



LEBANON CITY COUNCIL REGULAR MEETING AND EXECUTIVE SESSION AGENDA

January 08, 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.

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Dominic Conti | Councilor Carl Mann

Councilor Jeremy Salvage | Councilor David M. McClain | Councilor Dave Workman

6:00 PM – CITY COUNCIL REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

SWEARING-IN AND OATH OF OFFICE (NEWLY ELECTED OFFICIALS)

ROLL CALL

ELECT COUNCIL PRESIDENT

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 – January 8, 2025
2. **APPROVAL TO AWARD:** North Santiam Highway Waterline Extension Project
3. **BOARD MINUTES:**
Library Advisory Committee - August 13, 2024
Planning Commission - May 15 & October 16, 2024
4. **COUNCIL MINUTES:** 2024-12-11 City Council Regular Meeting and Executive Session Minutes

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 January 7, 2025**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

PUBLIC HEARING(S)

- 5.** Ordinance Bill No. 2025-01, Ordinance No. 3032 - A Bill for an Ordinance Amending the Lebanon Comprehensive Plan Map and Zoning Map Designation to Establish the Residential Mixed Density (C-RM) Designation and Residential High Density (Z-RH) Zoning for the 0.91 Acre Block including Parcels: 12S-02W-11CD, Tax Lots 5600, 5601, 5700, 5800, and 5900 File CPMA-24-01, ZMA-24-01

REGULAR SESSION

- 6.** Ordinance Bill No. 2024-15, Ordinance No. 3031 - A Bill for an Ordinance Adopting the Provisions of Oregon Revised Statutes (ORS) Sections 307.540 to 307.548, Regarding Non-Profit Corporation Low-Income Housing.
- 7.** FY2024 Year End and FY2025 Financial Update
- 8.** Department Report

ITEMS FROM COUNCIL

- 9.** Cascades West Area Commission on Transportation Representative

PUBLIC/PRESS COMMENTS

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

NEXT SCHEDULED COUNCIL MEETING(S):

January 22, 2025, Ethics Training at Noon at the Lebanon Public Library

February 12, 2025, Regular City Council Meeting at 6:00 PM

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.

- 10.** Per ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- 11.** Per ORS 192.660(2)(h) to consult with legal counsel concerning legal rights and duties of the Council regarding current litigation or litigation likely to be filed.

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: 541.258.4923
www.lebanonoregon.gov

MEMORANDUM

Engineering Services

To: Mayor Jackola and City Council
From: Ron Whitlatch, City Manager / City Engineer
Subject: **Approval to Award Project – Place Holder Memo**
N. Santiam Highway Waterline Extension Project
Project No. 24703

Date: January 2, 2025

I. INTRODUCTION

On July 10, 2024, City Council authorized City Staff to advertise the N. Santiam Highway Waterline Extension Project for bids. The bid opening for the project is January 7, 2025.

City Staff will present the results of the bid opening and recommendation for the award at the City Council Meeting on January 8, 2024.



**Minutes
Lebanon Public Library
Advisory Group Meeting
August 13, 2024**

The meeting was called to order at 4:29.

Present: Kendra Antila (Director) Denice Lee (Chairperson), Dustin Herb, Jane Turner, Russ Fish, Wayne Dykstra (Council Representative), Lindsay Raybould, Kristine Hunt

Minutes of the April meeting were approved as presented.

Library Director's Report: Kendra apprised the group on the Summer Reading Program which is on par with last year in participation/sign-ups, while event turnout is becoming almost too large. We discussed current staffing which is challenging but manageable. Trust Management grant funds were finally received and items purchased thus far were detailed. The bike repair station is being removed after repeated vandalism. FY23-24 spending from the Library Trust was detailed. All spending from the Trust was from donations made for specific purchases, the principal remains untouched. Finally, the latest art installation was discussed.

Friends of the Library Report: The Friends raised \$27,388 during FY23-24. They contributed \$26,920 to the library, with \$20,000 designated towards the children's meeting room capital campaign. Their new goal is to focus on funding specific shortages related to the library's decreased budget, while saving towards a \$75,000 donation to the capital campaign on their 75th anniversary (March 4, 2028). This Saturday (August 17th) they will hold a "Giant" book sale followed by a \$5/bag sale in September. They have further expanded their revenue stream by adding a 2nd online print-on-demand marketplace (TeePublic).

New Business: None

Unfinished Business: After further discussions regarding the Prohibited Behaviors policy, it was decided that no changes are necessary at this time. However, Kendra will continue to investigate policies of other libraries, specifically those that ensure equitable access without prohibitively focusing on the unhoused population.

Public Comments: None

Announcements: None

The meeting was adjourned at 5:15p.m. The next meeting will be October 8th @ 4:30.



LEBANON PLANNING COMMISSION MEETING MINUTES

May 15, 2024 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.

6:00 PM – REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Chair Don Robertson
Vice-Chair Lory Gerig-Knurowski
Kristina Breshears
Dave McClain
Karisten Baxter
Alternate Don Fountain
Alternate Michael Miller

ABSENT

Alternates Shyla Malloy and W. Marcellus Angellford

STAFF

Community and Economic Development Director Kelly Hart

MINUTES

1. 2024-04-17 Planning Commission Minutes

The minutes were approved as submitted.

CITIZEN COMMENTS - *restricted to items not on the agenda*

None

COMMISSION REVIEW

2. Public Hearing – Planning File A-24-01

A proposal to annex the property at 810 Kees Street and designate the Residential Mixed Density (Z-RM) zoning. (12S02W15CD 00500)

The Commission and one member of the public present waived the legal reading of the public hearing process. There was no ex parte, conflict of interest, or bias declared by the Commissioners.

CEDD Hart presented the staff report. She clarified for Commissioner McClain that the property to the north is privately owned and falls in the county.

The public hearing was opened.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioner Breshears, Commissioner McClain, Commissioner Baxter, Commissioner Fountain, Commissioner Miller

COMMISSION BUSINESS AND COMMENTS

There will be a Planning Commission meeting in June to review a potential subdivision application, discuss state legislative actions related to city updates, and address updates to the City's code amendment processes.

CEDD Hart spoke about the meeting with the Land Conservation and Development Commission. Commissioner Breshears spoke about unfunded mandates and highlighted concerns raised. CEDD Hart, Chair Robertson and Commissioner Breshears shared their positive impression of the meeting.

ADJOURNMENT

The meeting adjourned at 6:19 PM.

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 PLANNING COMMISSION MEETING MINUTES

October 16, 2024, at 6:00 PM

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

6:00 PM – REGULAR SESSION

CALL TO ORDER / FLAG SALUTE

ROLL CALL

PRESENT

Chair Don Robertson
Vice-Chair Lory Gerig-Knurowski
Kristina Breshears
Dave McClain
Alternate W. Marcellus Angellford
Alternate Shyla Malloy
Alternate Michael Miller

ABSENT

Karisten Baxter
Alternate Don Fountain

STAFF

Interim City Manager/Engineering Services Director Ron Whitlatch
Community Development Director Kelly Hart (via Zoom)
City Attorney Tre Kennedy

MINUTES

1. 2024-09-19 Planning Commission Meetings

The minutes were approved as submitted.

COMMISSION REVIEW

2. **Public Hearing - Planning File MLP-24-05, CU-24-01**

A proposed Minor Land Partition to amend lot lines within the project area and divide the property into a total of three parcels and a Conditional Use Permit to authorize the construction of a zero-lot-line attached duplex development at 1681 Franklin Street (12S02W14BD 00300 and 00301)

City Attorney Kennedy reviewed the public hearing process. The public hearing was opened. No ex parte, conflict of interest, or bias was declared by the Commissioners.

Community Development Director Hart presented the staff report. Comments submitted were forwarded to commissioners before the meeting. She provided general comments, concerns, and responses.

In response to questions regarding planned Franklin Street improvements, Community Development Director Hart stated that the street is already fully improved with sidewalks fronting the property.

Community Development Director Hart confirmed for Chair Robertson that the net square footage of the lot is determined by subtracting only the access; the two easements are excluded from this calculation.

Applicant's Testimony: Laura LaRoque, Udell Engineering and Land Surveying, the applicant's representative, summarized the proposal.

Testimony in Favor: None

Testimony in Opposition:

Todd Oeder voiced his concerns about the area's housing density and its incompatibility with the neighborhood. Responding to Chair Robertson's question, Mr. Oeder indicated that he is unsure whether this application violates the development code.

Anna Lee expressed her concerns that zero-lot-line housing detracts from the historical integrity and unique features of older homes. She referenced excerpts on compatibility and historical properties from the development code and comprehensive plan, asserting that these documents provide the commission with the authority to reject zero-lot-line development in this area.

The Commissioners thanked and commended Ms. Lee for her research and the well-written letter submitted before the meeting. Chair Robertson explained how recent legislation has reduced much of the City's zoning control and development authority.

Applicant's Rebuttal: Ms. LaRoque mentioned that there are mechanisms in place to protect individual historic properties or to establish districts. The existing dwelling, which dates back to 1950, will be preserved. Creating a flag lot allows for retaining a larger parcel along Franklin Street. The setback for the newly created lot will be 20 feet, helping to maintain the look and feel of other homes along Franklin Street. She believes the proposed setback and reduced height are compatible with the existing neighborhood.

Commissioner Angellford asked whether the code addresses the preservation of lot size and character of surrounding historic properties. Ms. LaRoque responded that homes listed as protected on the historic properties list cannot undergo external alterations without Planning Commission review. The local government determines other regulations for these properties. This property is not classified as a protected resource or located in a protected district. City Attorney Kennedy reminded the commission that this falls outside the scope of the criteria for this hearing.

The public hearing was closed.

Motion to approve by Commissioner Malloy. Seconded by Commissioner McClain.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, McClain, Angellford, Malloy and Miller

3. Public Hearing – Planning File A-24-03

A proposed annexation for the property located at 1021 W. Airport Road with the preliminary zoning designation of Residential Mixed Density (RM) (12S02W15BC 01100)

City Attorney Kennedy reviewed the public hearing process. The hearing was opened. The commissioners did not declare any ex-parte, conflict of interest, or bias.

Community Development Director Hart presented the staff report.

Applicant's Testimony: Laura LaRoque, the applicant's representative at Udell Engineering and Land Surveying, made herself available for questions.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

Motion to approve by Commissioner Malloy. Seconded by Commissioner Miller.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, McClain, Angellford, Malloy and Miller

4. Public Hearing – Planning File A-24-04

A proposed annexation for the property located at 2187 Mill Street with the preliminary zoning designation of Mixed Use (MU) (12S02W14CB 07300)

The public hearing was opened. The commissioners did not declare any ex-parte, conflict of interest, or bias.

Community Development Director Hart presented the staff report. Addressing a public comment opposing forced annexation, she said that Linn County owns the property and is requesting the annexation.

Chair Robertson asked whether the annexation encompasses the southern section of Mill Street and extends to the center of Russell Drive. Interim City Manager/Engineering Services Director Whitlatch said the annexation request is solely for the lot; the City already has jurisdiction over Mill Street.

Applicant's Testimony: Rachel Adamec, Linn County, the applicant's representative, made herself available for questions.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

Commissioner McClain thanked the County for cleaning up the property.

Motion to approve by Commissioner Breshears. Seconded by Commissioner Angellford.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, McClain, Angellford, Malloy and Miller

5. Public Hearing – Planning File A-24-05

A proposed annexation for the property located at 140 Russell Drive with the preliminary zoning designation of Residential Mixed Density (RM) (12S02W14CB 02400)

The public hearing was opened. The commissioners did not declare any ex-parte, conflict of interest, or bias.

Community Development Director Hart presented the staff report.

Applicant's Testimony: Laura LaRoque, the applicant's representative at Udel Engineering and Land Surveying, made herself available for questions.

Testimony in Favor: None

Testimony in Opposition: None

The public hearing was closed.

Motion to approve by Commissioner Breshears. Commissioner Angellford seconded it.

Voting Yea: Chair Robertson, Vice-Chair Gerig-Knurowski, Commissioners Breshears, McClain, Angellford, Malloy and Miller

CITIZEN COMMENTS

Jason Fereh discussed how road and traffic conditions in town are contributing to road rage. He asked what factors determine the need for additional traffic signals. Interim City Manager/Engineering Services Director Whitlatch provided a detailed response, leading to further discussion between Whitlatch, the Planning Commission, and Mr. Fereh.

COMMISSION BUSINESS AND COMMENTS

Commissioner Dave McClain was recognized for his service on the Planning Commission.

There was a brief discussion regarding the success of the Town Hall meeting.

Community Development Director Hart spoke about future Planning Commission training.

A joint meeting with the City Council will be on November 13 at 4:30 PM.

ADJOURNMENT – The meeting adjourned at 7:25 PM.



LEBANON CITY COUNCIL REGULAR MEETING AND EXECUTIVE SESSION MINUTES

December 11, 2024 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.

Mayor: Kenneth Jackola

Council President Michelle Steinhebel | Councilor Wayne Dykstra | Councilor Carl Mann

Councilor Jeremy Salvage | Councilor Kim Ullfers | Councilor Dave Workman

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 Wayne Dykstra
Councilor - Ward 1 Carl Mann
Councilor - Ward 2 Kim Ullfers
Councilor - Ward 3 Jeremy Salvage
Council President - Ward 3 Michelle Steinhebel

ABSENT

Councilor - Ward 2 Dave Workman

STAFF

Interim City Manager Ron Whitlatch
City Attorney Tre' Kennedy
Finance Director Brandon Neish
Police Chief Frank Stevenson
Community Development Director Kelly Hart
IT Director Brent Hurst
City Recorder Julie Fisher

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 Agenda made by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Ullfers.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

1. **AGENDA:** Lebanon City Council Agenda – December 11, 2024
2. **APPROVAL TO AWARD:** *Engineering Services Contract - Cheadle Lake*
3. **BOARD MINUTES:**
Parks, Trees & Trails Advisory Committee - July 17, 2024
4. **CANVASSING ELECTION RESULTS:** *General Presidential Election November 5, 2024*
5. **COUNCIL MINUTES:**
November 13, 2024 Joint Planning Commission and City Council Work Session
November 13, 2024 Work Session and Regular Session
6. **LIQUOR LICENSE:** *Game Time Sports Bar and Grill*

PRESENTATION / RECOGNITION

7. Lebanon Downtown Association - Executive Director Shellie Jackola

Shellie Jackola and Dala Johnson presented the end of the year summary for the Lebanon Downtown Association. The presentation included a recap of events such as First Friday, Concerts in the Park, Movies in the Park, and a car show. The Lebanon Downtown Association has also helped many businesses receive city or state grant funding. It was reported that 11 new businesses have opened in the downtown area. The Board of Directors has new members, and a Strategic Plan was adopted in November 2024. The Lebanon Downtown Association has a goal to become self-sufficient and not rely on funding from the city.

8. Republic Services - Julie Jackson

The presentation by Julie Jackson was moved to the Agenda item for Republic Services.

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 December 10, 2024**. The City Recorder will distribute comments to the Mayor and Council prior to the meeting.*

Linn County Commissioner Sherrie Sprenger commended the City of Lebanon for their efforts in getting the Green Peter Drawdown halted. She noted the importance of providing clean water to the community and the effects the drawdowns were having on our ability to do so.

Council Elect David McClain spoke opposing any tax exemption by the City for nonprofit organizations who own low-income apartments.

Janet Blair spoke also opposing any tax exemption by the City for nonprofit organizations who own low-income apartments and suggested the item be put on the ballot for a vote in May.

Jeremy Guenther spoke in opposition of tax exemption for nonprofit organizations who own low-income apartments.

Gamael Nassar thanked Councilor KJ Ullfers for his service to the community of Lebanon.

Kay Cortez praised the Council and staff for their responses to various issues including adding a stop sign at an intersection and enforcing parking restrictions. As a token of appreciation, Pizza Hut will be donating three pizzas for the next City Council work session.

PUBLIC HEARING(S)

NA

REGULAR SESSION

9. Resolution No. 2024-29 - A Resolution Repealing Resolution No. 2023-18 and Approving Republic Services Rate Increases

Julie Jackson representing Republic Services spoke regarding a 3.2% increase in fees which averages .97 cents per customer. The rates were not higher due to a decrease in fuel costs. It was reported there were two events to collect cardboard and electronics and there were not many customers who took advantage of those collections. It was discussed about how the City could partner in advertising those events and was suggested early spring would see more participation as customers are beginning spring cleaning. A container to collect cardboard on city property was also discussed. Hazardous chemical collections were better attended, and those events will continue. Julie Jackson announced that with the Recycling Modernization Act, new materials will be able to be collected in recycle bins.

Motion made to approve Resolution No. 2024-29 by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

10. City of Lebanon Strategic Plan Adoption

Community Development Director Hart introduced the City of Lebanon Strategic Plan document. The plan was developed by SW Consultants with engagement from the City Council, leadership team, and staff. The plan guides decisions, allocates funding, and identifies action items for the next 5 years. The draft plan was sent out to the leadership team and staff for review prior to adoption, six positive comments were received. The plan will be reviewed and updated twice per year.

Motion made to adopt the City of Lebanon Strategic Plan by Councilor - Ward 3 Salvage, Seconded by Councilor - Ward 1 Mann.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

11. Ordinance Bill No. 2024-15, Ordinance No. 3031 - A Bill for an Ordinance Adopting the Provisions of Oregon Revised Statutes (ORS) Sections 307.540 to 307.548, Regarding Non-Profit Corporation Low-Income Housing.

Mayor Jackola read written Public Comment received by Shannon and Lisa Spring opposing the Ordinance adopting provision of ORS regarding non-profit low-income housing.

Community Development Director Hart introduced the item which first was requested in March 2024 by Michael Council with Crossroads Community. The item was reviewed during the October 4, 2024, meeting and tabled until December 11, 2024. There are two properties that could qualify for a tax exemption under Oregon Revised Statutes (ORS) Sections 307.540 to 307.548. Of those two properties, one qualifies and receives a separate exemption, so only one property remains. That property would have an impact to the city of \$6,000 in revenue loss per year currently, however if the non-profits purchase another property, that revenue loss could be \$13,000 per year. To address concerns, it was noted that this would only exempt the City's portion of property tax. The City of Albany has the exemption in place, and it has been used towards 9 properties since 1993, noting it is not a widely used exemption. The

application deadline for the non-profit is March 1st and any action taken by Council would take 30 days to be in effect.

Motion made to table the item until the January 8, 2025, City Council meeting by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 3 Salvage.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

Voting Abstaining: Councilor - Ward 2 Ullfers (Due to Conflict of Interest)

12. Department Report:

Administration
Community and Economic Development
City Recorder
Engineering
Finance
Human Resources
Informational Technologies
Police Department
Public Works Department
Senior Center/LINX

Interim City Manager Ron Whitlatch presented the department reports to the Council. He noted that work is being done throughout the City by Ziply Fiber and the City is doing everything possible to mediate between Ziply and Lebanon residents. There has been customer concerns regarding their work so City Manager Whitlatch has assigned a City staff to oversee the project and act as a liaison for onsite customer service. City staff is tracking time spent addressing Ziply Fiber issues and complaints.

The Cascade West Area on Transportation appointments expire December 31st. The Mayor will need to appoint new representatives during the January 2025 City Council meeting.

A required Ethics training is scheduled for January 22nd at noon at the Lebanon Public Library. The training will be on new Public Meetings laws and be conducted by the Oregon Ethics Commission. The training is required for those having a spending authority of 1M or more per fiscal year and is required once per term. The City Recorder will send out an email with the link to register.

ITEMS FROM COUNCIL

PUBLIC/PRESS COMMENTS

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

Councilor Steinhebel noted the Ziply Fiber construction concerns and how the City is addressing them.

Councilor Mann requested staff look into no parking curb painting at the intersection of 8th Street and Delana Loop.

Mayor Jackola presented Councilor Wayne Dykstra and Councilor KJ Ullfers with plaques thanking them for their service to our community and City in their elected positions.

NEXT SCHEDULED COUNCIL MEETING(S): January 8, 2025 at 6 PM.

City Council Training: January 22, 2025 at Noon

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.

The Mayor called for a recess at 7:22 PM while staff prepared for the Executive Sessions.

The Executive Sessions opened at 7:30 PM. City Attorney Tre' Kennedy read the Executive Session Announcements. There were no decisions made during the Executive Sessions.

13. Per ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (City Attorney)

14. Per ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent. (City Manager)

REGULAR SESSION

Council may reconvene into open session should action be required.

The City Council meeting was reconvened at 7:40 PM.

15. City Manager Contract Approval

City Attorney Tre' Kennedy introduced the City Manager contract for Ron Whitlatch who has been serving as interim since July. There was discussion on the residency requirement since Ron lives in the Lebanon area, but not within City limits.

Councilor Steinhebel made a motion to approve the City Manager contract between the City of Lebanon and Ron Whitlatch. The motion was seconded by Councilor Mann.

City Attorney Kennedy reminded the Council of the need to waive residency which is requested in the contract. It was noted that the salary in the contract was in the middle of the salary schedule approved by Council during the recruitment process.

A new Motion was made to approve the City Manager contract and waive the residency requirement by Council President - Ward 3 Steinhebel, Seconded by Councilor - Ward 2 Ullfers.

Voting Yea: Councilor - Ward 1 Dykstra, Councilor - Ward 1 Mann, Councilor - Ward 2 Ullfers, Councilor - Ward 3 Salvage, Council President - Ward 3 Steinhebel

ADJOURNMENT

The meeting adjourned at 7:48 PM.



925 S. Main Street
Lebanon, Oregon 97355

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MEMORANDUM

Community Development

To: Mayor Jackola and City Council
From: Kelly Hart, Community Development Director
Subject: Comprehensive Plan Map and Zoning Map Amendments
Planning File No.: CPMA-24-01, ZMA-24-01
Applicant: Wallace Family Trust

Date: December 19, 2024

This is a request to amend the Comprehensive Plan Map and Zoning Map designation for the residential block between Oak Street and E A Street on the west side of Hiatt Street. The subject properties consist of five parcels, four with addresses including 1008, 1030, 1050, and 1070 Hiatt Street. The fifth parcel is a city-owned parcel designated as right-of-way for E A Street. The County Assessor Map places the parcel within Township 12 South, Range 2 West, Section 11CD, Tax Lots 5600, 5601, 5700, 5800, and 5900.

The properties are located within the Lebanon Urban Growth Boundary (UGB) and city limits and are currently designated Residential Low Density in the Lebanon Comprehensive Plan and Zoning Maps. The Applicant requests to amend the Comprehensive Plan Map designation to Residential Mixed Density (C-RM) and Zoning Map designation to Residential High Density (Z-RH). There is no development proposal as part of the request.

The Planning Commission conducted a public hearing on December 18, 2024, found the application complied with the decision criteria contained in the Lebanon Development Code and voted to recommend City Council approval of the application. The Planning Commission record, including the basis for the decision, has been included as an attachment to this agenda item.

The proposed Ordinance, including the findings in support of the application as approved by the Planning Commission, and the Planning Commission agenda packet, including the entire application record, are included for review.

The Planning Commission recommends that the City Council approve the Comprehensive Plan Map and Zoning Map Amendments applications to designate the property in the Comprehensive Plan as Residential Mixed Density (C-RM) and the Zoning designation as Residential High Density (Z-RH).

A BILL FOR AN ORDINANCE AMENDING THE) ORDINANCE BILL NO. 2025-01
LEBANON COMPREHENSIVE PLAN MAP AND)
ZONING MAP DESIGNATION TO ESTABLISH)
THE RESIDENTIAL MIXED DENSITY (C-RM))
DESIGNATION AND RESIDENTIAL HIGH DENSITY)
(Z-RH) ZONING FOR THE 0.91 ACRE BLOCK) ORDINANCE NO. 3032
INCLUDING PARCELS: 12S-02W-11CD, TAX)
LOTS 5600, 5601, 5700, 5800, and 5900)
File CPMA-24-01, ZMA-24-01;)

WHEREAS, the City of Lebanon has received a submission by written request to amend the Comprehensive Plan Map and Zoning Map designation from Residential Low Density (C/Z-RL) to Residential Mixed Density (C-RM) comprehensive plan designation and Residential High Density (Z-RH) zoning designation for the real property herein described in Exhibit “A”; and

WHEREAS, on December 18, 2024, the Planning Commission for the City of Lebanon conducted a hearing on Planning File No. CPMA-24-01 and ZMA-24-01, making findings recommending the establishment of the Residential Mixed Density (C-RM) comprehensive plan designation and Residential High Density (Z-RH) zoning designation; and

WHEREAS, after conducting the hearing, considering all objections or remonstrances regarding the proposed map amendments, and further considering the recommendation of the Lebanon Planning Commission, the City Council finds that this Comprehensive Plan and Zoning Map amendment is in the best interest of the City.

NOW, THEREFORE, the City of Lebanon ordains as follows:

Section 1. Findings. In addition to the findings referred to above and the Planning Commission record, the City Council further adopts and finds those matters contained in Exhibit “B” which is incorporated herein by this reference as if fully set forth at this point.

Section 2. Comprehensive Plan Map and Zoning Map Amendments. Based upon the findings adopted herein, the Lebanon Comprehensive Plan Map and Zoning Map are hereby amended, such that the property herein described in Exhibit “A” shall be Residential Mixed Density (C-RM) comprehensive plan designation and Residential High Density (Z-RH) zoning designation.

After Recording Return to:
City Recorder's Office
City of Lebanon
925 S. Main Street
Lebanon, OR 97355

Reserved for Recording

Section 3. Record. The City Recorder shall submit a copy of this Ordinance to the Oregon Secretary of State. The City Recorder is further ordered to send a description by metes and bounds, or legal subdivision, and a map (Exhibit "A") depicting the new boundaries of the City of Lebanon within ten (10) days of the effective date of this ordinance to the Linn County Assessor, Linn County Clerk and the Oregon State Department of Revenue.

Passed by the Lebanon City Council by a vote of _____ for and _____ against and approved by the Mayor this 8th day of January 2025.

CITY OF LEBANON, OREGON

Kenneth E. Jackola, Mayor ☐
Michelle Steinhebel, Council President ☐

Attested:

Julie Fisher, City Recorder

EXHIBIT "A"
PROPERTY SUBJECT TO COMPREHENSIVE PLAN MAP AND ZONING
AMENDMENT

Parcels: 12S 02W 11CD Tax Lots 5600, 5700, 5800, and 5900

Real property bordered by Oak Street to the north, Hiatt Street to the east, the railroad right-of-way to the south, and the city alley right-of way to the west



EXHIBIT B LEBANON CITY COUNCIL FINDINGS

I. NATURE OF THE APPLICATION

This matter comes before the Lebanon City Council on the application of the Wallace Family Trust, Auric Investments, Eric Swanson, and Jacob and Melissa Johnson to amend the comprehensive plan and zoning map designation from Low-Density Residential (C/Z-RL) to Mixed-Density Residential comprehensive plan designation (C-RM) and High-Density Residential zoning designation (Z-RH).

II. GENERAL INFORMATION

A. Site Location

The subject properties constitute the residential block between Oak Street and E A Street on the west side of Hiatt Street. They consist of five parcels, four with addresses including 1008, 1030, 1050, and 1070 Hiatt Street. The fifth parcel is a city-owned parcel designated as right-of-way for E A Street. The County Assessor Map places the parcel within Township 12 South, Range 2 West, Section 11CD, Tax Lots 5600, 5601, 5700, 5800, and 5900.

B. Adjacent Zoning and Land Uses

The properties are in a developed neighborhood. The residential block is surrounded by residential uses to the north, east, south, and west. To the south includes the railroad right-of-way. To the west, adjacent to the project boundary block, are properties designated Residential Mixed Density (C-RM) and zoned Residential High Density (Z-RH). To the North, east, and south of the block boundaries are blocks designated and zoned Residential Low Density (C/Z-RL).

C. Applicant Proposal

The Applicant is requesting authorization to amend the comprehensive plan and zoning map designation from Low-Density Residential (C/Z-RL) to Mixed-Density Residential comprehensive plan designation (C-RM) and High-Density Residential zoning designation (Z-RH).

III. PUBLIC HEARING

A. Planning Commission Action

On September 20, 2023 the Lebanon Planning Commission held a public hearing on this application. At the hearing, Planning File CPMA-24-01 and ZMA-24-01 were made a part of the record. The City noticed the hearing pursuant to Chapter 16.20 of the Lebanon Development Code. No objection was raised regarding jurisdiction, evidence, or testimony presented at the hearing. At the end of the hearing, the Planning Commission deliberated on the issue and voted to recommend the City Council approve the proposed Comprehensive Plan and Zoning Map Amendments. The Commission found the proposal consistent with the

applicable decision criteria. The Planning Commission also voted to approve the Minor Land Partition, finding the proposal consistent with the applicable decision criteria.

B. City Council Action

On January 8, 2025, the Lebanon City Council held a public hearing on this application. At the hearing, Planning File CPMA-24-01 and ZMA-24-01 were made a part of the record. The City noticed the hearing under Chapter 16.20 of the Lebanon Development Code. No objection was raised regarding jurisdiction, evidence, or testimony presented at the hearing. At the end of the hearing, the City Council deliberated on the issue and voted to approve the proposed Comprehensive Plan and Zoning Map Amendments. The Council found the proposal consistent with the applicable decision criteria.

IV. FINDINGS OF FACT-GENERAL

The Lebanon City Council, after careful consideration of the testimony and evidence in the record, adopts the following General Findings of Fact:

- A. The applicant is Wallace Family Trust.
- B. The subject properties constitute the residential block between Oak Street and E A Street on the west side of Hiatt Street. The subject properties consist of five parcels, four with addresses including 1008, 1030, 1050, and 1070 Hiatt Street. The fifth parcel is a city-owned parcel designated as right-of-way for E A Street. The County Assessor Map places the parcel within Township 12 South, Range 2 West, Section 11CD, Tax Lots 5600, 5601, 5700, 5800, and 5900.
- C. The total area contains approximately 0.91 acres subject to the Comprehensive Plan and Zoning Map Amendment applications.
- D. The subject parcels may be accessed from Hiatt Street, Oak Street, or E A Street.
- E. The land is currently located within city limits and designated Residential Low Density (C/Z-RL).
- F. The properties are in a developed neighborhood. The residential block is surrounded by residential uses to the north, east, south, and west. To the south includes the railroad right-of-way. To the west, adjacent to the project boundary block, are properties designated Residential Mixed Density (C-RM) and zoned Residential High Density (Z-RH). To the North, east, and south of the block boundaries are blocks designated and zoned Residential Low Density (C/Z-RL).
- G. The Applicant is requesting authorization to amend the comprehensive plan and zoning map designation from Low-Density Residential (C/Z-RL) to Mixed-Density Residential comprehensive plan designation (C-RM) and High-Density Residential zoning designation (Z-RH).
- H. The Community Development Department contacted the Department of Land Conservation and Development, affected agencies, and area property owners regarding the application. No comments were submitted.

- I. The decision to approve or deny shall be based on criteria in the Lebanon Development Code, Chapter 16.28 – Comprehensive Plan Map, Zoning Map, and Urban Growth Boundary Amendments.

V. REVIEW CRITERIA AND FINDINGS – COMPREHENSIVE PLAN AND ZONING MAP AMENDMENTS

Section 16.27.050 of the Lebanon Development Code identifies the criteria for considering amendments to the Comprehensive Plan Map and Zoning Map. Since the criteria are the same for each amendment, the findings have been combined.

1. All proposed amendments to the Comprehensive Plan Map or the Zoning Map shall be consistent with the City of Lebanon's adopted Comprehensive Plan and Facility Plans. The City's Facility plans, including the Transportation System Plan (TSP), are based on the future site service demands according to the Comprehensive Plan Map designation and associated zoning.

The Comprehensive Plan consists of ten Chapters with each Chapter addressing specific land use issues. The applicable policies in each Chapter are reviewed below:

- a. Chapter 1: Introduction - The introductory Chapter describes the Comprehensive Plan, its relationship to the Statewide Land Use Goals, the Citizen Involvement program, and key terminology. Goals and policies relate to the organization of the Plan, the continued need for citizen involvement, and the relationship of the Plan to State law and implementing codes. These goals and policies are incorporated in the Development Code criteria to determine the appropriateness of a Plan and/or zone change.
- b. Chapter 2: Natural Environment—This chapter addresses goals and policies related to the City's natural environment.

RECOMMENDED FINDING: The project area is not located within a designated flood hazard area, does not contain any identified natural or historic resource, and is not otherwise in an area subject to increased risk to other natural hazards. Therefore, none of the goals or policies in Chapter 2 are found to be directly implicated by this application. Upon any site development proposals, the property owners are responsible for complying with state law, including compliance with the State Historic Preservation Office (SHPO), Department of Environmental Quality (DEQ), and Department of State Lands (DSL), or any other regulatory agency that may have an interest.

- c. Chapter 3: Urbanization – This Chapter provides the basic framework for future urban development within the city. It is found the following policies apply:

P-3: Support a flexible phased program for the orderly extension of water, wastewater, storm drainage, and transportation services in response to land development proposals.

P-10: Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development or that such

facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments.

P-11: Require that new developments are either served by existing and/or proposed public infrastructure extensions and improvements and/or are served by privately funded infrastructure extensions and improvements.

RECOMMENDED FINDING: The current Z-RL zoning district already allows for residential development and three properties have already been developed with multiple units. The change to the RH zone would not significantly increase the density or demand on facilities. Within Hiatt Street is an existing 12-inch water main and a 12-inch sewer main, with a 60-foot right-of-way. There is sufficient capacity within the public facilities and the local street system to accommodate residential development and densification of four lots if future developments were proposed. Accordingly, it is found that the application complies with Policies P-10 and P-11.

P-30: Manage its urban growth boundary and the lands within so as to make available sufficient land for various uses and ensure choices in the marketplace through the implementation of land use regulations and land use policies.

P-31: Manage its urban growth boundary and the lands within it to encourage development within urban areas before conversion of urbanizable areas through the implementation of land use regulations and policies.

