



City Council Business Meeting Minutes December 13, 2022

Mayor:	Robert Duncan, Presiding
Council President:	Mike Caughey, Present
Councilors:	Kimberly Downey, Adam Keaton, and Randy Klemm (by phone)
Councilors Absent:	Robert Boese and Charlotte Thomas
Staff Present:	City Administrator Michele Eldridge, Public Works Director Chuck Scholz, Finance Officer/Deputy City Recorder Cathy Nelson and City Recorder/Municipal Court Clerk Lori Ross
Location:	Harrisburg Municipal Center Located at 354 Smith St

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:35pm

CONCERNED CITIZEN(S) IN THE AUDIENCE. All in attendance were there for items on the agenda.

THE MATTER OF MEETING WITH A MEMBER REPRESENTATIVE FROM LCSO IF ONE IS AVAILABLE

STAFF REPORT: Deputy Alex Wilson presented the stats for November and December 2022. He introduced himself to Council stating he has been with LCSO for two years and has been assigned to Harrisburg since April. He commented that he has been working at the school district and enjoys the interaction with the students.

- Downey asked about the issue porch pirates and if it was related to the recent farm thefts. Deputy Wilson responded he doesn't want to speculate, but it's possible.
- Scholz informed Deputy Wilson that Public Works is very familiar with vehicles parked around town and if they are ever looking for one, to contact him and they would be happy to assist.
- Resident Gordon Moritz asked about mail theft. Deputy Wilson responded that currently there is an issue with mail theft and unfortunately checks that originated in Harrisburg are being cashed in different states.

December 13, 2022

THE MATTER OF APPROVING RESOLUTION NO. 1272 IN ORDER TO ACCEPT THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2022, GENERAL ELECTION
STAFF REPORT: Ross congratulated the newly elected officials. No other discussion.

- Caughey motioned to approve Resolution No. 1272, "A RESOLUTION ACCEPTING THE CANVASS OF ELECTION VOTES FROM THE NOVEMBER 8, 2022, GENERAL ELECTION FOR HARRISBURG CITY COUNCIL POSITIONS (MAYOR AND 3 COUNCIL POSITIONS) AND HARRISBURG MEASURE 22-192 PROHIBITS ESTABLISHMENT OF PSILOCYBIN MANUFACTURING AND SERVICE CENTERS IN HARRISBURG" and was seconded by Downey. The motioned passed unanimously by a vote of 4-0. (Yes: Caughey, Downey, Keaton, and Klemm.)

THE MATTER OF A PROPOSAL TO MODIFY THE CURRENT SOLID WASTE FRANCHISE RATE FOR REPUBLIC SERVICES, TO REFLECT A 9% INCREASE TO CURRENT RATES, BASED ON THE RATE REFUSE INDEX

STAFF REPORT: Eldridge introduced Ken Larson with Republic Services and explained the reason for this appearance and commented this is the highest rate increase since 2017. She referred to page 83 of the agenda that shows rate comparisons. She noted that the City Council can set another fee schedule if they choose.

- Eldridge asked about Republic Services providing a dumpster for all citizens for excess garbage or junk on clean-up day. Larson suggested having a targeted venue, so not everyone is needing the service at the same time.
- Downey asked about large items and how residents go about contacting Republic Services for assistance. Larson referred to **Addendum 1** which shows recycling guidelines and contact information for larger items. He noted a fee is associated.
- Larson stated that even though the Refuse Rate Index (RRI) suggested a 13.4% increase, they are requesting 9%, which averages about \$2.46 per resident and stated the increase is due to the rising fuel, labor and operation costs like the printing costs associated with the materials distributed to customers as required by the DEQ.
- Downey commented that the cost of fuel is going down, but she does understand labor cost. She doesn't like the 9% increase and wants to meet halfway. Larson replied that Republic Services feel this is a fair price as they have recycling cost also.
- Resident, Gordon Moritz asked if they only service Linn County and Larson replied they have most of Linn County and Benton County.
- Klemm referred to the rate comparison chart on page 85 and wanted clarification of the rate increases indicated as it appears the only increase is \$4.00 for the 32-gallon container. Larson noted there is some confusion with the chart. Klemm and Caughey remarked that the numbers are inconsistent, and they don't want to vote until they have clarification. Mayor Duncan also commented that he would like more clarity before voting. Eldridge requested both industrial and commercial rates to be included in the new information.
- Larson briefly spoke of the Plastic Recycling Act which will help with the confusion of what's recyclable. He noted the changes won't be seen until 2025 but you can track the status on the DEQ website.

