



# NEWSLETTER

STRENGTH IN UNITY

First Quarter 2022

## PRESIDENT'S MESSAGE



As we enter our third year of dealing with the pandemic, I thought we'd be further along to putting an end to it all. But I've noticed, and I'm sure most of you as well, that

our state and nation keep experiencing a polarized and divided culture. This is not the Oregon I grew up in and it's disturbing that it's happening. I know as a group of committed mayors we can overcome this climate.

We will face many challenges this year, and in years to come. We're still dealing with COVID, and staffing issues are arising not only in cities but for many of you who work outside your elected position.

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# CITY SPOTLIGHT:

## COTTAGE GROVE

By Jeff Gowing, Mayor; OMA President

### A Small City with a Big History

The city of Cottage Grove, while small by most standards, is a city with a big history.

Cottage Grove was incorporated as a city on February 11, 1887. The city is split by the Coast Fork of the Willamette River. This natural barrier resulted in two distinct portions of the city – distinctions that would very quickly result in dramatic changes. The west side of the city contained the business portions of the community, including the post office and the water system. The railroad, however, came through on the east side of the river, and that's where the prospectors and fortune-seekers eager for newly discovered gold in the Bohemia Mining District built their boomtown – now Cottage Grove's historic downtown.

Seven years after Cottage Grove incorporated, the residents on the east side of the river petitioned the Oregon Legislature to secede from Cottage Grove and create their own town, named Lemati. The secession request was due to fighting over the various resources on either side of the river. Those living in Lemati wanted water from the west side, but those living on the west side were not willing to share a system they themselves had paid for entirely on their own. The Oregon Legislature granted the secession request and for the next six years, two cities existed where there had originally only been one. Each city had its own mayor, council, fire brigade, law enforcement, etc. Those living on the east side lived in Lemati and those on the west side officially lived in Cottage Grove, colloquially known as Slabtown.

Separation did not end the fighting between the communities on opposite sides of the river. As both cities created their own ordinances, they also used those ordinances to punish visitors from their neighboring community. Lemati banned bicycles on sidewalks and when the Slabtown Mayor's daughter rode her bicycle from Slabtown into Lemati she was arrested for violating Lemati's ordinance. In retaliation for that arrest, when a Lemati constable was conducting business in Slabtown still wearing his Lemati constable badge he was arrested for impersonating a law enforcement officer in Slabtown.

Approximately six years after the city split, the separate communities reunified, and the city of Cottage Grove as Oregon knows it today was once again reestablished. Today, Cottage Grove is very much a unified community, but one that recognizes its unique history of division. Each summer the city of Cottage Grove hosts the Bohemia Mining

Days Celebration. The Bohemia Mining Days Celebration celebrates Cottage Grove history and showcases local performers, organizations and businesses; but, it does so with a unique twist. Each attendee of the Celebration is asked to pick a side; to represent Slabtown or Lemati. The citizens of Slabtown and Lemati then compete in activities to determine which team has the most community spirit and claim the coveted Feud Rock Trophy. This year's festival, and fight for the Feud Rock Trophy, occurs between July 14–16 in Coiner Park.

Cottage Grove's rich history is not just about feuds and fighting, it's also about its architecture. The city's Main Street, a commercial hub of the community, it is home to the most intact collection of early twentieth century buildings in Lane County. Several buildings located in this



*Historic Cottage Grove Armory, currently being renovated into a fantastic community building.*





*Chambers Railroad Bridge, last covered railroad bridge west of the Mississippi, now a ped and bike bridge.*

historic district were designed by architect John Hunzicker. Mr. Hunzicker is responsible for designing approximately 150 buildings in Lane County. Buildings designed and constructed 100+ years ago now contain shops, restaurants, and other businesses. The original Helena Saloon is now home to a local bookstore.

In addition to its historic main street, Cottage Grove is also home to six historic bridges. Cottage Grove is home to Lane County's oldest covered bridge, along with the only remaining covered railroad bridge west of the Mississippi River. There is a 30-mile scenic driving tour that takes you up to or through all six of these covered bridges. The drive takes you through the city of Cottage Grove and around the Dorena Reservoir. The six bridges include the Centennial Covered Bridge, Chambers Railroad Covered Bridge, Mosby Creek Covered Bridge, Stewart Covered Bridge, Dorena Covered Bridge, and Currin Covered Bridge.

Cottage Grove can be experienced both within the city itself, and in the movies. Several memorable movies have been filmed, at least in part, in Cottage Grove. In 1926, Buster Keaton filmed "The General" in Cottage Grove. This silent black and white movie is often described as one



*Top: The J.P. Currin Swinging Bridge, a historic footbridge over the Coast Fork of the Willamette River that bounces up and down as you cross it.*



*Bottom: The Deathmobile from Animal House, this replica of the original film vehicle lives in Cottage Grove.*

of the greatest films ever made. Cottage Grove has also been highlighted in "Lost in the Stars," "Without Limits," "Ricochet River," "The Sisters," and "Zerophilia." The two biggest known films featuring Cottage Grove include "Stand by Me" and "Animal House." In fact, the railroad scenes in "The General" and "Stand by Me" were filmed on the exact same tracks, about sixty years apart from one another. These railroad tracks no longer exist today; instead the railbed is now a 16-mile rails-to-trails walking and bicycle path.

