



OMA Board of Directors Meeting

January 26, 2023 | 9:00 am - 11:00 am

Local Government Center, Suite 200 | 1201 Court Street NE, Salem, OR 97301

Virtual Option

<https://us02web.zoom.us/j/86809677273?pwd=OEZLUWxWRnMyN3BrSGtFa0Z3eWM0QT09>

Meeting ID: 868 0967 7273 | Passcode: 294941 | Dial in: +1 (408) 638-0968

AGENDA

A. Welcome & Roll Call (<i>Teri Lenahan</i>)	-
B. Board Member Orientation (<i>Teri Lenahan & Angela Speier</i>).....	02
C. Consent Calendar* (<i>Teri Lenahan</i>)	-
1. Minutes of the December 8, 2022 OMA Board of Directors Meeting	12
2. Current Financial Report	15
D. Vacant Board Position Appointment* (<i>Teri Lenahan</i>)	17
E. Adopt 2023 Budget* (<i>Teri Lenahan</i>).....	28
F. Appointment to 2023 Committees* (<i>Teri Lenahan</i>)	35
G. Responses to RFP for 2025 & 2026 Summer Conference Locations* (<i>Melissa Dablow</i>)	43
H. 2023 Spring Workshop, Hotel Expense Approvals* (<i>Teri Lenahan</i>).....	55
I. Membership Drive 2023 & 2023 Directory (<i>Teri Lenahan</i>)	56
J. OMA Newsletters (<i>Teri Lenahan</i>)	57
K. 2023 Annual Summer Conference (<i>Teri Lenahan, Paul Blackburn, and Abigail Elder</i>)....	60
L. Other Business (<i>Teri Lenahan</i>)	-
M. Adjournment (<i>Teri Lenahan</i>)	-

*Agenda items denoted with an asterisk indicate a motion is recommended. The sample motion will appear in the agenda item's associated materials.



Oregon Mayors Association

New Board Member Orientation 2023

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Agenda

- Welcome and Introductions
- Purpose of Today's Orientation
- Overview of the Oregon Mayors Association
- Newsletter
- Board Expense/Reimbursement Policies
- 2023 Meetings and Events
- Relationship and Contract with the LOC
- Closing Remarks

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Welcome & Introductions



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Buddy System

Created to provide new Board members a go-to member of the Board in case there are questions or concerns.

Existing Board Member	New Board Member
Henry Balensifer	Chas Jones
Jim Trett	Rich Mays
Jeff Gowing	?

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Purpose of Today's Orientation



Welcome new Board members to the OMA.

Promote cooperation and connections.

Provide information so that new Board members can be successful in their roles.

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Overview



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Purpose of the OMA

To increase the knowledge and ability of persons serving in the position of mayor in Oregon cities.

To promote the exchange of information and ideas among mayors.

To provide opportunities for mayors of Oregon cities to meet and discuss special functions of the office of mayor.

To provide strong, collective efforts for influencing state programs and legislation.

To further programs and objectives of the League of Oregon Cities by functioning as a recognized affiliate organization.

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The Basics

- Founded in 1972
- Approximately 3/4 of Oregon's mayors are members
- 9-Member Board of Directors with 3 Officers
- LOC's Executive Director serves as the Secretary/Treasurer
- LOC assigns a staff liaison to manage day-to-day operations



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Board of Directors

Position	Person
President	Mayor Teri Lenahan
President-Elect	Mayor Rod Cross
Past President	Mayor Jeff Gowing
Director #1	Mayor Jim Trett
Director #2	Vacant
Director #3	Mayor Henry Balensifer
Director #4	Mayor Meadow Martell
Director #5	Rich Mays
Director #6	Chas Jones



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Board's Role

- General supervision over all the affairs of the Association.
- Operational policy direction.
- Budget adoption.
- Represents all Oregon mayors.
- Attends all major OMA events.
- Assist the LOC on its initiatives and legislative priorities.
- Monitors legislative and administrative actions by state and federal governments.

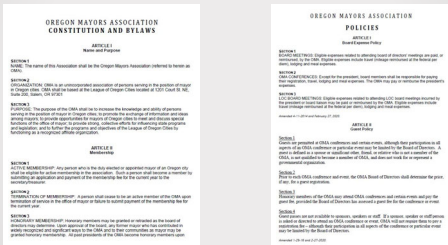
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Board Logistics

- OMA Staff Liaison works with Board President prior to each meeting to establish an agenda and approve a Board packet.
- Board packets typically distributed 7 – 10 days in advance of meeting.
- Board picks dates and locations of next year's meetings in the Fall/Winter (in consultation with LOC staff).
- Meetings are either in-person or virtual. Reasonable travel expenses covered by OMA for in-person meetings.
- OMA Staff Liaison is Angela Speier

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Governing Documents



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Website & Listserv



Website

- Information on Association
- Identification of Board Members
- Announces Upcoming Events
- Membership Registrations
- Conference Registrations
- Newsletter Editions
- Committee Information



Listserv

- Only accessible to OMA Members
- Used to Make Major OMA Announcements
- Used by Mayors to Seek Advice, Guidance and Ideas from Other Mayors

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OMA Membership Drive & Directory



Membership Drive

- Begins in November/December Each Year
- Goal is for Each Oregon Mayor to Join OMA
- Board Members Actively Recruit Members



Directory

- Identifies Every Oregon Mayor
- Only Available to OMA Members
- Typically Distributed in First Quarter of Each Year

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OMA Committees

- Bylaws Committee
- Conference Planning Committee
- Mayors Leadership Award Committee
- Nominating Committee
- Student Contest Selection Committee
- Resource Committee



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Bylaws Committee



- Ad-Hoc Committee
- Any Board Member May Volunteer
- Appointed by OMA President with Board Approval
- Responsible for Reviewing & Recommending Updates to OMA's Governing Documents

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Conference Planning Committee

- Makeup Ranges Between 4-9 Members
- Any Member May Volunteer
- Appointed by OMA President with Board Approval
- Responsible for Planning the Annual Summer Conference & Allocating Scholarship Funds



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Mayors Leadership Award Committee

- Makeup ranges between 3 to 5 members
- Appointed by the OMA President with the Board's approval
- Responsible for reviewing nominations for the Mayors Leadership Award and selecting winners



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Nominating Committee

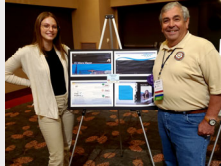
- 5-Member Committee
- Immediate Past President, 2 past OMA Presidents, and 2 OMA members who are not past presidents and who do not serve on the Board
- Appointed by the President with the Board's approval
- Review applications for open Board positions and develop a slate of candidates for the Board and membership's review and approval



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Student Contest Selection Committee

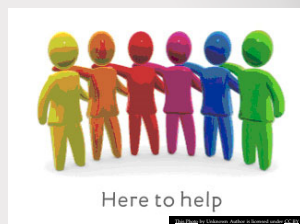
- Makeup ranges between 3 to 5 members
- Appointed by the President with the Board's approval
- Purpose is to review submissions from *If I Were a Mayor* Contest and determine award winners



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Resource Committee

- Makeup is not limited
- Appointed by the President with the Board's approval
- Oversees the development and distribution of a new mayor orientation program and identifies ways the OMA can be of better assistance to new mayors



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OMA Newsletter

OMA publishes a Quarterly Newsletter

The Board selects a city to be spotlighted in each quarter

Board members develop the content of the Newsletter

Board members typically write 1-3 articles for the various Newsletters each year

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Board Expense Policy

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What Expenses are Paid by OMA?

	OMA Pays	OMA MAY Pay	OMA Pays (President)
Board Meetings	✓		✓
OMA Annual Conference		✓	✓
OMA Fall Workshop		✓	✓

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Reimbursement Records



- **Submitting for Reimbursement.** At each Board meeting, staff will provide a form. These forms are due to staff within two business days from the date of the meeting.
- **Ethics Reporting.** Within 10 calendar days from the date of the Board meeting, staff will distribute a summary of expenses paid by OMA. These must be used for the annual Statement of Economic Interest (SEI).

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Looking Forward to 2023

Date	Time	Event	Location
January 25	All Day	City Day at the Capitol	Salem Convention Center
January 26	9:00 am	OMA Board Meeting	LOC Offices, Salem
April 24	7:00 pm	OMA Board Meeting	Seaside
April 25-26	All Day	LOC Spring Conference	Seaside
August 10-12	All Day	OMA Summer Conference	Hood River
August 13	10:00 am	OMA Board Meeting	Hood River
October 11	4:30 pm	OMA Board Meeting	Eugene
October 12	8:30 am	OMA Business Meeting/ Fall Workshop	Eugene
October 12-14	All Day	LOC Annual Conference	Eugene
December 5	5:00 pm	OMA Board Meeting	North Plains

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Relationship & Contract with the LOC

- The OMA is a recognized affiliate of the LOC
- The OMA contracts with the LOC for administrative support & management services
 - Designated staff person to assist the OMA in all its needs
 - Conference planning and event services
 - Financial and accounting services



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OMA Board of Directors Meeting
December 8, 2022 | 5:00 p.m.

Stacy's Covered Bridge Restaurant
401 East Main Street
Cottage Grove, OR 97424

MINUTES

Voting Board Members:

Jeff Gowing, President – Present
Teri Lenahan, Vice President – Present
Beth Wytoski, Past President – Present
Jason Snider, Director – Present
Carol MacInnes, Director - Present

Meadow Martell, Director – Present
Henry Balensifer III, Director – Present
Rod Cross, Director – Present
Jim Trett, Director – Present

Non-voting Board Member: Patty Mulvihill, Secretary/Treasurer - Excused
Staff: Angela Speier, LOC Project & Affiliates Manager

A. Welcome & Roll Call

Mayor Gowing welcomed the members and called the meeting to order at 5:13 pm.

B. Consent Calendar

It was moved by Mayor Balensifer and seconded by Mayor Cross to approve the consent calendar as presented there was no discussion and the motion passed unanimously (9-0).

C. OMA Summer Conference

1. Budget Overview and City of Newport Funding Request

The board discussed the city of Newport's request for reimbursement and voiced concerns about this becoming a precedent moving forward.

It was moved by Mayor Trett and seconded by Mayor Cross to approve the city of Newport's reimbursement request of \$2,582 for hosting the OMA Summer Conference and direct staff to fund this request from line item 4-5307 Summer Conference Venue Rental. With the understanding that it is being used to covered unexpected rise in costs by the city of Newport and should not be an expectation of host cities in the future. Mayor Martell voiced her concern about cities not sticking to their budget for future conferences. Mayor Cross explained the increase in personnel costs that were unexpected and an issue with the transportation. Mayor



Wytoski proposed the motion be amended to include that this was a one-time labor cost subsidy due to the pandemic. The amendment to the motion was accepted by Mayor Trett and Mayor Cross. The revised motion passed unanimously (9-0).

The board requested language be placed in future the RFPs that make it clear if the city has cost overruns, they need to work with the board prior to spending more than what was budgeted.

D. Committee Updates

1. Solicitation for 2023 Committee Appointments

There were no comments from the board on the 2023 appointment form.

2. Conference Planning Committee

The board discussed the aggravated/antigovernment state of constituency. They would like to see if a college professor could speak to the phenomenon on what is happening. They would like to hear a historical perspective on how communities were able to move forward from the polarization and antigovernment viewpoint.

3. Student Contest Committee

Angela Speier will be sending reminders about the contest to the membership on a regular basis.

E. Vacant Board Position Appointment

The board discussed the vacancy and requested staff to open the application process with a due date of January 15, 2023. The board will discuss the possible appointment at their January 26 meeting.

F. 2023 Proposed Budget

Staff reviewed the new line items that were added. The board reviewed the proposed budget and there were no changes requested.

G. New Board Member Orientation

Mayor Henry Balensifer volunteered to serve as a buddy to Mayor Chas Jones and Mayor Jim Trett volunteered to serve as a buddy to Mayor Rich Mays. Mayor Jeff Gowing volunteered to serve as a buddy to the newly appointed board member.



H. New Mayor Transition Resources

Mayor Teri Lenahan requested to add this on the agenda and was trying to figure out how to bring the new mayors up-to-speed on the Homelessness Taskforce budget proposal. The board is willing to personally follow-up with the mayors in their region to explain the proposals and what that would bring to their city. LOC staff is working on updating our member database with the election changes, but it is a work in progress. Once all the changes have been finalized staff will distribute contact lists for board members to follow up with their colleagues.

I. Other Business

Mayor Teri Lenahan thanked the outgoing board members for their service.

J. Adjournment

President Jeff Gowing adjourned the December 8, 2022 meeting at 6:15 p.m.

APPROVED by the Oregon Mayors Association Board of Directors on January 26, 2023.

Respectfully submitted by:

Angela Speier,
LOC Project and Affiliates Manager

DRAFT



Oregon Mayors Association

Budget vs. Actuals 2022

January - December 2022

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
4-4001 Membership Dues	22,169.00	21,000.00	105.57 %
4-4605 Mayor's Board Function	51.66		
4-4660 Silent Auction	6,714.00	4,000.00	167.85 %
4-4700 OMA Spring Workshop	1,878.97	3,000.00	62.63 %
4-4753 Fall Workshop	6,175.00	6,000.00	102.92 %
4-4754 Summer Conference	31,045.00	26,000.00	119.40 %
4-4760 Mayor's Sponsors	20,500.00	20,000.00	102.50 %
General Fund			
Beginning Cash		80,577.00	
Beginning Scholarship Fund		12,991.00	
Total General Fund		93,568.00	
Total Income	\$88,533.63	\$173,568.00	51.01 %
GROSS PROFIT	\$88,533.63	\$173,568.00	51.01 %
Expenses			
4-5000 Cost of Events			
4-5301 OMA Summer Conference			
4-5302 Summer Conference LOC Staff Expenses/Fees	1,583.96	1,100.00	144.00 %
4-5307 Venue Rental	3,798.91	5,000.00	75.98 %
4-5308 Food and Beverage	20,208.40	18,000.00	112.27 %
4-5309 Hotel Expenses	424.50	7,200.00	5.90 %
4-5310 Activity Fees	1,159.00	1,000.00	115.90 %
4-5313 Speakers	4,165.03	5,000.00	83.30 %
4-5314 Postage / Printing	464.49	650.00	71.46 %
4-5390 Conference Scholarships	4,348.70	4,500.00	96.64 %
Total 4-5301 OMA Summer Conference	36,152.99	42,450.00	85.17 %
4-5350 Spring Workshop Expenses			
4-5357 Spring Workshop Venue Rental		500.00	
4-5358 Spring Workshop Food & Beverage		1,500.00	
4-5359 Hotel Expense	2,368.16	2,250.00	105.25 %
4-5360 Speaker Fees	1,031.89	1,500.00	68.79 %
Total 4-5350 Spring Workshop Expenses	3,400.05	5,750.00	59.13 %
4-5400 Fall Workshop			
4-5404 Venue Rental	297.60	500.00	59.52 %
4-5405 Food and Beverage	3,359.16	1,500.00	223.94 %
4-5406 Hotel Expenses		2,025.00	
4-5407 Speakers Fall Workshop	1,999.44	2,000.00	99.97 %
Total 4-5400 Fall Workshop	5,656.20	6,025.00	93.88 %
4-5512 New Mayor Training	2,130.71	7,000.00	30.44 %



Oregon Mayors Association

Budget vs. Actuals 2022

January - December 2022

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Total 4-5000 Cost of Events	47,339.95	61,225.00	77.32 %
4-6000 Operating Expenses			
4-6013 Directory	202.00	1,000.00	20.20 %
4-6017 LOC Services	25,375.00	25,375.00	100.00 %
4-6018 Mayor's Board Expense	8,733.39	14,500.00	60.23 %
4-6023 Mayor's Contest	3,772.41	3,500.00	107.78 %
4-6025 Miscellaneous	1,225.40	750.00	163.39 %
4-6028 Newsletter	1,707.19	3,000.00	56.91 %
4-6030 Postage	749.65	1,000.00	74.97 %
4-6031 Copy, Fax, Printing	76.37	100.00	76.37 %
4-6033 Supplies / Marketing	652.78	2,500.00	26.11 %
4-6040 WEB	1,857.95	1,800.00	103.22 %
4-6041 Listserv	750.00	750.00	100.00 %
4-6050 Contingency		45,077.00	
Total 4-6000 Operating Expenses	45,102.14	99,352.00	45.40 %
Total Expenses	\$92,442.09	\$160,577.00	57.57 %
NET OPERATING INCOME	\$ -3,908.46	\$12,991.00	-30.09 %
NET INCOME	\$ -3,908.46	\$12,991.00	-30.09 %



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: Vacant Board Position Appointment

DATE: January 20, 2023

At the December 8 Board of Directors meeting, the board directed staff to solicit applications for a vacant board position with a term expiring on December 31, 2024. Staff began soliciting application on December 13, sent a reminder email on January 3, and closed the applications on Sunday, January 15.