RECOMMENDED FINDING: "Urbanizable Land" is defined in the Comprehensive Plan Glossary. Generally, urbanizable lands are those unincorporated areas in the UGB for which a city and county coordinate to ensure they will remain available for city expansion over the planning period. Mutually adopted urban growth boundary agreements typically govern how and when urbanizable land can be converted to urban use. The subject property, however, is already within municipal boundaries and is currently zoned for full urban development under the low-density residential zone. The uses allowed in the Z-RL zone are generally similar in urban intensity to those permitted in the proposed Z-RH zone for the size of the properties under consideration. The RH zone may allow, with the use of variances, minor additions to the density of the existing number of dwelling units. Accordingly, it is found that the subject property is already urban land by existing zoning rather than urbanizable land to be converted to urban use, for which Policies P-30 and P-31 would apply. Those policies are, therefore, not implicated in this case.

- d. Chapter 4: Land Use – This Chapter details the goals and policies to ensure the City provides different types of land within City limits that are suitable for various uses. It is found the following policies apply:

P-1: Recognize that the Comprehensive Plan land use designations or categories shall determine zoning.

P-5: To the extent possible, require that the boundaries of land use classifications, as shown on the Zoning Map, generally follow street and alley lines, lot lines, railroad right-of-way, or significant natural features (rivers, creeks, ridge lines, foot of slopes, benches, etc.). In the event that a public street or alley is officially vacated, the

regulations applicable to the adjoining property to which it reverts shall apply.

P-6: Require that changes to the Comprehensive Plan Map be consistent with the policies of the Comprehensive Plan, State law, and any adopted intergovernmental agreements.

P-12: Ensure that the Zoning Map reflects and implements the Comprehensive Plan Map.

RECOMMENDED FINDING: The proposal calls for a Residential Mixed Density Plan designation and Residential High Density Zone designation, ensuring consistency between the Plan and Zone maps (P-1 and P-12). The review process, evaluation, and determination of compliance with the Comprehensive Plan as part of the review process addresses compliance with Comprehensive Plan policies (P-6). The state effectively acknowledged the Comprehensive Plan; conformance with these policies ensures conformance with state law. Compliance with Statewide Goals will be reviewed in another finding.

- e. Chapter 5: Economic Development —This Chapter addresses population growth and economic development and the trends affecting both.

G-1: Ensure that there are opportunities for people to live and work in Lebanon.

RECOMMENDED FINDING: The amendment may result in an increased opportunity for people to live in Lebanon by increasing the density of the properties in the project area.

- f. Chapter 6: Housing – This Chapter establishes the City's Goals and Policies related to Housing.

RECOMMENDED FINDING: The following policies are applicable:

- a. Residential Compatibility - This subsection considers placement of manufactured homes, location of neighbor commercial uses, and allowances for home occupations. The subject policies apply to the site's development and are not directly related to the Plan and zone change requests.
- b. Neighborhood Appearance—This subsection establishes screening policies for above-ground utilities, the placement of street trees, and fencing/landscaping provisions along collector and arterial streets. These policies apply to site development and do not address the Plan and zone change.
- c. Housing Density and Affordability - This subsection allows for the creation of density bonuses and cooperation with various agencies to provide affordable housing. It ensures the Development Code provides the variety and type of housing required to meet the community's needs. This last policy (P-11) applies to the request as the zone change to the Residential Mixed Density zone allows a wide range of housing options - including single-unit - to meet local needs.

- d. **Housing and Open Space**—This subsection notes that adequate open space must be included in multifamily projects. The policy applies to site development and not to requests.
- e. **Housing and Transportation Connectivity**—This subsection includes policies on school placement in residential areas, sidewalk and ADA requirements, bikeways and pedestrian trails, development of local street standards, and emergency vehicle access. These policies apply to development requirements, not the Plan and zone change.
- f. **Housing, Public Utilities and Services**—Policies call for the adequacy of utilities to serve development and the undergrounding of all utilities. Further, street lighting is required, street names should be approved by the Fire District, and streets should align. Only Policy P-24 regarding public facility provisions directly applies to the request. As noted, services are available to serve the development of the property.

P-30: Ensure that the Comprehensive Plan Map provides opportunities for a variety of housing types, densities, and locations within the Urban Growth Boundary area, including both the area inside the city limits and the Urban Growth Area.

P-42: In order to assure choices of housing types and costs, provide the opportunity to develop detached and attached single-family units, duplexes, garden apartments, town houses, multiplex units and boarding houses, lodging, or rooming houses, and manufactured housing.

RECOMMENDED FINDING: The amendment of the comprehensive plan and zone would allow for a more extensive range of residential uses and assure a greater choice in housing.

- g. **Chapter 7: Community Friendly Development & Preservation of Historic Resources** - This Chapter focuses on policies creating a built environment suitable for the needs of a diverse population through a variety of uses scaled for the pedestrian and capable of accommodating the automobile and mass transit. In addition, the Chapter focuses on historic preservation. The focus on community-friendly design is associated with infill development, promotion of mixed-use opportunities, and development-specific standards.

P-9: Encourage mixed uses within individual buildings, neighborhoods, and zoning districts were allowed by planning and building codes, and where there is no or only limited potential for incompatibility.

P-10: Allow limited and appropriately scaled neighborhood commercial services in residential zones with appropriate standards to ensure compatibility.

RECOMMENDED FINDINGS: The proposal does not include a development request, so the development-specific goals and policies do not apply. In addition, there are no historical sites on the property, so the historical preservation goals are not applicable. The existing development provides a mix of density and building types. The amendment would allow for future development to provide for a minor increase in dwelling units to add to the mix of dwellings in the neighborhood.

- h. Chapter 8: Transportation – This Chapter addresses the transportation needs of the City with an emphasis of creating a variety of transportation options for pedestrians, bicyclists, vehicles and mass transit. It is found the following policies apply:

P-12: The transportation system shall be managed to reduce existing traffic congestion and facilitate the safe, efficient movement of people and commodities within the community.

RECOMMENDED FINDING: The subject sites are generally located to the west of Hiatt Street, south of E Oak Street, and north of A Street. These rights-of-way are classified in the 2018 Lebanon Transportation System Plan (TSP) as local streets.

Lebanon's 2018 TSPs do not identify any level of service or congestion issues adjacent to the proposed development. Therefore, the subject properties, which are developed with existing residential and middle-income dwellings, are expected to adequately accommodate traffic from the property.

Additionally, Section 6.12.010(B)(1) includes thresholds for when Traffic Impact Studies (TIS) and Traffic Impact Analysis (TIA) are warranted, which is typically in association with a development proposal.

- i. Chapter 9: Public Facilities and Service - The City is required by State law to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban development. Goals and policies in this Chapter address those requirements. It is found the following policies apply:

General Policies

P-8: Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development, or that such facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments. (Duplicated in Chapter 3, Urbanization)

P-9: Require that new developments are either served by existing and/or proposed public infrastructure improvements, and/or are served by privately funded infrastructure extensions and improvements. (Duplicated in Chapter 3, Urbanization)

P-10: Consider impacts on key City-provided urban utility services (water, storm drainage, wastewater, and streets) and any other community facilities that are identified by service providers as substantially impacted by the proposal before development proposals, or rezoning applications are approved.

RECOMMENDED FINDING: Within Hiatt Street is an existing 12-inch water main and a 12-inch sewer main, with a 60-foot right-of-way. The public facilities and the local street system have sufficient capacity to accommodate residential development and densification of four lots if future developments were proposed.

- j. Chapter 10: Plan Implementation, Amendment, and Land Use Planning Coordination – This Chapter establishes procedures for amending the Comprehensive Plan Map and Zoning Map. Specific applicable policies include:

- P-1: The City Council may amend the Comprehensive Plan and/or Map after referral to the Planning Commission public hearing, for action, review, revisions, and recommendations.
- P-2: Changes to the Plan and/or Map shall be made by ordinance after public hearings as prescribed by state law and local ordinances.
- P-3: Changes in the Plan and/or Map shall be incorporated directly into the document at the appropriate place. A list of all amendments with date of passage shall then become part of the document until the next comprehensive update of the entire Comprehensive Plan.
- P-4: An amendment to the Comprehensive Plan and/or Map may be considered when one or more of the following conditions exist:
 - a. Updated data demonstrates significantly different trends than previous data;
 - b. New data reflects new or previously undisclosed public needs;
 - c. New community attitudes represent a significant departure from previous attitudes as reflected by the Planning Commission or City Council;
 - d. Statutory changes significantly affect the applicability or appropriateness of existing plan policies.
- P-5: Residents, property owners, their authorized agents, the Planning Commission, the City Council, or City staff may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan and/or Map amendment, the applicants shall have the burden of proof that all of the following conditions exist:
 - a. There is a need for the proposed change;
 - b. The identified need can best be served by granting the change requested;
 - c. The proposed change complies with the Statewide Planning Goals; and,
 - d. The proposed change is consistent with all other provisions of the City's Comprehensive Plan.

RECOMMENDED FINDING: Policies P-1, P-2 and P-3 relate to processing a Plan text or map amendment. The city must follow these requirements and do so with the public hearing process.

While the proposed zone change does not prescribe a specific development, it does allow greater options than the Residential Low Density designation and zone to meet those needs (P-4.a, P5.a, and P-5.b). Further, the establishment of the RH zone does not preclude the development of the site with single-dwelling units.

Compliance with the Statewide Goals (P-5.c) is noted as follows:

Goal 1, Citizen Involvement: Public hearings will be held before the Planning Commission on December 18, 2024, and the City Council on January 8, 2025. This is consistent with City procedures, state law, and the goal's intent.

Goal 2, Land Use Planning: The proposal does not involve exceptions to the Statewide Goals. Adoption actions are consistent with the acknowledged Comprehensive Plan and Development Code.

Goal 3, Agricultural Lands: This Goal does not apply, as the land is not designated farmland.

Goal 4, Forest Lands: This Goal does not apply, as the land is not designated forestland.

Goal 5, Open Spaces, Scenic and Historic Areas, and Natural Resources: The site has not been designated as open space, a scenic area, or known for having natural resources. As such, this goal is not applicable. Upon redeveloping the sites, the property owners are responsible for complying with state law, including compliance with the State Historic Preservation Office (SHPO), Department of Environmental Quality (DEQ), Department of State Lands (DSL), or other affected agencies.

Goal 6, Air, Water, and Land Resource Quality: the map designation would change from a residential low-density designation to a residential, mixed-density designation with high-density residential zoning. With the designation change, there are properties in the direct vicinity of the new designation, and the high-density residential zoning maintains similar land use types permissible in the low-density residential designation, with an expanded opportunity for additional housing types. The applicable uses suited for the site would be similar in terms of air, water, and land resources under the high-density residential zoning as the low-density residential zoning. Therefore, there should be no significant impacts on air, water, or resource quality that would otherwise occur.

Goal 7, Natural Hazards: The site is not located within any designated flood plain, does not contain steep slopes, or contains any other identified natural hazard.

Goal 8, Recreational Needs: The proposed map amendments do not reduce the land designated for recreational opportunities or create uses that would adversely impact them.

Goal 9, Economic Development: The map amendments will allow a greater variety of uses thereby increasing development potential. Further, the proposed RH zone does not preclude employment-type activities on the site.

Goal 10, Housing: This Goal directly applies, as the map amendments create additional opportunities to meet the community's housing needs. The city has adopted a comprehensive plan and housing needs analysis that projects the city's housing needs through 2039. The Housing Needs Analysis identified that the city had a surplus of land available to accommodate the projected housing needs. Specifically, 2,503 housing units are identified as the housing need within the City's UGB, including 1,320 low-density units, 643 medium-density units, and 540 high-density units. 437 acres of buildable land was needed to accommodate the housing demand. The city identified a total of 735 acres available; as such, there is a surplus of available housing. In terms of the surplus, there are 240 acres of low-density surplus, 0 acres of medium-density surplus, and 63 acres of high-density

surplus. The proposal is to change the designation from Residential Low Density to Residential Mixed Density, allowing residential development subject to the Residential High-Density zoning. This change would increase housing opportunities, as such, this proposal would comply with Goal 10.

Goal 11, Public Facilities and Services: The goal is to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural land. The subject project area is urban land already fully served by urban public facilities and services.

Goal 12, Transportation: Previous findings indicate the map amendments will not significantly affect the transportation system or planned transportation improvements.

Goal 13, Energy Conservation: The map amendments are neutral regarding energy conservation.

Goal 14, Urbanization: Previous findings indicate the change will increase the city's ability to meet the community's housing needs, not impact the ability to provide industrial opportunities and expand commercial opportunities. The land is already within the urban growth boundary and city limits, thus eligible for urbanization.

Goals 15 to 19, Willamette River Greenway, Estuarine Resources, Coastal Shores, Beaches and Dunes, Ocean Resources: The proposals do not involve land within the Willamette Greenway or coastal areas.

Finally, all previous findings indicate the proposal complies with the applicable policies of the City's Comprehensive Plan (P-5.d).

2. Facility plans need to be consistent with the Comprehensive Plan Map and the text, and changes to the Map may necessitate changes to a facility plan. For example, changing a Comprehensive Plan Map designation to a higher intensity use may require an amendment to the TSP, sanitary sewer, or potable water master plans.

RECOMMENDED FINDINGS: The change to the RH zone is not anticipated to adversely impact the City's ability to provide needed services. Further, previous findings indicate that the existing transportation system can accommodate the plan and zone change.

3. Applicants proposing amendments to the Zoning Map must request a City Zoning Classification that is consistent with the Comprehensive Plan Map designation for a subject property. If an applicant requests a City Zoning Classification that is not consistent with the Comprehensive Plan Map, the zoning requested shall not be granted until the Comprehensive Plan Map is first appropriately amended to reflect concurrence. (See the Annexation Zoning Matrix, Table 16.26-1.) Such an amendment requires a separate application, hearing and decision; this process may occur concurrently with the Zoning Map Amendment hearing.

RECOMMENDED FINDING: The proposal is to amend the Comprehensive Plan Map and Zoning Map. With the Comprehensive Plan Map amendment to the Residential Mixed Density designation, the allowable zoning designation based on Table 16.26-1 of the Lebanon Development Code is High-Density Residential, which is consistent with the

proposal by the applicant. As such, the project complies with this decision criteria as the proposed zoning map amendment to High-Density Residential is occurring with a concurrent comprehensive plan map amendment to Residential Mixed Density.

4. Section 16.27.080.B states that if proposed amendments to the Comprehensive Plan Map or Zoning Map do not comply with the Comprehensive Plan, the Comprehensive Plan must first be amended so that the proposed Map amendment will be consistent with and accurately implement the Plan.

RECOMMENDED FINDING: Previous findings indicate the proposal complies with the applicable Comprehensive Plan policies and does not require amendments to the Plan text. Therefore, this provision does not apply.

VII. CONCLUSION

The City Council concludes the proposed Comprehensive Plan and Zoning Map Amendments comply with the applicable decision criteria.



925 S. Main Street
Lebanon, Oregon 97355

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cdc@ci.lebanon.or.us
www.ci.lebanon.or.us

MEMORANDUM

Community Development

To: Lebanon Planning Commission
From: Kelly Hart, Community Development Director
Subject: Comprehensive Plan and Zoning Map Amendments
CPMA-24-01 and ZMA-24-01

Date: December 18, 2024

I. BACKGROUND

The subject properties constitute the residential block between Oak Street and E A Street on the west side of Hiatt Street. The subject properties consist of five parcels, four with addresses including 1008, 1030, 1050, and 1070 Hiatt Street. The fifth parcel is a city-owned parcel designated as right-of-way for E A Street. The County Assessor Map places the parcel within Township 12 South, Range 2 West, Section 11CD, Tax Lots 5600, 5601, 5700, 5800, and 5900. The properties are currently within city limits, are designated in the comprehensive plan, and are zoned as Residential Low Density (C/Z-MU).

The Applicant is requesting authorization to change the land use and zoning designation from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and a zoning designation of Residential High Density (Z-RH).

II. CURRENT REPORT

PROJECT PROPOSAL: The project proposal consists of two applications are under consideration: (1) a Comprehensive Plan Map Amendment to change the land designation to Residential Mixed Density (C-RM) and (3) a Zoning Map Amendment, both subject to Planning Commission recommendation and City Council decision. The comprehensive plan identifies, to the extent possible, the boundaries of a land use classification, as shown on a zoning map, should generally follow street and alley lines, lot lines, railroad right-of-way, or significant natural features (rivers, creeks, ridge lines, etc.). As such, the property owners of the entire block have combined as applicants to propose the amendment to change the designation and zoning of the four properties in the block.

SURROUNDING PROPERTIES AND USES: The properties are in a developed neighborhood. The residential block is surrounded by residential uses to the north, east, south, and west. To the south includes the railroad right-of-way. To the west, adjacent to the project boundary block, are properties designated Residential Mixed Density (C-RM) and zoned Residential High Density (Z-RH). To the North, east, and south of the block boundaries are blocks designated and zoned Residential Low Density (C/Z-RL).

COMPREHENSIVE PLAN AND ZONING MAP AMENDMENTS: The subject block consists of four parcels. 1070 Hiatt Street is improved with a nonconforming fourplex apartment complex, 1050 Hiatt Street is improved with a duplex, 1030 Hiatt Street is improved with a single-unit dwelling, and 1008 Hiatt Street is improved with a single-unit dwelling and an accessory dwelling unit. In the Low-Density Residential zone, multi-plex developments with three or more dwellings are prohibited. The block has a mix of dwelling units, and the comprehensive plan map and zoning map amendment are intended to increase the property's conformity with the four-plex (initially constructed in 1940) and expand housing opportunities for the improved properties.

III. DECISION CRITERIA AND RECOMMENDED FINDINGS – COMPREHENSIVE PLAN AND ZONING MAP AMENDMENTS

Section 16.27.050 of the Lebanon Development Code identifies the criteria for considering amendments to the Comprehensive Plan Map and Zoning Map. Since the criteria are the same for each amendment, the findings have been combined.

1. All proposed amendments to the Comprehensive Plan Map or the Zoning Map shall be consistent with the City of Lebanon's adopted Comprehensive Plan and Facility Plans. The City's Facility plans, including the Transportation System Plan (TSP), are based on the future site service demands according to the Comprehensive Plan Map designation and associated zoning.

The Comprehensive Plan consists of ten Chapters with each Chapter addressing specific land use issues. The applicable policies in each Chapter are reviewed below:

- a. Chapter 1: Introduction - The introductory Chapter describes the Comprehensive Plan, its relationship to the Statewide Land Use Goals, the Citizen Involvement program, and key terminology. Goals and policies relate to the organization of the Plan, the continued need for citizen involvement, and the relationship of the Plan to State law and implementing codes. These goals and policies are incorporated in the Development Code criteria to determine the appropriateness of a Plan and/or zone change.
- b. Chapter 2: Natural Environment—This chapter addresses goals and policies related to the City's natural environment.

RECOMMENDED FINDING: The project area is not located within a designated flood hazard area, does not contain any identified natural or historic resource, and is not otherwise in an area subject to increased risk to other natural hazards. Therefore, none of the goals or policies in Chapter 2 are found to be directly implicated by this application. Upon any site development proposals, the property owners are responsible for complying with state law, including compliance with the State Historic Preservation Office (SHPO), Department of Environmental Quality (DEQ), and Department of State Lands (DSL), or any other regulatory agency that may have an interest.

- c. Chapter 3: Urbanization – This Chapter provides the basic framework for future urban development within the city. It is found the following policies apply:

P-3: Support a flexible phased program for the orderly extension of water, wastewater, storm drainage, and transportation services in response to land development proposals.

P-10: Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development or that such facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments.

P-11: Require that new developments are either served by existing and/or proposed public infrastructure extensions and improvements and/or are served by privately funded infrastructure extensions and improvements.

RECOMMENDED FINDING: The current Z-RL zoning district already allows for residential development and three properties have already been developed with multiple units. The change to the RH zone would not significantly increase the density or demand on facilities. Within Hiatt Street is an existing 12-inch water main and a 12-inch sewer main, with a 60-foot right-of-way. There is sufficient capacity within the public facilities and the local street system to accommodate residential development and densification of four lots if future developments were proposed. Accordingly, it is found that the application complies with Policies P-10 and P-11.

P-30: Manage its urban growth boundary and the lands within so as to make available sufficient land for various uses and ensure choices in the marketplace through the implementation of land use regulations and land use policies.

P-31: Manage its urban growth boundary and the lands within it to encourage development within urban areas before conversion of urbanizable areas through the implementation of land use regulations and policies.

RECOMMENDED FINDING: "Urbanizable Land" is defined in the Comprehensive Plan Glossary. Generally, urbanizable lands are those unincorporated areas in the UGB for which a city and county coordinate to ensure they will remain available for city expansion over the planning period. Mutually adopted urban growth boundary agreements typically govern how and when urbanizable land can be converted to urban use. The subject property, however, is already within municipal boundaries and is currently zoned for full urban development under the low-density residential zone. The uses allowed in the Z-RL zone are generally similar in urban intensity to those permitted in the proposed Z-RH zone for the size of the properties under consideration. The RH zone may allow, with the use of variances, minor additions to the density of the existing number of dwelling units. Accordingly, it is found that the subject property is already urban land by existing zoning rather than urbanizable land

to be converted to urban use, for which Policies P-30 and P-31 would apply. Those policies are, therefore, not implicated in this case.

- d. Chapter 4: Land Use – This Chapter details the goals and policies to ensure the City provides different types of land within City limits that are suitable for various uses. It is found the following policies apply:

P-1: Recognize that the Comprehensive Plan land use designations or categories shall determine zoning.

P-5: To the extent possible, require that the boundaries of land use classifications, as shown on the Zoning Map, generally follow street and alley lines, lot lines, railroad right-of-way, or significant natural features (rivers, creeks, ridge lines, foot of slopes, benches, etc.). In the event that a public street or alley is officially vacated, the regulations applicable to the adjoining property to which it reverts shall apply.

P-6: Require that changes to the Comprehensive Plan Map be consistent with the policies of the Comprehensive Plan, State law, and any adopted intergovernmental agreements.

P-12: Ensure that the Zoning Map reflects and implements the Comprehensive Plan Map.

RECOMMENDED FINDING: The proposal calls for a Residential Mixed Density Plan designation and Residential High Density Zone designation, ensuring consistency between the Plan and Zone maps (P-1 and P-12). The review process, evaluation, and determination of compliance with the Comprehensive Plan as part of the review process addresses compliance with Comprehensive Plan policies (P-6). The state effectively acknowledged the Comprehensive Plan; conformance with these policies ensures conformance with state law. Compliance with Statewide Goals will be reviewed in another finding.

- e. Chapter 5: Economic Development —This Chapter addresses population growth and economic development and the trends affecting both.

G-1: Ensure that there are opportunities for people to live and work in Lebanon.

RECOMMENDED FINDING: The amendment may result in an increased opportunity for people to live in Lebanon by increasing the density of the properties in the project area.

- f. Chapter 6: Housing – This Chapter establishes the City's Goals and Policies related to Housing.

RECOMMENDED FINDING: The following policies are applicable:

- a. Residential Compatibility - This subsection considers placement of manufactured homes, location of neighbor commercial uses, and allowances for home occupations. The subject policies apply to the site's development and are not directly related to the Plan and zone change requests.
- b. Neighborhood Appearance—This subsection establishes screening policies for above-ground utilities, the placement of street trees, and fencing/landscaping provisions along collector and arterial streets. These policies apply to site development and do not address the Plan and zone change.
- c. Housing Density and Affordability - This subsection allows for the creation of density bonuses and cooperation with various agencies to provide affordable housing. It ensures the Development Code provides the variety and type of housing required to meet the community's needs. This last policy (P-11) applies to the request as the zone change to the Residential Mixed Density zone allows a wide range of housing options - including single-unit - to meet local needs.
- d. Housing and Open Space—This subsection notes that adequate open space must be included in multifamily projects. The policy applies to site development and not to requests.
- e. Housing and Transportation Connectivity—This subsection includes policies on school placement in residential areas, sidewalk and ADA requirements, bikeways and pedestrian trails, development of local street standards, and emergency vehicle access. These policies apply to development requirements, not the Plan and zone change.
- f. Housing, Public Utilities and Services—Policies call for the adequacy of utilities to serve development and the undergrounding of all utilities. Further, street lighting is required, street names should be approved by the Fire District, and streets should align. Only Policy P-24 regarding public facility provisions directly applies to the request. As noted, services are available to serve the development of the property.

P-30: Ensure that the Comprehensive Plan Map provides opportunities for a variety of housing types, densities, and locations within the Urban Growth Boundary area, including both the area inside the city limits and the Urban Growth Area.

P-42: In order to assure choices of housing types and costs, provide the opportunity to develop detached and attached single-family units, duplexes, garden apartments, town houses, multiplex units and boarding houses, lodging, or rooming houses, and manufactured housing.

RECOMMENDED FINDING: The amendment of the comprehensive plan and zone would allow for a more extensive range of residential uses and assure a greater choice in housing.

- g. Chapter 7: Community Friendly Development & Preservation of Historic Resources -

This Chapter focuses on policies creating a built environment suitable for the needs of a diverse population through a variety of uses scaled for the pedestrian and capable of accommodating the automobile and mass transit. In addition, the Chapter focuses on historic preservation. The focus on community-friendly design is associated with infill development, promotion of mixed-use opportunities, and development-specific standards.

P-9: Encourage mixed uses within individual buildings, neighborhoods, and zoning districts were allowed by planning and building codes, and where there is no or only limited potential for incompatibility.

P-10: Allow limited and appropriately scaled neighborhood commercial services in residential zones with appropriate standards to ensure compatibility.

RECOMMENDED FINDINGS: The proposal does not include a development request, so the development-specific goals and policies do not apply. In addition, there are no historical sites on the property, so the historical preservation goals are not applicable. The existing development provides a mix of density and building types. The amendment would allow for future development to provide for a minor increase in dwelling units to add to the mix of dwellings in the neighborhood.

- h. Chapter 8: Transportation – This Chapter addresses the transportation needs of the City with an emphasis of creating a variety of transportation options for pedestrians, bicyclists, vehicles and mass transit. It is found the following policies apply:

P-12: The transportation system shall be managed to reduce existing traffic congestion and facilitate the safe, efficient movement of people and commodities within the community.

RECOMMENDED FINDING: The subject sites are generally located to the west of Hiatt Street, south of E Oak Street, and north of A Street. These rights-of-way are classified in the 2018 Lebanon Transportation System Plan (TSP) as local streets.

Lebanon's 2018 TSPs do not identify any level of service or congestion issues adjacent to the proposed development. Therefore, the subject properties, which are developed with existing residential and middle-income dwellings, are expected to adequately accommodate traffic from the property.

Additionally, Section 6.12.010(B)(1) includes thresholds for when Traffic Impact Studies (TIS) and Traffic Impact Analysis (TIA) are warranted, which is typically in association with a development proposal.

- i. Chapter 9: Public Facilities and Service - The City is required by State law to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban development. Goals and policies in this Chapter address those requirements. It is found the following policies apply:

General Policies

- P-8: Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development, or that such facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments. (Duplicated in Chapter 3, Urbanization)
- P-9: Require that new developments are either served by existing and/or proposed public infrastructure improvements, and/or are served by privately funded infrastructure extensions and improvements. (Duplicated in Chapter 3, Urbanization)
- P-10: Consider impacts on key City-provided urban utility services (water, storm drainage, wastewater, and streets) and any other community facilities that are identified by service providers as substantially impacted by the proposal before-development proposals, or rezoning applications are approved.

RECOMMENDED FINDING: Within Hiatt Street is an existing 12-inch water main and a 12-inch sewer main, with a 60-foot right-of-way. The public facilities and the local street system have sufficient capacity to accommodate residential development and densification of four lots if future developments were proposed.

- j. Chapter 10: Plan Implementation, Amendment, and Land Use Planning Coordination – This Chapter establishes procedures for amending the Comprehensive Plan Map and Zoning Map. Specific applicable policies include:

- P-1: The City Council may amend the Comprehensive Plan and/or Map after referral to the Planning Commission public hearing, for action, review, revisions, and recommendations.
- P-2: Changes to the Plan and/or Map shall be made by ordinance after public hearings as prescribed by state law and local ordinances.
- P-3: Changes in the Plan and/or Map shall be incorporated directly into the document at the appropriate place. A list of all amendments with date of passage shall then become part of the document until the next comprehensive update of the entire Comprehensive Plan.
- P-4: An amendment to the Comprehensive Plan and/or Map may be considered when one or more of the following conditions exist:
 - a. Updated data demonstrates significantly different trends than previous data;
 - b. New data reflects new or previously undisclosed public needs;
 - c. New community attitudes represent a significant departure from previous attitudes as reflected by the Planning Commission or City Council;
 - d. Statutory changes significantly affect the applicability or appropriateness of existing plan policies.

P-5: Residents, property owners, their authorized agents, the Planning Commission, the City Council, or City staff may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan and/or Map amendment, the applicants shall have the burden of proof that all of the following conditions exist:

- a. There is a need for the proposed change;
- b. The identified need can best be served by granting the change requested;
- c. The proposed change complies with the Statewide Planning Goals; and,
- d. The proposed change is consistent with all other provisions of the City's Comprehensive Plan.

RECOMMENDED FINDING: Policies P-1, P-2 and P-3 relate to processing a Plan text or map amendment. The city must follow these requirements and do so with the public hearing process.

While the proposed zone change does not prescribe a specific development, it does allow greater options than the Residential Low Density designation and zone to meet those needs (P-4.a, P5.a, and P-5.b). Further, the establishment of the RH zone does not preclude the development of the site with single-dwelling units.

Compliance with the Statewide Goals (P-5.c) is noted as follows:

Goal 1, Citizen Involvement: Public hearings will be held before the Planning Commission on December 18, 2024, and the City Council on January 8, 2025. This is consistent with City procedures, state law, and the goal's intent.

Goal 2, Land Use Planning: The proposal does not involve exceptions to the Statewide Goals. Adoption actions are consistent with the acknowledged Comprehensive Plan and Development Code.

Goal 3, Agricultural Lands: This Goal does not apply, as the land is not designated farmland.

Goal 4, Forest Lands: This Goal does not apply, as the land is not designated forestland.

Goal 5, Open Spaces, Scenic and Historic Areas, and Natural Resources: The site has not been designated as open space, a scenic area, or known for having natural resources. As such, this goal is not applicable. Upon redeveloping the sites, the property owners are responsible for complying with state law, including compliance with the State Historic Preservation Office (SHPO), Department of Environmental Quality (DEQ), Department of State Lands (DSL), or other affected agencies.

Goal 6, Air, Water, and Land Resource Quality: the map designation would change from a residential low-density designation to a residential, mixed-density designation with high-density residential zoning. With the designation change, there are properties in the direct vicinity of the new designation, and the high-density residential zoning maintains similar land use types permissible in the low-density residential designation, with an expanded opportunity for additional housing types. The applicable uses suited for the site would be similar in terms of air, water, and land resources under the high-density residential zoning as the low-density residential zoning. Therefore, there should be no significant impacts on air, water, or resource quality that would otherwise occur.

Goal 7, Natural Hazards: The site is not located within any designated flood plain, does not contain steep slopes, or contains any other identified natural hazard.

Goal 8, Recreational Needs: The proposed map amendments do not reduce the land designated for recreational opportunities or create uses that would adversely impact them.

Goal 9, Economic Development: The map amendments will allow a greater variety of uses thereby increasing development potential. Further, the proposed RH zone does not preclude employment-type activities on the site.

Goal 10, Housing: This Goal directly applies, as the map amendments create additional opportunities to meet the community's housing needs. The city has adopted a comprehensive plan and housing needs analysis that projects the city's housing needs through 2039. The Housing Needs Analysis identified that the city had a surplus of land available to accommodate the projected housing needs. Specifically, 2,503 housing units are identified as the housing need within the City's UGB, including 1,320 low-density units, 643 medium-density units, and 540 high-density units. 437 acres of buildable land was needed to accommodate the housing demand. The city identified a total of 735 acres available; as such, there is a surplus of available housing. In terms of the surplus, there are 240 acres of low-density surplus, 0 acres of medium-density surplus, and 63 acres of high-density surplus. The proposal is to change the designation from Residential Low Density to Residential Mixed Density, allowing residential development subject to the Residential High-Density zoning. This change would increase housing opportunities, as such, this proposal would comply with Goal 10.

Goal 11, Public Facilities and Services: The goal is to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban and rural land. The subject project area is urban land already fully served by urban public facilities and services.

Goal 12, Transportation: Previous findings indicate the map amendments will not significantly affect the transportation system or planned transportation improvements.

Goal 13, Energy Conservation: The map amendments are neutral regarding energy conservation.

Goal 14, Urbanization: Previous findings indicate the change will increase the city's ability to meet the community's housing needs, not impact the ability to provide industrial opportunities and expand commercial opportunities. The land is already within the urban growth boundary and city limits, thus eligible for urbanization.

Goals 15 to 19, Willamette River Greenway, Estuarine Resources, Coastal Shores, Beaches and Dunes, Ocean Resources: The proposals do not involve land within the Willamette Greenway or coastal areas.

Finally, all previous findings indicate the proposal complies with the applicable policies of the City's Comprehensive Plan (P-5.d).

2. Facility plans need to be consistent with the Comprehensive Plan Map and the text, and changes to the Map may necessitate changes to a facility plan. For example, changing a Comprehensive Plan Map designation to a higher intensity use may require an amendment to the TSP, sanitary sewer, or potable water master plans.

RECOMMENDED FINDINGS: The change to the RH zone is not anticipated to adversely impact the City's ability to provide needed services. Further, previous findings indicate that the existing transportation system can accommodate the plan and zone change.