The city of Cottage Grove, while small, is memorable. It is a community forever memorialized in its history, architecture, and through the ingenuity of Hollywood.

# The Mayor and Manager Relationship

By Beth Wytoski, Mayor of Dayton and OMA Immediate Past President

The relationship between Mayors and City Managers can hugely affect the success of policy updates, infrastructure projects, and public relations. It can impact the dynamics of council meetings, conferences, and workshops. Challenges with administrators are frequent discussion topics at every OMA conference, whether occurring openly in sessions or quietly during networking breaks. I expect the same is true at OCCMA gatherings. Understanding the different roles and responsibilities is critical to maintaining a good, productive relationship and, like any relationship, the foundation is communication and respect.

Mayors and Administrators can and should work together, as both sit atop local governments and share goals, interests, and challenges. While variations in our charters assign duties uniquely, a shared truth is that there is enough work to go around. The source of many conflicts is a lack of clarity for who should carry out which duties. The council-manager form of government, under which many of us operate, is intended to allow an elected council to set policy and a manager to carry out the council's direction. Policy direction may include ordinances and resolutions, planning and zoning, budget, capital improvement priorities, council rules, and more. Administration usually includes the carrying out of day-to-day functions, oversight of departments and staffing decisions, and the quality delivery of municipal services. This allocation of responsibility is predicated on the philosophy that elected officials are best able to make community value judgments on behalf of residents, which translates into policy direction. Mayors should lead the "what" of city government. It follows then, that professional staff, and city managers specifically, are best able to determine the "how" of local government based on their specialized training and experience. The relationship, though, can get tangled, especially in cities with less staff, or significantly higher or lower turnover of staff or elected officials.

Mayors, as we know, are elected of the people, by the people, and for the people. Managers are usually hired by the Council and are therefore not typically beholden to elections or public opinion. Because managers represent the city, and not necessarily the people who live there, there is bound to be some disagreement between council and manager. This can be exacerbated by varied backgrounds. City Managers are more likely to have experience

in finance, public works, human resources, planning, and/or other city functions while Mayors may have experience from serving on other boards, commissions, committees, or from their professional lives. Additionally, while decision-making lies with the council, the manager is generally expected to provide research and sometimes recommendations. The policy dichotomy requires the recognition and respect of each leader's experience, education, and contributions in order to be successful. Certainly, each can usually learn from the other.

City managers need a healthy relationship with their council and are reliant on mayors to:

- Relay performance feedback
- Determine compensation package
- Define goals or parameters for success
- Provide public support for staff & council decisions

Mayors need a healthy relationship with staff and are reliant on managers to:

- Relay council direction to staff and ensure compliance with directives and priorities
- Creatively consider options for how to achieve council goals
- Anticipate challenges and shortcomings to improve planning
- Recruit and retain experienced, skilled, good-fitting staff

Mayors can improve relationships with managers by:

- Asking questions or suggesting changes before public meetings so staff can be prepared
- Saving criticisms and complaints for private conversations
- Setting clear goals and expectations to create a pathway to success
- Creating and participating in robust review processes so managers have every opportunity to improve
- Encouraging the training and networking of professional staff
- Explaining and/or supporting staff decisions in public forums

- Respecting boundaries with department heads and other staff as much as possible
- Thanking managers and staff for their work in your community

After 15 years in public office, one lesson I have learned is that I have to remember who is on my team. When I was first a councilor, I sometimes spoke out against some decisions of the council when I had argued for another path. I sometimes agreed when members of the community complained about a bad interaction with staff. In doing these things, I undermined the public image of my city and I damaged my relationship with the City Manager. I came to understand that the relationship between council and staff could be somewhat like a marriage. Maybe things aren't perfect. Maybe there are disagreements. Maybe sometimes there are even separations. Regardless of the challenges, cities run best when there is a united front and focus on those you are jointly responsible to and for. We are on the same team.

## President's Message

*(continued from page 1)*

The homelessness issue is still up front of many of our concerns throughout the state. And mostly just dealing with the economic impact we've seen in the last two years to our communities.

The relationships and networks we've built as an organization will help us get through these times and we will be a stronger state moving forward.

I am excited to serve as your President for 2022 and I look forward to working with you all this year.

Sincerely,

Jeff Gowing

Cottage Grove Mayor

OMA President

## Mayors Leadership Awards

Nominations are now open for the Mayors Leadership Award.