- Downey **motioned to table until the next meeting, held on January 10th, 2023, and was seconded by** Caughey. **The motion passed by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

THE MATTER OF APPOINTING TODD CULVER AND KURT KAYNER TO THE PLANNING COMMISSION FOR A TERM ENDING DECEMBER 31, 2026

STAFF REPORT: Mayor Duncan commented that he was happy to see Todd Culver apply once again for the Planning Commission and that Culver loves Harrisburg.

- Downey **motioned to appoint Todd Culver and Kurt Kayner to the Planning Commission for terms ending December 31, 2026 and was seconded by** Keaton. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

THE MATTER OF APPROVING THE 1ST QUARTER 2022/2023 EXPENSE REPORT

STAFF REPORT: Nelson stated this is the 1st Quarter Budget for July through September. She noted that only 2% of property taxes have been collected which is normal as most are received in November.

- Keaton **motioned to approve the 1st Quarter 2022/2023 Expense Report and was seconded by** Caughey. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton, and Klemm.)

THE MATTER OF A DISCUSSION IN RELATION TO THE OREGON MAYORS ASSOCIATION (OMA) TASKFORCE ON HOMELESSNESS

STAFF REPORT: Eldridge explained the two proposals going to the legislature in 2023 and stated that she thought this might be a useful program for abatement clean up and perhaps some assistance for God's Storehouse. She also thought this might assist with cleanup of Eagle Park as the City would need to rent a dumpster and pay staff to work on the weekend. She informed Council that it would cost about \$625 per day for LCSO to have a work crew clean up Eagle Park. She noted there were some drawbacks as indicated in the staff report. She referred to Exhibit A, on page 20 which indicates the types of services offered.

- Downey commented that she gets nervous getting involved with other organizations, she wants to help but doesn't want to change our community. Downey asked if we don't take the funds, will it go to another community and Eldridge replied yes.
- Keaton stated he is concerned about taking free money as it typically doesn't stay free.
- Klemm asked about the funds for cleaning up Eagle Park and Eldridge indicated that we don't have a designated fund, but we could transfer from another fund like parks or miscellaneous.
- The consensus from City Council was to not get involved yet.

THE MATTER OF UPDATING THE NATURAL HAZARD MITIGATION PLAN (NHMP)

STAFF REPORT: Eldridge informed Council that she is getting mixed information from the Department of Land Conservation and Development (DLCD) on whether we need to have an Intergovernmental Agreement (IGA) or a Memorandum of Understanding (MOU) for the Hazard Mitigation Plan. Our current Addendum expires, May 23rd of this year and she thinks it's important to have one. This will likely be brought back to a future meeting.

THE MATTER OF APPROVING THE CONSENT LIST: No comments or concerns.

- Downey **motioned to approve the consent list and was seconded by** Caughey. **The motion passed unanimously by a vote of 4-0.** (Yes: Caughey, Downey, Keaton and Klemm.)

A motion to approve the consent list will approve the following:

- **City Council Minutes for August 23, October 11, October 25, and November 8, 2022.**
- **The Payment Approval Report for November 2022**

OTHERS:

- Eldridge informed Council she submitted the TMDL matrix for mercury today. She also informed Pricilla Woolverton it would be helpful if the DEQ would have provided a person to assist cities with completing it. Scholz and Downey voiced their frustration with this process and dealing with Woolverton. Keaton asked whether the state was providing any funding for doing this since it is a requirement and was told no by Scholz. Mayor Duncan asked if anyone has contacted a representative and Eldridge stated she has contacted the LOC. Keaton suggested reaching out to Jamie Cate.
- Eldridge informed Council that Butterfly Gardens, on N 7th St, is almost ready to begin building. Shadowood is dealing with a new engineer and wetlands still. Redwood Apartments, off S 6th St, is getting closer to filing the plat. Don Hickman, on Sommerville Lp, has submitted a minor partition to create three single residential parcels.
- Eldridge asked Council to please review the current Strategic Plan for a future meeting.
- Eldridge informed Council that we are reviewing the MOU with Junction City as Building Permit Inspector Russ Young, will be working remotely two days a week as he will be moving to Idaho. He will be available in person Tuesdays through Thursdays.
- Eldridge informed Council that former employee Grace Coffey's memorial service was Sunday. Mayor Duncan and Eldridge acknowledged their appreciation for her.
- Eldridge referred to **Addendum 2** regarding registration for City Day at the Capital and asked that anyone interested in attending to please contact her by January 19th.
- Eldridge informed Council that she and Caughey met with the LOC Director on Monday, and she felt the Director listened to their concerns about more advocacy and having a dedicated person of their legislative staff for small cities.
- Eldridge informed Council she will be leaving for vacation and will be back on the 30th of December.
- Eldridge informed Council that the reader board is now working.
- Downey reminded everyone that the City Administrator's review is coming up. Ross stated the review will be going out to everyone in January and the meeting is set for February 7th. It was recommended by Scholz and Ross to remove the itemized staff from the review and list only Council; Planning and Staff as choice for who submitted the review.

The City Council Work Session recessed at the hour of 8:00pm for the HRA Board Meeting.

The HRA Board Meeting adjourned at the hour of 8:39pm, and City Council resumed at the hour of 8:39pm.

December 13, 2022

THE MATTER OF A DISCUSSION IN RELATION TO THE BNSF FRANCHISE AGREEMENT EXTENSION IN EXECUTIVE SESSION UNDER ORS 192.660(1)(2)(H), and APPROVING ORDINANCE NO. 988, “AN ORDINANCE AMENDING ORDINANCE NO. 798, AND EXTENDING THE LENGTH OF THE FRANCHISE UNTIL _____, 2023”.

The Mayor declared an Executive Session as per ORS 192.660 (1)(2)(H) at the hour of 8:39pm.

The City Council exited the Executive Session at the hour of 8:54pm and returned to the City Council Work Session.

- **Keaton motioned to approve Ordinance No. 988, “AN ORDINANCE AMENDING ORDINANCE NO. 798, AND EXTENDING THE LENGTH OF THE FRANCHISE UNTIL JUNE 30, 2023” and was seconded by Downey. The motion passed unanimously by a vote of 4-0. (Yes: Caughey, Downey, Keaton, and Klemm.)**

With no further discussion, the City Council Work Session adjourned at the hour of 8:57pm.

Mayor

City Recorder



Customer Service Office
1214 SE Montgomery St.
Albany, OR 97322
Hours: Monday - Friday, 8 a.m. - 5 p.m.
(beginning January 4, 2022)
Phone: 541.995.6414
The customer service office is closed on all major holidays.

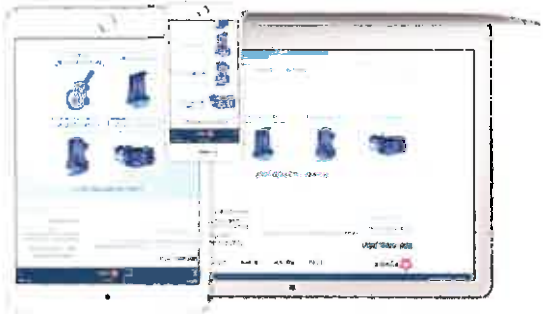
Go to RepublicServices.com/municipality/albany-or for additional information, or to view the Spanish version of this brochure. *Printed on recycled paper*

Harrisburg Collection Calendar Enclosed

Extra Garbage: Place securely tied plastic bags labeled "garbage" (max. 60 lb. weight limit) next to the container or 32-gallon lidded can with handles. Extra fees will apply for additional units and for primary cans without closed lids.

Payments: Pay your bill online at RepublicServices.com/municipality/albany-or, by phone by calling 541.995.6414, or mail to the address listed on your invoice: Republic Services, P.O. Box 78829, Phoenix, AZ 85062.

