



OMA Board of Directors Meeting  
 December 8, 2022 | 5:00 pm - 7:00 pm  
 Stacy's Covered Bridge Restaurant  
 401 East Main Street  
 Cottage Grove, OR 97424

**AGENDA**

<b>A. Welcome &amp; Roll Call</b> ( <i>Jeff Gowing</i> ) .....	-
<b>B. Consent Calendar*</b> ( <i>Jeff Gowing</i> ) .....	-
1. Minutes of the September 28, 2022 OMA Board of Directors Meeting .....	02
2. Current Financial Report .....	05
3. Overview of 2023 Board Meeting Dates .....	07
<b>C. OMA Summer Conference*</b> .....	-
1. Budget Overview and city of Newport Funding Request .....	08
<b>D. Committee Updates</b> .....	-
1. Solicitation for 2023 Committee Appointments ( <i>Jeff Gowing</i> ) .....	13
2. Conference Planning Committee ( <i>Jeff Gowing</i> )	
• 2023 Spring Workshop.....	15
3. Student Contest Committee ( <i>Angela Speier</i> ) .....	16
<b>E. Vacant Board Position Appointment*</b> ( <i>Jeff Gowing</i> ) .....	17
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<b>I. Other Business</b> ( <i>Teri Lenahan</i> ) .....	-
<b>J. Adjournment</b> ( <i>Jeff Gowing</i> ) .....	-

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



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

**A. Welcome & Roll Call**

Mayor Gowing welcomed the members and called the meeting to order at 5:00 pm.

**B. Consent Calendar**

It was moved by Mayor Trett and seconded by Mayor Cross to approve the minutes of the August 11, 2022 meeting. The motion passed unanimously (5 Yes [Gowing, Lenahan, MacInnes, Cross, and Trett], 0 No, 0 Abstain, 4 Absent [Balensifer, Martell, Snider and Wytoski]).

It was moved by Mayor Trett and seconded by Mayor Cross to accept the financial report. The motion passed unanimously (5 Yes [Gowing, Lenahan, MacInnes, Cross, and Trett], 0 No, 0 Abstain, 4 Absent [Balensifer, Martell, Snider and Wytoski]).

**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.

## **2. Nominating Committee**

Mayor Wytoski, Nominating Committee Chair presented the slate of candidates, she noted her disappointment that there were no women who applied for a director position. She was happy to see applications from regions that are not currently represented. The Nominating Committee is recommending Mayor Rod Cross to be appointed as President-Elect. It was a difficult decision, but the committee felt the President-Elect should be someone who has served on the board prior. There are two open director positions due to Mayor Cross being appointed to President-Elect. The committee is recommending Mayor Rich Mays and Mayor Chas Jones be appointed to the open director positions.

*It was moved by Mayor Lenahan and seconded by Mayor Trett to approve the slate of candidates as recommended by the Nominating Committee to the membership. The motion passed unanimously (7 Yes [Gowing, Lenahan, MacInnes, Cross, Balensifer, Wytoski and Trett], 0 No, 0 Abstain, 2 Absent [Martell and Snider]).*

## **D. 2023 OMA Board Meeting Calendar**

The board decided on the following meeting calendar for 2023:

- Thursday, January 26 at 9:00 a.m. in Salem
- Monday, April 24 at 7:00 p.m. in Seaside
- Sunday, August 13 at 10:00 a.m. in Hood River
- Wednesday, October 11 at 4:30 p.m. in Eugene
- Tuesday, December 5 at 5:00 p.m. in North Plains

Mayor Balensifer requested in the future the board consider OMA hosting its own City Day at the Capitol. He also requested that time be set aside during the 2023 City Day for the Homelessness Taskforce to be able to present their funding package the co-chairs of the Ways and Means Committee.



### **E. Membership Drive 2023**

Ms. Speier reviewed the proposed schedule for the 2023 membership drive. Mayor Balensifer asked if staff could send lists specifically targeting people who have not yet joined the association and newly elected mayors. The board requested they also contact mayors in their surrounding area so they can either introduce themselves or build upon existing relationships.

### **F. RFP for 2025 and 2026 Summer Conference Locations/Venues**

Patty Mulvihill, OMA Secretary/Treasurer provided a history of how conference venues are selected. She noted being a host city requires a heavy commitment and financial contribution. In addition, the hotel needs to be close to the conference venue, so people don't have to drive back and forth. The OMA conference also requires space for breakout rooms. Mayor Balensifer suggested holding a board retreat in Eastern Oregon. The board requested staff add LaGrande to the list of possible locations. Ms. Mulvihill said staff can also reach out to resorts that might be near two cities and see if the two cities would be willing to jointly host the conference.

### **G. Other Business**

President Gowing asked the board to consider co-sponsoring 2023 City Day at the Capitol with the LOC. Co-sponsorship does not require a financial commitment, but the event will be co-branded with both organization's logos.

*A motion was made by Mayor Trett and seconded by Mayor Cross to have OMA co-host and/or co-sponsor City Day at the Capitol. Mayor Balensifer would like to see the OMA host its own City Day at the Capitol. The motion passed 6-1 (6 Yes [Gowing, Lenahan, MacInnes, Cross, Wytoski, and Trett], 1 No [Balensifer], 0 Abstain, 2 Absent [Martell and Snider]).*

### **H. Adjournment**

President Gowing adjourned the September 28, 2022 meeting at 5:57 p.m.

**APPROVED** by the Oregon Mayors Association Board of Directors on December 8, 2022.

Respectfully submitted by:

Angela Speier,  
LOC Project and Affiliates Manager



# Oregon Mayors Association

Budget vs. Actuals 2022

January - October, 2022

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
<b>Income</b>			
4-4001 Membership Dues	22,169.00	21,000.00	105.57 %
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		6,000.00	
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 %
<b>General Fund</b>			
Beginning Cash		80,577.00	
Beginning Scholarship Fund		12,991.00	
<b>Total General Fund</b>		<b>93,568.00</b>	
<b>Total Income</b>	<b>\$82,306.97</b>	<b>\$173,568.00</b>	<b>47.42 %</b>
<b>GROSS PROFIT</b>	<b>\$82,306.97</b>	<b>\$173,568.00</b>	<b>47.42 %</b>
<b>Expenses</b>			
<b>4-5000 Cost of Events</b>			
<b>4-5301 OMA Summer Conference</b>			
4-5302 Summer Conference LOC Staff Expenses/Fees	1,485.72	1,100.00	135.07 %
4-5307 Venue Rental	816.91	5,000.00	16.34 %
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		1,000.00	
4-5313 Speakers	4,165.03	5,000.00	83.30 %
4-5314 Postage / Printing	338.13	650.00	52.02 %
4-5390 Conference Scholarships	4,348.70	4,500.00	96.64 %
<b>Total 4-5301 OMA Summer Conference</b>	<b>31,787.39</b>	<b>42,450.00</b>	<b>74.88 %</b>
<b>4-5350 Spring Workshop Expenses</b>			
4-5357 Spring Workshop Venue Rental		500.00	
4-5358 Spring Workshop Food & Beverage		1,500.00	
4-5359 Hotel Expense		2,250.00	
4-5360 Speaker Fees	1,031.89	1,500.00	68.79 %
<b>Total 4-5350 Spring Workshop Expenses</b>	<b>1,031.89</b>	<b>5,750.00</b>	<b>17.95 %</b>
<b>4-5400 Fall Workshop</b>			
4-5404 Venue Rental		500.00	
4-5405 Food and Beverage		1,500.00	
4-5406 Hotel Expenses		2,025.00	
4-5407 Speakers Fall Workshop		2,000.00	
<b>Total 4-5400 Fall Workshop</b>		<b>6,025.00</b>	
4-5512 New Mayor Training		7,000.00	
<b>Total 4-5000 Cost of Events</b>	<b>32,819.28</b>	<b>61,225.00</b>	<b>53.60 %</b>



# Oregon Mayors Association

Budget vs. Actuals 2022

January - October, 2022

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
4-6000 Operating Expenses			
4-6013 Directory	202.00	1,000.00	20.20 %
4-6017 LOC Services	12,500.00	25,375.00	49.26 %
4-6018 Mayor's Board Expense	4,788.13	14,500.00	33.02 %
4-6023 Mayor's Contest	3,772.41	3,500.00	107.78 %
4-6025 Miscellaneous	1,186.22	750.00	158.16 %
4-6028 Newsletter	1,120.41	3,000.00	37.35 %
4-6030 Postage	726.96	1,000.00	72.70 %
4-6031 Copy, Fax, Printing		100.00	
4-6033 Supplies / Marketing	54.71	2,500.00	2.19 %
4-6040 WEB	1,800.00	1,800.00	100.00 %
4-6041 Listserv		750.00	
4-6050 Contingency		45,077.00	
<b>Total 4-6000 Operating Expenses</b>	<b>26,150.84</b>	<b>99,352.00</b>	<b>26.32 %</b>
<b>Total Expenses</b>	<b>\$58,970.12</b>	<b>\$160,577.00</b>	<b>36.72 %</b>
<b>NET OPERATING INCOME</b>	<b>\$23,336.85</b>	<b>\$12,991.00</b>	<b>179.64 %</b>
<b>NET INCOME</b>	<b>\$23,336.85</b>	<b>\$12,991.00</b>	<b>179.64 %</b>



**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** 2023 Board Meeting Schedule

**DATE:** November 28, 2022

During the September board meeting the following board meeting dates were identified for 2023.