3. Applicants proposing amendments to the Zoning Map must request a City Zoning Classification that is consistent with the Comprehensive Plan Map designation for a subject property. If an applicant requests a City Zoning Classification that is not consistent with the Comprehensive Plan Map, the zoning requested shall not be granted until the Comprehensive Plan Map is first appropriately amended to reflect concurrence. (See the Annexation Zoning Matrix, Table 16.26-1.) Such an amendment requires a separate application, hearing and decision; this process may occur concurrently with the Zoning Map Amendment hearing.

RECOMMENDED FINDING: The proposal is to amend the Comprehensive Plan Map and Zoning Map. With the Comprehensive Plan Map amendment to the Residential Mixed Density designation, the allowable zoning designation based on Table 16.26-1 of the Lebanon Development Code is High-Density Residential, which is consistent with the proposal by the applicant. As such, the project complies with this decision criteria as the proposed zoning map amendment to High-Density Residential is occurring with a concurrent comprehensive plan map amendment to Residential Mixed Density.

4. Section 16.27.080.B states that if proposed amendments to the Comprehensive Plan Map or Zoning Map do not comply with the Comprehensive Plan, the Comprehensive Plan must first be amended so that the proposed Map amendment will be consistent with and accurately implement the Plan.

RECOMMENDED FINDING: Previous findings indicate the proposal complies with the applicable Comprehensive Plan policies and does not require amendments to the Plan text. Therefore, this provision does not apply.

V. PUBLIC NOTIFICATION AND COMMENTS

A public notification for this project was issued on November 27, 2024, for initial consideration by the Planning Commission on December 18, 2024. All public comments received on this application will be presented to the Planning Commission at the scheduled public hearing.

VI. PLANNING COMMISSION RECOMMENDED ACTIONS

1. Evaluate the public testimony and the record established before the Planning Commission
2. Commission options:
 1. Recommend the City Council approve the proposed Comprehensive Plan Map Amendment (CPMA-24-01) and Zoning Map Amendment (ZMA-24-01) to modify the Comprehensive Plan Map designation from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and amend the zoning from Low-Density Residential (Z-RL) to High-Density Residential (Z-RH); or
 2. Recommend the City Council approve the proposed Comprehensive Plan Map Amendment (CPMA-24-01) and Zoning Map Amendment (ZMA-24-01) to modify the Comprehensive Plan Map designation from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and amend the zoning from Low-Density Residential (Z-RL) to High-Density Residential (Z-RH), adopting modified findings for the decision criteria and conditions of development; or
 3. Recommend the City Council deny the proposed Comprehensive Plan Map Amendment (CPMA-24-01) and Zoning Map Amendment (ZMA-24-01) to modify the Comprehensive Plan Map designation from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and amend the zoning from Low-Density Residential (Z-RL) to High-Density Residential (Z-RH), specifying reasons why the proposal fails to comply with the decision criteria; and
 4. Direct staff to prepare an Order of Recommendation for the Chair or Vice Chair's signature incorporating the adopted findings as approved by the Planning Commission.



NOTICE OF PUBLIC HEARING

LEBANON PLANNING COMMISSION

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Lebanon Planning Commission on **December 18, 2024 at 6:00 p.m.** in the Santiam Travel Station located at 750 S 3rd Street, to afford interested persons and the general public an opportunity to be heard and give testimony concerning the following matter:

Planning Case No.:	CPMA-24-01, ZMA-24-01
Applicant:	Wallace Family Trust
Location:	A, Oak and Hiatt Streets
Map & Tax Lot No.:	12S02W11CD05600,05601, 05700, 5800 & 05900
Request:	Comprehensive Plan Map and Zone Map Amendments
Decision Criteria:	Lebanon Development Code Chapters: 16.20 & 16.27

Request: The applicant is requesting to change the Comprehensive Plan Map Designation from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and the Zoning Map Designation from Residential Low Density (Z-RL) to Residential High Density (Z-RH) on the above mentioned properties.

Providing Comments: The city will be accepting public comment on this item in a number of ways to afford interested persons and the general public an opportunity to give testimony on the subject matter. Written and verbal testimony will be accepted upon issuance of this notice, **until 5:00pm on Tuesday, December 17, 2024.** Written testimony may be emailed to kelly.hart@lebanonoregon.gov or mailed to the City of Lebanon at 925 S. Main Street, Lebanon, OR 97355, or delivered and dropped in the white mailbox in front of City Hall.



The public is invited to either participate in person at the Santiam Travel Station or watch the meeting virtually on **December 18, 2024.**

If you wish to address the Commission under Public Comments or for a Public Hearing, click: <https://zoom.us/meeting/register/tJ0kc-mvqz0tGNNdy6yIDyTwRCHsPhM7a4Jq> to register in advance for the meeting. You will receive a confirmation email containing information about joining the meeting. Attendees will need to register to receive the link to the meeting.

Please register **ONLY** if you wish to address the Commission. If you want to watch or listen to the meeting, please click this link <https://youtube.com/live/o-bnDDNlgms?> to watch on YouTube.

The agenda and application materials will be available for review on the City's website at <https://www.lebanonoregon.gov> seven days prior to the hearing.

From: [Justine Lynn](#)
To: [Kelly Hart](#)
Cc: nickybum94@yahoo.com
Subject: Public Comment to Planning Case No. CPMA-24-01, ZMA-24-01
Date: Friday, November 29, 2024 12:31:44 PM

Caution! This message was sent from outside your organization.

Hello,

My husband and I received the Notice of Public Hearing for the Lebanon Planning Commission specifically for the above-mentioned case number. We currently reside at 940 Hiatt St which is 1 block North of the proposed tax lots. We believe changing the Comprehensive Plan Map Designation from C-RL to C-RM and Z-RL to Z-RH would be detrimental to the surrounding property owners. We believe the change would encourage the build of apartments in our neighborhood. It has been our observation that in the areas of apartments there has been an upward increase in transient activity as well a property crime. We have been dealing with the constant transient foot traffic between the apartments on A Street and the nearby Booth and River Parks. We and our Neighbors do not need an increase in this type of activity. Not only would it be a greater strain on us to consistently monitor our properties, but it would decrease our property values that we have all worked hard to maintain or increase. Please consider the demographic of our neighborhood before making any decisions.

Kindly,

Nicholaus and Justine Birch

940 Hiatt St Lebanon, OR
Ph. 541-619-7063
Ph. 541-409-6449

From: [Matt Hector](#)
To: [Kelly Hart](#)
Subject: Comprehensive Plan Amendments
Date: Wednesday, December 18, 2024 4:33:29 PM

Caution! This message was sent from outside your organization.

Kelly

I realize I missed the deadline of yesterday to get this to you before the meeting tonight. I am sending this anyway as I'm not sure I can get to the meeting.

I live at 312 E Oak St, which is right next door to the property being proposed as high density residential.

While I understand the need for housing in Lebanon, I am strongly opposed to this amendment.

Speeding traffic is already a problem on Oak, as people commonly use it as a bypass from the stoplight at Grant and Williams. We often hear screeching tires as cars notice the stop sign too late, or jump to get across before the oncoming car. We have also witnessed more than one accident at Oak and Williams, with at least one fatality that we know of.

Petty crime and vagrancy is already an issue, and putting up apartments can only make it worse.

On a personal note it can not help the value of our house. As my wife and I are working towards retirement, we may be looking to move from the house we raised our children in. No one will want to pay top dollar for a house that is looked down on by windows from above.

Thank you for your time.

Matt Hector
541-979-6869

CITIZENS ARE INVITED TO PARTICIPATE in the public hearing and give written or oral testimony as described above that address applicable decision criteria during that part of the hearing process designated for testimony in favor of, or opposition to, the proposal. If additional documents or evidence are provided in support of the application subsequent to notice being sent, a party may, prior to the close of the hearing, request that the record remain open for at least seven days so such material may be reviewed.

Action of the Planning Commission and Appeals: The role of the Commission is to review the proposal and make a recommendation to the Lebanon City Council. A public hearing before the Council will be subsequently scheduled and notice provided. The Council decision is the final decision unless appealed to the Land Use Board of Appeals (LUBA). Failure to raise an issue in the hearing, orally or in writing, or failure to provide sufficient specificity to afford the decision makers an opportunity to respond to the issue precludes appeal to LUBA based on that issue.

Obtain Information: A copy of the application, all documents and evidence relied upon by the applicant, and applicable criteria are available for inspection at no cost and will be provided at the cost of 25 cents per single-sided page. If you have questions or would like additional information, please contact City of Lebanon Community Development Department, 925 Main Street; phone 541-258-4906; email cdc@lebanonoregon.gov

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 541-258-4906.

COMPREHENSIVE PLAN MAP AND ZONE MAP AMENDMENT APPLICATIONS

Submitted to: City of Lebanon
Planning Department
925 S. Main Street
Lebanon, Oregon 97355

Applicants/Property Owners: Wallace Family Trust
P.O. Box 774, Lebanon, OR 97355
(541) 619-3552

Auric Investments LLC
2532 Santiam Hwy. SE #120, Albany, OR 97322
(541) 661-1269

Jacob Johnson
1030 Hiatt Street
Lebanon, OR 97355
(541) 405-8128

Erik Swanson
700 Pioneer Street
Philomath, OR 97370
(646) 532-0373

Applicant's Representative: Udell Engineering and Land Surveying, LLC
63 E. Ash Street
Lebanon, OR 97355

Contact: Laura LaRoque
Email:
Phone: (541) 990-8661

Site Location: 380 E. Oak St.; 1008 Hiatt St.; 1030 Hiatt St.; 1050 Hiatt St. 1070 Hiatt St.

Linn County Assessor's Map No.: 12S-02W-11CD Tax Lots 5600, 5601, 5700, 5800

Site Size: TL 5600 (0.19-AC); TL 5601 (0.19-AC); TL 5700 (0.20-AC); TL 5800 (0.20-AC)

Existing Land Use: Residential

Zone Designation: Residential Low Density (Z-RL)

Comprehensive Plan Designation: Residential Low Density (C-RL)

Surrounding Zoning: North: Z-RL
South: Z-RL
East: Z-RL
West: Z-RH (Residential High Density)



Surrounding Uses:

North: East Oak Street / Residential

South: East A Street right-of-way / Southern Pacific RR

East: Hiatt Street / Residential

West: Alley / Residential

I. Executive Summary

The applicants' requests approval of a Comprehensive Plan Map amendment from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and Zone Map amendment from Residential Low Density to Residential High Density (Z-RH). The subject properties consist of Block 1, Lots 1, 2, 3, and 4 of the Center Addition to Lebanon, which are identified as Linn County Tax Assessor's Map No. 12S-02W-11CD Tax Lots 5600, 5601, 5700, 5800 (i.e., 380 E. Oak Street; 1008 Hiatt Street; 1030 Hiatt Street; 1050 Hiatt Street, and 1070 Hiatt Street).

The properties are bounded to the north and east by public rights-of-way and to the west by a public alleyway. Properties located to the west of the alleyway are zoned High Density Residential and developed primary with single residential dwellings. Properties to the north, east, and south are zoned Low Density Residential and developed primary with single residential dwellings.

All the subject properties have frontage on a public right-of-way. The rights of way consist of East Oak Street, Hiatt Street, and East A Street. According to the Lebanon Transportation System Plan, East Oak Street is classified as a Collector Street whereas Hiatt Street and East A Street are classified as Local Streets.

The property on the corner of Hiatt Street and Oak Street has direct access to Oak Street. 1030 Hiatt Street has an established driveway onto Hiatt Street. 1050 and 1070 Hiatt Street do not have an established driveway(s).

For utilities, water mains are located within the Oak Street and Hiatt Street rights-of-way; a sanitary sewer main is located within the Hiatt Street right-of-way; a storm main is located at the intersection of Williams Street and Oak Street.

The following section provides a detailed analysis of how the proposal meets the development code.

II. Review Criteria – Comprehensive Plan Map

Chapter 16.27 of the Lebanon Development Code identifies the requirements for consideration of an amendment to the Comprehensive Plan Map. To approve an amendment to the map designation, the amendment shall be consistent with the City's adopted Comprehensive Plan and Facility Plans, including the Transportation System Plan.

1. Chapter 16.27 contains requirements for map amendments, including both the Comprehensive Plan map and Zoning map. Section 16.27.010 addresses the Chapter's purpose while Section 16.27.020 establishes the authority to request map amendments.

FINDING: The Plan and Zoning maps may be amended over time and the property owner/applicants has the authority to request a change in a property's Plan and Zoning map. Therefore, this proposal

conforms to these two Sections.

2. The Planning Commission cannot consider a Plan or Zone map amendment within the one-year period immediately following a previous denial (Section 16.27.040).

FINDING: This Section is not applicable as this is the first Plan and Zone map application regarding the subject property.

3. Sections 16.27.050 and 16.28.090 establish the decision criteria for reviewing a Plan map or Zone map amendment.

FINDING: Sections 16.27.050(A) and 16.28.090 contain the relevant criteria, which are reviewed in the following Sections.

4. Section 16.27.060 describes the application process and submittal requirements. Subsection "A." states the request requires hearings before the Planning Commission and City Council. The Commission provides a recommendation to the Council and the Council makes the final decision. Subsection "B." establishes the application requirements.

FINDING: The city is obligated to follow the requirements under Section 16.27.060(A) and does so with the public hearing process. The application must be deemed complete, in this case, pursuant to provisions in Section 16.27.060(B) prior to commencing the public hearing process.

(Note: Chapter 16.27 does not include Section 16.27.070.)

5. Section 16.28.090 establishes the decision criteria for Plan map and Zone map amendments. This Section states the city may approve a Comprehensive Plan Map or Zoning Map Amendment request if it satisfies all relevant Decision Criteria cited in Section 16.27.050.

FINDING: Subsection "A." contains the relevant criteria, which are reviewed in the following Sections.

6. Section 16.27.050(A)(1) - **All proposed amendments to the Comprehensive Plan Map or to the Zoning Map shall be consistent with the City of Lebanon's adopted Comprehensive Plan and Facility Plans. The City's Facility plans, including the 2007 Transportation System Plan (TSP), are based on the future site service demands according to the Comprehensive Plan Map designation and associated zoning.**

FINDING: The Plan consists of ten Chapters with each Chapter addressing specific land use issues such as housing or natural resources. The applicable policies in each Chapter are reviewed below:

- a. Chapter 1: Introduction - The introductory Chapter describes the Comprehensive Plan, its relationship to the Statewide Land Use Goals, the Citizen Involvement program and key terminology. Goals and policies relate to the organization of the Plan, the continued need for citizen involvement and the relationship of the Plan to State law and implementing codes. These goals and policies are incorporated in the Development Code criteria to determine the appropriateness of a Plan and/or zone change.
- b. Chapter 2: Natural Environment - The Chapter addresses goals and policies related to the

City's natural environment.

FINDINGS: Designated natural resources are not known to be present on the subject property. Regardless, these goals and policies are incorporated in the Development Code criteria and are reviewed at the time of development.

- c. Chapter 3: Urbanization - This Chapter provides the basic framework for future urban development within the city. The following policies are applicable to this application:

Public Facilities Capability Policies

- P-3: Support a flexible phased program for the orderly extension of water, wastewater, storm drainage and transportation services in response to land development proposals.**
- P-10: Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development, or that such facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments.**

FINDINGS: Based on the City's public facility plans services are in place to serve the site. The site's development will dictate the actual type and level of improvements; however, this will not alter the City's ability to provide public services. Therefore, the proposal is consistent with the noted policies.

Additional Considerations for Conversion of Urbanizable Land to Urban Uses

- P-30: Manage its Urban Growth Boundary and the lands within so as to make available sufficient land for the various uses to ensure choices in the marketplace, through implementation of land use regulations and land use policies.**
- P-31: Manage its Urban Growth Boundary and the lands within so as to encourage development within urban areas before conversion of urbanizable areas, through implementation of land use regulations and land use policies.**

FINDINGS: The subject property is within city limits. The proposal would amend the Comprehensive Plan Map from Residential Low Density (C-RL) to Residential Mixed Density (C-RM) and Zone Map from Residential Low Density to Residential High Density (Z-RH) and would further encourage infill or redevelopment of the subject properties.

- 7. Chapter 4: Land Use - This Chapter details the goals and policies to assure the City provides different types of land within City limits that are suitable for a variety of uses. Council finds the following policies apply:

General Policies for Land Use

- P-1: Recognize that the Comprehensive Plan land use designations or categories shall determine zoning.**
- P-6: Require that changes to the Comprehensive Plan Map be consistent with the policies of**

the Comprehensive Plan, State law, and any adopted intergovernmental agreements.

P-12: Ensure that the Zoning Map reflects and implements the Comprehensive Plan Map.

FINDINGS: The proposal calls for a Residential Mixed Density Plan designation and Residential High Density zone designation, thereby ensuring consistency between the Plan and Zone maps (P-1 and P-12). This review addresses compliance with Comprehensive Plan policies (P-6). The State effectively acknowledged the Comprehensive Plan, therefore, conformance with these policies assures conformance with state law. Compliance with Statewide Goals will be reviewed below, under finding 31 (Chapter 10).

8. Chapter 5: Population & Economy- This Chapter addresses population growth and economic development as well as those trends affecting both. These policies do not directly apply to this request.
9. Chapter 6: Housing - This Chapter establishes the City's Goals and Policies related to Housing. The Chapter applies, as it concerns residential zoning.

FINDINGS: The following policies are applicable:

- a. Residential Compatibility - This subsection considers placement of manufactured homes, location of neighbor commercial uses, and allowances for home occupations. The subject policies apply to the development of the site and are not directly related to the Plan and zone change requests.
- b. Neighborhood Appearance - This subsection establishes screening policies for above ground utilities, the placement of street trees and fencing/landscaping provisions along collector and arterial streets. These policies apply to site development and do not address the matter of the Plan and zone change.
- c. Housing Density and Affordability - This subsection allows for the creation of density bonuses, cooperation with various agencies to provide affordable housing, and ensure the Development Code provides the variety and type of housing required to meet the community's needs. This last policy (P-11) applies to the request as the zone change to the Residential Mixed Density zone allows a wide range of housing options - including single family - to meet local needs.
- d. Housing and Open Space- This subsection notes adequate open space must be included in multifamily projects. The policy applies to the site development and not to the request.
- e. Housing and Transportation Connectivity - The subsection includes policies on placement of schools in residential area, sidewalk and ADA requirements, placement of bikeways and pedestrian trails, development of local street standards, and emergency vehicle access. These policies apply to development requirements and not to the Plan and zone change.
- f. Housing, Public Utilities and Services - Policies call for adequacy of utilities to serve development and undergrounding of all utilities. Further, street lighting is required, street names should be approved by the Fire District and streets should align. Only Policy P-24

regarding public facility provisions directly applies to the request. As noted, services are available to serve the development of the property.

- g. Refinement Plans - This subsection allows creation of neighborhood refinement plans. This policy section does not apply.

Generally, the only policy that directly applies to the request is Policy P-11 calling for the City to provide a variety and type of housing to meet community's needs. This is more likely with the request, as the proposed Plan map and zone allow a greater range of housing options as compared to the existing Residential Low-Density designation.

10. Chapter 7: Community Friendly Development & Preservation of Historic Resources - This Chapter focuses on policies creating a built environment suitable for the needs of a diverse population through a variety of uses scaled for the pedestrian, and capable of accommodating the automobile and mass transit. Council finds the following policies apply:

Community Friendly Development Policies

P-9: Encourage mixed uses within individual buildings, neighborhoods, and zoning districts were allowed by planning and building codes, and where there is no or only limited potential for incompatibility or conflict with public health, safety, and welfare.

P-10: Allow limited and appropriately scaled neighborhood commercial services in residential zones with appropriate standards to ensure compatibility.

FINDINGS: The proposed RH zoning allows a mixture of homes and limited commercial activities which is consistent with these policies.

11. Chapter 8: Transportation - This Chapter addresses the transportation needs of the city with an emphasis of creating a variety of transportation options for pedestrians, bicyclists, vehicles and mass transit. Council finds the following policies apply:

Transportation System Planning Policies

P-12: The transportation system shall be managed to reduce existing traffic congestion and facilitate the safe, efficient movement of people and commodities within the community.

FINDINGS: The subject sites are generally located to the to the west of Hiatt Street, south of E Oak Street and north of A Street. These rights-of-way are classified in the 2018 Lebanon Transportation System Plan (TSP) as a local street.

Lebanon's 2018 TSPs does not identify any level of service or congestion issues adjacent to the proposed development. Therefore, the subject properties which are developed with an existing residential and middle housing dwelling are expected to adequately accommodate traffic from the property.

Additionally, Section 6.12.010(B)(1) includes thresholds for when Traffic Impact Studies (TIS) and Traffic Impact Analysis (TIA) are warranted, which is typically in association with a development

proposal.

12. Chapter 9: Public Facilities and Service - The City is required by State law to plan and develop a timely, orderly, and efficient arrangement of public facilities and services to serve as a framework for urban development. Goals and policies in this Chapter address those requirements. The following policies are applicable:

General Policies

- P-8:** Review all development proposals to ensure that public facilities are available and have adequate capacity to accommodate the proposed development, or that such facilities and their capacities can be made available through appropriate extensions and/or enhancements concurrent with or prior to proposed developments. (Duplicated in Chapter 3, Urbanization)
- P-9:** Require that new developments are either served by existing and/or proposed public infrastructure improvements, and/or are served by privately funded infrastructure extensions and improvements. (Duplicated in Chapter 3, Urbanization)
- P-10:** Consider impacts on key City-provided urban utility services (water, storm drainage, wastewater, and streets) and any other community facilities that are identified by service providers as substantially impacted by the proposal before-development proposals, or rezoning applications are approved.

FINDINGS: As previously noted, services are available and do not require system-wide improvements to existing public facilities. Therefore, the proposal is consistent with the noted policies.

13. Chapter 10: Plan Implementation, Amendment, and Land Use Planning Coordination - This Chapter establishes procedures for amending the Comprehensive Plan Map and Zoning Map. Specific applicable policies include:

- P-1:** The City Council may amend the Comprehensive Plan and/or Map after referral to the Planning Commission public hearing, for action, review, revisions, and recommendations.
- P-2:** Changes to the Plan and/or Map shall be made by ordinance after public hearings as prescribed by state law and local ordinances.
- P-3:** Changes in the Plan and/or Map shall be incorporated directly into the document at the appropriate place. A list of all amendments with date of passage shall then become part of the document until the next comprehensive update of the entire Comprehensive Plan.
- P-4:** An amendment to the Comprehensive Plan and/or Map may be considered when one or more of the following conditions exist:
- a. Updated data demonstrates significantly different trends than previous data;
 - b. New data reflects new or previously undisclosed public needs;
 - c. New community attitudes represent a significant departure from previous attitudes as

reflected by the Planning Commission or City Council;

- d. Statutory changes significantly affect the applicability or appropriateness of existing plan policies.

P-5: Residents, property owners, their authorized agents, the Planning Commission, the City Council, or City staff may initiate a Comprehensive Plan amendment. In order to obtain a Comprehensive Plan and/or Map amendment, the applicants shall have the burden of proof that all of the following conditions exist:

- a. There is a need for the proposed change;
- b. The identified need can best be served by granting the change requested;
- c. The proposed change complies with the Statewide Planning Goals; and,
- d. The proposed change is consistent with all other provisions of the City's Comprehensive Plan.

FINDING: Policies P-1, P-2 and P-3 relate the processing of a Plan text or map amendment. The city is obligated to follow these requirements and does so with the public hearing process.

While the proposed zone change does not prescribe a specific development, it does allow greater options than the Residential Low Density designation and zone to meet those needs (P-4.a, P5.a and P-5.b). Further, the establishment of the RH zone does not preclude development of the site with single dwelling units.

Compliance with the Statewide Goals (P-5.c) is noted as follows:

- a. Goal 1, Citizen Involvement: Public hearings will be held before both the Planning Commission and City Council. This is consistent with City procedures and the intent of the Goal.
- b. Goal 2, Land Use Planning: The proposal does not involve exceptions to the Statewide Goals. Adoption actions are consistent with the acknowledged Comprehensive Plan and Development Code.
- c. Goal 3, Agricultural Lands: This Goal does not apply, as the land is not designated farmland.
- d. Goal 4, Forest Lands: This Goal does not apply, as the land is not designated forestland.
- e. Goal 5, Open Spaces, Scenic and Historic Areas, and Natural Resources: The site may contain wetlands which may require mitigation measures to allow development. However, the map changes, by themselves, do not affect these resources.
- f. Goal 6, Air, Water and Land Resource Quality: Residential use of the site remains; therefore, there should be no significant impacts on air, water or resource quality than would otherwise occur.
- g. Goal 7, Natural Hazards: The site is not located in an area of natural hazards.
- h. Goal 8, Recreational Needs: The proposed map amendments do not create uses which

would adversely impact recreational opportunities.

- i. Goal 9, Economic Development: The map amendments will allow a greater variety of uses thereby increasing development potential. Further, the proposed RH zone does not preclude employment-type activities on the site.
- j. Goal 10, Housing: This Goal directly applies, as the map amendments create additional opportunities to meet the housing needs of the community.
- k. Goal 11, Public Facilities and Services: Previous findings indicate services are available to serve the property and the map amendments will not affect the City's ability to provide necessary public facilities.
- l. Goal 12, Transportation: Previous findings indicate the map amendments will not significantly affect planned transportation improvements.
- m. Goal 13, Energy Conservation: The map amendments are neutral in regard to energy conservation.
- n. Goal 14, Urbanization: Previous findings indicate the change will still allow the City to meet housing needs of the community as the proposed RH zone does not preclude single-family development.
- o. Goals 15 to 19, Willamette River Greenway, Estuarine Resources, Coastal Shores, Beaches and Dunes, Ocean Resources: The proposals do not involve land within the Willamette Greenway or coastal areas.

Finally, all previous findings indicate the proposal complies with the applicable policies of the City's Comprehensive Plan (P-5.d).

14. Section 16.27.050(A)(2) states that facility plans need to be consistent with the Comprehensive Plan Map as well as the text, and changes to the Map may necessitate changes to a facility plan. For example, changing a Comprehensive Plan Map designation to a higher intensity use may require an amendment to the TSP, sanitary sewer, or potable water master plans.

FINDINGS: The change to the RH zone is not anticipated to have an adverse impact on the City's ability to provide needed services. Further, previous findings indicate the existing transportation system can accommodate the Plan and zone change.

15. Section 16.27.050(A)(3) states applicants proposing amendments to the Zoning Map must request a City Zoning Classification that is consistent with the Comprehensive Plan Map designation for a subject property. If an applicant requests a City Zoning Classification that is not consistent with the Comprehensive Plan Map, the zoning requested shall not be granted until the Comprehensive Plan Map is first appropriately amended to reflect concurrence. (See the Annexation Zoning Matrix, Table 16.26-1.) Such an amendment requires a separate application, hearing and decision; this process may occur concurrently with the Zoning Map Amendment hearing.

FINDINGS: Table 16.26-1 of Development Code Section 16.26.040 identifies the various Comprehensive Plan designations and the zones consistent with these Plan designations. The

proposal calls for the "Residential Mixed Density" Plan map designation, and pursuant to this Table, the only two allowable zone designations are Residential Mixed Density and Residential High Density (Z-RH). Therefore, the proposed RH zone designation is consistent with the anticipated designation. No other amendments are required.

16. Section 16.27.050(B) states that if proposed amendments to the Comprehensive Plan Map or Zoning Map do not comply with the Comprehensive Plan, the Comprehensive Plan must first be amended so that the proposed Map amendment will be consistent with and accurately implement the Plan.

FINDINGS: Previous findings indicate the proposal complies with the applicable Comprehensive Plan policies and does not require amendments to the Plan text. Therefore, this provision does not apply.

17. Section 16.27.090 establishes requirements for Urban Growth Boundary (UGB) Amendments. This Section does not apply as the property lies entirely within the UGB.

III. OVERALL CONCLUSION

As proposed, applications for Comprehensive Plan Map and Zone Map amendments satisfy all applicable review criteria as proposed and outlined above.



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MEMORANDUM

Community Development

To: Mayor Jackola and City Council
From: Kelly Hart, Community Development Director
Subject: Non-Profit Affordable Housing City Tax Exemption Program Adoption

Date: December 19, 2024

I. INTRODUCTION

In March 2024, Crossroads Communities requested the City Council consider adopting the non-profit-owned affordable housing tax exemption established under Oregon Revised Statute (ORS) Sections 307.540 to 307.548. After two city council discussions, the Council directed staff to bring forward the adoption of the tax exemption program for consideration. The ordinance was presented to the Council in December 2024, but the decision was postponed to January 2025 to allow the new Council to weigh in on the discussion.

II. CURRENT REPORT

Under consideration is an ordinance adopting the provisions of Oregon Revised Statutes (ORS) Section 307.540 to 307.548 regarding non-profit corporation-owned low-income housing tax exemption. As established by state statute, non-profit organizations that own affordable housing may be eligible for a property tax exemption if the local governing body adopts the ORS provisions authorizing the exemption.

To qualify, the organization needs to be identified as a non-profit corporation as a 501(c)(3) or (4) of the Internal Revenue Code that is exempt from income taxation under section 501(a) of the Internal Revenue Code, and all units of the property (except those set aside as a manager's unit) must be reserved for low-income households.

The adoption of this exemption by the City of Lebanon applies only to the City's portion of the property tax assessed on the property. Other taxing entities may also adopt these provisions to increase the tax exemption. The entire property tax would be exempt if 51% or more of the combined taxing districts adopted this exemption. For property tax distribution, The City is 27.6% of the property tax, Linn County is 19.8%, Lebanon Fire District is 9.7%, Lebanon Community School District is 28.6%, and other education districts, the aquatic district, and 4H make up the remaining 14.3%.

If the Council adopts the tax exemption program, an administrative application process will be established based on the ORS 307.545 to verify non-profit status, compliance with the low-income requirements, and demonstration of benefit to project residents. Per ORS, the property

must be recertified annually to maintain the exemption. Staff will develop the application materials and review the first round of application submittals to gauge the amount of staff time required to process and recertify the submittals. At a future date, staff may propose a nominal application fee to cover city costs to process the annual application materials for this program.

Included for consideration is the draft ordinance, which includes ORS 307.540 to 307.548 as an exhibit.

Previous staff reports provided information on different tax exemption programs available in the community, the impact of this specific non-profit tax exemption program based on current conditions, and anticipated usage of the program. The information is included below for review before final ordinance consideration.

There are several different tax abatement programs available for income-restricted affordable housing developments, including but not limited to:

- Low-Income Special Assessment Program, which lowers the tax rate for properties with affordability covenants for income-restricted housing units
- Agricultural Workforce Housing Exemption Program, which lowers or exempts the tax rate based on expenses associated with providing services and operations of an affordable housing development restricted to agricultural workers
- Essential Community Provider Long-Term Care Facility, which exempts the tax rate for facilities that provide assisted living for income-restricted residents
- ORS 307.092 exempts taxes for property owned by a housing authority (Linn-Benton Housing Authority)
- Special Legislative Action providing tax exemption for single property status for a period of time; and
- *Non-profit tax exemption for affordable housing developments owned by non-profit organizations.*

Some exemptions are authorized by legislative action or State statute, while others require the City to authorize them by Ordinance. The requested program would be an additional tool to provide affordable housing tax abatement for Lebanon and needs to be adopted by Ordinance.

Based on research and corroboration with the County, twelve affordable housing developments are known in the city, each utilizing an existing tax abatement program. Three maintain full tax exemption; however, one property's exemption expires in 2028. Eight properties have a lower tax assessment utilizing one of the abovementioned programs.

Four of the twelve properties would be eligible for property tax exemption utilizing the requested program. One property currently maintains property tax exemption status under the agricultural workforce housing exemption and does not pay property taxes, resulting in no additional fiscal impact under the new program. For the remaining three properties, below is the current property tax contribution:

	Property #1	Property #2	Property #3
Lebanon City	3,327.20	8,432.97	1,274.63
Northwest URD	407.86	1,033.75	183.49
Cheadle Lake URD	256.90	651.12	99.34
North Gateway URD	442.47	1,121.47	171.05
Downtown URD	26.50	67.17	10.34
Mill Race URD	71.90	182.23	29.34
City Bond	778.07	1,972.07	318.41
TOTAL	\$6,010.27	13,460.78	2,086.60

The possible fiscal impact to the City across all funds would be approximately \$22,000, with an approximate \$13,000 annual impact on the General Fund.

However, Property #2 would also be eligible to utilize the Low-Income Special Assessment Program; therefore, the actual fiscal impact would be approximately \$8,000, with a \$4,600 annual impact on the General Fund. If the program was adopted, it may be available to other non-profit organizations that choose to develop or own income-restricted housing properties.

In a review of other cities, the City of Albany adopted this tax exemption program in 1993. Since its adoption 30 years ago, the program has been utilized for nine properties. Anecdotally, in speaking with the County Assessor's Office, the requested tax exemption program is not widely used compared to the other tax abatement programs available.

Finally, this action could also count toward implementing the Housing Production Strategy, specifically Action Item 2.1: Evaluate the feasibility of a property tax incentive to support the development of key housing types.

III. RECOMMENDED ACTION

Consider adopting the proposed ordinance adopting ORS Sections 307.540 through 307.548 relating to non-profit affordable housing tax exemption.

**A BILL FOR AN ORDINANCE ADOPTING
THE PROVISIONS OF OREGON REVISED
STATUTES (ORS) SECTIONS 307.540 TO
307.548, REGARDING NON-PROFIT
CORPORATION LOW-INCOME HOUSING**

) **ORDINANCE BILL NO. 2024-15**
)
)
) **ORDINANCE NO. 3031**
)
)

WHEREAS, it is the purpose of this ordinance to promote the general welfare of the citizens of Lebanon; and

WHEREAS, there is an identified shortage of housing in Lebanon for low-income persons; and

WHEREAS, exemption of certain property owned by non-profit corporations from local property taxes will lower the cost of providing housing for low-income persons, thereby allowing economically feasible development and operation of such housing; and

WHEREAS, Oregon Revised Statutes (ORS) provides a process by which non-profit corporations may attain tax-exempt status for property occupied by low-income persons.