Pursuant to Article III, Section 5(a) of the OMA Constitution, any vacancy in a director seat “shall be filled by appointment by the board of directors for the remainder of the term.” While the Constitution does not give specific guidance on what the OMA Board of Directors should consider when appointing someone to fill a director vacancy, the Constitution does, in Article IV, Section 1, suggest that the Nominating Committee should present a slate of candidates the represents “the state’s various regions as well as cities of varying sizes.” The current make-up of the board is below.

Name	City	Term Ends	Population	Region	Position
Teri Lenahan	North Plains	2023*	3,446	2	President
Rod Cross	Toledo	2023*	3,611	5	President-Elect
Jeff Gowing	Cottage Grove	2023	10,792	4	Past-President
Jim Trett	Detroit	2023	141	3	Director
Chas Jones	Philomath	2023	5,682	4	Director
Meadow Martell	Cave Junction	2023	2,149	7	Director
Henry Balensifer	Warrenton	2024	6,352	1	Director
Vacant		2024			
Rich Mays	The Dalles	2025	16,047	8	Director

*President becomes Immediate Past President and President-Elect becomes President in 2024.

A map of the regions is attached to this memo for visual reference.

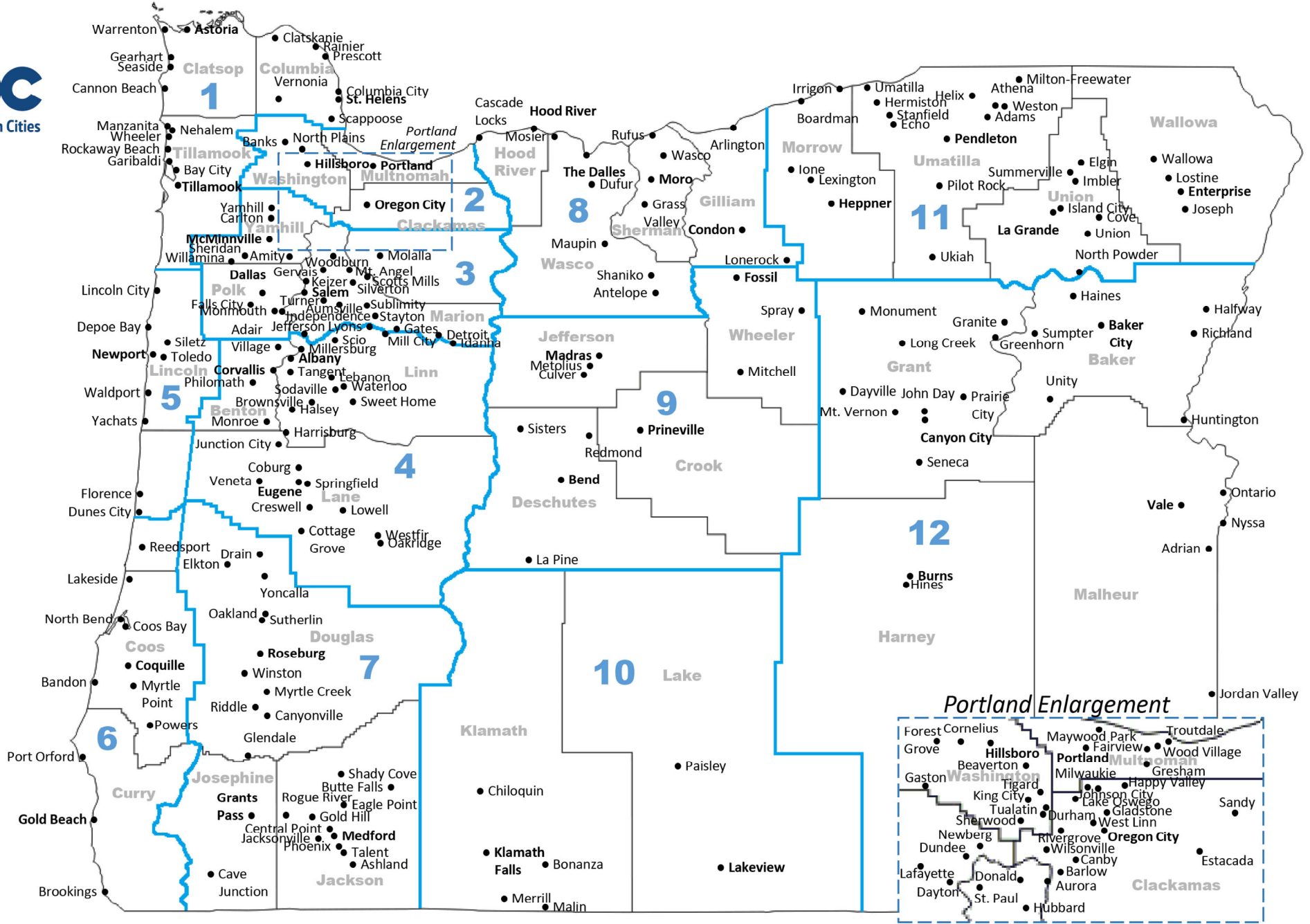
The board received four new applications and two mayors asked for their previous applications to be reconsidered for appointment.

Name	City	Population	Region
Cathy Clark	Keizer	39,561	3
Tamie Kaufman	Gold Beach	2,394	6
Scott Keyser	Molalla	10,298	3
Randy Lauer	Troutdale	16,819	2
Stan Pulliam	Sandy	12,991	2
Dean Sawyer	Newport	10,755	5

Each of the applications submitted by the above mayors is attached to this memo.

Proposed Motion:

I move to appoint *{Insert desired candidate's name}* to the OMA Board of Directors to serve the unexpired term of the vacant seat most recently held by Mayor Carol MacInnes.



APPLICATION FORM

2023 OMA Board of Directors

Submit by **September 2, 2022**, to:

OMA Nominating Committee
1201 Court St. NE #200
Salem, OR 97301
aspeier@orcities.org

Name Cathy Clark City Keizer

Expiration of Mayoral Term January 2025 Do You Plan to Run Again? Yes No Not Sure

Please Indicate Position Sought (Director or President-Elect): Director

Please Answer the Following Questions:

Why are you interested in serving as a member of the OMA Board of Directors?

OMA provides networking, support, training and collaboration that is invaluable for Mayors across the state. We need each other in order to equip Mayors to bring their very best selves into service for their cities.

Please describe your relevant public service experience including elected and appointed positions in local government.

City Council - 2 4-year terms. Mayor 4 2-year terms (starting my 5th 2 year term). Chair 2019-2022 and current Board member- Mid-Willamette Valley Homeless Alliance. Chair - SKATS (our regional Metropolitan Organization. Vice-Chair - MWACT. LOC Board of Directors. Board member and past chair Mid Willamette Valley Council of Governments.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

State regulations continue to hamper cities from delivering services that reflect the unique needs and solve unique challenges each city faces. Housing shortages, tax structure, transportation infrastructure, water/sewer infrastructure and emergency preparedness are among challenges cities face. The Board needs to seek resources, training, and networking to equip and support Mayors. Also, skill building such as council rules and procedures, running effective meetings, planning agenda, and council goal setting.

What contribution(s) can you bring to the OMA Board of Directors?

I can bring 16 years of council experience, regional leadership experience, a heart for teaching and collaborating, and dedication to building strong local government.

In what ways have you been an active member of OMA?

conference attendance, participation, workshop speaker and leader, active in our 3 county Mayors coalition, "If I Were Mayor" contest.

APPLICATION FORM

2023 OMA Board Director Vacancy

Submit by **January 15, 2023**, to:

OMA Board
1201 Court St. NE #200
Salem, OR 97301
aspeier@orcities.org

Name Tamie Kaufman City Gold Beach

Please Answer the Following Questions:

Why are you interested in serving as a member of the OMA Board of Directors?

I find the OMA the best resource for advancing leadership qualities for the Mayor role. It was a surprise to me the difference from Councilor to Mayor and it was nice to have the ability to talk to others to get up to speed quickly. At this time I believe I have enough knowledge and experience to share with other Mayors.

Please describe your relevant public service experience including elected and appointed positions in local government.

1995-1998 City Councilor, 1999-2010 Planning Commission, 2010-2020 City Councilor, 2020 to present Mayor. Also served several times on the Budget Committee. Somewhat different I serve on the Citizen's Review Board (2010-present), a judicial appointment giving recommendations to the court on cases of children in foster care.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

1. Challenge: State mandates, especially unfunded mandates. Solution: Band together as a strong unified force of leaders saying "no" to unfunded mandates. 2. Challenge: Housing, Affordable/Workforce Housing, and Homelessness. Solution: Continue with the OMA Homeless Task Force Recommendations. Work together as the recession opens opportunities in the housing industry learning from each other what works and what does not work. Lobby federal and state funders to provide funding for both low income and workforce housing, sometimes they are the same income levels and sometimes they are not.

What contribution(s) can you bring to the OMA board of directors?

Optimistic problem solving perspective, work well with others and am normally diplomatic. Strong leadership skills from years of interacting with the public, staff and other leaders. Willingness to help others develop skills and willing to learn from others.

In what ways have you been an active member of OMA?

I have been at the two OMA Conferences since elected, served on a panel at the one in Newport and on an LOC panel at the LOC Conference in Bend. I served on the Nominating Committee in 2022.



APPLICATION FORM 2023 OMA Board of Directors

Submit by **September 2, 2022**, to:

OMA Nominating Committee
1201 Court St. NE #200
Salem, OR 97301
aspeier@orcities.org

Name Scott Keyser City Molalla Oregon

Expiration of Mayoral Term Dec 2024 Do You Plan to Run Again? Yes No Not Sure

Please Indicate Position Sought (Director or President-Elect): Director

Please Answer the Following Questions:

Why are you interested in serving as a member of the OMA Board of Directors?

I believe the OMA is a great resource to mayors. When I was elected I felt i was handed a title with no directions on how to succeed. I dont wish any newly elcted mayor to ever feel like they are alone. I want to be a resource for other mayors in our state so they can be the best mayors they can be and to be able to work together to solve issues within our state.

Please describe your relevant public service experience including elected and appointed positions in local government.

I have been Mayor for the past year and a half. I have been a public leader in my city with bringing new events and solving problems that most cities have.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

The next few years cities are going to be dealing with a wide variety of problems from funding, to dealing with infastructure, to drug use, to infastructure upgrades. I believe as a OMA director i would like to lead more dialogue with the mayors more then a few times a year to bring everyones ideas to the table. Possibly setting up once a month roundtable meetings with the mayors to discuss ideas with what works and does not work.

What contribution(s) can you bring to the OMA Board of Directors?

I am a person who thinks outside the box. When im told something is not obtainable i find a way. If its funding for a project i will do fundraisers to make it happen. I am a man of my word. I listen to all sides before i make a decision to make sure I have the facts. I represent the voters and I stay in close contact with them to make sure I continue to represent them in the decision making process.

In what ways have you been an active member of OMA?

I attended the summer confrence last year. Myself and another mayor brought up the program to help guide new mayors once they are elected and I wish to join that comittee also. Last year was my first year as mayor and with covid I was unaware of other ways to be active. I know have time under my belt and see that I can be more involved and make a bigger diffrence outside of my city if i am elected as a director.

APPLICATION FORM

2023 OMA Board Director Vacancy

Submit by January 15, 2023, to:

OMA Board
1201 Court St. NE #200
Salem, OR 97301
aspeier@orcities.org

Name Randy Lauer City Troutdale

Please Answer the Following Questions:

Why are you interested in serving as a member of the OMA Board of Directors?

I'd like to be more involved regionally during the final half of my term as Mayor of Troutdale. Volunteering on the OMA Board I see as an opportunity to utilize my time a bit more effectively in service of my fellow mayors.

Please describe your relevant public service experience including elected and appointed positions in local government.

I have been an elected member of the Troutdale city council since 2016. I ran for Mayor in 2019 and was successfully elected in 2020.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

In my opinion, the most important challenges facing Oregon cities in the coming years would be to stave off an impending recession, continuing to find logical and rational ways to end homelessness, and building and bolstering small businesses that are such a vital part of our main streets and downtowns. Working collaboratively, I believe, the board can find direction to guide their cities through the coming years.

What contribution(s) can you bring to the OMA board of directors?

I bring leadership to a room full of leaders, experience to a room full of experience, and strong will and determination to room full of determined colleagues. Other than that, I bring the ability to reach rational and logical outcomes where there has been difficulties in the past. I bring a blue collar mindset that is sometimes lacking in an elected setting.

In what ways have you been an active member of OMA?

Oregon Mayors Association Board of Directors

Application for Sandy Mayor Stan Pulliam

Why are you interested in serving as a member of the OMA Board of Directors?

As the mayor of Sandy, a city that is uniquely positioned between the Portland metro region and rural communities, I have a strong understanding of the needs and concerns of both urban and rural Oregon. I believe that my experience and perspective make me a good candidate for the Oregon Mayors Association Board of Directors.

I am interested in serving on the board because I believe that I can help bridge the divide between urban and rural Oregon and find commonalities that can help the Oregon Mayors Association function as the voice of all cities in the state. Our city of Sandy has been successful in balancing the needs of both urban and rural communities, and I believe that I can bring this perspective to the board and help the association better serve the needs of all cities in Oregon.

Additionally, as mayor of Sandy, I have a strong track record of working with local government officials, community organizations, and business leaders to address the challenges facing our city. I am committed to collaboration and finding solutions that benefit all members of our community, and I believe that these skills would be valuable in serving on the board of directors for the Oregon Mayors Association.

In summary, I believe that my experience as mayor of Sandy, my understanding of the needs and concerns of both urban and rural communities, and my commitment to collaboration make me a good candidate for the Oregon Mayors Association Board of Directors. I am excited about the opportunity to serve on the board and to help the association better serve the needs of all cities in Oregon.