The Mayor's Leadership Award recognizes the invaluable contributions made by mayors throughout Oregon in their communities. This Award is intended to acknowledge the mayors in Oregon who have provided consistent and continuing leadership which facilitates dynamic changes in their cities, mayors who dedicate their time and energy in the pursuit of helping their communities reach their full potential. Recipients are persons who have distinguished themselves from other Oregon mayors over the duration of their tenure in office.

To receive the Mayor's Leadership Award, recipients should have demonstrated a combination of the following essential criteria:

- The mayor is an active member of the OMA on the date the nomination for the Award is received.
- The mayor has demonstrated exceptional leadership qualities as a mayor which have contributed to lasting benefits in their city and the community as a whole.
- The mayor has shown considerable involvement in community affairs and intergovernmental relations.
- The mayor has shown exceptional skill in helping to facilitate productive relationships between the governing body and city employees.
- The mayor has helped other Oregon mayors reach their full potential as community leaders.

Questions about Mayors Leadership Award can be directed to Patty Mulvihill at [pmulvihill@orcities.org](mailto:pmulvihill@orcities.org) or (503) 588-6550.



# Meet Your 2022 OMA Board of Directors

The 2022 OMA Board of Directors is comprised of three Officers and six Directors. Officers include: President Jeff Gowing, Mayor of Cottage Grove; President-Elect Teri Lenahan, Mayor of North Plains; and, Immediate Past-President Beth Wytoski, Mayor of Dayton. The Directors include: Mayor Jason Snider of Tigard; Mayor Carol MacInnes of Fossil; Mayor Henry Balensifer of Warrenton; Mayor Rod Cross of Toledo; Mayor Jim Trett of Detroit; and Mayor Meadow Martell of Cave Junction.



**Jeff Gowing**

*President  
Mayor, Cottage Grove  
Population of Cottage  
Grove is 10,657*

Mayor Gowing has led the city of Cottage Grove for five years. He ran for Mayor because he wanted to make sure that change embraced the city's local history. Mayor Gowing believes his biggest accomplishment to date has been being accessible to Cottage Grove citizens and showing them that a mayor is just a regular person.

Mayor Gowing joined the OMA Board of Directors because he feels that if you are involved in an association, you should "go all in." For

Mayor Gowing, the most beneficial aspect of the OMA is the networking. He believes the OMA offers mayors an opportunity to rely on one another when they are facing issues.

The three words Mayor Gowing would use to describe himself are: honest, integrity, and accountability. Mayor Gowing hopes that he is remembered as a person who stands up for their beliefs.



**Teri Lenahan**

*President-Elect  
Mayor, North Plains  
Population of North  
Plains is 3,446*

Mayor Lenahan has led the city of North Plains for six years. She ran for Mayor when she realized leadership was needed to prepare for the incredible amount of growth that was expected to come to North Plains. Mayor Lenahan saw the writing on the wall when the right to vote on annexations was taken away from North Plains (and other cities across Oregon); this change meant her city would grow in ways not yet known and she felt it was time to roll up her sleeves and get to work preparing for her city's future. She believes her biggest accomplishment to date has

been bringing people to the table to help North Plains identify the strategic plans needed to manage future growth.

Mayor Lenahan joined the OMA Board of Directors because she believes that finding consensus is what mayors do. She wants to work with all mayors across Oregon to find ways to build on what we have and find new ways to solve the important issues that affect all of Oregon's cities. For Mayor Lenahan the most beneficial aspect of the OMA is the collaboration between mayors.

The three words Mayor Lenahan would use to describe herself are: consideration, kind, and open-minded. Mayor Lenahan hopes to be remembered as a listener, as a person who does what she says, that she is passionate about giving back to others, and that she is persistent.



**Beth Wytoski**

*Immediate Past President  
Mayor, Dayton  
Population of Dayton is  
2,698*

Mayor Wytoski has led the city of Dayton for eight years. She ran for Mayor to improve the communication between residents and local government, to restore neglected community events, and to improve Dayton's public spaces. Mayor Wytoski believes that her biggest accomplishment to date has been addition of a local farm to the city's water supply, as well as the development of new community events and the completion of the Dayton Community Center.

Mayor Wytoski joined the OMA Board of Directors to be part of conference planning and to increase her networking opportunities.

In addition, by joining the OMA Board, Mayor Wytoski hoped to see some changes to the tone of the Board and to contribute to the Board's diversification. For Mayor Wytoski, the most beneficial aspect of the OMA is the professional networking, which for her, has become some of the most genuine and fulfilling personal relationships with her colleagues.

The three words Mayor Wytoski would use to describe herself are: passionate, inclusive and pragmatic. Mayor Wytoski hopes that she is remembered for her passion for service and her ability to get along with and include voices from across the state.