NOW, THEREFORE, THE CITY OF LEBANON ORDAINS AS FOLLOWS:

Section 1: The provisions of Oregon Revised Statutes (ORS) Sections 307.540 through 307.548, attached as Exhibit "A", are hereby adopted.

Passed by the Lebanon City Council and executed by the Mayor on this 8th day of January 2025 by a vote of ____yeas and ____nays.

CITY OF LEBANON, OREGON

Kenneth E. Jackola, Mayor ☐
Michelle Steinhebel, Council President ☐

ATTESTED BY:

Julie Fisher, City Recorder

ORS 307.540

Definitions for ORS 307.540 to 307.548

As used in ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption):

- (1) “Governing body” means the city or county legislative body having jurisdiction over the property for which an exemption may be applied for under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption). ✂
- (2) According to the election of a governing body pursuant to ORS 307.543 (Exemption limited to levy of governing body adopting ORS 307.540 to 307.548) (1), “low income” means:
 - (a) Income at or below 60 percent of the area median income as determined by the Oregon Housing Stability Council based on information from the United States Department of Housing and Urban Development;
 - (b) Intentionally left blank —Ed.
 - (A) For the initial year that persons occupy property for which an application for exemption is filed under ORS 307.545 (Application for exemption), income at or below 60 percent of the area median income as determined by the Oregon Housing Stability Council based on information from the United States Department of Housing and Urban Development; **and**
 - (B) For every subsequent consecutive year that the persons occupy the property, income at or below 80 percent of the area median income as determined by the Oregon Housing Stability Council based on information from the United States Department of Housing and Urban Development; **or**
 - (c) For housing units on property that is awarded tax credits through the federal Low-Income Housing Tax Credit program and is a qualified low-income housing project meeting the requirements of 26 U.S.C. 42(g)(1)(C), income at or below 80 percent of the area median income as determined by the Oregon Housing Stability Council based on information from the United States Department of Housing and Urban Development, provided the average area median income of all housing units on the property is at or below 60 percent of the area median income as determined by the Oregon Housing Stability Council based on information from the United States

Department of Housing and Urban Development. [1985 c.660 §1; 1993 c.168 §7; 2005 c.94 §39; 2015 c.141 §1; 2015 c.180 §45; 2021 c.528 §5]

Note: Section 6, chapter 660, Oregon Laws 1985, provides:

Sec. 6. ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) apply to tax years beginning on or after January 1, 1985, and before July 1, 2027. [1985 c.660 §6; 1993 c.108 §1; 2003 c.215 §1; 2011 c.191 §1]

Note: Section 3, chapter 141, Oregon Laws 2015, provides:

Sec. 3. (1) A governing body that has adopted the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) before the effective date of this 2015 Act [October 5, 2015] may, on or after the effective date of this 2015 Act, elect a definition of “low income” under ORS 307.540 (Definitions for ORS 307.540 to 307.548) as amended by section 1 of this 2015 Act. An election made pursuant to this subsection applies to the first property tax year that begins on or after the date on which the election is made.

- (2) If a governing body described in this section does not make an election under subsection (1) of this section, the definition of “low income” provided in ORS 307.540 (Definitions for ORS 307.540 to 307.548) as in effect immediately before the effective date of this 2015 Act shall apply to the exemption allowed by the governing body.
- (3) This section is repealed on June 30, 2027. [2015 c.141 §3]

Location:

https://oregon.public.law/statutes/ors_307.540

Original Source: Section 307.540 — Definitions for ORS 307.540 to 307.548, https://www.oregonlegislature.gov/bills_laws/ors/ors307.html (last accessed Aug. 25, 2023).

ORS 307.541

Nonprofit corporation low income housing

- criteria for exemption

-
- (1) Property is exempt from taxation as provided under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) if:
- (a) The property is owned or being purchased by a corporation described in section 501(c)(3) or (4) of the Internal Revenue Code that is exempt from income taxation under section 501(a) of the Internal Revenue Code;
 - (b) Upon liquidation, the assets of the corporation are required to be applied first in payment of all outstanding obligations, and the balance remaining, in cash and in kind, to be distributed to corporations exempt from taxation and operated exclusively for religious, charitable, scientific, literary or educational purposes or to the State of Oregon;
 - (c) The property is:
 - (A) Occupied by low income persons; **or**
 - (B) Held for the purpose of developing low income housing, for a period not exceeding a reasonable maximum period, if any, adopted by the governing body;
 - (d) The property or portion of the property receiving the exemption, if occupied, is actually and exclusively used for the purposes described in section 501(c)(3) or (4) of the Internal Revenue Code;
 - (e) The exemption has been approved as provided in ORS 307.547 (Determination of eligibility); **and**
 - (f) The information disclosed on the application filed pursuant to ORS 307.545 (Application for exemption) meets any other criteria adopted by the governing body.
- (2) A governing body that adopts the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) may adopt additional criteria for exemption that do not conflict with the criteria described in subsection (1)(a) to (e) of this section.

- (3) For the purposes of subsection (1) of this section, a corporation that has only a leasehold interest in property is deemed to be a purchaser of that property if:
- (a) The corporation is obligated under the terms of the lease to pay the ad valorem taxes on the real and personal property used in this activity on that property; **or**
 - (b) The rent payable by the corporation has been established to reflect the savings resulting from the exemption from taxation.
- (4) A partnership shall be treated the same as a corporation to which this section applies if the corporation is:
- (a) A general partner of the partnership; **and**
 - (b) Responsible for the day-to-day operation of the property that is the subject of the exemption. [1985 c.660 §2; 1995 c.702 §2; 1997 c.752 §11; 2005 c.94 §40; 2015 c.310 §7]

Note: See first note under 307.540 (Definitions for ORS 307.540 to 307.548).

Location:

https://oregon.public.law/statutes/ors_307.541

Original Source: Section 307.541 — Nonprofit corporation low income housing; criteria for exemption,
https://www.oregonlegislature.gov/bills_laws/ors/ors307.html (last accessed Aug. 25, 2023).

ORS 307.543

Exemption limited to levy of governing body adopting ORS 307.540 to 307.548

- exception
- additional provisions

-
- (1) Except as provided in subsection (2) of this section, the exemption granted under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) applies only to the tax levy of a governing body that adopts the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption). At the time of adoption, the governing body shall elect a definition of "low income" under ORS 307.540 (Definitions for ORS 307.540 to 307.548). *o*
- (2) The exemption granted under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) applies to the tax levy of all taxing districts in which property certified for exemption is located if, upon request of a governing body that has adopted the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption), the rates of taxation of such taxing districts whose governing boards agree to the policy of exemption under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption), when combined with the rate of taxation of the governing body that adopts the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption), equal 51 percent or more of the total combined rate of taxation on the property granted exemption.
- (3) A governing body may adopt additional provisions relating to the exemption granted under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) that do not conflict with the provisions of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption). [1985 c.660 §3; 2015 c.141 §2; 2015 c.310 §8]

Note: See first note under 307.540 (Definitions for ORS 307.540 to 307.548).

Item # 6.

Location:

https://oregon.public.law/statutes/ors_307.543

Original Source: Section 307.543 — Exemption limited to levy of governing body adopting ORS 307.540 to 307.548; exception; additional provisions,

https://www.oregonlegislature.gov/bills_laws/ors/ors307.html (last accessed Aug. 25, 2023).

ORS 307.545

Application for exemption

- (1) A corporation seeking the exemption granted under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) must file an application for exemption with the governing body for each assessment year the corporation wants the exemption. The application must be filed on or before March 1 of the assessment year for which the exemption is sought, except that when the property designated is acquired after March 1 and before July 1, the application for that year must be filed within 30 days after the date of acquisition. *ℳ*
- (2) The application must include the following information, as applicable:
 - (a) A description of the property for which the exemption is requested;
 - (b) A description of the charitable purpose of the project and whether all or a portion of the property is being used for that purpose;
 - (c) A certification of income levels of low income occupants;
 - (d) A description of how the tax exemption will benefit project residents;
 - (e) A description of the development of the property if the property is being held for future low income housing development;
 - (f) A declaration that the corporation has been granted exemption from income taxation under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) or 501(c)(4) of the Internal Revenue Code; **and**
 - (g) A description of how the corporation and the property, respectively, meet any additional criteria adopted by the governing body pursuant to ORS 307.541 (Nonprofit corporation low income housing) (2).
- (3) The applicant shall verify the information in the application by oath or affirmation. [1985 c.660 §4; 1987 c.756 §15; 1993 c.108 §2; 1993 c.270 §25; 1997 c.541 §§133,133a; 2013 c.193 §7; 2015 c.310 §9]

Note: See first note under 307.540 (Definitions for ORS 307.540 to 307.548).

Location:

https://oregon.public.law/statutes/ors_307.545

Original Source: Section 307.545 — Application for exemption, https://www.oregonlegislature.gov/bills_laws/ors/ors307.html (last accessed Aug. 25, 2023).

ORS 307.547

Determination of eligibility

- notice to county assessor

-
- (1) Within 30 days of the filing of an application under ORS 307.545 (Application for exemption), the governing body shall determine whether the applicant qualifies for the exemption granted under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption). *§*
 - (2) Intentionally left blank —Ed.
 - (a) If the governing body determines that the applicant qualifies, the governing body shall certify to the assessor of the county where the real property is located, as set forth in ORS 307.512 (Filing deadline for certain housing-related exemption and special assessment programs), that all or a portion of the property is exempt from taxation under the levy of the certifying governing body.
 - (b) Notwithstanding paragraph (a) of this subsection, the governing body may send the certification required under this subsection on or before the deadline specified in ORS 307.512 (Filing deadline for certain housing-related exemption and special assessment programs), or as promptly as practicable after making the determination under subsection (1) of this section, whichever is later.
 - (3) Upon receipt of certification sent pursuant to subsection (2) of this section, the county assessor shall exempt the property from taxation to the extent certified by the governing body. [1985 c.660 §5; 2013 c.193 §8; 2015 c.310 §10]

Note: See first note under 307.540 (Definitions for ORS 307.540 to 307.548).

Location:

https://oregon.public.law/statutes/ors_307.547

Original Source: Section 307.547 — Determination of eligibility; notice to county assessor, <https://www.>

ORS 307.548

Termination of exemption

- additional taxes

-
- (1) Intentionally left blank —Ed.
- (a) If the governing body that has granted an exemption under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) to property in anticipation of future development of low income housing in connection with the exempt property finds that the property is being used for any purpose other than the provision of low income housing, or that any provision of ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) is not being complied with, the governing body shall give notice of the proposed termination of the exemption to the owner, by mailing the notice to the last-known address of the owner, and to every known lender, by mailing the notice to the last-known address of every known lender. ↗
- (b) The notice required under this subsection shall state the reasons for the proposed termination and shall require the owner to appear at a specified time, not less than 20 days after mailing the notice, to show cause, if any, why the exemption should not be terminated.
- (2) If the owner fails to appear and show cause why the exemption should not be terminated, the governing body shall notify every known lender, and shall allow any lender not less than 30 days after the date the notice of the failure to appear and show cause is mailed to cure any noncompliance or to provide assurance adequate to the governing body that all noncompliance will be remedied.
- (3) Intentionally left blank —Ed.
- (a) If the owner fails to appear and show cause why the exemption should not be terminated, and the lender fails to cure or give adequate assurance of the cure of any noncompliance, the governing body shall adopt an ordinance or resolution stating its findings that terminate the exemption.
- (b) A copy of the ordinance or resolution required under this subsection shall be filed within 10 days after its adoption with the county assessor, and a copy shall be sent

to the owner at the owner's last-known address and to the lender at the last-known address of the lender within 10 days after its adoption.

- (4) Upon the county assessor's receipt of the governing body's termination findings:
- (a) The exemption granted the housing unit or portion under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) terminates immediately, without right of notice or appeal;
 - (b) The property shall be assessed and taxed as other property similarly situated is assessed and taxed; **and**
 - (c) Notwithstanding ORS 311.235 (Bona fide purchaser), there shall be added to the general property tax roll for the tax year next following the presentation or discovery, to be collected and distributed in the same manner as other real property tax, an amount equal to the difference between the taxes assessed against the property and the taxes that would have been assessed against the property had it not been exempt under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) for each of the years, not to exceed the last 10 years, during which the property was exempt from taxation under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption).
- (5) Notwithstanding subsection (4) of this section, if at the time of presentation or discovery, the property is no longer exempt, additional taxes may be collected as provided in subsection (4) of this section, except that the number of years for which the additional taxes shall be collected shall be reduced by one year for each year that has elapsed since the year the property was last granted exemption, beginning with the oldest year for which additional taxes are due.
- (6) The assessment and tax rolls shall show potential additional tax liability for each property granted exemption under ORS 307.540 (Definitions for ORS 307.540 to 307.548) to 307.548 (Termination of exemption) because the property is being held for future development of low income housing.
- (7) Additional taxes collected under this section shall be deemed to have been imposed in the year to which the additional taxes relate. [1997 c.752 §14; 2013 c.193 §17]

Note: See first note under 307.540 (Definitions for ORS 307.540 to 307.548).

Location:

https://oregon.public.law/statutes/ors_307.548

Original Source: Section 307.548 — Termination of exemption; additional taxes, https://www.oregonlegislature.gov/bills_laws/ors/ors307.html (last accessed Aug. 25, 2023).



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MEMORANDUM

Finance Department

To: Mayor Jackola and City Council

January 2, 2025

From: Brandon Neish, Finance Director

Subject: FY2024 Year-End and FY2025 Financial Update

As the governing body responsible for overseeing the financial health of the City, it is essential that the City Council is regularly informed of our financial status and ongoing fiscal matters. These updates provide transparency, support sound decision-making, and ensure alignment with our strategic goals and responsibilities, specifically action item 3.3: Develop and deliver communication tools to inform community on financial position and funding options to maintain service levels.

This financial update is intended to offer an overview of financial status (comparing budget to actuals) and highlight any key financial developments, including stressors, and to address any questions or actions required to maintain the City's fiscal integrity. Included with this report is a listing of all checks cut by the City.

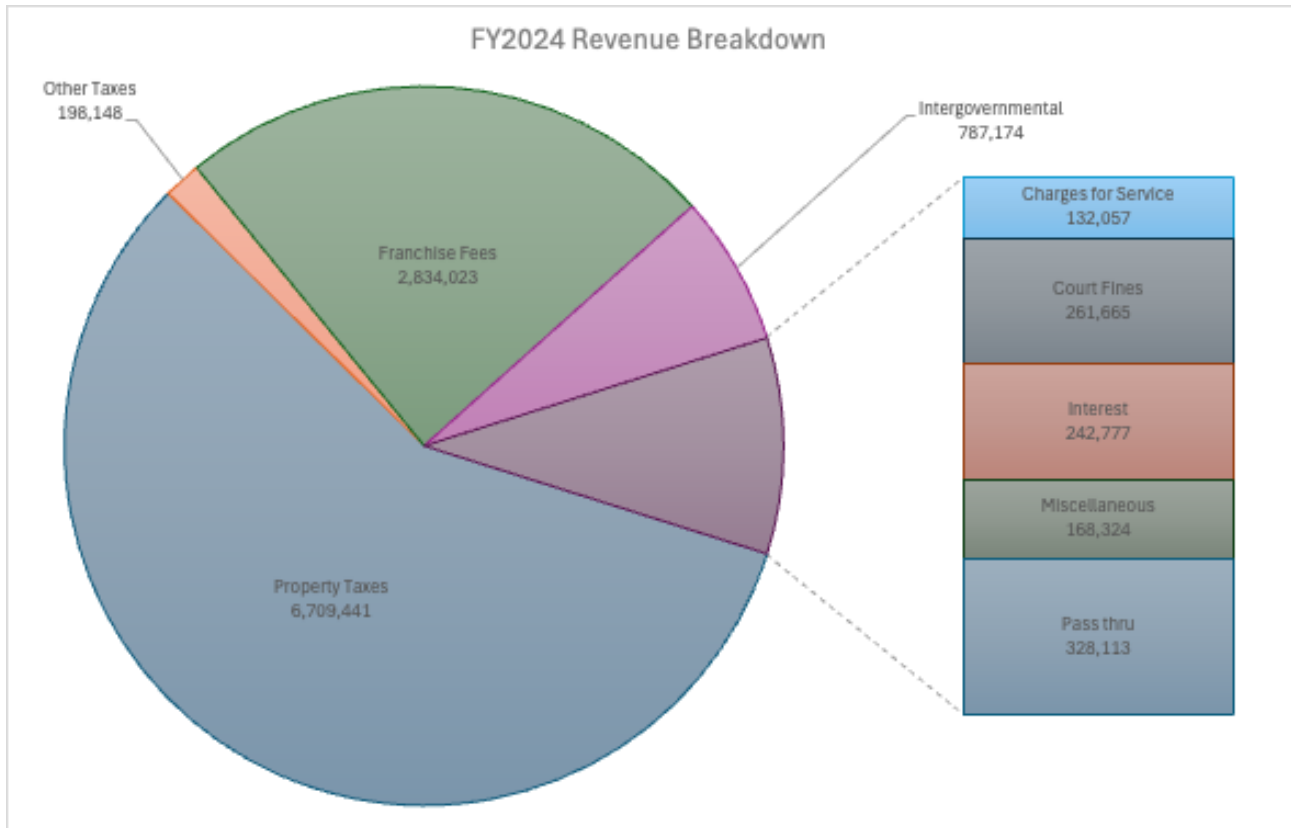
Fiscal Year 2024

To start this report, a review of the prior fiscal year is in order as the City wraps up its annual audit and prepares the financial report. This information is "as-is", meaning it is unaudited and represents the best picture staff has as of the date this report was produced. As staff completes the annual financial report, additional changes are possible.

We'll start with the City's General Fund. The City is projected to finish 2024 having earned \$11,661,721 in new revenue (.61% above budgeted figures) and spent \$11,782,162 (20% below budgeted figures), a deficit of \$120,441. The beginning fund balance offsets the deficit which was \$4,854,132 (.82% above the budgeted figure). At the end of the fiscal year, the City had an ending fund balance in the General Fund of \$4,733,690, a 2.38% reduction from the 2023 fiscal year.

The primary revenue source in the General Fund was Property Taxes at 57.53% of the total revenue generated. Franchise fees followed at 24.30% and the remaining revenue categories totaled 18.16%.

Property tax revenue came in at \$6.7 million which was 1.20% shy of the budgeted revenue for the year. Throughout the fiscal year, the City saw slower than average collections in property tax revenues suggesting that less properties took advantage of the 3% discount by paying property taxes in November and delinquencies were increasing. An analysis of property tax data from Linn County shows that unavailable revenue (delinquent amounts) increased nearly six percent in 2024, a trend that may continue as inflation continues to drag on.



Interest earnings was the most surprising in 2024, earning nearly 2.5 times more than the adopted budget. This increase was due to a persistently high interest rate set by the Federal Reserve hoping to slow inflation down to a target of 2.0% annually. During the fiscal year, the City saw interest rates paid on its Local Government Investment Pool (LGIP) accounts move from 4.05% to 5.20% in 12 months. While fiscal year 2025 is slated to see decreasing rates, the rate reductions will be relatively small thereby yielding significant earnings for a second year.

For 2024, expenditures in the General Fund were 9.10% less than the 2024 budget when excluding transfers out and contingencies with the largest savings seen in Materials & Services (\$716k). Personnel expenditures were \$364k short for the fiscal year and can be attributed to vacancy savings, primarily in the Police Department (\$441k less than budget) as the department continues to work on fully staffing its 42 positions.

Across the organization, the City generated \$39,913,118 in new revenue and spent \$37,375,292. The City's utility funds added \$2.24 million to their respective fund balances with the lions share seen in the Wastewater Utility fund which is setting aside funds for an estimated \$30+ million capital upgrade at the Wastewater Treatment Plant in the next five years. Interest earnings again saw the largest increase above budgeted amounts with \$2.46 million in total earnings (more than 3.5 times the budget of \$527k). On the expenditure side, total expenditures (excluding contingencies and unappropriated ending balances) were 35.48% less than budgeted with Capital Outlay expenditures falling to just 32.91% of budgeted figures.

Fiscal Year 2025

For the current fiscal year, this update contains projections using data through November 2024. To-date, the City has brought in \$16,463,200 in new revenue and has spent \$12,887,690. This report will focus primarily on the revenue side of the City's operations as Department Directors are currently working on their year-end projections for budget purposes. This report will also follow the major categories as outlined in the annual budget document beginning on page 24 consisting of Utility Charges for Service, Property Taxes, Intergovernmental revenue, Franchise Fees, Interest, and Other Revenue.

Utility Charges for Service

Budgeted at \$13.79 million for 2025, the City has collected \$6.38 million in utility fees. Based on historical trends, the current projection estimates the City will collect \$14.07 million. The increases are being driven primarily by increased water consumption across utility accounts and an increase in bulk water purchasing.

Property Taxes

Property tax revenue is projected to fall below the adopted budget by 1.14%. Driving the decrease is a less than anticipated increase in assessed value. Congruent with the Oregon Constitution, assessed value (AV) is allowed to increase a maximum of 3% per year. New structures/building can result in increased AV that is allowable beyond the 3% cap. For 2025, the City budgeted a 4% increase in AV. County records however show the actual increase as 2.7% for 2025. As a result, the 4% AV increase for 2026 has been reduced to 3%, impacting the General Fund's five-year forecast (more on that below). The current year projection across the organization shows a \$97k reduction which could iron itself out by fiscal year end.

Intergovernmental

Intergovernmental revenue includes revenue from other government organizations such as the school district, fire district, county, state, or federal government. Overall, intergovernmental revenue is projected to fall short of the adopted budget by 3.62% or \$287k. Driving this reduction is a significant deficit seen in state revenue sharing, impacting the General Fund. State liquor taxes are projected to fall over 40% and cigarette revenue continues to fall year-over-year. The decrease in state liquor taxes is the most surprising in this projection as liquor revenue has always been reliable. Look for future reports to hopefully have this trend turn around or the City will need to be cognizant of the "new normal" in state revenue sharing.

Franchise Fees

Franchise fee revenue is projected to land at \$3.09 million by year end which is \$57k more than the adopted budget. As the winter continues however, we expect that the forecasted fee revenue will increase as natural gas franchises are showing a significant decline. Staff believes this is due to a longer than expected fall weather season which did not bring colder temperatures until November, later than past years. Additionally, franchise revenue should increase as utility fees rise and both Pacific Power and NW Natural either instituted recent increases or have pending increases effective January 1.

Interest

Interest revenue is once again a high performer in outpacing the adopted budget. While interest rates have started to fall, the small decreases instituted by the Federal Reserve will have a nominal impact on interest revenue. For 2025, the City projects \$3.07 million in interest earnings, more than 1.5 times the adopted budget. With the City Services Fee coming online in January, this forecast has a potential to climb as we move into the 2025 calendar year though it is nearly impossible to project the fee's specific impact.

Other Revenue

Other revenue city-wide is projected to increase 5.00% from the adopted budget or \$227k. This includes surprising increases in court fees (\$98k) and motel tax revenue (\$40k) based on year-to-date receipts. Budgeted at just 11.61% of the City's total revenue, the overall impact to the organization is nominal but noteworthy given the projected increases. Since this category is driven often by customer interactions and projects, the revenue here is harder to project as it can swing at any given moment, but staff is confident that this will remain a significant contribution to the city operation.

General Fund

The City's General Fund has not moved in a positive direction from a revenue generation standpoint. With state shared revenue falling and AV growth falling below 3%, the overall revenue trend is something to monitor very closely moving forward. For this update, staff believes that new revenue will fall 1.49% or \$178k for fiscal year 2025. While this seems small, the most concerning part of the forecast is its impact to the long-term picture, specifically the ending fund balance at the end of fiscal year 2029. AV reductions for 2025 mean that \$300k in fund balance is eliminated over the current year and next four years bringing the total ending balance, with no intervention, to a deficit of \$5.6 million. However, the inclusion of the City Services Fee, with revenue generation beginning in February 2025, is expected to add \$7.9 million over the next five years resulting in a small surplus at the end of 2029 of \$2.3 million. This assumes there is no increase to the \$18 monthly fee through fiscal year 2029.

Bank Reconciliation

Checks by Date

User: bneish@ci.lebanon.or.us

Printed: 01/02/2025 - 12:12PM

Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
0	7/1/2024	AMERITITLE		AP	7/31/2024	112,190.00
0	7/3/2024	AMERITITLE		AP	7/31/2024	1,596.87
74671	7/3/2024	NICOLE BEZECNY		AP		74.99
74672	7/3/2024	DENISE CASHEN		AP	7/31/2024	80.00
74673	7/3/2024	KARIE CLABORN		AP		11.54
74674	7/3/2024	RICK ERICKSON		AP	7/31/2024	50.00
74675	7/3/2024	DANIEL JONES		AP	9/30/2024	188.00
74676	7/3/2024	LEBANON FIRE DISTRICT		AP	7/31/2024	74.00
74677	7/3/2024	LINN COUNTY TREASURER		AP	7/31/2024	2,799.49
74678	7/3/2024	OREGON DEPT OF REVENUE		AP	7/31/2024	14,417.07
74679	7/3/2024	PACIFIC POWER		AP	11/26/2024	50.00
74680	7/3/2024	JESUS & CATHERINE RAMOS		AP	7/31/2024	800.00
74681	7/3/2024	JANN UY		AP	11/26/2024	19.98
74682	7/3/2024	CHARLES VAN DETTA		AP	7/31/2024	60.00
74683	7/3/2024	WAL-MART		AP	11/26/2024	223.65
74684	7/3/2024	DILLAN WEBER		AP	10/31/2024	150.00
74685	7/3/2024	WILCO		AP	7/31/2024	20.00
0	7/5/2024	AFSCME COUNCIL 75		AP		1,249.24
0	7/5/2024	ALLIANCE SOLUTIONS GROUP OF		AP	7/31/2024	351.10
0	7/5/2024	APPLICATION SOFTWARE INC		AP	7/31/2024	628.30
0	7/5/2024	APPLICATION SOFTWARE INC		AP	7/31/2024	486.20
0	7/5/2024	COMPUNET INC		AP	7/31/2024	3,197.17
0	7/5/2024	CONSUMERS POWER INC		AP	7/31/2024	2,167.23
0	7/5/2024	ERIK JD MOELLER, ATTORNEY PC		AP	7/31/2024	2,166.00
0	7/5/2024	KENNEDY/JENKS CONSULTANTS I		AP	7/31/2024	4,732.76
0	7/5/2024	MISSION SQUARE RETIREMENT		AP	7/31/2024	607.72
0	7/5/2024	MISSION SQUARE RETIREMENT		AP	7/31/2024	819.61
0	7/5/2024	MORLEY THOMAS LAW FIRM		AP	7/31/2024	17,023.00
0	7/5/2024	NATIONWIDE RETIREMENT SOLU		AP	7/31/2024	2,059.68
0	7/5/2024	NATIONWIDE RETIREMENT SOLU		AP	7/31/2024	1,619.27
0	7/5/2024	Payroll Processor ADP		AP	7/31/2024	152,555.25
0	7/5/2024	Payroll Processor ADP		AP	7/31/2024	214,246.03
0	7/5/2024	PETROCARD INC		AP	7/31/2024	6,843.65
0	7/5/2024	PLATT		AP	7/31/2024	1,171.83
0	7/5/2024	VALIC		AP	7/31/2024	2,977.64
0	7/5/2024	VALIC		AP	7/31/2024	6,781.40
74686	7/5/2024	AT&T MOBILITY NATIONAL ACCO		AP	7/31/2024	131.11
74687	7/5/2024	MELISSA BENNETT		AP	7/31/2024	250.00
74688	7/5/2024	BETTER PORTABLE TOILETS INC		AP	7/31/2024	904.00
74689	7/5/2024	CASCADE OUTDOOR POWER EQU		AP	7/31/2024	433.64
74690	7/5/2024	CHAVES CONSULTING INC		AP	7/31/2024	499.77
74691	7/5/2024	DAVID EVANS & ASSOCIATES INC		AP	7/31/2024	303.88
74692	7/5/2024	FASTENAL COMPANY		AP	7/31/2024	260.68
74693	7/5/2024	FISHER'S RPM ELECTRIC MOTORS		AP	7/31/2024	300.00
74694	7/5/2024	G & S CRUSHING LLC		AP	7/31/2024	352.92
74695	7/5/2024	GATEWAY IMPRINTS INC		AP	7/31/2024	60.00

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
74696	7/5/2024	GREEN THUMB GARDEN CENTER		AP	7/31/2024	3,024.00
74697	7/5/2024	GREYSTONE TACTICAL		AP	7/31/2024	549.21
74698	7/5/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP	7/31/2024	27.59
74699	7/5/2024	INTERTECH		AP	7/31/2024	6,385.03
74700	7/5/2024	KNIGHT TECHNOLOGY GROUP		AP		4,117.81
74701	7/5/2024	LEBANON, CITY OF		AP	7/31/2024	66.53
74702	7/5/2024	LEBANON, CITY OF		AP	7/31/2024	17.98
74703	7/5/2024	LEBANON, CITY OF		AP	7/31/2024	273.40
74704	7/5/2024	LINN BENTON TRACTOR CO		AP	7/31/2024	202.13
74705	7/5/2024	MARKOWITZ HERBOLD PC		AP	7/31/2024	20,457.04
74706	7/5/2024	MID-VALLEY NEWSPAPERS		AP	7/31/2024	1,284.11
74707	7/5/2024	NELSON TIRE INC		AP	7/31/2024	521.61
74708	7/5/2024	NORTHCORE USA LLC		AP	7/31/2024	8,924.40
74709	7/5/2024	NORTHSTAR CHEMICAL INC		AP	7/31/2024	4,342.36
74710	7/5/2024	ODP BUSINESS SOLUTIONS LLC		AP	7/31/2024	79.99
74711	7/5/2024	PACIFIC POWER		AP	7/31/2024	40,460.20
74712	7/5/2024	QUAD PEAKS CORPORATION		AP	7/31/2024	46.35
74713	7/5/2024	RJ ARMSTRONG & ASSOC CONSTR		AP	7/31/2024	51,180.00
74714	7/5/2024	SAMARITAN OCCUPATIONAL MED		AP	7/31/2024	667.00
74715	7/5/2024	DANIEL SCHAFFNER		AP	7/31/2024	400.00
74716	7/5/2024	SSW CONSULTING		AP	7/31/2024	2,737.93
74717	7/5/2024	SUMMIT ACE HOME & GARDEN		AP	7/31/2024	422.92
74718	7/5/2024	SUMMIT ENERGY TECH CORP		AP	7/31/2024	5,004.50
74719	7/5/2024	TWGW INC		AP	7/31/2024	1,120.80
74720	7/5/2024	UDELL ENGINEERING & SURVEYII		AP	7/31/2024	1,312.00
74721	7/10/2024	DEVON A KEENE		AP	7/31/2024	1,170.87
0	7/11/2024	KeyBank Key2Purchase P-Card		AP	7/31/2024	20,720.89
0	7/12/2024	PERS		AP	7/31/2024	191,177.30
74722	7/12/2024	ROBERT BARRY		AP	7/31/2024	78.52
74723	7/12/2024	TERRA BEYER		AP		149.91
74724	7/12/2024	ROBIN & DAVID BIDEN		AP	10/31/2024	166.31
74725	7/12/2024	WILLIAM & KIMBERLY BITTICK		AP	7/31/2024	63.52
74726	7/12/2024	MARK BOUTROS &		AP	7/31/2024	176.28
74727	7/12/2024	RYDER BROOKS		AP	7/31/2024	93.75
74728	7/12/2024	MORGAN BURCH &		AP	7/31/2024	161.97
74729	7/12/2024	CANBY EXCAVATING, INC.		AP	7/31/2024	533.06
74730	7/12/2024	KYLE COX		AP	7/31/2024	148.85
74731	7/12/2024	CHRIS DALTON		AP	7/31/2024	164.01
74733	7/12/2024	HALEY DODGE		AP	7/31/2024	108.95
74734	7/12/2024	GERRY & CHARITO EARLL		AP	7/31/2024	138.86
74735	7/12/2024	BARBARA FARRELL		AP	7/31/2024	89.97
74736	7/12/2024	FLOYD & KAREN FISHER		AP	11/26/2024	88.93
74737	7/12/2024	PAYTON FODE		AP	11/26/2024	145.69
74738	7/12/2024	PAUL & CASSANDRA HAFFORD		AP		163.62
74739	7/12/2024	LESLIE HALL		AP	7/31/2024	119.53
74740	7/12/2024	STEVE & KATHERINE HALLOCK		AP	7/31/2024	106.05
74741	7/12/2024	OWEN HALSEY		AP	7/31/2024	120.90
74742	7/12/2024	ALEAH HERNANDEZ		AP	7/31/2024	56.44
74743	7/12/2024	HINESHOOF LLC		AP	7/31/2024	85.15
74744	7/12/2024	ANNA JACOBI		AP	10/31/2024	105.06
74745	7/12/2024	SHAHLEY JAMES		AP	7/31/2024	140.04
74746	7/12/2024	JESSICA KING		AP	7/31/2024	172.01
74747	7/12/2024	TRACY & JASON KOENIG		AP	7/31/2024	154.29
74748	7/12/2024	ELIZABETH KOHLER		AP	7/31/2024	161.35
74749	7/12/2024	ESTATE OF HOWARD LINDGREN		AP		7.25
74750	7/12/2024	KELLY LOGSDON		AP		9.77