<b>Date</b>	<b>Time</b>	<b>Location</b>
<b>Thursday, January 26, 2023</b>	9:00 a.m.	Salem, LOC Offices
<b>Monday, April 24, 2023</b>	7:00 p.m.	Seaside, in conjunction with the LOC Spring Conference taking place April 25-26
<b>Sunday, August 13, 2023</b>	10:00 a.m.	Hood River, in conjunction with the OMA Summer Conference taking place Aug. 10-12
<b>Wednesday, October 11, 2023</b>	4:30 p.m.	Eugene, in conjunction with the LOC Annual Conference taking place Oct. 12-14
<b>Tuesday, December 5, 2023</b>	5:00 p.m.	North Plains



To convene, network, train, and empower Mayors

**TO:** OMA Board of Directors

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

**SUBJECT:** OMA Summer Conference

**DATE:** November 28, 2022

The city of Newport has requested the OMA Board of Directors consider reimbursing the city \$2,582 for hosting the OMA Summer Conference. Attached to this memo you will find a letter from the city and a list of their expenses. The city budgeted \$10,000 to host the conference and ran over budget. On average, host cities have typically budgeted \$10,000 to cover the cost of various activities and the silent auction. Also attached to this memo is the profit and loss statement from the conference.

If the board decides to grant this request a proposed motion can be found below.

**Proposed Motion:**

I move 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.





Dean H. Sawyer  
Mayor  
CITY OF NEWPORT  
169 S.W. Coast Hwy.  
Newport, OR 97365  
[d.sawyer@newportoregon.gov](mailto:d.sawyer@newportoregon.gov)

November 29, 2022

Mayor Jeff Gowing  
President of the Oregon Mayors Association  
Board of Directors of the Oregon Mayors Association  
1201 Court Street NE #200  
Salem, OR 97301

Dear Mayor Gowing and Board of Directors:

It was a great pleasure for the City of Newport to host the 2022 Oregon Mayors Conference in Newport this past August. We enjoyed the opportunity to share our community with Mayors from across the State of Oregon with activities which included the golf tournament, nature walk, the Great American Newport race scavenger hunt, whale watching tour, city tours highlighting urban renewal districts and the working bayfront, group dining at area restaurants, and hosting the social event with financial assistance from the City of Lincoln City at the Oregon Coast Aquarium.

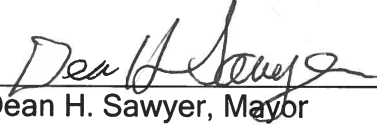
During the planning of this post-pandemic event, the City of Newport incurred a number of unanticipated expenses to address issues relating to provisions of services. While we originally had planned to utilize the Lincoln County Transit Authority to provide buses, the City of Newport ended up having to lease buses for the educational tours provided for this event. Furthermore, the City of Newport provided a dinner along with the traditional OMA auction. In previous years, the City has provided a location and hors d'oeuvres, but attendees were on their own for dinner that night.

During the planning processes for the conference, we indicated that we would make this happen and sort out these remaining financial issues at the completion of the conference. It is also my understanding that the conference was profitable for OMA.

We are requesting the Board consider a contribution to the City Newport for the balance of the expenses that exceeded the amount appropriated by the City Council of \$10,000 for hosting this event. The total expenses are \$14,582, less the \$10,000 committed by the City Council and \$2,000 contributed by the City of Lincoln City to host this conference. That leaves a balance of \$2,582 that is requested for possible reimbursement to back to the City of Newport.

Please note we will completely understand if the Board is unable to make this contribution back to the City. We were pleased to have the opportunity to host the 2022 conference.

Respectfully submitted,



Dean H. Sawyer, Mayor  
City of Newport



Spencer R. Nebel, City Manager  
City of Newport

cc: Angela Speier, Project and Affiliates Manager for the League of Oregon Cities

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**OREGON MAYORS ASSOCIATION**  
**NEWPORT, OREGON CONFERENCE**  
**AUGUST 11-13, 2022**

Transportation	\$2,000
OMA Silent Auction	
Aquarium Rental	\$3,000
Aquarium Food	\$7,150
Attendee Gifts	
Fudge	\$ 225
Tuna	\$ 700
Conference Bags	\$ 741
Saltwater Taffy	\$ 129
Candles	<u>\$ 637</u>
TOTAL	\$14,982

LESS REVENUE

City of Newport	\$10,000
City of Lincoln City	<u>\$ 2,000</u>
Net Difference	(\$ 2,582)

REIMBURSABLE EXPENSES

Tradewinds Whale Watching	\$ 400
(OMA collected fees for this event. The City was billed directly by Tradewinds)	

**2022 OMA Summer Conference Conference  
Profit & Loss Statement**

Income	Actual	Budgeted
Registration Fees (4-4754)	\$ 25,875.00	\$ 26,000.00
Guest Registration	\$ 1,500.00	
Tours	\$ 945.00	
Golf	\$ 1,625.00	
Sponsors (4-4760)	\$ 20,500.00	\$ 20,000.00
LOC Foundation	\$ 1,200.00	\$ 1,200.00
<b>Total Income</b>	<b>\$ 51,645.00</b>	<b>\$ 47,200.00</b>

Expense	Actual	Budgeted
Food & Beverage (4-5308)	\$ 20,234.40	\$ 18,000.00
LOC Staff Expenses (4-5302)	\$ 912.75	\$ 1,100.00
Postage/Printing (4-5314)	\$ 338.13	\$ 650.00
Venue Rental/AV (4-5307)	\$ 816.91	\$ 5,000.00
Speaker Expenses (4-5313)	\$ 4,165.03	\$ 5,000.00
Scholarships (4-5390)	\$ 4,348.70	\$ 4,500.00
Activity Fees (4-5304)	\$ 942.00	\$ 1,000.00
Hotel Expenses (4-5309)	\$ 424.50	\$ 7,200.00
<b>Total Expenses</b>	<b>\$ 32,182.42</b>	<b>\$ 42,450.00</b>

<b>Profit/Loss</b>	<b>\$ 19,462.58</b>	<b>\$ 4,750.00</b>
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**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** 2023 Committee Solicitation

**DATE:** November 28, 2022

Staff is seeking feedback on the 2023 OMA committee solicitation form. Staff plans to send this form to the OMA membership via email and the listserv on Monday, December 12 and ask for completed forms by Friday, January 13. This will give staff time to collate the responses and provided the board with a list of potential committee members at the January 26 board meeting.



## 2023 OMA Committee Solicitation

The OMA Board of Directors is soliciting OMA members who are willing to serve on an OMA Committee in 2023. The Board will make 2023 committee appointments during their January Board meeting. A list of committees and their objectives is below.

Please complete and return this form **by January 13, 2023**, if you are interested in serving on one or more committees beginning February 1, 2023.

**Name:**

**City:**

**Email:**

Check one or more	Committee
	<b>CONFERENCE PLANNING</b> Plan the annual summer conference held 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.
	<b>MAYORS LEADERSHIP AWARD</b> 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.
	<b>NOMINATING</b> Review applications and recommend a board slate of candidates for calendar year 2024. 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. This committee typically meets 1 -2 times via Zoom in September.
	<b>STUDENT CONTEST SELECTION</b> 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.
	<b>CONSTITUTION &amp; BYLAWS</b> 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.
	<b>RESOURCE</b> This committee’s 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 review the effectiveness of the new mayor orientation program 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 2-3 times via Zoom between February and May.

I am flexible and would like for the OMA Board of Directors to assign me to \_\_\_\_\_ (# of committees) that have the most need.

**Return completed form by January 13, 2023**, to Angela Speier at [aspeier@orcities.org](mailto:aspeier@orcities.org).



**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 – Topic and Expenses

**DATE:** November 28, 2022

The OMA Spring Workshop is scheduled for Tuesday, April 25, 2023 at the Seaside Convention Center. Staff would like to receive feedback from the board on a potential topic and speaker for the Workshop. The proposed budget includes \$1,000 to secure a speaker.

The verbal feedback received from the Fall Workshop was very positive.



**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** Student Contest Committee

**DATE:** November 28, 2022

The 2023 *If I Were Mayor* Contest officially opened on August 26, 2022. Contest submissions are due no later than April 7, 2023. The contest information has also been shared with the Oregon School Boards Association (OSBA).

LOC staff will encourage all OMA members to have the students in their respective communities participate in the program via monthly reminders on the OMA listserv and the weekly Bulletin.





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:** November 28, 2022

Mayor Carol MacInnes did not run for reelection in November. Mayor MacInnes’s term on the OMA Board expires on December 31, 2024.

