax revenues alone do not fully fund general fund expenditures, particularly personnel costs, and the fee currently generates about \$2 million annually. Staff reported that the fee helped stabilize the City's general fund financial outlook and proposed a one percent annual increase, or approximately \$0.20 per month, to maintain long-term balance and avoid larger increases in the future. Council members discussed the timing of potential increases and the importance of maintaining financial stability while minimizing impacts on residents. The work session concluded after staff answered questions regarding capital projects, regulatory requirements, biosolids management, and financial projections.

ADJOURN WORK SESSION

The Work Session Adjourned at 5:50 PM.

6:00 PM – CITY COUNCIL REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

The meeting was Called to Order at 6:00 PM.

ROLL CALL

PRESENT

Mayor Kenneth Jackola
 Councilor - Ward 1 Dominic Conti
 Councilor - Ward 1 Marcellus Angellford
 Councilor - Ward 2 David McClain
 Councilor - Ward 2 Dave Workman
 Councilor - Ward 3 Jeremy Salvage
 Council President - Ward 3 Michelle Steinhebel

STAFF

City Manager Whitlatch
 Finance Director Neish
 Community Development Director Olson
 City Engineer Trippett
 City Attorney Kennedy
 City Recorder Fisher
 IT Administrative Assistant Gomez
 Chief of Police Stevenson
 Public Works Director Williams

PRESS

Sarah Brown, Lebanon Local

CONSENT CALENDAR

The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Calendar and considered separately.

Motion made to approve the Consent Agenda by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

1. **AGENDA:** Lebanon City Council Agenda – March 11, 2026
2. **BOARD MINUTES:**
 - Library Advisory Committee - December 9, 2025
 - Parks, Trees & Trails Advisory Committee - September 17, 2025
 - Planning Commission - October 15, 2025
3. **COUNCIL MINUTES:** City Council Meeting February 11, 2026
 City Council Meeting and Work Session February 25, 2026
4. **EASEMENT:** *Menguita Easement*

PRESENTATION / RECOGNITION: Rod Sell 20 Years of Service Award

Mayor Kenneth Jackola presented a recognition award to Rod Sell honoring his long-standing service to the Lebanon, Oregon community. The Mayor noted that Sell dedicated more than 24 years working for the City in the Public Works Department, where he contributed to maintaining and improving the infrastructure that supports daily operations throughout the community. Following his City employment, Sell continued to serve the community by volunteering his time on committees providing oversight and guidance for parks, trees, and trails. For over 20 years, his continued involvement helped support and maintain public spaces that serve residents and families throughout the city. On behalf of the City Council and community, the Mayor expressed appreciation for Sell's decades of service and his ongoing commitment to giving back to the community.

Jack Tibbets addressed the Council to introduce himself as a candidate for Oregon State Senate District 6, which includes the Lebanon, Oregon area. Tibbets stated that he is a father, farmer, and business owner who decided to run for office due to concerns about the future economic opportunities and education system in Oregon and the impact these issues may have on future generations. He shared that he has been meeting with residents and local leaders throughout the district and expressed appreciation for the work being done by smaller communities. Tibbets discussed concerns about unfunded state mandates on local governments and the financial pressures they place on cities. He stated that if elected he would aim to advocate for rural communities, reduce unfunded mandates, and work with local governments to address challenges facing their communities.

5. 2026 Legislative Update - Sean Tate

Sean Tate of Tate Public Affairs provided a brief update on the recent session of the Oregon Legislative Assembly. He reported that the City tracked roughly 45–50 bills across several policy areas and actively engaged on a number of priority measures through testimony and coalition work. Tate noted that the City’s strategy focused on maintaining a lower profile while concentrating on policy issues and protecting funding requests.

Tate highlighted that the City successfully secured a \$2 million state appropriation for water and wastewater system upgrades and discussed several bills that passed or failed that could affect local governments. He also noted the passage of legislation reducing grant match requirements for smaller cities, which will lower the City’s required match on certain state grants. Tate concluded that the session was successful for the City and credited continued engagement by City leadership for strengthening relationships at the State Capitol.

PUBLIC COMMENTS

*Citizens may address the Council by filling out a testimony/comment card prior to speaking and hand it to the City Recorder. Each citizen is provided up to 5 minutes to provide comments to the Council. The Council may take an additional two minutes to ask clarifying questions. The City Recorder will accept and distribute written comments at a speaker’s request. Public comments can also be submitted by email to city.recorder@lebanonoregon.gov prior to **5:00 p.m. on March 10, 2026**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

Jason Adamson spoke to the Council to introduce himself and highlight his roles as Lebanon Fire District Deputy Fire Marshal, vice president of the Professional Firefighters Union, and a local business owner teaching life-saving skills. He congratulated the city on receiving \$2 million in state funding for wastewater infrastructure and recognized Council President Steinhebel for her Woman of the Year award. Adamson expressed strong support for a potential Lebanon Police Department levy, emphasizing the importance of public safety and efficient law enforcement. He also raised concerns about past misinformation from the CISC opposing the Lebanon Fire District levy and urged the Council to prevent similar misleading campaigns regarding the police levy.

PUBLIC HEARING(S)

6. Public Hearing: To Allow for Public Comments on Community Development Block Grant End of Program Report

The Council held a public hearing to review the 2025 Community Development Block Grant (CDBG) program. The Public Hearing was opened at 6:25 PM. Director Olson explained that the grant provides funding to assist low- and moderate-income households with essential home repairs. DEVNW representative Russell reported that the \$287,500 grant (nearly fully spent at \$286,585) supported repairs on six homes across Linn County—including three in Lebanon—benefiting 24 individuals. Repairs included roofs, siding, plumbing, electrical work, flooring, lead and asbestos remediation, and in one case a high-efficiency heat pump water heater through a partnership with Seeds for the Soul. The program was noted as temporarily paused due to funding limitations. No public comments were made, and the hearing was closed at 6:29 PM.

7. Public Hearing: Resolution No. 3 for 2026 - A Resolution Adopting the City of Lebanon's Utility Rates.

The Public Hearing was opened at 6:29 PM to consider Resolution #2026-03 to update the city’s utility rates. Finance Director Neish explained that the resolution repeals the 2024 rates and establishes new ones. The water and storm drainage funds are generally stable, so no water rate increase was proposed. Sewer rates, however, will increase by 6 percent, or about \$4.15 per month for the average household, to fund improvements at the wastewater treatment plant, including a \$32 million project to install a dryer for biosolids. The funding for this project comes from existing reserves, including \$12 million from a prior settlement, and an \$8 million loan. The overall wastewater upgrade plan totals \$95 million and is required to meet state and federal regulations, and the 6 percent increase is intended to spread the debt over

30 years to avoid a larger increase in the future. Corrections to the resolution were made to update a reference from 3.6 percent to 3.3 percent and to reflect the proper low-income water rate discount of 30 percent. No public comments were received. The Public Hearing was closed at 6:34 PM.

Motion made to approve Resolution No 3 for 2026 by Councilor - Ward 2 Workman, Seconded by Council President - Ward 3 Steinhebel.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

Voting Nay: Councilor - Ward 2 McClain

8. Public Hearing: Resolution No. 4 for 2026 - A Resolution Setting Rates for a City of Lebanon Services Fee Repealing Resolution 2024-27

The Public Hearing was opened at 6:36 PM to consider Resolution #2026-04 regarding the city service fee, which was originally implemented in November 2024 to stabilize the general fund. Finance Director Neish explained that the city collects about \$7 million annually in property taxes but spends closer to \$11 million, so the service fee helps fund essential community services. The resolution proposed a 1 percent increase for single-family homes, amounting to \$0.20 per month or \$2.40 per year, intended to maintain fund stability over the long term and avoid larger increases in the future. Council members expressed concern about the timing, noting that the service fee had only recently been implemented and even a small increase could feel burdensome to residents. No public comments were made. The Public Hearing was closed at 6:40 PM. Without a motion to approve, the resolution failed.

9. Public Hearing: Resolution No. 5 for 2026 - A Resolution Eliminating Parking on a Portion of Second Street within the City of Lebanon

The Public Hearing was opened at on a proposed resolution to eliminate parking on North 2nd Street between Tangent and Mary Street. City Manager Ron Whitlatch explained that several residents requested the change, and staff determined that all homes in the area have off-street parking, so removing street parking would not create a hardship. Staff presented two options: one eliminating parking on both sides from Tangent to Mary, and another limiting removal to the west side only. Notices were sent to affected property owners and nearby businesses, and no comments were received. During the hearing, Dala Johnson and Rob Borntreger provided input, expressing support for the resolution while emphasizing consideration for neighborhood needs and safety. After discussion, the Council approved the resolution to remove parking on one side from Tangent to Mary Street, with Council President Steinhebel abstaining due to a potential conflict of interest.

Motion made to approve Resolution No. 5 for 2026 by Councilor - Ward 2 Workman, Seconded by Councilor - Ward 2 McClain.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage

Voting Abstaining: Council President - Ward 3 Steinhebel

10. Public Hearing: Ordinance Bill No. 4 for 2026- Ordinance 3046 - A Bill for an Ordinance Annexing and Zoning Property Following Consent Filed with the City Council by Landowners in Said Area Pursuant to ORS 222.120 and ORS 222.170 File A-26-01; Gary Clowser

The Mayor opened the public hearing at 6:59 PM. The City Attorney reviewed the public hearing procedures. The Mayor asked Councilors to declare any ex parte contacts, conflicts of interest, or bias; none were declared. No objections were raised regarding notice or the Council's jurisdiction to hear the matter.

Development Director Olson presented a request to annex approximately 0.75 acres located at 2015 Stoltz Hill Road. The property is within the Urban Growth Boundary and contiguous to existing city limits, making it eligible for annexation. The Comprehensive Plan designates the property as Residential Mixed Density, and the corresponding zoning would be applied upon

annexation. City services are available, and no development proposal is associated with the request. The Lebanon Planning Commission held a public hearing on February 18 and unanimously recommended approval.

No testimony was provided by an applicant or members of the public. The public hearing was closed at 7:00 p.m.

The City Attorney read the title of Ordinance Bill No. 4 for 2026.

Motion made by to approve Ordinance Bill No. 4 for 2026 by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

11. Public Hearing: Wastewater Treatment Plant Master Plan Adoption

The Mayor opened the public hearing at 7:01 p.m. regarding adoption of the Wastewater Treatment Plant Master Plan. The Public Works Director presented the report and noted the document had previously been provided to the Council for review at a prior meeting. Staff recommended adoption of the plan and were available to answer questions.

The Mayor clarified for the public that the document had been available for some time and had been reviewed by Council prior the meeting. Council members commented that the executive summary and consultant work were helpful.

No public testimony was provided. The public hearing was closed at 7:03 p.m.

Motion made to adopt the Wastewater Treatment Plant Master Plan by Councilor - Ward 2 Workman, Seconded by Council President - Ward 3 Steinhebel.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

REGULAR SESSION

12. Santiam Travel Station Properties - Statutory Warranty Deed Approval

Mayor Jackola recused himself from the discussion on the Santiam Travel Station and Council President Steinhebel presided. City Manager Ron Whitlatch presented a statutory warranty deed related to the sale of the Santiam Travel Station property. The deed consolidates three property descriptions into one document, including approximately 37 feet of former right-of-way from 3rd Street, 23 feet of right-of-way previously vacated by the Council, and the parcel on which the travel station is located. The action will allow the City to move forward with the property sale while also providing access easements for adjacent property owners.

Staff explained that final processing may depend on review by Linn County mapping staff and title insurance approval, as updates to the legal descriptions and tax lot configuration are still pending.

A motion was made and seconded to approve the deed and authorize the City Manager to sign the document at closing by Councilor - Ward 2 Workman, Seconded by Councilor - Ward 1 Conti.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

13. Department Report

City Manager Ron Whitlatch provided updates to the Council and noted that additional information on the municipal jail polling questions is expected soon and will be shared with Council when received.

He reported that the City of Lebanon secured \$2 million in capital funding, which represents the final funding needed for the project. Additional federal appropriations requests totaling approximately \$2 million each have also been submitted to members of the United States Senate and United States House of Representatives.

The City has posted an alert on its website warning residents about spoofing and fraud after a recent incident in which scammers used the City logo and email to request wire payments related to a liquor license application. Staff emphasized that the City will never request payment by wire transfer or gift cards.

The City Manager also announced that staff will begin updating System Development Charges (SDCs) for wastewater and storm drainage following adoption of the Wastewater Treatment Plant Master Plan. A citizen advisory committee will be formed to assist with the process, including a City Council member, a Planning Commissioner, and community representatives from development and construction sectors.

Council discussed scheduling the Budget Committee kickoff meeting and agreed to hold the first meeting on April 16 at 1:00 p.m.

During Council questions, staff clarified that “reimbursement” entries listed in the check register typically reflect refunds of deposits, such as Senior Center room reservations, or reimbursements for expenses paid personally by staff when necessary. Staff indicated they would ensure descriptions remain clear in financial reports.

ITEMS FROM COUNCIL

PUBLIC/PRESS COMMENTS

An opportunity for citizens and the press to comment on items of city business.

Thien Lieu, representing Western University of Health Sciences, addressed the Council to express appreciation for the City’s decision to retain parking as a resource for the university between West Mary Street and Lawrence Drive. He thanked the Mayor, Council, and staff—particularly the Lebanon Police Department and Fire Department for their collaboration and support.

Council discussed public messaging to encourage university staff and students to utilize the university’s existing large parking lot to minimize impacts on surrounding neighborhoods. Mr. Lieu confirmed they would communicate this message to their community

City Attorney Kennedy spoke as a private citizen and shared information about Jackson Street Youth Services after touring their facility in Albany. He explained that the organization provides services to youth experiencing homelessness or difficult home situations, including safe places to stay and access to basic necessities. Councilor Kennedy reported that the organization served approximately 528 youth in Linn County last year, including 51 youth from Lebanon.

He described a program in which secure drop-box style lockers are used for youth to pick up items such as clothing, hygiene supplies, and food after qualifying for services. Councilor Kennedy stated the organization is seeking a location in Lebanon to place one of these lockers. He suggested a potential site near the high school or in the area of the library, senior center, or police station. He noted he was not requesting any Council action at this time but wanted to introduce the concept and planned to discuss possible locations with staff, including the City Manager.

NEXT SCHEDULED COUNCIL MEETING(S) March 25, 2026 Special Meeting at 6PM, April 8, 2026 Regular Meeting @ 6PM

ADJOURNMENT

The meeting adjourned at 7:24 PM.

INSTRUCTIONS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS:

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City Council meetings are recorded and available on the City's YouTube page at:

<https://www.youtube.com/user/CityofLebanonOR/videos>

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the City Recorder at 541.258.4905.



LEBANON CITY COUNCIL SPECIAL MEETING MINUTES

March 25, 2026 at 6:00 PM

Library Community Meeting Room
55 Academy Street, Lebanon, Oregon

MISSION STATEMENT

We provide services that foster a resilient, safe, and growing community, strengthened by our community connections

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Marcellus Angellford

Councilor Jeremy Salvage | Councilor David McClain | Councilor Dave Workman

6:00 PM – CITY COUNCIL SPECIAL SESSION

CALL TO ORDER / FLAG SALUTE

The meeting was Called to Order at 6:00 PM.

ROLL CALL

PRESENT

- Mayor Kenneth Jackola
- Councilor - Ward 1 Dominic Conti
- Councilor - Ward 1 Marcellus Angellford
- Councilor - Ward 2 David McClain
- Councilor - Ward 2 Dave Workman
- Councilor - Ward 3 Jeremy Salvage
- Council President - Ward 3 Michelle Steinhebel

STAFF

- City Manager Ron Whitlatch
- City Attorney Tre' Kennedy
- Finance Director Brandon Neish
- City Engineer Mike Trippett
- Public Works Director Jason Williams
- Chief of Police Frank Stevenson
- City Recorder Julie Fisher
- Sean Tate, Tate Public Affairs (online)
- JL Wilson, Nelson Research (online)

CONSENT CALENDAR

The following item(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from the Consent Calendar and considered separately.

Motion to approve the Consent Calendar made by Councilor - Ward 3 Salvage, Seconded by Council President - Ward 3 Steinhebel.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

1. AGENDA: Lebanon City Council Agenda – March 25, 2026

PRESENTATION / RECOGNITION

PUBLIC COMMENTS

Dr. Elaine Wilder, speaking on behalf of the Aquatics District, provided an update on efforts to secure funding for needed repairs to the community pool. She explained that over the past year and a half the district has worked with the school district to develop a funding plan, with the school district initially committing \$500,000 and the Aquatics District contributing \$250,000 toward a reduced project scope of approximately \$1.2 million. She reported that the school district recently withdrew its contribution due to budget pressures related to teacher pay, creating a significant funding gap and setback for the project.

Dr. Wilder emphasized the pool's importance to the community, noting its use by swim teams, swim clubs, early morning lap swimmers, and third-grade swim lessons. She stated that the Aquatics District has been actively pursuing grants, donations, and other funding sources, including private contributions to address ongoing maintenance needs, but acknowledged that competition for funding is high. She also expressed concern about the aging condition of the facility and the risk that structural damage from events such as an earthquake or flooding could force closure if repairs are not completed.

In response to a Council question about grant opportunities, Dr. Wilder confirmed that the district has explored multiple grant and funding options and continues to seek additional resources. She reiterated that the purpose of her comments was to keep the Council informed of the current situation and to invite any ideas or suggestions that might help address the remaining funding needs for the pool, which she described as an important community asset

PUBLIC HEARING(S)

REGULAR SESSION

2. Kennedy Jenks Wastewater Treatment Plant Design Contract Approval

Public Works Director Williams presented a request for Council approval of an engineering services contract with Kennedy Jenks for the wastewater treatment plant project. Staff explained that the contract would fund development of 30 percent design plans, which would allow the City to refine project scope, improve cost estimates, and better position the project for future funding opportunities. The work would also initiate critical early project elements, including environmental review, engineering and architectural coordination, transportation considerations, and land surveying.

The total contract amount presented for approval was approximately \$2.19 million. Council noted that the project and its background had been discussed extensively in prior meetings.

Motion made to approve the Contract with Kennedy Jenks for the Wastewater Treatment Plant Design by Councilor - Ward 2 Workman, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

3. Public Defender Contract Renewal for the City of Lebanon

Finance Director Neish presented a proposed renewal of the City's public defender contract. He explained that the current public defender has served under multiple three-year terms and that feedback from Municipal Court staff, the Municipal Judge, and the City Attorney indicated the services provided have been effective and satisfactory in supporting defendants who qualify for appointed counsel.

The proposed renewal maintains the existing contract cycle so that it continues to expire at the end of February and includes a five percent compensation increase, consistent with changes in the Consumer Price Index over the prior contract period.

Motion made to approve the Public Defender Contract Renewal by Councilor - Ward 3 Salvage, Seconded by Councilor - Ward 2 Workman.

Voting Yea: Councilor - Ward 1 Conti, Councilor - Ward 1 Angellford, Councilor - Ward 2 McClain, Councilor - Ward 2 Workman, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

4. Consultant Guidance for Municipal Jail Levy Process - Information Only

The City Manager introduced a discussion on consulting guidance related to the potential municipal jail operations levy and presented the results of a recent public opinion poll conducted by Nelson Research. The polling results were reviewed by consultant JL Wilson, who explained the survey methodology, sample size, and margin of error, and walked Council through the findings. He reported that while community sentiment generally supported reopening the jail, initial ballot-style support was below a level typically considered viable for passage. However, support increased significantly when respondents were informed that the proposed levy would replace an expiring bond and therefore property tax rates would not increase. He advised that any successful campaign would need to focus heavily on that message, along with the impact of reopening the jail on repeat offenses and community safety.