Missed Collection: Report a missed collection through the **Republic Services** app, or by calling 541.995.6414 within 24 hours.



- ✓ Pay your bill
- ✓ Schedule a pickup
- ✓ Report a missed pickup
- ✓ Rate your service
- ✓ Repair a cart
- ✓ Find new products

Manage your account with the Republic Services app.
Visit RepublicServices.com/Account to access your account or download the app.

Simple account access. Anytime. Anywhere.



2022 Calendar **Carts must be set out by 6 a.m.**

Set carts out with handles toward the house; do not block cars, bike lanes, mailboxes, sidewalks or driveways; remove carts as soon as possible after collection.

NOTE: DRIVERS WORK ON ALL HOLIDAYS. There will be no delays in collection for any holiday. Please put containers out the night before, as the drivers might come by earlier than usual.

RECYCLING & TRASH WASTE - Recycling and trash waste is picked up weekly.

YARD WASTE - During BLUE weeks, place yard waste cart curbside.

GLASS - During RED weeks, place glass recycling bin curbside.

HOUSEHOLD HAZARDOUS WASTE EVENTS - 1214 SE Montgomery Street, Albany, OR 97322
In Albany on October 14-15.

SPRING RECYCLING EVENT - June 25.

CHRISTMAS TREE PICKUP - After Christmas, for 2 weeks, bare holiday trees will be picked up curbside on your regular collection day. See calendar for dates. No flocking, ornaments or lights.

CHRISTMAS LIGHT COLLECTION (IF ANY) - 1214 SE Montgomery Street, Albany, OR 97322
Monday, November 21, 2022 through Monday, January 2, 2023. Drop off lights at the Republic Services office.

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Linn County Reuse Opportunities

Tools/Building Materials



Donate at Habitat for Humanity ReStore.

Books



Take new or gently used books to the public library.

Sports Equipment



Donate to Goodwill or St. Vincent de Paul (or to Play it Again Sports in Corvallis).

Clothing and Furniture



Donate to Fish of Albany, Goodwill, St. Vincent de Paul or Teen Challenge.

Household Items



Donate to Goodwill, St. Vincent de Paul or Teen Challenge.

Food



Take unopened and nonperishable food to Fish of Albany or contact the Linn Benton Food Share Program.

Special Item Recycling & Collection

Foam Blocks/ Peanuts



Check for recycling opportunities with the First Alternative Co-op (fee applies). For packing peanuts, check with local shipping stores.

Construction Materials



Simplify your work with a roll-off dumpster. Call 541.995.6414 for pricing.

Bulk Items



Mattresses, furniture & appliances. To schedule a pickup and to get pricing, call 541.928.2551.

Motor Oil



Customers may recycle motor oil in 1-gallon containers at the Recycle Depot located at 1439 SE Industrial Way in Albany or in tightly sealed containers at the curb.

Metal Appliances



Fee for special pickup. Call 541.995.6414.

Electronics



Customers may recycle TVs, computers, laptops, monitors, printers, cell phones & household electronics at Source Recycling at 840 SW 30th Ave in Albany.

Recycling

Empty, Clean, Dry.

Paper



Newspaper, inserts, magazines, catalogs and phone books



Advertising mail, envelopes, mixed paper



Paperback books (donate to Goodwill or local senior center)



Non-foil wrapping paper



Corrugated cardboard (3'x3'x3' or smaller: flattened)



Cereal and dry food boxes (remove liners)

Plastic



#5 plastic tubs (no lids)



Plastic bottles (no lids)



Plastic jugs



Pill bottles (non-prescription tubes)

Glass (collected every other week in blue bin where available)



Bottles and jars (empty and rinse; labels OK)

Metal



Empty, clean and dry aluminum, aluminum tins and metal cans

CART SIZE: 64-gallon

How to prepare your recyclables:

- All containers, bottles, cans and jars should be empty, clean and dry
- All recycling should go into the recycling cart
- No food waste, liquid or plastic bags
- Do **NOT** bag or box recyclables; leave loose
- All recyclables should fit in your recycling cart with the lid closed (if you have large cardboard, bring it to our Recycle Depot)



Yard Waste

Yard Waste Guidelines



Grass clippings



Weeds



Leaves



Branches (no larger than 6" in diameter)



Yard clippings



House plants



Roots



Clean, untreated wood (no larger than 3")

NO:



Remember: If you don't want it in your garden, don't put it in your cart.