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 that 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
<b>Teri Lenahan</b>	North Plains	2023*	3,446	2	President
<b>Rod Cross</b>	Toledo	2023*	3,611	5	President-Elect
<b>Jeff Gowing</b>	Cottage Grove	2023	10,792	4	Past-President
<b>Jim Trett</b>	Detroit	2023	141	3	Director
<b>Chas Jones</b>	Philomath	2023	5,682	4	Director
<b>Meadow Martell</b>	Cave Junction	2023	2,149	7	Director
<b>Henry Balensifer</b>	Warrenton	2024	6,352	1	Director
<b>Vacant</b>		2024			
<b>Rich Mays</b>	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.

As the board reviews potential candidates to fill the vacancy, staff thought it might be helpful for the board to review those mayors who submitted applications to serve on the board this year. There were seven mayors who submitted applications to the OMA Nominating Committee for consideration to serve on the OMA Board of Directors. Of those seven, the four not chosen include:

<b>Name</b>	<b>City</b>	<b>Population</b>	<b>Region</b>	<b>Position Sought</b>
<b>Cathy Clark</b>	Keizer	39,458	3	President-Elect
<b>Scott Keyser</b>	Molalla	10,207	3	Director
<b>Michael Preedin</b>	Sisters	3,286	9	Director
<b>Tim Rosener</b>	Sherwood	20,496	2	Director

Each of the applications submitted by the above mayors is attached to this memo for ease of reference and review. Mayors Cathy Clark and Tim Rosener ran unopposed in November, Mayor Keyser is mid-term, and Mayor Preedin was re-elected to council. The Sister’s charter states that the mayor is selected from its members at the first meeting of odd-numbered years.

**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](mailto:aspeier@orcities.org)

Name Cathy Clark City Keizer

Expiration of Mayoral Term January 2023 Do You Plan to Run Again?  Yes  No  Not Sure

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

### 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. Chair - Mid-Willamette Valley Homeless Alliance. Chair - SKATS (our regional Metropolitan Organization. Vice-Chair - MWACT. LOC Board of Directors.

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, enthusiasm for 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 of Directors

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

OMA Nominating Committee  
1201 Court St. NE #200  
Salem, OR 97301  
[aspeier@orcities.org](mailto:aspeier@orcities.org)

Name \_\_\_\_\_ City \_\_\_\_\_

Expiration of Mayoral Term \_\_\_\_\_ Do You Plan to Run Again?    Yes    No    Not Sure

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

### Please Answer the Following Questions:

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

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

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?

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

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



# 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](mailto: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 dialoge 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 of Directors

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

OMA Nominating Committee  
1201 Court St. NE #200  
Salem, OR 97301  
[aspeier@orcities.org](mailto:aspeier@orcities.org)

Name Michael Preedin City Sisters

Expiration of Mayoral Term 2022 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 want to be able to assist other Oregon mayors, especially new ones, as they navigate their way through their initial terms. As OMA members has helped me, I'd like to pass that on.

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

I've been on City Council for four years, two years as mayor. I fully expect to be reelected onto the City Council and be reappointed mayor. I have also served on the Budget Committee and Planning Commission.

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 biggest threat is always state push-back to home rule. Also, we need to push back against the state to forcing illegal mandates on our cities and school districts. Lastly, we need to tell the state that there are other ways to run cities other than the failed models of the large cities, especially Portland.

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

I am an open-minded person that coalesces ideas in a thoughtful way. I like to plan and be involved. As Sisters is a special place, I feel I bring a special touch to the table.

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

I've been as involved as much as possible but covid did knock me down this summer - most of August has been lost. I helped coordinate the conference but was too sick to attend - my worst health days being the week of the conference. I'm looking forward to reengaging.

# 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](mailto:aspeier@orcities.org)

Name Tim Rosener City Sherwood Oregon

Expiration of Mayoral Term 01/05 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 have a passion for Local Government. I have spent most of my career providing software and services to over 2000 local government agencies in 37 states. Now I enjoy giving back as an elected official and bringing my perspective to the conversation. Land use planning, broadband, and economic development are key interest areas. The OMA plays an important role in Oregon, shaping public policy and enabling its members. I want to be a part of the team.*

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

*I am currently the Council President for the community of Sherwood. I am running unopposed for Mayor on November 8<sup>th</sup>. I have been in this role since 2017.*

Current related roles:

- Oregon Broadband Advisory Council – Council Member, The
- LOC Telecom Committee (Vice Chair)
- LOC Community Development Committee
- LOC Finance and Taxation Committee
- NLC Internet Telecom and Communications Committee.
- GPI Small City Consortium (Vice Chair)
- Willamette River Water Coalition (Chair)

What are the two or three most important challenges facing Oregon cities shortly? And what should the OMA Board of Directors do to address those challenges?

*There are many challenges facing our cities. Some are a constant across all cities regarding, for example, state-mandated land use regulations. Others are unique to some cities in our groups of cities, like water infrastructure funding.*

*The Mayors in Oregon have a voice in Salem, and there is strength in numbers; as Salem increasingly uses the regulatory process to enact change, it is critical that, when it is for our mutual benefit, we coordinate and speak from a position of unity. I see immense value in being part of that dialog and lending my voice.*

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

***Most of my career has been focused on selling software and services to local governments in 37 States. My old company, Springbrook Software, and then Accela provided Finance/Payroll, Utility, and Land use Planning systems to over 2000 local government agencies in 37 states. This deep background in local government from a diverse set of regulatory environments can bring a unique perspective to the challenges that we face in Oregon.***

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

***I have been very active with the LOC; OMA will be a new adventure.***





**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** 2023 Proposed Budget

**DATE:** November 28, 2022

*General Overview*

LOC staff has developed a proposed OMA Budget for 2023. The budget is presented during the December board meeting as a draft for two reasons: 1) the end of year accounting of all OMA fiscal resources will not be completed until mid-January; and 2) this gives the board the opportunity to review the budget and make adjustments prior to the board adopting the budget during its meeting on January 26.

In most instances, the anticipated income and expenditures are based off the calendar years 2019, 2021, and 2022. Staff is recommending one additional line item this year to the operating expenses. To provide better clarity to the budget, when the final proposed budget is submitted to the board during its January 2023 meeting, the budget will be accompanied by a narrative which will provide context and depth to the specific line items. This narrative will give both the OMA Board and LOC staff a better understanding of where particular dollars are to be deposited and how particular funds can be spent

*Anticipated Income*

Presently, the OMA Proposed Budget contains six distinct income lines, each with their own accounting code, that identify the sources of income the OMA is expected to receive. Details on the numbers proposed in the relevant lines, as well as questions about what to include in any line item are below for ease of reference. Note that the beginning cash lines are not described in this Memorandum.

1. Membership Dues (4-4001). LOC staff is recommending keeping the revenue amount at \$21,000.
2. Spring Workshop (4-4700). LOC staff is recommending an increase to the registration cost to be \$95 in order to help cover the cost for speaker fees, food/beverage, venue, and hotel expenses for the OMA President, speakers, and/or

board members whose city cannot afford to pay otherwise. In 2022, there were 29 attendees, staff is anticipating there will be an increase in attendance levels in 2023.

3. Fall Workshop (4-4753). LOC staff is recommending keeping this revenue item at \$6,000, which is in-line with the last two in-person conferences.
4. Sponsorship (4-4760). Each year the OMA solicits and receives sponsorship dollars for the Summer Conference. LOC staff is recommending keeping this amount at \$20,000 based on the last three in-person conferences.
5. Silent Auction (4-4660). Each year during the OMA Summer Conference, a silent auction is held, the proceeds of which are used to fund scholarships for mayors to attend future OMA events. Based on the success of the last two years, staff is recommending increasing this line item to \$5,000.
6. Summer Conference (4-4754). The OMA Summer Conference is the largest income source for the Association. While the last two years the conference attendance has brought in over \$31,000 in revenue. Staff is recommending keeping the proposed budget figure at \$28,000 based on an average of the last three in-person conferences.

#### *Anticipated Conference Expenses*

The OMA Proposed Budget contains four separate expense categories related to the Summer Conference, Spring Workshop, Fall Workshop, and new mayor trainings. Each of these categories have specific line-item expenses associated with them. Details on the numbers proposed in the relevant lines, as well as questions about what to include in any line item are below for ease of reference.

#### *Summer Conference Expenses*

1. Summer Conference LOC Staff Expenses/Fees (4-5302). The purpose of this line item is to identify the amount of money the OMA spends to have a LOC administrative staff person attend and work the OMA Summer Conference. Per the contract between the LOC and OMA, the OMA will pay for this person's mileage, food costs (not included in the conference itself), and hotel. The LOC staff person typically arrives at the conference the day before the event, so four nights of hotel accommodations are typically incurred. The recommended budget is \$1,100, which generally includes:
  - \$920 in hotel expenditures;
  - \$70 in mileage reimbursement;
  - \$88.50 in meals (GSA per diem for Oregon is \$44.25 for the first and last day of travel); and
  - \$21.50 for any incidental expenditures.
2. Summer Conference Venue Rental (4-5307). The purpose of this line item is to identify how much the OMA will spend on securing venue space for the 2023 OMA Summer Conference. The venue is charging the OMA a room rental fee of \$2,500, but staff anticipates there will be some ancillary charges and other minor venue fees. LOC staff feels comfortable recommending a budget of \$5,000 for this line item.