Sean Tate of Tate Public Affairs echoed the pollster's conclusions, noting that the results were consistent with similar measures in other jurisdictions and that success would depend on a focused and well-planned communication strategy. He emphasized that Council would need to be prepared for a significant effort if it chose to move forward with a ballot measure.

Council members asked several questions about polling demographics, voter turnout assumptions, and the reliability of the data, as well as the influence of external economic factors such as rising fuel prices on respondents' attitudes. Discussion also addressed the potential for competing measures on the ballot and the importance of clear and consistent messaging to avoid voter confusion over the levy's relationship to the expiring bond.

The City Attorney noted that there may be potential future revenue opportunities related to jail operations, while Finance Director Brandon Neish provided detailed financial context, explaining the current general obligation bond rate, how its expiration would offset the proposed levy rate, and how the projected \$1.00 per thousand levy compared to the existing \$1.17 per thousand bond. He also explained how the levy would be structured over a five-year period, how early implementation could require one-time funds, and how additional revenue from housing inmates from other jurisdictions could reduce the amount levied on local taxpayers.

Council members discussed the policy and operational benefits of reopening the jail, including reducing recidivism, improving enforcement accountability, and maximizing the use of existing facilities. Mayor Jackola and Council President Steinhebel both emphasized that if the Council decided to proceed, the effort would need to be led by elected officials rather than staff due to legal restrictions on advocacy. The Mayor concluded by noting that the item was for information only and that the Council would consider whether to move forward with the levy at the April 8, 2026, City Council meeting.

ITEMS FROM COUNCIL

City Manager Whitlatch reported to the Council that he met with Western University to discuss a joint application for a Connect Oregon Grant. The grant would allow for an engineering intern for three years to help with the first phase of campus construction at no cost to the City.

PUBLIC/PRESS COMMENTS

An opportunity for citizens and the press to comment on items of city business.

NEXT SCHEDULED COUNCIL MEETING(S): April 8, 2026 @ 6PM

ADJOURNMENT

The meeting was adjourned at 7:11 PM.

INSTRUCTIONS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS:

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40 N. 2nd Street, Suite 100
Lebanon, Oregon 97355

TEL: 541.451.1751
www.lebanonoregon.gov



Item # 5.

MEMORANDUM

Police Department

To: City Council Date: March 30, 2026
From: Chief Frank Stevenson
Subject: Resolution of Dissolution – Linn Co. Emergency Telephone Agency

Background:

On March 10, 2026, the Linn County Sheriff’s Office notified participating agencies of a vote to move forward with dissolving the Linn County Emergency Telephone Agency (ETA).

In 1986, eight separate Public Safety Answering Points (PSAPs) were consolidated into a single countywide PSAP operated by the Linn County Sheriff’s Office under an Intergovernmental Agreement (IGA). The ETA Service Provider Committee, made up of local fire and law enforcement representatives, was established to provide oversight.

On January 14, 2026, the committee voted to recommend dissolution, finding that the original purpose of the ETA has been fulfilled and that its functions are no longer necessary for ongoing PSAP operations.

Recommendation:

Staff recommends approval of the Resolution of Dissolution, as all requirements of the original IGA have been met and the ETA is no longer operationally necessary.



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff
 1115 Jackson Street SE, Albany, OR 97322
 Phone: 541-967-3950
www.linnsheriff.org

Dear Mayor Jackola, City Manager Whitlach & Chief Stevenson,

I am requesting your assistance in reviewing and signing the attached 'Resolution of Dissolution' paperwork in order to dissolve the Linn County Emergency Telephone Agency (ETA). Although you may have never heard of the ETA before, the City of Lebanon was one of the original signers of an Intergovernmental Agreement creating the ETA back in 1986. Your participation is important in the dissolution process as at least two-thirds of the initial signing parties are needed to dissolve the ETA.

To provide further context to the ETA, in 1986 there were eight "Public Safety Answering Points" (otherwise known as 911 centers) operating in Linn County. The decision was made to consolidate the eight Public Safety Answering Points (PSAP's) into one PSAP, and the Linn County Sheriff's Office was selected to operate the PSAP for Linn County. Due to the vested interest among the parties at the time, the Linn County Emergency Telephone Agency was created through an Intergovernmental Agreement to provide oversight of the newly created PSAP.

For nearly 40 years now, the Linn County Sheriff's Office has operated the PSAP for the county, and throughout this time the ETA Service Provider Committee has met several times annually conducting business per the IGA. The ETA Service Provider Committee is primarily made of representatives from fire and police agencies within Linn County.

On January 14, 2026, members of the ETA Service Provider Committee held a special meeting and voted to recommend dissolving the ETA. The ETA Service Provider Committee recognized that the Linn County Sheriff's Office has been operating the PSAP for approximately 40 years now, agreed that the initial purpose of the ETA has been fulfilled, and agreed that the ETA and its duties listed under the IGA are no longer relevant or necessary for ongoing PSAP operations. In order to move forward with terminating the ETA, at least two-thirds (2/3) of the initial signing parties are required to approve this termination.

On behalf of the Emergency Telephone Agency Service Provider Committee, I am requesting your assistance in signing the Resolution of Dissolution and returning a signed copy to me by June 1, 2026. The original Intergovernmental Agreement for the ETA is attached to the Resolution of Dissolution as 'Exhibit 1'. Please contact me at the below email address or phone number if you have any questions and I'd be happy to discuss this further. Please also let me know if I am needed to present this as part of your approval process, and I'd be happy to attend.

Thank you,

Andy Franklin

Andy Franklin; Captain
 Linn County Sheriff's Office
 1115 Jackson St SE
 Albany, OR 97322
afranklin@linnsheriff.org
 Desk phone: 541-917-6681

RESOLUTION OF DISSOLUTION
Linn County Emergency Telephone Agency (ETA)
Intergovernmental Agreement for Communications Services

WHEREAS, the Linn County Emergency Telephone Agency ("ETA" or "Agency") was established in 1986 pursuant to an Intergovernmental Agreement for Communications Services ("Agreement") entered into by the parties listed in Exhibit A of that Agreement; and

WHEREAS, at the time the ETA was established, Linn County was served by eight (8) separate Public Safety Answering Points (PSAPs / 911-centers); and as part of the consolidation plan required under ORS 401.750 at the time, only one (1) PSAP was selected to serve the county moving forward, which served as the primary purpose and impetus for the creation of the ETA; and

WHEREAS, under Section 4 of the Agreement, the Linn County Sheriff's Office was designated as the initial party responsible for the operation and administration of the PSAP, and the parties hereby reaffirm and designate the Linn County Sheriff's Office to retain responsibility for the operation and administration of the PSAP following the dissolution of the ETA; and

WHEREAS, on January 14, 2026, the ETA Service Provider Committee held a special meeting to vote on terminating the ETA, and members voted in support of terminating the ETA; and

WHEREAS, under Section 9 and Section 11 of the Agreement, the Agreement provides that it may be terminated by the parties upon approval by at least two-third (2/3) of voting parties; and

WHEREAS, the parties have determined that it is in the best interest of all members to formally dissolve the Emergency Telephone Agency and terminate the Agreement in an orderly manner; and

WHEREAS, this Resolution is being submitted to all parties still in existence listed in Exhibit A, and dissolution shall be effective upon approval by at least two-thirds (2/3) of parties, consistent with the amendment and termination provisions of the Agreement; and

WHEREAS, there no longer exists any equipment that is owned by any member that was transferred to, and current in use, in the PSAP;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Dissolution of Agency.** The Linn County Emergency Telephone Agency is hereby dissolved effective upon the date on which the requisite number of signatures approving this Resolution has been obtained, or such other effective date as is noted below ("Effective Date").
2. **Termination of Agreement.** The Intergovernmental Agreement for Communications Services is hereby terminated as of the Effective Date. All rights, duties, and obligations of the parties under the Agreement shall cease as of the Effective Date, except as otherwise provided herein.
3. **Notice to Members.** A copy of this Resolution of Dissolution shall be provided to all parties listed in Exhibit A of the original Agreement. By signing this Resolution, parties declare they are in favor of the Dissolution.
3. **Multiple Counterparts.** This Resolution may be executed in several counterparts, facsimile or otherwise, all of which when taken together will constitute one resolution binding on all parties. Each copy of this Resolution will constitute an original.
5. **Asset Distribution.** Upon dissolution, all equipment and funds owned or held by the Agency shall be transferred to and retained by the Linn County Sheriff's Office 911 Center (the PSAP). If no Agency assets exist, this provision shall be deemed satisfied.
6. **State Emergency Communication Tax Funds.** Any State Emergency Communication Tax funds held by the Agency will be transferred to and retained by the Linn County Sheriff's Office 911 Center to be used for the operations of the PSAP. All future Emergency Communication Tax funds designated for Linn County shall go to the Linn County Sheriff's Office to operate the PSAP as directed by ORS 403.240 - ORS 403.245.
7. **Effective Date of Dissolution.** The dissolution shall be deemed effective on: June 30, 2026, or upon the date the requisite two-thirds approval of parties is met, whichever is later.

INSTRUCTIONS FOR PARTIES:

Please review this Resolution of Dissolution along with the attached Exhibit 1 (original Agreement). By signing below you are declaring you are in favor of the Resolution of Dissolution. Please return signed copies to:

Contact Name: Andy Franklin

Title: Support Services Captain

Organization: Linn County Sheriff’s Office on behalf of the Emergency Telephone Agency

Address: 1115 Jackson St SE, Albany OR 97321

Email: afranklin@linnsheiff.org

Phone: 541-917-6681

Return Deadline: June 1, 2026

Note: Signed documents may be sent via mail to the above address, or scanned and emailed to the above email address. Signatures submitted through an Adobe Signature automated process will automatically be sent to the above contact, and no further action is required.

A signature indicates approval of dissolution of the Linn County Emergency Telephone Agency.

COUNTY SIGNATORIES

Party	Title	Signature & Date
Linn County	Commissioner	Name: Roger Nyquist Signature: _____ Date: _____
Linn County	Commissioner	Name: William Tucker Signature: _____ Date: _____
Linn County	Commissioner	Name: Sherrie Sprenger Signature: _____ Date: _____

Party	Title	Signature & Date
Linn County	Sheriff	Name: Michelle Duncan Signature: _____ Date: _____
Benton County	Commissioner	Name: Nancy Wyse Signature: _____ Date: _____
Benton County	Commissioner	Name: Pat Malone Signature: _____ Date: _____
Benton County	Commissioner	Name: Gabe Shepherd Signature: _____ Date: _____
Benton County	Sheriff	Name: Jef Van Arsdall Signature: _____ Date: _____
Lane County	Sheriff	Name: Carl Wilkerson III Signature: _____ Date: _____

MUNICIPAL SIGNATORIES

Party	Title	Signature & Date
City of Albany	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

Party	Title	Signature & Date
City of Brownsville	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Corvallis	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Eugene	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Halsey	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Harrisburg	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Lebanon	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Millersburg	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

Party	Title	Signature & Date
City of Scio	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Sodaville	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Springfield	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Sweet Home	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Tangent	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
City of Waterloo	Mayor, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

RURAL FIRE PROTECTION DISTRICT (RFPD) SIGNATORIES

Party	Title	Signature & Date
Albany Fire Department	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Brownsville RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Idanha/Detroit RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Halsey/Shedd RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Harrisburg Fire & Rescue	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Jefferson RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

Party	Title	Signature & Date
Lebanon RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
North Albany RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Palestine RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Scio RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Sweet Home RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Tangent RFPD	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

STATE SIGNATORIES

Party	Title	Signature & Date
Department of Forestry	District Forester, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____
Oregon State Police	Area Commander, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

OTHER SIGNATORIES

Party	Title	Signature & Date
Santiam Memorial Hospital	Chairman, or duly authorized representative	Name: _____ Title: _____ Signature: _____ Date: _____

This Resolution and all returned signature pages shall be compiled and retained as the official record of the dissolution of the Linn County Emergency Telephone Agency.

Exhibit 1

Correct as of Mtg of
11/19/86

Item #5.

INTERGOVERNMENTAL AGREEMENT

WHEREAS, ORS 401.710-.790 requires every public and private provider of emergency services to establish before January 1, 1991, an emergency telephone system; and

WHEREAS, ORS 190.003-.110 authorizes units of local government to jointly undertake functions or activities which individual units of government have authority to perform separately; and

WHEREAS, a plan for providing emergency telephone services in Linn County has been prepared as required by ORS 401.750.

NOW, THEREFORE, it is agreed by the parties:

1. Definitions.

a. PSAP: Public Safety Answering Point - Location at which all emergency telephone calls made using the universal number 9-1-1 will be first answered, and such additional services to members as may be authorized by the Service Provider Committee.

b. State ETS funds: State ETS (Emergency Telephone System) funds are those funds provided by ORS Chapter 401 and any subsequent legislation to accomplish the same or similiar purposes.

c. Designated Service Area: The designated service area for emergency telephone answering shall include the territory within the boundries of the following telephone exchanges:

<u>Telephone Company</u>	<u>Exchange Name</u>	<u>Exchange Number</u>
Roome Telecommunications	Halsey	369
Scio Mutual Telephone	Scio	394
Pacific Telecom, Inc.	Lebanon	258, 259, 451
	Sweet Home	367
	Brownsville	466
Pacific Northwest Bell	Albany	926, 928, 967
	Harrisburg	995
	Shedd	491

2. Agency Established.

There is established by this agreement the Linn County Emergency Telephone Agency (hereinafter called Agency). Every unit of state or local government, special district, or private firm which provides or has authority to provide fire-fighting, police, ambulance or emergency medical services in the Designated Service Area shall be a member of the Agency and entitled to appoint one representative to serve on the Agency on its behalf. An alternate may also be appointed to serve in the representatives absence. Initial Agency members are listed in Exhibit A.

The Agency shall meet as necessary at the call of the Chair of the Service Provider Committee or any three Agency members.

The Agency shall:

- a. Receive an annual report on PSAP operations and a financial audit.
- b. Contract for operation of the PSAP with another party or employ personnel, designate the Agency Representative for fiscal management of Agency funds, lease or purchase buildings, obtain insurance, and other such acts as are required to carry out the purposes of this agreement. The initial contract shall be with the Linn County Sheriff.

c. Recommend amendments to this Agreement to the members listed in Exhibit A.

3. Service Provider Committee.

There is established by this agreement the Service Provider Committee (hereinafter called Committee). Every unit of state or local government, special district or private firm which directly provides fire-fighting, police, ambulance or emergency medical services in the Designated Service Area shall be a member of the Committee and entitled to appoint one representative to serve on the Committee on its behalf. An alternate may also be appointed to serve in the representative's absence. For the purposes of defining this Committee, the term "directly provides" does not include entities which contract with another to provide staff and equipment on its behalf. Initial Committee members are listed in Exhibit A.

The Committee shall:

- a. Determine services provided to its members.
- b. Adopt an annual PSAP operating budget. The operating

budget shall be consistent with the requirements of section 6 Budgeting and Finance.

- c. Adopt a five-year capitol improvement program for the acquisition of communications equipment.
- d. Approve operational procedures, policies, and standards of service to be used by the PSAP.
- e. Submit an annual report on PSAP operations to the Agency.
- f. Insure that an audit is conducted on the funds of the Linn County Emergency Telephone Agency and report findings of the audit to the Agency.
- g. Approve a training program for PSAP personnel.
- h. Develop and administer a program of public relations information.
- i. Adopt a formula for distributing any costs of PSAP operation which exceed annual State ETS funds. The formula shall recognize that members may not all receive an equal amount of services from the PSAP. It shall not require members receiving no service or only call answering, call

transfer or call relay to pay any amount in excess of State ETS funds.

4. Linn County Sheriff's Office.

The initial operation and administration of the PSAP shall be the responsibility of the Linn County Sheriff.

The Sheriff shall:

- a. Develop and recommend an annual operating budget to the Committee and administer the operations of the PSAP in conformance with the budget adopted by the Linn County Board of Commissioners.
- b. Assist the Committee to prepare a capitol improvements program.
- c. Recommend to the Committee operational procedures, policies, and standards. Conduct PSAP operations in accordance with procedures, policies, and standards approved by the Committee. Develop and use methods approved by the Committee for evaluating and reporting PSAP operations to the Committee.

d. Employ a PSAP Director and other personnel to perform PSAP services in accordance with applicable Linn County and Linn County Sheriff's Office personnel policies and procedures.

5. Agency and Committee Procedures.

The Agency and the Committee shall adopt their own bylaws for the conduct of their affairs; provided no decision shall be made without the affirmative vote of at least 33% of their respective memberships. An affirmative vote of at least 66% of the Agency shall be required to change responsibility for operation of the PSAP. Written notice and agenda topics for all meetings shall be mailed or personally delivered to each representative at least seven days prior to the meeting date. Special meetings may be called by the Chair or shall be called at the written request of any three representatives.

The PSAP Director shall act as a staff person for both the Agency and the Committee and shall attend all meetings thereof.

6. Budgeting and Finance.

a. If the PSAP commences operation on a date other than July 1, the budget schedule and process for that fiscal year shall be developed by the Committee subject to approval of the Agency.

b. Annually, a budget shall be developed and administered in accordance with the following schedule:

October 15 Committee representatives tentatively adopt any proposed changes in cost sharing formula and submits to their governing bodies.

November 15 Governing bodies submit comments on proposed changes in cost sharing formula to the Committee.

December 1 Committee adopts cost sharing formula.

January 1 Deadline for withdrawing from the agreement.

February 1 Committee adopts budget and notifies each governing body of its share of costs.

c. The first year cost of operating the PSAP shall be paid from State ETS funds received by members prior to the effective date of this Agreement. Subsequent years' basic operations shall be funded with State ETS funds received during the 12 months preceeding the fiscal year in which they are expended.

d. The Agency Representative for fiscal management shall establish a PSAP fund to which all revenues designated for operating the PSAP shall be credited and all expenditures shall be debited.

e. Each member assessed a fee for services beyond those provided by State ETS funds, shall transmit one-twelfth of its assessment to the Agency Representative by the 10th day of each month beginning with the month of July.

f. Each member which receives State ETS funds shall either authorize direct payment to the Agency Representative or shall forward such payments to the Representative within 10 days of their receipt. Such funds including interest earned thereon on hand on the date this Agreement becomes effective shall be transferred within 30 days to the Representative upon notice from the Committee.

7. Additional Services.

The Agency may provide to its members services such as direct dispatching of public safety personnel and communications equipment maintenance in addition to basic call answering call transfer or call relay.

8. Equipment.

Equipment to operate the PSAP shall be purchased by the Agency. Equipment owned by the members and transferred for use in the PSAP shall either be purchased from the member at fair market value or shall remain the property of the member. Upon termination of this Agreement, all equipment owned by the Agency and used for operation of the PSAP shall be appraised and the assets distributed to the members in proportion to their financial participation averaged over the preceding three fiscal years.

9. Amendments.

This Agreement may be amended by approval of two-thirds of

the parties to the Agreement.

10. Additional Members.

Following initial approval of this Agreement additional members may become parties upon approval by the Committee and signature of an addendum to the Agreement.

11. Term.

This Agreement shall be for a period of one year and shall extend from year to year thereafter until terminated by the parties. Individual parties may withdraw from the Agreement on July 1 of any year by notifying the Committee of its intent by the preceding January 1.

12. Effective Date.

This Agreement shall become effective upon approval of all parties listed in Exhibit A.

EXHIBIT A

LINN COUNTY 9-1-1 PLAN
INTERGOVERNMENTAL AGREEMENT

State and local jurisdictions and service providers eligible for membership on the Linn County Emergency Telephone Agency.