- Animal carcasses
- Animal waste
- Compostable serveware
- Diapers of any kind
- Dirt/grease/oil
- Liquid
- No plastic bags or plastics of any kind
- Tissues
- Treated wood

CART SIZE: 90-gallon

Holiday Tree Collection

After Christmas, for 2 weeks, bare holiday trees will be picked up curbside on your regular collection day. See calendar for dates.



Please follow these guidelines in preparing your tree for recycling:

- No flocked trees
- No lights
- No ornaments or tinsel
- Trees should be no larger than 6" in diameter



Waste/Trash

These items are trash and should never go in the recycling or yard waste carts.

Paper



Food-soiled, frozen food boxes and wax and plastic coated cardboard



Dirty paper, shredded paper, facial tissue and disposable diapers



Ribbons and foil wrapping paper



Hardback books (recycle pages). Donate to local senior center

Plastic



Plastic hangers



Empty motor oil and antifreeze containers



Candy wrappers and chip bags



Diapers



Caps and lids



Empty prescription vials



Plastic plates and utensils



Polystyrene foam bakery and meat trays, take-out containers, clamshells, coffee/to-go cups

Non-recyclable Glass



Mirrors, window glass, ceramic dishes, incandescent and halogen bulbs (no fluorescent tubes/bulbs), canning jars, Pyrex®

Non-recyclable Metal



Oil containers, dried-out paint containers, aerosol spray cans



Caps, rings and lids



Metal hangers* and sharp or greasy metal

***Tip: Donate hangers to a local charity or return them to your dry cleaner to be used again**

Miscellaneous



Vacuum cleaner bags



Cigarette butts and ashes (put in bag and tie shut)



CDs and CD cases



Double-bagged pet waste and litter

Do not place in the waste/trash cart:

- Recyclables
- Reusables
- Hazardous waste

Weight Limits:

20 gallons.....	30 lbs.
32 gallons.....	60 lbs.
65 gallons.....	120 lbs.
90 gallons.....	180 lbs.



Hazardous Waste

Do not dispose in recycling, yard waste or waste/trash carts.

What Can I Recycle at the Household Waste Events?

YES

- Household paint
- Motor oil/car fluids
- Batteries
- Solvents
- Pesticides
- Herbicides
- Fluorescent tubes
- Computers
- Televisions
- Anything marked poison, danger, caution or corrosive

NO

- Business waste
- Ammunition, fireworks or explosives
- Fluoric acid
- Rusty ether containers
- Radioactive materials (including smoke alarms)
- Biological waste
- Sharps

Drug Takeback

Do you have old, unused, unwanted or expired medications? Don't flush them down the toilet. Dispose of them with **no questions asked at:**

The Albany Police Department
2600 Pacific Blvd. SW, Albany, OR 97321 | 541.917.7680
Monday – Friday, 8 a.m. – 5 p.m.

- No needles, sharps, injectables, Epi-Pens or intravenous solutions.
- No medical waste or chemotherapy medications.
- No illegal drugs like cocaine, methamphetamine, etc.
- Be sure to mark out your name or any other identifiable information.

Sharps

All syringes must be disposed of in approved containers. Please contact your local pharmacy for details or go to RepublicServices.com/residents/sharps-and-needle-disposal. Sharps are never allowed in your recycling cart.



Electronics



Televisions



Computers, laptops and monitors



Cell phones



Printers, fax machines and household electronics

E-waste can also be recycled at most thrift stores.



League of Oregon Cities

(<https://www.orcities.org/>)

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> LOC Training Calendar (<https://www.orcities.org/education/training/loc-training-calendar>) > City Day at the Capitol

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City Day at the Capitol



Register Here (<https://imis.orcities.org/LOC/LOC>)

[/Event_Display.aspx?EventKey=CITYDAY22](https://imis.orcities.org/LOC/LOC/Event_Display.aspx?EventKey=CITYDAY22))

Event information will be emailed to registered attendees at the email address used for registration.