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
74751	7/12/2024	CANDICE & STEVEN MAYBERRY		AP	7/31/2024	145.91
74752	7/12/2024	THURMAN MERRITT		AP	7/31/2024	215.18
74753	7/12/2024	SUZANNE MONTGOMERY		AP	7/31/2024	157.40
74754	7/12/2024	ANN MORFORD		AP		140.93
74755	7/12/2024	ALEJANDRO NARANJO		AP	7/31/2024	73.02
74756	7/12/2024	KASSIDY & ZACHARY NESBITT		AP	9/30/2024	239.39
74757	7/12/2024	Owen Construction Inc.		AP	7/31/2024	550.00
74758	7/12/2024	OWNER		AP	7/31/2024	439.78
74759	7/12/2024	PACIFIC SKY NORTHWEST LLC		AP	7/31/2024	179.62
74760	7/12/2024	LEROY PRUITT		AP	7/31/2024	7.52
74761	7/12/2024	ALEXANDER RECKER		AP		138.55
74762	7/12/2024	MARK & SUSAN SCHNEIDER		AP	7/31/2024	150.95
74763	7/12/2024	LARRY SHOBE		AP	7/31/2024	327.11
74764	7/12/2024	ANDRIA SISLER		AP	7/31/2024	160.24
74765	7/12/2024	SUSAN SPARKS		AP	7/31/2024	224.69
74766	7/12/2024	SUPERIOR EXCAVATION, INC.		AP	7/31/2024	550.00
74767	7/12/2024	BARRY & KASEY TEGNER		AP	11/26/2024	61.21
74768	7/12/2024	TS WEST LLC		AP	7/31/2024	142.76
74769	7/12/2024	TS WEST LLC		AP	7/31/2024	128.21
74770	7/12/2024	TS WEST LLC		AP	7/31/2024	244.08
74771	7/12/2024	TS WEST, LLC		AP	7/31/2024	28.03
74772	7/12/2024	TS WEST, LLC		AP	7/31/2024	30.17
74773	7/12/2024	CHRISTYANNA WHITTAKER		AP	7/31/2024	9.62
74774	7/12/2024	GEOFFREY WHITTIER		AP	7/31/2024	114.14
74775	7/12/2024	ESTATE OF JANET WILLIAMS		AP		83.53
74776	7/12/2024	ROBERT & BARBARA WILSON		AP	7/31/2024	273.38
74777	7/12/2024	MARISSA YU &		AP		156.49
0	7/15/2024	BLOCK INC - SQUARE		AP	7/31/2024	35.00
0	7/15/2024	GARTEN		AP	7/31/2024	205.00
74778	7/17/2024	DENISE CASHEN		AP	7/31/2024	100.00
74779	7/17/2024	RICK ERICKSON		AP	7/31/2024	25.00
74780	7/17/2024	DANIEL JONES		AP	9/30/2024	140.00
74781	7/17/2024	LEBANON FIRE DISTRICT		AP	7/31/2024	35.00
74782	7/17/2024	LINN COUNTY TREASURER		AP	7/31/2024	367.30
74783	7/17/2024	OREGON DEPT OF REVENUE		AP	7/31/2024	2,183.22
74784	7/17/2024	WILLIAM PUFALL		AP	7/31/2024	400.00
74785	7/17/2024	JESUS & CATHERINE RAMOS		AP	7/31/2024	400.00
74786	7/17/2024	CHARLES VAN DETTA		AP	7/31/2024	20.00
74787	7/17/2024	WAL-MART		AP	11/26/2024	25.00
0	7/18/2024	ALLIANCE SOLUTIONS GROUP OF		AP	7/31/2024	702.20
0	7/18/2024	FERGUSON WATERWORKS #3011 &		AP	7/31/2024	1,688.85
0	7/18/2024	KITTELSON & ASSOCIATES INC		AP	7/31/2024	1,266.25
0	7/18/2024	NATIONAL TESTING NETWORK		AP	7/31/2024	1,200.00
0	7/18/2024	PETROCARD INC		AP	7/31/2024	7,079.96
0	7/18/2024	PLATT		AP	7/31/2024	323.40
0	7/18/2024	SANISTAR LLC		AP	7/31/2024	160.00
0	7/18/2024	SEAN L TATE		AP	7/31/2024	2,850.00
74788	7/18/2024	ANALYTICAL LABORATORY & COI		AP	7/31/2024	588.00
74789	7/18/2024	LAURA BLOEDEL		AP	7/31/2024	125.00
74790	7/18/2024	BUCKMASTER PLUMBING & HEAT		AP	7/31/2024	12,708.00
74791	7/18/2024	CASCADE COLUMBIA DISTRIBUTI		AP	7/31/2024	6,652.56
74792	7/18/2024	COLES & BETTS ENVIRONMENTAI		AP	7/31/2024	1,949.50
74793	7/18/2024	COMCAST		AP	7/31/2024	156.92
74794	7/18/2024	CONSOLIDATED SUPPLY CO INC		AP	7/31/2024	1,706.86
74795	7/18/2024	STATE OF OREGON DCBS - FISCAL		AP	7/31/2024	15,173.92
74796	7/18/2024	EMERY & SONS CONSTRUCTION C		AP	7/31/2024	343,770.00

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74797	7/18/2024	FASTENAL COMPANY		AP	7/31/2024	516.13
74798	7/18/2024	G & S CRUSHING LLC		AP	7/31/2024	179.88
74799	7/18/2024	GATEWAY IMPRINTS INC		AP	7/31/2024	105.00
74800	7/18/2024	ERIC K HARDIN		AP	7/31/2024	130.00
74801	7/18/2024	HD FOWLER COMPANY		AP	7/31/2024	2,968.72
74802	7/18/2024	HD SUPPLY INC		AP	7/31/2024	1,568.40
74803	7/18/2024	HEALTHY HOME PEST CONTROL		AP	7/31/2024	80.00
74804	7/18/2024	HR MECHANICAL SERVICES LLC		AP	7/31/2024	21,360.58
74805	7/18/2024	INTERTECH		AP	7/31/2024	5,940.00
74806	7/18/2024	KEIZER OUTDOOR POWER EQUIPM		AP	11/26/2024	3,372.73
74807	7/18/2024	KNIFE RIVER		AP	7/31/2024	945.50
74808	7/18/2024	NELSON TIRE INC		AP	7/31/2024	701.30
74809	7/18/2024	NET ASSETS		AP	7/31/2024	555.00
74810	7/18/2024	NORTHSTAR CHEMICAL INC		AP	7/31/2024	7,240.87
74811	7/18/2024	NW NATURAL		AP	7/31/2024	1,262.69
74812	7/18/2024	ODP BUSINESS SOLUTIONS LLC		AP	7/31/2024	37.56
74813	7/18/2024	PACIFIC POWER		AP	7/31/2024	28,401.07
74814	7/18/2024	PAPE KENWORTH		AP	7/31/2024	54.29
74815	7/18/2024	POLY-CORR INDUSTRIES INC		AP	7/31/2024	1,037.92
74816	7/18/2024	RITZ SAFETY LLC		AP	7/31/2024	5,524.50
74817	7/18/2024	KAYLA SHANHOLTZER		AP	7/31/2024	30.00
74818	7/18/2024	SSW CONSULTING		AP	7/31/2024	2,287.56
74819	7/18/2024	SUMMIT ACE HOME & GARDEN		AP	7/31/2024	643.26
74820	7/18/2024	SURE CLEAN NW		AP	7/31/2024	251.00
74821	7/18/2024	TWGW INC		AP	7/31/2024	509.63
74822	7/18/2024	UDELL ENGINEERING & SURVEYII		AP	7/31/2024	8,590.00
74823	7/18/2024	WILCO		AP	7/31/2024	149.17
74824	7/18/2024	WILLAMETTE VALLEY EXCAVATING		AP	7/31/2024	176,136.11
0	7/19/2024	AFSCME COUNCIL 75		AP	8/31/2024	1,263.25
0	7/19/2024	APPLICATION SOFTWARE INC		AP	7/31/2024	511.30
0	7/19/2024	APPLICATION SOFTWARE INC		AP	7/31/2024	486.20
0	7/19/2024	CIS TRUST		AP	8/31/2024	110,046.10
0	7/19/2024	LEGALSHIELD		AP	8/31/2024	578.05
0	7/19/2024	MISSION SQUARE RETIREMENT		AP	7/31/2024	607.72
0	7/19/2024	MISSION SQUARE RETIREMENT		AP	7/31/2024	746.54
0	7/19/2024	NATIONWIDE RETIREMENT SOLUTIONS		AP	7/31/2024	2,081.86
0	7/19/2024	NATIONWIDE RETIREMENT SOLUTIONS		AP	7/31/2024	1,619.27
0	7/19/2024	OREGON TEAMSTER EMPLOYERS		AP	7/31/2024	3,570.00
0	7/19/2024	OREGON TEAMSTERS EMPLOYEE		AP	7/31/2024	57,568.12
0	7/19/2024	Payroll Processor ADP		AP	7/31/2024	175,597.54
0	7/19/2024	Payroll Processor ADP		AP	7/31/2024	245,635.18
0	7/19/2024	POLICE ASSOCIATION		AP	8/31/2024	2,340.00
0	7/19/2024	VALIC		AP	7/31/2024	3,342.42
0	7/19/2024	VALIC		AP	7/31/2024	10,116.80
74825	7/19/2024	TYSON KEENE		AP	7/31/2024	1,115.97
0	7/20/2024	PERS		AP	7/31/2024	2,158.34
74826	7/22/2024	ERIC STEIN		AP	11/26/2024	107.31
74827	7/22/2024	Mitchell Ricard		AP	11/26/2024	622.65
0	7/23/2024	ALLIANCE SOLUTIONS GROUP OF		AP	7/31/2024	351.10
0	7/23/2024	BRIGHTLY SOFTWARE INC		AP	7/31/2024	15,565.55
0	7/23/2024	CASCADE CENTERS INC		AP	7/31/2024	96.25
0	7/23/2024	COMPUNET INC		AP	7/31/2024	1,498.98
0	7/23/2024	ERIK JD MOELLER, ATTORNEY PC		AP	7/31/2024	2,166.00
0	7/23/2024	GERALD WAITE		AP	7/31/2024	100.00
0	7/23/2024	KENNEDY/JENKS CONSULTANTS INC		AP	7/31/2024	783.40
0	7/23/2024	MORLEY THOMAS LAW FIRM		AP	7/31/2024	17,500.00

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0	7/23/2024	MORLEY THOMAS LAW FIRM		AP	7/31/2024	23.00
0	7/23/2024	OCLC INC		AP	7/31/2024	1,486.74
0	7/23/2024	OREGON DEPARTMENT OF REVEN		AP	7/31/2024	2,451.92
0	7/23/2024	PLATT		AP	7/31/2024	298.19
0	7/23/2024	SPRINGBROOK HOLDING COMPAN		AP	7/31/2024	14,560.00
74828	7/23/2024	ARPC		AP	11/26/2024	300.00
74829	7/23/2024	FASTENAL COMPANY		AP	11/26/2024	180.43
74830	7/23/2024	IDEXX DISTRIBUTION INC		AP	7/31/2024	337.44
74831	7/23/2024	JOHN DEERE FINANCIAL		AP	7/31/2024	241.12
74832	7/23/2024	LANGUAGE LINE SERVICES		AP	7/31/2024	5.10
74833	7/23/2024	LINN COUNTY TREASURER		AP	7/31/2024	700.55
74834	7/23/2024	NATIONAL BUSINESS SOLUTIONS		AP	7/31/2024	330.00
74835	7/23/2024	ODP BUSINESS SOLUTIONS LLC		AP	7/31/2024	66.53
74836	7/23/2024	PAPE KENWORTH		AP	7/31/2024	3,299.68
74837	7/23/2024	RJ ARMSTRONG & ASSOC CONSTR		AP	7/31/2024	30,666.00
74838	7/23/2024	THE SHERWIN WILLIAMS CO		AP	11/26/2024	184.63
74839	7/23/2024	SOUTH FORK INDUSTRIES INC		AP	7/31/2024	10.44
74840	7/23/2024	STUKENHOLTZ LABORATORY		AP	7/31/2024	70.00
74841	7/23/2024	SUMMIT ENERGY TECH CORP		AP	11/26/2024	8,475.00
74842	7/23/2024	TWGW INC		AP	7/31/2024	47.28
74843	7/23/2024	UNIQUE MANAGEMENT SERVICES		AP	7/31/2024	69.90
74844	7/23/2024	CODY WACK		AP	7/31/2024	100.00
74845	7/23/2024	XYLEM DEWATERING SOLUTIONS		AP	7/31/2024	28,585.25
74846	7/23/2024	ANALYTICAL LABORATORY & COI		AP	7/31/2024	619.00
74847	7/23/2024	MARCUS BLAS		AP	11/26/2024	240.00
74848	7/23/2024	CASCADE OUTDOOR POWER EQUI		AP	11/26/2024	134.35
74849	7/23/2024	CDW GOVERNMENT INC		AP	7/31/2024	9,421.88
74850	7/23/2024	CENTURYLINK COMMUNICATION		AP	7/31/2024	1,787.55
74851	7/23/2024	CHAVES CONSULTING INC		AP	7/31/2024	499.77
74852	7/23/2024	COMCAST		AP	7/31/2024	422.12
74853	7/23/2024	CRAIG WALKER COMMUNICATION		AP	7/31/2024	316.00
74854	7/23/2024	STATE OF OREGON DCBS - FISCAL		AP	7/31/2024	89.60
74855	7/23/2024	GEOTERRA, INC.		AP	7/31/2024	19,975.00
74856	7/23/2024	HD SUPPLY INC		AP	7/31/2024	660.64
74857	7/23/2024	HUB INTERNATIONAL NW LLC		AP	7/31/2024	15,000.00
74858	7/23/2024	INTERTECH		AP	7/31/2024	8,135.00
74859	7/23/2024	KNIGHT TECHNOLOGY GROUP		AP	11/26/2024	95.85
74860	7/23/2024	LEADSONLINE LLC		AP	7/31/2024	4,037.00
74861	7/23/2024	LEAGUE OF OREGON CITIES		AP	7/31/2024	17,591.73
74862	7/23/2024	LINN-BENTON NAACP		AP	11/26/2024	120.00
74863	7/23/2024	OAWU		AP	7/31/2024	740.00
74864	7/23/2024	OREGON BUREAU OF LABOR & IN		AP	11/26/2024	705.58
74865	7/23/2024	OREGON CASCADES WEST COUNC		AP	7/31/2024	29,621.88
74866	7/23/2024	OVERDRIVE INC		AP	7/31/2024	6,209.72
74867	7/23/2024	PACIFIC POWER		AP	11/26/2024	3,252.00
74868	7/23/2024	PEAK INTERNET		AP	11/26/2024	1,640.55
74869	7/23/2024	PROFESSIONAL SEC ALARM CO		AP	7/31/2024	1,407.00
74870	7/23/2024	SENTINEL EDGE INCORPORATED		AP	11/26/2024	600.00
74871	7/23/2024	SUMMIT ACE HOME & GARDEN		AP	7/31/2024	489.35
74872	7/23/2024	BLANCA TERRAZAS		AP	11/26/2024	250.00
74873	7/23/2024	TWGW INC		AP	7/31/2024	222.01
74874	7/23/2024	TYLER TECHNOLOGIES, INC.		AP	11/26/2024	57,162.67
74875	7/23/2024	USERFUL CORPORATION		AP	11/26/2024	6,453.00
74876	7/23/2024	VERIZON		AP	7/31/2024	5,686.65
0	7/24/2024	GILMOUR & COMPANY INC		AP	7/31/2024	6,658.27
0	7/24/2024	LEBANON AREA CHAMBER OF CO		AP	7/31/2024	21,250.00

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0	7/24/2024	ONE CALL CONCEPTS INC		AP	7/31/2024	184.80
74877	7/24/2024	ARCHAEOLOGICAL INVESTIGATIC		AP	7/31/2024	2,596.06
74878	7/24/2024	THE BUILDING DEPARTMENT, LLC		AP	7/31/2024	11,928.30
74879	7/24/2024	CAROLLO ENGINEERS INC		AP	11/26/2024	7,236.25
74880	7/24/2024	COFFIN BUTTE LF C/O VALLEY LA		AP	7/31/2024	10,030.77
74881	7/24/2024	DELAPOER KIDD PC		AP	7/31/2024	161.25
74882	7/24/2024	FASTENAL COMPANY		AP	7/31/2024	186.21
74883	7/24/2024	G & S CRUSHING LLC		AP	7/31/2024	182.64
74884	7/24/2024	HEALTHY HOME PEST CONTROL		AP	7/31/2024	70.00
74885	7/24/2024	JOSH MITCHELL		AP	7/31/2024	25,000.00
74886	7/24/2024	REPUBLIC SERVICES #450		AP	7/31/2024	6,926.39
74887	7/24/2024	TWGW INC		AP	7/31/2024	4.14
74888	7/24/2024	WILLAMETTE VALLEY UNDERGR		AP	7/31/2024	600.00
74889	7/30/2024	RYAN ANDERSON		AP	11/26/2024	178.61
74890	7/30/2024	GREGORY BLOUNT		AP	11/26/2024	104.36
74891	7/30/2024	SAMANTHA BOWEN		AP	11/26/2024	163.62
74892	7/30/2024	BEAU BOYER		AP	11/26/2024	168.15
74893	7/30/2024	NATHAN BURROUGHS		AP	11/26/2024	162.35
74894	7/30/2024	CAM INVESTMENTS		AP	11/26/2024	37.34
74895	7/30/2024	CATALINA CHESNEY		AP	11/26/2024	162.35
74896	7/30/2024	LYNN DAY		AP	11/26/2024	166.44
74897	7/30/2024	MARILYN & WYATT ENGLER		AP	11/26/2024	84.96
74898	7/30/2024	JAMIE ERIKSEN		AP	11/26/2024	210.94
74899	7/30/2024	DANE FLORENCE		AP	11/26/2024	177.15
74901	7/30/2024	CONNER GALVIN		AP	11/26/2024	156.87
74902	7/30/2024	RAMONA GINN		AP	11/26/2024	49.28
74903	7/30/2024	NANCY HANSEN		AP	11/26/2024	60.82
74904	7/30/2024	THERESA HELSTOWSKI		AP		129.30
74905	7/30/2024	CARTER & COLE KIMBALL		AP	11/26/2024	91.19
74906	7/30/2024	RONDA KINKADE		AP		46.65
74907	7/30/2024	KET KWAN		AP	9/30/2024	597.34
74908	7/30/2024	HANNA LAVASSANI		AP	11/26/2024	163.62
74909	7/30/2024	PAIGE LAY		AP		131.14
74910	7/30/2024	LIVING TRUST GALEN & JUDY BU		AP	11/26/2024	410.66
74911	7/30/2024	STEVEN LOVEALL		AP	11/26/2024	588.14
74912	7/30/2024	SHAUNI & JOHN MARKERT		AP	11/26/2024	54.38
74913	7/30/2024	PERI MCCLASKEY		AP	11/26/2024	149.18
74914	7/30/2024	JACQUELINE MELGAR		AP		133.89
74915	7/30/2024	BRANDON & CAITLIN MICHAEL		AP		24.10
74916	7/30/2024	ANNA MIKAMI		AP	9/30/2024	172.60
74917	7/30/2024	SHARON MILLA		AP	11/26/2024	20.30
74918	7/30/2024	NATALIJA MILLER &		AP	11/26/2024	165.72
74920	7/30/2024	ISABELLE PARKER		AP	11/26/2024	136.48
74921	7/30/2024	ELIZABETH PENALOZA		AP	11/26/2024	64.65
74922	7/30/2024	EZEKIEL & BRIANNA PERKES		AP	11/26/2024	75.08
74923	7/30/2024	BROOKE PETERSON		AP	9/30/2024	101.19
74924	7/30/2024	FORREST PONKE		AP		24.00
74925	7/30/2024	MARIA & ANDREW RAMIREZ		AP	9/30/2024	291.59
74926	7/30/2024	DAVID ROBINSON		AP	11/26/2024	85.29
74927	7/30/2024	PARIS RUSSELL		AP	11/26/2024	182.63
74928	7/30/2024	TYLER SAMSON &		AP		26.79
74929	7/30/2024	SPECIALIZED HOUSING INC		AP	11/26/2024	256.55
74930	7/30/2024	BRUCE SPENCE		AP	9/30/2024	91.05
74931	7/30/2024	PEGGY STILES		AP	11/26/2024	321.01
74932	7/30/2024	SUPERIOR EXCAVATION, INC.		AP	11/26/2024	120.60
74933	7/30/2024	ALICIA & FRANCISCO VALLADARI		AP	11/26/2024	118.90

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74934	7/30/2024	ADAM WHITE		AP		61.19
0	7/31/2024	ADP INC		AP	7/31/2024	150.00
0	7/31/2024	HUB INTERNATIONAL NW LLC		AP	8/31/2024	21,120.00
0	7/31/2024	MERCHANT FEES		AP	7/31/2024	3,696.29
0	7/31/2024	PURCHASE POWER		AP	7/31/2024	401.00
0	8/2/2024	AFSCME COUNCIL 75		AP		1,275.02
0	8/2/2024	APPLICATION SOFTWARE INC		AP	8/31/2024	511.30
0	8/2/2024	APPLICATION SOFTWARE INC		AP	8/31/2024	486.20
0	8/2/2024	MISSION SQUARE RETIREMENT		AP	8/31/2024	797.73
0	8/2/2024	MISSION SQUARE RETIREMENT		AP	8/31/2024	607.72
0	8/2/2024	NATIONWIDE RETIREMENT SOLU		AP	8/31/2024	2,073.51
0	8/2/2024	NATIONWIDE RETIREMENT SOLU		AP	8/31/2024	1,619.27
0	8/2/2024	Payroll Processor ADP		AP	8/31/2024	231,109.00
0	8/2/2024	Payroll Processor ADP		AP	8/31/2024	158,141.21
0	8/2/2024	VALIC		AP	8/31/2024	3,001.15
0	8/2/2024	VALIC		AP	8/31/2024	6,801.56
0	8/5/2024	PERS		AP	8/31/2024	201,803.49
74935	8/5/2024	AARON DUGAN		AP	11/26/2024	530.57
74936	8/6/2024	SANTIAM CANYON EXCAVATING I		AP	11/26/2024	68,922.72
0	8/9/2024	A1 COUPLING & HOSE INC		AP	8/31/2024	80.64
0	8/9/2024	ALLIANCE SOLUTIONS GROUP OF		AP	8/31/2024	1,015.08
0	8/9/2024	CAPITOL DEALERSHIPS INC		AP	8/31/2024	43,440.86
0	8/9/2024	COMPUNET INC		AP	8/31/2024	3,554.69
0	8/9/2024	COMPUNET INC		AP	8/31/2024	241.84
0	8/9/2024	CONSUMERS POWER INC		AP	8/31/2024	2,136.91
0	8/9/2024	KITTELSON & ASSOCIATES INC		AP	8/31/2024	4,396.25
0	8/9/2024	MOONLIGHT BPO LLC		AP	8/31/2024	4,777.62
0	8/9/2024	OR-TEC INC		AP	8/31/2024	6,929.50
0	8/9/2024	PETROCARD INC		AP	8/31/2024	8,368.02
0	8/9/2024	PLATT		AP	8/31/2024	3,197.31
74937	8/9/2024	ANALYTICAL LABORATORY & CO		AP	11/26/2024	1,499.00
74938	8/9/2024	AT&T MOBILITY NATIONAL ACCO		AP	11/26/2024	131.56
74939	8/9/2024	BETTER PORTABLE TOILETS INC		AP	11/26/2024	904.00
74940	8/9/2024	CORVALLIS CLINIC PC		AP	11/26/2024	165.00
74941	8/9/2024	GREYSTONE TACTICAL		AP		466.99
74942	8/9/2024	HEALTHY HOME PEST CONTROL		AP	11/26/2024	70.00
74943	8/9/2024	INGRAM LIBRARY SERVICES INC		AP	11/26/2024	145.75
74944	8/9/2024	MOTION INDUSTRIES INC		AP	11/26/2024	587.00
74945	8/9/2024	NATIONAL BUSINESS SOLUTIONS		AP	11/26/2024	1,242.09
74946	8/9/2024	PACIFIC POWER		AP	11/26/2024	23,091.73
74947	8/9/2024	ROGERS TOWING & TRANSPORT II		AP	11/26/2024	6,523.44
74948	8/9/2024	SAMARITAN OCCUPATIONAL MED		AP	11/26/2024	116.00
74949	8/9/2024	SUMMIT ACE HOME & GARDEN		AP	11/26/2024	5,234.14
74950	8/9/2024	UDELL ENGINEERING & SURVEYII		AP	11/26/2024	2,994.00
74951	8/9/2024	UNIQUE MANAGEMENT SERVICES		AP	11/26/2024	93.20
74952	8/9/2024	WATERCO OF THE PACIFIC NW INC		AP	11/26/2024	215.00
74953	8/9/2024	RICK ERICKSON		AP	11/26/2024	25.00
74954	8/9/2024	DANIEL JONES		AP	9/30/2024	100.00
74955	8/9/2024	LEBANON FIRE DISTRICT		AP	11/26/2024	30.00
74956	8/9/2024	LINN COUNTY TREASURER		AP	11/26/2024	730.99
74957	8/9/2024	OREGON DEPT OF REVENUE		AP	11/26/2024	3,177.92
74958	8/9/2024	WILLIAM PUFALL		AP	9/30/2024	200.00
74959	8/9/2024	JESUS & CATHERINE RAMOS		AP	10/31/2024	200.00
74960	8/9/2024	CHARLES VAN DETTA		AP		40.00
74961	8/9/2024	DILLAN WEBER		AP	10/31/2024	150.00
74962	8/9/2024	ANALYTICAL LABORATORY & CO		AP	11/26/2024	619.00

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74963	8/9/2024	CASCADE OUTDOOR POWER EQUI		AP	11/26/2024	677.43
74964	8/9/2024	CHASE		AP	11/26/2024	17,713.50
74965	8/9/2024	CLM WELDING & MACHINE INC		AP	11/26/2024	160.00
74966	8/9/2024	COMCAST		AP	11/26/2024	119.85
74967	8/9/2024	DEMCO INC		AP	11/26/2024	1,387.01
74968	8/9/2024	EWING IRRIGATION PRODUCTS IN		AP	11/26/2024	948.29
74969	8/9/2024	FASTENAL COMPANY		AP	11/26/2024	223.85
74970	8/9/2024	FORSLUND CRANE SERVICE, INC		AP	11/26/2024	1,800.00
74971	8/9/2024	GREYSTONE TACTICAL		AP	11/26/2024	3,183.25
74972	8/9/2024	HACH COMPANY		AP	11/26/2024	1,808.20
74973	8/9/2024	HD SUPPLY INC		AP	11/26/2024	365.27
74974	8/9/2024	INGRAM LIBRARY SERVICES INC		AP	11/26/2024	2,528.11
74975	8/9/2024	LEVEL 3 FINANCING INC		AP	11/26/2024	846.77
74976	8/9/2024	MEASURE-TECH INC		AP	11/26/2024	1,038.13
74977	8/9/2024	MADISON MEGY		AP	11/26/2024	528.00
74978	8/9/2024	NCL OF WISCONSIN		AP	11/26/2024	677.33
74979	8/9/2024	NELSON TIRE INC		AP	11/26/2024	442.65
74980	8/9/2024	NORTHSTAR CHEMICAL INC		AP	11/26/2024	18,810.99
74981	8/9/2024	ORPA		AP	11/26/2024	655.00
74982	8/9/2024	PACIFIC POWER		AP	11/26/2024	76.63
74983	8/9/2024	QUAD PEAKS CORPORATION		AP	11/26/2024	46.35
74984	8/9/2024	REGIONAL ACCELERATOR & INNC		AP	11/26/2024	8,000.00
74985	8/9/2024	SUMMIT ACE HOME & GARDEN		AP	11/26/2024	64.83
74987	8/9/2024	TRAFFIC SAFETY SUPPLY CO		AP	11/26/2024	367.44
74988	8/9/2024	TWGW INC		AP	11/26/2024	60.06
74989	8/9/2024	WATERCO OF THE PACIFIC NW INC		AP	11/26/2024	77.50
0	8/12/2024	KeyBank Key2Purchase P-Card		AP	10/31/2024	30,254.08
0	8/13/2024	A1 COUPLING & HOSE INC		AP	8/31/2024	291.62
0	8/13/2024	ALLIANCE SOLUTIONS GROUP OF		AP	8/31/2024	1,601.74
0	8/13/2024	COMPUNET INC		AP	8/31/2024	3,148.00
0	8/13/2024	FERGUSON WATERWORKS #3011 &		AP	8/31/2024	7,422.79
0	8/13/2024	OR-TEC INC		AP	8/31/2024	138.50
0	8/13/2024	PETROCARD INC		AP	8/31/2024	8,734.45
0	8/13/2024	PLATT		AP	8/31/2024	52.32
0	8/13/2024	SANISTAR LLC		AP	8/31/2024	160.00
0	8/13/2024	SPRINGBROOK HOLDING COMPAN		AP	8/31/2024	3,748.00
74990	8/13/2024	BLACKHAWK PLUMBING LLC		AP	11/26/2024	597.70
74991	8/13/2024	COMCAST		AP	11/26/2024	157.00
74992	8/13/2024	FASTENAL COMPANY		AP	11/26/2024	376.37
74993	8/13/2024	FISHER SCIENTIFIC COMPANY LLC		AP	11/26/2024	162.52
74994	8/13/2024	FISHER'S RPM ELECTRIC MOTORS		AP	11/26/2024	5,289.72
74995	8/13/2024	GATEWAY IMPRINTS INC		AP	11/26/2024	55.00
74996	8/13/2024	GREG TILLEY TRUCKING		AP	11/26/2024	7,260.00
74997	8/13/2024	GREYSTONE TACTICAL		AP	9/30/2024	83.80
74998	8/13/2024	HD FOWLER COMPANY		AP	11/26/2024	6,848.53
75000	8/13/2024	HD SUPPLY INC		AP	11/26/2024	740.54
75001	8/13/2024	HEALTHY HOME PEST CONTROL		AP	11/26/2024	150.00
75002	8/13/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP	11/26/2024	111.03
75003	8/13/2024	INGRAM LIBRARY SERVICES INC		AP	11/26/2024	2,297.47
75004	8/13/2024	INTERTECH		AP	11/26/2024	4,703.00
75005	8/13/2024	JTI SUPPLY INC		AP	11/26/2024	166.62
75006	8/13/2024	KAPCO		AP	11/26/2024	640.38
75007	8/13/2024	LINN BENTON TRACTOR CO		AP	11/26/2024	170.79
75008	8/13/2024	MOTION INDUSTRIES INC		AP	11/26/2024	48.46
75009	8/13/2024	NELSON TIRE INC		AP	11/26/2024	242.26
75010	8/13/2024	NET ASSETS		AP	11/26/2024	675.00

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75011	8/13/2024	NORTHSTAR CHEMICAL INC		AP	11/26/2024	2,908.16
75012	8/13/2024	NW NATURAL		AP	11/26/2024	629.92
75013	8/13/2024	CHARLES J ODOM		AP	11/26/2024	600.00
75014	8/13/2024	ODP BUSINESS SOLUTIONS LLC		AP	11/26/2024	228.65
75016	8/13/2024	PACIFIC POWER		AP	11/26/2024	35,389.96
75017	8/13/2024	RJ ARMSTRONG & ASSOC CONSTE		AP	11/26/2024	7,130.00
75018	8/13/2024	ROBERSON FORD		AP	11/26/2024	125.62
75019	8/13/2024	ANNIE SAETHER		AP	11/26/2024	250.00
75020	8/13/2024	SUMMIT ACE HOME & GARDEN		AP	11/26/2024	544.90
75021	8/13/2024	TAB PRODUCTS CO LLC		AP	11/26/2024	169.87
75022	8/13/2024	TWGW INC		AP	11/26/2024	6,486.17
75023	8/13/2024	WILCO		AP	11/26/2024	635.25
75024	8/13/2024	WILLAMETTE VALLEY UNDERGR		AP	11/26/2024	800.00
75025	8/13/2024	WILLAMETTE VALLEY EXCAVATI		AP	11/26/2024	211,991.09
0	8/15/2024	ADP INC		AP	8/31/2024	136.00
0	8/15/2024	BLOCK INC - SQUARE		AP	8/31/2024	35.00
0	8/15/2024	BLUEFIN PAYMENT SYSTEMS		AP	8/31/2024	10,150.95
0	8/15/2024	ELAVON		AP		355.95
0	8/15/2024	GARTEN		AP	8/31/2024	205.00
0	8/15/2024	SPRINGBROOK HOLDING COMPAN		AP	8/31/2024	40,890.21
0	8/16/2024	AFSCME COUNCIL 75		AP		1,281.88
0	8/16/2024	APPLICATION SOFTWARE INC		AP	8/31/2024	511.30
0	8/16/2024	APPLICATION SOFTWARE INC		AP	8/31/2024	486.20
0	8/16/2024	MISSION SQUARE RETIREMENT		AP	8/31/2024	754.47
0	8/16/2024	MISSION SQUARE RETIREMENT		AP	8/31/2024	607.72
0	8/16/2024	NATIONWIDE RETIREMENT SOLU		AP	8/31/2024	1,619.27
0	8/16/2024	NATIONWIDE RETIREMENT SOLU		AP	8/31/2024	2,064.20
0	8/16/2024	Payroll Processor ADP		AP	8/31/2024	155,177.68
0	8/16/2024	Payroll Processor ADP		AP	8/31/2024	230,823.07
0	8/16/2024	VALIC		AP	8/31/2024	6,801.56
0	8/16/2024	VALIC		AP	8/31/2024	2,913.64
0	8/20/2024	PERS		AP	8/31/2024	81.79
74999	8/20/2024	PARTNERS FOR PROGRESS INC		AP	10/31/2024	7,500.00
75026	8/26/2024	CHRISTOPHER ANDERLIK		AP	9/30/2024	216.39
75027	8/26/2024	CHRISTINA BAEZ		AP	9/30/2024	15.76
75028	8/26/2024	PHILLIP & TRACY BOHNA		AP	11/26/2024	87.62
75029	8/26/2024	REGAN DEARDORFF		AP	9/30/2024	100.13
75030	8/26/2024	JOSHUA & JORDAN FINK		AP	9/30/2024	169.52
75031	8/26/2024	ESTATE OF BONNIE FUTORANSKY		AP		74.98
75032	8/26/2024	CAITLIN GARRETT		AP	11/26/2024	127.09
75033	8/26/2024	CALEB JOHNSON		AP		10.55
75034	8/26/2024	BOBBY & ALICE KEATING		AP	9/30/2024	16.09
75035	8/26/2024	RYAN KING		AP	9/30/2024	78.18
75036	8/26/2024	DAVE & JOAN KNUDTSON		AP		204.14
75037	8/26/2024	JOSH MORGAN		AP	9/30/2024	125.10
75038	8/26/2024	SAWIKI & KHUNAKORN SAMRAN		AP		8.73
75039	8/26/2024	ALAN SHAPIRO		AP	11/26/2024	12.01
75040	8/26/2024	DONALD SNYDER		AP	9/30/2024	70.12
75041	8/26/2024	LAURA SPURGEON		AP	9/30/2024	128.12
75042	8/26/2024	TREVOR & JENNIFER STRUNK		AP	9/30/2024	211.47
75043	8/26/2024	CONNER TIDWELL		AP	9/30/2024	161.06
75044	8/26/2024	ELLENA TURNER		AP	9/30/2024	145.06
75045	8/26/2024	STEVEN WILSON		AP	9/30/2024	89.74
75046	8/26/2024	LEE WOOD		AP	11/26/2024	312.40
75047	8/26/2024	STEVEN WOODLEY		AP	9/30/2024	165.95
75048	8/27/2024	RYAN OSUNA		AP	11/26/2024	10,805.50