This Agreement shall be executed on behalf of each participant and shall be deemed adopted upon the date of execution by the last so authorized representative.

IN WITNESS WHEREOF the parties hereto have signed this Agreement as of the day and year endorsed with each signature:

COUNTY SIGNATORIES

<u><i>James Schrock</i></u>		<u>1-13-87</u>
Linn County	Chairman, Board of Comm.	Date
<u><i>Richard Thack</i></u>		<u>1/13/87</u>
Linn County	Commissioner	Date
<u><i>[Signature]</i></u>		<u>1/13/87</u>
Linn County	Commissioner	Date
<u><i>[Signature]</i></u>		<u>12/19/86</u>
Linn County	Sheriff	Date
_____	Benton County Chairman, Board of Comm.	_____ Date
_____	Benton County Commissioner	_____ Date
<u><i>[Signature]</i></u>		<u>12-29-86</u>
Benton County	Sheriff	Date

MUNICIPAL SIGNATORIES

<u><i>William B. Barron</i></u>		<u>12-16-86</u>
City of Albany	Mayor	Date
<u><i>Chapman R. Poirson</i></u>		<u>12-19-86</u>
City of Brownsville	Mayor	Date

EXHIBIT A

LINN COUNTY 9-1-1 PLAN

INTERGOVERNMENTAL AGREEMENT

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This Agreement shall be executed on behalf of each participant and shall be deemed adopted upon the date of execution by the last so authorized representative.

IN WITNESS WHEREOF the parties hereto have signed this Agreement as of the day and year endorsed with each signature:

COUNTY SIGNATORIES

~~Linn County Chairman, Board of Comm. Date~~

~~Linn County Commissioner Date~~

~~Linn County Commissioner Date~~

[Signature] ~~Linn County Sheriff Date~~ 12/19/86

~~Benton County Chairman, Board of Comm. Date~~

~~Benton County Commissioner Date~~

~~Benton County Commissioner Date~~

[Signature] Lane County Sheriff 12-29-86 Date

MUNICIPAL SIGNATORIES

[Signature] ~~City of Albany Mayor Date~~ 12-16-86

[Signature] ~~City of Brownsville Mayor Date~~ 12-16-86

Alan B. King
City of Corvallis Mayor 12-29-86
Date

Wade O. Douglas
City of ~~Eugene~~ HALSEY Mayor MAYOR 12-19-86
Date

Eunett G. Hall
City of Halsey ~~EUGENE~~ Mayor CIMER PUBLIC SAFETY 12-12-86
Date

Don C. Jensen
City of Harrisburg Mayor 12-19-86
Date

Robert Smith
City of Lebanon Mayor 12-10-86
Date

Wayton Wood
City of Millersburg Mayor Nov 13, 1986
Date

Karita Stanger
City of Scio Mayor 12-17-86
Date

Charles Hartung
City of Sodaville Mayor 12-11-86
Date

Sandra Rennie
City of Springfield Mayor 12-12-86
Date

Ruth Manta
City of Sweet Home Mayor 12-11-86
Date

James Wagner
City of Tangent Mayor Oct 23, 1986
Date

John J. Johnson
City of Waterloo Mayor Dec. 16, 1986
Date

RURAL FIRE PROTECTION DISTRICT (RFPD) SIGNATORIES

Warren Fisher
Albany RFPD Chairman 12/19/86
Date

Charles Hecker
Brownsville RFPD Chairman 12/19/86
Date

—
Detroit/Idanha RFPD Chairman —
Date

Dale Brode
Halsey/Shedd RFPD Chairman
Date
12/29/86
Date

Jefferson RFPD Chairman 12-11-86
Date

Lebanon RFPD Chairman 12/11/86
Date

North Albany RFPD Chairman 12-11-86
Date

Palestine RFPD Chairman 12/19/86
Date

Scio RFPD Chairman 12-17-86
Date

Sweet Home RFPD Chairman 12/11/86
Date

Tangent RFPD Chairman 12/29/86
Date

STATE SIGNATORIES

Department of Forestry District Forester 12-16-86
Date

Oregon State Police District Commander 12-16-86
Date

OTHER SIGNATORIES

Santiam Memorial Hospital Bd. Chairman 12-17-86
Date

Lebanon Ambulance Bd. Chairman 12/11/86
Date

Sweet Home Ambulance Bd. Chairman 12/11/86
Date

RAND, DETROIT/IDAPA AMBULANCE BD CHAIRMAN 12-17-86
DATE



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4905
www.lebanonoregon.gov

MEMORANDUM

City Manager's Office

Date: April 8, 2026

To: Mayor Jackola and City Council
From: Ron Whitlatch, City Manager
Subject: Municipal Jail Operations Levy – Polling Results and Council Direction

Background

The City of Lebanon constructed a municipal jail in 2009 to support local law enforcement and court operations. The facility was closed in 2023 due to staffing and operational cost constraints. Since that time, individuals arrested for misdemeanor offenses are generally transported to the Linn County Jail when space is available or released when space is limited. In 2025, the City Council directed staff to explore options for reopening the municipal jail and to obtain professional guidance regarding potential voter support for a local option levy to fund operations.

The City Council approved by motion to use an outside consulting firm to guide the investigation of a potential operations levy. Betsy Shultz with PNW Strategies was the consultant that was selected to perform the work. Her contract also included a community opinion survey to inform Council decision-making, that was completed by Nelson Research during the week of March 16th.

Summary of Polling Results

JL Wilson, with Neslon Research conducted a statistically valid survey of Lebanon voters, receiving 296 valid responses with a margin of error of approximately $\pm 5.7\%$.

Key findings presented to Council include:

- General sentiment:
 - 67% of respondents approve of the Lebanon Police Department.
 - 63.7% indicated reopening the municipal jail is important.
- Initial ballot support:
 - When presented with a basic levy question, 48.6% supported the measure—below the level typically considered viable for passage.
- Message sensitivity:
 - Support increased to 66.3% when respondents were informed that the levy would replace an expiring bond and would not increase overall property tax rates.

- Messaging related to reducing repeat offenses and improving community safety also increased support significantly.
- Economic concerns:
 - Approximately half of respondents indicated they would oppose a levy due to personal financial pressures, suggesting voter sensitivity to perceived tax increases.

The consultant concluded that a measure as initially presented would not be expected to pass without a focused public education and communication effort emphasizing the relationship between the levy and expiring debt.

Considerations for Council

During the March 25, 2026 discussion, Council members noted several additional factors that may influence timing and viability of a ballot measure:

- Potential competition from other local tax measures in November 2026 or May 2027.
- The expiration of an existing general obligation bond in 2026, which currently costs taxpayers approximately \$1.17 per \$1,000 of assessed value.
- The operational levy estimate of \$1.00 per \$1,000 of assessed value to fund jail staffing, medical services, and operating costs.
- The potential for future revenue from intergovernmental bed-space agreements, which was not included in the levy estimate and could decrease the amount levied.

Roles and Legal Limitations

Under Oregon law, City staff, including the City Manager and Chief of Police, are limited to providing factual, non-persuasive information regarding any proposed local option levy. Public resources, including City funds, facilities, and staff time, may not be used to advocate for or against a ballot measure or to support campaign activities.

If the City Council chooses to pursue placement of a local option levy on the ballot, leadership and advocacy efforts would need to be carried out by elected officials and community members rather than City staff. This typically includes the formation of an independent political action committee (PAC) to organize campaign activities, fundraising, and public outreach.

City staff may assist by providing neutral informational materials, responding to factual inquiries, and coordinating logistics for public meetings or town halls. However, staff participation in campaign strategy, messaging, or promotional activities would be limited to ensure compliance with state law governing the use of public resources in elections.

Options for Council Direction

The following options are provided for Council consideration. Staff are not recommending a specific option and seek policy direction.

Option 1 – Prepare a Measure for the November 2026 General Election

Council may direct staff to begin preparing materials necessary to place a five-year local option levy on the November 2026 ballot. This would include:

- Drafting ballot title language
- Obtaining certified financial estimates from the Linn County Assessor
- Coordinating with the Linn County Elections Office on filing deadlines
- Developing a project timeline for potential jail reopening

A November general election would not require the City to fund a separate election.

Option 2 – Prepare a Measure for the May 2027 Special Election

Council may direct staff to prepare a local option levy for a May 2027 special election. This option would provide additional time for Council and the community to evaluate the proposal and conduct outreach.

However, the City would be responsible for the cost of a special election, which is estimated to range between **\$60,000 and \$100,000** based on similar elections.

Option 3 – Do Not Pursue a Local Option Levy at This Time

Council may determine not to pursue reopening the municipal jail through a local option levy. Under this option, the facility would remain closed and current practices would continue.

Next Steps

Staff requests Council direction on whether to proceed with preparation of ballot materials and, if so, the preferred election timing. Any direction to move forward would allow staff to begin drafting required ballot title language, coordinating with Linn County Elections, and preparing financial estimates for Council review at a future meeting

Motion

“I move that the City Council direct staff to proceed with Option ____, which is to [insert option description, e.g., prepare a five-year local option levy for the November 2026 general election].”



OR_City of Lebanon
 Jail Pre-Levy Survey
 Field Dates: 3/17-3/24/26
 Registered Voters, N=296
 Margin of Error 5.7%
 v.FINAL

Hello, my name is _____. I'm with Nelson Research, a public opinion research firm. We are conducting a brief survey today of registered voters in the City of Lebanon and would like to include your household's opinions about an upcoming local issue. May I please take a few minutes of your time? I promise I'm not selling anything.

First of all, are you registered to vote in the state of Oregon? **(INTERVIEWER: IF NO, POLITELY TERMINATE)**

GENERAL PERCEPTION SERIES

1. Taking everything into consideration, how would you rate the operation and performance of the Lebanon City Police Department ~ EXCELLENT, PRETTY GOOD, ONLY FAIR, or POOR?

1. Excellent	22.8
2. Pretty Good	44.9
3. Only Fair	16.7
4. Poor	4.3
5. Unsure	11.2

2. How important is it to you to be able to re-open the Lebanon Municipal Jail Facility ~ VERY IMPORTANT, SOMEWHAT IMPORTANT, SOMEWHAT UNIMPORTANT, or VERY UNIMPORTANT?

1. Very Important	29.3
2. Somewhat Important	34.4
(Total Important)	63.7
3. Somewhat Unimportant	7.2
4. Very Unimportant	13.0
(Total Unimportant)	20.2
5. Unsure	15.9

INITIAL BALLOT #1

The City of Lebanon Municipal Jail was constructed in 2009 to provide local accountability for individuals committing misdemeanor crimes within the City. The facility was designed to house individuals arrested for city-level offenses such as disorderly conduct, criminal trespass, criminal mischief and reckless driving.

In 2023, the decision was made to suspend jail operations due to staffing shortages, liability concerns, and operational costs.

The City of Lebanon is considering a new jail operating levy - for 5 years - at a rate of 1-dollar per thousand dollars of assessed value. It would raise \$1.7 million per year to re-open and operate the jail for 5 years. For the average household in the City with an assessed home value of 385 thousand dollars, the levy would cost \$385 per year in property tax.

The jail levy would replace a current bond that expires at the end of the year. City taxpayers would see no increase in their overall property tax rate.

3. If an election were held today, would you vote YES to support or vote NO to oppose the Lebanon Municipal Jail operating levy at a rate of 1-dollar per thousand dollars of assessed value to re-open the Municipal Jail? (STRONGLY/SOMEWHAT)?

1. Strongly Yes		23.6
2. Somewhat Yes		25.0
(Total Yes)	48.6	
3. Strongly No		27.5
4. Somewhat No		13.4
(Total No)	40.9	
5. Unsure		10.5

'IF YOU KNEW' SERIES

Now I am going to read you a variety of questions concerning the City of Lebanon's proposed jail operating levy. For each one, I will give you some information, and ask whether with that information, you would SUPPORT or OPPOSE the proposed jail operating levy to re-open the Lebanon Municipal Jail.

4. If you knew the City's proposed jail operating levy would allow the City to hire 7 new Corrections Officers to re-open and staff the municipal jail for 5 years, would you SUPPORT or OPPOSE the proposed operating levy? **(STRONGLY/SOMEWHAT)**

1. Strongly Support		25.4
2. Somewhat Support		29.0
(Total Support)	54.4	
3. Strongly Oppose		22.5
4. Somewhat Oppose		8.3
5. (Total Oppose)	30.8	
6. Unsure		14.9

5. If you knew the proposed municipal jail operating levy would replace an expiring levy and that taxpayers would not see an increase in their property tax rates, would you SUPPORT or OPPOSE the jail operating levy? **(STRONGLY/SOMEWHAT)**

1. Strongly Support		40.6
2. Somewhat Support		25.7
(Total Support)	66.3	
3. Strongly Oppose		18.1
4. Somewhat Oppose		4.3
5. (Total Oppose)	22.4	
6. Unsure		11.2

6. If you knew that transporting an offender to Linn County Jail costs the City approximately \$100 per trip and removes an officer from patrol duty for up to two hours, would you SUPPORT or OPPOSE the proposed jail operating levy? **(STRONGLY/SOMEWHAT)**

1. Strongly Support		31.2
2. Somewhat Support		26.4
(Total Support)	57.6	
3. Strongly Oppose		21.7
4. Somewhat Oppose		7.2
5. (Total Oppose)	28.9	
6. Unsure		13.4

7. If you knew that due to the jail's closure in 2023, offenders committing misdemeanor crimes locally are now arrested and released back into the community, would you SUPPORT or OPPOSE the City's proposed municipal jail operating levy?
(STRONGLY/SOMEWHAT)

1. Strongly Support		34.1
2. Somewhat Support		24.6
(Total Support)	58.7	
3. Strongly Oppose		20.3
4. Somewhat Oppose		6.9
5. (Total Oppose)	27.2	
6. Unsure		14.1

8. If you knew that re-opening the Lebanon Municipal Jail would reduce repeat offenses and increase community safety, would you SUPPORT or OPPOSE the proposed operating levy to re-open the jail? (STRONGLY/SOMEWHAT)

1. Strongly Support		43.5
2. Somewhat Support		22.5
(Total Support)	66.0	
3. Strongly Oppose		16.7
4. Somewhat Oppose		5.4
5. (Total Oppose)	22.1	
6. Unsure		12.0

9. If you knew the proposed jail operating levy would cost property taxpayers 1-dollar per thousand dollars of assessed value, or \$385 per year for the average household, would you SUPPORT or OPPOSE the City's municipal jail operating levy?
(STRONGLY/SOMEWHAT)

1. Strongly Support		24.3
2. Somewhat Support		21.7
(Total Support)	46.0	
3. Strongly Oppose		29.0
4. Somewhat Oppose		9.8
5. (Total Oppose)	38.8	
6. Unsure		15.2

AGREE/DISAGREE SERIES

Now I am going to read you several statements people have made about the proposed operating levy to re-open the Lebanon Municipal Jail. For each statement, please tell me if you agree or disagree with the statement.

10. If the City is asking local taxpayers for an operating measure to re-open the municipal jail without increasing property tax rates, I would support the measure.

(STRONGLY/SOMEWHAT)

1. Strongly Agree		46.4
2. Somewhat Agree		24.3
(Total Agree)	70.7	
3. Strongly Disagree		10.9
4. Somewhat Disagree		3.3
(Total Disagree)	14.2	
5. Unsure		15.2

11. In this current economy, I don't think it's a good idea to add a \$1.7 million operating levy for the Lebanon Municipal Jail for the next five years. I would vote no on the levy and let the current bond expire so residents can have a property tax cut.

(STRONGLY/SOMEWHAT)

1. Strongly Agree		29.3
2. Somewhat Agree		20.3
(Total Agree)	49.6	
3. Strongly Disagree		17.4
4. Somewhat Disagree		12.7
(Total Disagree)	30.1	
5. Unsure		20.3

12. Re-opening the municipal jail is important for community safety and preventing the catch and release of local offenders back into our community. I support the levy to re-open the jail. **(STRONGLY/SOMEWHAT)**

1. Strongly Agree		34.1
2. Somewhat Agree		22.1
(Total Agree)	56.2	
3. Strongly Disagree		18.8
4. Somewhat Disagree		8.3
(Total Disagree)	27.1	
5. Unsure		16.7

13. I don't believe that a \$1.7 million levy to re-open the Lebanon Municipal Jail is a priority at this time. I would vote no on the \$1.7 million operating levy.
(STRONGLY/SOMEWHAT)

1. Strongly Agree		25.4
2. Somewhat Agree		15.6
(Total Agree)	41.0	
3. Strongly Disagree		21.7
4. Somewhat Disagree		19.6
(Total Disagree)	41.3	
5. Unsure		17.8

INFORMED BALLOT

14. After hearing some of the pros and the cons, if an election were held today, would you vote YES to support or NO to oppose the Lebanon Municipal Jail operating levy at a rate of 1-dollar per thousand dollars of assessed value to re-open the Municipal Jail?
(STRONGLY/SOMEWHAT)

1. Strongly Yes		24.6
2. Somewhat Yes		22.5
(Total Yes)	47.1	
3. Strongly No		27.2
4. Somewhat No		9.1
(Total No)	36.3	
5. Unsure		16.7

DEMOGRAPHICS

15. GENDER:

1. Male	45.7
2. Female	54.3

16. AGE: Are you between the ages of ...?

1. 18-39	12.3
2. 40-59	36.6
3. 60+	51.1

17. POLITICAL PARTY:

1. Democrat	27.5
2. Republican	40.6
3. Independent/NAV	31.9

18. VOTER HISTORY: (INTERVIEWERS; PLEASE RECORD FROM THE PHONE LIST – SEE INSTRUCTION SHEET FOR PROCEDURE)

1. Voted in 1 Out Of 4 Elections	12.0
2. Voted in 2 Out Of 4 Elections	17.0
3. Voted in 3 Out Of 4 Elections	23.2
4. Voted in 4 Out Of 4 Elections	47.8

19. GEOGRAPHIC AREA: (INTERVIEWERS; PLEASE RECORD FROM THE PHONE LIST)

1. Ward 1	27.5
2. Ward 2	38.0
3. Ward 2	34.4



City of Lebanon Jail Pre- Levy

Sample Size:

296

Field Dates:

3/17-3/24/2026

Margin of Error:

5.7%

1. Taking everything into consideration how would you rate the operation and performance of the Lebanon City Police Department

		Excellent	Pretty Good	Only Fair	Poor	Unsure
Total(296)		22.8	44.9	16.7	4.3	11.2
Gender	Male	20.6	46.0	21.4	5.6	6.3
	Female	24.7	44.0	12.7	3.3	15.3
Age	18-39	14.7	38.2	26.5	5.9	14.7
	40-59	16.8	46.5	14.9	5.0	16.8
	60+	29.1	45.4	15.6	3.5	6.4
Party	Democrat	17.1	47.4	15.8	5.3	14.5
	Republican	32.1	44.6	14.3	2.7	6.3
	Independent/NAV	15.9	43.2	20.5	5.7	14.8
Voter History	1 of 4	15.2	57.6	6.1	3.0	18.2
	2 of 4	21.3	42.6	21.3	4.3	10.6
	3 of 4	26.6	45.3	14.1	4.7	9.4
	4 of 4	23.5	42.4	18.9	4.5	10.6
GeographicArea	Ward 1	26.3	46.1	14.5	5.3	7.9
	Ward 2	24.8	44.8	17.1	3.8	9.5
	Ward 3	17.9	44.2	17.9	4.2	15.8