3. Summer Conference Food and Beverage (4-5308). The minimum food and beverage expense will be \$15,000 per our contract with the venue. LOC Staff is recommending budgeting \$25,000 this year. LOC staff is anticipating at least a 15 percent increase to food and beverage costs in 2023. This assumes the city of Hood River or its tourism agency, will cover the cost of the food and beverages associated with the silent auction event (as has traditionally been done by other host cities).
4. Summer Conference Hotel Expenses (4-5309). The purpose of this line item is to identify the amount of money the OMA spends on covering the hotel costs of its President and speakers. With tax, the nightly rate for a hotel room at the OMA Summer Conference is approximately \$251, typically most attendees stay at least four nights at the conference, making the total per person \$1,004. If three speakers were provided one night of accommodations by the OMA, on top of what the OMA will spend for its President, the OMA should budget approximately \$1,800. It is also reasonable to assume that some of the OMA Board members from small cities may seek financial assistance to attend this conference which would come from this line item.
5. Summer Conference Activity Fees (4-5304). This line item is used to pay for expenses not otherwise accounted in the OMA Conference Budget, including prizes for the golf tournament, table rentals, etc. LOC staff is recommending \$1,000 again this year.
6. Summer Conference Speakers (4-5313). The purpose of this line item is to pay for the keynote speaker, and any other speaker, to present during the Summer Conference. Staff is looking for direction on whether the OMA Board would like to continue budgeting \$5,000 for this expense.
7. Summer Conference Postage/Printing (4-5314). The purpose of this line item is to cover the costs of any postage and printing costs associated with the Summer Conference. Examples of costs include: printed programs, printed signs, and displays for the Student Contest entries. LOC staff is recommending keeping this cost at \$650.
8. Summer Conference Scholarships (4-5390). The purpose of this line item is to provide scholarships to mayors who wish to attend the conference but who cannot afford to attend the conference on their own. Based on the four-year average of the last in-person conferences staff is recommending budgeting \$4,500 for scholarships.

#### *Spring Workshop Expenses*

1. Spring Workshop Venue Rental (4-5357). Affiliate organizations pay a portion of the venue rental fees for their workshops. LOC staff is recommending budgeting \$500 to help cover the cost of the room rental.
2. Spring Workshop Food & Beverage (4-5358). Last year the Mayors Workshop was held from 8:00 am to 11:00 am. If the schedule remains the same, this line item could be used to purchase beverages and light breakfast items for attendees.

3. Spring Workshop Hotel Expenses (4-5359). Based on OMA Policies, the OMA will pay for any hotel expenses incurred by the OMA President in attending this event. Assuming President Lenahan chooses to attend the Spring Workshop and LOC Spring Conference, two hotel nights would be expected. LOC has reserved hotel room rates ranging from approximately \$150-\$200 per night depending on the venue. Staff is recommending budgeting \$2,000 to allow for OMA board members from smaller cities to seek financial assistance to attend this Workshop.
4. Spring Conference Speaker Fees (4-5360). LOC staff is recommending budgeting \$1,000 to cover the cost of a potential speaker's transportation, hotel costs, as well as a potential stipend.

#### *Fall Workshop Expenses*

1. Fall Workshop Venue Rental (4-5404). The purpose of this line item is to cover the costs of renting space for the Fall Workshop. In 2023, the space will be at the Graduate in Eugene.
2. Fall Workshop Food and Beverage (4-5405). The purpose of this line item is to cover the costs of providing food and beverage during the Workshop. In 2022, the OMA paid for attendee's lunch and beverages. Staff is recommending budgeting \$4,500 in 2023 to cover the lunch cost.
3. Fall Workshop Hotel Expenses (4-5406). Based on OMA Policies, the OMA will pay for any hotel expenses incurred by the OMA President in attending this event. Assuming President Lenahan chooses to attend the Fall Workshop and the LOC Annual Conference, two hotel nights would be expected. Staff is recommending budgeting \$2,000 to allow for OMA board members from smaller cities to seek financial assistance to attend this Workshop.
4. Fall Workshop Speaker Fees (4-5407). LOC staff is recommending budgeting \$2,000 to cover the cost of a potential speaker's transportation, hotel costs, as well as a potential stipend.

#### *New Mayor Training*

This line item covers the expenses associated with the New Mayor trainings held with the LOC's Elected Essentials. The training program will carry over into January 2023, thus the OMA will need to cover the cost of venue fees, food and beverage fees, hotel fees, and travel reimbursements for presenters for three trainings that are occurring in January. Staff is recommending a budget of \$3,500 to cover these expenses as well as any other trainings (outside of the conference expenses) the board would like to offer in 2023.

#### *Anticipated Operating Expenses*

Presently, the OMA Draft Budget contains 11 distinct lines, each with their own accounting code, that identifies sources of non-conference related operating expenses. LOC staff recommends keeping each of these lines and adding an additional line item that accounts for OMA's annual insurance fee. Details on the numbers proposed in the relevant lines, as well as questions about what to include in any line are below for ease of reference.

1. Directory (4-6013). The purpose of this line item is to pay for the printing and mailing costs associated with the annual directory. In 2022, the board directed staff to research options for a directory App. This was not accomplished due to staff turnover. The 2022 directory was printed in house on normal (8 ½ x 11) paper. One complaint was received on the new format. Staff is recommending keeping the budget at \$4,000 and would like direction from the board on their preferred directory format for 2023.
2. LOC Services (4-6017). The purpose of this line item is to cover the administrative fees charged by the LOC for administering the OMA programs and services. The contract between the LOC and OMA indicates that between January 1, 2023, and June 30, 2023, the contract price is \$12,687.50. That same contract calls for either 3% increase or an increase matching the percentage increase in the Consumer Price Index (whichever rate is lower) beginning on July 1, 2023 and ending on December 31, 2023. For budgeting purposes, LOC has used a 3% contractual increase for July to December pricing (LOC staff will determine the CPI rate in June of 2022). LOC recommends budgeting \$25,756 for this line.
3. Mayor's Board Expense (4-6018). The purpose of this line item is to reimburse OMA Board members their reasonable travel expenses to attend Board meetings. In 2023, board meetings are expected to be held in the following locations: Salem, Seaside, Hood River, Eugene, and North Plains. In addition to mileage and hotel costs, the OMA will also need to budget for food and beverage costs for the meetings. LOC staff is recommending keeping this expense at \$14,500 for 2023. The 2022-year end does not account for the December board meeting costs.
4. Mayor's Contest (4-6023). The purpose of this line item is to pay for all costs associated with the annual *If I Were a Mayor Contest*. Expenditures from this line item include the awards issued to the winning contestants. Staff is recommending allocating \$3,800 to provide some flexibility to the committee issuing the awards.
5. Miscellaneous (Line 4-6025). The purpose of this line item is to cover other unanticipated costs incurred by the OMA. Based on the last two years, staff is recommending increasing this line item to \$1,000.
6. Newsletter (Line 4-6028). The purpose of this line item is to pay for printing and mailing costs associated with the quarterly OMA Newsletter.
7. Postage (Line 4-6030). The purpose of this line item is to pay for any postage incurred by the OMA. There have been a few years where the postage has come close to \$1,000 and other years where that amount has remained less than \$500. In an effort to budget conservatively, LOC recommends the line item be set at \$1,000.
8. Copy, Fax, Printing (Line 4-6010). The purpose of this line item is to pay for any fees associated with copies, faxing or printing. The LOC recommends keeping the cost at \$100 for 2023. The bulk of the printing comes from conference materials and the Directory, costs which are covered in different lines of the budget.
9. Supplies/Marketing (Line 4-6033). The purpose of this line item is to cover any supplies or marketing materials the OMA may wish to purchase. Based on the

previous year's expenditures the LOC is recommending this line item be reduced to \$2,000.

10. Web (Line 4-6040). The purpose of this line is to pay for the OMA website with Municode and for web hosting fees. The cost for Municode is \$1,800 and the cost for web hosting is \$57.95 annually. Staff is recommending this line item be increased to \$2,000 for 2023.
11. Listserv (Line 4-6041). The purpose of this line item is to pay the LOC a yearly fee for hosting the OMA listserv. The OMA's contract with the LOC indicates that this fee is \$750 per year.
12. Insurance (Newly Created Line). The OMA pays \$250 per year to secure general liability insurance through CIS. LOC recommends a line be created to account for this annual fee.