Please describe your relevant public service experience including elected and appointed positions in local government.

As the 3rd term Mayor of the city of Sandy, I have extensive experience in public service. In this role, I have been responsible for representing the interests of the community and working to improve the city. I have also served on the city's budget committee, as well as on the Transit Board and Sandy Mountain Festival Committee. In addition, I have been a member of the Clackamas County Coordinating Committee (C4) for the past 4 years. These experiences have allowed me to develop a deep understanding of local government and the issues that are important to my community.

In addition to my experience as Mayor, I also previously worked as a legislative director during two Oregon State Legislative sessions in the early 2000s. This experience allowed me to gain a

deep understanding of the legislative process and how to effectively advocate for the interests of my community. This experience has been valuable in my current role as Mayor, as it has helped me to navigate the complexities of local government and work effectively with other elected officials to achieve positive outcomes for my city.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

One of the most important challenges facing Oregon cities in the near future is the continued erosion of local control by state and federal governments. As these higher levels of government continue to assert their authority over local decision making, they have simultaneously neglected their responsibilities to assist cities financially to address critical issues, such as wastewater and water infrastructure improvements and public safety. This lack of support from the state and federal government also makes it difficult for cities to adequately fund these important initiatives and have forced cities to transfer the financial responsibility onto the backs of local ratepayers and developers which compounds affordability and housing issues.

In order to address these challenges, the Oregon Mayors Association Board of Directors should prioritize protecting home rule authority. This means refocusing their messaging and efforts to advocate for the rights of cities to control their own futures and make decisions that are in the best interests of their communities. By uniting around this core value, the board can effectively push back against state and federal attempts to interfere with local decision making and ensure that cities have the resources and support they need to address critical issues.

In addition to advocating for home rule authority, it will also be critical for the Oregon Mayors Association Board of Directors to work closely with the association and the League of Oregon Cities to improve communication and share best practices, case studies, and success stories. Cities have never faced so many challenges, and it is more important than ever for us to come together and support one another. By sharing information and learning from each other, we can better tackle the issues facing our communities and find solutions that work for everyone.

What contribution(s) can you bring to the OMA board of directors?

As a recent candidate for statewide office, I have had the opportunity to host town halls to engage and learn from locally elected officials and citizens from all corners of the state. This experience has taught me the importance of bringing together people from different backgrounds and ideologies in order to find common ground and work towards a common goal. I believe that this ability to work with and bring together diverse groups of people will be a valuable contribution to the Oregon Mayors Association Board of Directors.

One of the biggest challenges facing the association is the need to bring together cities with differing challenges and needs in order to create a cohesive and effective statewide organization. I believe that my experience working with people from all over the state will be invaluable in addressing this challenge and helping to create a stronger, more unified association. I look forward to using these skills to support the important work of the board and to help advance the interests of Oregon cities.

In what ways have you been an active member of OMA?

As an active member of the Oregon Mayors Association, I have attended every in-person conference since being elected mayor 4 years ago. In addition, I have been an active participant at League of Oregon City events, the United States Conference of Mayors, and have enjoyed engaging with Mayors from across the state during my recent campaign for governor. I am excited to increase my involvement and support of the Oregon Mayors Association through my participation on the board.

APPLICATION FORM

2023 OMA Board Director Vacancy

Submit by **January 15, 2023**, to:

OMA Board
1201 Court St. NE #200
Salem, OR 97301
aspeier@orcities.org

Name Dean Sawyer City Newport

Please Answer the Following Questions:

Why are you interested in serving as a member of the OMA Board of Directors?

I have been involved in the OMA for the past four years and hosted the annual conference here in Newport in August of 2022. I would like to work to further the goals of the board.

Please describe your relevant public service experience including elected and appointed positions in local government.

12 years on the City Council, 4 years as Mayor of Newport, three years as a Board of Director for the League of Oregon Cities.

What do you see as the two or three most important challenges facing Oregon cities in the near future? And what should the OMA Board of Directors do to address those challenges?

Getting every Mayor active in the group, addressing the legislative agenda specifically the OMA homeless initiative, working to make the annual conference one every Mayor wants to attend. By encouraging those Mayors that don't attend meetings to contact them in person. To lobby our representatives and senators to pass the OMA initiative (which I have done). Working with the conference committee to work on making the conferences more family friendly.

What contribution(s) can you bring to the OMA board of directors?

My past working as a League of Oregon Cities board member I can bring my experiences and learning from the three years on the board.

In what ways have you been an active member of OMA?

Attending conferences and meeting with mayors from through out the state to discuss OMA issues.



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: Adopt 2023 Budget

DATE: January 20, 2023

The 2023 OMA Proposed Budget was reviewed by the board during their December 8 meeting and no recommended changes were received. This year, in addition to the standard budget document, LOC staff has also prepared a narrative document to provide better clarity on the types of expenses and revenue related to each line of the Budget.

Proposed Motion: I move adoption of the 2023 Budget as presented by LOC staff.

2023 OMA Budget

Income

The OMA has several sources of income. Income sources generally include the following: unrestricted cash reserves; membership dues; registration fees from workshops and conferences; sponsorship dollars; and income associated with the silent auction typically held in conjunction with the Annual Summer Conference.

Beginning Cash - Unrestricted

\$74,303. This is the amount of cash reserves available to the OMA.

Beginning Cash – Scholarship Fund

\$15,356. This is the amount of cash available in the Scholarship Fund. Income from this Fund can only be used to provide Oregon mayors scholarships to attend OMA functions.

Membership Dues (4-4001)

\$21,000. Income received from membership dues.

Spring Workshop (4-4700)

\$3,000. Income received from the registration fees paid by attendees of the Spring Workshop.

Fall Workshop (4-4753)

\$6,000. Income received from the registration fees paid by attendees of the Fall Workshop.

Mayors Sponsorship (4-4760)

\$20,000. Income received from persons wishes to sponsor the OMA. While most of the income associated with this line is related to sponsorship dollars from the Annual Summer Conference, any sponsorship dollars received by the OMA are to be deposited into this line.

Silent Auction (4-4660)

\$5,000. Income received from events and activities associated with the silent auction held in conjunction with the Annual Summer Conference.

Summer Conference (4-4754)

\$28,000. Income received from the registration fees paid by attendees of the Annual Summer Conference.

Expenses

The OMA has several categories of expenses. Expense generally include the following: the Spring Workshop; the Annual Summer Conference; the Fall Workshop; and general operating expenditures.

Summer Conference Expenses

Summer Conference LOC Staff Expenses/Fees (4-5302)

\$1,100. Expenses associated with the LOC administrative staff support person working the Annual Summer Conference. Expenses may include hotel room, mileage, meals, and other reasonable travel expenses.

Summer Conference Venue Rental (4-5307)

\$5,000. Expenses associated with reserving the venue used to host the Annual Summer Conference.

Summer Conference Food and Beverage (4-5308)

\$25,000. Expenses associated with providing attendees of the Annual Summer Conference food and beverages. Note, this line is not used to cover food and beverage expenses associated with the silent auction event.

Summer Conference Hotel Expenses (4-5309)

\$7,200. Expenses associated with providing the OMA Board President hotel accommodation at the Annual Summer Conference. This line may also be used to cover the hotel expenses of OMA Board members, provided their hotel expenses have been specifically authorized by the OMA Board of Directors. The line may also be used to cover the hotel expenses of any speaker, aside from the Keynote Speaker, presenting at the Annual Summer Conference.

Summer Conference Activity Fees (4-5304)

\$1,000. Expenses are those not otherwise accounted for in covering the costs associated with the Annual Summer Conference. Examples of appropriate expenses paid for from this line include: golf scramble prizes, table rental, and fees associated with OMA activities or events held in conjunction with the Annual Summer Conference.

Summer Conference Speakers (4-5313)

\$5,000. Expenses are those not otherwise accounted for in covering the costs associated with the Annual Summer Conference. Examples of appropriate expenses paid for from this line include: golf scramble prizes, table rental, and fees associated with OMA activities or events held in conjunction with the Annual Summer Conference.

Summer Conference Postage/Printing (4-5314)

\$650. Expenses associated with any postage and printing costs associated with the Annual Summer Conference. Examples of expenses include: printed programs, printed signs, and displays of Student Contest entries.

Summer Conference Scholarships (4-5390)

\$4,500. Expenses associated with providing OMA membership scholarships to attend the Annual Summer Conference. Expenses may include: conference registration fee and reasonable travel/accommodation expenses.

Spring Workshop Expenses

Spring Workshop Venue Rental (4-5357)

\$500. Expenses associated with reserving the venue used to host the Spring Workshop.

Spring Workshop Food & Beverage (4-5358)

\$1,500. Expenses associated with providing attendees of the Spring Workshop food and beverages.

Spring Workshop Hotel Expenses (4-5359)

\$2,000. Expenses associated with providing the OMA Board President hotel accommodation at the Spring Workshop. This line may also be used to cover the hotel expenses of OMA Board members, provided their hotel expenses have been specifically authorized by the OMA Board of Directors.

Spring Conference Speaker Fees (4-5360)

\$1,000. Expenses associated with the person speaking at the Spring Workshop. Expenses may include a speaker fee and/or reasonable travel expenses.

Fall Workshop Expenses

Fall Workshop Venue Rental (4-5404)

\$500. Expenses associated with reserving the venue used to host the Fall Workshop.

Fall Workshop Food and Beverage (4-5405)

\$4,500. Expenses associated with providing attendees of the Fall Workshop food and Beverages

Fall Workshop Hotel Expenses (4-5406)

\$2,000. Expenses associated with providing the OMA Board President hotel accommodation at the Fall Workshop. This line may also be used to cover the hotel expenses of OMA Board members, provided their hotel expenses have been specifically authorized by the OMA Board of Directors.

Fall Workshop Speaker Fees (4-5407)

\$2,000. Expenses associated with the person speaking at the Fall Workshop. Expenses may include a speaker fee and/or reasonable travel expenses.

New Mayor Training

4-5012 – New Mayor Training

\$3,500. Expenses associated with providing a new mayor training to be held in connection with the LOC's Elected Essentials training program in January. Expenses may include: venue rental fees; food and beverage costs; hotel expenses incurred by OMA Board members; and mileage reimbursement for OMA Board members.

General Operating Expenses

Directory (4-6013)

\$4,000. Expenses incurred to pay for the printing and shipping costs associated with the annual OMA Directory. Staff will also be researching the feasibility of a directory app.

LOC Services (4-6017)

\$25,756. Expenses which cover the administrative fees charged by the LOC for administering the OMA programs and services.

Mayor's Board Expense (4-6018)

\$14,500. Expenses to cover the costs of holding in-person OMA Board meetings. Covered expenses may include: venue rental fees; food and beverage costs; and reasonable travel expenses by Board members.

Mayor's Contest (4-6023)

\$3,800. Expenses to cover all costs associate with the annual *If I Were a Mayor Contest*. Expenditures from this include the awards issued to the contestants and reasonable travel expenses for award recipients to attend the awards dinner.

Miscellaneous (Line 4-6025)

\$1,000. Expenses to cover other unanticipated costs incurred by the OMA.

Newsletter (Line 4-6028)

\$3,000. Expenses to cover the cost of printing and shipping the quarterly OMA Newsletter.

Postage (Line 4-6030)

\$1,000. Expenses to cover any needed postage incurred by the OMA. This is not intended to cover the cost of shipping the Directory or the Newsletter.

Copy, Fax, Printing (Line 4-6010)

\$100. Expenses to cover any copy, fax or printing fees incurred by the OMA not otherwise budgeted for elsewhere.

Supplies/Marketing (Line 4-6033)

\$2,000. Expenses incurred to purchase supplies and marketing materials. This line can be used to purchase thank you cards and other similarly situated materials.

Web (Line 4-6040)

\$2,000. Expenses incurred by Municode for hosting the OMA website.

Listserv (Line 4-6041)

\$750. Expenses used to pay the LOC a yearly fee for hosting the OMA listserv.

Insurance/ LOC Business Partnership (4-6042)

\$750. In order to be able to secure general liability insurance through CIS which is \$250 the OMA must also pay \$500 annual to be a business partner with the LOC.

**OREGON MAYORS ASSOCIATION
2023 BUDGET**

		2019	2020	2021	2022	2022	2023	2023
		Actual	Actual	Actual	Budget	Year End	Proposed	Approved
							Budget	Budget
General Fund								
INCOME								
	Beginning Cash - Unrestricted	57,674	75,811	75,047	80,577	80,577	74,303	
	Beginning Cash - Scholarship Fund	9,482	9,582	10,672	12,991	12,991	15,356	
4-4001	Membership Dues	23,736	21,644	17,298	21,000	22,169	21,000	
4-4605	Mayor's Board Function					52	0	
4-4700	OMA Spring Workshop			12,288	3,000	1,879	3,000	
4-4753	Fall Workshop	6,075	675	0	6,000	6,175	6,000	
4-4760	Mayor's Sponsorships	23,750	12,750	21,750	20,000	20,500	20,000	
4-4660	Silent Auction	4,580	1,090	6,310	4,000	6,714	5,000	
4-4754	Summer Conference	20,305	2,006	31,401	26,000	31,045	28,000	
Total Revenue and Beginning Cash		145,602	123,558	174,766	173,568	182,102	172,660	
EXPENSE								
Conference Expenses								
Summer Conference Expenses								
4-5302	Summer Conference LOC Staff Expenses/Fees	4,285			1,100	1,584	1,100	
4-5307	Summer Conference Venue Rental	20,155	1,317	24,554	5,000	3,799	5,000	
4-5308	Summer Conference Food and Beverage				18,000	20,208	25,000	
4-5309	Summer Conference Hotel Expenses				7,200	425	7,200	
4-5304	Summer Conference Activity Fees	450	0	4,317	1,000	1,159	1,000	
4-5313	Summer Conference Speakers	8,559	2,340	10,118	5,000	4,165	5,000	
4-5314	Summer Conference Postage / Printing	703	0	421	650	464	650	
4-5390	Summer Conference Scholarships	4,830	0	3,991	4,500	4,349	4,500	
		38,983	3,657	43,401	42,450	36,153	49,450	
Spring Workshop Expenses								
4-5357	Spring Workshop Venue Rental				500	0	500	
4-5358	Spring Workshop Food & Beverage				1500	0	1,500	
4-5359	Spring Workshop Hotel Expenses				2250	2368	2,000	
4-5360	Spring Workshop Speaker Fees				1500	1032	1,000	
		0	0	0	5,750	3,400	5,000	0
Fall Workshop Expenses								
4-5404	Fall Workshop Venue Rental	6,491	261	0	500	298	500	
4-5405	Fall Workshop Food and Beverage				1,500	3,359	4,500	
4-5406	Fall Workshop Hotel Expenses				2,025	0	2,000	
4-5407	Fall Workshop - Speaker	422	0	0	2,000	1,999	2,000	
		6,914	261	0	6,025	5,656	9,000	
4-5012	New Mayor Training	0	0	0	7,000	2,131	3,500	
		0	0	0	7,000	2,131	3,500	
Sub-Total - Cost of Events		38,983	3,657	43,401	61,225	47,340	66,950	
Operating Expenses								
	Contingency	0	0	0	45,077		39,621	
4-6013	Directory	1,454	0	1,342	1,000	202	4,000	
4-6017	LOC Services	10,945	25,000	25,000	25,375	25,375	25,756	
4-6018	Mayor's Board Expense	1,239	137	2,166	14,500	8,733	14,500	
4-6023	Mayor's Contest	838	2,871	2,895	3,500	3,772	3,800	
4-6025	Miscellaneous	544	475	1,917	750	1,225	1,000	
4-6028	Newsletter	2,930	588	0	3,000	1,707	3,000	
4-6030	Postage	810	0	232	1,000	750	1,000	

**OREGON MAYORS ASSOCIATION
2023 BUDGET**

		2019	2020	2021	2022	2022	2023	2023
		Actual	Actual	Actual	Budget	Year End	Proposed	Approved
							Budget	Budget
4-6031	Copy, Fax, Printing	98	0	0	100	76	100	
4-6033	Supplies / Marketing	1,437	0	816	2,500	653	2,000	
4-6040	WEB	2,300	4,100	3,100	1,800	1,858	2,000	
4-6041	Listserv	1,300	750	750	750	750	750	
4-6042	Insurance/LOC Business Partnership						750	
		23,895	33,921	38,219	99,352	45,102	98,277	
Total Expense		62,878	37,578	81,620	160,577	92,442	165,227	
Net Income Less Beginning Cash		15,568	587	7,427	-80,577	-3,908	-82,227	
Net Income including Beginning Cash		82,724	85,980	93,146	12,991	89,660	7,433	
Ending Cash								
- Unrestricted		82,724	75,047	75,047	0	74,303	0	
- Scholarship Fund		9,233	10,672	6,681	12,491	15,356	15,356	
Total Ending Cash		91,957	85,719	81,728	12,491	89,660	15,356	



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: Appointments to 2023 Committees

DATE: January 20, 2023

The OMA Constitution and Bylaws, in Section 7, states that the President, with the Board’s approval, shall make appointments to the various OMA Committees. These appointments traditionally happen during the first OMA Board meeting of each calendar year.