2. How important is it to you to be able to reopen the Lebanon Municipal Jail Facility

		Very Important	Somewhat Important	Somewhat Unimportant	Not Important At All	Unsure
Total(296)		29.3	34.4	7.2	13.0	15.9
Gender	Male	26.2	34.1	10.3	15.1	14.3
	Female	32.0	34.7	4.7	11.3	17.3
Age	18-39	29.4	26.5	5.9	26.5	11.8
	40-59	27.7	28.7	8.9	14.9	19.8
	60+	30.5	40.4	6.4	8.5	14.2
Party	Democrat	28.9	30.3	6.6	19.7	14.5
	Republican	36.6	35.7	8.0	8.9	10.7
	Independent/NAV	20.5	36.4	6.8	12.5	23.9
Voter History	1 of 4	30.3	27.3	9.1	9.1	24.2
	2 of 4	27.7	46.8	4.3	4.3	17.0
	3 of 4	35.9	32.8	10.9	14.1	6.3
	4 of 4	26.5	32.6	6.1	16.7	18.2
GeographicArea	Ward 1	28.9	34.2	6.6	11.8	18.4
	Ward 2	24.8	35.2	5.7	18.1	16.2
	Ward 3	34.7	33.7	9.5	8.4	13.7

3. If an election were held today would you vote YES to support or vote NO to oppose the Lebanon Municipal Jail operating levy at a rate of 1-dollar per thousand dollars of assessed value to re-open the Municipal Jail

		Strongly Yes	Somewhat Yes	Strongly No	Somewhat No	Unsure
Total(296)		23.6	25.0	27.5	13.4	10.5
Gender	Male	15.9	22.2	33.3	15.1	13.5
	Female	30.0	27.3	22.7	12.0	8.0
Age	18-39	29.4	17.6	41.2	2.9	8.8
	40-59	23.8	21.8	29.7	14.9	9.9
	60+	22.0	29.1	22.7	14.9	11.3
Party	Democrat	25.0	17.1	30.3	13.2	14.5
	Republican	25.0	31.3	22.3	13.4	8.0
	Independent/NAV	20.5	23.9	31.8	13.6	10.2
Voter History	1 of 4	24.2	21.2	24.2	21.2	9.1
	2 of 4	23.4	25.5	19.1	19.1	12.8
	3 of 4	26.6	29.7	28.1	7.8	7.8
	4 of 4	22.0	23.5	31.1	12.1	11.4
GeographicArea	Ward 1	23.7	30.3	25.0	10.5	10.5
	Ward 2	24.8	19.0	28.6	16.2	11.4
	Ward 3	22.1	27.4	28.4	12.6	9.5

4. If you knew the City's proposed jail operating levy would allow the City to hire 7 new Corrections Officers to reopen and staff the municipal jail for 5 years

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		25.4	29.0	22.5	8.3	14.9
Gender	Male	18.3	25.4	29.4	10.3	16.7
	Female	31.3	32.0	16.7	6.7	13.3
Age	18-39	29.4	20.6	29.4	8.8	11.8
	40-59	22.8	27.7	21.8	10.9	16.8
	60+	26.2	31.9	21.3	6.4	14.2
Party	Democrat	22.4	25.0	22.4	9.2	21.1
	Republican	33.0	31.3	17.9	6.3	11.6
	Independent/NAV	18.2	29.5	28.4	10.2	13.6
Voter History	1 of 4	30.3	21.2	18.2	12.1	18.2
	2 of 4	23.4	29.8	6.4	12.8	27.7
	3 of 4	31.3	34.4	25.0	4.7	4.7
	4 of 4	22.0	28.0	28.0	7.6	14.4
GeographicArea	Ward 1	22.4	32.9	21.1	11.8	11.8
	Ward 2	19.0	29.5	26.7	7.6	17.1
	Ward 3	34.7	25.3	18.9	6.3	14.7

5. If you knew the proposed municipal jail operating levy would replace an expiring levy and that taxpayers would not see an increase in their property tax rates

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		40.6	25.7	18.1	4.3	11.2
Gender	Male	29.4	27.0	24.6	6.3	12.7
	Female	50.0	24.7	12.7	2.7	10.0
Age	18-39	44.1	20.6	20.6	2.9	11.8
	40-59	37.6	22.8	19.8	5.0	14.9
	60+	41.8	29.1	16.3	4.3	8.5
Party	Democrat	38.2	23.7	15.8	9.2	13.2
	Republican	43.8	27.7	16.1	2.7	9.8
	Independent/NAV	38.6	25.0	22.7	2.3	11.4
Voter History	1 of 4	33.3	30.3	9.1	12.1	15.2
	2 of 4	36.2	31.9	8.5	2.1	21.3
	3 of 4	46.9	21.9	21.9	4.7	4.7
	4 of 4	40.9	24.2	22.0	3.0	9.8
GeographicArea	Ward 1	39.5	26.3	22.4	6.6	5.3
	Ward 2	34.3	30.5	15.2	4.8	15.2
	Ward 3	48.4	20.0	17.9	2.1	11.6

6. If you knew that transporting an offender to Linn County Jail costs the City approximately 100 per trip and requires an officer from patrol duty for up to two hours

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		31.2	26.4	21.7	7.2	13.4
Gender	Male	23.8	23.0	27.8	9.5	15.9
	Female	37.3	29.3	16.7	5.3	11.3
Age	18-39	29.4	23.5	26.5	11.8	8.8
	40-59	24.8	27.7	23.8	5.9	17.8
	60+	36.2	26.2	19.1	7.1	11.3
Party	Democrat	30.3	28.9	18.4	9.2	13.2
	Republican	33.9	27.7	17.9	6.3	14.3
	Independent/NAV	28.4	22.7	29.5	6.8	12.5
Voter History	1 of 4	33.3	21.2	15.2	9.1	21.2
	2 of 4	17.0	36.2	14.9	8.5	23.4
	3 of 4	40.6	28.1	20.3	4.7	6.3
	4 of 4	31.1	23.5	26.5	7.6	11.4
GeographicArea	Ward 1	34.2	26.3	26.3	6.6	6.6
	Ward 2	24.8	31.4	21.0	6.7	16.2
	Ward 3	35.8	21.1	18.9	8.4	15.8

7. If you knew that due to the jails closure in 2023 offenders committing misdemeanor crimes locally are not arrested and released back into the community

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		34.1	24.6	20.3	6.9	14.1
Gender	Male	25.4	23.8	28.6	6.3	15.9
	Female	41.3	25.3	13.3	7.3	12.7
Age	18-39	38.2	14.7	26.5	8.8	11.8
	40-59	28.7	28.7	18.8	7.9	15.8
	60+	36.9	24.1	19.9	5.7	13.5
Party	Democrat	30.3	23.7	19.7	11.8	14.5
	Republican	41.1	26.8	15.2	6.3	10.7
	Independent/NAV	28.4	22.7	27.3	3.4	18.2
Voter History	1 of 4	21.2	33.3	12.1	18.2	15.2
	2 of 4	34.0	23.4	10.6	6.4	25.5
	3 of 4	46.9	20.3	20.3	3.1	9.4
	4 of 4	31.1	25.0	25.8	6.1	12.1
GeographicArea	Ward 1	40.8	21.1	23.7	3.9	10.5
	Ward 2	26.7	27.6	19.0	10.5	16.2
	Ward 3	36.8	24.2	18.9	5.3	14.7

8. If you knew that reopening the Lebanon Municipal Jail would reduce repeat offenses and increase community safety

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		43.5	22.5	16.7	5.4	12.0
Gender	Male	33.3	22.2	24.6	6.3	13.5
	Female	52.0	22.7	10.0	4.7	10.7
Age	18-39	50.0	11.8	23.5	2.9	11.8
	40-59	36.6	23.8	16.8	7.9	14.9
	60+	46.8	24.1	14.9	4.3	9.9
Party	Democrat	35.5	27.6	18.4	6.6	11.8
	Republican	50.0	22.3	11.6	4.5	11.6
	Independent/NAV	42.0	18.2	21.6	5.7	12.5
Voter History	1 of 4	42.4	24.2	12.1	9.1	12.1
	2 of 4	46.8	21.3	8.5	4.3	19.1
	3 of 4	50.0	20.3	15.6	6.3	7.8
	4 of 4	39.4	23.5	21.2	4.5	11.4
GeographicArea	Ward 1	42.1	19.7	25.0	5.3	7.9
	Ward 2	38.1	25.7	14.3	7.6	14.3
	Ward 3	50.5	21.1	12.6	3.2	12.6

9. If you knew the proposed jail operating levy would cost property taxpayers 1dollar per thousand dollars of ass value, or \$385 per year for the average household

		Strongly Support	Somewhat Support	Strongly Oppose	Somewhat Oppose	Unsure
Total(296)		24.3	21.7	29.0	9.8	15.2
Gender	Male	17.5	20.6	35.7	8.7	17.5
	Female	30.0	22.7	23.3	10.7	13.3
Age	18-39	32.4	14.7	35.3	5.9	11.8
	40-59	18.8	21.8	30.7	9.9	18.8
	60+	26.2	23.4	26.2	10.6	13.5
Party	Democrat	23.7	25.0	27.6	6.6	17.1
	Republican	27.7	26.8	24.1	10.7	10.7
	Independent/NAV	20.5	12.5	36.4	11.4	19.3
Voter History	1 of 4	24.2	21.2	27.3	12.1	15.2
	2 of 4	21.3	17.0	23.4	10.6	27.7
	3 of 4	28.1	28.1	23.4	10.9	9.4
	4 of 4	23.5	20.5	34.1	8.3	13.6
GeographicArea	Ward 1	23.7	27.6	28.9	10.5	9.2
	Ward 2	20.0	20.0	31.4	11.4	17.1
	Ward 3	29.5	18.9	26.3	7.4	17.9

10. If the City is asking local taxpayers for an operating measure to reopen the municipal jail without increasing property tax rates, I would support

		Strongly Agree	Somewhat Agree	Strongly Disagree	Somewhat Disagree	Unsure
Total(296)		46.4	24.3	10.9	3.3	15.2
Gender	Male	38.1	23.8	14.3	5.6	18.3
	Female	53.3	24.7	8.0	1.3	12.7
Age	18-39	44.1	20.6	17.6	2.9	14.7
	40-59	41.6	31.7	10.9	2.0	13.9
	60+	50.4	19.9	9.2	4.3	16.3
Party	Democrat	32.9	27.6	14.5	3.9	21.1
	Republican	57.1	25.0	7.1	1.8	8.9
	Independent/NAV	44.3	20.5	12.5	4.5	18.2
Voter History	1 of 4	39.4	39.4	3.0	6.1	12.1
	2 of 4	40.4	21.3	10.6	2.1	25.5
	3 of 4	45.3	26.6	14.1	3.1	10.9
	4 of 4	50.8	20.5	11.4	3.0	14.4
GeographicArea	Ward 1	40.8	27.6	11.8	2.6	17.1
	Ward 2	37.1	28.6	13.3	4.8	16.2
	Ward 3	61.1	16.8	7.4	2.1	12.6

11. In this current economy I dont think its a good idea to add a 1.7 million operating levy for the Lebanon Municipal Jail for the next five years. I would vote no on the levy

		Strongly Agree	Somewhat Agree	Strongly Disagree	Somewhat Disagree	Unsure
Total(296)		29.3	20.3	17.4	12.7	20.3
Gender	Male	32.5	19.0	12.7	14.3	21.4
	Female	26.7	21.3	21.3	11.3	19.3
Age	18-39	38.2	8.8	29.4	8.8	14.7
	40-59	31.7	20.8	13.9	16.8	16.8
	60+	25.5	22.7	17.0	10.6	24.1
Party	Democrat	23.7	21.1	18.4	13.2	23.7
	Republican	30.4	22.3	17.9	11.6	17.9
	Independent/NAV	33.0	17.0	15.9	13.6	20.5
Voter History	1 of 4	27.3	21.2	21.2	15.2	15.2
	2 of 4	25.5	14.9	12.8	10.6	36.2
	3 of 4	34.4	21.9	14.1	14.1	15.6
	4 of 4	28.8	21.2	19.7	12.1	18.2
GeographicArea	Ward 1	25.0	17.1	23.7	10.5	23.7
	Ward 2	26.7	25.7	13.3	13.3	21.0
	Ward 3	35.8	16.8	16.8	13.7	16.8

12. Reopening the municipal jail is important for community safety and preventing the catch and release of local offenders back into our community. I support the levy

		Strongly Agree	Somewhat Agree	Strongly Disagree	Somewhat Disagree	Unsure
Total(296)		34.1	22.1	18.8	8.3	16.7
Gender	Male	23.0	23.0	24.6	11.1	18.3
	Female	43.3	21.3	14.0	6.0	15.3
Age	18-39	41.2	11.8	20.6	11.8	14.7
	40-59	32.7	18.8	20.8	12.9	14.9
	60+	33.3	27.0	17.0	4.3	18.4
Party	Democrat	31.6	15.8	17.1	13.2	22.4
	Republican	42.0	25.9	12.5	7.1	12.5
	Independent/NAV	26.1	22.7	28.4	5.7	17.0
Voter History	1 of 4	30.3	27.3	18.2	12.1	12.1
	2 of 4	27.7	31.9	8.5	6.4	25.5
	3 of 4	39.1	21.9	15.6	10.9	12.5
	4 of 4	34.8	17.4	24.2	6.8	16.7
GeographicArea	Ward 1	28.9	25.0	19.7	7.9	18.4
	Ward 2	31.4	21.0	19.0	9.5	19.0
	Ward 3	41.1	21.1	17.9	7.4	12.6

13. I dont believe that a 1.7 million levy to reopen the Lebanon Municipal Jail is a priority at this time. I would vote on the \$1.7 million operating levy

		Strongly Agree	Somewhat Agree	Strongly Disagree	Somewhat Disagree	Unsure
Total(296)		25.4	15.6	21.7	19.6	17.8
Gender	Male	34.1	15.1	15.9	15.9	19.0
	Female	18.0	16.0	26.7	22.7	16.7
Age	18-39	32.4	20.6	26.5	14.7	5.9
	40-59	25.7	11.9	20.8	22.8	18.8
	60+	23.4	17.0	21.3	18.4	19.9
Party	Democrat	21.1	14.5	19.7	23.7	21.1
	Republican	23.2	17.0	25.0	17.9	17.0
	Independent/NAV	31.8	14.8	19.3	18.2	15.9
Voter History	1 of 4	30.3	9.1	21.2	27.3	12.1
	2 of 4	23.4	14.9	19.1	19.1	23.4
	3 of 4	26.6	15.6	26.6	20.3	10.9
	4 of 4	24.2	17.4	20.5	17.4	20.5
GeographicArea	Ward 1	25.0	17.1	21.1	18.4	18.4
	Ward 2	24.8	17.1	18.1	19.0	21.0
	Ward 3	26.3	12.6	26.3	21.1	13.7

14. Pros/Cons: If an election were held today would you vote YES to support or NO to oppose oppose the Lebanon Municipal Jail operating levy at a rate of 1-dollar per thousand dollars of assessed value to re-open the

		Strongly Yes	Somewhat Yes	Strongly No	Somewhat No	Unsure
Total(296)		24.6	22.5	27.2	9.1	16.7
Gender	Male	18.3	19.0	34.1	9.5	19.0
	Female	30.0	25.3	21.3	8.7	14.7
Age	18-39	26.5	20.6	35.3	5.9	11.8
	40-59	23.8	18.8	31.7	8.9	16.8
	60+	24.8	25.5	22.0	9.9	17.7
Party	Democrat	23.7	21.1	25.0	10.5	19.7
	Republican	30.4	24.1	22.3	9.8	13.4
	Independent/NAV	18.2	21.6	35.2	6.8	18.2
Voter History	1 of 4	27.3	21.2	27.3	15.2	9.1
	2 of 4	21.3	27.7	14.9	12.8	23.4
	3 of 4	26.6	29.7	25.0	3.1	15.6
	4 of 4	24.2	17.4	32.6	9.1	16.7
GeographicArea	Ward 1	22.4	28.9	26.3	5.3	17.1
	Ward 2	18.1	17.1	29.5	13.3	21.9
	Ward 3	33.7	23.2	25.3	7.4	10.5

Demographic Totals		
		Percent of Total
Total(296)		100
Gender	Male	45.7
	Female	54.3
Age	18-39	12.3
	40-59	36.6
	60+	51.1
Party	Democrat	27.5
	Republican	40.6
	Independent/NAV	31.9
Voter History	1 of 4	12.0
	2 of 4	17.0
	3 of 4	23.2
	4 of 4	47.8
GeographicArea	Ward 1	27.5
	Ward 2	38.0
	Ward 3	34.4



925 S. Main Street
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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 8th 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 16th.
- 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.



MEMORANDUM

City Recorder's Office

TO: Mayor Jackola and City Council
FROM: Julie Fisher, City Recorder
ITEM TITLE: Department Report

			• Feb 2026	• Mar 2026
Community Engagement	Subscribers	Agenda Center	589	575
		Alert Center	1115	1055
		Bid Postings	19	23
		Calendar	199	193
		News Flash	3376	3209
	Website	Total Users	9,656	9,951
		Views	23,848	23,182
		Top Four Searches	Home Library UB Payments Search	Home Library UB Payments Search
		Social Media	FB Followers	4,706
	YouTube	New Followers	40	30
		Post Reach	58,038	63,042
		Council Video Views	105	119
	Submissions	Contact Us	0	2
Communication	Outreach	Press Releases	5	2
		Public Meeting Notices	4	7
		Social Media Posts	14	13
Records	Legislative	Ordinances	0	1
		Resolutions	3	3
	Applications	Committee Applications	2	1
		Liquor Licenses	0	1
	Retention	Record Destruction	5	349
		Records added to ORMS	618	209
	Requests	Public Records FOIA	3	



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MEMORANDUM

Development Services

To: Mayor Jackola and City Council
From: Shana Olson, Development Services Director
Subject: Development Services Department, City Manager Report Updates

Date: March 30, 2026

Staff continues to assist customers with inquiries related to engineering, building permits, and planning services. The team provides guidance and support to residents, developers, and stakeholders to facilitate the permitting process, address planning-related questions, and ensure compliance with applicable regulations. These efforts help ensure efficient service delivery, clear communication, and support for sustainable community development.

Recruitment for a Development Services Technician is currently underway as part of the City's succession planning and business continuity efforts. Filling this position will help maintain service levels, preserve institutional knowledge, and ensure consistent support for permitting and planning functions.

Planning

Planning Commission approved and denied the following at the March meeting:

- S-26-02 – 52-lot subdivision on S 5th Street - Approved
- VAR-26-01 – variance to building height on S 5th Street - Denied
- S-22-03 – request for extension of approved 28 lot subdivision on B Street – Approved

The following land use applications were approved in March:

- MLP-26-01 – three lot partition at 2015 Stoltz Hill Road
- MLP-26-02 – three lot partition on N 5th Street
- AR-26-02 – admin review for an accessory structure over 1,000 sq ft at 32719 Berlin Road
- MLP-26-03 – two lot partition at 235 Cleveland Street

The following land use applications are under review in March:

- AR-26-03 – admin review for filling station, convenience store, car wash & drive-through restaurant on N 5th Street
- MLP-26-04 – two lot partition on S 12th Street
- PD-26-01 – Western University Planned Development

Building

	February 2026	February 2025
Permits Issued	35	30
Fees Received	\$28,876.11	\$14,164.96
Construction Valuation	\$1,551,845.82	\$616,439.37

A current list of the more significant construction sites includes:

- 5-lot subdivision – Space Reader Estates (Kees Street)
 - 48-lot subdivision – Cedar Springs (13th Street)
 - Dental Office (S Main Street)
 - 12-Unit Multi-Family (Market Street)
 - 8-lot subdivision – Cascade Estates (Seven Oaks Lane/Cascade Drive)
 - 10-lot subdivision – Phillips Estates (Phillips Way)
 - 19-lot subdivision (Walker & Wassom)
 - RV Storage (Laredo Way)
- Staff have partnered with the Finance Department to conduct a comprehensive audit of service accounts. The project is approximately 35% complete, with a reassessment of the projected completion date scheduled in April.