**OREGON MAYORS ASSOCIATION  
2023 BUDGET**

		2019	2020	2021	2022	2022	2023	2023
		Actual	Actual	Actual	Budget	Year End	Proposed	Approved
							Budget	Budget
<b>General Fund</b>								
<b>INCOME</b>								
	Beginning Cash - Unrestricted	57,674	75,811	75,047	80,577	75,047	73,180	
	Beginning Cash - Scholarship Fund	9,482	9,582	10,672	12,991	6,681	9,046	
4-4001	Membership Dues	23,736	21,644	17,298	21,000	22,169	21,000	
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	
<b>Total Revenue and Beginning Cash</b>		<b>145,602</b>	<b>123,558</b>	<b>174,766</b>	<b>173,568</b>	<b>170,210</b>	<b>165,227</b>	
<b>EXPENSE</b>								
<b>Conference Expenses</b>								
<b>Summer Conference Expenses</b>								
4-5302	Summer Conference LOC Staff Expenses/Fees	4,285			1,100	1,558	1,100	
4-5307	Summer Conference Venue Rental	20,155	1,317	24,554	5,000	817	5,000	
4-5308	Summer Conference Food and Beverage				18,000	20,451	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	942	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	338	650	
4-5390	Summer Conference Scholarships	4,830	0	3,991	4,500	4,349	4,500	
		<b>38,983</b>	<b>3,657</b>	<b>43,401</b>	<b>42,450</b>	<b>33,045</b>	<b>49,450</b>	
<b>Spring Workshop Expenses</b>								
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	0	2,000	
4-5360	Spring Workshop Speaker Fees				1500	1032	1,000	
		<b>0</b>	<b>0</b>	<b>0</b>	<b>5,750</b>	<b>1,032</b>	<b>5,000</b>	
<b>Fall Workshop Expenses</b>								
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	1,598	2,000	
4-5407	Fall Workshop - Speaker	422	0	0	2,000	2,000	2,000	
		<b>6,914</b>	<b>261</b>	<b>0</b>	<b>6,025</b>	<b>7,255</b>	<b>9,000</b>	
4-5012	New Mayor Training	0	0	0	7,000	5,000	3,500	
		<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	<b>5,000</b>	<b>3,500</b>	
<b>Sub-Total - Cost of Events</b>		<b>38,983</b>	<b>3,657</b>	<b>43,401</b>	<b>61,225</b>	<b>46,331</b>	<b>57,950</b>	
<b>Operating Expenses</b>								
	Contingency	0	0	0	45,077		39,060	
4-6013	Directory	1,454	0	1,342	4,000	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	4,788	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	1,284	1,000	
4-6028	Newsletter	2,930	588	0	3,000	2,320	3,000	
4-6030	Postage	810	0	232	1,000	741	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	100	100	
4-6033	Supplies / Marketing	1,437	0	816	2,500	519	2,000	
4-6040	WEB	2,300	4,100	3,100	1,800	1,800	2,000	
4-6041	Listserv	1,300	750	750	750	750	750	
4-6042	Insurance						250	
<b>Total Expense</b>		<b>23,895</b>	<b>33,921</b>	<b>38,219</b>	<b>102,352</b>	<b>41,652</b>	<b>97,216</b>	
Net Income Less Beginning Cash		15,568	587	7,427	-83,577	498	-72,166	
Net Income including Beginning Cash		82,724	85,980	93,146	9,991	82,227	10,061	
Transfers	Operating to Scholarship	0	0	0	0	0	0	
<b>Total Transfers</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
Ending Cash								
- Unrestricted		82,724	75,047	75,047	0	73,180	1,014	
- Scholarship Fund		9,233	10,672	6,681	12,178	9,046	9,046	
<b>Total Ending Cash</b>		<b>91,957</b>	<b>85,719</b>	<b>81,728</b>	<b>12,178</b>	<b>82,227</b>	<b>10,061</b>	





**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** New Board Member Orientation

**DATE:** November 28, 2022

On January 26, 2023 the OMA Board of Directors will hold their first meeting of the year. We will kick off that meeting with a new board member orientation. Attached to this memo is a draft PowerPoint presentation for the board's review and feedback.



# Oregon Mayors Association

## New Board Member Orientation 2023

# 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



# 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
	Chas Jones
	Rich Mays



# Purpose of Today's Orientation



This Photo by Unknown Author is licensed under [CC BY](#)

Welcome new Board members to the OMA.

Promote cooperation and connections.

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

# Overview



# 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.



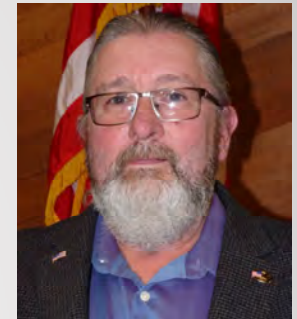
# The Basics

- Founded in 1972
- Approximately  $\frac{3}{4}$  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



# 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



# 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.

# 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

# Governing Documents

## OREGON MAYORS ASSOCIATION CONSTITUTION AND BYLAWS

### ARTICLE I Name and Purpose

**SECTION 1**  
NAME: The name of this Association shall be the Oregon Mayors Association (referred to herein as OMA).

**SECTION 2**  
ORGANIZATION: OMA is an unincorporated association of persons serving in the position of mayor in Oregon cities. OMA shall be based at the League of Oregon Cities located at 1201 Court St. NE, Suite 200, Salem, OR 97301

**SECTION 3**  
PURPOSE: The purpose of the OMA shall be 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; and to further the programs and objectives of the League of Oregon Cities by functioning as a recognized affiliate organization.

### ARTICLE II Membership

**SECTION 1**  
ACTIVE MEMBERSHIP: Any person who is the duly elected or appointed mayor of an Oregon city shall be eligible for active membership in the association. Such a person shall become a member by submitting an application and payment of the membership fee for the current year to the secretary/treasurer.

**SECTION 2**  
TERMINATION OF MEMBERSHIP: A person shall cease to be an active member of the OMA upon termination of service in the office of mayor or failure to submit payment of the membership fee for the current year.

**SECTION 3**  
HONORARY MEMBERSHIP: Honorary members may be granted or retracted as the board of directors may determine. Upon approval of the board, any former mayor who has contributed in widely recognized and significant ways to the OMA and to their communities as mayor may be granted honorary membership. All past presidents of the OMA become honorary members upon

## OREGON MAYORS ASSOCIATION

### POLICIES

#### ARTICLE I Board Expense Policy

**SECTION 1**  
BOARD MEETINGS: Eligible expenses related to attending board of directors' meetings are paid, or reimbursed, by the OMA. Eligible expenses include travel (mileage reimbursed at the federal per diem), lodging and meal expenses.

**SECTION 2**  
OMA CONFERENCES: Except for the president, board members shall be responsible for paying their registration, travel, lodging and meal expenses. The OMA may pay or reimburse the president's expenses.

**SECTION 3**  
LOC BOARD MEETINGS: Eligible expenses related to attending LOC board meetings incurred by the president or board liaison may be paid or reimbursed by the OMA. Eligible expenses include travel (mileage reimbursed at the federal per diem), lodging and meal expenses.

*Amended 4-11-2014 and February 27, 2020.*

#### ARTICLE II Guest Policy

**Section 1**  
Guests are permitted at OMA conferences and certain events, although their participation in all aspects of an OMA conference or particular event may be limited by the Board of Directors. A guest is defined as a spouse or significant other, friend, or relative who is not a member of the OMA, is not qualified to become a member of OMA, and does not work for or represent a governmental organization.

**Section 2**  
Prior to each OMA conference and event, the OMA Board of Directors shall determine the price, if any, for a guest registration.

**Section 3**  
Honorary members of the OMA may attend OMA conferences and certain events and pay the guest fee, provided the Board of Directors has assessed a guest fee for the conference or event.

**Section 4**  
Guest passes are not available to sponsors, speakers or staff. If a sponsor, speaker or staff person is asked or directed to attend an OMA conference or event, OMA will not require them to pay a registration fee – although their participation in all aspects of the conference or particular event may be limited by the Board of Directors.

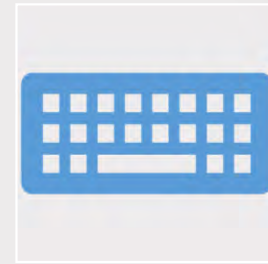
*Amended 1-29-16 and 2-27-2020.*

# 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

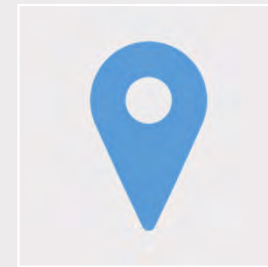


# OMA Membership Drive & Directory



## 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

# OMA Committees

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





# Bylaws Committee



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- 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

# 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



# 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



# 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





# 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





## 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

# Board Expense Policy



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# What Expenses are Paid by OMA?

	OMA Pays	OMA <i>MAY</i> Pay	OMA Pays (President)
Board Meetings	✓		✓
OMA Annual Conference		✓	✓
OMA Fall Workshop		✓	✓

# Reimbursement Records



[This Photo](#) by Unknown Author is licensed under [CC BY-NC-ND](#)

- **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).

# 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

# 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







**To convene, network, train, and empower Mayors**

**TO:** OMA Board of Directors

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

**SUBJECT:** New Mayor Transition Resources

**DATE:** November 28, 2022

President-Elect Lenahan asked staff to put together resources to share with new mayors about the OMA Homelessness Taskforce. This information will be provided to new mayors in order to get them up-to-speed on the issue. Attached to this memo is a draft packet for the board's review and feedback.