**Jason Snider**

*Director*

*Mayor, Tigard*

*Population of Tigard is 55,854*

Mayor Snider has led the city of Tigard since 2019. He ran for Mayor because the city of Tigard needed strong, consistent, and effective leadership at a critical time of unprecedented service and budget reductions. Mayor Snider believes his biggest accomplishment to date has been effectively leading his community through the challenges caused by COVID. He is also proud of the steps his city has taken around public safety, by both passing Tigard's first every levy to fund additional police officers and by the city's thoughtful actions around police reform.

Mayor Snider joined the OMA Board of Directors because he saw an opportunity to help lead an organization that is doing important work to improve the capacity and capabilities of mayors throughout Oregon. For Mayor Snider, the most beneficial aspect of the OMA is the networking opportunities it provides.

The three words Mayor Snider would use to describe himself are: compassionate, inclusive, and delivers results. Mayor Snider would like to be remembered as a leader that boldly moved the city of Tigard towards its vision to be an equitable community that is walkable, healthy, and accessible for everyone.



**Carol MacInnes**

*Director*

*Mayor, Fossil*

*Population of Fossil is 449*

Mayor MacInnes has led the city of Fossil since 2015. She came to Fossil in 1989 and has spent the last 30+ years serving her community in various ways. Mayor MacInnes's proudest commitment was the 21 years she was the Volunteer Coordinator and lead EMT-I for the Ambulance Service.

Mayor MacInnes joined the OMA Board of Directors to give a voice to rural Oregon. She is an active member of both the Board and its various committees. Mayor MacInnes's commitment to the organization and its members is evident in the way she supports mayoral colleagues around

the state both professionally and personally.

The three words that describe Mayor MacInnes are considerate, straightforward and kind. Those who work closely with Mayor MacInnes know that she makes the best cupcakes ever – and if you attend an OMA Summer Conference, you'll probably find some at the OMA Auction table!



**Henry Balensifer III**

*Director*

*Mayor, Warrenton*

*Population of Warrenton is 6,352*

Mayor Balensifer has led the city of Warrenton for five years. He ran for Mayor because he had a vision for the city of Warrenton that was picking up steam in the community and he wanted to see it through. Mayor Balensifer believes his biggest accomplishment to date has been getting the Hammond Marina transferred from federal ownership to city ownership.

Mayor Balensifer joined the OMA Board of Directors to gain better connections with mayors from across the state, to learn and grow more as a mayor, and to make changes to how the OMA can support mayors. For

Mayor Balensifer, the most beneficial aspect of the OMA is the support he receives. The OMA provides mayors the ability to connect without pretense to others in the same shoes. Mayor Balensifer has met some of the best people he knows in being an OMA member and has picked up some mentors along the way.

The three words Mayor Balensifer would use to describe himself are: daring, fair, and strategic. Mayor Balensifer would like to be remembered as someone who cared – the rest is ephemeral.



**Rod Cross**

*Director*

*Mayor, Toledo*

*Population of Toledo is 3,611*

Mayor Cross has led the city of Toledo for five years. He ran for Mayor in 2018 to restore stability and civility to the city of Toledo. Mayor Cross loves Toledo and he wants to see it prosper. The Mayor believes his biggest accomplishment has been giving staff and citizens the tools to not just survive the pandemic, but to thrive during it. Toledo has had more projects completed in the last two years than the previous several years, including launching the ART Toledo initiative, the urban renewal project, and coordinated efforts to improve the city of Toledo with its schools system.

Mayor Cross joined the OMA Board of Directors because he wants to help other cities strive. For Mayor Cross, the most beneficial aspect of the OMA is the networking and problem-solving opportunities it provides.

The three words Mayor Cross would use to describe himself are: tenacious, big-hearted, and passionate. Mayor Cross would like to be remembered as a person who lives by the motto, "If we work together, we can solve it."

## 2022 OMA Board of Directors *(continued from page 11)*



**Jim Trett**  
*Director*  
*Mayor, Detroit*  
*Population of Detroit*  
*is 141*

Mayor Trett has led the city of Detroit since 2016. Detroit residents do not elect their Mayor, rather the Mayor is elected by the City Council. While Mayor Trett has never run for his position, during his tenure as Mayor he has found that he enjoys leading the city's team and that he doing his part to make Detroit a little better to place live and work. Mayor Trett believes his biggest accomplishment to date has been being part of an unbelievable team of city councilors, staff and residents working various county, state and federal agencies to rebuild the city of Detroit after

approximately 80% of the city was destroyed by the 2022 Beachie Creek and Lionshead fires.

Mayor Trett joined the OMA Board of Directors as a way to pay forward all the great opportunities he had previously experienced as an OMA member. The conferences, trainings, networking, and acceptance he found within the OMA, made Mayor Trett want to be a part of the leadership structure of the Association. For Mayor Trett, the most beneficial aspect of the OMA is the networking opportunities at events like the Annual Conference – he has left almost every gathering with the realization that it's not just the city of Detroit facing challenges, which has helped his mental health and kept him motivated in his position as Mayor.