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75049	8/28/2024	RICHARD FOUBERT		AP	11/26/2024	54.64
0	8/29/2024	ALLIANCE SOLUTIONS GROUP OF		AP	9/30/2024	1,719.06
0	8/29/2024	CASCADE CENTERS INC		AP	9/30/2024	96.25
0	8/29/2024	ELAVON		AP	8/31/2024	9.95
0	8/29/2024	ERIK JD MOELLER, ATTORNEY PC		AP	9/30/2024	2,166.00
0	8/29/2024	H2O INNOVATION USA INC		AP	9/30/2024	10,208.09
0	8/29/2024	MOONLIGHT BPO LLC		AP	9/30/2024	4,911.69
0	8/29/2024	MORLEY THOMAS LAW FIRM		AP	9/30/2024	17,500.00
0	8/29/2024	NATIONAL TESTING NETWORK		AP	9/30/2024	1,200.00
0	8/29/2024	ONE CALL CONCEPTS INC		AP	9/30/2024	284.59
0	8/29/2024	PETROCARD INC		AP	9/30/2024	8,128.96
0	8/29/2024	PLATT		AP	9/30/2024	1,094.65
75050	8/29/2024	Matthew Cook		AP	9/30/2024	2,646.67
75051	8/29/2024	A A TOWING		AP	9/30/2024	113.00
75052	8/29/2024	ANALYTICAL LABORATORY & COI		AP	9/30/2024	1,354.00
75053	8/29/2024	BETTER PORTABLE TOILETS INC		AP	9/30/2024	904.00
75054	8/29/2024	BIBLIOTHECA LLC		AP	9/30/2024	2,594.52
75055	8/29/2024	BUDGET LIBRARY SUPPLIES		AP	9/30/2024	1,355.00
75056	8/29/2024	THE BUILDING DEPARTMENT, LLC		AP	9/30/2024	18,508.74
75057	8/29/2024	CASCADE COLUMBIA DISTRIBUTI		AP	9/30/2024	584.76
75058	8/29/2024	CASCADE OUTDOOR POWER EQUI		AP	9/30/2024	343.14
75059	8/29/2024	CERTIFIED LANGUAGES INTERNA		AP	9/30/2024	14.85
75060	8/29/2024	CHAVES CONSULTING INC		AP	9/30/2024	499.77
75061	8/29/2024	COFFIN BUTTE LF C/O VALLEY LA		AP	9/30/2024	6,991.68
75062	8/29/2024	CORE & MAIN LP		AP	9/30/2024	2,466.18
75063	8/29/2024	DELAPOER KIDD PC		AP	9/30/2024	322.50
75064	8/29/2024	DEMCO INC		AP	10/31/2024	134.01
75065	8/29/2024	EDGE ANALYTICAL INC		AP	9/30/2024	272.00
75066	8/29/2024	EWING IRRIGATION PRODUCTS IN		AP	9/30/2024	301.83
75067	8/29/2024	FASTENAL COMPANY		AP	9/30/2024	711.84
75068	8/29/2024	G & S CRUSHING LLC		AP	9/30/2024	530.52
75069	8/29/2024	GATEWAY IMPRINTS INC		AP	9/30/2024	55.00
75070	8/29/2024	GREYSTONE TACTICAL		AP	9/30/2024	607.23
75071	8/29/2024	HD FOWLER COMPANY		AP	9/30/2024	1,253.25
75072	8/29/2024	HD SUPPLY INC		AP	9/30/2024	1,688.36
75073	8/29/2024	HEALTHY HOME PEST CONTROL		AP	9/30/2024	70.00
75074	8/29/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP	9/30/2024	2,664.66
75075	8/29/2024	INGRAM LIBRARY SERVICES INC		AP	9/30/2024	959.61
75076	8/29/2024	INTERTECH		AP	9/30/2024	1,843.50
75077	8/29/2024	KELLENBERGERS APPLIANCES		AP	9/30/2024	2,612.81
75078	8/29/2024	KNIGHT TECHNOLOGY GROUP		AP	9/30/2024	332.69
75079	8/29/2024	LANGUAGE LINE SERVICES		AP	9/30/2024	4.02
75080	8/29/2024	MARKOWITZ HERBOLD PC		AP	9/30/2024	14,138.75
75081	8/29/2024	MOTION INDUSTRIES INC		AP	9/30/2024	379.34
75082	8/29/2024	NATIONAL BUSINESS SOLUTIONS		AP	9/30/2024	829.44
75083	8/29/2024	NELSON TIRE INC		AP	9/30/2024	1,850.41
75084	8/29/2024	OREGON UTILITY NOTIFICATION C		AP	9/30/2024	225.00
75085	8/29/2024	PACIFIC POWER		AP	9/30/2024	27,643.93
75086	8/29/2024	PAPE KENWORTH		AP	9/30/2024	321.40
75087	8/29/2024	QUAD PEAKS CORPORATION		AP	9/30/2024	46.35
75088	8/29/2024	REPUBLIC SERVICES #450		AP	9/30/2024	5,225.06
75089	8/29/2024	RJ ARMSTRONG & ASSOC CONSTE		AP	9/30/2024	19,819.00
75090	8/29/2024	ROGERS TOWING & TRANSPORT II		AP	9/30/2024	4,856.89
75091	8/29/2024	SANTIAM CANYON EXCAVATING I		AP	11/26/2024	101,451.86
75092	8/29/2024	ROBERT SNYDER		AP	10/31/2024	100.00
75093	8/29/2024	SSW CONSULTING		AP	9/30/2024	5,597.32

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75094	8/29/2024	SUMMIT ACE HOME & GARDEN		AP	9/30/2024	2,003.73
75095	8/29/2024	SURE CLEAN NW		AP	9/30/2024	2.00
75096	8/29/2024	TRAFFIC SAFETY SUPPLY CO		AP	9/30/2024	7,493.25
75097	8/29/2024	TWGW INC		AP	9/30/2024	257.23
75098	8/29/2024	UDELL ENGINEERING & SURVEYII		AP	9/30/2024	11,300.00
75099	8/29/2024	UNIQUE MANAGEMENT SERVICES		AP	9/30/2024	58.25
75100	8/29/2024	VERIZON		AP	9/30/2024	5,693.22
75101	8/29/2024	WALTER E NELSON CO OF EUGENI		AP	9/30/2024	4,642.82
0	8/30/2024	AFSCME COUNCIL 75		AP		1,235.27
0	8/30/2024	APPLICATION SOFTWARE INC		AP	9/30/2024	959.00
0	8/30/2024	CIS TRUST		AP	9/30/2024	109,760.95
0	8/30/2024	HRA VEBA TRUST		AP	9/30/2024	3,400.00
0	8/30/2024	LEGALSHIELD		AP		578.05
0	8/30/2024	MISSION SQUARE RETIREMENT		AP	9/30/2024	1,674.43
0	8/30/2024	NATIONWIDE RETIREMENT SOLU		AP	9/30/2024	3,680.39
0	8/30/2024	OREGON TEAMSTER EMPLOYERS		AP	9/30/2024	3,622.50
0	8/30/2024	OREGON TEAMSTERS EMPLOYEE		AP	9/30/2024	57,568.12
0	8/30/2024	Payroll Processor ADP		AP	8/31/2024	414,714.96
0	8/30/2024	POLICE ASSOCIATION		AP		2,376.00
0	8/30/2024	VALIC		AP	9/30/2024	10,570.03
75102	8/30/2024	YOLANDA ALLEN		AP	11/26/2024	2,233.50
0	8/31/2024	ELAVON		AP	9/30/2024	343.51
0	8/31/2024	MERCHANT FEES		AP	8/31/2024	5,051.68
0	9/1/2024	OREGON TEAMSTERS EMPLOYEE		AP	9/30/2024	1,693.18
75103	9/4/2024	GRESHAM AUTOMOTIVE INC		AP	9/30/2024	47,147.07
75104	9/4/2024	TOBY GARUS		AP	9/30/2024	53.61
75105	9/4/2024	JAYDEN HAYES		AP	9/30/2024	127.79
75106	9/4/2024	KROESSIN PLUMBING		AP	10/31/2024	250.89
75107	9/4/2024	RACHEL LADD		AP	9/30/2024	84.90
75108	9/4/2024	ASHLEIGH & MATHEW PITTS		AP	9/30/2024	96.57
75109	9/4/2024	BECKY RICCOBUONO		AP	9/30/2024	154.99
75110	9/4/2024	ALAN SHAPIRO		AP	9/30/2024	105.31
75111	9/4/2024	DAVID STAUP		AP	9/30/2024	136.86
75112	9/4/2024	MICAH STOLTZFUS		AP		126.10
75113	9/4/2024	SUPERIOR EXCAVATION, INC.		AP	9/30/2024	120.60
0	9/5/2024	MOONLIGHT BPO LLC		AP	9/30/2024	517.32
75114	9/5/2024	THE AUTOMATION GROUP INC		AP	9/30/2024	7,127.00
75115	9/5/2024	GREYSTONE TACTICAL		AP	9/30/2024	63.59
75116	9/5/2024	INSTRUMENT TECHNOLOGY CORI		AP	9/30/2024	902.92
75117	9/5/2024	LINN BENTON TRACTOR CO		AP	9/30/2024	738.00
75118	9/5/2024	MARKOWITZ HERBOLD PC		AP	9/30/2024	10,489.01
75119	9/5/2024	NET ASSETS		AP	9/30/2024	570.00
75120	9/5/2024	OREGON CASCADES WEST COUNC		AP	9/30/2024	480.00
75121	9/5/2024	PRIMASING MOTORS INC		AP	9/30/2024	852.00
0	9/9/2024	ALLIANCE SOLUTIONS GROUP OF		AP	9/30/2024	976.86
0	9/9/2024	CIVICPLUS LLC		AP	9/30/2024	4,050.40
0	9/9/2024	CONSUMERS POWER INC		AP	9/30/2024	2,093.76
0	9/9/2024	KENNEDY/JENKS CONSULTANTS I		AP	9/30/2024	518.73
0	9/9/2024	KITTELSON & ASSOCIATES INC		AP	9/30/2024	3,872.50
0	9/9/2024	LEBANON AREA CHAMBER OF CO		AP	9/30/2024	500.00
0	9/9/2024	MERINA & COMPANY LLP		AP	9/30/2024	2,850.00
0	9/9/2024	MOONLIGHT BPO LLC		AP	9/30/2024	2,792.62
0	9/9/2024	MORLEY THOMAS LAW FIRM		AP	9/30/2024	46.00
0	9/9/2024	PLATT		AP	9/30/2024	117.68
75122	9/9/2024	AT&T MOBILITY NATIONAL ACCO		AP	9/30/2024	131.56
75123	9/9/2024	BERTELSMANN PUBLISHING GRO		AP	9/30/2024	2,846.31

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75124	9/9/2024	CASCADE COLUMBIA DISTRIBUTI		AP	9/30/2024	5,763.00
75125	9/9/2024	CASCADE OUTDOOR POWER EQUI		AP	9/30/2024	17.35
75126	9/9/2024	CDW GOVERNMENT INC		AP	9/30/2024	3,203.25
75127	9/9/2024	CENTRAL BLUEPRINT CO INC		AP	9/30/2024	250.00
75128	9/9/2024	CENTURYLINK COMMUNICATION		AP	9/30/2024	1,786.67
75129	9/9/2024	CLM WELDING & MACHINE INC		AP	9/30/2024	2,030.00
75130	9/9/2024	COMCAST		AP	9/30/2024	541.97
75131	9/9/2024	CORVALLIS CLINIC PC		AP	9/30/2024	165.00
75132	9/9/2024	EWING IRRIGATION PRODUCTS IN		AP	9/30/2024	879.65
75133	9/9/2024	FASTENAL COMPANY		AP	9/30/2024	495.89
75134	9/9/2024	JEFF FITZWATER		AP	9/30/2024	115.00
75135	9/9/2024	G & S CRUSHING LLC		AP	9/30/2024	353.88
75136	9/9/2024	GERI-FIT COMPANY LLC		AP	9/30/2024	150.00
75137	9/9/2024	JAMES GLOVER		AP	9/30/2024	266.00
75138	9/9/2024	GREYSTONE TACTICAL		AP	9/30/2024	115.18
75139	9/9/2024	HACH COMPANY		AP	9/30/2024	218.00
75140	9/9/2024	ERIC K HARDIN		AP	9/30/2024	130.00
75141	9/9/2024	HD SUPPLY INC		AP	9/30/2024	2,127.95
75142	9/9/2024	COLTER WILEY HESSEL		AP	9/30/2024	266.00
75143	9/9/2024	ELAINE HOWARD		AP	9/30/2024	1,732.50
75144	9/9/2024	INGRAM LIBRARY SERVICES INC		AP	9/30/2024	217.11
75145	9/9/2024	LEBANON TOWING		AP	9/30/2024	175.00
75146	9/9/2024	LEVEL 3 FINANCING INC		AP	9/30/2024	847.05
75147	9/9/2024	MACDONALD-MILLER		AP	9/30/2024	422.50
75148	9/9/2024	NELSON TIRE INC		AP	9/30/2024	3,224.37
75149	9/9/2024	NORTHSTAR CHEMICAL INC		AP	9/30/2024	10,972.47
75150	9/9/2024	SHANA OLSON		AP	9/30/2024	144.00
75151	9/9/2024	OREGON DEPT OF ENVIRONMENT		AP	9/30/2024	1,527.76
75152	9/9/2024	PACIFIC POWER		AP	9/30/2024	25,282.85
75153	9/9/2024	PEAK INTERNET		AP	9/30/2024	1,640.55
75154	9/9/2024	PERMA-BOUND		AP	9/30/2024	1,728.22
75155	9/9/2024	PETERSON TRUCKS		AP	9/30/2024	84.74
75156	9/9/2024	RJ ARMSTRONG & ASSOC CONST		AP	9/30/2024	17,007.25
75157	9/9/2024	SAMARITAN OCCUPATIONAL MED		AP	9/30/2024	268.00
75158	9/9/2024	SOUTH FORK INDUSTRIES INC		AP	9/30/2024	167.10
75159	9/9/2024	STRAIGHT FLUSH INC		AP	9/30/2024	7,287.00
75160	9/9/2024	STUTZMAN & KROPF CONTRACT		AP	9/30/2024	81,672.00
75161	9/9/2024	SUMMIT ACE HOME & GARDEN		AP	9/30/2024	252.59
75162	9/9/2024	SUMMIT ENERGY TECH CORP		AP	9/30/2024	36,554.00
75163	9/9/2024	TWGW INC		AP	9/30/2024	704.68
75164	9/9/2024	UDELL ENGINEERING & SURVEYI		AP	9/30/2024	4,821.00
75165	9/9/2024	WATERCO OF THE PACIFIC NW INC		AP	9/30/2024	70.00
75166	9/9/2024	WILLAMETTE VALLEY EXCAVATI		AP	9/30/2024	106,868.07
75167	9/9/2024	ZENNER USA INC		AP	9/30/2024	5,338.49
0	9/12/2024	KeyBank Key2Purchase P-Card		AP	10/31/2024	29,691.71
0	9/13/2024	AFSCME COUNCIL 75		AP		1,233.04
0	9/13/2024	APPLICATION SOFTWARE INC		AP	9/30/2024	511.30
0	9/13/2024	APPLICATION SOFTWARE INC		AP	9/30/2024	447.70
0	9/13/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	447.70
0	9/13/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	688.43
0	9/13/2024	MISSION SQUARE RETIREMENT		AP	9/30/2024	745.34
0	9/13/2024	MISSION SQUARE RETIREMENT		AP	9/30/2024	807.72
0	9/13/2024	NATIONWIDE RETIREMENT SOLU		AP	9/30/2024	1,619.27
0	9/13/2024	NATIONWIDE RETIREMENT SOLU		AP	9/30/2024	2,061.00
0	9/13/2024	NATIONWIDE RETIREMENT SOLU		AP	10/31/2024	2,061.58
0	9/13/2024	Payroll Processor ADP		AP	9/30/2024	156,937.34

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0	9/13/2024	Payroll Processor ADP		AP	9/30/2024	247,723.51
0	9/13/2024	Payroll Processor ADP		AP	10/31/2024	157,072.36
0	9/13/2024	VALIC		AP	9/30/2024	5,566.94
0	9/13/2024	VALIC		AP	10/31/2024	3,037.31
0	9/13/2024	VALIC		AP	9/30/2024	3,008.01
75168	9/13/2024	DENNIS MOFFET		AP	9/30/2024	10,511.84
75169	9/13/2024	DENISE CASHEN		AP	9/30/2024	30.00
75170	9/13/2024	MICHELLE GUIMOND		AP	9/30/2024	500.00
75171	9/13/2024	RIKKI HARVILL		AP	9/30/2024	50.00
75172	9/13/2024	DANIEL JONES		AP		100.00
75173	9/13/2024	LINN COUNTY TREASURER		AP	9/30/2024	716.84
75174	9/13/2024	OREGON DEPT OF REVENUE		AP	9/30/2024	3,709.51
75175	9/13/2024	WILLIAM PUFALL		AP	9/30/2024	200.00
75176	9/13/2024	CHARLES VAN DETTA		AP		20.00
75177	9/13/2024	DILLAN WEBER		AP	10/31/2024	50.00
0	9/15/2024	ADP INC		AP	9/30/2024	134.00
0	9/15/2024	BLOCK INC - SQUARE		AP	9/30/2024	35.00
0	9/15/2024	BLUEFIN PAYMENT SYSTEMS		AP	9/30/2024	61.90
0	9/15/2024	GARTEN		AP	9/30/2024	305.00
0	9/15/2024	PITNEY BOWES GLOBAL FINANCL		AP	9/30/2024	428.64
0	9/15/2024	PURCHASE POWER		AP	9/30/2024	200.00
0	9/20/2024	PERS		AP	9/30/2024	300,795.31
0	9/23/2024	ALLIANCE SOLUTIONS GROUP OF		AP	9/30/2024	820.42
0	9/23/2024	COMPUNET INC		AP	9/30/2024	3,355.02
0	9/23/2024	PETROCARD INC		AP	9/30/2024	7,408.16
0	9/23/2024	SANISTAR LLC		AP	9/30/2024	160.00
0	9/23/2024	SPRINGBROOK HOLDING COMPAN		AP	9/30/2024	3,911.00
75178	9/23/2024	ANALYTICAL LABORATORY & COI		AP	9/30/2024	1,039.00
75179	9/23/2024	ATEZ INC		AP	9/30/2024	1,180.00
75180	9/23/2024	BUCKMASTER PLUMBING & HEAT		AP	9/30/2024	1,251.50
75181	9/23/2024	COMCAST		AP	9/30/2024	156.93
75182	9/23/2024	CITY OF CORVALLIS		AP	9/30/2024	500.00
75183	9/23/2024	FASTENAL COMPANY		AP	9/30/2024	205.05
75184	9/23/2024	JULIE FISHER		AP	9/30/2024	430.96
75185	9/23/2024	GREYSTONE TACTICAL		AP	10/31/2024	1,423.97
75186	9/23/2024	SHARON HAILS		AP	9/30/2024	45.56
75187	9/23/2024	HD FOWLER COMPANY		AP	9/30/2024	5.37
75188	9/23/2024	HD SUPPLY INC		AP	10/31/2024	307.76
75189	9/23/2024	HEALTHY HOME PEST CONTROL		AP	9/30/2024	140.00
75190	9/23/2024	ELAINE HOWARD		AP	9/30/2024	525.00
75191	9/23/2024	HW WILSON		AP	9/30/2024	295.70
75192	9/23/2024	IDEXX DISTRIBUTION INC		AP	9/30/2024	715.17
75193	9/23/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP	9/30/2024	1,556.02
75194	9/23/2024	INGRAM LIBRARY SERVICES INC		AP	9/30/2024	1,182.46
75195	9/23/2024	K & D ENGINEERING INC		AP	9/30/2024	2,233.75
75196	9/23/2024	LEHR		AP	9/30/2024	1,182.65
75197	9/23/2024	MICHELLE Z MASH		AP	10/31/2024	35.00
75198	9/23/2024	MIDAMERICA BOOKS		AP	10/31/2024	389.25
75199	9/23/2024	MOTION INDUSTRIES INC		AP	9/30/2024	1,692.84
75200	9/23/2024	NELSON TIRE INC		AP	9/30/2024	1,605.08
75201	9/23/2024	NET ASSETS		AP	9/30/2024	450.00
75202	9/23/2024	NO-D-LAY SHOE SHOP INC		AP	9/30/2024	4,121.16
75203	9/23/2024	NW NATURAL		AP	9/30/2024	516.35
75204	9/23/2024	OAWU		AP	9/30/2024	360.00
75205	9/23/2024	ODP BUSINESS SOLUTIONS LLC		AP	10/31/2024	65.37
75206	9/23/2024	OPTIMIST CLUB OF LEBANON		AP	9/30/2024	330.00

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75207	9/23/2024	STATE OF OREGON		AP	10/31/2024	750.00
75208	9/23/2024	PACIFIC POWER		AP	9/30/2024	57,839.73
75209	9/23/2024	PAPE KENWORTH		AP	9/30/2024	245.05
75210	9/23/2024	PENETRATIONS INC		AP	9/30/2024	2,425.00
75211	9/23/2024	PERMA-BOUND		AP	10/31/2024	613.13
75212	9/23/2024	POLY-CORR INDUSTRIES INC		AP	9/30/2024	1,471.90
75213	9/23/2024	STAR ELECTRIC MOTOR SERVICE		AP	10/31/2024	366.00
75214	9/23/2024	CHARLIE STEWART		AP	10/31/2024	115.00
75215	9/23/2024	SUMMIT ACE HOME & GARDEN		AP	9/30/2024	861.73
75216	9/23/2024	TWGW INC		AP	9/30/2024	308.07
75217	9/23/2024	SCOTT WILKERSON		AP	10/31/2024	110.00
75218	9/23/2024	REBECCA WIRFS		AP	10/31/2024	41.97
75219	9/24/2024	SHANA OLSON		AP	9/30/2024	89.50
75220	9/24/2024	ERIC STEIN		AP	9/30/2024	155.00
75221	9/25/2024	SIMS AMBER		AP	10/31/2024	20.43
75222	9/25/2024	TRUONG AO		AP	10/31/2024	152.07
75223	9/25/2024	NORMA ARTHUR		AP		325.46
75224	9/25/2024	CARRISA & GARRETT BAARSCH		AP	10/31/2024	97.35
75225	9/25/2024	CASANDRA BEGLEY		AP		107.35
75226	9/25/2024	MICHELLE CLARK		AP	10/31/2024	757.03
75227	9/25/2024	DONALD DAVENPORT		AP	10/31/2024	248.34
75228	9/25/2024	ESTATE OF VESTA DESPLANCKE		AP	10/31/2024	196.07
75229	9/25/2024	MARIE FECHTER		AP		76.37
75230	9/25/2024	MCKENZIE & DANIEL GENTRY		AP	10/31/2024	40.53
75231	9/25/2024	KEVIN GRAY		AP	10/31/2024	140.55
75232	9/25/2024	DEVON GRESHLER		AP		152.07
75233	9/25/2024	HINESHOOF LLC		AP	10/31/2024	424.69
75234	9/25/2024	CATHY & JOHNNY HORNER		AP	10/31/2024	60.69
75235	9/25/2024	WILLIAM & GLENDA KLEDZINSKI		AP	10/31/2024	266.56
75236	9/25/2024	LIVING TRUST GALEN & JUDY BU		AP	10/31/2024	99.47
75237	9/25/2024	MEGGAN & TODD MODDERMAN		AP	10/31/2024	119.98
75238	9/25/2024	DANIEL MOIR		AP	10/31/2024	51.16
75239	9/25/2024	SOLEIL NELSON		AP		89.10
75240	9/25/2024	KAYLA NORMAN		AP		13.03
75241	9/25/2024	Owen Construction Inc.		AP	10/31/2024	264.19
75242	9/25/2024	VANESSA PIERCE		AP		140.29
75243	9/25/2024	VYANNA SCHUMAN		AP		189.40
75244	9/25/2024	LENA SENCER		AP	10/31/2024	170.50
75245	9/25/2024	TRACEY SHAFFER		AP	10/31/2024	59.82
75246	9/25/2024	JESSICA SMITH		AP	10/31/2024	121.08
75247	9/25/2024	LISA STAGNOLI		AP	10/31/2024	10.37
75248	9/25/2024	DEANA & BLAKE STARELLI		AP		175.40
75249	9/25/2024	TIFFANY THAYER		AP		7.01
75250	9/25/2024	JOHN VENABLES		AP	10/31/2024	24.92
75251	9/25/2024	SADIE WILLIAMS		AP	10/31/2024	419.85
0	9/26/2024	A1 COUPLING & HOSE INC		AP	9/30/2024	1,037.70
0	9/26/2024	ALLIANCE SOLUTIONS GROUP OF		AP	9/30/2024	1,719.06
0	9/26/2024	ANDY ROY		AP	9/30/2024	79.30
0	9/26/2024	BRIDGETOWER OPCO LLC		AP	9/30/2024	75.02
0	9/26/2024	CASCADE CENTERS INC		AP	9/30/2024	96.25
0	9/26/2024	COMPUNET INC		AP	9/30/2024	275.00
0	9/26/2024	ERIK JD MOELLER, ATTORNEY PC		AP	9/30/2024	2,166.00
0	9/26/2024	FERGUSON WATERWORKS #3011 &		AP	9/30/2024	14,101.25
0	9/26/2024	GILMOUR & COMPANY INC		AP	9/30/2024	5,601.61
0	9/26/2024	H2O INNOVATION USA INC		AP	9/30/2024	448,963.24
0	9/26/2024	MOONLIGHT BPO LLC		AP	9/30/2024	150.72

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0	9/26/2024	MORLEY THOMAS LAW FIRM		AP	9/30/2024	17,534.50
0	9/26/2024	ONE CALL CONCEPTS INC		AP	9/30/2024	232.44
0	9/26/2024	PLATT		AP	9/30/2024	2,084.37
75252	9/26/2024	LEBANON FIRE DISTRICT		AP	10/31/2024	1,400.00
75253	9/26/2024	SAMARITAN OCCUPATIONAL MED		AP	9/30/2024	811.00
75254	9/26/2024	SUMMIT ACE HOME & GARDEN		AP	10/31/2024	161.97
75255	9/26/2024	UDELL ENGINEERING & SURVEYII		AP	10/31/2024	2,765.00
75256	9/26/2024	CHARLES VARELA		AP	10/31/2024	30.00
75257	9/26/2024	ALPHA ENVIRONMENTAL SERVICI		AP	10/31/2024	15,570.00
75258	9/26/2024	ANALYTICAL LABORATORY & COI		AP	10/31/2024	58.00
75259	9/26/2024	ARPC		AP	10/31/2024	4,991.60
75260	9/26/2024	THE AUTOMATION GROUP INC		AP	9/30/2024	24,905.00
75261	9/26/2024	BUILD LEBANON TRAILS		AP	10/31/2024	23,500.00
75262	9/26/2024	THE BUILDING DEPARTMENT, LLC		AP	10/31/2024	24,762.55
75263	9/26/2024	CASCADE OUTDOOR POWER EQUI		AP	10/31/2024	223.65
75264	9/26/2024	CENTURYLINK COMMUNICATIONI		AP	10/31/2024	1,794.35
75265	9/26/2024	CERTIFIED LANGUAGES INTERNA		AP	10/31/2024	14.85
75266	9/26/2024	KYLE CHRISTENSEN		AP		115.00
75267	9/26/2024	COMCAST		AP	10/31/2024	541.97
75268	9/26/2024	CORVALLIS CLINIC PC		AP	10/31/2024	165.00
75269	9/26/2024	EDGE ANALYTICAL INC		AP	10/31/2024	153.00
75270	9/26/2024	DWAINE ERNST		AP	10/31/2024	115.00
75271	9/26/2024	FASTENAL COMPANY		AP	10/31/2024	109.66
75272	9/26/2024	GATEWAY IMPRINTS INC		AP	10/31/2024	40.00
75273	9/26/2024	SAVANAH GLEAVES		AP	10/31/2024	600.00
75274	9/26/2024	HAGEMEISTER ENTERPRISES INC		AP	10/31/2024	578.00
75275	9/26/2024	HD FOWLER COMPANY		AP	9/30/2024	298.02
75276	9/26/2024	HD SUPPLY INC		AP	10/31/2024	553.44
75277	9/26/2024	HEALTHY HOME PEST CONTROL		AP	10/31/2024	80.00
75278	9/26/2024	INGRAM LIBRARY SERVICES INC		AP	10/31/2024	225.80
75279	9/26/2024	INTERTECH		AP	9/30/2024	205.00
75280	9/26/2024	JACKSON GROUP NW INC		AP	10/31/2024	3,600.00
75281	9/26/2024	JOHN DEERE FINANCIAL		AP	10/31/2024	559.73
75282	9/26/2024	LANGUAGE LINE SERVICES		AP	10/31/2024	78.21
75283	9/26/2024	LEVEL 3 FINANCING INC		AP	10/31/2024	847.53
75284	9/26/2024	LIGHTSPEED NETWORKS INC		AP	10/31/2024	1,667.71
75285	9/26/2024	MARKOWITZ HERBOLD PC		AP	10/31/2024	4,254.54
75286	9/26/2024	MOTION INDUSTRIES INC		AP	10/31/2024	20,028.49
75287	9/26/2024	NATIONAL BUSINESS SOLUTIONS		AP	10/31/2024	8,909.82
75288	9/26/2024	NELSON TIRE INC		AP	10/31/2024	342.01
75289	9/26/2024	NORTHSTAR CHEMICAL INC		AP	9/30/2024	28,125.36
75290	9/26/2024	OREGON GOVERNMENT ETHICS C		AP	10/31/2024	1,323.95
75291	9/26/2024	PACIFIC POWER		AP	9/30/2024	23,389.20
75292	9/26/2024	PEAK INTERNET		AP	10/31/2024	1,640.55
75293	9/26/2024	PERMA-BOUND		AP	10/31/2024	20.73
75294	9/26/2024	PRINTING SOLUTIONS		AP	9/30/2024	1,598.00
75295	9/26/2024	QUAD PEAKS CORPORATION		AP	10/31/2024	46.35
75296	9/26/2024	REPUBLIC SERVICES #450		AP	10/31/2024	8,326.61
75297	9/26/2024	SANTIAM CANYON EXCAVATING I		AP	9/30/2024	24,117.34
75298	9/26/2024	STUKENHOLTZ LABORATORY		AP	10/31/2024	97.00
75299	9/26/2024	SUMMIT ACE HOME & GARDEN		AP	10/31/2024	101.03
75300	9/26/2024	SUMMIT ENERGY TECH CORP		AP	10/31/2024	1,148.50
75301	9/26/2024	TECH DATA CORPORATION		AP	10/31/2024	4,486.65
75302	9/26/2024	TWGW INC		AP	9/30/2024	466.45
75303	9/26/2024	UDELL ENGINEERING & SURVEYII		AP	10/31/2024	2,220.00
75304	9/26/2024	USEFUL CORPORATION		AP	10/31/2024	956.00