For 2023, the following OMA Committees require appointments.

- Conference Planning. Plan the annual summer conference held between August 10 – 12, 2023. In addition, determine scholarship recipients to attend the conference. This committee typically meets 3 – 5 times via Zoom between March – June. **No minimum or maximum number of committee members. No prerequisites to serve on committee.**

The following mayors have applied to serve on the Conference Planning Committee:

Name	City	Region	Population
Jim Trett	Detroit	3	141
Henry Balensifer	Warrenton	1	6,352
Cec Koontz	Monmouth	3	11,142

- Mayor’s Leadership Award. The Mayors Leadership Award recognizes the valuable contributions made by mayors throughout Oregon in their communities. This committee reviews nominations and determines recipients of the award. This committee typically meets once or twice via Zoom in May/June. **This Committee is comprised of five persons, three people should be past recipients of the Mayors Leadership Award. The president shall also appoint, with board approval, a past recipient to serve as chair.**

The following mayor has applied to serve on the Mayor’s Leadership Award:

Name	City	Region	Population
Cec Koontz	Monmouth	3	11,142

- Nominating. Review applications and recommend a board slate of candidates for calendar year 2024. This committee typically meets 1-2 times via Zoom in September. **This committee is comprised of five persons, consisting of the Immediate Past President, two past presidents who still serve as mayor, and two OMA members who are not serving on the Board and who are not past presidents of the Board.**

The following mayors applied to serve on the Nominating Committee:

Name	City	Region	Population
Jeff Gowing	Cottage Grove	4	10,729
Bryan Cutchen	Oakridge	4	3,238
Rich Mays	The Dalles	8	16,047
Brian Quigley	Stayton	3	8,326

The board will need to find two Past Presidents who are still serving as mayor to serve on the committee and Mayor Mays will likely not be able to serve on this committee due to his position on the OMA Board of Directors.

- Student Contest Selection. The student contest is announced at the summer conference with local submissions due to the OMA by April 7, 2023. This committee is responsible for determining statewide winners for each of the three categories: poster (grades 4- 5); essays (grades 6 – 8); and digital media presentations (grades 9 – 12). This committee typically meets once in person in May. **No minimum or maximum number of committee members. No prerequisites to serve on committee.**

The following mayors have applied to serve on the Student Contest Selection Committee:

Name	City	Region	Population
Malynda Wenzl	Forest Grove	2	26,242
Tom Vialpando	Vale	12	1,914
Deb Simmons	Manzanita	1	609
John Hughto	Malin	10	731

- Constitution & Bylaws. This committee’s purpose is to review and propose changes to the OMA’s governing documents which include the Constitution, Bylaws and Policies. These changes must then be approved by the OMA board and membership. This committee is ad hoc and only meets as needed. **No minimum or maximum number of committee members. No prerequisites to serve on committee.**

The following mayors have applied to serve on the Constitution & Bylaws Committee:

Name	City	Region	Population
Henry Balensifer	Warrenton	1	6,352
Bryan Cutchen	Oakridge	4	3,238
Rich Mays	The Dalles	8	16,047
Brian Quigley	Stayton	3	8,326

- **Resource.** This is a newly created committee whose purpose is to assist the Board in fulfilling its responsibilities to serve as a resource and point of contact for new Oregon mayors. The committee will oversee the development and distribution of a new mayor orientation program to be hosted in conjunction with the LOC's Elected Essentials training program, while also seeking to identify ways in which the OMA can be of better assistance to new mayors. This committee is expected to meet four to six times between February and October. **No minimum or maximum number of committee members. No prerequisites to serve on committee.**

Name	City	Region	Population
Jim Trett	Detroit	3	141
Henry Balensifer	Warrenton	1	6,352
Tamie Kaufman	Gold Beach	6	2,375
Tom Vialpando	Vale	12	1,914
Rich Mays	The Dalles	8	16,047
Meadow Martell	Cave Junction	7	2,149
Brian Quigley	Stayton	3	8,326

The following mayors indicated they are flexible with their committee appointments and are willing to serve wherever is needed. In addition, Brian Dalton, OMA Past President and the former Mayor of Dallas has reached out to staff and would be willing to serve on a committee and would like to stay involved with the OMA as an honorary member.

Name	City	Region	Population	# of Committees
Susan Wahlke	Lincoln City	5	10,067	2
Chas Jones*	Philomath	4	5,682	2
Tim Rosener	Sherwood	2	20,496	1
Kathy Sell	Eagle Point	7	9,968	1

*Mayor Jones noted in his application that he will not be able to attend the OMA Summer Conference and will have additional work conflicts in May.

Attachments:

1. Mayors Leadership Award Recipients
2. Past OMA Presidents



MAYORS LEADERSHIP AWARD

Previous Award Winners

2022:

Carol MacInnes, Fossil – Small City Winner
Cecilia Koontz, Monmouth – Medium City Winner
Keith Mays, Sherwood – Large City Winner
Scott Hill, McMinnville – City Award of Merit

2021:

Beth Wytoski, Dayton – Small City Winner
Rodd Cross, Toledo – Medium City Winner
Lucy Vinis, Eugene – Large City Winner
Jeremy Gordon, Falls City – Small City Award of Merit
Derek Clevenger, Aumsville – Medium City Award of Merit
Mark Gamba, Milwaukie – Large City Award of Merit

2020:

Jerry Lachenbruch, Halsey – Small City Winner
Paul Becker, Jacksonville – Medium City Winner
Kyle Palmer, Silverton – Large City Winner
Dean Sawyer, Newport – Honorable Mention

2019:

Allan Duffy, Elgin – Small City Winner
Ken Gibson, King City – Medium City Winner
Jeff Gowing, Cottage Grove – Large City Winner
Scott Burge, Scappoose – Honorable Mention

2018:

John Cook, Tigard – Large City Winner
Bob Andrews, Newberg – Medium City Winner
Pam VanArsdale, Rogue River – Small City Winner
Gary Wheeler, Medford – *Award of Merit*

2017:

Sharon Konopa, Albany – Large City Winner
Dave Stram, Creswell – Small City Winner

2016:

Pete Truax, Forest Grove – Large City Winner
Gery Schirado, Durham – Small City Winner
Christine Lundberg, Springfield – *Award of Merit*

2015:

Hank Williams, Central Point – Large City Winner
Betty Roppe, Prineville – Small City Winner
Jerry Willey, Hillsboro – *Award of Merit*

- 2014:** George Endicott, Redmond – Large City Winner
Shirley Kalkhoven, Nehalem – Small City Winner
Dale De Long, Island City – Small City Winner
Denny Doyle, Beaverton – *Award of Merit*
Julie Manning, Corvallis – *Award of Merit*
- 2013:** Don Ware, Brownsville – Small City Winner
Mike Weatherby, Fairview – Large City Winner
Amy Houghtling, Falls City – *Award of Merit*
- 2012:** Lore Christopher, Keizer – Large City Winner
Shanti Platt, Gervais – Small City Winner
Suzanne Anderson, Drain – *Award of Merit*
- 2011:** Kathryn Figley, Woodburn – Large City Winner
Gary Williams, Cottage Grove – Small City Winner
- 2010:** Ken Toomb, Lebanon – Large City Winner
John McArdle, Independence – Small City Winner
Diane Pohl, Clatskanie – *Award of Merit, Large City*
Jim White, Depoe Bay – *Award of Merit, Small City*
- 2009:** Phillip Houk, Pendleton
Richard Kidd, Forest Grove
Don Larson, Seaside
- 2008:** James Fairchild, Dallas – Large City Winner
Lori Hollingsworth, Lincoln City – Small City Winner
Keith Mays, Sherwood – *Award of Merit, Large City*
Kenneth Toombs, Lebanon – *Award of Merit, Large City*
Leon Sherman, Eagle Point – *Award of Merit, Small City*
- 2007:** Sid Leiken, Springfield – Large City Winner
Bob Austin, Estacada – Small City Winner
Robb Van Cleave, The Dalles – *Award of Merit*
Kathy Sherman, Gates – *Award of Merit*
- 2006:** Jim Bernard, Milwaukie – Large City Winner
Marian Telerski, Talent – Small City Winner
John McArdle, Independence – *Award of Merit*
Karl Popoff, Gold Beach – *Award of Merit*
- 2005:** Tom Hughes, Hillsboro – Large City Winner
Harold White, Aumsville – Small City Winner
Richard Kidd, Forest Grove – *Award of Merit*

David Fuller, Wood Village – *Award of Merit*

2004:

Jim Torrey, Eugene – Large City Winner
Mark Jones, Newport – Small City Winner
Charles Becker, Gresham – *Award of Merit*
Dale De Long, Island City – *Award of Merit*

2003:

Chuck McLaran, Albany – Large City Winner
Allen Burns, Florence – Small City Winner
Rob Drake, Beaverton – *Award of Merit*
Bob Ramig, Pendleton – *Award of Merit*

2002:

Lou Ogden, Tualatin – Large City Winner
Mark Seltman, Athena – Small City Winner
Charlotte Lehan, Wilsonville – *Award of Merit*
John McArdle, Independence – *Award of Merit*

2001:

Helen Berg, Corvallis – Large City Winner
Roger Vonderharr, Fairview – Small City Winner
Chuck McLaran, Albany – *Award of Merit*
Bob Hagbom, Brookings – *Award of Merit*

2000:

Colleen Johnson, La Grande – Large City Winner
William Duckett, Riddle – Small City Winner
Bob Jepsen, Heppner – *Award of Merit*
Paul Thalhofer, Troutdale – *Award of Merit*
Harold White, Aumsville – *Award of Merit*



STRENGTH IN UNITY

Past Presidents

2022	Jeff Gowing, Cottage Grove
2021	Beth Wytoski, Dayton
2020	Steve Callaway, Hillsboro*
2019	Brian Dalton, Dallas
2018	John Cook, Tigard
2017	George Endicott, Redmond
2016	Michael Cape, Amity
2015	Scott Burge, Scappoose
2014	Shanti Platt, Gervais
2013	Shirley Kalkhoven, Nehalem
2012	Keith Mays, Sherwood
2011	Sandy Toms, Metolius
2010	Jim White, Depoe Bay
2009	Phillip Houk, Pendleton
2008	Richard Kidd, Forest Grove
2007	Lore Christopher, Keizer
2006	Gary Williams, Cottage Grove
2005	Colleen Johnson, La Grande
2004	John McArdle, Independence*
2003	Jim Lewis, Jacksonville
2002	Chuck McLaran, Albany
2001	Todd Kellstrom, Klamath Falls
2000	Mary Nicholson, Milton-Freewater
1999	Gordon Anderson, Grants Pass
1998	Harold White, Aumsville
1997	Jerry Lausmann, Medford
1996	Tom Davis, Brookings
1995	Jerry Krummel, Wilsonville
1994	Les Cochenour, The Dalles
1993	Bill Morrisette, Springfield
1992	Gwen VanDenBosch, Dallas
1991	Clifford Clark, Forest Grove
1990	Clifford Clark, Forest Grove
1989	Bob McPheeters, Tillamook
1988	Jane Reyneke, Grants Pass
1987	George "Bill" Gwilliam, Baker
1986	John Dunn, Roseburg
1985	Betty Huser, Scappoose
1984	Alan Berg, Corvallis
1983	Roy Rogers, Tualatin

1982	Dale Courtney, Milton-Freewater
1981	Elvern Hall, Newberg
1979 – 80	John Lundell, The Dalles
1977 – 78	Rod Norwood, St. Helens
1976 – 77	B.L. “Bev” Higgins, North Bend
1975 – 76	Lawrence P. Gray, Hermiston
1974 – 75	Robert E. Lindsey, Salem
1973 – 74	Eddie O. Knopp, Pendleton
1972 – 73	William Evans, Roseburg

*Still serving as Mayor in 2023.



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Melissa Dablow, LOC Events and Operations Coordinator

SUBJECT: Responses to RFP for 2025 & 2026 Summer Conference Locations

DATE: January 5, 2023

During its September 2022 Board of Directors meeting, LOC reported of the intent to issue a targeted RFP for 2025 and 2026 Summer Conferences to the following cities: Hermiston; Pendleton; Baker City; Ontario; Redmond; Bend; Seaside; *and* La Grande.

Cities were asked to submit their responses to the RFP no later than Monday, November 21, 2022. One city, Seaside, submitted a response indicating they could host either the 2025 or 2026 Summer Conference. One city, Pendleton, indicated they could not commit to hosting the event outside their current Mayor's term but may be interested closer to the event. Seaside's proposal is attached herein for reference and review.

The proposal has been reviewed by LOC's Events and Operations Coordinator, Melissa Dablow. Ms. Dablow has advised that the venue is capable of hosting the OMA Summer Conference and notes the 2023 LOC Spring Conference/OMA Spring Workshop will be held at the venue. Ms. Dablow notes that the price of lodging during this peak time of year has gone up considerably, with hotels in Seaside quoting rooms as high as \$400 and being unwilling to hold rooms in advance without securing payment.

Ms. Dablow has scheduled to release the RFP for 2025 and/or 2026 Summer Conference to a broader range of cities on February 8, 2023 with responses due March 15, 2023 depending on if the board decides to move forward with Seaside for either 2025 or 2026. It is recommended that board members reach out to cities directly to encourage targeted cities to apply. The 2023 Annual Summer Conference will be hosted in Hood River and in 2024, Klamath Falls.

Proposed Motion:

I move that the city of Seaside host the {Insert Year} OMA Summer Conference, and LOC staff negotiate any relevant contracts on behalf of the OMA.