The three words Mayor Trett would use to describe himself are: open, listener and friend. Mayor Trett would like to be remembered as a person who did his best to serve the city of Detroit and as someone who made it maybe just a little bit better.



**Meadow Martell**  
*Director*  
*Mayor of Cave Junction*  
*Population of Cave*  
*Junction is 2,149*

Mayor Martell has led the city of Cave Junction for three years. She ran for Mayor to have a positive impact on her community, and she could think of no better way to make the changes she wanted to see in Cave Junction then to serve as Mayor of the community. Mayor Martell believes her biggest accomplishment to date has been developing community partnerships for the revitalization of Cave Junction's downtown.

Mayor Martell joined the OMA Board of Directors as a way to actively connect with her peers for supper and new, creative ideas. For Mayor Martell, the most beneficial aspect of the OMA is the support and information the Association provides mayors. The OMA allows mayors to more effectively do their jobs.

The three words Mayor Martell would use to describe herself are: creative, caring, and compassionate. She would like to best be remembered for being a country girl who cares about community and creating partnerships, loves nature, the outdoors, seeing new laces, and is a great cook to boot.

## Save the Dates – OMA 2023 & 2024 Summer Conferences

During the March 4, 2022, OMA Board of Directors meeting, the Board identified the location and dates for the OMA 2023 and 2024 Summer Conferences. For calendar year 2023, the OMA Summer Conference will be hosted at the Best Western Plus in Hood River. In 2024, the OMA Summer Conference will be hosted at the Running Y Ranch in Klamath Falls. In selecting Hood River and Klamath Falls to host these upcoming conferences,

the OMA Board of Directors intentionally selected locations that have not hosted an OMA Conference in the last twenty years and that would highlight areas of the state not frequently visited by the OMA or the League of Oregon Cities. The Board of Directors wishes to thank all cities who submitted proposals to host these future conferences.



## 2022 OMA Committees

The OMA has six Committees that support the efforts of the OMA and act in the best interests of OMA members. During the March 4, 2022, OMA Board of Directors meeting, the 2022 Committee appointments were made.

### Conference Planning Committee

This Committee plans the annual summer conference, while also awarding scholarships for members to attend the conference. For 2022, the Conference Planning Committee is comprised of:

- Mayor Rod Cross, Toledo
- Mayor Brian Dalton, Dallas
- Mayor Cecelia Koontz, Monmouth
- Mayor John McArdle, Independence
- Mayor Michael Preedin, Sisters
- Mayor Jim Trett, Detroit
- Mayor Jules Walters, West Linn
- Mayor Beth Wytoski, Dayton

### Mayors Leadership Award Committee

This Committee reviews nominations for and determines recipients of the Mayors Leadership Award. For 2022, the Mayors Leadership Award Committee is comprised of:

- Mayor Rod Cross, Toledo
- Mayor Jeff Gowing, Cottage Grove
- Mayor John McArdle, Independence
- Mayor Lucy Vinis, Eugene
- Mayor Beth Wytoski, Dayton

### Nominating Committee

This Committee reviews applications for and recommends a slate of candidates for the 2023 OMA Board of Directors. For 2022, the Nominating Committee is comprised of:

- Mayor Brian Dalton, Dallas
- Mayor Tamie Kaufman, Gold Beach
- Mayor Keith Mays, Sherwood
- Mayor Michael Preedin, Sisters
- Mayor Beth Wytoski, Dayton

### Student Contest Selection Committee

This Committee is responsible for determining the state-wide winners of the If I Were Mayor Contest. For 2022, the Student Contest Selection Committee is comprised of:

- Mayor Steve Callaway, Hillsboro
- Mayor Cathy Clark, Keizer
- Mayor Teri Lenahan, North Plains

- Mayor Meadow Martell, Cave Junction
- Mayor Jason Snider, Tigard

### Constitution & Bylaws Committee

This Committee is responsible for reviewing and proposing changes to the OMA's governing documents. For 2022, the Constitution and Bylaws Committee is comprised of:

- Mayor Henry Balensifer, Warrenton
- Mayor Rod Cross, Toledo
- Mayor Cecelia Koontz, Monmouth
- Mayor Keith Mays, Sherwood
- Mayor Rick Rodgers, Newberg
- Mayor Jim Trett, Detroit

### Resource Committee

This Committee assists the OMA Board in fulfilling its responsibilities to serve as a resource and point of contact for new Oregon mayors, while also overseeing the development and distribution of a new mayor orientation program to be hosted in conjunction with the LOC's Elected Essentials training program. For 2022, the Resource Committee is comprised of:

- Mayor Henry Balensifer, Warrenton
- Mayor Cathy Clark, Keizer
- Mayor Rod Cross, Toledo
- Mayor George Endicott, Redmond
- Mayor Jeff Gowing, Cottage Grove
- Mayor Teri Lenahan, North Plains
- Mayor Carol MacInnes, Fossil
- Mayor Meadow Martell, Cave Junction
- Mayor John McArdle, Independence
- Mayor Jason Snider, Tigard
- Mayor Jim Trett, Detroit
- Mayor Susan Wahlke, Lincoln City
- Mayor Beth Wytoski, Dayton



# Sharing Resources Equates to Better Service for our Citizens

*By Rod Cross, Mayor of Toledo and OMA Board Director*

**H**ow many times have you had a water line break and not had the specific coupling on hand? In small cities across the state that has become more and more prevalent as the supply shortages continue to confound our inventories.

Most jurisdictions are used to having mutual aid in place for Police and Fire, but have you considered mutual aid for Public Works? It is a concept that is well overdue for consideration.

Over the past few years, as parts have become increasingly hard to come by, whether it is due to long wait times or complete unavailability, our staff here at the city of Toledo have begun reaching out to other jurisdictions to meet our immediate needs.

On several occasions, we have acquired the essential part from a neighboring municipality, ordered the replacement, and then just gave them the replacement when it arrived. It has allowed us to provide quick and efficient service to our citizens, without increasing costs.

Supply chains are unlikely to return to “normal” anytime soon. We must understand this new reality and adapt to confront it. None of us have an unlimited amount of

either money or storage space to stockpile all of our foreseeable needs, let alone those of an unforeseen nature.

We need to always be driven by service to our communities, and as such, innovation should be a key driver. Having a protocol in place for local jurisdictions to mutually aid one another just makes sense.



## **Trivia Question:**

How many cities in Oregon have less than 100 residents?

*Answer on back page.*



# Procedure and Council Policies Matter

*By Henry Balensifer, Mayor of Warrenton & OMA Director*

Parliamentary Procedure is arguably the most boring and mundane part of elected office. It's something we take for granted and don't often care too much about until it's too late and there's an issue. Most Oregonians come to elected office with a general sense of Robert's Rules, albeit what is executed day-to-day is often incorrect or a relaxed interpretation.

When I first took mayorship, we had only local traditions related to procedure and the assumption of Robert's Rules. There was no official procedural manual. Discussions were cordial, but some were so free flowing that the entire discussion was no longer recognizable as the agenda item. Furthermore, individuals would dominate debate, and the discussion was difficult to reign in. Language was loose, and there was nothing codified as to what was appropriate and not.

Public comment also took on the nature of the Wild West. Citizens would stand up at any point during the meeting and expect to be heard. Councilors would interject during public comments and start trying to solve complaints directly, without letting staff do their jobs. Staff morale decreased, and the city's policy was unclear to the public as the council was constantly making exceptions. This also ended up causing legal issues as the precedents created by a well-meaning council ended up generating major liabilities.

The overall lack of adopted rules put me in the impossible position of attempting to keep good working relations with the council, while ensuring fairness to the public, fairness to staff, and equal treatment under city code. It wasn't until a particularly bellicose serial public commenter announced a run for the council that I got support to work on city council rules and procedures.

Legal encouraged a simple adoption of Robert's Rules, but I felt that was not workable in our city. So I had to draft rules myself, getting help from colleagues in the OMA listserv. I went to work writing a city-wide parliamentary procedure manual and a separate set of city council rules.



After legal vetting and a couple of work sessions, they were adopted. This has helped restore fairness to the speaking time of the public and councilors, established clear expectations and avenues of political discipline, and sped up meetings.

Our rules allow for both informal and formal discussions and meeting conduct, while giving clearly outlined authority and latitude to the mayor in presiding over meetings. They outline the process and policy of ejecting persons from meetings, expected behavior and rights of the councilors and mayor, and even avenues for how the council can discipline its members.

If you rely on custom, I encourage you to not wait until there's a problem to start drafting rules. Traditions run stronger in some cities than others. Cutting and pasting rules from another city probably won't work in a city with entrenched customs, but you don't have to reinvent the wheel. We at OMA are here to help you succeed as a mayor. If you want a copy of our documents, I can send them to you, or feel free to make an open request through the OMA email listserv—it was where I gathered great ideas from great minds!

## SAVE THE DATE



**August 11-13, 2022**

**OMA Summer Conference  
Best Western Plus Agate Beach,  
Newport**

On top of an excellent education program, the conference will include multiple opportunities to network with mayors from across the State, tours of Newport, and optional group activities.

Watch the OMA website and future OMA newsletters for more information.