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75305	9/26/2024	VALLEY FIRE CONTROL INC		AP	10/31/2024	495.50
75306	9/26/2024	VERIZON		AP	10/31/2024	5,564.81
75307	9/26/2024	WALTER E NELSON CO OF EUGENI		AP	10/31/2024	980.12
75308	9/26/2024	WILCO		AP	10/31/2024	81.44
75309	9/26/2024	WILLAMETTE COMMUNITY HEAL		AP	10/31/2024	1,343.00
75310	9/26/2024	WINCAN LLC		AP	10/31/2024	5,100.00
0	9/27/2024	AFSCME COUNCIL 75		AP		1,235.66
0	9/27/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	511.30
0	9/27/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	447.70
0	9/27/2024	CIS TRUST		AP	10/31/2024	113,647.78
0	9/27/2024	LEGALSHIELD		AP		563.10
0	9/27/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	781.48
0	9/27/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	807.72
0	9/27/2024	NATIONWIDE RETIREMENT SOLU		AP	10/31/2024	1,619.27
0	9/27/2024	NATIONWIDE RETIREMENT SOLU		AP	10/31/2024	2,061.00
0	9/27/2024	OREGON TEAMSTER EMPLOYERS		AP	10/31/2024	3,410.50
0	9/27/2024	OREGON TEAMSTERS EMPLOYEE		AP	10/31/2024	55,874.94
0	9/27/2024	Payroll Processor ADP		AP	9/30/2024	244,844.20
0	9/27/2024	Payroll Processor ADP		AP	9/30/2024	163,014.56
0	9/27/2024	POLICE ASSOCIATION		AP		2,196.00
0	9/27/2024	VALIC		AP	10/31/2024	5,566.94
0	9/27/2024	VALIC		AP	10/31/2024	3,039.89
75311	9/27/2024	SHARON HAILS		AP	9/30/2024	100.16
75312	9/27/2024	MATTHEW WILLIAMS		AP	9/30/2024	2,377.59
0	9/30/2024	ADP INC		AP	9/30/2024	138.00
0	9/30/2024	OREGON DEPT OF ENVIRONMENT		AP		67,500.00
75313	10/4/2024	RICK ERICKSON		AP		50.00
75314	10/4/2024	LINN COUNTY TREASURER		AP	10/31/2024	812.17
75315	10/4/2024	OREGON DEPT OF REVENUE		AP	10/31/2024	4,365.76
75316	10/4/2024	WILLIAM PUFALL		AP		150.00
75317	10/4/2024	JESUS & CATHERINE RAMOS		AP		200.00
75318	10/4/2024	WAL-MART		AP	10/31/2024	50.00
75319	10/4/2024	DILLAN WEBER		AP		50.00
75320	10/4/2024	HEATHER ATTERBERRY		AP	10/31/2024	141.63
75321	10/4/2024	BERGEN LLC		AP		110.87
75322	10/4/2024	LORETTA DELANEY		AP		127.96
75323	10/4/2024	CAMBRIA HELVIE		AP		86.57
75324	10/4/2024	MEGAN KELLER		AP		17.74
75325	10/4/2024	KRISTA & ANDREW MCCULLOM		AP		28.19
75326	10/4/2024	LOREN NESS		AP	10/31/2024	147.98
75327	10/4/2024	KAREN ONCKEN		AP		76.25
75328	10/4/2024	MICHAEL & MORGAN VANATTA		AP	10/31/2024	440.64
0	10/5/2024	PERS		AP	10/31/2024	661.73
0	10/8/2024	ALLIANCE SOLUTIONS GROUP OF		AP	10/31/2024	898.64
0	10/8/2024	COMPUNET INC		AP	10/31/2024	7,911.24
0	10/8/2024	CONSUMERS POWER INC		AP	10/31/2024	2,198.99
0	10/8/2024	HYDROTEM ENTERPRISES LLC		AP	10/31/2024	4,230.88
0	10/8/2024	KITTELSON & ASSOCIATES INC		AP	10/31/2024	1,360.00
0	10/8/2024	PETROCARD INC		AP	10/31/2024	6,364.50
0	10/8/2024	SINGERLEWAK LLP		AP	10/31/2024	36,410.00
75329	10/8/2024	ANALYTICAL LABORATORY & COI		AP	10/31/2024	648.00
75330	10/8/2024	AT&T MOBILITY NATIONAL ACCO		AP	10/31/2024	131.56
75331	10/8/2024	BETTER PORTABLE TOILETS INC		AP	10/31/2024	904.00
75332	10/8/2024	CASCADE OUTDOOR POWER EQUI		AP	10/31/2024	4.35
75333	10/8/2024	JEFF FITZWATER		AP	10/31/2024	40.13
75334	10/8/2024	G & S CRUSHING LLC		AP	10/31/2024	672.60

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75335	10/8/2024	HD SUPPLY INC		AP	10/31/2024	161.46
75336	10/8/2024	HID GLOBAL CORPORATION		AP	10/31/2024	3,452.00
75337	10/8/2024	BRENT HURST		AP	10/31/2024	332.10
75338	10/8/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP	10/31/2024	48.09
75339	10/8/2024	INGRAM LIBRARY SERVICES INC		AP	10/31/2024	349.13
75340	10/8/2024	CIARRA KEENE		AP	10/31/2024	49.98
75341	10/8/2024	KNIFE RIVER		AP	10/31/2024	33,772.50
75342	10/8/2024	LIBRARY IDEAS LLC		AP	10/31/2024	450.00
75343	10/8/2024	MIDAMERICA BOOKS		AP	10/31/2024	239.60
75344	10/8/2024	NELSON TIRE INC		AP	10/31/2024	44.28
75345	10/8/2024	OAWU		AP	10/31/2024	1,400.00
75346	10/8/2024	OREGON ASPHALT MAINTENANCE		AP	10/31/2024	34,938.71
75347	10/8/2024	PACIFIC POWER		AP	10/31/2024	937.43
75348	10/8/2024	PERMA-BOUND		AP	10/31/2024	17.15
75349	10/8/2024	SUMMIT ACE HOME & GARDEN		AP	10/31/2024	1,381.83
75350	10/8/2024	SUMMIT ENERGY TECH CORP		AP	10/31/2024	898.50
75351	10/8/2024	TWGW INC		AP	10/31/2024	529.68
75352	10/8/2024	UDELL ENGINEERING & SURVEYING		AP	10/31/2024	5,088.00
75353	10/8/2024	UNIQUE MANAGEMENT SERVICES		AP	10/31/2024	116.50
75354	10/8/2024	WALTER E NELSON CO OF EUGENE		AP	10/31/2024	2,159.06
75355	10/8/2024	WATERCO OF THE PACIFIC NW INC		AP	10/31/2024	70.00
0	10/9/2024	SPRINGBROOK HOLDING COMPANY		AP	10/31/2024	2,877.00
0	10/11/2024	AFSCME COUNCIL 75		AP		1,242.23
0	10/11/2024	ALLIANCE SOLUTIONS GROUP OF		AP	10/31/2024	898.64
0	10/11/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	511.30
0	10/11/2024	ERIK JD MOELLER, ATTORNEY PC		AP	10/31/2024	2,166.00
0	10/11/2024	GERALD WAITE		AP	10/31/2024	273.06
0	10/11/2024	KITTELSON & ASSOCIATES INC		AP	10/31/2024	521.25
0	10/11/2024	LEBANON AREA CHAMBER OF COMMERCE		AP	10/31/2024	21,250.00
0	10/11/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	807.72
0	10/11/2024	MORLEY THOMAS LAW FIRM		AP	10/31/2024	17,523.45
0	10/11/2024	NATIONAL TESTING NETWORK		AP	10/31/2024	1,200.00
0	10/11/2024	NATIONWIDE RETIREMENT SOLUTIONS		AP	10/31/2024	1,619.27
0	10/11/2024	Payroll Processor ADP		AP	10/31/2024	230,380.63
0	10/11/2024	SANISTAR LLC		AP	10/31/2024	160.00
0	10/11/2024	SPRINGBROOK HOLDING COMPANY		AP	10/31/2024	3,525.00
0	10/11/2024	VALIC		AP	10/31/2024	7,706.54
75356	10/11/2024	ANALYTICAL LABORATORY & CONSULTING		AP	10/31/2024	619.00
75357	10/11/2024	COMCAST		AP	10/31/2024	154.85
75358	10/11/2024	COMPLETE WIRELESS SOLUTIONS		AP	10/31/2024	154.20
75359	10/11/2024	FASTENAL COMPANY		AP	10/31/2024	416.28
75360	10/11/2024	GREYSTONE TACTICAL		AP	10/31/2024	3,479.93
75361	10/11/2024	HACH COMPANY		AP	10/31/2024	628.00
75362	10/11/2024	HD FOWLER COMPANY		AP	10/31/2024	2,418.67
75363	10/11/2024	HD SUPPLY INC		AP	10/31/2024	120.72
75364	10/11/2024	HEALTHY HOME PEST CONTROL		AP	10/31/2024	70.00
75365	10/11/2024	INDUSTRIAL PIPE & SUPPLY CO INC		AP	10/31/2024	75.04
75366	10/11/2024	INDUSTRIAL WELDING SUPPLY INC		AP	10/31/2024	54.50
75367	10/11/2024	INGRAM LIBRARY SERVICES INC		AP	10/31/2024	304.18
75368	10/11/2024	JEFF KENT		AP		25.46
75369	10/11/2024	LINN COUNTY ROAD DEPARTMENT		AP	10/31/2024	3,535.00
75370	10/11/2024	LINN COUNTY TREASURER		AP	10/31/2024	450.40
75371	10/11/2024	MOTION INDUSTRIES INC		AP	10/31/2024	486.18
75372	10/11/2024	NELSON TIRE INC		AP	10/31/2024	939.63
75373	10/11/2024	NET ASSETS		AP	10/31/2024	600.00
75374	10/11/2024	NORTHSTAR CHEMICAL INC		AP	10/31/2024	3,521.60

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75375	10/11/2024	NW NATURAL		AP	10/31/2024	587.24
75376	10/11/2024	ODP BUSINESS SOLUTIONS LLC		AP	10/31/2024	224.20
75377	10/11/2024	PACIFIC POWER		AP	10/31/2024	30,039.44
75378	10/11/2024	PARTNERS FOR PROGRESS INC		AP		7,500.00
75379	10/11/2024	POTABLE DIVERS INC		AP	10/31/2024	4,000.00
75380	10/11/2024	SAMARITAN OCCUPATIONAL MED		AP	10/31/2024	904.00
75381	10/11/2024	SMJ VENTURES INC		AP	10/31/2024	7,922.00
75382	10/11/2024	ERIC STEIN		AP	10/31/2024	41.65
75383	10/11/2024	TWGW INC		AP	10/31/2024	147.61
75384	10/11/2024	UDELL ENGINEERING & SURVEYII		AP	10/31/2024	1,125.00
75385	10/11/2024	DARIN WAITE		AP	10/31/2024	25.46
75386	10/11/2024	WILLAMETTE VALLEY EXCAVATING		AP	10/31/2024	449,270.32
75387	10/11/2024	WILLAMETTE VALLEY UNDERGROUND		AP	10/31/2024	600.00
75388	10/11/2024	CWRC		AP		1,500.00
0	10/15/2024	ADP INC		AP	10/31/2024	1,688.90
0	10/15/2024	BLOCK INC - SQUARE		AP	10/31/2024	35.00
0	10/15/2024	OREGON DEPARTMENT OF REVENUE		AP	10/31/2024	1,576.40
0	10/15/2024	PITNEY BOWES GLOBAL FINANCIAL		AP	10/31/2024	423.09
0	10/15/2024	PURCHASE POWER		AP	10/31/2024	603.75
0	10/17/2024	CIS TRUST		AP	10/31/2024	1,797.50
75389	10/17/2024	CAYLA & JOSEPH ALU		AP	10/31/2024	183.60
0	10/23/2024	BRIDGETOWER OPCO LLC		AP	10/31/2024	573.54
0	10/23/2024	CASCADE CENTERS INC		AP	10/31/2024	96.25
0	10/23/2024	COMPUNET INC		AP	10/31/2024	3,324.00
0	10/23/2024	HYDROTEM ENTERPRISES LLC		AP	10/31/2024	2,902.81
0	10/23/2024	IDEXX DISTRIBUTION INC		AP	10/31/2024	984.21
0	10/23/2024	MOONLIGHT BPO LLC		AP	10/31/2024	13,451.67
0	10/23/2024	PETROCARD INC		AP	10/31/2024	6,975.48
75390	10/23/2024	CASCADE OUTDOOR POWER EQUIPMENT		AP		74.95
75391	10/23/2024	CENTURYLINK COMMUNICATIONS		AP	10/31/2024	1,847.24
75392	10/23/2024	CHAVES CONSULTING INC		AP	10/31/2024	499.77
75393	10/23/2024	COMCAST		AP		544.07
75394	10/23/2024	STATE OF OREGON DCBS - FISCAL		AP	10/31/2024	8,497.68
75395	10/23/2024	FASTENAL COMPANY		AP	10/31/2024	397.48
75396	10/23/2024	FEDEX FREIGHT		AP	10/31/2024	173.20
75397	10/23/2024	G & S CRUSHING LLC		AP	10/31/2024	703.56
75398	10/23/2024	HEALTHY HOME PEST CONTROL		AP	10/31/2024	80.00
75399	10/23/2024	INGRAM LIBRARY SERVICES INC		AP	10/31/2024	618.51
75400	10/23/2024	K & D ENGINEERING INC		AP	10/31/2024	6,510.00
75401	10/23/2024	LEBANON, CITY OF		AP		23.75
75402	10/23/2024	LEBANON, CITY OF		AP	10/31/2024	100.00
75403	10/23/2024	LINN COUNTY CLERK		AP		16.50
75404	10/23/2024	NELSON TIRE INC		AP	10/31/2024	519.77
75405	10/23/2024	NORTHSTAR CHEMICAL INC		AP	10/31/2024	4,186.37
75406	10/23/2024	ODP BUSINESS SOLUTIONS LLC		AP		57.57
75408	10/23/2024	PACIFIC POWER		AP	10/31/2024	23,262.45
75409	10/23/2024	PEAK INTERNET		AP	10/31/2024	100.00
75410	10/23/2024	PETERSON TRUCKS		AP	10/31/2024	8.84
75411	10/23/2024	PROFESSIONAL SEC ALARM CO		AP	10/31/2024	1,407.00
75412	10/23/2024	REPUBLIC SERVICES #450		AP		6,606.90
75413	10/23/2024	TWGW INC		AP	10/31/2024	571.06
75414	10/23/2024	UDELL ENGINEERING & SURVEYING		AP		780.00
75415	10/23/2024	WATERCO OF THE PACIFIC NW INC		AP	10/31/2024	70.00
0	10/25/2024	AFSCME COUNCIL 75		AP		1,186.70
0	10/25/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	464.50
0	10/25/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	447.70

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0	10/25/2024	APPLICATION SOFTWARE INC		AP	10/31/2024	46.80
0	10/25/2024	CIS TRUST		AP		108,058.74
0	10/25/2024	HRA VEBA TRUST		AP		1,700.00
0	10/25/2024	LEGALSHIELD		AP		578.05
0	10/25/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	607.72
0	10/25/2024	MISSION SQUARE RETIREMENT		AP	10/31/2024	654.26
0	10/25/2024	NATIONWIDE RETIREMENT SOLU		AP	10/31/2024	1,619.27
0	10/25/2024	NATIONWIDE RETIREMENT SOLU		AP	10/31/2024	2,061.62
0	10/25/2024	OREGON TEAMSTER EMPLOYERS		AP		3,515.50
0	10/25/2024	OREGON TEAMSTERS EMPLOYEE		AP		57,568.12
0	10/25/2024	Payroll Processor ADP		AP	10/31/2024	149,046.65
0	10/25/2024	Payroll Processor ADP		AP	10/31/2024	231,042.23
0	10/25/2024	POLICE ASSOCIATION		AP		2,232.00
0	10/25/2024	VALIC		AP	10/31/2024	3,033.09
0	10/25/2024	VALIC		AP	10/31/2024	5,730.42
75416	10/25/2024	TAYLER HILL		AP	10/31/2024	1,866.75
75417	10/25/2024	TRUONG AO		AP	10/31/2024	47.93
75419	10/25/2024	GARRETT BERKEY &		AP		140.72
75420	10/25/2024	JASON CADWELL		AP		37.50
75421	10/25/2024	WILLIAM & SHEILAH CARROLL		AP		215.63
75422	10/25/2024	MICHELLE CLARK		AP	10/31/2024	237.93
75423	10/25/2024	DAWN & HOLLIE COOMBS		AP	10/31/2024	77.24
75424	10/25/2024	SAMUEL D'AMICO		AP		57.41
75425	10/25/2024	NICHOLAS FISBECK		AP		74.39
75426	10/25/2024	JORDAN GREVE		AP		266.94
75427	10/25/2024	INTEGRITY INVESTMENTS		AP	10/31/2024	5,150.33
75428	10/25/2024	INTEGRITY INVESTMENTS		AP	10/31/2024	316.85
75429	10/25/2024	JAMATA HAPPY HOME		AP	10/31/2024	18.48
75430	10/25/2024	JAMATA HAPPY HOME		AP	10/31/2024	124.01
75431	10/25/2024	KIRA JOHNSON		AP		107.01
75432	10/25/2024	LEBANON COMMUNITY SCHOOL I		AP		556.22
75433	10/25/2024	ERIC MACDOWELL		AP		77.44
75434	10/25/2024	KAREN MALLOZZI		AP		164.96
75435	10/25/2024	MARATHON ACQUISITION & DEVI		AP	10/31/2024	540.25
75436	10/25/2024	ESTATE OF MARY MARQUARDT		AP		320.74
75437	10/25/2024	TRACY MITZEL		AP		75.60
75438	10/25/2024	AUDREY MURRAY		AP		57.41
75439	10/25/2024	JOANNE NELSON		AP		549.69
75440	10/25/2024	DAVID & ANN OSGOOD		AP		115.07
75441	10/25/2024	KJELL OVERGAARD		AP	10/31/2024	125.45
75442	10/25/2024	MARY PASCO		AP		188.73
75443	10/25/2024	BEAU PICHEL		AP		35.71
75444	10/25/2024	CHRISTOPHER PLUMMER		AP	10/31/2024	200.00
75445	10/25/2024	DUSTAN SMITH		AP	10/31/2024	200.00
75446	10/25/2024	ARTHUR & MARY ANNE SPRINGEF		AP		206.72
75447	10/25/2024	JAMI & SEAN TATE		AP		439.58
75448	10/25/2024	AIDEN WEST		AP	10/31/2024	85.30
75449	10/28/2024	ROBERT SOUTHWICK		AP	10/31/2024	1,336.82
75450	10/31/2024	PACIFIC POWER		AP		47,411.00
75451	10/31/2024	OREGON DEPT OF ENVIRONMENT		AP		271,612.00
0	11/1/2024	ALLIANCE SOLUTIONS GROUP OF		AP		1,719.06
0	11/1/2024	MERINA & COMPANY LLP		AP		2,025.00
0	11/1/2024	ONE CALL CONCEPTS INC		AP		387.40
0	11/1/2024	PETROCARD INC		AP		1,329.37
0	11/1/2024	PLATT		AP		875.86
0	11/1/2024	ZIONS BANK CORPORATION, NA		AP		450.00

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75452	11/1/2024	PACIFIC POWER		AP		545.45
75453	11/1/2024	ANALYTICAL LABORATORY & CO		AP		619.00
75454	11/1/2024	BETTER PORTABLE TOILETS INC		AP		904.00
75455	11/1/2024	BI-MART CORPORATION		AP		107.38
75456	11/1/2024	THE BUILDING DEPARTMENT, LLC		AP		14,893.15
75457	11/1/2024	CASCADE COLUMBIA DISTRIBUTI		AP		1,103.56
75458	11/1/2024	CASCADE OUTDOOR POWER EQU		AP		46.65
75459	11/1/2024	CERTIFIED LANGUAGES INTERNA		AP		11.55
75460	11/1/2024	KYLE CHRISTENSEN		AP		129.00
75461	11/1/2024	COFFIN BUTTE LF C/O VALLEY LA		AP		10,817.40
75462	11/1/2024	CORVALLIS CLINIC PC		AP		165.00
75463	11/1/2024	DAVID EVANS & ASSOCIATES INC		AP		8,621.48
75464	11/1/2024	GOBLE SAMPSON & ASSOCIATES		AP		10,978.38
75465	11/1/2024	GREYSTONE TACTICAL		AP		1,564.18
75466	11/1/2024	GROUNDWATER SOLUTIONS INC		AP		2,431.25
75467	11/1/2024	HD FOWLER COMPANY		AP		385.89
75468	11/1/2024	HD SUPPLY INC		AP		217.66
75469	11/1/2024	HEALTHY HOME PEST CONTROL		AP		70.00
75470	11/1/2024	INGRAM LIBRARY SERVICES INC		AP		958.87
75471	11/1/2024	I-SECURE INC		AP		176.00
75472	11/1/2024	LANGUAGE LINE SERVICES		AP		57.92
75473	11/1/2024	LEBANON TOWING		AP		160.00
75474	11/1/2024	LEVEL 3 FINANCING INC		AP		847.70
75475	11/1/2024	LIGHTSPEED NETWORKS INC		AP		291.51
75476	11/1/2024	MAIN 807 LLC		AP		20,000.00
75477	11/1/2024	MARKOWITZ HERBOLD PC		AP		9,933.70
75478	11/1/2024	NATIONAL BUSINESS SOLUTIONS		AP		1,341.17
75479	11/1/2024	NELSON TIRE INC		AP		1,352.71
75480	11/1/2024	NO-D-LAY SHOE SHOP INC		AP		440.92
75481	11/1/2024	ODOT		AP		7,550.50
75482	11/1/2024	OREGON BUREAU OF LABOR & IN		AP		250.00
75483	11/1/2024	PACIFIC POWER		AP		24,149.83
75484	11/1/2024	PAPE KENWORTH		AP		12.83
75485	11/1/2024	PETERSON TRUCKS		AP		66.87
75486	11/1/2024	REPUBLIC SERVICES #450		AP		87.63
75487	11/1/2024	SAMARITAN OCCUPATIONAL MED		AP		613.00
75488	11/1/2024	SPAETH LUMBER		AP		5.02
75489	11/1/2024	STANCO MANUFACTURING INC		AP		17,269.55
75490	11/1/2024	STAR ELECTRIC MOTOR SERVICE		AP		492.00
75491	11/1/2024	STUKENHOLTZ LABORATORY		AP		675.00
75492	11/1/2024	SUMMIT ACE HOME & GARDEN		AP		829.92
75493	11/1/2024	SUMMIT ENERGY TECH CORP		AP		888.50
75494	11/1/2024	TEREX USA LLC		AP		1,712.50
75495	11/1/2024	TWGW INC		AP		149.23
75496	11/1/2024	UNIQUE MANAGEMENT SERVICES		AP		69.90
75497	11/1/2024	WILCO		AP		831.64
75498	11/1/2024	WILLAMETTE COMMUNITY HEAL		AP		932.00
75499	11/1/2024	JOANNE BEAVER		AP		102.07
75500	11/1/2024	JEFF & LEEANN BOWSER		AP		210.10
75501	11/1/2024	NICOLE BROWN		AP		80.73
75502	11/1/2024	MONICA CLARK		AP		90.83
75503	11/1/2024	JACOB & AMANDA GROVE		AP		146.39
75504	11/1/2024	KYLIE JOYNER		AP		56.72
75505	11/1/2024	KEVIN KRAFT		AP		67.08
75506	11/1/2024	LEBANON COMMUNITY SCHOOL I		AP		498.15
75507	11/1/2024	MICHELLE MCCONE		AP		126.25

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
75508	11/1/2024	GARY PALMER		AP		68.62
75509	11/1/2024	ADRIEN SHRUM		AP		95.97
75510	11/1/2024	THUNDER MOUNTAIN RANCH		AP		429.02
75511	11/1/2024	BENJAMIN ULEP JR		AP		63.59
75512	11/1/2024	ANDREA & TRAVIS WALDIE		AP		51.29
75513	11/1/2024	WEST PACIFIC DRILLING		AP		420.42
75514	11/1/2024	KAYLA YUTRZENKA		AP		46.89
0	11/6/2024	ALLIANCE SOLUTIONS GROUP OF		AP		820.42
0	11/6/2024	COMPUNET INC		AP		4,588.86
0	11/6/2024	CONSUMERS POWER INC		AP		2,156.41
0	11/6/2024	HYDROTEM ENTERPRISES LLC		AP		685.65
0	11/6/2024	KENNEDY/JENKS CONSULTANTS I		AP		7,195.41
0	11/6/2024	KITTELSON & ASSOCIATES INC		AP		295.00
0	11/6/2024	PETROCARD INC		AP		7,908.02
0	11/6/2024	PLATT		AP		184.55
0	11/6/2024	WESTERN PNEUMATICS LLC		AP		19,285.00
75515	11/6/2024	ALPHA ENVIRONMENTAL SERVICE		AP		3,450.00
75516	11/6/2024	ANALYTICAL LABORATORY & CO		AP		619.00
75517	11/6/2024	AT&T MOBILITY NATIONAL ACCO		AP		131.61
75518	11/6/2024	BLACKSTONE PUBLISHING		AP		228.76
75519	11/6/2024	TRAVIS BOSHART		AP		157.00
75520	11/6/2024	CASCADE OUTDOOR POWER EQUI		AP		1,398.85
75521	11/6/2024	CVE TECHNOLOGIES GROUP INC		AP		12,371.40
75522	11/6/2024	FASTENAL COMPANY		AP		523.35
75523	11/6/2024	FISHER'S RPM ELECTRIC MOTORS		AP		6,702.00
75524	11/6/2024	G & S CRUSHING LLC		AP		512.29
75525	11/6/2024	GATEWAY IMPRINTS INC		AP		19.50
75526	11/6/2024	GREYSTONE TACTICAL		AP		75.51
75527	11/6/2024	HACH COMPANY		AP		354.60
75528	11/6/2024	HAGEMEISTER ENTERPRISES INC		AP		568.50
75529	11/6/2024	HARVEY & PRICE		AP		1,572.96
75530	11/6/2024	HOH ENTERPRISES		AP		244.85
75531	11/6/2024	JTI SUPPLY INC		AP		114.00
75532	11/6/2024	LES MULLENIX		AP		2,230.00
75533	11/6/2024	NATIONAL BUSINESS SOLUTIONS		AP		1,341.17
75534	11/6/2024	NELSON TIRE INC		AP		1,314.12
75535	11/6/2024	NORTHSTAR CHEMICAL INC		AP		3,706.20
75536	11/6/2024	ODP BUSINESS SOLUTIONS LLC		AP		122.21
75537	11/6/2024	OREGON ASPHALT MAINTENANCE		AP		45,499.00
75538	11/6/2024	OREGON BUREAU OF LABOR & IN		AP		2,093.57
75539	11/6/2024	OREGON CASCADES WEST COUNC		AP		330.00
75540	11/6/2024	OWEN EQUIPMENT COMPANY		AP		204.85
75541	11/6/2024	PACIFIC POWER		AP		23,772.50
75542	11/6/2024	PARTNERS FOR PROGRESS INC		AP		100.00
75543	11/6/2024	PEAK INTERNET		AP		4,338.54
75544	11/6/2024	ROBERT SNYDER		AP		100.00
75545	11/6/2024	SUMMIT ACE HOME & GARDEN		AP		729.78
75546	11/6/2024	SUMMIT ENERGY TECH CORP		AP		898.50
75547	11/6/2024	JOHN TRAHAN		AP		157.00
75548	11/6/2024	TWGW INC		AP		864.12
75549	11/6/2024	WALTER E NELSON CO OF EUGENI		AP		7,452.60
0	11/8/2024	AFSCME COUNCIL 75		AP		1,199.21
0	11/8/2024	APPLICATION SOFTWARE INC		AP		447.70
0	11/8/2024	APPLICATION SOFTWARE INC		AP		511.30
0	11/8/2024	MISSION SQUARE RETIREMENT		AP		605.34
0	11/8/2024	MISSION SQUARE RETIREMENT		AP		607.72

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
0	11/8/2024	NATIONWIDE RETIREMENT SOLU		AP		2,075.02
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0	11/8/2024	Payroll Processor ADP		AP		236,751.04
0	11/8/2024	Payroll Processor ADP		AP		153,118.19
0	11/8/2024	VALIC		AP		3,284.02
0	11/8/2024	VALIC		AP		5,730.42
75550	11/8/2024	COLTER WILEY HESSEL		AP		498.17
0	11/12/2024	OREGON TEAMSTERS EMPLOYEE		AP		1,693.18
0	11/14/2024	ALLIANCE SOLUTIONS GROUP OF		AP		761.76
0	11/14/2024	COMPUNET INC		AP		54,649.42
0	11/14/2024	FERGUSON WATERWORKS #3011 &		AP		193.48
0	11/14/2024	INDUSTRIAL SOFTWARE SOLUTIO		AP		10,315.00
0	11/14/2024	MOONLIGHT BPO LLC		AP		5,178.13
0	11/14/2024	NATIONAL TESTING NETWORK		AP		300.00
0	11/14/2024	PETROCARD INC		AP		7,722.54
0	11/14/2024	SANISTAR LLC		AP		160.00
0	11/14/2024	SPRINGBROOK HOLDING COMPAN		AP		3,966.00
75552	11/14/2024	DENISE CASHEN		AP		80.00
75553	11/14/2024	GROCERY OUTLET		AP		1,395.00
75554	11/14/2024	RIKKI HARVILL		AP		150.00
75555	11/14/2024	DANIEL JONES		AP		110.00
75556	11/14/2024	KNOT HOLE MARKET		AP		40.00
75557	11/14/2024	LINN COUNTY TREASURER		AP		938.93
75558	11/14/2024	OREGON DEPT OF REVENUE		AP		4,286.80
75559	11/14/2024	JESUS & CATHERINE RAMOS		AP		200.00
75560	11/14/2024	SAFEWAY		AP		40.00
75561	11/14/2024	U-HAUL		AP		5.00
75562	11/14/2024	CHARLES VAN DETTA		AP		40.00
75563	11/14/2024	WAL-MART		AP		226.92
75564	11/14/2024	WILCO		AP		50.00
75565	11/14/2024	ARPC		AP		1,200.00
75566	11/14/2024	BETTER PORTABLE TOILETS INC		AP		904.00
75567	11/14/2024	CHAVES CONSULTING INC		AP		499.77
75568	11/14/2024	COFFIN BUTTE LF C/O VALLEY LA		AP		21,448.29
75569	11/14/2024	COMCAST		AP		156.95
75570	11/14/2024	COMPLETE WIRELESS SOLUTIONS		AP		75.00
75571	11/14/2024	FASTENAL COMPANY		AP		135.25
75572	11/14/2024	GREYSTONE TACTICAL		AP		183.48
75573	11/14/2024	HD FOWLER COMPANY		AP		604.75
75574	11/14/2024	HW WILSON		AP		307.50
75575	11/14/2024	INGRAM LIBRARY SERVICES INC		AP		683.45
75576	11/14/2024	IRON HORSE LLC		AP		305,474.00
75577	11/14/2024	KNIFE RIVER		AP		402.50
75578	11/14/2024	NATIONAL ASSOCIATION OF CLEA		AP		800.00
75579	11/14/2024	NET ASSETS		AP		555.00
75580	11/14/2024	NORTHSTAR CHEMICAL INC		AP		6,141.00
75581	11/14/2024	NW NATURAL		AP		1,405.16
75582	11/14/2024	PACIFIC POWER		AP		24,918.44
75583	11/14/2024	PEAK INTERNET		AP		1,735.55
75584	11/14/2024	RAILROAD MANAGEMENT COMP/		AP		620.74
75585	11/14/2024	SAMARITAN DRUG FREE CONSOR'		AP		2,550.00
75586	11/14/2024	SOUTH FORK INDUSTRIES INC		AP		435.90
75587	11/14/2024	SUMMIT ACE HOME & GARDEN		AP		92.91
75588	11/14/2024	TWGW INC		AP		198.28
75589	11/14/2024	WALTER E NELSON CO OF EUGENI		AP		2,775.20
75590	11/14/2024	WILLAMETTE VALLEY EXCAVATIN		AP		635,080.06

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
0	11/15/2024	ADP INC		AP		1,660.10
0	11/15/2024	BLOCK INC - SQUARE		AP		35.00
0	11/15/2024	ELAVON		AP		351.13
0	11/15/2024	PURCHASE POWER		AP		2,121.00
0	11/21/2024	LEGALSHIELD		AP		548.15
0	11/21/2024	VALLEY MERCHANT POLICE INC		AP		11,000.00
75591	11/21/2024	GAIL & PATRICIA BURCHELL		AP		454.15
75592	11/21/2024	RONALD CARNES		AP		157.65
75593	11/21/2024	KRISTAL & JASON CARROLL		AP		320.12
75594	11/21/2024	TOBY DAUGHERTY		AP		258.28
75595	11/21/2024	DESEREE DYER		AP		176.50
75596	11/21/2024	EBC UNLIMITED		AP		966.45
75597	11/21/2024	JEREMIE ECKSTINE		AP		80.20
75598	11/21/2024	REBEKAH & ANDREW EVENHUS		AP		32.68
75599	11/21/2024	LOIS & ALLAN GODELL		AP		310.21
75600	11/21/2024	ABIGALE HOWARD		AP		34.95
75601	11/21/2024	ROBERT & ANN JOHNSON		AP		70.50
75602	11/21/2024	CHYENNE KEMPTON &		AP		98.24
75603	11/21/2024	AMANDA & MATT LANDIS		AP		7.70
75604	11/21/2024	SUSAN LUZADER		AP		56.75
75605	11/21/2024	DEBORAH & JESSE MASSEY		AP		52.33
75606	11/21/2024	KELCIE MASSEY &		AP		164.55
75607	11/21/2024	SARAH PENLAND		AP		48.83
75608	11/21/2024	BRANDI & JARET PUSHOR		AP		38.21
75609	11/21/2024	VALERIE SIX		AP		209.45
75610	11/21/2024	CRYSTAL SMITH		AP		385.35
75611	11/21/2024	AMBER STEPHENS		AP		48.05
75612	11/21/2024	CHRISTINA & GLENN SUSNIK		AP		127.08
75613	11/21/2024	SEAN WHALAN		AP		111.86
75614	11/21/2024	JOHN & ROBIN WHITLOCK		AP		60.79
75615	11/21/2024	TIMOTHY TRAHAN		AP		100.00
0	11/22/2024	AFSCME COUNCIL 75		AP		1,197.92
0	11/22/2024	ALLIANCE SOLUTIONS GROUP OF		AP		1,601.73
0	11/22/2024	APPLICATION SOFTWARE INC		AP		447.70
0	11/22/2024	APPLICATION SOFTWARE INC		AP		511.30
0	11/22/2024	CASCADE CENTERS INC		AP		96.25
0	11/22/2024	CIS TRUST		AP		109,595.12
0	11/22/2024	ERIK JD MOELLER, ATTORNEY PC		AP		2,166.00
0	11/22/2024	HRA VEBA TRUST		AP		1,275.00
0	11/22/2024	HYDROTEM ENTERPRISES LLC		AP		2,204.89
0	11/22/2024	LEGALSHIELD		AP		578.05
0	11/22/2024	MISSION SQUARE RETIREMENT		AP		607.72
0	11/22/2024	MISSION SQUARE RETIREMENT		AP		627.02
0	11/22/2024	MORLEY THOMAS LAW FIRM		AP		17,500.00
0	11/22/2024	NATIONWIDE RETIREMENT SOLU		AP		2,071.46
0	11/22/2024	NATIONWIDE RETIREMENT SOLU		AP		1,619.27
0	11/22/2024	OCLC INC		AP		375.53
0	11/22/2024	OREGON TEAMSTER EMPLOYERS		AP		3,515.50
0	11/22/2024	OREGON TEAMSTERS EMPLOYEE		AP		57,568.12
0	11/22/2024	Payroll Processor ADP		AP		243,368.85
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0	11/22/2024	PLATT		AP		210.74
0	11/22/2024	POLICE ASSOCIATION		AP		2,340.00
0	11/22/2024	SUMMIT ENERGY TECH CORP		AP		888.50
0	11/22/2024	TMG SERVICES INC		AP		2,631.50
0	11/22/2024	VALIC		AP		3,377.63