Engineering – Development Projects

In Review / Pending Construction

- Duo Water Systems 1800 Airway Rd: Site plan received from engineer for review.
- Herman’s Farm Subdivision Phase II (Crowfoot Rd): Plans received from engineer. Approval of plans pending DEQ 1200C permit issuance.
- Salmon Run Apartments (Vaughan Ln): Plans received, reviewed, and returned to engineer for revisions.
- Khan C-Store (former Walgreens site): Plans stamped approved. ROW permit issued.
- Thoroughbred Express Car Wash: Awaiting revised planset from engineer for review.
- Duplex Development 1711 S 9th Street: Plans stamped approved. Pending ROW permit.
- Valley Life Church: Plans stamped approved. Pending public improvement permit.
- Honeybee Stamps: Plans stamped approved. Pending permit issuance.
- Bates Storage (Hansard Ave): Plans stamped approved; pending 1200-C permit.

Under Construction

- Elmore Townhomes: ROW permit issued. Construction underway.
- Ziplly Fiber: Franchise permit issued; citywide fiber internet infrastructure construction underway.
- Madelyn Meadows Subdivision (Walker & Wassom Streets): February site walkthrough with contractor revealed many punch list items yet to be complete, contractor was provided an updated punch list. Public improvements have been bonded and plat

signed. Homes are under construction. Occupancies on hold until public improvements have been accepted.

- Mill Race Station RV Storage: Punch list sent to owner. These items are currently being completed.
- Tri-Plex (S. 7th Street): Site utility construction underway.
- Herman's Farm Subdivision (Crowfoot Rd): Punch list provided to contractor for offsite improvements, final acceptance pending completion of punch list items and acceptance of as-builts. Utility installation and road construction continues on-site.
- Villalobos Real Estate (Corner of Market Street and S Main Road): Building permit active, on-site work continues. Work for public improvement permit underway in public ROW.
- Mill Race Station Phase II: Includes the extension of 5th Street to Hwy 20 and Laredo Way. Public Improvement Permit active, utility and road construction in progress.

Complete

- Kees Street Subdivision: Final acceptance pending installation of stop/private street signs.

City Legislative Efforts

- Continue monitoring of upcoming legislative measures and collaborate with partner agencies to proactively address proposed legislation that may impact the City.

Grant Administration

- Champion Mill Site: Samples completed; consultants are preparing a report for the market analysis and transportation study, which assesses the site's commercial viability based on its constraints.

Economic Development

- Strategic Plan Initiative 3.15 - Business visitation program: No business visit were conducted in March.
- Downtown Building Restoration Program: The application period for the 2025-2026 cycle has closed, and 10 applications have been awarded varying grant amounts, pending contract approval.
- Strategic Plan Initiative 3.11: Business Oregon Prospector site is reviewed weekly and evaluates targeted recruitment inquiries from Industrial Lands Specialists to determine eligibility for competitive site submissions.
- The Economic Development Team received a significant recruitment opportunity and delivered a comprehensive presentation, resulting in the City being shortlisted as one of two potential locations in Oregon. The prospective buyer is currently negotiating the acquisition of property with two property owners.
- A Wetlands Delineation Study: A consultant has been brought on board, and Phase I work is underway, with the consultant making site visits. This effort is a key step towards making the site shovel-ready.



Engineering Services
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MEMORANDUM

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Date: March 31, 2026
To: Mayor Jackola and City Council
From: Mike Trippett, City Engineer
Subject: Capital Improvements Update for March, 2026

1. Recently Completed Projects

A. Sherman Street Emergency Sanitary (Alley to Second Street) - This work has been completed, and the property on Second Street that had a lateral issue is now in service. The remaining laterals to this line on Sherman will be installed with the larger Grant/Sherman Improvements taking place later this season.

2. Current Projects (in Design, Recently Awarded, or in Construction)

A. Vine Street Water Line (Fifth to Seventh Street) - This project is mostly complete - testing and chlorination is scheduled for the last week in March, and trench patching will follow soon after.

B. Grant and Sherman Street Improvements - This Project will substantially rebuild Grant Street from Park Street to Fifth Street and Sherman Street from Main to Second Street, including replacement or repair of existing water, sewer and storm utilities and the street sections from curb to curb. Carl and (?) will be handling this Project.

- Staff are currently reviewing these documents - the Project will tentatively go out to bid on April 13.
- ODOT and UPRR permitting has been completed.
- Private Utility conflicts and solutions have been identified and are being addressed.
- Public access in the downtown area will be a high priority for this job.
 - a. A clear and complete phased Traffic Control Plan in the downtown area will be required from the Contractor before construction begins.
 - b. ODOT has specific requirements for pedestrian access through construction zones.
 - c. The Contractor will not be allowed to close Grant and Sherman Streets in the downtown area at the same time.
 - d. Pedestrian access to businesses must be maintained as much as possible - Contractor and City Communication and cooperation with business owners will be important.

C. Grove Street Sanitary Sewer Extensions (Private Side Laterals) - Staff are preparing Contract Documents for Phases II and III of this work.

RE: Council Capital Improvements Update for March, 2026

D. North Fifth Street Construction - This Project design is near completion, and Staff are planning to put this work out to bid to get construction going after July 1.

- ODOT and UPRR permitting are in process for work within ODOT and rail properties.
- Private Utility conflicts have been identified and are being addressed.

E. Cheadle Lake Park Improvements - Phase I (Weirich Drive) is largely complete, and the Contractor is proceeding with Phase II work on-site.

F. Industrial Way Park Improvements - This Project is currently waiting for multi-agency review:

- A joint USACE/DEQ permit application was submitted on January 20 - DEQ is requiring an archaeological study of the project area. AINW is being contracted to perform this work and they are currently in the scoping phase.
- Mitigation of the wetlands in the project area has been completed.

G. Private Utility Fiber Installation - Ziplly Fiber is continuing to perform work across town and is substantially complete with underground fiber installation.

- **Sanitary Line Replacement Program (SLRP)** - This program has been transferred to Engineering from Development, and Staff are currently prioritizing and budgeting for this work. The City is investigating the possibility of hiring a single annual Contractor to perform these jobs, which will reduce the amount of paperwork involved and speed up the delivery of these lateral improvements.

3. On-Going Tasks

A. ODOT Speed Zone Request - The City requested a Speed Zone Change from ODOT last year for the following street sections:

- S. 2nd Street from Corvallis-Lebanon Hwy to Kees Street - Requested speed 25 mph
- S. Main Road from Kees Street to Vaughan Lane - Requested speed 25 mph
- S. Main Road from Vaughan Lane to Crowfoot Road - Requested speed 25 mph
- S. Main Road from Crowfoot Road to 0.19 mile (1000 feet) south of Crowfoot Road - Requested 45 mph speed transition zone.

As of December 11, the State is requiring input from Linn County on the section of S. Main Road south of Crowfoot before these changes can be implemented. Staff are looking at the possibility of adding a planned RRFB across S. Main near the Jadon Street intersection to make the speed study as accurate as possible.

B. Traffic Signal Loops on Walker Road at Hwy. 20 and S. Main Road - Staff are pursuing a survey and design contract with Udell Engineering to map this intersection and come up with a plan to improve drainage at this location. The signal loop repair would be a part of that work and performed by ODOT.

C. Water Management and Conservation Plan Update - This Project has been completed, and the City has received the final plan from GSI and order from OWRD.

RE: Council Capital Improvements Update for March, 2026

- D. CIP Plan Update** - Staff will be meeting with Brandon the first week of April to go over the implementation of new software to streamline the planning and implementation of CIP projects in the future.
- E. TMDL Update** - Staff are still updating the City's Five-Year Matrix for DEQ.
- F. Oregon Recycling System Optimization Plan Survey (ORSOP)** - Staff are still working with Republic Services to prioritize investments and estimate the full cost of service expansion.

4. Upcoming and Proposed Work

- A. Airport Road & Twelfth Street Intersection Improvements** - Staff are working with Udell Engineering and the Developer to map out street and utility improvements needed to properly serve the upcoming housing development south of this intersection.
- B. Grove Street Sanitary Sewer/Storm Drainage Conflict** - This Project is still in the investigative phase with Udell Engineering.
- C. East Carolina Water and Sanitary** - This Project will resolve sanitary and water deficiencies on E. Carolina Street between Park and Grove Streets.
- D. Cedar Drive Improvements** - This Project is scheduled to be a full street and utility rebuild, and will include the following:
 - Installation of a City-standard street section to replace the existing County-standard.
 - Installation of new water, sanitary, and storm utilities to replacing aging infrastructure.
 - Udell Engineering has been contracted to perform a topographic survey of this area, but no design has been undertaken yet.
- E. Water Distribution System Improvements** - Staff and Maintenance have identified several viable improvement projects for the water system and are in the process of selecting priority work to be done.
- F. Sanitary Sewer Collections System** - Staff and Maintenance are working together to identify and secure funding for top priority jobs to be undertaken in the next five years. These improvements will include:
 - Highway 20 - Burdell Blvd. Sanitary Sewer Rehabilitation - This Project has been identified as a potential priority, but no survey or design has been done.
 - 94 W. Rose - This house and at least two of its neighbors are connected to a wildcat line. This project will include improvements to the storm system to eliminate existing cross-connections to the sanitary sewer system.
- G. Wastewater Treatment Plant Improvements** - The 30% Design Contract for this work has been awarded to Kennedy Jenks, and Staff are proceeding to get this work going.



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MEMORANDUM

Finance Department

To: Mayor Jackola and City Council
Ron Whitlatch, City Manager

April 8, 2026

From: Brandon Neish, Finance Director

Subject: Department Report – March 2026

- Accounts Payable
 - Payments made in March 2026; 163 payments were processed for payments of \$1,163,099.52
 - January marked the first month the City used AvidXchange for the processing of invoices and payments. This is a new software procured by the City to enhance our processes and create efficiencies throughout the organization.
- Audit
 - The FY2025 audit kicked off September 2, 2025 with discussion over the engagement letters and staff assignments. City staff will be writing the annual report this year.
 - Final field audit occurred the week of November 3rd. Auditors are still reviewing documents submitted and requesting documentation to complete necessary reviews.
 - Staff absences impacted the department's ability to complete its necessary steps before December 31.
 - Pending items with the audit firm were confirmed and cleared at the end of March.
 - Estimated date for completed report is May 2026.
- Payroll
 - Payroll was processed on March 13th and March 27th for all employees. In total, 121 employees were paid.
- Utility Billing
 - 6,356 billing statements (including electronics) were mailed March 30th for a total of \$1,094,374.37 in utility revenue and \$185,788.83 in city service fee revenue.
 - On March 13th, 397 phone calls went out to notify customers they have a past due balance.
 - There was a total of 92 lockouts in March.
 - There was a total of 336 service requests in March: 51 move ins, 93 lock-offs, 4 re-read meters, 80 reconnects, 32 move outs, 12 leak checks, 26 changed meters, 25 turn ons, 1 turn off, 1 meter installation, 3 meter removals, no dead meters, no water quality checks, 1 pressure test, 3 emergency requests, no meter tests, no meter locates, and 4 miscellaneous request.

Utility Billing Data

	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Active Accounts	6,632	6,636	6,651	6,655	6,658	6,659	6,663	6,665	6,665	6,668	6,674	6,685	6,738
Penalty Applied	263	87	189	327	268	335	346	483	348	331	192	316	104
Lock Offs	100	138	105	57	83	95	85	76	96	N/A	144	81	92

Municipal Court Data

	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26
Charges Filed	166	159	200	178	217	188	204	245	141	185	309	169	124
Show Cause Issued	55	53	61	62	66	62	75	75	68	77	75	58	67
Licenses Suspensions Issued	47	50	35	49	32	56	34	73	45	43	30	44	44
Warrants Issued	145	180	205	168	201	213	175	216	159	125	179	166	183
Charges Disposed	162	174	187	200	136	213	200	292	180	175	241	278	218

Accounts Payable

Checks by Date - Detail by Check Date

User: bneish@lebanonoregon.gov
 Printed: 4/1/2026 8:49 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	031798 d2577bb7	MULTI SERVICE TECHNOLOGY SOLU RATCHET	03/02/2026	21.99
Total for this ACH Check for Vendor 031798:				21.99
ACH	040105 185405 185406	KENNEDY/JENKS CONSULTANTS INC WWTP FACILITIES PLAN THROUGH 12/31/ ENTEK PERMIT EVAL SVCS THRU 12/31/20	03/02/2026	940.00 680.00
Total for this ACH Check for Vendor 040105:				1,620.00
ACH	052009 312469	NELSON TIRE INC LINX 18 - TIRES	03/02/2026	1,284.20
Total for this ACH Check for Vendor 052009:				1,284.20
ACH	057914 455082707	ODP BUSINESS SOLUTIONS LLC COUNTERFEIT PEN AND CALCULATOR PA	03/02/2026 90286063	66.23
Total for this ACH Check for Vendor 057914:				66.23
ACH	1000719 INV26605 INV26612	ALUMICHEM CHEMICAL - MEC-1225 CHEMICAL - MEC-1225	03/02/2026	6,187.00 13,156.00
Total for this ACH Check for Vendor 1000719:				19,343.00
80101	007511 W16491	THE AUTOMATION GROUP INC SCADA TROUBLESHOOTING	03/02/2026	984.50
Total for Check Number 80101:				984.50
80102	009316 2223340	BLACKSTONE PUBLISHING PO 815588	03/02/2026 102437	443.03
Total for Check Number 80102:				443.03
80103	016302 942062	CASCADE COLUMBIA DISTRIBUTION ALUMINUM CHLOROHYDRATE	03/02/2026 84161	7,584.74
Total for Check Number 80103:				7,584.74
80104	027123 ORABY200069 ORABY200069 ORABY200069 ORABY200069 ORABY200069	FASTENAL COMPANY GLOVES, SAFETY GLASSES, CAUTION TAI GLOVES, SAFETY GLASSES, CAUTION TAI GLOVES, SAFETY GLASSES, CAUTION TAI GLOVES, SAFETY GLASSES, CAUTION TAI GLOVES, SAFETY GLASSES, CAUTION TAI	03/02/2026 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1613	34.23 34.23 34.23 34.23 34.23
Total for Check Number 80104:				171.15
80105	029012	GATEWAY IMPRINTS INC	03/02/2026	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	40528	Notary Stamp - Tammy			40.00
			Total for Check Number 80105:		40.00
80106	048532 89897	MARKOWITZ HERBOLD PC CITY OF LEBANON VS USACE DEC 2025	03/02/2026		1,442.80
			Total for Check Number 80106:		1,442.80
80107	053410 329433	NORTHSTAR CHEMICAL INC SODIUM HYPOCHLORITE	03/02/2026 101775		5,529.48
			Total for Check Number 80107:		5,529.48
80108	018405 S099071 S099186	RADIO COMMUNICATIONS SERVICES ANTENNA AND FRIEGHT PORTABLE RADIOS EQUIPMENT	03/02/2026		108.41 5,955.06
			Total for Check Number 80108:		6,063.47
80109	025000 2511-545400 2511-545480 2512-549180 2601-558701 2601-558704 2601-560449	SUMMIT ACE HOME & GARDEN 6' AND 12' POWER CORD GAZEBO LIGHTS 3/8 ANCHORS WWTP - WHASHERS, NUTS AND BOLTS ROOF COAT FOR WATER BUILDING RETUI SUPPLIES TO ENCLOSE INFLUENT AUTOS.	03/02/2026 231 231 231 231 231 231		8.98 149.90 5.99 60.55 -89.95 80.59
			Total for Check Number 80109:		216.06
80110	082099 17638 17638 17816 17816 17871 17909 17912 17915 17916 17940 17941	UDELL ENGINEERING & SURVEYING SHERMAN ADA - STREET RECONSTRUCTI SHERMAN ADA - RAMP DESIGN 60% COMI 75% CONST DRAWINGS 75% RAILROAD PERMIT PROGRESS BILLING CHEADLE LAKE PRO. 3RD STREET RIGHT OF WAY EASEMENT R GRANT STREET PROJECT, CIVIL DESIGNS CONTRACT #3 AND CONTRACT #4 SHERM AIRWAY WATERLINE PRORESS BILLING CHEADLE LAKE PROGRESS BILLING CHEADLE LAKE	03/02/2026		11,940.00 7,050.00 13,800.00 5,100.00 18,320.00 560.00 17,835.00 13,020.00 960.00 7,488.00 3,823.20
			Total for Check Number 80110:		99,896.20
80111	088412 17612095 RI	WILBUR-ELLIS COMPANY LLC Sureguard EZ Herbicide	03/02/2026		296.98
			Total for Check Number 80111:		296.98
80112	089200 188345/P 188552/P 188571/P 188582/P 188586/P 188636/P 188678/P	WILCO RAIN GEAR - STEWART PVC 1.5 ELBOW, 1.5 COUPLER - CHEADLE 1.5 PVC PIPE, SHOP TOWELS, 1.5 90 DEGRE STAIN, SPONGE SAND BLOCK, AND SAND SILICONE, BIT SET SPRAY PAINT, AND PAINT THINNER - PARI 1.25"" PVC CAP - EYE WASH STATION	03/02/2026 171600 171600 171600 171600 171600 171600 171600		71.24 10.76 49.96 32.47 60.98 69.94 3.49
			Total for Check Number 80112:		298.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
Total for 3/2/2026:				145,302.67	
ACH	007044 180813	ANALYTICAL LABORATORY & CONSU SAMPLE - COMBINED RADIUM	03/06/2026		369.00
Total for this ACH Check for Vendor 007044:				369.00	
ACH	018602 816838	CORRPRO COMPANIES INC INSPECTION SERVICE EAST GRANT TANK	03/06/2026		960.00
Total for this ACH Check for Vendor 018602:				960.00	
ACH	018639 H23011-3 H23011-4	CORVALLIS NEIGHBORHOOD HOUSIN CDBG Grant #H23011 Draw 3 CDBG Grant #H23011 Draw 4	03/06/2026		35,024.00 80,215.30
Total for this ACH Check for Vendor 018639:				115,239.30	
ACH	027227 1353376	FERGUSON US HOLDINGS, INC Water Meters w/ Surcharge	03/06/2026 42406 surcharge issue is still t		17,755.20
Total for this ACH Check for Vendor 027227:				17,755.20	
ACH	031798 9d145da6 b5a404f3	MULTI SERVICE TECHNOLOGY SOLU Late Fee 1/2IN DR CLICKTORQUE WRENCH	03/06/2026		2.31 21.99
Total for this ACH Check for Vendor 031798:				24.30	
ACH	040105 185874 185875	KENNEDY/JENKS CONSULTANTS INC PROFESSIONAL SERVICES THROUGH 1/31/ 5YR PROF SERVICES THROUGH 1/31/2026	03/06/2026		443.75 1,696.25
Total for this ACH Check for Vendor 040105:				2,140.00	
ACH	048932 61132-030526	ERIK JD MOELLER, ATTORNEY PC COURT APPOINTED ATTORNEY SERVICES	03/06/2026 10014161132		2,166.00
Total for this ACH Check for Vendor 048932:				2,166.00	
ACH	048993 14200-030526	MORLEY THOMAS LAW FIRM LEGAL SERVCICES FOR THE MONTH OF M	03/06/2026 12061014200		18,000.00
Total for this ACH Check for Vendor 048993:				18,000.00	
ACH	052009 401763 436696 437784	NELSON TIRE INC PROPANE FOR FORKLIFT TIRES - Bus #18 WWTP PROPANE	03/06/2026 1420700 1420700 1420700		36.90 426.51 36.49
Total for this ACH Check for Vendor 052009:				499.90	
ACH	057914 4.55534E+11	ODP BUSINESS SOLUTIONS LLC PAPER	03/06/2026 90286063		205.40
Total for this ACH Check for Vendor 057914:				205.40	
ACH	058015 6010404 6010404	ONE CALL CONCEPTS INC WATER - ONE CALL TICKETS 119 SEWER - ONE CALL TICKETS 119	03/06/2026 090000822 090000822		125.97 62.05