Hotel Information and Room Rate Submittal

Seaside Civic and Convention Center (SCCC) Groups/Conventions

RFP DUE: 8:00AM Monday November 7, 2022

Event: OR Mayors Association Conference July 31-August 2, 2025

All RFP's submitted by Seaside OR hotels will be included in the proposal package from the SCCC. RFP's must be emailed to the SCCC within the timetable provided in the solicitation. SCCC staff will NOT share any hotel's RFP with any other hotel. Only the SCCC client will receive the Hotel RFP submittals.

1. My Hotel (Ebb-Tide) submits the following hotel information:

Local Contact Name: Brooke Edgar Address: 300 N. Prom
 Contact Information: Phone: 971-301-0172 Email: brooke@escapeedging.com
 Hotel Amenities: #Rooms: _____ #Suites: _____
 Indoor Pool/Spa: yes Exercise Room: no Meeting Rooms: no Restaurant: no
 Bar: no Wi-Fi: yes Business Ctr.: no Other: _____

2. My hotel submits the following room rate information by room type.

Guest Room Requirements				
Day	# Requested by Client	Single Available (1 Bed)	Double Available (2 Beds)	Other:
Thur, July 31, 2025 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00
Fri, August 1, 2025 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00
Sat, August 2, 2025 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00

Check-In Date: Thurs, July 31, 2025
 Check-Out Date: Sun, August 3, 2025

Client Concession Requests:

- Yes No 1. Able to provide Per Diem pricing for standard guest rooms, increasing rates as premium room types require?
- Yes No 2. Complimentary suite for board president for Thurs-Sat nights?
- Yes No 3. Complimentary room for event lead for Thurs-Sat nights?
- Yes No 4. Opportunity to earn complimentary rooms based on block performance. Standard request is 1 comp room night for every 50 actualized?

Brooke Edgar
 Name of Authorized Hotel Representative (Print)

[Signature]
 Signature

11/04/2022
 Date

Hotel Information and Room Rate Submittal

Seaside Civic and Convention Center (SCCC) Groups/Conventions

RFP DUE: 8:00AM Monday November 7, 2022

Event: OR Mayors Association Conference July 30-August 1, 2026

All RFP's submitted by Seaside OR hotels will be included in the proposal package from the SCCC. RFP's must be emailed to the SCCC within the timetable provided in the solicitation. SCCC staff will NOT share any hotel's RFP with any other hotel. Only the SCCC client will receive the Hotel RFP submittals.

1. My Hotel (Ebb-Tide) submits the following hotel information:

Local Contact Name: Brooke Edgar Address: 300 N. Prom
 Contact Information: Phone: 971-301-0772 Email: brooke@escapelodging.com
 Hotel Amenities: #Rooms: _____ #Suites: _____
 Indoor Pool/Spa: yes Exercise Room: no Meeting Rooms: no Restaurant: no
 Bar: no Wi-Fi: yes Business Ctr.: no Other: _____

2. My hotel submits the following room rate information by room type.

Guest Room Requirements				
Day	# Requested by Client	Single Available (1 Bed)	Double Available (2 Beds)	Other:
Thur, July 30, 2026 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00
Fri, July 31, 2026 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00
Sat, August 1, 2026 Rooms Available by Property: RATE:	80+	0 \$00	0 \$00	0 \$00

Check-In Date: Thurs, July 30, 2026
 Check-Out Date: Sun, August 2, 2026

Client Concession Requests:

- Yes No 1. Able to provide Per Diem pricing for standard guest rooms, increasing rates as premium room types require?
- Yes No 2. Complimentary suite for board president for Thurs-Sat nights?
- Yes No 3. Complimentary room for event lead for Thurs-Sat nights?
- Yes No 4. Opportunity to earn complimentary rooms based on block performance. Standard request is 1 comp room night for every 50 actualized?

Brooke Edgar
 Name of Authorized Hotel Representative (Print)

Brooke Edgar
 Signature

11/04/2022
 Date

Oregon Mayors Association Conference July 30th-August 1st 2025 or July 31st-August 2nd 2026

Ebb-Tide:

- 2 queen beds w/ ocean view @ \$389 + tax
- 2 queen beds w/ partial view @ \$349 + tax
- 1 king bed w/ ocean view @ \$389 + tax
- 1 king bed/ partial oceanfront @ \$349 + tax
- 2 queen beds kitchenette w/ ocean view @ \$399 + tax

Rivertide Suites

102 N. Holladay Dr. Seaside, OR 97138 | 503-717-1100 | sales@rivertidesuites.com

11/5/2022

I would like to thank you all for allowing us to create this RFP for you and the client. We are looking forward to working with you!

We would like to bring to your attention that our hotel is unique to Seaside as we are an all-suite hotel. All of our suites have a full kitchen, in-suite washer and dryers, dish washers, a 6ft jetted tub, fireplace, and private balcony. We offer junior studio suites with a queen bed and a queen sleeper sofa, a 1bedroom/1bath suite with a king bed and queen sleeper sofa, and a 2bedroom/2 bath suite with 1 king bed, 1 queen bed, and queen sleeper sofa. Our hotel lobby is undergoing a remodel and we will be adding a wine and beer bar open in the evenings that is great for groups to gather and connect with before events at the convention center.

Sincerely,



Andrena Little
Sales Manager
Rivertide Suites

Hotel Information and Room Rate Submittal Seaside Civic and Convention Center (SCCC) Groups/Conventions RFP DUE: 8:00AM Monday November 7, 2022

Event: OR Mayors Association Conference July 31-August 2, 2025

All RFP's submitted by Seaside OR hotels will be included in the proposal package from the SCCC. RFP's must be emailed to the SCCC within the timetable provided in the solicitation. SCCC staff will NOT share any hotel's RFP with any other hotel. Only the SCCC client will receive the Hotel RFP submittals.

1. My Hotel (Rivertide Suites) submits the following hotel information:

Local Contact Name: Andrena Little	Address: 102 N Holladay Drive	
Contact Information: Phone: 503-717-1100	Email: sales@rivertidesuites.com	
Hotel Amenities: #Rooms: 70	#Suites: 70	
Indoor Pool/Spa: yes	Exercise Room: yes	Meeting Rooms: yes, one
Bar: yes, wine & beer	Wi-Fi: yes	Business Ctr. Yes
		Restaurant: no
		Other: _____

2. My hotel submits the following room rate information by room type.

Day	# Requested by Client	Single Available (1 Bedroom- 1 King w/ Queen Sofa Sleeper)	Double Available (2 Bedroom- 1 King, 1 Queen & Queen sofa sleeper)	Other: Studio (1 Queen Bed w/ Queen sofa sleeper)
Thur, July 31, 2025 Rooms Available by Property: 20 RATE:	80+	5 \$369	5 \$389	10 \$359
Fri, August 1, 2025 Rooms Available by Property: 20 RATE:	80+	5 \$369	5 \$389	10 \$359
Sat, August 2, 2025 Rooms Available by Property: 20 RATE:	80+	5 \$369	5 \$389	10 \$359
Check-In Date: Thurs, July 31, 2025 Check-Out Date: Sun, August 3, 2025				

The listed rates above are based off of 2023 rates with no more than a 5% annual increase every year

Client Concession Requests:

Yes No 1. Able to provide Per Diem pricing for standard guest rooms, increasing rates as premium room types require?

Yes No 2. Complimentary suite for board president for Thurs-Sat nights?

We would be happy to offer a complimentary room upgrade for the board president.

Yes No 3. Complimentary room for event lead for Thurs-Sat nights?

We would be happy to offer a complimentary room upgrade for the event lead.

Yes No 4. Opportunity to earn complimentary rooms based on block performance. Standard request is 1 comp room night for every 50 actualized?

Andrena Little
Name of Authorized Hotel Representative (Print)

Andrena Little
Signature

11/5/22
Date

Hotel Information and Room Rate Submittal Seaside Civic and Convention Center (SCCC) Groups/Conventions RFP DUE: 8:00AM Monday November 7, 2022

Event: OR Mayors Association Conference July 30-August 1, 2026

All RFP's submitted by Seaside OR hotels will be included in the proposal package from the SCCC. RFP's must be emailed to the SCCC within the timetable provided in the solicitation. SCCC staff will NOT share any hotel's RFP with any other hotel. Only the SCCC client will receive the Hotel RFP submittals.

1. My Hotel (Rivertide Suites) submits the following hotel information:

Local Contact Name: Andrena Little	Address: 102 N Holladay Dr	
Contact Information: Phone: 503-717-1100	Email: sales@rivertidesuites.com	
Hotel Amenities: #Rooms: 70	#Suites: 70	
Indoor Pool/Spa: Yes	Exercise Room: Yes	Meeting Rooms: Yes, one
Bar: Yes, Wine & Beer	Wi-Fi: Yes	Business Ctr: Yes
		Restaurant: no
		Other: _____

2. My hotel submits the following room rate information by room type.

Day	# Requested by Client	Single Available (1 Bedroom- 1 King w/ Queen Sofa Sleeper)	Double Available (2 Bedroom- 1 King, 1 Queen & Queen sofa sleeper)	Other: Studio (1 Queen Bed w/ Queen sofa sleeper)
Thur, July 30, 2026 Rooms Available by Property: 20 RATE:	80+	5 \$387	5 \$407	10 \$377
Fri, July 31, 2026 Rooms Available by Property: 20 RATE:	80+	5 \$387	5 \$407	10 \$377
Sat, August 1, 2026 Rooms Available by Property: 20 RATE:	80+	5 \$387	5 \$407	10 \$377

Check-In Date: **Thurs, July 30, 2026**
Check-Out Date: **Sun, August 2, 2026**

The listed rates above are based off of 2023 rates with no more than a 5% annual increase every year

Client Concession Requests:

Yes No 1. Able to provide Per Diem pricing for standard guest rooms, increasing rates as premium room types require?

Yes No 2. Complimentary suite for board president for Thurs-Sat nights?

We would be happy to offer a complimentary room upgrade for the board president.

Yes No 3. Complimentary room for event lead for Thurs-Sat nights?

We would be happy to offer a complimentary room upgrade for the event lead.

Yes No 4. Opportunity to earn complimentary rooms based on block performance. Standard request is 1 comp room night for every 50 actualized?

Andrena Little
Name of Authorized Hotel Representative (Print)

Andrena Little
Signature

11/5/22
Date



Request For Proposal Supplier & Contact:

Seaside Civic & Convention Center
Tina Eilers, Director of Sales
(503) 738-8585; teilers@seasideconvention.com
www.seasideconvention.com

Proposed Conference Dates:

Oregon Mayors Association Summer Conference 2025

July 31 – August 2, 2025 (dates have been placed on a tentative hold for this event)

Oregon Mayors Association Summer Conference 2026

July 30 – August 1, 2026 (dates have been placed on a tentative hold for this event)

Rental Fee:

2025: \$1,000.00/day = 16/hrs consecutive usage per day, \$75.00/hr or fraction of an hr thereafter

**This is a full building rental with exclusive usage of all meeting rooms, pre-function and lobby spaces*

2026: \$1,200.00/day = 16/hrs consecutive usage per day, \$75.00/hr or fraction of an hr thereafter

**This is a full building rental with exclusive usage of all meeting rooms, pre-function and lobby spaces*

Deposits:

1. ½ of rental fee due upon signing of contract
2. Final invoice issued post-event

Included In Rental Fee:

- A. Standard facility/conference room set-up and strike, changeovers, and housekeeping services
- B. Basic sound, lighting, audio visual equipment, multimedia projectors, high speed fiber-optic wireless internet, heating, custodial services, parking, HVAC services and 250 black and white copies
- C. Such equipment including, but not limited to, stage, risers, chairs and tables

Current Additional Fees (subject to change):

- A. Non-catering Linens: \$10.00/linen
- B. Table Skirts: \$5.00/skirt
- C. Vendor Booth: \$25.00/booth (includes 8'x10/ pipe & drape, bare 8' table, 2 chairs)
**please note, if you do not need pipe and drape for vendor booths there is no fee as tables and chairs are included in cost of rental*
- D. Electrical Drop to Vendor Booth: \$20.00/vendor

Additional Equipment:

See attached Equipment List for details on complimentary equipment provided with rental, along with a section that outlines additional equipment provided for a nominal fee. Quantities of equipment available may vary slightly depending on current inventory, purpose of this list is to give a general idea of what is available.



Accessibility:

Our recently renovated convention center has adequate accessibility for those with mobility limitations. In addition to wheelchair accessible restrooms, we have 2 elevators that access the upper-level meeting rooms. With being a smaller convention center, it is also easier to travel from one meeting room to another.

Meeting Space: (24,600 sq ft meeting space, 16 breakout rooms, 8,900 sq ft prefunction/lobby space)

Here are samples of our how our meeting space can be utilized for your event. For full meeting space breakout details, please visit the "Facility" tab on our website: <https://seasideconvention.com/floor-plan/>

Business Center: We have a business center located in our NE Lobby. It serves well as a registration area and is equipped with a printer, computer, landline phone if needed, etc.

Prefunction/Lobby: Provides space for 3-5 table-top displays (and more if needed), highly visible area for attendees as they come and go.

Pacific Room: Our largest meeting space with a stage. Can easily accommodate 120+ at crescent-rounds (we have full rounds that can seat 5-6 in half-round style seating). Equipped with 2 projectors and screens, along with sound for presentations. Can accommodate if you would like to have a keynote speaker attached to a meal. *This room is also equipped with 5 or 6 assisted listening devices for those who may have a difficult time hearing in a larger meeting room.*

Necanicum Room: Can function as one large room, or 2 separate rooms with airwall closed. Ideal for meals and/or 2 additional break-out rooms that can each seat up to 225 theater style or 172 each classroom style. Room has built-in AV. Great potential location for silent auction and reception.

Riverside Room: Can function as one large room, or 3 separate rooms with airwalls closed. Ideal for breakout space(s). When separated into 3 breakout rooms, two of the breakouts can each seat 72 theater style and the third room can seat 114 theater style. Can seat 192 classroom style as one large room. Room has built-in AV.

Seaside Room: Can seat 120 theater style or 80 classroom style. Can also divide down into 3 separate spaces with airwalls. 3 built-in projectors, sound can be set-up as needed.

Sunrise Room: Smaller space, ideal for board meeting or group of 20 classroom or 36 theater style.

Sunset Room: Fixed board table with seating for 8.

Seamist Room: The Seamist room is located just off the west end of the prefunction area. It serves as a perfect small, private room for staff. In addition, it is a lockable room if needed for security of items left in there by staff.

Catering:

Our exclusive contracted caterer is Oregon Fine Foods. Clients work directly with ORFF in the planning of Food & Beverage needs for their event. All invoicing for F&B is submitted to SCCC by ORFF, with the client receiving



one invoice from SCCC covering the full event. Please see attached Food & Beverage menu from ORFF. Catering menu remains similar from year-to-year and is typically updated annually to reflect any changes or pricing adjustments.