## OMA Homelessness Taskforce Overview for Newly Elected Mayors

Congratulations on being elected Mayor! The OMA Board of Directors approved the creation of the OMA Homelessness Taskforce in May 2022. The taskforce brought together 25 mayors from across the state to develop a response to homelessness that would help all communities statewide, regardless of size or locations, to address the issue. Over the summer and early fall, the taskforce met regularly to develop its homelessness plan, which was finalized and approved October 14. The plan was subsequently emailed to all 90 members of the Oregon Legislature and Governor-Elect Tina Kotek.

The OMA Homelessness Taskforce's plan to humanely and timely address the homelessness crisis in Oregon is a partnership between the State of Oregon and its 241 cities. This partnership will allow for the establishment and expansion of local, community-based responses that provide immediate shelter, needed services, and secure safety for unhoused Oregonians. During the 2023 Legislative session, the OMA will *propose* two separate, yet parallel, budget proposals:

1. A budget package which provides direct allocation to cities for homelessness response and prevention services; and
2. A budget package that provides capital improvement funding for cities.

### Direct Allocation

A direct allocation of funding from the state to each incorporated city in Oregon for cities to use in their homelessness response and prevention services is being proposed by the OMA.

- It is proposed that each city will be allocated funds in an amount equal to \$40 per resident, in accordance with the latest official population estimates from Portland State University.
- The proposal requires that in no instance will an incorporated city receive less than \$50,000 in direct funding.
- OMA's proposal provides cities the ability to elect to use the funds for their own homelessness response and prevention services, or to redirect their funds to community partners who are required to use the funds for homelessness response and prevention services.

OMA's proposal states that funds must be used for homelessness response and prevention services, which may include:

- Abatement/clean-up
- Environmental mitigation
- Affordable housing
- Capital construction or improvement costs related to homelessness or affordable housing measures
- Community resource officers
- Education and outreach
- Food bank assistance
- Shelter and/or transitional housing
- Hygiene stations
- Operation costs
- Outreach workers
- Prevention

With a \$50,000 guarantee for all cities, and a \$40.00 per resident multiplier in place, based on the April 19, 2022, PSU population estimates, the total amount requested would equal \$123,575,800.00 annually.

## Capital Allocation

In addition to the direct allocations, the Taskforce's proposal requires a meaningful allocation from the State for coordinated capital construction investments for specific shelter and transitional housing projects, statewide. It is expected that a final dollar amount for needed capital construction investments will equal between \$125 to \$175 million. The OMA is seeking information from Oregon cities about any needs they may have for capital construction investments from the state in their local responses to addressing the homelessness crisis.

## Media Briefing

Taskforce members held a press conference on October 31, 2022 to discuss the funding proposals. You can watch the press conference by visiting [www.oregonmayors.org](http://www.oregonmayors.org) and clicking on the OMA Taskforce on Homelessness tab.

## OMA Board is Asking for your City's Support

The OMA Homelessness Taskforce and the OMA Board of Directors seek the support of Oregon's 241 cities for the above-described proposal. In an effort to present the legislature and Oregon's next governor with a truly coordinated and collaborative proposal, the OMA hopes to submit its legislative request with as many city partners as possible. To explain the statewide nature of this crisis, the League of Oregon Cities (LOC), in partnership with the OMA, has secured the services of a communications specialist to work directly with cities interested in supporting the OMA proposal. The communications specialist will work directly with interested cities to develop a one-page document that outlines a city's unique experience with homelessness, and how the funding proposed by the OMA would help the city respond to, or



even prevent, homelessness in their community. Work performed by the consultant in support of the OMA proposal will be paid for by the LOC.

If your city is interested in supporting this proposal, please let me know and provide me with a list of any capital project funding your city needs to address or prevent homelessness. We are compiling a list of all capital project needs to submit as part of one comprehensive funding package. Some cities have submitted things like “\$250,000 for portable showers/toilets” or “\$2.5 million to build a navigation center.”

As of November 30, 92 cities have committed their support to the effort and 34 cities have identified capital project needs for a total of \$90 million. If your city is interested in joining this effort please let Angela Speier, LOC Project and Affiliates Manager know at [aspeier@orcities.org](mailto:aspeier@orcities.org).

## Next Steps

The taskforce members are trying to set up a meeting with Governor-Elect Tina Kotek to discuss the proposals prior to the start of the 2023 Legislative Session. Taskforce members are also drafting local Op Eds to be published in newspapers statewide. These proposals will be discussed with members of the legislature during City Day at the Capitol on taking place on Wednesday, January 25.

## Questions

If you have any questions regarding these proposals or need additional information, please contact any of the LOC staff persons listed below.

- Patty Mulvihill, LOC Interim Executive Director – [pmulvihill@orcities.org](mailto:pmulvihill@orcities.org)
- Ariel Nelson, LOC Housing & Land Use Lobbyist – [anelson@orcities.org](mailto:anelson@orcities.org)
- Angela Speier, Projects & Affiliates Manager – [aspeier@orcities.org](mailto:aspeier@orcities.org)

## Attachments

1. OMA Taskforce Roster
2. Press Release
3. Media Talking Points
4. Taskforce Letter to the Oregon Legislature
5. Oregon Legislative Housing Leader’s Response

<b>Mayor</b>	<b>City</b>	<b>Email</b>	<b>City's Population</b>	<b>Senate District</b>	<b>Representative District</b>	<b>LOC Region</b>
Mayor Henry Balensifer	Warrenton	hbalensifer@ci.warrenton.or.us	6,352	16	32	1
Mayor Rod Cross	Toledo	rod.cross@cityoftoledo.org	3,611	5	10	5
Mayor Jeff Gowing	Cottage Grove	mayorgowing@cottagegrove.org	10,792	4	7	4
Mayor Teri Lenahan	North Plains	teri.lenahan@northplains.org	3,446	15	30	2
Mayor Carol MacInnes	Fossil	cmacinnis@co.wheeler.or.us	449	4	7	9
Mayor Meadow Martell	Cave Junction	meadow.martell@cavejunctionoregon.us	2,149	2	3	7
Mayor Jason Snider	Tigard	Jason@tigard-or.gov	55,854	18	35	2
Mayor Jim Trett	Detroit	COD_Trett@wvi.com	141	9	17	3
Mayor Ted Wheeler	Portland	mayorwheeler@portlandoregon.gov	658,773	18	36	2
Mayor Beth Wytoski	Dayton	bethwytoski@ci.dayton.or.us	2,698	12	23	3
Mayor Lucy Vinis	Eugene	lvinis@eugene-or.gov	175,626	7	13	4
Mayor Randy Sparacino	Medford	Randy.Sparacino@cityofmedford.org	87,353	3	6	7
Mayor Gena Goodman-Campbell	Bend	ggoodman-campbell@bendoregon.gov	100,922	27	54	9
Mayor Richard Mays	The Dalles	rmays@ci.the-dalles.or.us	16,047	30	59	8
Mayor Dave Drotzmann	Hermiston	ddrotzmann@hermiston.or.us	19,696	29	57	11
Mayor Tom Vialpando	Vale	mayor@cityofvale.com	1,914	30	60	12
Mayor Julie Akins	Ashland	julie@council.ashland.or.us	21,554	3	5	7
Mayor Lacey Beaty	Beaverton	lbeaty@beavertonoregon.gov	97,782	14	27	2
Mayor Steve Callaway	Hillsboro	steve.callaway@hillsboro-oregon.gov	108,154	15	29	2
Mayor Travis Stovall	Gresham	Mayor@GreshamOregon.gov	114,361	25	50	2
Mayor Jessica Engelke	North Bend	jengelke@northbendcity.org	10,375	5	9	6
Mayor Michael Preedin	Sisters	mpreedin@ci.sisters.or.us	3,286	30	59	9
Mayor Carol Westfall	Klamath Falls	cwestfall@klamathfalls.city	22,022	28	56	10
Mayor Kate McBride	Hood River	k.mcbride@cityofhoodriver.gov	8,259	26	52	8
Mayor Ray Turner	Lakeview	turbo97630@yahoo.com	2,428	28	56	10



STRENGTH IN UNITY

**FOR IMMEDIATE RELEASE:**  
**October 14, 2022**

**CONTACT:**  
**Kevin Toon**  
[ktoon@orcities.org](mailto:ktoon@orcities.org)  
**(971) 428-7269**

## **Oregon Mayors Association Announces Plan to Address Statewide Homelessness**

SALEM, Ore. – An Oregon Mayors Association (OMA) task force submitted a letter today to Oregon’s three gubernatorial candidates and the Legislature, outlining its plan to successfully address the current statewide homelessness crisis.

The plan calls for a partnership between the state and Oregon’s 241 incorporated cities to provide comprehensive funding for local homelessness response and prevention programs. This would require direct allocations to each incorporated city in Oregon, totaling \$123,575,800 annually. In addition to direct, annual allocations, coordinated capital construction investments for specific shelter and transitional housing projects statewide would also be required.