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
Total for this ACH Check for Vendor 058015:					188.02
ACH	065280 16Z9112	REXEL USA, INC. 25' FISH ANDGLOW ROD SET FOR SHOP	03/06/2026 18680		41.72
Total for this ACH Check for Vendor 065280:					41.72
ACH	074088 1033016 1034272	ALLIANCE SOLUTIONS GROUP OF OR PARK HOSTS WEEK ENDING 1/25/2026 PARK HOST FEES - WEEK ENDING 2/8/2026	03/06/2026 40229 40229		776.37 361.10
Total for this ACH Check for Vendor 074088:					1,137.47
ACH	075781 INV-023000 INV-023000	SPRINGBROOK HOLDING COMPANY I JAN CIVIC PAY TRANSACTION FEES JAN CIVIC PAY TRANSACTION FEES	03/06/2026 C486 C486		2,082.50 2,082.50
Total for this ACH Check for Vendor 075781:					4,165.00
ACH	1000183 27981	NATIONAL TESTING NETWORK ANNUAL MEMBERSHIP	03/06/2026		1,250.00
Total for this ACH Check for Vendor 1000183:					1,250.00
ACH	1000609 13154	WS2 INC LPD EOC AV UPGRADES	03/06/2026		70,901.56
Total for this ACH Check for Vendor 1000609:					70,901.56
ACH	1000719 INV26775	ALUMICHEM CHEMICALS	03/06/2026		6,578.00
Total for this ACH Check for Vendor 1000719:					6,578.00
77778	028435 17226138	HD FOWLER COMPANY 10"" MACRO COUPLING EPOXY GASKET A	03/06/2026		1,448.62
Total for Check Number 77778:					1,448.62
77779	085077 INV00948253	HD SUPPLY INC PH ELECTRODE GEL AND COTTON SWABS	03/06/2026 391348 REMITTANCE SLIP		545.13
Total for Check Number 77779:					545.13
77780	037021 94778887 94778887	INGRAM LIBRARY SERVICES INC PO SO, 825602, 825608 PO 825607	03/06/2026 2032931 REMITTANCE SLI 2032931 REMITTANCE SLI		203.29 18.00
Total for Check Number 77780:					221.29
77781	063000 7491180	PACIFIC POWER Street Light's for Herman's Farm Subdivision	03/06/2026 PAY WITH CHECK NOT AC		15,090.00
Total for Check Number 77781:					15,090.00
77782	020850 CD3311804	WATERCO OF THE PACIFIC NW INC DEIONIZED WATER	03/06/2026 REMITTANCE SLIP INCLU		78.85
Total for Check Number 77782:					78.85
80113	010798 21483	BUDGET LIBRARY SUPPLIES ONE TIME SINGLE DVD CASE (100 PER CA	03/06/2026		996.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
				Total for Check Number 80113:	996.00
80114	016646	CHAVES CONSULTING INC	03/06/2026		
	215022	MONTHLY USER FEE MAY 2025			370.20
	215022	MONTHLY USER FEE MAY 2025			129.57
	215147	MONTHLY USER FEE JUNE 2025			370.20
	215147	MONTHLY USER FEE JUNE 2025			129.57
	215584	MONHTLY USER FEE OCTOBER 2025			391.99
	215584	MONHTLY USER FEE OCTOBER 2025			132.76
	215823	MONTHLY USER FEE DEC 2025			132.76
	215823	MONTHLY USER FEE DEC 2025			391.99
	215933	MONTHLY USER FEE JAN 2026			132.76
	215933	MONTHLY USER FEE JAN 2026			391.99
	21605-2	MONTHLY USER FEE			370.20
	21605-2	MONTHLY USER FEE			154.55
				Total for Check Number 80114:	3,098.54
80115	027123	FASTENAL COMPANY	03/06/2026		
	MN0191001687	PROGRAM FEE	ORABY1613		60.00
	MN0191001687	PROGRAM FEE	ORABY1613		60.00
	MN0191001687	PROGRAM FEE	ORABY1613		60.00
	MN0191001687	PROGRAM FEE	ORABY1613		60.00
	MN0191001687	PROGRAM FEE	ORABY1613		60.00
	ORABY200618	GLOVES, BATTERIES, SAFETY GLASSES, \	ORABY1613		65.78
	ORABY200618	GLOVES, BATTERIES, SAFETY GLASSES, \	ORABY1613		65.78
	ORABY200618	GLOVES, BATTERIES, SAFETY GLASSES, \	ORABY1613		65.78
	ORABY200618	GLOVES, BATTERIES, SAFETY GLASSES, \	ORABY1613		65.78
	ORABY200618	GLOVES, BATTERIES, SAFETY GLASSES, \	ORABY1613		65.78
	ORABY200909	GLOVES, VESTS	ORABY1613		26.66
	ORABY200909	GLOVES, VESTS	ORABY1613		26.66
	ORABY200909	GLOVES, VESTS	ORABY1613		26.66
	ORABY200909	GLOVES, VESTS	ORABY1613		26.66
				Total for Check Number 80115:	735.54
80116	065218 62479L	HAGEMEISTER ENTERPRISES INC CHEADLE LAKE MOWER - REGULATOR A1	03/06/2026 L2005		317.00
				Total for Check Number 80116:	317.00
80117	032012	HEALTHY HOME PEST CONTROL	03/06/2026		
	52378	MONTHLY SERVICE	10143		70.00
	52379	MONTHLY SERVICE	10144		70.00
	52389	MONTHLY PEST CONTROL SERVICE	11043		80.00
	52736	MONTHLY SERVICE	10144		70.00
				Total for Check Number 80117:	290.00
80118	037000 00490807	INDUSTRIAL WELDING SUPPLY INC CARBON DIOXIDE	03/06/2026		70.00
				Total for Check Number 80118:	70.00
80119	037306 35142	INTEGRATED POWER SYSTEMS PREVENTATIVE MAINT ON BATTERIES	03/06/2026		1,021.00
				Total for Check Number 80119:	1,021.00
80120	039954 1507627	KAPCO PO 815596	03/06/2026		374.01

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
			Total for Check Number 80120:		374.01
80121	040625 1	KNIFE RIVER CORPORATION - NORTE CHEADLE LAKE PARK THRU JAN 2026	03/06/2026		223,459.31
			Total for Check Number 80121:		223,459.31
80122	003566 SVC373724	MACDONALD-MILLER JUSTICE CENTER FP167752 RTU-1 RPLC CC	03/06/2026		11,305.22
			Total for Check Number 80122:		11,305.22
80123	048532 90081	MARKOWITZ HERBOLD PC COL VS USACE JAN 2026 BILLING	03/06/2026		27,061.18
			Total for Check Number 80123:		27,061.18
80124	052030 15-202512	NET ASSETS DEC TITLE SERCHES	03/06/2026		660.00
			Total for Check Number 80124:		660.00
80125	053410 331758	NORTHSTAR CHEMICAL INC CHEMICAL - 50% ORGANIC CITRIC ACID S	03/06/2026 101623		4,390.09
			Total for Check Number 80125:		4,390.09
80126	058517 AR2600259 AR2600259	OREGON CASCADES WEST COUNCIL FY26 Q2- PLANNING SUPPT FY26 Q2- GRANT WRITING SERVICES	03/06/2026		2,124.00 354.00
			Total for Check Number 80126:		2,478.00
80127	025000 2601-558870 2601-558887 2601-558887 2601-562980 2601-563069 2601-563174 2601-563208 2601-563533 2601-563777 2602-569738 2602-570427 2602-570452	SUMMIT ACE HOME & GARDEN 16' 2x6 AND DOBIES FOR CONCRETE FOR 16' 2x6 FOR RALSTON TREE PAD 20' 2x6 FOR RALSTON TREE PAD PRIMER PAINT LAG BOLTS, WASHERS, 3/4 4X8 BOARDS ANTI-SLIP TAPE 15' - SC STAGE LEAKSTOP ROOF PATCH, CUT WHEEL, 12X GLOVES AND CHAIN SAW SCRENCH - TRE JOINT TAPE, WALLBOARD 3/4 PLUG AND 3/4X1/2 REDUCING BUSH CABINET HEATERS FOR RESERVOIR PRIMER SPRAY, TRASH CAN FOR PARKS	03/06/2026 231 231 231 231 231 231 231 231 231 231 231 231		155.76 -55.76 70.91 38.36 58.17 25.98 39.38 39.95 19.98 4.38 73.98 116.34
			Total for Check Number 80127:		587.43
80128	082023 E00298	TRUE NORTH EQUIPMENT Sewer Lateral Launch System	03/06/2026 LEBAN002		150,526.38
			Total for Check Number 80128:		150,526.38
80129	082065 466493 466493 466587 468929 469070 469104	TWGW INC LINX 19 - OIL, ANTIFREEZ LINX 19 - TRANSMISSION FILTER KIT BLOW GUN AND ADAPTER FOR WASH RA E6 - OIL FILTER SWEEPER - BATTERY CORE DEPOSIT AND REPAIR KIT FOR CONCRETE CUT OFF SAW	03/06/2026		137.26 70.60 26.42 5.09 293.98 38.33

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	469105	SWEEPER - FUEL FILTER, OIL FILTER			91.15
			Total for Check Number 80129:		662.83
80130	082099 17957	UDELL ENGINEERING & SURVEYING FINAL BILLING CONTRACT ITEMS 3-4	03/06/2026		1,240.00
			Total for Check Number 80130:		1,240.00
80131	083010 6147401 6149486	UNIQUE MANAGEMENT SERVICES IN patron debt collection patron debt collection	03/06/2026		58.25 174.75
			Total for Check Number 80131:		233.00
80132	083793 57577689-001	UNITED RENTALS CHIPPER RENTAL - TREE TRIMMING	03/06/2026 1416673		3,078.56
			Total for Check Number 80132:		3,078.56
			Total for 3/6/2026:		691,588.85
ACH	007044 180840 180841	ANALYTICAL LABORATORY & CONSU SAMPLE TESTING - CARBONACEOUS BOE SAMPLE TESTING - DISINFECTION BY-PR	03/18/2026		464.00 700.00
			Total for this ACH Check for Vendor 007044:		1,164.00
ACH	018433 318809 318842 318969	COMPUNET INC O365 License Renewal January O365 Renewal 2 Office Standard Licenses for SCADA Upgrade	03/18/2026 5978 5978 SCADA Upgrade		853.15 292.80 990.00
			Total for this ACH Check for Vendor 018433:		2,135.95
ACH	027227 1361470	FERGUSON US HOLDINGS, INC SUPPLIES FOR WATER REPAIR	03/18/2026 42406		738.36
			Total for this ACH Check for Vendor 027227:		738.36
ACH	031798 ebc21887	MULTI SERVICE TECHNOLOGY SOLU PIPE BRUSH AND DRIVER SETS	03/18/2026		25.97
			Total for this ACH Check for Vendor 031798:		25.97
ACH	057914 450790257001 450804039001 451722060001	ODP BUSINESS SOLUTIONS LLC LEGAL PAD AND LABELS LABELS DESKPAD AND PAPER	03/18/2026 90286063 90286063 90286063		35.62 37.58 25.18
			Total for this ACH Check for Vendor 057914:		98.38
ACH	063673 68678-020126	PEAK INTERNET FEBRUARY INTERNET SERVICE SPEC 999-	03/18/2026 168678		1,456.90
			Total for this ACH Check for Vendor 063673:		1,456.90
ACH	071151 14965	SANISTAR LLC JANUARY 2026 MONTHLY SERVICE FEE	03/18/2026		160.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
Total for this ACH Check for Vendor 071151:				160.00	
ACH	074088 1033667	ALLIANCE SOLUTIONS GROUP OF OR PARK HOSTS WEEK ENDING 2/1/2026	03/18/2026 40229	361.10	
Total for this ACH Check for Vendor 074088:				361.10	
ACH	079167 01/12/2026 12012025	ERIC STEIN OPCA CONFERENCE, REDMOND OR FBI LEEDA CLI, CLACKAMAS OR 04/20/26-	03/18/2026 04/12/2026	184.00 221.00	
Total for this ACH Check for Vendor 079167:				405.00	
ACH	079449 11917 11970	SUMMIT ENERGY TECH CORP 148F-FPOE FortiSwitches February Veeam Renewal	03/18/2026	9,840.00 916.66	
Total for this ACH Check for Vendor 079449:				10,756.66	
ACH	080156 0054652-IN 0054657-IN	TMG SERVICES INC 3/4 TUBING AND S/H DIFFERENTIAL PRESS SWITCH AND MOTC	03/18/2026 1203151 1203151	566.20 1,554.81	
Total for this ACH Check for Vendor 080156:				2,121.01	
ACH	1000380 8683 8683	KNIGHT TECHNOLOGY GROUP Sophos Central Email Advanced Renewal FY27 Sophos Central Email Advanced Renewal FY26	03/18/2026	4,797.60 2,398.80	
Total for this ACH Check for Vendor 1000380:				7,196.40	
ACH	1000480 XPR032619	XPRESS BILL PAY DEPOSIT TRANSACTION FEES	03/18/2026	39.00	
Total for this ACH Check for Vendor 1000480:				39.00	
ACH	1000523 2207	DELAPOER KIDD PC CORRESPONDENCE OF EASEMENTS	03/18/2026	645.00	
Total for this ACH Check for Vendor 1000523:				645.00	
ACH	1000719 INV26762 INV26764	ALUMICHEM MEC-12222 CHEMICALS MEC-1225 CHEMICALS	03/18/2026	6,325.00 6,578.00	
Total for this ACH Check for Vendor 1000719:				12,903.00	
ACH	998227 144505 144505	GERALD WAITE REIMBURSEMENT FOR JUDGES SPRING HY REIMBURSEMENT FOR JUDGES SPRING HY	03/18/2026	221.90 100.00	
Total for this ACH Check for Vendor 998227:				321.90	
ACH	007185 48293	ARPC BAY RENTAL FEES	03/18/2026 PAID VIA QB ONLINE 3/13/	500.00	
Total for this ACH Check for Vendor 007185:				500.00	
ACH	016104 020226112-01	CASCADE CENTERS INC EAP POLICE/TEAMSTERS FEB 2026	03/18/2026 PAID ONLINE VIA INV LIN	96.25	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
Total for this ACH Check for Vendor 016104:				96.25	
ACH	030822	GREYSTONE TACTICAL	03/18/2026		
	INV202411783	SHIRT, INSTALL DEPT EMBLEM, EMBELLI	PAID ONLINE VIA ACH 3/1	111.49	
	INV202411962	TACTICAL VEST/CARRIER FOR T. ROMEO		1,231.68	
Total for this ACH Check for Vendor 030822:				1,343.17	
ACH	037999	IDEXX DISTRIBUTION INC	03/18/2026		
	3193996873	SAMPLE VESSELS 200 AND 290	107336 REMITTANCE SLIP	711.52	
Total for this ACH Check for Vendor 037999:				711.52	
ACH	040719	LANGUAGE LINE SERVICES	03/18/2026		
	11835057	JANUARY 2026 INTERPRETATION	9020942061 PAID VIA WEB	57.53	
	11862542	FEB 2026 INTERPRETATION SVCS	9020942061	44.81	
Total for this ACH Check for Vendor 040719:				102.34	
ACH	045058	LEISURE INTERACTIVE, LLC	03/18/2026		
	37966	JAN 2026- PARKS RESERVATION FEES	PAID VIA QB ONLINE 3/6/2	781.40	
	37997	RESERVATION SOFTWARE ANNUAL FEE	PAID ONLINE VIA QB 3/11/	75.00	
	37999	MONTHLY SUBSCRIPTION SERVICE FEE	PAID ONLINE VIA QB 3/11/	50.00	
Total for this ACH Check for Vendor 045058:				906.40	
ACH	058980	OREGON DEPT OF ENVIRONMENTAL	03/18/2026		
	WQDOM2600832	DEQ PERMIT 07/01/2025-06/30/2026	PAID ONLINE VIA DEQ PO	19,418.88	
Total for this ACH Check for Vendor 058980:				19,418.88	
ACH	064200	PETROCARD INC	03/18/2026		
	C952061	FUEL USAGE		35.10	
	C952061	FUEL USAGE		3,128.89	
	C952061	FUEL USAGE		482.82	
	C952061	FUEL USAGE		387.22	
	C952061	FUEL USAGE		109.95	
	C952061	FUEL USAGE		138.08	
	C952061	FUEL USAGE		138.08	
	C952061	FUEL USAGE		2,264.28	
	C952061	FUEL USAGE		71.30	
	C952061	FUEL USAGE		164.56	
	C952061	FUEL USAGE		54.88	
	C952061	FUEL USAGE		270.96	
Total for this ACH Check for Vendor 064200:				7,246.12	
ACH	018260	COMCAST	03/18/2026		
	78106220038754	990 S 4TH	8778106220038754	2.10	
	78106221118928	RIVER PARK 1235 GRANT ST	8778106221118928	138.80	
Total for this ACH Check for Vendor 018260:				140.90	
ACH	054000	NW NATURAL	03/18/2026		
	1466139-1	Sr Center		333.71	
	18309310	Oak & Montessa-shops		19.96	
	18309310	Oak & Montessa-shops		19.96	
	18309310	Oak & Montessa-shops		19.97	
	18309310	Oak & Montessa-shops		19.96	
	21234620	JC-40 N 2nd		65.72	
	21234620	JC-40 N 2nd		131.45	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	21234620	JC-40 N 2nd			65.72
	21296157	library-55 Academy St			443.09
	31042039	2048 Park Drive			90.51
	42049957	2500 RIVER RD	PER CK 01/06/2022		896.59
	44075083	PUBLIC WORKS ARMORY			25.04
	44075083	PUBLIC WORKS ARMORY	PER CK 05/2023		25.03
	44075083	PUBLIC WORKS ARMORY	PER CK 05/2023		25.03
	44075083	PUBLIC WORKS ARMORY	PER CK 05/2023		25.03
	550624	305 W Oak - shops			57.50
	550624	305 W Oak - shops			57.49
	550624	305 W Oak - shops			57.49
	550624	305 W Oak - shops			57.49
	8103087	STS-750 S 3rd	100.00		128.86
Total for this ACH Check for Vendor 054000:					2,565.60
ACH	063000	PACIFIC POWER	03/18/2026		
	162822110019	RIVER DR - TREATMENT PLANT & INTAKE			26,183.47
	162822110027	PARK & GARVORD GENERAL SERVICE			86.54
	162822110035	Oak/Park			43.87
	162822110050	RALSTON PARK RESTROOM/GAZEBO			146.71
	162822110068	BOOTH PARK			22.85
	162822110076	Park & Grant			43.15
	162822110175	1400 E GRANT RESTROOMS, RV SITE & EM	PER BRANDON N 09/29/202		1,765.76
	162822110209	Main & Market			59.36
	162822110217	Dewey ST & Sant Hwy &			47.43
	162822110308	305 W OAK ST - SHOPS	162822110308		39.64
	162822110308	305 W OAK ST - SHOPS			39.63
	162822110308	305 W OAK ST - SHOPS	162822110308		39.63
	162822110308	305 W OAK ST - SHOPS	162822110308		39.63
	162822110381	37690 RIVER DRIVE			77.04
	162822110407	4000 WEIRICH - FESTIVAL GROUNDS			393.86
	163502510056	925 Main ST			1,236.38
	163502510064	E GRANT & S MAIN SIGNALS			45.28
	163502510072	Grant & Williams			42.99
	163502510080	Main & Sherman			43.27
	163502510098	Main & Ash			39.25
	164441210014	WELCOME SIGN			37.23
	164441210014	999 WEIRICH PUMP STATION			122.55
	164441210022	1235 E GRANT			392.93
	164441210055	150 GROVE-CEMETERY LIGHTS			41.98
	164441210154	4111 WEIRICH DR- FESTIVAL SITE			137.39
	164441210162	767 S MAIN , PUBLIC SQUARE(GRANT & M			22.06
	164777210034	E GRANT BRIDGE & SERVICE ENTERANCI			212.28
Total for this ACH Check for Vendor 063000:					31,402.16
ACH	086400	VERIZON	03/18/2026		
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			517.39
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			367.37
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			160.70
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			408.18
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			76.54
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			153.08
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			40.81
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			201.51
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			40.81
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			1,732.40
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			244.86
	6129922181	WIRELESS SERVICES 11/02/2025-12/01/2025			81.62