## 2022 Calendar of Events

Date	Event	Location
August 11, 2022	OMA Board Meeting	Newport
August 11-13, 2022	OMA Summer Conference	Newport
October 4, 2022	OMA Board Meeting	Bend
October 5, 2022	OMA Fall Workshop	Bend
October 5, 2022	OMA Annual Membership Meeting	Bend
December 8, 2022	OMA Board Meeting	Cottage Grove

## SAVE THE DATE!



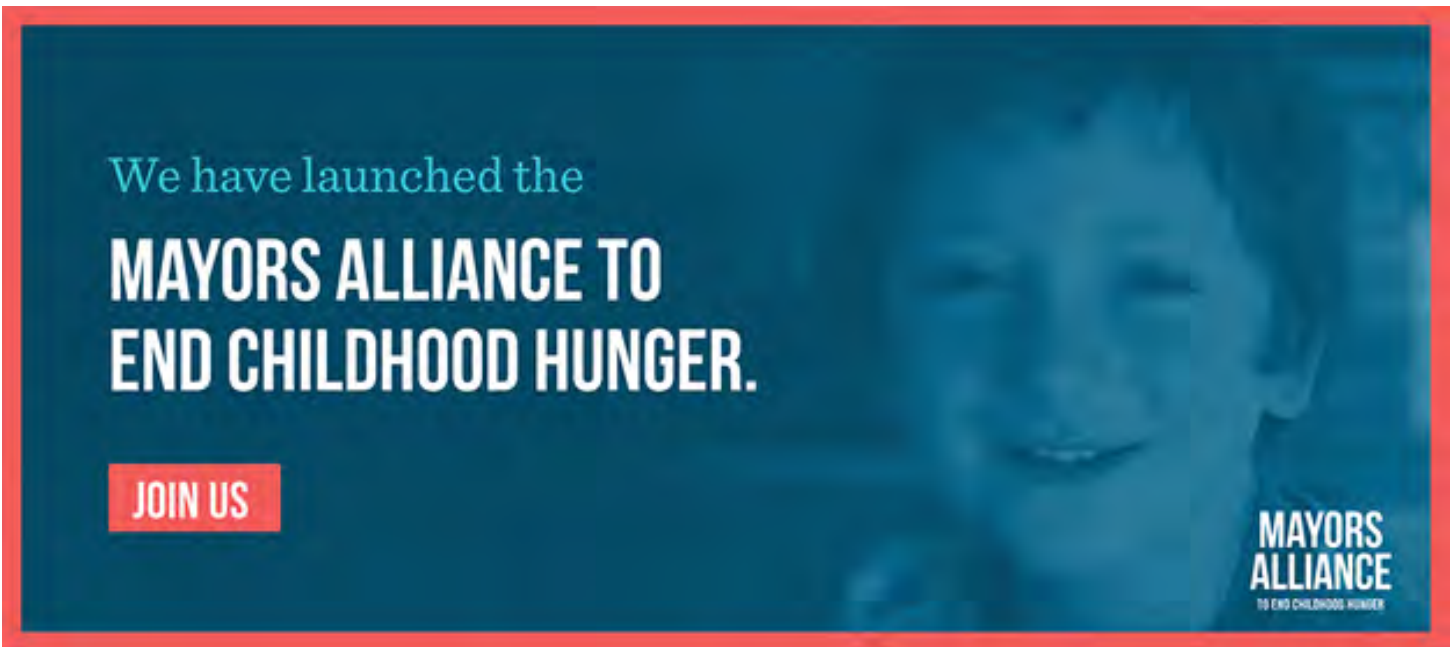
**97th Annual LOC Conference**  
October 5-7, 2022 | Bend





## Mayors Alliance to End Childhood Hunger Launches

Share Our Strength's No Kid Hungry campaign is partnering with mayors across the political spectrum (including Portland's Mayor Ted Wheeler) by tapping their leadership, expertise, and passion for ending childhood hunger. For more information on the Mayors Alliance, including a directory of the inaugural members, best practices on ending childhood hunger, and to join the Alliance, visit [www.mayorshungeralliance.org](http://www.mayorshungeralliance.org).



On January 13, the Mayors Alliance to End Childhood Hunger launched with an event hosted by the Honorable Mayor Levar Stoney, City of Richmond, VA (inaugural Chair), the Honorable John Giles, City of Mesa, AZ (inaugural Vice-Chair), and Billy Shore, Executive Chair & Founder, Share Our Strength. The Mayors Alliance to End Childhood Hunger will tap the individual and collective leadership of Mayors to take meaningful actions to end childhood hunger in communities across the country. The inaugural cohort features more than 65 member mayors from 33 states and the District of Columbia. If you were unable to attend, the event recording is available at <https://youtu.be/xaroWkktFXY>.

### ***Add Passion and Stir Episode***

The Mayors Alliance's inaugural Chair, Mayor Levar Stoney, and Vice-Chair, Mayor John Giles, recently sat down for an episode of Share Our Strength's podcast, *Add Passion and Stir*. Check out the episode at <https://bit.ly/3v75izx> to hear how they are ending childhood hunger in their communities and why the creation of the Mayors Alliance is critical to ending childhood hunger in communities across the country.