There is not a food and beverage minimum related to building rental. However, when utilizing the catering services of Oregon Fine Foods, they may have minimums related to number of people, bar and concession services. Please refer to the "Service Information" located at the beginning of the attached menu for details relating to minimums. The menu also contains current pricing. In addition, the attached menu is located on our website for your reference. <https://seasideconvention.com/catering/>

Host City Traditions:

Our recently elected incoming Mayor Steve Wright, along with our City Manager Spencer Kyle, *are pleased to include the following in this RFP:*

1. Welcome gift or bag
2. Hosted reception:

The city will work with the OMA Event Coordinator to plan the reception. *Please note that City of Seaside policy does not allow for the use of public funds for the purchase of alcohol.*

3. Tours:

The city would like to offer 2 tours. One of the tours will be a Mayor's Tour, most likely consisting of downtown Seaside/history. The other will likely be of the local area in some capacity. The city will work with the OMA Event Coordinator to plan the tours as it gets closer to the event. It is recognized that OMA will need to know if there will be a transportation related cost to the tours. Once the planning begins, please contact Mayor Steve Wright and City Manager Spencer Kyle directly to coordinate details of the tours/transportation costs. Please allow enough advanced notice prior to publishing conference costs to attendees, to allow for the finalization of what those tours will consist of so that the Mayor/City Manager can project any transportation costs.

(please include Kim Jordan, City Recorder, who may be assisting in the planning process, in any communication regarding the above items)

Parking:

The majority of hotels that event attendees utilize are within an easy 1-3 block walking distance of SCCC. A significant number of people leave their vehicles at their hotel and walk to SCCC for their event. For those who prefer to drive, there is a large public parking lot to the west of SCCC, street parking, and a smaller public parking lot to the north of SCCC that all currently provide free parking.

Lodging:

Although there are approximately 405 lodging rooms within one block of our facility, with an additional 482 within a 2-4 block range, the Seaside Civic & Convention Center is a stand-alone meeting facility. We do not have an affiliated hotel. Clients renting SCCC work directly with local hotels to arrange lodging details. To view lodging options, please visit the "Amenities" tab on our website, then click "Places to Stay". Hotels can then be sorted according to distance from the Convention Center. <https://seasideconvention.com/places-to-stay/>



Hotels located within approximately 1-block:

Inn At Seaside
Saltline
Holiday Inn Express & Suites
Rivertide Suites
Kathrn Riverfront Inn
Ashore
Hillcrest Inn

Hotels located within approximately 3-4 blocks:

River Inn At Seaside
The Seashore Inn on the Beach
Ocean Front Motel
Ebb Tide
Hi-Tide Oceanfront Inn
Best Western Plus Ocean View Resort
Shilo Inn Suites Hotel Seaside Oceanfront
Inn At The Prom

An RFP request was issued to local hotels for your event, I have attached the responses received. Please contact hotels directly to follow up on RFP details. In addition, please reach out to any other hotels that look like a good fit for your event! If a hotel did not respond to the RFP request, it may be that they are still interested in providing room space, but are hesitant to quote a room rate this far out from the event given that the OR Mayors Association Summer Conference takes place during the peak of summer tourism in Seaside.

Concessions:

1. [Please see Lodging RFP responses for any room-related concession requests](#)

2. [Complimentary meeting space use for negotiated food & beverage minimum:](#)

Unfortunately, we are not able to offer complimentary meeting space. Our meeting space prices are tailored to be lower in cost, as our facility is subsidized by lodging tax dollars. In addition, all of our catering is performed through a contracted catering company and is not managed by the Seaside Civic & Convention Center. In light of this, all meeting space pricing is freestanding, separate from food & beverage services.

3. [Option to use government per diem menu:](#)

Oregon Fine Foods offers a limited per diem menu of a small subset of items to attendees who qualify for per diem rates. ORFF per diem menu items/pricing will be determined closer to event. Per diem menu will be offered at per diem rates that are current at the time of the conference. The service fee is factored in to the per diem price for any items ordered off the per diem menu. Please see attached sample per diem menu at end of regular menu.

4. [Locked in service charge rate:](#)

If per diem menu is used, the service fee would not apply as the per diem rate will be all inclusive. For food & beverage services ordered off the regular menu, service fee will be guaranteed to not exceed 20%.

5. [Not to exceed menu price increase:](#)

Menu pricing is consistent with all events renting the Seaside Civic & Convention Center.

6. [Complimentary standard wi-fi/negotiated, fixed rate for enhanced wi-fi:](#)

High speed fiber optic wi-fi is offered complimentary to all event organizers and attendees. Upload/download speeds are 300Mbps.

7. [Complimentary use of electronic signage:](#)

SCCC has 1 large reader board outside the building. We post the current event taking place at SCCC on any given day. We have several digital signs on the interior of our building. A few of them are dedicated to wayfinding, but there are others dedicated for use by our client. Incoming event coordinators work with our staff on digital signage content, and generally send the information ahead of time for our staff to post. Use of this signage is complimentary.



8. Locked in parking rate:

SCCC does not have an affiliated parking lot, and therefore no parking fees. Most attendees who are staying in local hotels are within walking distance and oftentimes leave their vehicles at the hotel. For those who would like to drive, there is a large public parking lot to the west of our building, along with several street parking spaces across the street from our NE Entrance. The public parking in Seaside currently has no fee.

The Fun Stuff!:

Located just 2 blocks from the Pacific Ocean, we describe our venue as the spot "Where Work Meets Play"! The beach at Seaside offers opportunities for clamming, crabbing, surfing, and hosting bonfires. Our local coastal community is perfect for hiking, biking, kayaking, golfing, shopping, or taking a helicopter tour over the north Oregon coast! If you prefer more of a challenge, a local adventure park has 2 different locations that offer zip-lining and challenge courses. In addition to the catering services offered by Oregon Fine Foods, there are several restaurants and breweries within a 5-minute walk of SCCC. Many of our clients find themselves returning to Seaside for a family vacation at other times during the year.

In addition to the 2 tours that will be offered as host-city, I have attached a list of other ideas for OMA to consider in their planning process. I also recommend visiting the Seaside Visitors Bureau website as an introduction to the area! <https://www.seasideor.com/>

Please feel free to reach out if you have any questions, we would be happy to be a part of the process of bringing the Oregon Mayors Association to Seaside!!





To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: 2023 Spring Workshop, Hotel Expense Approvals

DATE: January 20, 2023

In 2022, the OMA Board of Directors directed staff to draft future budgets that allows for the OMA to pay for the costs associated with board members attending its workshops and conferences, if the board member's city cannot cover those expenses. The board also requested staff to put an item on the board's first meeting of the calendar year to determine which board members, if any, need financial assistance from the OMA to attend the Spring Workshop. The purpose of this agenda item is to identify which board members require assistance so staff can move forward appropriately.

Once board members have indicated their level of needed assistance, the board needs to authorize LOC staff to make the relevant expenditures. LOC has a block of rooms available at the [Salt Line Hotel](#) which is located across the street from the Convention Center. Board members should come prepared to indicate whether they are attending the conference or not and to let staff know their desired check-in and check-out dates at the Salt Line. The OMA Board meeting is scheduled for 7:00 pm on April 24, the Spring Conference is scheduled to begin at 8:00 am on April 25 and conclude in the evening on April 26.



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: Membership Drive 2023 & 2023 Directory

DATE: January 20, 2023

Staff opened the 2023 OMA membership drive on Wednesday, December 21. Information was sent to mayors, city recorders and the chief administrative officials with each city. As of January 20, staff has processed 54 applications. This number is lower than staff would like to see, but there could be several factors at play: the first is this year the drive is happening in an all-paper format due to our online system not allowing someone else to register their mayor. Second, is the turnover from the election and third, staff is still processing membership updates that cities have submitted.

A reminder was sent on Friday, January 20 to spur additional membership. Staff is also busy working on city updates and trying to get the contact information updated for all 241 cities. Membership applications will be available at City Day at the Capitol and be handed out at registration. In early February, staff will send board members lists of mayors in their region to follow-up with on their membership and will start sending targeted emails.

Staff is working with our membership database company to evaluate options for a directory app. In mid-February after an additional membership push is made staff will begin the production of the paper directory.



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: OMA Newsletters

DATE: January 20, 2023

The OMA Board of Directors are responsible for writing articles for the Quarterly Newsletter. 2022 was a challenging year for staff to get the newsletters out in a timely manner. In an effort to plan the newsletters for 2023, staff has listed the dates when articles will be due and offered several suggestions for topics and spotlight cities.

Quarter 1 Newsletter – Articles Due on Monday, February 20

- Spotlight article: North Plains
- Other article ideas:
 - City Day @ Capitol recap and legislative kick-off – include the LOC’s priorities and an update on the OMA Taskforce proposals
 - If I Were Mayor Contest
 - Reminder on membership drive
 - Introduction of newly appointed board member
 - Spring Conference and OMA Spring Workshop registration
 - Announce scholarships being available
 - Save the Date – Summer Conference
 - Mayor Leadership Award
 - 2023 Calendar
 - Overview of the Mayor’s Workshops
 - Committee Appointments

Quarter 2 Newsletter – Articles Due on Monday, May 15

- Spotlight article: Hood River
- Other article ideas:
 - Preliminary program and hotel information for the Summer Conference
 - Fun things to do around Hood River

Quarter 3 Newsletter – Articles Due on Monday, August 28

- Spotlight article: Banks, King City, Eugene, Milwaukie, Salem, Keizer, Madras, Silverton, Grants Pass, Albany, The Dalles, and Philomath

- Other article ideas:
 - Conference wrap-up
 - If I Were Mayor Award Winners
 - Leadership Award Winners
 - Legislative wrap-up

Quarter 4 Newsletter – Articles Due on Monday, November 13

- Spotlight article:
- Other article ideas:
 - Fun holiday events
 - Save the date for 2024 Summer Conference
 - 2025 Membership Drive

Attachment:

1. Past City Spotlights

Past City Spotlights

2022

- Cottage Grove
- Newport
- Vale
- Fossil

2021

- Detroit
- Coos Bay
- Umatilla
- Beaverton

2020

- Seaside
- Portland
- Elgin
- Hermiston

2019

- Medford
- Springfield
- Mt. Angel
- Yachats

2018

- Florence
- Baker City
- Hillsboro
- North Plains

2017

- Prineville
- Eagle Point
- Siletz

2016

- Redmond
- Lincoln City
- Tualatin
- Scappoose

2015

- Amity
- Dallas
- Tigard
- Prineville

2014

- Manzanita
- Prineville
- Cave Junction

2013

- Amity
- Cave Junction
- Scappoose
- McMinnville

2012

- Newport
- Boardman
- Gervais
- Hillsboro

2011

- Troutdale
- Turner
- Lebanon
- Central Point

2010

- Prineville
- Metolius
- Sherwood
- Maupin

2009

- Lebanon
- Forest Grove
- Cottage Grove

2008

- Lebanon
- Island City
- Depoe Bay
- Prineville



To convene, network, train, and empower Mayors

TO: OMA Board of Directors

FROM: Angela Speier, OMA Staff Liaison & LOC Project & Affiliates Manager

SUBJECT: 2023 Annual Summer Conference

DATE: January 20, 2023

The OMA Summer Conference is being held between August 10 and August 12 at the Best Western Plus Hood River Inn in Hood River, Oregon. LOC staff has identified an ideal schedule for planning and executing the Conference successfully, a copy of that timeline is attached to this Memorandum. The first two immediate steps include establishing the 2023 Conference Planning Committee and beginning conversations with the city of Hood River – both of which will occur during the January 26 OMA Board of Directors meeting.

Additionally, for ease of reference, when the OMA Board met in September, it reviewed the evaluations of the 2022 Summer Conference in Newport. Attached you will find:

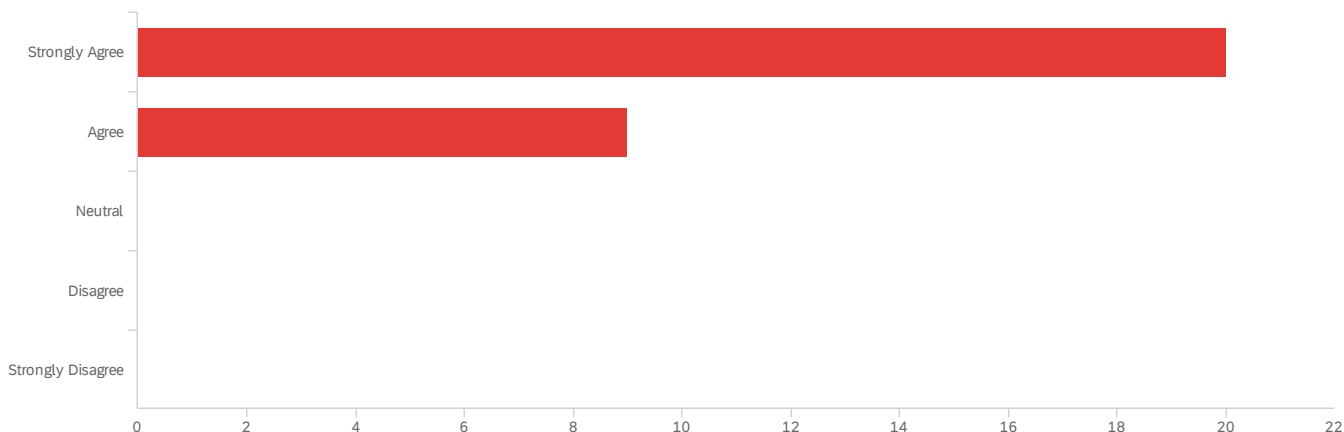
1. Evaluation of the 2022 Summer Conference;
2. Relevant portions of the minutes from the September 28, 2022 OMA Board of Directors meeting; and
3. Hood River's winning submission submitted as a result of the OMA RFP. Please know that the three above documents will be provided to the 2023 Conference Planning Committee during its first meeting, and any subsequent meetings wherein the materials will be relevant and useful.

Default Report

2022 OMA Summer Conference Evaluation

September 16, 2022 2:38 PM MDT

Q1 - Rate the degree to which you agree with the following statement: "The conference was useful."



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Rate the degree to which you agree with the following statement: "The conference was useful."	1.00	2.00	1.31	0.46	0.21	29

#	Field	Choice Count
1	Strongly Agree	68.97% 20
2	Agree	31.03% 9
3	Neutral	0.00% 0
4	Disagree	0.00% 0
5	Strongly Disagree	0.00% 0
		29

Showing rows 1 - 6 of 6

Q2 - Any general comments about the conference?

Any general comments about the conference?

So good to be able to visit and learn and share with other mayors

Creating time and space for networking, visiting is one of the most important parts of the conference. And you did that. The marshmallow time was amazing.

my first time, much better than I expected.

Enjoyed the keynote and plenty of opportunities to network.

I don't need quite as many socializing events as there are planned. For me a shorter conference with less extra curricular activities is better.

The board had 0 access to community events. North Bend was 10x a better conference in flow and community tour/experience access. Look to that conference for inspiration on how a conference can run.