Check No	Check Date	Name	Comment	Module	Clear Date	Item # 7.
0	11/22/2024	VALIC		AP		5,730.42
75616	11/22/2024	ANALYTICAL LABORATORY & COI		AP		802.00
75617	11/22/2024	BLACKSTONE PUBLISHING		AP		179.19
75618	11/22/2024	THE BUILDING DEPARTMENT, LLC		AP		20,184.15
75619	11/22/2024	CENTURYLINK COMMUNICATION		AP		1,846.78
75620	11/22/2024	COMCAST		AP		541.97
75621	11/22/2024	FASTENAL COMPANY		AP		294.86
75622	11/22/2024	GATEWAY IMPRINTS INC		AP		441.50
75623	11/22/2024	GREYSTONE TACTICAL		AP		219.48
75624	11/22/2024	HD SUPPLY INC		AP		856.83
75625	11/22/2024	HEALTHY HOME PEST CONTROL		AP		150.00
75626	11/22/2024	INDUSTRIAL PIPE & SUPPLY CO IN		AP		163.32
75627	11/22/2024	INSTRUMENT TECHNOLOGY CORI		AP		170.00
75628	11/22/2024	I-SECURE INC		AP		176.00
75629	11/22/2024	KNIFE RIVER		AP		7,360.50
75630	11/22/2024	KNIGHT TECHNOLOGY GROUP		AP		15,809.64
75631	11/22/2024	LEVEL 3 FINANCING INC		AP		847.96
75632	11/22/2024	MOTION INDUSTRIES INC		AP		1,724.61
75633	11/22/2024	NATIONAL BUSINESS SOLUTIONS		AP		1,351.41
75634	11/22/2024	NELSON TIRE INC		AP		1,491.08
75635	11/22/2024	NEW LINE CONSTRUCTION INC		AP		8,350.00
75636	11/22/2024	NO-D-LAY SHOE SHOP INC		AP		215.96
75637	11/22/2024	NORTHSTAR CHEMICAL INC		AP		8,443.45
75638	11/22/2024	ODP BUSINESS SOLUTIONS LLC		AP		46.23
75639	11/22/2024	OWEN EQUIPMENT COMPANY		AP		32.79
75640	11/22/2024	PACIFIC POWER		AP		22,190.72
75641	11/22/2024	PEAK INTERNET		AP		100.00
75642	11/22/2024	REPUBLIC SERVICES #450		AP		7,295.63
75643	11/22/2024	SUMMIT ACE HOME & GARDEN		AP		324.08
75644	11/22/2024	TWGW INC		AP		698.18
75645	11/22/2024	UNIQUE MANAGEMENT SERVICES		AP		69.90
75646	11/22/2024	VERIZON		AP		11,290.40
75647	11/22/2024	WILCO		AP		1,047.13
0	11/26/2024	LEGALSHIELD		AP		14.95
0	11/30/2024	ADP INC		AP		919.30
0	11/30/2024	ELAVON		AP		397.41
0	11/30/2024	PITNEY BOWES GLOBAL FINANCL		AP		428.64
0	11/30/2024	PURCHASE POWER		AP		1,657.75
0	11/30/2024	ZIONS BANCORPORATION NA		AP		221,150.00
Total Check Count:						1317
Total Check Amount:						12,958,839.13

925 S. Main Street
Lebanon, Oregon 97355

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Administration



MEMORANDUM

To: Mayor Jackola and City Council
From: Ron Whitlatch, Interim City Manager
Subject: **Administration Update – December 2024**

Date: December 31, 2024

- Staff will continue to pursue options for a solar array at the Wastewater Treatment Plant Facility. We will likely enter into a contract with a solar designer and start pinning down additional details, agreement with Pacific Power, and grant opportunities in early 2025.
- We are moving forward with relocating the City Council Chambers to the Library Community Room. We have obtained pricing for the audio/visual aspects that will be needed and a new Dias.
- The City had multiple permit violations at the Wastewater Treatment Plant of our National Pollutant Discharge Elimination System (NPDES) permit from April 2022 to July 2023. A majority of the violations were reporting errors, which have since been corrected. In December of 2024, we received notice from the Oregon Department of Environmental Quality (ODEQ) that the City will face a civil penalty (monetary fine) for these violations. Staff will request a hearing with ODEQ to appeal some of the violations as we believe they are incorrect. We will work through this process with ODEQ and the City's consulting firm, Kennedy Jenks. Staff will provide an update as we learn more moving through the process.
- Staff continues to spend considerable time answering questions/complaints regarding the new City Services Fee. We are also continuing to review individual accounts, meter sizes, and door counts for multi-family complexes. With any new billing of this magnitude, we expect changes and corrections to individual accounts will be needed within the first

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six months as it is rolled out. Staff will work diligently to ensure that these are handled timely.

- 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.
- Mayor Jackola, Kelly Hart, and I attended Legislative Days in December. We were able to sit in on several committee meetings and will be gearing up to provide testimony during hearings that directly impact Lebanon.
- Staff is still focusing on the Green Peter Reservoir drawdown. Although it was halted this year due to issues related to water plant operations, the U.S. Army Corp of Engineers has indicated that the drawdowns will continue in future years. Staff will continue to seek ways to stop it and follow through with the Tort Claim filed for damages.
- Holding regular Department Director Meetings (every two weeks) to keep moving priorities forward.
- Continue participating in the Department of Land Conservation and Development's completion of Linn County's Natural Hazards Mitigation Plan update. This plan includes updates for all cities in Linn County and will be presented to the City Council for approval in 2025.
- We are working on a new agreement with Lebanon Farmers Market to move their location to the Holiday Station at the corner of Park and Oak Streets. The goal is to have this in place by 2025.
- Kelly Hart and I continue to meet with Susan Patterson from the Oregon Cascades West Council of Governments twice a month to identify grant opportunities that could benefit the City. We are currently working on funding opportunities to support wastewater plant projects, water service line replacements, street projects, and any other projects that could benefit the city.



MEMORANDUM

City Recorder's Office

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

CURRENT REPORT: December 2024

- Compiled and Prepared the City Council Agenda, Packet, and Minutes for December 11, 2024 City Council meeting.
- Maintained and sent out the Preliminary Agenda Table
- Resolutions: (1) Republic Services Rates
- Ordinances: (1) Tax Exemption for Non-Profit (tabled until January 2025)
- Press Releases (Listserv@civicplus): (4) Notice of Construction, New City Manager, Road Closures.
- Public Meeting Notices (Listserv@civicplus): (1) City Council
- Documents added to ORMS: 187
- Public Records Request: (3)
- Records Destruction Certification: (5) Police Department
- Liquor Licenses Processed: (1) Game Time Sports Bar
- Contact Us Submissions: (1) Leaf Pick Up Schedule
- Social media: (November 15 - December 14) Facebook followers = 4,469, new followers = 20, post reached = 8,616
- City Website: 8,328 Total Users (visited the website) with 23,439 Views from November 15 – December 14. Top Four Webpages Visited: Home Page, Utility Payments, Library, Search
- Maintained the City boards/committee database, tracked terms, and archived minutes.
- Tracked all City agreements/contracts and sent out reminders about ones that are expiring.
- Tracked and archived deeds, easements, and rights of way



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MEMORANDUM

Community Development

To: Mayor Jackola and City Council
From: Kelly Hart, Community Development Director
Subject: Community Development Department City Manager Report Updates

Date: December, 2024

Planning:

- The December Planning Commission included a public hearing to consider CPMA-24-01 and ZMA-24-01 to change the comprehensive plan and zoning map designation of five parcels for the block bounded by Hiatt Street to the east, Oak Street to the north, E A Street to the south and an alley to the west. The designation would change the properties from low-density designation to high-density designation. The Planning Commission unanimously recommended that the Council approve the change in designation.
- In December, four applications were approved administratively:
 - AR-24-07 and VAR-24-11 for the development of a new commercial building, including a request for an adjustment to the street side setback for the property located on Primrose Street and Russell Drive in the Highway Commercial zone
 - PLA-24-05 for a property line adjustment between two parcels on Vine Street
 - VAR-24-12 for an adjustment to the rear setback of a property on S 7th Street
- There are currently three land use applications under review:
 - CPMA-24-01 and ZMA-24-01 for a comprehensive plan map and zoning map amendment to rezone a residential block from low-density to high-density residential on Hiatt Street (application scheduled for public hearings before planning commission in December and City Council in January 2025)
 - CI-24-01 for a code interpretation to determine whether recreational trails are permitted in the low-density residential zone.
- City Legislative Efforts: The Community Development Director, City Manager, Mayor, and Legislative Lobbyist Consultant attended Legislative Days at the Capitol the week of December 10-12. On Tuesday, December 10th, Community Development Director Hart attended committee hearings regarding emergency management, housing and homelessness, and revenue. On Wednesday, December 11th, Director Hart, City Manager Whitlatch, Mayor Jackola, and lobbyist Sean Tate attended the House Committee on Housing and Homelessness.

- On Monday, December 16, Director Hart, City Manager Whitlatch, Mayor Jackola, and lobbyist Sean Tate met to discuss the current legislative concepts and the work plan for the upcoming legislative session.
- On Wednesday, December 17, Mayor Jackola, Director Hart, and lobbyist Sean Tate met with Representative Gamba to discuss the proposed Legislative Concept (LC) on System Development Charges and rental registries. Also discussed were infrastructure funding mechanisms for cities and opportunities for the City of Lebanon to testify on municipal finances, infrastructure needs, and housing.
- On Wednesday, December 17, Director Hart and lobbyist Sean Tate met with majority leader Senator Bonham to discuss infrastructure funding deficiencies for economically challenged communities and proposed possible grant and loan mechanisms through the state to help address a holistic infrastructure solution rather than a direct infrastructure-to-housing solution.
- On Thursday, December 18, Director Hart, City Manager Whitlatch, and lobbyist Sean Tate met with the Governor's Office to discuss their Legislative Concept regarding infrastructure funding related to housing.
- Strategic Planning Update: On December 11, 2024 the City Council adopted the Strategic Plan. The website has been updated to include a page dedicated to the strategic plan. Staff is also developing the reporting framework for the strategic plan.
- Housing Production Strategy Implementation: Staff is working with the consultants to develop the final proposed code language based on direction from the PAC, the City Council, and the Planning Commission. The next round of code updates will be presented to the PAC in January.
- Solar Project: Staff will continue evaluating the solar opportunities for the wastewater treatment plant and prepare a grant application for May 2025.
- Grant Administration (Oregon Cascade West Council of Governments):
 - Submitted applications: Thriving Communities grant. The grant was submitted for \$350,000 to help fund the waterline replacement project on Grant Street between Park Street and 3rd Street.
 - Awarded applications: Safe Streets 4 All grant. The grant has been awarded, and the OCWCOG is awaiting the grant agreement.
 - Grant Research: Wastewater Treatment Plant capital grants, solar grants, emergency operations, and water line replacements.
 - Grant Administration: OCWCOG is administering the EPA grant funding the environmental assessment work currently underway for the Champion Mill site and the upcoming reuse planning process.
- Rules Advisory Committee on Housing: The Oregon Housing Needs Assessment rules have been adopted as of December 2024. The next rules advisory community meeting is scheduled for April

2025 to begin the next round of rulemaking associated with the housing accountability production office.

- Lebanon Community School District Facilities Advisory Committee: The Community Development Director continues participating in the LCSD Facilities Advisory Committee.
- Natural Hazards Mitigation Plan: The City continues to participate in developing the Linn County Natural Hazards Mitigation Plan. Staff continues to work with the project consultants to verify the accuracy of Lebanon's data for the Community Profile. A final draft of the plan has been circulated for review.
- Multiagency Coordination on Homelessness (MAC) group: The MAC group announced during its November meeting that the 2025 Point-In-Time Count is scheduled for Wednesday, January 29, 2025. Community Services Consortium is taking the lead in coordinating volunteers and community resources to help with the regional count of unhoused individuals.

Building:

- The city processed 40 permits in November. The total fees received were \$12,621.80, and the valuation of construction was \$394,473.04.
- By comparison, 60 permits were processed in November 2023. The total fees received were \$57,293.92, and the valuation of construction was \$4,435,902.50.
- A current list of the more significant construction sites include:
 - Riverside Banks Subdivision and Duplexes (Williams Street)
 - 8-lot subdivision – Cascade Estates (Seven Oaks Lane/Cascade Drive)
 - 19-lot subdivision (Walker & Wassom)
 - Blackrock Apartments – 12 units (2nd Street and Airport Road)
 - Airport Road Apartments – 60 units (Airport Road and Russell Drive)
 - Gas Station and Convenience Store (911 W Airport)

Economic Development:

- Business visitation program: The Community Development Director and City Manager visited the Lebanon Airport for the December Business Visitation program. The meeting included a tour of the airport, a discussion of airport operations, the airport master plan, and future planned improvements.
- Downtown Building Restoration Program: The Wells Fargo building grant has been completed and closed. Papa's Grocery, now Wisteria House, has requested a grant extension due to delays associated with the state grant requirements. The new grant cycle will be released at the beginning of 2025.
- Rural Economic Alliance (REAL): The business survey is being evaluated, and a marketing plan is being developed based on the results. Over 100 survey results were received throughout the region, with most respondents from Lebanon. The REAL group met in December but had no quorum to discuss business. The next meeting is scheduled on January 23, 2024.



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Item # 8.

MEMORANDUM

Engineering Services

To: Mayor Jackola and City Council
From: Ron Whitlatch, Engineering Services Director
Subject: **Engineering Update – December 2024**

Date: December 31, 2024

CAPITAL IMPROVEMENTS

- As time allows, Engineering Staff continues to work on designs for additional small sewer replacement/rehab projects. These include:
 - East Ash (between Carlson and Creswell)
 - Fourth Street (between Maple and Grant)
 - Grove Street (between Carolina and Dodge).
 - Grove Street (between Milton and Elmore) – Design underway, bidding this fall or spring of 2025.
 - Grove Street and Ash Street Sanitary Sewer Extension
 - Staff is continuing to receive applications for the replacement of sanitary sewer laterals (through the Small Sewer Lateral Replacement Program).
- Kennedy Jenks Engineering (KJE) and City Staff are continuing to move forward on developing the Wastewater Treatment Plant Master Plan. We are currently waiting for the Oregon Department of Environmental Quality to issue the City a draft of the proposed new NPDES permit. They have indicated the City should have a permit draft within a few months. Once we have a draft, we expect that the finalization of the Master Plan will ramp up. This process will likely take us into the spring of 2025.
- Trails Update:
 - The multi-use path along Airport Road (in conjunction with the Airport Road/Stoltz Hill Signal Project) from Seventh Street to Burkhart Creek has been incorporated into the Stoltz Hill/Airport Road Signal Project.
 - The City has received a Recreational Trails Grant to complete a trail segment adjacent to River Park. Design is underway, but the construction will likely happen in the spring of 2025 due to the current workload.
- Willamette Valley Excavating has completed the Seventh Street Reconstruction Project (Oak to 'F'). The final payment will be issued in early January. Staff will conduct a 4-way stop sign analysis at the intersection of Seventh and 'D' Streets at the request of several

residents in the area. Currently, the intersection is controlled by stop signs for 'D' Street Traffic.

- Staff has applied for a Philanthropy Northwest Grant to help offset costs for replacing the waterline on Grant Street from Main to Third. We have also received comments from ODOT regarding the design approval of several sidewalk access ramps on Grant Street between Park and Main Street. Staff is currently working on the project's design in preparation for construction in 2025.
- As Staff is available, we are continuing the process to update the City's five-year Capital Improvement Projects Plan. This effort will likely take several months to complete (as Staff time allows). Staff will bring the completed document to the City Council for approval sometime in 2025.
- The new Traffic Signal at the Airport Road and Stoltz Hill Road intersection was awarded to Riverbend Construction at the October 23rd City Council Meeting. On November 19th, City Staff and representatives with Riverbend Construction held a neighborhood meeting to discuss the project and the likely impacts. There were 14 residents present at the meeting. Riverbend plans to begin sidewalk and multi-use path construction on Airport Road, west of Stoltz Hill Road in early January. This work will be completed using flaggers and lane shifts. Later this spring, we will close Airport Road and Stoltz Hill Road to complete the remainder of construction which will take most of the summer. We will use message boards, signage, and a press release to inform the public. An extensive detour will be in place during the closure. We will also be working on a Development Agreement with the owner of both Grandpa's Grocery and the new gas station mini-mart going in on the north side of Airport Road at the intersection with Stoltz Hill. This is being done to formalize what lost revenue is associated with the closure of Grandpa's Grocery during construction and the dollar value of the infrastructure (that would be the developer's responsibility) the City will be putting in during construction for the new store. The project is scheduled for completion in the summer of 2025.
- Udell Engineering is under contract to complete the design of the Cheadle Lake Park Improvements Project. A conceptual plan was proposed, and comments were gathered at the December Parks, Trees, and Trails Committee Meeting. Due to the large scope of construction, the overall project will likely be done in two phases. The first phase is proposed to start in July 2025.
- Ironhorse Construction was awarded the Third Street Alley Sewer Rehabilitation Project. They began construction of the Cured In Place Pipe installation, which will eliminate the need for excavation due to its location in the alley and very little maneuvering room. The existing line has multiple failures and a substantial amount of infiltration. The mainline has been completed, and the lateral repair will take place in mid-January.
- Udell Engineering is currently under contract to provide the Topographic Survey for the design of Fifth Street (Tangent to Mary). Kittelson Engineering is also under contract to begin warrant analysis for a traffic signal at the intersection. This project will reconstruct this portion of Fifth Street and likely add a traffic signal at the intersection of Fifth and Tangent (assuming it meets warrants and has ODOT approval). We had anticipated

starting design early in 2024, but due to the current workload (consultants and City Staff), that has been pushed back to spring 2025.

- Staff is currently wrapping up the design of the Willow Storm Drainage Extension Project. If staff time allows, we intend to advertise this project for bids this fall and, if not, in early spring of 2025.
- K&D Engineering has almost completed the HWY 20 North Waterline Extension Project Drawings. Staff will be recommending award of the contract at the January 2025 City Council Meeting.
- As part of the new parking facility for LINX (located at the Maintenance Shops), a contract was awarded to Knife River at the October City Council Meeting. Knife River has completed the paving of the parking lot, and City crews will be installing striping and curb stops soon.
- Additional Minor Projects include:
 - Water Management and Conservation Plan – This is an update to our existing plan and is required by Oregon Health Authority.
 - Wetland Fill Permit for SCIP Pond
 - Guardrail Project on Berlin Road
 - Seventh and 'D' Street – 4-way stop sign analysis.
 - Safe Streets for All Regional Planning Grant – Work to begin in early January

ENVIRONMENTAL

- Staff has been actively working on our required TMDL update to DEQ. The update was submitted and has been approved by Oregon DEQ. As time allows, we will begin updating the City's Five-Year Matrix and submit it to DEQ for approval. In the coming months, DEQ will also be pushing to begin the water temperature requirements for each jurisdiction. The City will not know the impacts of this, if any until the new regulations have been issued. It is possible that the new regulations (which tie into the City's NPDES Permit Update) could require action at the Wastewater Plant in order to mitigate temperature. The TMDL will require more extensive water quality efforts for storm drainage included in future projects and require testing of storm drainage outfalls as well as temperature controls in the near future. In conjunction with the TMDL requirements, Staff will be sending letters to commercial/industrial properties reminding them to have their private catch basins cleaned yearly to help eliminate pollutants from entering drainage ways.
 - Annual Status report complete and submitted to DEQ for approval.
- Staff is working with Republic Service to complete the Oregon Recycling System Optimization Plan Survey (ORSOP) with Circular Action Alliance (CAA). The data

collected in the questionnaire will be used to prioritize investments and to estimate the full cost of service expansions.

DEVELOPMENT ENGINEERING

- Hickory Lake Apartments water main extension complete with new hydrants online. Contractor working on site utilities and building construction.
- Oak St sewer extension plans revised, and project has been scheduled.
- Subdivision Madelyn Meadows between Walker & Wassom Street is under construction with half street improvements continuing along Wassom St.
- Blackrock Apartments corner of Airport & S 2nd contractor working on final punch list items
- Mill Race Station RV storage contractor complete onsite hydrants and building construction under construction.
- Sewer main extension along 12th Street complete contractor working on punch list items.
- Wagon Wheel improvements under construction after permits received for road closure from County. Water main construction completed and tested. Contractor working on new roadway excavation.
- Plan approval pending for new subdivision off Mazama Way, Cedar Springs for DEQ 1200-C permit.
- Plans approved and pending permit issued for new gas station on the corner of Stoltz Hill & Airport Rd. Contractor started site construction.
- Review comments returned to the engineering for revisions for N Fifth extension with Hwy 20 access.
- Plans approved for Seven Oak Middle School storage building and water main extension for a new hydrant.
- Plans approved for the new subdivision along Kees Street with utility extensions. Pre-Construction meeting complete contractor to start construction in the next few weeks.
- Site plan reviewed and returned to engineer for revisions for Honey Bee Stamp new building off Beaton Lane.
- Plans returned to engineer for revisions for offsite public improvements to be constructed as part of the new subdivision on Crowfoot Rd.
- Plans received and under review for a new subdivision off Crowfoot Rd.
- Plans received and under review for new storage building at Lane Manufacturing.
- Plans received and under review for tri-plex along S 7th Street.

- Plans received and under review for public improvements and site plan for Tractor Supply location off Burdell Blvd.



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INFORMATION TECHNOLOGY SERVICES – Brent Hurst, Director

IT

- The Public Works Bulk Water System is functional and dispensing water for public customers. Confirmations and testing will continue through January 2025.
- Contract was signed committing ARPA funds for AV work to be performed at the Library Community Room \ new Council Chambers and for A/V refresh in Court.
- Windows 11 upgrades have begun for City workstations.
- Major security upgrades\reconfigurations were performed after hours for City network during December.
- Computer \ technical updates were performed on some safety patrol vehicles.
- IT assisted Fire with securing grant for Fire security cameras.
- Weekly and monthly security and vulnerability patches were completed.
- Staff addressed multiple other routine break-fix issues, equipment replacements, and maintenance renewals for IT.

GIS

- OHA Lead and Copper Inventory Project continues.
- Continued GIS/Utility Billing meter reconciliation continues as a project.
- Web map updates with coordination of GIS and Community Development departments continue as scheduled.
- Coordinated new address updates with Community Development and Linn County GIS.
- The monthly tax lot updates from Linn County were completed.



MEMORANDUM

Senior Services & LINX Transit

Date: January 1, 2025

To: Mayor Jackola and City Council

From: Kindra Oliver, Senior Center & LINX Transit Director

Subject: Monthly LINX Transit & Senior Center Report

LINX Transit:

At the mid-point of the fiscal year, we are at 36,400 rides provided, which is a 21% increase from last year. We are on track to provide 72,000-75,000 rides this fiscal year.

We have a new LINX driver starting on January 2nd, filling a full-time vacant position.

LINX Transit has taken possession of a “new to us” 2016 Ford Transit van, which was gifted to us from the Sweet Home Dial-a-Bus and Linn Shuttle program. The van has reached its “useful life,” with 172,000 miles, but still has many miles left to go. LINX Transit has seven cut away buses (12 to 18 passenger), one 6 passenger van and now one 8 passenger van, for a total of 9 vehicles. All vehicles are equipped with ADA lifts and space for multiple mobility devices. During peak periods, we are running eight vehicles, so the additional van is very much needed to provide service at the level we are. Thank you to the Sweet Home Dial-a-Bus and Linn Shuttle Program!

Senior Center:

The Senior Center 10th annual Tree of Giving Program helped to coordinate 44 local seniors to have a cheery and happy holiday, along with a sense of community and belonging. We are very thankful to our community members who adopted tags from the tree to help brighten the spirits of these seniors who don’t have family in the area and in need of some essential items and uplifting gifts.

We are excited about a developing partnership with the Willamette University School of Law to offer free legal consultations about end-of-life planning documents, at the Senior Center. Staff is continuing conversations with faculty and hope to offer the program this spring, to help empower seniors and families in the community.

Our senior holiday party brought many together to celebrate this special time of year. The Lebanon High School Choir treated seniors by sharing musical pieces from their recent concert and Santa Claus rode the LINX bus in to lead some carols. The high schoolers and seniors enjoyed a hot chocolate bar and treats brought in by the seniors.



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Item # 8.

MEMORANDUM

Police Department

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

Date: December 30th, 2024

- For December 2024, the Patrol Division had approximately 1,845 calls for service, made 83 arrests, conducted 121 traffic stops, and wrote 188 case reports. We continue to outpace case load from last year and are approximately 1,060 case numbers above last year at this time.
- We are actively recruiting to fill our Communications Specialist vacancy. We held a testing process early on in the month, and on December 19th, 2024, we conducted panel interviews, but unfortunately, we did not find anyone and have re-opened the recruitment process.
- Community Services staff members Albanese and Johnson, along with members of the police department, continue to conduct extra patrol within our parks system to assist in reduction of unwanted activities (ordinance violations and trespassing), and provide guidance related to overnight camping. This past month, six (6) individuals were trespassed from the parks for City ordinance violations. Staff continues to work diligently to provide resources to members of the houseless community; approximately seven (7) resource guides were handed out, and over the past month, one (1) individual utilized the sleeping location in front of the Justice Center.
- Community Policing staff organized the annual Shop-With-A-Cop event; this year we served over seventy-two (72) local children.
- Another successful Holidays in the Park event took place earlier this month which included a tree lighting, performances by community members, and a twilight parade through downtown.
- Recruit Mei Lei Wegner graduated from the Police Academy and is now finishing her required field training portion. Officer Wegner has approximately three (3) months left prior to being released as a solo officer.
- The Detectives Division remains busy. This month, they were assigned five (5) new cases, reviewed twenty-seven (27) DHS referrals, and were able to close out two (2) cases.

INTEGRITY, PROFESSIONALISM & TEAMWORK

- There were two (2) use-of-force incidents to report for the month. (1) Officers responded to a domestic, and the male suspect they were going to arrest locked himself in the bedroom. Officers had to breach the door and use physical force to pull him off a bed. Officers were able to handcuff the male suspect without further incident. The male suspect sustained several small red marks on his hands and wrists, but did not require medical attention. (2) An officer contacted a subject regarding a disturbance. The male suspect was armed with several weapons and during the contact, fled from the officer on foot. The officer caught up with the suspect and pointed his Taser at him while giving commands. The male suspect was taken into custody without further incident; there were no injuries reported. Every use-of-force incident is reviewed extensively by a Sergeant, Lieutenant, the Captain, and finally the Chief. Both use-of-force incidents were found to be justified and fell within policy.

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



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MEMORANDUM

Public Works

To: Mayor Jackola and City Council
From: Jason Williams, Public Works Director
Subject: City Manager's Report – January 2025

Date: December 20, 2024

A. Collections (Sanitary-Storm):

- Mowing
 - Maintenance of mowers to prepare for next year.
 - New trees have come down along Burkhart Creek, not currently causing issues, working on a date for removal.
- Manholes:
 - Inspecting manholes for I&I.
- Sewer Mains:
 - Investigated sinkhole near sanitary manhole of new construction, sent information to Building and Planning Department.
 - Cleaned 600 feet and video inspected 530 feet of sanitary sewer main line.
 - Flushed low flow, dead end sewer mains.
- Sewer Laterals:
 - Responded to 4 plugged laterals due to Ziply Fiber boring, lines were located.
 - Assisted 5 customers with sewer lateral issues, none of which were boring related.
 - Video inspected 560-feet of sanitary sewer laterals.
 - 0 cleanouts installed.
 - Conducted 0 sewer lateral replacement investigations.
 - 0 -entered program
 - 0 -not eligible or did not require replacement
 - 0 -working with customers to gather more information
 - Note: We were able to get all private laterals to at least a temporary working condition
- Storm:
 - Investigated complaint from DEQ regarding cleaning water being dumped into catch basin
 - Talked with the tenant and let them know this can't be done.
 - Responded to one sewer complaint that ended up being storm water related in the downtown core.
 - Customer reported clear water overflowing from toilet.
 - Sanitary/storm combined system was flowing fine.
 - No obvious issue found on arrival. Believe this is related to a roof drain being plugged, then breaking free overwhelming the capacity of the 4" sewer lateral. This is similar to another incident we had in the past.
 - Cleaned 400 feet and video inspected 0 storm line.

- Cleaned catch basins that were immediate hazards.
- Completed several rounds of catch basin/curb inlet, ditch inlets and culverts clearing during rain events.
- Special projects:
 - Located sewer mains and laterals for Ziply Fiber
 - Holiday parade preparation- signs, cones, barricades
 - Monthly equipment checks and maintenance are completed.
 - Checked River Park RV Dump Station holding tank, and operation of the pump.
 - Cleared plugs in dump station, issue appears to be rocks and rags
 - New signage being created to post at River Park RV Dump stating City's Prohibited Discharge Standards 13.05.060
 - Checked Gill's Landing Pump Station and pump operation.
 - Franklin and Grove Street 1-year warranty inspection completed.
 - Assisted with maintenance needs at Wastewater Treatment Plant.

B. Parks:

- Opened, closed, and cleaned parks restroom buildings daily.
- Continued leaf pickup at the parks.
- All parks and trails system garbage's checked daily and emptied.
- The trail system is cleaned weekly of leaves and other debris.
- There has also been an increase in daily vandalism and trash pick-up which has increased the amount of time it takes crews to clean restrooms and complete trash pick-up.
- Working on installing new signs at Gills Landing RV Park.
- Large Oak tree fell at Academy Square Park, completed removal of the tree and debris.
- Gills Landing
 - There were 24 RV park reservations for the month of December.
 - There was 1 shelter rental for the month of December.

C. Streets:

- 11 – days were spent sweeping.
- Installed and removed street banners for public events.
- Placed signs and bleachers for Christmas tree lighting at Ralston Park.
- Continued leaf collection through Lebanon.
- Crews replaced street signs / posts that had been damaged, graffitied, or were faded.
- Responded to garbage clean-ups on the roadway.
- Graded gravel roadways, alleys, and shoulders of roads and filled potholes throughout town.
- Removed seven fallen trees from the roadway.
- Assisted water department with service orders, water leaks, locates, and new water service installations.

D. Wastewater Treatment Plant:

- The Lebanon WWTP was in full compliance with our NPDES permit for November 2024.

- Influent flow for the month of November averaged 6.20 MGD with a peak of 9.75 MGD and a total of 186.04 MG
- No activities of note beyond normal cleaning and maintenance activities

E. Water:

- Meter reading was completed.
- Daily water service orders including leak checks, locates, taste and quality issues, water samples and other customer concerns continue.
 - Followed up on water concerns and completed sample testing requested by citizens.
 - Completed state water samples.

F. Water Treatment Plant:

Production	
Monthly Water Use (Intake Flow Meter)	73.90 MG
Finish Water Produced	60.06 MG
Water Sent to Cheadle Lake	00.00 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
0.87	1.92	1.32	0.014	0.038	0.023
Finish pH			Filtrate Fluoride (Average of Each Day)		
Min > 7.00 pH	Max < 9.00 pH	Average	Min	Max < 4.00 mg/L	Average ~ 0.70 mg/L
7.14	7.96	7.56	0.00	0.00	0.00

- Drawdown halted
- New Brine fill valve
- Membrane maintenance due to drawdown

Comment to Lebanon City Council, January 8, 2025

I have been told that the city plans to sell this building--Santiam Station—because the council is moving its meetings to the library and will soon no longer need the depot. Although I agree that the depot building should be once again repurposed, I object to its being sold.

The depot was built in 1908 for the Southern Pacific Railroad, to serve both freight and passenger traffic. With its iconic design, the depot is a centerpiece of Lebanon's history. It is a local treasure. It should belong to the people, not to a private individual or business.

Because the depot is listed on the National Register of Historic Places, any plan to demolish or move the building would be subject to the approval of the city council. But we cannot be sure that future councils would choose wisely. Neither can we ensure that a private owner wouldn't fail to maintain the building or wouldn't renovate it in a way that would conceal its historical importance, turn it into an eyesore, or both.

I have no objection to renting out Santiam Station. Renting out the building would ultimately produce more income than selling it. But please don't take the building away from the people of Lebanon. It is *our* historical treasure.

Linda Ziedrich
412 Ash Street
Lebanon
503-707-1539

CITY OF LEBANON	
Public Testimony / Comment Card	
Name:	<u>Linda Ziedrich</u>
Ward Number:	<u>2</u> Date: <u>1/8/25</u>
Address:	<u>412 East Ash St.</u>
Phone:	<u>503-707-1539</u>
Subject of Testimony:	<u>Santiam Station sale</u>
Position on Issue:	<input type="checkbox"/> Pro <input checked="" type="checkbox"/> Con
I represent:	<input checked="" type="checkbox"/> Myself <input type="checkbox"/> Other _____
Question for Council:	_____ _____ _____