The task force, consisting of 25 mayors from across the state, was created in May to develop a response to homelessness that would help all communities statewide, regardless of size or location, to address the issue. The following mayors comprise the task force:

Jeff Gowing, Cottage Grove; OMA President	Teri Lenahan, North Plains; OMA President-Elect
Julie Akins, Ashland	Lacy Beaty, Beaverton
Gena Goodman-Campbell, Bend	Meadow Martell, Cave Junction
Beth Wytoski, Dayton	Jim Trett, Detroit
Lucy Vinis, Eugene	Carol MacInnes, Fossil
Travis Stovall, Gresham	Dave Drotzmann, Hermiston
Steve Callaway, Hillsboro	Kate McBride, Hood River
Carol Westfall, Klamath Falls	Ray Turner, Lakeview
Randy Sparacino, Medford	Jessica Engelke, North Bend
Ted Wheeler, Portland	Michael Preedin, Sisters
Richard Mays, The Dalles	Jason Snider, Tigard
Rod Cross, Toledo	Tom Vialpando, Vale
Henry Balensifer III, Warrenton	

### **About the Oregon Mayors Association**

The purpose of the OMA is to increase the knowledge and skills of Oregon mayors and make a strong, collective effort to influence state programs and legislation. OMA is an affiliate organization of the League of Oregon Cities.



To convene, network, train, and empower Mayors

## Media Talking Points

### OMA Task Force Plan to Address Homelessness

#### Creation of the OMA Task Force on Homelessness:

The task force, consisting of 25 mayors from across the state, was created in May of 2022 to develop a response to homelessness that would help all communities statewide, regardless of size or location, to address the issue. (See attached list of task force members to reference or share with local media if asked)

Over the summer and early fall, the task force met regularly to develop its homelessness plan, which was finalized and approved October 14. The plan was subsequently emailed to all 90 members of the Oregon Legislature and the three candidates for governor.

#### The Request from the Task Force to the State:

The task force's plan to humanely and timely address the homelessness crisis in Oregon involves a partnership between the state of Oregon and its 241 cities.

This partnership will allow for the establishment and expansion of local, community-based responses that provide immediate shelter, needed services, and secure safety for unhoused Oregonians.

This partnership requires the enactment of two separate, yet parallel, budget proposals during the 2023 Legislative Session:

- (1) A budget package which provides **direct allocation** to cities for homelessness response and prevention services; and
- (2) An allocation that provides **capital improvement funding** for cities.

#### ***Direct Allocation***

A direct allocation of funding from the state to each incorporated city in Oregon for cities to use in their homelessness response and prevention services is needed.

- Each city will be allocated funds in an amount equal to \$40 per resident, in accordance with the latest official population estimates from Portland State University (PSU).
- In no instance will an incorporated city receive less than \$50,000 in direct funding.
- Cities may elect to use the funds for their own homelessness response and prevention services, or may redirect their funds to community partners who are required to use the funds for homelessness response and prevention services.

Funds must be used for homelessness response and prevention services, which may include:

- Abatement/clean-up
- Environmental mitigation
- Affordable housing
- Capital construction or improvement costs related to homelessness or affordable housing measures
- Community resource officers
- Education and outreach
- Food bank assistance
- Shelter and/or transitional housing
- Hygiene stations
- Operation costs
- Outreach workers
- Prevention

With a \$50,000 guarantee for all cities, and a \$40.00 per resident multiplier in place, based on the April 19, 2022, PSU population estimates, the total amount would equal \$123,575,800.00.

### ***Capital Allocation***

In addition to the direct allocations, the taskforce's plan requires a meaningful allocation from the state for coordinated capital construction investments for specific shelter and transitional housing projects, statewide. It is expected that final dollar amount for needed capital construction investments will equal between \$125 to \$175 million.

### **Impact Locally**

Each mayor should explain how the proposal will directly impact their city, or region, in its efforts to respond to, or even prevent, a local homelessness crisis. Specifically:

- Include the specific dollar amount your city will receive under the proposal – both the continuing annual allocation and the capital investment;
- Include information on the way you see your city using the funds, and the impact those funds will have on your community and the local homelessness crisis; and.
- Include any community partners you will be working with or sharing funds, i.e. your community action agency, your county, or if you are pooling funds regionally through a HB 4123 coordination pilot or with neighboring cities.



To convene, network, train, and empower Mayors

October 14, 2022

Oregon Legislature  
900 Court Street, NE, H-269  
Salem, Oregon 97301

Re: Partnership Needed to Solve Statewide Homelessness Emergency

We write to you as leaders, partners and voters seeking collaboration and action. Cities are facing a crisis as we respond to the emergency of homelessness across Oregon.

Last week at the League of Oregon Cities conference, Mayors came together from across the state to discuss critical policies and programs that impact Oregonians. The number one issue throughout Oregon – in both rural and urban communities, large and small – is homelessness. We know this humanitarian crisis is impacting both the individuals directly experiencing homelessness as well as communities at large.

Many jurisdictions have developed new programs, expanded service efforts, built regional partnerships, and are making substantial investments of local general fund and American Rescue Plan Act (ARPA) funds to respond to the unhoused emergency. Yet, this humanitarian crisis exceeds our individual capacity. While active projects, programs, and partnerships are in place in many cities in Oregon, the state has an opportunity to partner with local governments to build upon these efforts to make an immediate and impactful difference.

Cities cannot be left to solve this statewide crisis by ourselves. No one single approach is effective without a collaborative and coordinated strategy to work together to create the quality of life we all want for everyone who lives in our cities and state. Cities are one part of what must be a statewide approach. We need state leadership to allocate direct funding that is scaled to respond to the gravity of this crisis facing cities statewide.

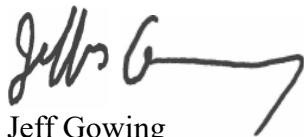
This past May, the Oregon Mayors Association formed a Taskforce on Homelessness. Twenty-five mayors, representing cities of all sizes from around the state, studied Oregon's homelessness crisis. And while the crisis may seem insurmountable, given that the symptoms and solutions look different between urban and rural communities and vary based on a city's size, geography and available service providers, local government leaders have developed a solution to Oregon's crisis of the unhoused.

The solution is that the State of Oregon and its 241 cities must come together in partnership to establish and expand local, community-based responses. Time and time again, local programs, which are community-centered, are the programs that provide immediate shelter, needed services, and secure safety for unhoused Oregonians.

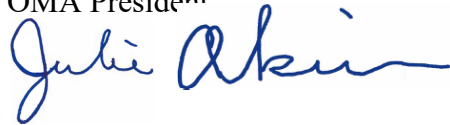
For this crisis to be humanely and timely addressed, the State must partner with cities to fully fund local homelessness response and prevention programs. Fully funding local programs requires direct allocations to each incorporated city in Oregon, totaling \$123,575,800 annually. In addition to direct, annual allocations, coordinated capital construction investments for specific shelter and transitional housing projects, statewide, is also required.

Oregon's mayors are leading the on-the-ground response on homelessness, but we cannot do so alone and need joint leadership from state government to support cities and our county partners. We call on Oregon's next governor and legislature to fund the services and housing needed to make an impact on Oregon's homelessness crisis.

Sincerely,



Jeff Gowing  
Mayor of Cottage Grove  
OMA President



Julie Akins  
Mayor of Ashland



Gena Goodman-Campbell  
Mayor of Bend



Beth Wytoski  
Mayor of Dayton



Lucy Vinis  
Mayor of Eugene



Teri Lenahan  
Mayor of North Plains  
OMA President Elect



Lacey Beaty  
Mayor of Beaverton



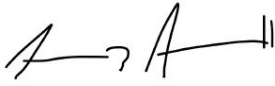
Meadow Martell  
Mayor of Cave Junction



Jim Trett  
Mayor of Detroit



Carol MacInnes  
Mayor of Fossil



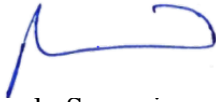
Travis Stovall  
Mayor of Gresham



Steve Callaway  
Mayor of Hillsboro



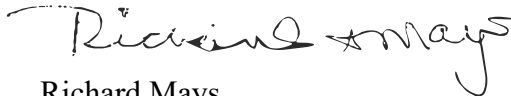
Carol Westfall  
Mayor of Klamath Falls



Randy Sparacino  
Mayor of Medford



Ted Wheeler  
Mayor of Portland



Richard Mays  
Mayor of the Dalles



Rod Cross  
Mayor of Toledo



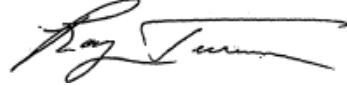
Henry Balensifer III  
Mayor of Warrenton



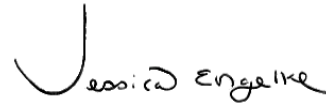
Dave Drotzmann  
Mayor of Hermiston



Kate McBride  
Mayor of Hood River



Ray Turner  
Mayor of Lakeview



Jessica Engelke  
Mayor of North Bend



Michael Preedin  
Mayor of Sisters



Jason Snider  
Mayor of Tigard



Tom Vialpando  
Mayor of Vale

cc: Christine Drazen, Gubernatorial Candidate  
Betsy Johnson, Gubernatorial Candidate  
Tina Kotek, Gubernatorial Candidate





October 24, 2022

Dear Mayors of the Oregon Mayors Association,

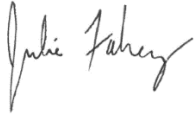
Thank you for your recent letter about the importance of partnering at all levels of government to effectively address Oregon's homelessness crisis. We appreciate the extensive work that cities and counties have done and the investments you've made to respond to the urgent and compelling needs of our communities. We agree wholeheartedly that responding to a crisis of this magnitude requires collaboration between leaders at every level of government.