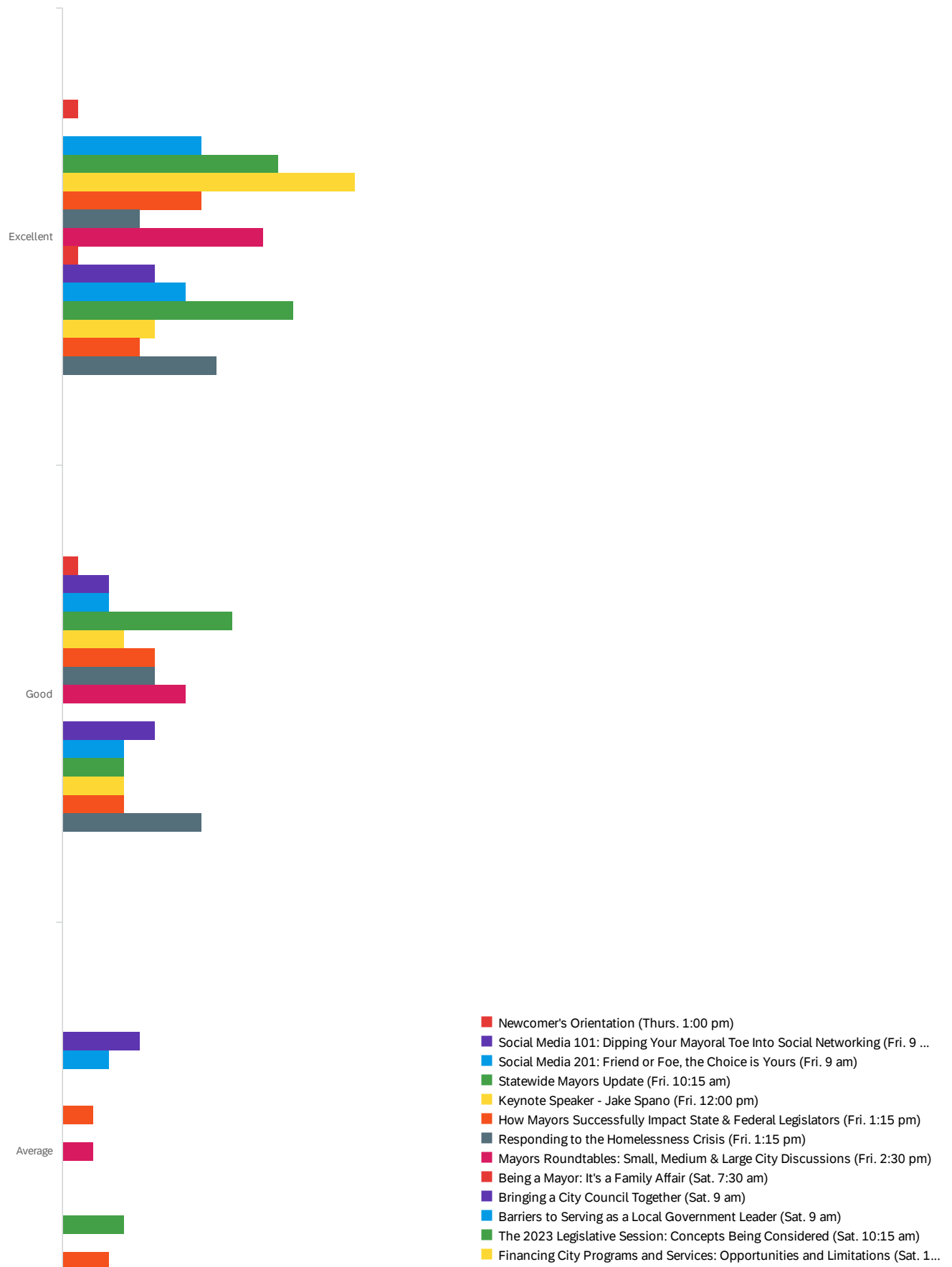
2 Mayors east of the Cascades. 1 more signed up who didn't come. East / West divide?

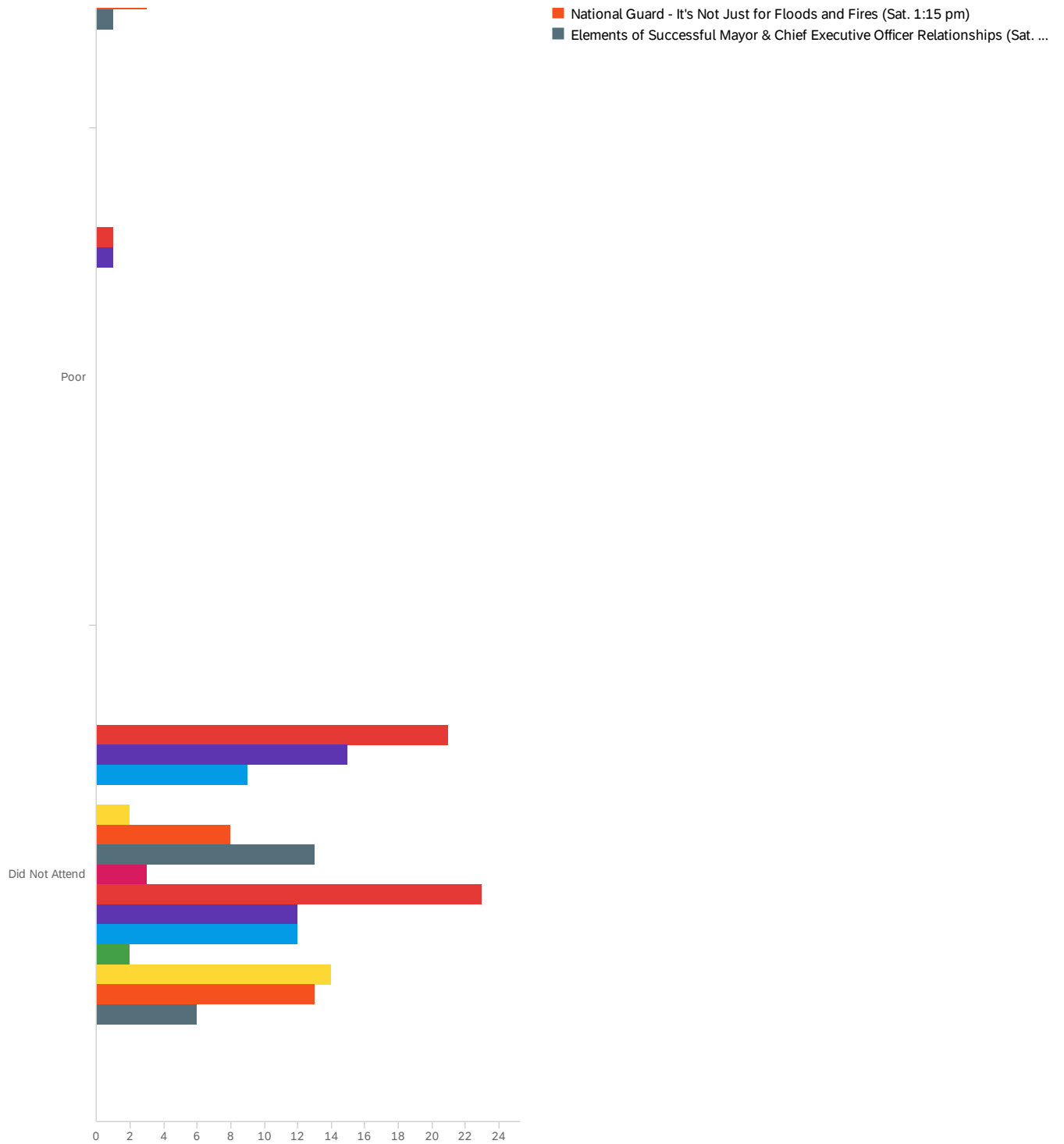
Nice to see everyone again

Networking with other Mayors in attendance is always the highlight to me BUT I also enjoyed the speakers on Social Media, the homeless crisis, 2023 legislative session and the Brigadier General from the National Guard.

I like the casual tone and structure which allowed for lots of conversations and comradierie.

Q3 - Please evaluate the following sessions:





#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Newcomer's Orientation (Thurs. 1:00 pm)	1.00	5.00	4.67	0.99	0.97	24
2	Social Media 101: Dipping Your Mayoral Toe Into Social Networking (Fri. 9 am)	2.00	5.00	4.17	1.14	1.31	24
3	Social Media 201: Friend or Foe, the Choice is Yours (Fri. 9 am)	1.00	5.00	2.88	1.76	3.11	24

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
4	Statewide Mayors Update (Fri. 10:15 am)	1.00	2.00	1.44	0.50	0.25	25
5	Keynote Speaker - Jake Spano (Fri. 12:00 pm)	1.00	5.00	1.48	1.10	1.21	25
6	How Mayors Successfully Impact State & Federal Legislators (Fri. 1:15 pm)	1.00	5.00	2.68	1.69	2.86	25
7	Responding to the Homelessness Crisis (Fri. 1:15 pm)	1.00	5.00	3.42	1.75	3.08	24
8	Mayors Roundtables: Small, Medium & Large City Discussions (Fri. 2:30 pm)	1.00	5.00	1.92	1.27	1.61	26
9	Being a Mayor: It's a Family Affair (Sat. 7:30 am)	1.00	5.00	4.83	0.80	0.64	24
10	Bringing a City Council Together (Sat. 9 am)	1.00	5.00	3.25	1.79	3.19	24
11	Barriers to Serving as a Local Government Leader (Sat. 9 am)	1.00	5.00	3.17	1.86	3.47	24
12	The 2023 Legislative Session: Concepts Being Considered (Sat. 10:15 am)	1.00	5.00	1.80	1.20	1.44	25
13	Financing City Programs and Services: Opportunities and Limitations (Sat. 1:15 pm)	1.00	5.00	3.50	1.80	3.25	24
14	National Guard - It's Not Just for Floods and Fires (Sat. 1:15 pm)	1.00	5.00	3.48	1.68	2.81	25
15	Elements of Successful Mayor & Chief Executive Officer Relationships (Sat. 2:45 pm)	1.00	5.00	2.35	1.54	2.38	26

#	Field	Excellent	Good	Average	Poor	Did Not Attend	Total
1	Newcomer's Orientation (Thurs. 1:00 pm)	4.17% 1	4.17% 1	0.00% 0	4.17% 1	87.50% 21	24
2	Social Media 101: Dipping Your Mayoral Toe Into Social Networking (Fri. 9 am)	0.00% 0	12.50% 3	20.83% 5	4.17% 1	62.50% 15	24
3	Social Media 201: Friend or Foe, the Choice is Yours (Fri. 9 am)	37.50% 9	12.50% 3	12.50% 3	0.00% 0	37.50% 9	24
4	Statewide Mayors Update (Fri. 10:15 am)	56.00% 14	44.00% 11	0.00% 0	0.00% 0	0.00% 0	25
5	Keynote Speaker - Jake Spano (Fri. 12:00 pm)	76.00% 19	16.00% 4	0.00% 0	0.00% 0	8.00% 2	25
6	How Mayors Successfully Impact State & Federal Legislators (Fri. 1:15 pm)	36.00% 9	24.00% 6	8.00% 2	0.00% 0	32.00% 8	25
7	Responding to the Homelessness Crisis (Fri. 1:15 pm)	20.83% 5	25.00% 6	0.00% 0	0.00% 0	54.17% 13	24

#	Field	Excellent		Good		Average		Poor		Did Not Attend		Total
8	Mayors Roundtables: Small, Medium & Large City Discussions (Fri. 2:30 pm)	50.00%	13	30.77%	8	7.69%	2	0.00%	0	11.54%	3	26
9	Being a Mayor: It's a Family Affair (Sat. 7:30 am)	4.17%	1	0.00%	0	0.00%	0	0.00%	0	95.83%	23	24
10	Bringing a City Council Together (Sat. 9 am)	25.00%	6	25.00%	6	0.00%	0	0.00%	0	50.00%	12	24
11	Barriers to Serving as a Local Government Leader (Sat. 9 am)	33.33%	8	16.67%	4	0.00%	0	0.00%	0	50.00%	12	24
12	The 2023 Legislative Session: Concepts Being Considered (Sat. 10:15 am)	60.00%	15	16.00%	4	16.00%	4	0.00%	0	8.00%	2	25
13	Financing City Programs and Services: Opportunities and Limitations (Sat. 1:15 pm)	25.00%	6	16.67%	4	0.00%	0	0.00%	0	58.33%	14	24
14	National Guard - It's Not Just for Floods and Fires (Sat. 1:15 pm)	20.00%	5	16.00%	4	12.00%	3	0.00%	0	52.00%	13	25
15	Elements of Successful Mayor & Chief Executive Officer Relationships (Sat. 2:45 pm)	38.46%	10	34.62%	9	3.85%	1	0.00%	0	23.08%	6	26

Showing rows 1 - 15 of 15

Q4 - Any comments about the conference sessions?

Any comments about the conference sessions?

Great variety!

Wonderful experience

The Being Mayor is a Family thing session scheduled for 7:30-9 am on a Saturday morning was NOT a good time. Many wanted to attend but early Saturday morning.... those that attended the session said it was valuable and worthwhile.

Good topics and presenters so we can share what we have learned.

The Social Media 101 presentation was difficult to follow. Lots of acronyms with no explanation of what they were. If another 101 of this type is offered, I suggest it be a very basic presentation.

The Social Media 101 class was too basic. I should have chosen the other one, but am not experienced/comfortable with social media as mayor, so thought I should attend the basic.

The National Guard part was VERY interesting, but I wish there was more POC/takeaways about how to access the resources. I hope there's some more follow up on that. I really liked the housing talk--i prefer if the state agencies talked more and mayors less... I can learn from mayors already, I want to know about programs and work done by the state and what resources I can access.

Round tables need facilitating I'm

Loved having time for questions and comments

The final session I attended was the Elements of Successful Mayor & Chief Executive Officer was informative but so redundant we had to sit there and listen to 6 Mayors say the same thing over and over again. Maybe you could determine specific topics and have each mayor talk about one.

Very helpful and informative. Networking with colleagues is incredibly valuable.

Q5 - What would you like to hear about next year? Please list session topic ideas for OMA's Conference Planning Committee as they prepare for the 2023 Summer Conference August 10-12 in Hood River.

What would you like to hear about next year? Please list session topic idea...

Working successfully with ODOT -- understanding ODOT's rationale/process for planning street or highway projects and how a city can successfully ensure the project will benefit the city's needs as well as ODOT's.

I would like for the board to be able to go on a city tour, part of the conference experience is to be able to learn about the host city.

recruiting / training our community members for Council service.

sorry I was unable to attend the mayor/CEO relationships session, would like that to be offered again. Next summer it will be good to go over what was accomplished in the 2023 legislative session.

Basic ethics for the newbies, i.e. how not to end up in jail. Is there anything creative or innovative a mayor could do? Working together with council members without trying to smother them with a pillow, same with City Managers Self measurement evaluations - am I doing ok when nobody is applauding?

How to bridge the urban rural divide? How are property tax measures impacting cities and individual properties and inequities from property to property?

More things like the national guard--where agencies we don't know about are providing updates on resources we can get. I had no idea I can get a cyber vulnerability test and study done at OMD expense. I also had no idea I could actually talk to a person about relocating armories in my town. Perhaps having OLCC DCBS or some other agency talk about what they do and more importantly what programs are available to cities. Building codes and innovative things that dept. is very interesting to me. It's also a major cost factor in development. We need to have more awareness training of property taxes. Especially next year with new mayors coming in.

I would like to hear from Jim McCaully's team again. They were very informative.

How does the OMA encourage a broad representation of Mayor from ACROSS the State, not just the Valley, Metro and the Coast.