The LOC invites *current* elected and appointed city officials to join mayors, city councilors, and city staff members for our City Day at the Capitol on January 25, 2023 starting at 9 a.m. in Salem. This event is your chance to stand with other city officials from around Oregon in support of legislative actions that will return greater local authority over local decisions. It is also the time to let legislators know how actions they take could impact our communities and the difficult decisions we make. By coming together, our collective voices will make a difference to advance our legislative agenda.

Highlights of City Day at the Capitol will include presentations from the LOC's government relations team on legislative priorities, and briefings from Oregon's new governor and legislative leadership about their priorities for the 2023 session. You will also have time for individual visits with your legislators, afternoon seminars and a legislative reception with legislators and staff. We expect nearly 200 people to attend.

The most important part of the day will be your individual visits with legislators. The LOC will provide transportation to the Capitol. You are encouraged to schedule your visits with your state Senators and Representatives during the afternoon (1 p.m. - 4:15 p.m.). More information on scheduling visits will be provided with your registration confirmation.

The Legislative Reception will be held that evening from 4:30 p.m. - 7 p.m. at the Salem Convention Center.

Registration for City Day at the Capitol is due by 5 p.m. on Thursday, January 19.

Preliminary Agenda

8:15 a.m. Registration and Continental Breakfast Begins

9 a.m. - 1 p.m. - *GENERAL SESSION*

Invited Speakers:

- Oregon Governor Tina Kotek
- Senate President
- Senate Republican Leader
- Speaker of the House
- House Republican Leader

1. Welcome from LOC Board President and OMA President
2. Messages from LOC Executive and Legislative Directors
3. Legislative Landscape
4. Capitol Construction Process
5. Working with Legislative Staff - Paperless Offices

6. LOC Legislative Priorities

12 p.m. – 5 p.m. - **AFTERNOON ACTIVITIES**

- Boxed lunches available at Salem Convention Center
- Shuttle bus to Capitol for scheduled legislative visits and Local Government Center leaves every 15 minutes.
- Workshops at Local Government Center
- Meeting space available at Local Government Center
- State agency tables at Salem Convention Center

4:30 p.m. – 7 p.m. - **RECEPTION**

- Legislative Reception

Register Here (https://imis.orcities.org/LOC/LOC/Event_Display.aspx?EventKey=CITYDAY22)

Hotel Information

The Grand Hotel- adjacent to Convention Center

201 Liberty St Ave SE Salem, OR 97301

Each guest must make their own reservations by calling (503) 540-7800. They must identify themselves as members of the League of Oregon Cities. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$159/night plus taxes and fees.

Satellite Hotel Information

Hampton Inn & Suites

510 Hawthorne Ave SE Salem, OR 97301

Each guest must make their own reservations by calling (503) 362-1300 or using this booking link (file:///C:/Users/mdablow/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/D2T9LU2Q/Booking%20Link:%20https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=SLEORHX&groupCode=CHHLOC&arrivaldate=2023-01-24&departuredate=2023-01-26&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT) by 01/10/2023. They must identify themselves as members of the League of Oregon Cities, City Day. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$139/night plus taxes and fees.

Best Western Plus Mill Creek Inn

3125 Ryan Dr SE Salem, OR 97301

Each individual must make their own reservations by calling (503) 585-3332 by 12/23/2022. They must identify themselves as members of the League of Oregon Cities, City Day. All reservations must be guaranteed and accompanied by a first night room deposit or guaranteed with a major credit card.

Room rates - \$98/night plus taxes and fees.

Both satellite hotels are about 3 miles from the Salem Convention Center. Parking is available both at Salem Convention Center and their overflow Pringle parking lot.

Available Sessions

Title
2023 City Day at the Capitol
Location Salem Convention Center 200 Commercial St SE Salem OR 97301
Date 01/25/23
Time 8:00 AM - 7:00 PM
Cost
LGMC
Actions Register >

view the LOC Training Calendar >

Webinars Available
Anytime

Watch recorded webinars hosted by the LOC on topics including the American Rescue Plan, broadband, social media,