The Oregon State Legislature has made housing and homelessness a top priority in each legislative session of the past few years, including during the February 2022 session where we worked closely with local governments to invest [\\$165 million to address homelessness and \\$215 million to support affordable housing](#).

As leaders in the legislature working closely on this issue, we're proud of the progress we've made and the collaborative approach we've taken with local governments, including launching and funding innovative new programs like Project Turnkey, passing [HB 4123](#) to establish and fund regional coordinated responses to homelessness in eight regions around the state, and [allocating more than \\$1 billion](#) to housing and homelessness priorities over just the last 2 years (a comprehensive list of investments is included below).

Clearly, though, there is much more that needs to be done. The situation as it stands has developed over decades, and it will take ongoing, diligent work on the part of both elected officials and community partners to help Oregonians find the safety and stability that they deserve. Housing leaders in the legislature are working on developing a housing and homelessness agenda for the 2023 session. We're looking forward to continuing our partnerships with local governments, and to meeting in person to understand the ways we can most effectively support the work you are doing and to learn more about your request for a funding allocation in the 2023 session.

Sincerely,



Representative Julie Fahey, HD 14  
House Majority Leader  
Vice Chair, House Committee on  
Housing



Representative Maxine Dexter, HD 33  
Chair, House Committee on Housing



Senator Kayse Jama, SD 24  
Chair, Senate Committee on Housing &  
Development

## **Additional Details about Homelessness & Housing Policies and Investments Passed by the Legislature**

### **2021 LEGISLATIVE SESSION**

#### **Addressing Homelessness**

- \$47 million for increasing emergency shelter capacity and navigation centers for the next cold-weather season, including:
  - \$26.5 million for low-barrier emergency shelters in Eugene, Salem, Bend, Medford, McMinnville, Portland, Roseburg, and The Dalles
  - \$10.5 million for shelters in the City of Salem
  - \$9.7 million for additional motel-to-shelter Project Turnkey sites
- \$25 million to assist communities with shelter operations and provide technical assistance
- \$20 million for the Behavioral Health Housing Incentive Fund
- \$12 million for permanent supportive housing rental assistance and service supports
- \$10 million to Multnomah County for the construction of a behavioral health resource center in downtown Portland
- \$3.6 million for providers serving unaccompanied unhoused youth (HB 2544)
- \$1.2 million to improve the statewide data system on homelessness and service outcomes
- Expediting emergency shelter siting by temporarily giving local governments more flexibility in siting emergency shelters to assist unhoused Oregonians (HB 2006)

- Modernizing the statewide housing and homeless assistance system and ensuring access to culturally specific and culturally responsive organizations (HB 2100)

### **Housing Supply / Affordable Housing**

- \$410 million for housing construction through the Local Innovation Fast Track (LIFT) and Permanent Supportive Housing (PSH) programs
- \$100 million to preserve existing affordable housing
- \$30 million for affordable housing or land acquisition revolving loan funds
- \$10 million for gap financing for affordable rental housing projects that are co-located with child care or early learning centers
- \$5 million for gap financing to affordable housing projects already approved that have experienced unexpected increases in construction costs during the pandemic
- \$4.5 million for grants and technical assistance to local governments for community planning and development code updates
- \$1.3 million to study the incorporation of regional housing needs analysis into state and local planning programs
- \$900,000 to study local system development charges and their impact on the cost of market-rate housing development (HB 3040)
- Increasing the limit for the state's agricultural housing tax credit from \$7.25 million to \$16.75 million per biennium to increase the construction, rehabilitation, or acquisition of agriculture workforce housing (HB 2433)
- Requiring local governments to allow the development of affordable housing projects on land within an urban growth boundary not zoned for residential use (SB 8)
- Reducing red tape for religious organizations to develop their properties for low-income housing and allowing the continuation of their property tax exemption (HB 2008)
- Establishing conditions under which local governments must allow land divisions for new middle housing development (SB 458)
- Requiring local governments to submit information to an online inventory of surplus public lands (HB 2918)
- Allowing counties to authorize owners of lots in rural residential zones to construct one accessory dwelling unit (ADU) (SB 391)

### **Eviction Prevention / Tenant Support**

- \$5 million for housing assistance for domestic violence/sexual assault survivors
- \$4.8 million for fair housing enforcement and education to the Fair Housing Council of Oregon, Oregon Department of Justice, and the Oregon Bureau of Labor and Industries
- \$4.5 million to establish a long-term rent assistance fund for young adults under 25 who have been recently homeless or exiting foster care or juvenile corrections
- \$3 million to support community organizations that are distributing rent assistance or educating tenants

- \$1 million to the Oregon Law Center for legal assistance to renters and residents of manufactured home parks
- Extending the rent repayment grace period for back rent accrued during the pandemic after the eviction moratorium expires on June 30 and preventing landlords from reporting nonpayment accrued during the pandemic to consumer credit bureaus (SB 282)
- Ensuring a 60-day safe harbor from evictions for tenants who have applied for and are waiting on rental assistance after the eviction moratorium expires on June 30 (SB 278)
- Requiring landlords to conduct individualized assessments and consider supplemental evidence from applicants before denying an application for housing because of criminal history (SB 291)

### **Supporting Homeownership**

- \$20 million for down payment assistance, half to a revolving loan fund to help homebuyers with secondary loans and half to community culturally responsive organizations to increase homeownership opportunities
- \$20 million to provide flexible funding for affordable single-family construction and alternative ownership models such as co-ops
- \$10 million to create the Healthy Homes Program to provide grants for the repair and rehabilitation of homes of low-income households and communities disproportionately affected by environmental pollution or other hazards (HB 2842)
- \$7 million to support manufactured home park residents with park acquisition loans and home decommissioning grants and replacement loans
- \$3 million for foreclosure avoidance counseling services to homeowners
- \$2 million to provide technical assistance and outreach to culturally specific organizations to reduce barriers to homeownership
- \$2 million to SquareOne for a shared-equity homeownership pilot with tiny homes
- \$1 million for a community pilot program that develops accessory dwelling units (ADUs) for income-eligible homeowners (HB 3335)
- Protecting homeowners from foreclosure during the pandemic (HB 2009)
- Addressing racial disparities in homeownership by requiring additional education on implicit and racial bias for mortgage loan providers, authorizing grants and technical assistance to organizations working to increase homeownership for low-income individuals and people of color, and renewing the Joint Task Force on Addressing Racial Disparities in Home Ownership to recommend further solutions (HB 2007 and SB 79)
- Strengthening Oregon's opportunity to purchase laws for manufactured home park residents (HB 2364)

### **DECEMBER 2021 SPECIAL LEGISLATIVE SESSION**

- [Allocated \\$210 million](#) to eviction prevention efforts (SB 5561):

- An additional \$100 million in state funding to the federal Oregon Emergency Rental Assistance Program (OERAP)
- \$100 million for eviction and homelessness prevention efforts
- \$10 million to the Landlord Guarantee Fund so landlords have access to compensation if a tenant is denied rental assistance after using the safe harbor protections through the Landlord Guarantee Program
- Ensured tenants who apply for rental assistance before June 30, 2022 cannot be evicted until their application is processed (SB 891)

## **2022 LEGISLATIVE SESSION**

### [\\$400 million housing and homelessness package](#)

#### **Addressing homelessness**

- \$80 million to address immediate homelessness needs statewide, including shelter infrastructure and operations, rapid rehousing, resource referrals, and housing stability
- \$50 million for Project Turnkey 2.0, funding the acquisition of hotels and other buildings to convert into sources of shelter or housing
- \$25 million for grants to local governments for shelter capacity, hygiene needs, and outreach to people experiencing homelessness
- \$8 million to support coordinated regional responses to homelessness across the state (HB 4123)
- \$1.2 million for services and tuition help for homeless youth (HB 4013)
- \$500,000 to support data-driven policymaking in local governments and improve governmental coordination.

#### **Building and preserving affordable housing**

- \$65 million for preservation to keep affordable housing affordable for families in supported units, preventing displacement
- \$55 million to invest in building new affordable homes to rent and buy
- \$50 million to support affordable housing construction projects struggling with market and supply chain disruptions due to the pandemic
- \$35 million to acquire manufactured housing parks to keep them affordable; seed investment to produce new affordable manufactured homes
- \$10 million to support land acquisition for affordable housing projects

#### **Supporting homeownership**

- \$15 million to increase capacity for homeownership centers and other nonprofits that help families navigate homeownership, mortgages, and the homebuying process.
- \$5 million to launch a home loan program managed by Hacienda CDC to help first-time homebuyers across the state to make down payments