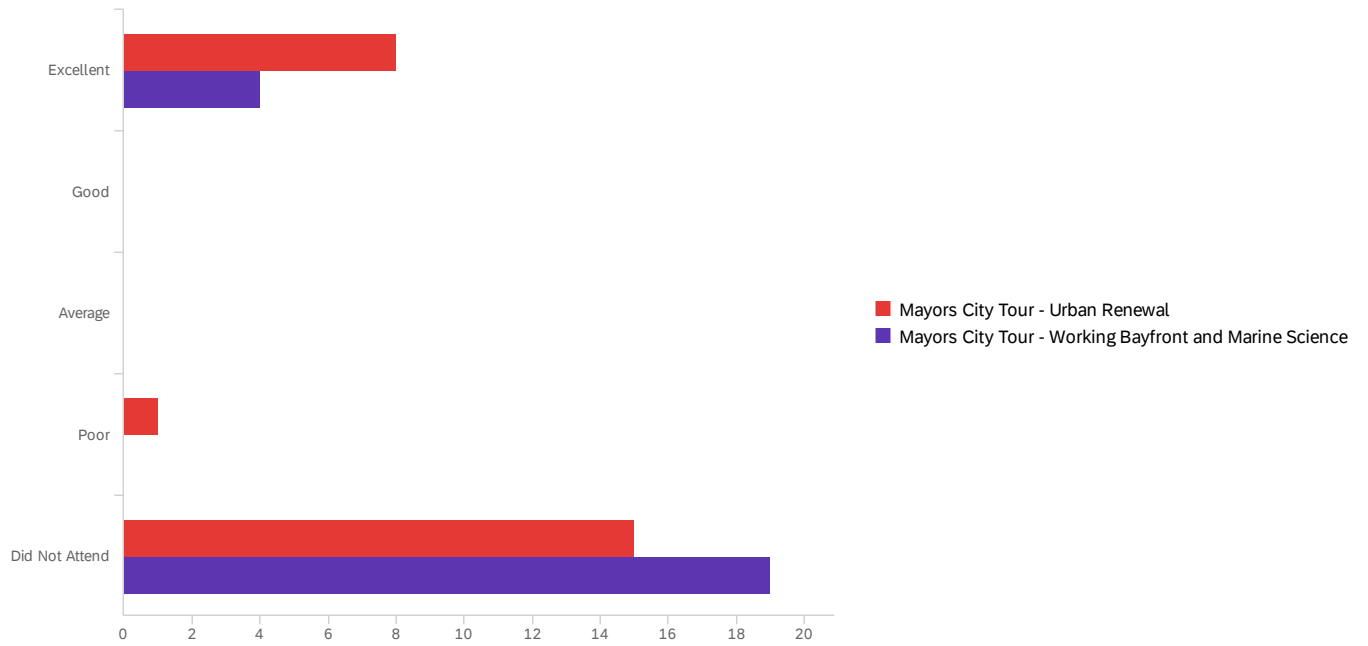
Perhaps round tables by region or by industry Being a tourist town does not always relate the sam as a similar size farm or bedroom community

Small city round table, dealing with developers

Too early to comment on upcoming topics for next year - this year is going to be very busy!!!

A session on "keeping the balance." How to set up boundaries in their personals lives.

Q6 - Please evaluate the two tours.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Mayors City Tour - Urban Renewal	1.00	5.00	3.63	1.87	3.48	24
2	Mayors City Tour - Working Bayfront and Marine Science	1.00	5.00	4.30	1.52	2.30	23

#	Field	Excellent	Good	Average	Poor	Did Not Attend	Total
1	Mayors City Tour - Urban Renewal	33.33% 8	0.00% 0	0.00% 0	4.17% 1	62.50% 15	24
2	Mayors City Tour - Working Bayfront and Marine Science	17.39% 4	0.00% 0	0.00% 0	0.00% 0	82.61% 19	23

Showing rows 1 - 2 of 2

Q7 - Any comments about the conference tours?

Any comments about the conference tours?

I missed the bayfront tour because I went on the Urban Renewal tour twice. Maybe a workshop on urban renewal...how it can be used, the requirements for creating a district..."Urban Renewal 100"

Loved the marine science / tsunami safety tour!!

both were excellent - good to learn what and how Newport is getting things done

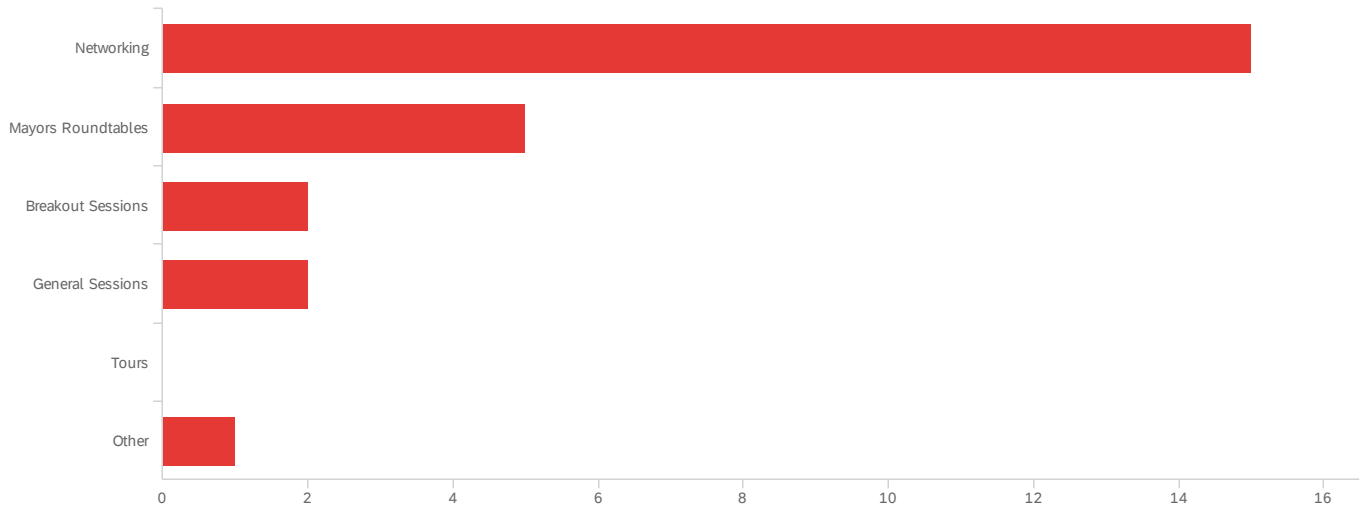
LOVE URBAN RENEWAL TOURS!

thanks to conf. planning cte, I was unable to attend all these and I was really bummed about it.

Timing without a gap for being on time for dinner was a problem

I wish we could have planned a route to get off the bus and visit a business effected the urbane renewal . It's more meaningful to hear stories that ride on a bus for two hours with out getting off. (I was so bus sick !)

Q8 - What is the most valuable component of the OMA Summer Conference (please select one)?

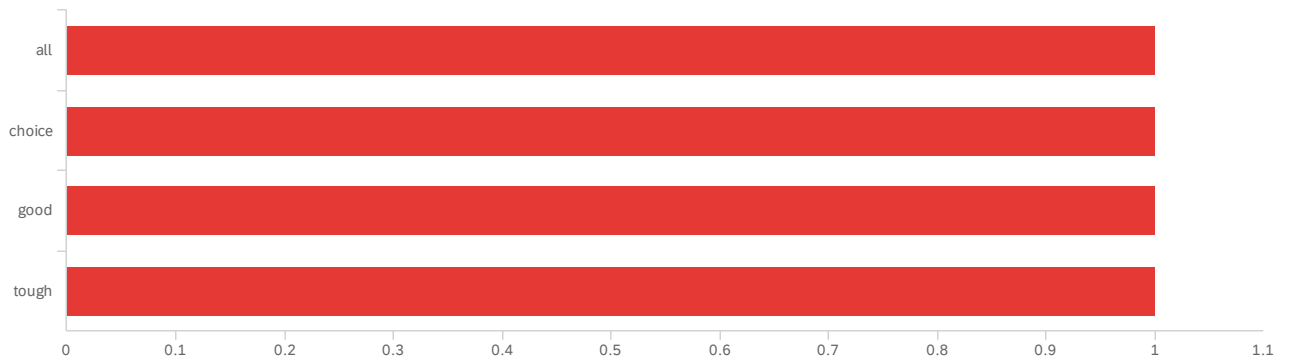



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	What is the most valuable component of the OMA Summer Conference (please select one)? - Selected Choice	1.00	6.00	1.80	1.26	1.60	25

#	Field	Choice Count
1	Networking	60.00% 15
2	Mayors Roundtables	20.00% 5
3	Breakout Sessions	8.00% 2
4	General Sessions	8.00% 2
5	Tours	0.00% 0
6	Other	4.00% 1

25

Showing rows 1 - 7 of 7



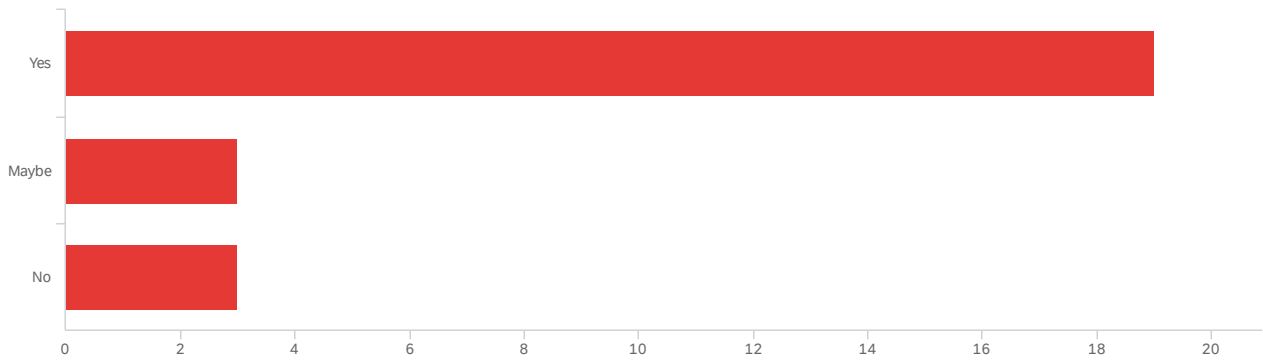

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#	Field	Choice Count
all	all	25.00% 1
choice	choice	25.00% 1
good	good	25.00% 1
tough	tough	25.00% 1

4

Showing rows 1 - 5 of 5

Q9 - Do you plan to attend the OMA 2023 Summer Conference?



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Do you plan to attend the OMA 2023 Summer Conference?	1.00	3.00	1.36	0.69	0.47	25

#	Field	Choice Count
1	Yes	76.00% 19
2	Maybe	12.00% 3
3	No	12.00% 3
		25

Showing rows 1 - 4 of 4

End of Report



OMA Board of Directors Meeting
September 28, 2022 | 5:00 p.m. – 6:00 p.m.

Virtual Meeting

MINUTES

Voting Board Members:

Jeff Gowing, President – Present
Teri Lenahan, Vice President – Present
Beth Wytoski, Past President– Present
(arrived at 5:02 p.m.)
Jason Snider, Director – Excused
Carol MacInnes, Director - Present
Meadow Martell, Director – Excused

Patty Mulvihill, Secretary/Treasurer - Present
Henry Balensifer III, Director – Present
(arrived at 5:08 p.m.)
Rod Cross, Director – Present
Jim Trett, Director – Present

Staff: Angela Speier, LOC Project & Affiliates Manager

C. Committee Updates

1. Conference Planning Committee

Ms. Speier referred to the conference evaluation that was in the packet and asked for feedback from the board on the Summer Conference. The following suggestions were made:

- The board felt like they had too many meetings going on at the same time as other conference events. This impeded the member’s ability to network.
- Asked for the tours be more thorough, attendees would have like to learn more background on urban renewal. It was suggested to do a nuts-and-bolts session on urban renewal followed by a tour.
- Start the conference sessions at 9:00 a.m., because of the number of social activities that are planned in the evening.
- The spousal session was not well attended, because it was too early. Also, it should not require an RSVP.
 - The board would like to see this as an annual session.
 - Mayor Lenahan’s spouse volunteered to serve on the panel again next year.
- The board should be present at every networking event and tours to promote the board and the OMA.

APPENDIX B



2023 and/or 2024 OMA Summer Conference Host City Application Form

Please submit your completed Host City Application Form by Wednesday, December 1, 2021 to:
Patty Mulvihill, OMA Staff Liaison and LOC General Counsel
E-mail: pmulvihill@orcities.org; Phone: 503-588-6550

Yes, our city would love to host a future OMA Summer Conference!

Mayor: Kate McBride

City: City of Hood River

Phone:

E-mail: k.mcbride@cityofhoodriver.gov

2023 Summer Conference

2024 Summer Conference

Please complete the following conference information about your city.

Lodging Accommodations

Hotel Name: Best Western Plus Hood River Inn

of Guestrooms: _____

Address: 1108 E Marina Dr, Hood River, OR 97031

Phone: 541-386-2200

Web Site: www.hoodriverinn.com

Contact Person: Susan Lutton

Phone: 503-282-2997

E-mail: susanlutton@hoodriverinn.com

Please note: Susan has spoken with Patty about dates, number of rooms, meeting options, etc.

Conference Meeting Space

Same as above

Facility Name: _____ # of Meeting Rooms: _____

Address: _____

Phone: _____ Web Site: _____

Contact Person: _____

Phone: _____ E-mail: _____

APPENDIX B

Distance from lodging facility: N/A

Meals, Tours & Events (Copy this page if you have additional locations to be considered)

1. **Location:** Hood River Walking Tour

Address: Meet in the lobby of Hood River Inn

Phone: 541-386-1488

Web Site: <https://cityofhoodriver.gov/urban-renewal/urban-renewal-waterfront/>

Contact Person: Kate McBride or Abigail Elder

Phone: 541-386-5252

E-mail: a.elder@cityofhoodriver.gov

Brief description of location or tour idea: Walking tour highlighting major projects of the Waterfront Urban Renewal District. This tour will start at the Hood River Inn and proceed along the waterfront. Participants can either loop back to the hotel (2 miles total) or join for a longer walk (4 miles total) through downtown and back to Hood River Inn.

Transportation Required? Yes No **City to Provide?** N/A

2. **Location:** Indian Creek Golf Course

Address: 3605 Brookside Drive, Hood River

Phone: 541-386-7770

Web Site: www.indiancreekgolf.com

Contact Person: Tyson Jacobs, General Manager

Phone: 541-386-7770

E-mail: tysonj@indiancreekgolf.com

Brief description of location or tour idea: Play a round at Indian Creek Golf Course, one of the best golf courses in the Northwest. Optional lunch at Divots Restaurant.

Transportation Required? Yes No **City to Provide?** Yes No

3. **Location:** Wine Tasting on the Fruit Loop Tour

Address: _____

Phone: 541-490-7713

Web Site: <https://hoodriverfruitloop.com/>

Contact Person: Jean Godfrey

Phone: 541-490-7713

E-mail: godfreyjean1949@gmail.com

Brief description of location or tour idea: Join us for a scenic drive through the Hood River Valley by the base of the majestic Mount Hood. Visitors can learn about how the wines, apples, pears, cherries and grapes are produced while enjoying the sites and tastes of the region. Back in town, the tour will stop by 780 Rand Rd, the city's innovative affordable housing project under construction.

Transportation Required? Yes No **City to Provide?** Yes No

APPENDIX B

Suggested Host City Contributions

Welcome Gift Bags for Mayors Yes, we can provide these. No, we're unable to provide.

Thursday Welcome Reception Yes, we can sponsor. No, we can't sponsor this event.

Other Suggestions (briefly describe):

1. Informal gathering at Waterfront Park, with visitors purchasing their own meals from food trucks on-site.