If you have any questions or would like additional information, please contact [mayors@strength.org](mailto:mayors@strength.org).

**SAVE THE DATE!**



## **ELECTED ESSENTIALS WORKSHOPS**

**New to city government? Need a refresher on government fundamentals?**

**Plan now to attend one of 13 FREE trainings around the state.**

Topics covered include:

- Public records and public meetings
- Ethics
- Roles and responsibilities of councilors, mayors, city managers and staff
- Legal powers & impediments affecting elected officials

### **Dates and locations:**

McMinnville	Nov. 29, 2022	OMA New Mayors Workshop (evening)
	Nov. 30, 2022	Elected Essentials
Manzanita	Nov. 29, 2022	OMA New Mayors Workshop (evening)
	Nov. 30, 2022	Elected Essentials
Hillsboro	Nov. 30, 2022	OMA New Mayors Workshop (evening)
	Dec. 1, 2022	Elected Essentials
Depoe Bay	Dec. 1, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Albany	Dec. 5, 2022	OMA New Mayors Workshop (evening)
	Dec. 6, 2022	Elected Essentials
Klamath Falls	Dec. 6, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Bandon	Dec. 7, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Roseburg	Dec. 7, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Cascade Locks	Dec. 14, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Metolius	Dec. 15, 2022	Elected Essentials + OMA New Mayors Workshop (evening)
Island City	Jan. 18, 2023	OMA New Mayors Workshop (evening)
	Jan. 19, 2023	Elected Essentials
Keizer	Jan. 26, 2023	Elected Essentials + OMA New Mayors Workshop (evening)
Vale	Jan. 30, 2023	OMA New Mayors Workshop (evening)
	Jan. 31, 2023	Elected Essentials



### **New this year!**

The Oregon Mayors Association (OMA) is hosting new mayors trainings in conjunction with Elected Essentials. The purpose of these trainings is to provide those new to the role of mayor with an introduction on what it means to be mayor, along with some tools and tips on how to succeed in the role. Veteran mayors are also encouraged to attend to continue their own education and to share their experiences.

**MARK YOUR CALENDARS NOW! REGISTRATION WILL OPEN SEPTEMBER 26.**  
**More information will be added as it becomes available at [www.orcities.org](http://www.orcities.org).**



# New! LOC On-Demand Trainings Now Available

Couldn't attend an LOC training? Now you can watch them on-demand! Once you register and purchase a training below, you will receive an email confirmation with a link to watch the recorded training at a time that works for you.

To register visit [www.orcities.org/education/training/on-demand-trainings](http://www.orcities.org/education/training/on-demand-trainings). For questions, contact Lisa Trevino at [ltrevino@orcities.org](mailto:ltrevino@orcities.org).

## Grant Writing Basics Workshop

Speaker: Laura Prado, Senior Fundraising Specialist

This workshop introduces the world of grant writing and covers all aspects of preparing a grant, including preparing budget forms, writing a compelling narrative, compiling attachments, and more. The workshop is presented over three 2-hour sessions on Zoom and will cover the following topics:

- Session 1: Introduction, Budgets, and Budget Narrative.
- Session 2: The Narrative.
- Session 3: The Application Package.

This workshop is recommended for beginner to intermediate grant writing.

Cost: \$59

## City Planning in Oregon

Speaker: John Morgan, Center for Public Service Senior Fellow

This training will provide an introduction to city planning in Oregon, including:

A brief history of Oregon land use laws and their implication for cities;

- Basic principles of planning;
- The role of key members of the city government, including the city council, the planning commission, and other advisory boards, city management, city attorney, and professional planning staff;
- Engagement in the planning process by residents, businesses, and other interested parties; and
- "Dos and Don'ts" based on legal and ethical principles.

Cost: \$59



## Oregon Public Contracting Basics

Speaker: League of Oregon Cities Staff

This course will provide a broad overview of practical tools for Oregon public contracting law, including:

- Overview of Oregon's public contracting/purchasing laws; and
- Overview of Oregon's administrative rules.

Attendees will learn how to identify and understand the broad range of public contracts and how to navigate the procurement process.

Cost: \$59

## Public Works 101

Speakers: Peter Fernandez, Public Works Director, Salem & Eileen Stein, Interim Deputy Director, Clackamas County

This training will provide an overview of public works services and issues, including:

- History of public works;
- Interaction between cities and other public works agencies;
- Public works organizational structures;
- Financing and budgeting for public works;
- Interaction between public works and city planning;
- Legal issues;
- Overview of public works services (operations); and
- Capital construction.

Cost: \$59



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**Trivia Question Answer:**

Seven cities. The cities of Antelope (37), Granite (32), Greenhorn (3), Lonerock (25), Prescott (83), Shaniko (30), and Unity (40) all have less than 100 residents.