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		142.85
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		38.27
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		38.27
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		252.53
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		252.53
	6129922181	WIRELESS SERVICES	11/02/2025-12/01/2025		201.51
		Total for this ACH Check for Vendor 086400:			4,951.23
ACH	106338 300329793	CENTURYLINK COMMUNICATIONS L CITYWIDE LANDLINES	03/18/2026		1,021.17
		Total for this ACH Check for Vendor 106338:			1,021.17
77783	UB*05508	LYLE & TERI BEASLEY Refund Check 003317-000, 695 S 16TH STREE	03/18/2026		262.61
		Total for Check Number 77783:			262.61
77784	1000952 01082026	WYATT BELKNAP PISTOL-MOUNTED OPTICS COURSE, ROSE	03/18/2026		128.00
		Total for Check Number 77784:			128.00
77785	1000600 02022026	TRAVIS BOSHART CONFERENCE IN CLACKAMAS OR 3/16/20	03/18/2026		110.00
		Total for Check Number 77785:			110.00
77786	1000697 24142 24233 24263 24298 24344 24400	BRADLEY WERNER, LLC LEGAL ASSISTANCE - TELECOM FRANCHI LEGAL ASSISTANCE - TELECOM FRANCHI LEGAL ASSISTANCE - TELECOM FRANCHI LEGAL ASSISTANCE - TELECOM FRANCHI LEGAL ASSISTANCE - TELECOM FRANCHI LEGAL ASSISTANCE - TELECOM FRANCHI	03/18/2026		516.25 1,548.75 516.25 221.25 368.75 2,286.25
		Total for Check Number 77786:			5,457.50
77787	010901 5845	THE BUILDING DEPARTMENT LLC PLAN REVIEWS & MILEAGE AND PERMIT	03/18/2026		14,587.32
		Total for Check Number 77787:			14,587.32
77788	016028 21932	CASCADE OUTDOOR POWER EQUIPM BLADES AND TIRE/WHEEL ASSEMBLY	03/18/2026		613.50
		Total for Check Number 77788:			613.50
77789	UB*05509	DAVID & ASHLEY COX Refund Check 022030-000, 3079 COLUMBINE	03/18/2026		59.89
		Total for Check Number 77789:			59.89
77790	UB*05516	DERON CRAWFORD Refund Check 030991-000, 0000 S 12TH STRE	03/18/2026		58.25
		Total for Check Number 77790:			58.25
77791	023428 730003001632 730003006907	STATE OF OREGON DCBS - FISCAL SE AIR TANK PERMIT SHOP - AIR TANK PERMIT	03/18/2026		44.80 44.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	730003023153	SC WATER TUBE PERMIT			89.60
	730003030535	Air Tank in NW Process Area			44.80
	730003032059	JC - Fire Suppression Room			44.80
				Total for Check Number 77791:	268.80
77792	022500 7758952	DEMCO INC PO 815598	03/18/2026		857.77
				Total for Check Number 77792:	857.77
77793	UB*05493	ROBERT DIRKS Refund Check 000125-000, 210 BERRY STREI	03/18/2026		151.02
				Total for Check Number 77793:	151.02
77794	UB*05514	ESTATE OF JOHN HARTLEY Refund Check 024420-000, 720 W ROSE STRE	03/18/2026		104.49
				Total for Check Number 77794:	104.49
77795	027123 ORABY200698 ORABY200699 ORABY200699 ORABY200699 ORABY200699 ORABY200764 ORABY200765 ORABY200765 ORABY200765 ORABY200765 ORABY200765 ORABY200765 ORABY200765 ORABY200767 RABY200699	FASTENAL COMPANY GLOVES PENS BATTERIES GLOVES, BATTERIES, VESTS, SAFETY, GL. GLOVES, BATTERIES, VESTS, SAFETY, GL. GLOVES, BATTERIES, VESTS, SAFETY, GL. GLOVES, BATTERIES, VESTS, SAFETY, GL. GLOVES AND COPY PAPER GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF GLOVES SAFETY GLASSES VESTS BATTEF COPY PAPER GLOVES, BATTERIES, VESTS, SAFETY, GL.	03/18/2026 ORABY1615 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1615 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1613 ORABY1614 ORABY1613		142.10 31.43 31.43 31.42 31.43 30.62 48.69 48.69 48.70 48.70 48.69 75.74 31.43
				Total for Check Number 77795:	649.07
77796	1000085 5011290543	DENISE GARRISON REFUND OF NATIONWIDE CONTRIBUTION	03/18/2026		40.00
				Total for Check Number 77796:	40.00
77797	029012 40666 40666	GATEWAY IMPRINTS INC BUSINESS CARDS - C HOFFMAN BUSINESS CARDS - K SHANKS	03/18/2026		43.99 43.99
				Total for Check Number 77797:	87.98
77798	1000940 01262026	GOAT SOLUTIONS SPRING BREAK PERFORMER	03/18/2026		200.00
				Total for Check Number 77798:	200.00
77799	031421 14858176 14863797 14864900	HACH COMPANY PHENOL RED PK/50 DPHD SENSOR 6 FOOT CABLE PH SENSOR	03/18/2026 321525 321525 321525		52.55 1,749.10 1,603.00
				Total for Check Number 77799:	3,404.65
77800	028435	HD FOWLER COMPANY	03/18/2026		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	I7229143	10 IN DUCTILE 10 IN MEGA LUG ACCESSO			3,872.81
	I7234590	10 IN GASKETS			267.80
			Total for Check Number 77800:		4,140.61
77801	1000439 20312	HEMPEL BACKFLOW TESTING LLC BACKFLOW INSPECTION FEE FOR JC	03/18/2026 20792		60.00
			Total for Check Number 77801:		60.00
77802	UB*05510	ALBERT & LINDA KAMAU Refund Check 028274-000, 56 OAK TERRACE	03/18/2026		167.60
			Total for Check Number 77802:		167.60
77803	UB*05511	LAKESIDE INVESTMENT GROUP LLC Refund Check 030046-000, 477 W SHERMAN :	03/18/2026		108.92
			Total for Check Number 77803:		108.92
77804	UB*05513	JACKSON MACY Refund Check 030025-000, 1453 HIATT STRE:	03/18/2026		130.25
			Total for Check Number 77804:		130.25
77805	UB*05515	RITA & NEIL MARTIN Refund Check 021804-000, 1603 PARK DRIVE	03/18/2026		66.95
			Total for Check Number 77805:		66.95
77806	UB*05512	JOHN MOORE Refund Check 028955-000, 400 W ROSE STRE	03/18/2026		105.13
			Total for Check Number 77806:		105.13
77807	051545 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457 IN158457	NATIONAL BUSINESS SOLUTIONS JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES JANUARY COPIER/PRINTER CHARGES	03/18/2026 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296 AL1296		19.12 25.04 39.03 6.82 24.86 10.26 132.55 228.47 539.90 106.39 89.91 103.86 67.02 45.81
			Total for Check Number 77807:		1,439.04
77808	052030 15-202601	NET ASSETS JAN TITLE SERCHES	03/18/2026		870.00
			Total for Check Number 77808:		870.00
77809	053410 328304 332989	NORTHSTAR CHEMICAL INC SODIUM BISULFITE SODIUM HYPOCHLORITE	03/18/2026 101775 101775		3,761.71 8,982.92

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
			Total for Check Number 77809:		12,744.63
77810	029697 AIE23656	OREGON GOVERNMENT ETHICS COM ANNUAL BILLING FOR OGEC	03/18/2026		935.78
			Total for Check Number 77810:		935.78
77811	UB*05507	DIANA & ROBERT POTTER Refund Check 029201-000, 80 WELWOOD I	03/18/2026		116.82
			Total for Check Number 77811:		116.82
77812	018405 104505	RADIO COMMUNICATIONS SERVICES DISPATCH MICS	03/18/2026		1,800.00
			Total for Check Number 77812:		1,800.00
77813	1000933 12772	STABILITY ENGINEERING INC STRUCTURAL CONSULTING 55 W SHERM/	03/18/2026		318.54
			Total for Check Number 77813:		318.54
77814	025000 2602-565183 2602-565684 2602-565912 2602-566957	SUMMIT ACE HOME & GARDEN JC - JOINT COMPOUND WALLBOARD, 6OZ INSULATION - CH DRYWALL ANCHOR - HANGING WHITE BC THRMOSTAT WALL HEATER AND WALL PL	03/18/2026 231 231 231 231		41.97 15.99 1.68 29.58
			Total for Check Number 77814:		89.22
77815	UB*05506	THE CORVALLIS CLINIC Refund Check 026179-000, 2080 S SANTIAM I	03/18/2026		118.22
			Total for Check Number 77815:		118.22
77816	082023 007024	TRUE NORTH EQUIPMENT CHRG ISSUE EVAL TV VAN	03/18/2026 LEBAN002		329.02
			Total for Check Number 77816:		329.02
77817	082065 466886 466902 466925 467083 467174 467200 467258 467278 467587 467615	TWGW INC LPD 28 - OIL FILTER AND OIL LINX 21 - RADIATOR LPD 23 - PURGE VALVE AND OIL FILTER LPD 60 - OIL FLITER WASHER FLUID D1 - OIL LINX 21 - ANTIFREEZE GASKET MATERIAL COPPER GASKET LINX 18 - OIL FILTER LINX 18 - FLEET FRONT DISC BRAKE PAD:	03/18/2026		26.28 559.72 38.33 10.08 26.64 31.47 11.62 13.43 5.09 79.53
			Total for Check Number 77817:		802.19
77818	089200 188740/P 188743/P	WILCO OUTDOOR CLEANER LATERAL CLEANING HOSE AND BLADDEI	03/18/2026 171600 171600		54.99 81.98
			Total for Check Number 77818:		136.97
77819	1000066	ZENNER USA INC	03/18/2026		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	0103677-IN	HYDRANT METER	0003639		2,514.95
	0103677-IN	Freight	0003639		285.61
	0103677-IN	HYDRANT METER PARTS	0003639		377.67
			Total for Check Number 77819:		3,178.23
77820	1000697 24477	BRADLEY WERNER, LLC REVIEW AND RESPOND EMAIL REGUARD	03/18/2026		73.75
			Total for Check Number 77820:		73.75
77821	085077 INV00957836 INV00958837	HD SUPPLY INC VINYL WINDSOCK FRAME KIT GLASS FIB NUTRIENT BUFFER PILLOWS	03/18/2026 391348 391348 REMITTANCE SLIP		666.13 169.07
			Total for Check Number 77821:		835.20
77822	037021 94168544 94168544 94214035	INGRAM LIBRARY SERVICES INC PO 815575 PO 815563, 815576, 815581 AND S/H PO SO, 815581	03/18/2026 2032931 2032931 2032931 REMITTANCE SLIP		9.74 67.76 230.34
			Total for Check Number 77822:		307.84
77823	057792 214212 9400494920	OCCUPATIONAL MEDICINE DEPT DOT PHYSICAL D WILLIAMS D KEENE DRUG SCREEN AND VACCINE	03/18/2026 REMITTANCE SLIP		165.00 215.00
			Total for Check Number 77823:		380.00
77824	1000666 8137 3775	QUADIENT FINANCE USA, INC PREPAID POSTAGE 02/02/26	03/18/2026 7900044081373775 PAID VI		1,000.00
			Total for Check Number 77824:		1,000.00
77825	079379 2945A1-26	STUKENHOLTZ LABORATORY SOIL SAMPLES	03/18/2026 PAYMENT STUB ATTACHE		222.00
			Total for Check Number 77825:		222.00
77826	020850 CD3324390	WATERCO OF THE PACIFIC NW INC SERVICE FEE FOR INSPECTION	03/18/2026 REMITTANCE SLIP		95.00
			Total for Check Number 77826:		95.00
			Total for 3/18/2026:		168,547.13
ACH	007044 180973 180986	ANALYTICAL LABORATORY & CONSU SAMPLE - COLIFORM PRESENCE/ABSENC SAMPLE TESTING - CARBONACEOUS	03/20/2026		746.00 928.00
			Total for this ACH Check for Vendor 007044:		1,674.00
ACH	027227 1360608 1360608 1361005 1361848	FERGUSON US HOLDINGS, INC SENSUS IPERL WATER METER SURCHARG SENSUS IPERL WATER METERS 1" Sensus 100 Gallon iPERL Water Meter 12 IN CLAMP PLASTIC COUPLING	03/20/2026 42406 42406 42406 42406		87.89 3,192.46 2,365.96 357.22
			Total for this ACH Check for Vendor 027227:		6,003.53

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
ACH	049286	VELOCITYEHS INC	03/20/2026		
	346654	Chemical Management MSDS Renewal FY26			707.27
	346654	Chemical Management MSDS Renewal FY27			3,536.33
Total for this ACH Check for Vendor 049286:					4,243.60
ACH	052009	NELSON TIRE INC	03/20/2026		
	427384	LOADER - NEW TIRES AND TIRE DISPOSAL	1420700		3,483.72
	427384	LOADER - NEW TIRES AND TIRE DISPOSAL	1420700		1,160.90
	427384	LOADER - NEW TIRES AND TIRE DISPOSAL	1420700		3,482.68
	427384	LOADER - NEW TIRES AND TIRE DISPOSAL	1420700		1,160.89
	427384	LOADER - NEW TIRES AND TIRE DISPOSAL	1420700		1,160.89
	431632	BUS #21 - TIRES, MOUNT AND DISMOUNT	1420700		917.82
	432263	SERVICE CALL- SCRAPPER	1420700		121.65
	432263	SERVICE CALL- SCRAPPER	1420700		121.65
	432263	SERVICE CALL- SCRAPPER	1420700		121.70
	433166	BUS 18 - TIRES INSTALL AND DISMOUNT	1420700		-287.18
	433188	TIRES - Bus #21	1420700		79.20
Total for this ACH Check for Vendor 052009:					11,523.92
ACH	057914	ODP BUSINESS SOLUTIONS LLC	03/20/2026		
	457509674001	MOISTENER, PAD FINGER GRIP (Evidence),	90286063		23.24
	457510927001	HEADPHONES	90286063		22.72
	46038634001	TAPE, CLEANER, BATTERIES	90286063		35.55
Total for this ACH Check for Vendor 057914:					81.51
ACH	074088	ALLIANCE SOLUTIONS GROUP OF OR	03/20/2026		
	1034837	PARK HOSTS - WEEK ENDING 2/15/2026	40229		361.10
Total for this ACH Check for Vendor 074088:					361.10
80133	081444	BETTER PORTABLE TOILETS INC	03/20/2026		
	61894	PORTABLE RESTROOM FEES @ CHEADLE			1,521.00
	61895	SKATE PARK & MAINTENANCE 1/19/2026-2			118.00
Total for Check Number 80133:					1,639.00
80134	027123	FASTENAL COMPANY	03/20/2026		
	ORABY200829	GLOVES, SAFETY GLASSES, VESTS, FLEX	ORABY1613		25.98
	ORABY200829	GLOVES, SAFETY GLASSES, VESTS, FLEX	ORABY1613		25.97
	ORABY200829	GLOVES, SAFETY GLASSES, VESTS, FLEX	ORABY1613		25.98
	ORABY200829	GLOVES, SAFETY GLASSES, VESTS, FLEX	ORABY1613		25.98
	ORABY200829	GLOVES, SAFETY GLASSES, VESTS, FLEX	ORABY1613		25.98
	ORABY200830	PENS, DUSTER	ORABY1615		24.60
	ORABY200830	GLOVES	ORABY1615		30.20
Total for Check Number 80134:					184.69
80135	027388	FFA ARCHITECTURE AND INTERIORS.	03/20/2026		
	242513-004	DESIGN THROUGH 01/31/2026			990.00
Total for Check Number 80135:					990.00
80136	029012	GATEWAY IMPRINTS INC	03/20/2026		
	40674	NOTARY STAMP PRODUCTION (LARSON)			40.00
	40701	VOLUNTEER CAR MAGNET IDENTIFIERS			105.00
Total for Check Number 80136:					145.00
80137	029540	THE GLASS MAN INC	03/20/2026		

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	1042755	D4 - WINDSHIELD			448.00
			Total for Check Number 80137:		448.00
80138	1000597 6520022426	I-SECURE INC DOCUMENT DESTRUCTION	03/20/2026		90.20
			Total for Check Number 80138:		90.20
80139	1000767 WN02916	N&S OREGON INC S9 - ELECTRICAL REPAIRS	03/20/2026		566.83
			Total for Check Number 80139:		566.83
80140	053410 330803	NORTHSTAR CHEMICAL INC SODIUM HYPOCHLORITE	03/20/2026 101775		9,173.20
			Total for Check Number 80140:		9,173.20
80141	058517 AR2600276	OREGON CASCADES WEST COUNCIL JAN 2026 DRIVER TRAINING DDC / PASS C	03/20/2026		276.00
			Total for Check Number 80141:		276.00
80142	1000938 0205	OREGON ENVIRONMENTAL SOLUTIO WW Treatment Cert Review	03/20/2026		218.75
			Total for Check Number 80142:		218.75
80143	060150 1516	OREGON WETLANDS LLC WETLAND MITIGATION	03/20/2026		98,338.00
			Total for Check Number 80143:		98,338.00
80144	062825 1-7893-09	PACIFIC HABITAT SERVICES INC ENVIROMENTAL CONSULTING SERVICES	03/20/2026		1,742.00
			Total for Check Number 80144:		1,742.00
80145	1000939 502004048:01 502004169:01 502004169:01	RWC ENTERPRISES LLC LINX 18 - SPRINGS TURN SIGNAL FOR OLD VACTOR TURN SIGNAL FOR OLD VACTOR	03/20/2026		146.66 34.29 34.28
			Total for Check Number 80145:		215.23
80146	025000 2602-567526 2602-567526 2602-568501 2602-568880 2602-569193 2602-569346	SUMMIT ACE HOME & GARDEN HYDRANT CAST IRON TOOL RETURN 3' 3/4 HYDRANT BURY PVC PRIMER, GLUE, COUPLER 36 INCH GRADE STAKES PVC REDUCER, ADAPTER, ADAPTER BOX WHEEL BRUSH, DRILL BIT, SCREWS	03/20/2026 231 231 231 231 231 231		-69.99 74.99 20.16 10.80 27.53 64.89
			Total for Check Number 80146:		128.38
80147	082065 467797 468018 468066 468411 468468	TWGW INC S12 - HEADLIGHT AND BATTERY CASE MOWER BELT CASE MOWER BELTS ANTIFREEZE BACKHOE - REPL BATTERY	03/20/2026		35.14 70.62 106.21 26.58 429.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	468468	BACKHOE - WARRANTY RETURN			-429.42
	468482	BUCKET TRUCK - BATTERY / CORE DEPOS			268.08
	468482	MOWER - BATTERY / CORE DEPOSIT AND			35.59
	468519	P80 - OIL FILTER			5.09
	468553	BUS 19 - HANGER			12.54
	468553	BUS 12 - OIL AND OIL FILTER			26.28
	468566	PRESSURE WASHER - BATTERY CORE DEP			164.18
	468639	W4 - FUEL FILTER			2.85
	469082	FORKLIFT - BATTERY, CORE DEPOSIT ANI			139.23
			Total for Check Number 80147:		892.39
80148	083010 6152146	UNIQUE MANAGEMENT SERVICES IN PLACEMENTS	03/20/2026		58.25
			Total for Check Number 80148:		58.25
80149	083793 57577689-002	UNITED RENTALS CHIPPER RENTAL	03/20/2026 1416673		1,234.68
			Total for Check Number 80149:		1,234.68
80150	1000945 0003	UPPER FALLS HOLDINGS COMPANY CONFLICT ATTORNEY SERVICES	03/20/2026		600.00
			Total for Check Number 80150:		600.00
80151	086000 122222	VALLEY FIRE CONTROL INC ANNUAL EXTINGUISHER SERVICE	03/20/2026 CILE		279.50
			Total for Check Number 80151:		279.50
80152	089200 188844/P 188923/P 188969/P 188971/P	WILCO CASORON HERBICIDE WEYERHAEUSER GRANT - TREE POSTS FC W3 - FUEL FILTER AND FUEL NOZZEL FOR SANDING DISK AND RESPIRATORS	03/20/2026 171600 171600 171600 171600		2,079.92 898.40 187.98 99.97
			Total for Check Number 80152:		3,266.27
			Total for 3/20/2026:		144,374.03
ACH	002300 01022026 01162026 01162026 01162026 01162026 01162026 01162026 01162026	AFSCME COUNCIL 75 PR AFSCME Dues 01/02/2026 PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA PR AFSCME Dues 01/16/2026 6TA	03/23/2026		215.53 87.13 68.18 22.05 68.60 165.18 32.36 82.89 182.08 3.57 219.39 66.15 214.99 30.21 165.27 68.18 183.59

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check	Item # 7.
	01162026	PR AFSCME Dues 01/16/2026 6TA			219.55
	01162026	PR AFSCME Dues 01/16/2026 6TA			3.57
	01162026	PR AFSCME Dues 01/16/2026 6TA			21.59
	01162026	PR AFSCME Dues 01/16/2026 6TA			65.59
	01162026	PR AFSCME Dues 01/16/2026 6TA			82.87
	02132026	PR AFSCME Dues 02/13/2026 6TA			156.24
	02132026	PR AFSCME Dues 02/13/2026 6TA			183.31
	02132026	PR AFSCME Dues 02/13/2026 6TA			68.18
	02132026	PR AFSCME Dues 02/13/2026 6TA			3.57
	02132026	PR AFSCME Dues 02/13/2026 6TA			82.77
	02132026	PR AFSCME Dues 02/13/2026 6TA			22.30
	02132026	PR AFSCME Dues 02/13/2026 6TA			87.28
	02132026	PR AFSCME Dues 02/13/2026 6TA			219.40
	02132026	PR AFSCME Dues 02/13/2026 6TA			68.65
	02132026	PR AFSCME Dues 02/13/2026 6TA			216.28
	02132026	PR AFSCME Dues 02/13/2026 6TA			36.12
	02272026	PR AFSCME Dues 02/27/2026			22.08
	02272026	PR AFSCME Dues 02/27/2026			69.16
	02272026	PR AFSCME Dues 02/27/2026			68.18
	02272026	PR AFSCME Dues 02/27/2026			87.04
	02272026	PR AFSCME Dues 02/27/2026			82.78
	02272026	PR AFSCME Dues 02/27/2026			179.85
	02272026	PR AFSCME Dues 02/27/2026			3.59
	02272026	PR AFSCME Dues 02/27/2026			183.53
	02272026	PR AFSCME Dues 02/27/2026			121.37
	02272026	PR AFSCME Dues 02/27/2026			216.66
	02272026	PR AFSCME Dues 02/27/2026			36.15
		Total for this ACH Check for Vendor 002300:			4,483.01
ACH	065900	POLICE ASSOCIATION	03/23/2026		
	01162026	PR POU Dues 01/16/2026 ZL0	Police Union Dues Collected :		2,547.00
	02272026	PR POU Dues 02/27/2026 ZL0			2,578.00
		Total for this ACH Check for Vendor 065900:			5,125.00
ACH	066385	LEGALSHIELD	03/23/2026		
	01162026	PR Legal Shield 01/16/2026 ZL0			607.95
	02272026	PR Legal Shield 02/27/2026 ZL0	Legal Benefits for March 202		593.00
		Total for this ACH Check for Vendor 066385:			1,200.95
		Total for 3/23/2026:			10,808.96
77831	016773	CHAD CHRISTENSON	03/31/2026		
	CCO33126	CCO THROUGH 3/22/202026-04/04/2026			2,346.88
		Total for Check Number 77831:			2,346.88
77832	1000878	MATTHEW ZOLL	03/31/2026		
	TVL4/2-3	OREGON DUI CONFERENCE TO BEND ORE			131.00
		Total for Check Number 77832:			131.00
		Total for 3/31/2026:			2,477.88

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount	Item # 7.
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Report Total (163 checks):

1,163,099.52



925 S. Main Street
Lebanon, Oregon 97355

TEL: 541.258.4261

Item # 7.

MEMORANDUM

To: *Ron Whitlatch, City Manager* Date: *March 31, 2026*
From: *Angela Solesbee, HR Director*
Subject: *Department Update for City Manager Report*

- Recruitment:
 - Communications Specialist – See PD City Manager Report for detail.
 - Police Officer – See PD City Manager Report for detail.
 - Records Clerk II - See PD City Manager Report for detail.

 - Custodian – Filled. Employee started 3/23/2026
 - Development Services Technician – Recruitment failed.
 - Assistant City Engineer – Position posted open until filled.

- Benefits:
 - Business as usual.

- Classification and Compensation:
 - Market reviews completed on non-union positions.

- Training and Development:
 - March All Employee training – Neutralize Bullying
 - April All Employee training – Sexual Harassment and Respectful Workplace

 - March Safety training – Workplace Violence Prevention
 - April Safety training – Hazard Communication

- Performance Management:
 - Evaluation of current performance evaluation process/structure on hold.
 - 59 evaluations are past due as of 3/31/2026 (60% overall)
 - 6 in Finance (oldest is over 3 years past due)
 - 1 in Development Services (over 1 year past due)
 - 16 in Public Works (oldest is over 3 years past due)
 - 11 in SC/LINX (oldest is over 1 year past due)
 - 25 in Police Department (oldest is over 7 years past due)

- Other:
 - AFSCME Negotiations underway.



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MEMORANDUM

Information Technology Services

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

Date: March 27, 2026

IT

- Completed upgrades to the Justice Center with guidance from Police Administration.
- The IT Director and Library Director toured the Albany Public Library to review their public computing software for patrons.
- Finished public kiosk project for City Hall for patrons to digitally complete records requests, forms, file for OLCC and complete a police report. This is located in the lobby at City Hall.
- Assisted LINX Transit with testing a new call queue option for taking calls from riders.
- Windows 11 upgrades for City staff are nearing completion.
- 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

- City aerial mapping flyover process has been started. This update happens every three years.
- Sewer Utility Network Migration work continues with Public Works.
- Coordinated with the WTP for update their Emergency Response Plan (ERP).
- Located and completed updates to the LINX Transit Loop map.
- 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.

THE CITY THAT FRIENDLINESS BUILT



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MEMORANDUM

Lebanon Public Library

To: Mayor, City Council, City Manager
From: Kendra Antila, Library Director
Subject: Manager's Report

Date: March 31, 2026

- We had a fun Spring Break, with 5 events and 304 attendees.
- Staff are now hard at work planning Summer Reading, which kicks off on June 1st.
- The Oregon Electric O Gaugers will be back again at the end of April with their interactive, family-friendly model train exhibit.
- We recently received a \$2,000 System of Care grant to provide support for tween/teen activities.

THE CITY THAT FRIENDLINESS BUILT



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MEMORANDUM

Police Department

To: City Council
From: Chief Frank Stevenson
Subject: March Monthly Report

Date: March 31st, 2026

- For March 2026, the Patrol Division had approximately 1,215 calls for service, made 104 arrests, conducted 206 traffic stops, issued 52 traffic citations and wrote 124 case reports.
- This month, interviews were conducted to fill current vacancies in our Dispatch Center. Four individuals were interviewed, including one internal candidate from the Records Department who was already certified. This internal candidate was offered and accepted the position. Two other applicants have advanced from the interview stage and are currently in the background screening phase.
- With the internal candidate moving to Dispatch from Records, this left one vacancy in the Records Division. We have begun a recruitment process and have already received almost 50 applications. Once the process closes (April 14th), we will conduct interviews.
- Community Services staff members Albanese and Johnson, together with patrol team members, have continued to conduct extra patrols throughout our parks system. Their efforts aim to reduce unwanted activities such as ordinance violations and trespassing, while also providing outreach to the community. Collectively, they responded to 97 calls for service, which included animal-related incidents, city park patrols, private-business trespasses, abandoned or suspicious vehicles, and parking complaints. Additionally, they provided assistance to other agencies as needed.
- Community Policing Officer Johnson has been spending time organizing and hosting the weekly Citizens Academy that began on March 10th. This past month she also hosted Peer Court and conducted cell phone and seatbelt classes for individuals referred from the Courts.
- For the calendar year 2024, officers of the Lebanon Police Department reported using force in 27 separate incidents while attempting to control a violent situation or affect an arrest. Some of these incidents involved multiple officers, multiple suspects and multiple levels of force including physical takedowns, displaying and pointing the taser, firing the taser, and displaying a firearm. All reported uses of force were extensively reviewed and found to be in compliance with operational guidelines.

- For the calendar year 2024, K-9 Oak was deployed a total of 32 times, resulting in the apprehension of 18 individuals. Of those apprehended, two violent offenders who resisted arrest were bitten by K-9 Oak. The K-9 also assisted in tracking suspects fleeing from officers, as well as in high-risk vehicle stops and building searches. All deployments and uses of force involving K-9 Oak undergo an extensive review process to ensure proper procedure and compliance with agency operational guidelines.
- For this month, there were four use-of-force incidents reported. (1) The driver of a vehicle that was involved in a crash fled the scene on foot. Officers were able to locate the suspect and pointed a duty weapon while giving verbal commands. The suspect complied and was taken into custody without further incident. (2) A female subject inside a motorhome at Walmart pointed a firearm at security staff when contacted about leaving the property. Officers contacted the female subject in front of Walmart, and when they attempted to take her into custody, she pulled away from them and curled up in a ball on the ground. As officers were pulling her arms out to place her in handcuffs, she bit an officer on the web of his hand, which drew blood. Officers were able to then take the subject into custody. The officer sustained an injury to his hand and was treated/released at LCH. No injuries to other parties involved. (3) Officers contacted a verbally-aggressive subject who had outstanding warrants. Due to the subject's aggressive physical and verbal demeanor, and prior law enforcement contacts, an officer unholstered his taser and pointed the activated laser/light at the subject's abdomen. The subject then complied and was detained without further incident. (4) While on patrol, an officer located and attempted to contact a male subject who was wanted for outstanding warrants. The male subject attempted to flee the area. The officer involved pursued the subject, who collided with the rear quarter panel of the patrol vehicle, creating several dents and scratches, and fell off his bicycle. The male subject then attempted to run away from the officer; however, the officer was able to take the subject to the ground and into custody without further incident. The male suspect sustained an injury to the mouth because of his bicycle crash; he continued to act aggressively and spit blood onto the hood of the patrol vehicle. After treatment at Lebanon Community Hospital, he was transported to Linn County Jail. All use-of-force incidents undergo thorough review by a Sergeant, a Lieutenant, the Police Captain, and the Chief. Incidents were found to be justified and in full compliance with department policy standards.

All use-of-force incidents underwent thorough review by supervisory staff and were found justified and in full compliance with department policy standards.

Please do not hesitate to ask if you have any questions about this summarization.



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MEMORANDUM

Public Works

Date: March 26, 2026

To: Mayor Jackola and City Council
From: Jason Williams, Public Works Director
Subject: City Manager's Report – April 2026

A. Collections (Sanitary-Storm):

- Mowing Collections R.O.W.'s and Ditches
 - Started mowing collections R.O.W.'s
- Manholes:
 - Inspecting manholes for I&I.
- Sewer Mains:
 - Responded to plugged sewer main.
 - Cleaned 1255 feet and video inspected 1255 feet of sanitary sewer main line.
 - Flushed low flow, dead-end sewer mains.
- Sewer Laterals:
 - Assisted 7 customers with sewer lateral issues.
 - Repaired one stub that had been damaged due to vehicle accident.
 - Video inspected two laterals for post-construction / warranty.
 - Video inspected 1125 Feet of sanitary sewer laterals.
 - 0 clean outs installed.
 - Conducted 3 sewer lateral replacement investigations.
 - 3 -entered program
 - 0 -not eligible or did not require replacement
 - 0 -working with customer to gather more information/waiting on their application
 - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
 - Responded to one flooding concern, no issue was found.
 - Cleaned 0 ft of storm main.
 - Video inspected 0 ft of storm main line.
 - Completed several rounds of catch basin/curb inlet clearing during rain events.
- Special projects:
 - Completed monthly equipment inspections and preventive maintenance to maintain system reliability.
 - Assisted Lebanon Community Pool with confined space entry.
 - Locate Sewer and Storm mains and laterals for contractors.
 - Potholed utilities for sewer main design / construction.
 - Checked River Park RV Dump Station holding tank, and operation of the pump.

- Checked Gill's Landing Pump Station and pump operation.
- Reviewed pre-construction plans for Engineering.

B. Parks:

- Opened, closed, and cleaned parks restroom buildings daily.
- All parks and trails system garbage's checked daily and emptied.
- The trail system is cleared of leaves and other debris on a weekly basis.
- Additionally, there has been a rise in daily vandalism and trash collection, which has extended the time required for crews to clean restrooms and carry out trash collection.
- Gills Landing
 - There were 37 RV park reservations for the month of March.
 - There were two shelter rentals for the month of March.

C. Streets:

- Completed large tree planting project at Mark Slough with BLT and Weyerhaeuser. 36 trees were planted with grant funding that was received.
- Removed 13 trees in the park strip along Hiatt Street, 12th Street, and Joy – Jadon Street. These were deemed hazardous.
- Removed stumps and sidewalk panel from Hiatt Street after tree removal so property owner can replace damaged sidewalk.
- Replaced three damaged street signs and one stop sign due to vandalism.
- Continued cold patch repairs.
- Completed cleanup, brush, and debris removal at Cheadle Lake Mill site.
- Monthly equipment checks and maintenance.

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for February 2026
- Flow for the month of January averaged 5.14 MGD with a peak of 14.26 MGD and a total of 144.02 MG
- Digester #1 Center Mixer Failed, Wiring burnt, Electrician repaired and back in service
- Pulled WAS pump 1 time for cleaning
- Belt Press changed out 1 bearing
- Replaced cl2 flow meter at chemical metering pumps for failure
- Major Equipment still out of Service/In Progress
 - West bar screen needs replaces or rebuilt working on quotes (update OrTec bar screen ordered, estimated late February delivery)
 - Clarifier #2 drive unit has failed (parts have arrived awaiting installation)

E. Water:

- Locating and service order request. "Read's and on/off's, Leak checks, Customer Service."
- Meter reading.
- Routine sampling, Along with DBP's, TTHM, HAA5's this month.
- Reviewed and inspected backflow abandonments.

- Changing out system meters.
- Recorded large meters that need maintenance and repair, collected cost estimates scheduling.
- Completed multiple walk throughs on new developments.
- Sent backflow testing devices for annual calibration.
- Repacking of distribution main line valves.

F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	62.23 MG
Finish Water Produced	53.86 MG
Water Sent to Cheadle Lake	0.00 MG

Water Quality					
Finish Chlorine			CT Basin Turbidity		
Min > 0.20 mg/L	Max < 4.00 mg/L	Average ~ 1.00 mg/L	Min	Max < 1.000 NTU	Average
0.74	1.45	1.23	0.026	0.056	0.031
Finish pH			Raw Turbidity		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.19	8.10	7.86	2.32	96.38	15.55

- SCADA updates
- CL2 Generator Annual maintenance
- Train 2 pinning & Leak fixed



MEMORANDUM

Senior Services & LINX Transit

Date: April 1, 2026

To: Mayor Jackola and City Council

From: Kindra Oliver, Senior Center & LINX Transit Director

Subject: Monthly LINX Transit & Senior Center Report

LINX Transit:

ODOT and Linn County have recently published application due dates for the 2027-29 biennium public transportation grant solicitations for state and federal funding opportunities. There are several due dates in April and May for Federal and state grant applications. The FY2027-29 Statewide Transportation Improvement Fund (STIF) payroll and population grant process will open up in August 2026.

LINX Transit continues to experience a high demand for public transportation service and our staff are keeping very busy. To date (3/31/26), we've provided 61,393 rides.

We've recently conducted some smaller group training with our drivers to go over our boarding and deboarding of riders with mobility devices, in order to continue providing the safest, most efficient and courteous service to the public. LINX drivers currently attend a 8-hour Passenger Assistance, Safety and Sensitivity (PASS) training, through ODOT every two years, which is designed to educate drivers how to provide safe and sensitive assistance to passengers with disabilities and additional needs. The intent of our internal small group training was to expand on the PASS training and revisit our operational policies and protocols for boarding, securing and deboarding our riders who have a mobility device or need additional assistance. The smaller training provided opportunities for additional discussion on how to secure some of our more challenging devices we encounter (ie. Some of the 3-wheeled scooters, larger devices, etc.), communication with our riders and other related topics. Our LINX drivers and other staff also teamed up to take turns going through the process of riding up the lift in a wheelchair, being secured and going for a short ride, so everyone experienced it from the rider's perspective.

Senior Center:

The Seven Oak Middle School Jazz Band recently came to perform some lively music that captivated our seniors. Seniors appreciated the opportunity to see the kids perform at an earlier time of day, as most concerts occur in the evening when many do not feel they can attend. Music

transcends generations and shares culture. Both groups could appreciate the support the other was providing for a shared interest in music. Seniors also got to reminisce about instruments they used to play or played. Twenty-one students and about 50 seniors filled the auditorium and tapped their toes.

We are planning an Afternoon Tea on Thursday, April 23rd, at 2:00pm. The 2026 Lebanon Strawberry Princesses will be our honored guests and Strawberryian, Dale Hall, will share a brief presentation on several aspects of Lebanon's Strawberry Festival history. We are excited to set the tables with our beautiful, antique tea sets for all to enjoy an elegant and delightful afternoon over tea, delectable treats and great company with others!