

Garibaldi City Council Regular Meeting Minutes
Monday, January 26, 2026 – 5:30 p.m.

Convening of Meeting/Pledge of Allegiance

The meeting of the Garibaldi City Council was called to order at 5:32 p.m. In attendance were Mayor Findling, Council Members Cheryl Gierga, Sandy Tyrer, Bud Shattuck, and Linda Bade. Staff in attendance were City Manager Jake Boone, Finance Officer Becca Harth, City Recorder Amy Cram, and Public Works Superintendent Nick Theoharis. The Pledge of Allegiance was duly recited.

Presentations

Garibaldi Emergency Volunteers

Connie Corey presented an update on the Garibaldi Emergency Volunteers, distributing resource books to Council members. She emphasized the city's unpreparedness for major disasters, noting current supplies would only last about three days. Key requests included securing a dedicated emergency supply container, funding to attend the Oregon Prepared conference (\$250 registration plus lodging), and permission to operate a community support center in the city hall building.

Mayor Findling confirmed the need to establish clear operating procedures for the Community Support Center before implementation.

Items to be Added to the Agenda

Two items were added to the agenda through council consensus:

- Website discussion (requested by Councilor Gierga)
- Discussion of staff hours, office hours, and paid holidays (requested by Councilor Bade)

Public Hearings

Middle Housing Code Update (continued)

Mayor Findling continued the public hearing on ordinances amending the Garibaldi Comprehensive Plan and Municipal Code to comply with state middle housing requirements.

City Planner Fregonese clarified that the proposed changes would apply to R-1 zoned areas, while existing regulations for hillside overlay zones and floodplains would remain in effect. He confirmed that since the Planning Commission lacked a quorum (only having 2 members), the City Council was legally authorized to act in its capacity.

Following testimony from David Laine in opposition, the Council voted to keep the record open for seven days (until February 3, 2026) for additional written comments.

Motion was made to keep the public hearing record open until February 3, 2026, for written comments.

- **Moved by:** Councilor Bade
- **Seconded by:** Councilor Tyrer
- **Motion passed unanimously**

Consent Calendar

The Consent Calendar including meeting minutes, checks issued, and financial reports was approved with minor edits to the minutes regarding dates and clarifications.

Motion was made to approve the Consent Calendar with the submitted edits.

- **Moved by:** Councilor Bade

- **Seconded by:** Councilor Tyrer
- **Motion passed unanimously**

Public Comments on Agenda Items

No comments were made.

Old Business

Middle Housing Code

This item was deferred to the next meeting after the public hearing comment period ends.

New Business

1. Election of Council Officers

The Council elected its leadership positions for the year.

Councilor Shattuck nominated Councilor Bade

Councilor Tyrer nominated Council Gierga (Gierga declined)

Motion was made to elect Councilor Bade as Council President.

- **Moved by:** Councilor Shattuck
- **Seconded by:** Councilor Gierga
- **Motion passed: Ayes = Shattuck and Gierga – Nays = Tyrer**

Motion was made to elect Councilor Gierga as Vice President.

- **Moved by:** Councilor Shattuck
- **Motion passed unanimously**

2. Mid-Year Budget Update

Finance Director Harth presented a mid-year budget update showing the city's financial position.

Finance Director Harth clarified that the report data was pulled from the city's accounting software on January 20th, which explains differences from the financial report in the packet. The mid-year review showed no concerns with expenditures approaching appropriation limits. When Councilor Bade requested information about expenditures compared to appropriation categories (which are subject to audit requirements), Finance Director Harth confirmed that none were close to exceeding limits and would flag any such issues in red on future reports. This transparent financial reporting process helps citizens understand the city's budget performance and ensures proper stewardship of public funds by confirming that all spending remains within legally authorized limits.

3. Wayfinding Plan Discussion

City Manager Boone presented a draft Wayfinding Plan for Garibaldi that would improve navigability for visitors. The plan is expected to be fully funded by Tillamook County. Councilor Bade expressed interest in the logo concepts included in the plan. Council members were encouraged to attend the Garibaldi Business Association meeting where Nan Devlin will present on the plan.

4. Street, Water, and Wastewater Fund Transfer Discussion

Councilor Bade questioned the classification of \$100,000 in transfers to water, wastewater, and street funds as "miscellaneous revenue." Finance Director Harth explained these transfers were necessary to cover accounts payable and payroll and were classified as miscellaneous revenue because no other accounting classification was appropriate. She agreed to provide additional clarification at a future meeting.

5. Water Billing Discussion

Finance Director Harth explained that the city is experiencing technical issues with its utility billing software that sometimes adds or drops numbers in meter readings. Staff have been proactively addressing incorrect bills and maintaining a list of affected accounts for extra verification in future billing cycles. The software company has been contacted to resolve the issue.

Although Finance Director Harth noted that replacing the problematic software system would be preferable, the current budget cannot justify that expense. This transparent discussion demonstrates fiscal responsibility by making residents aware of the issue while implementing cost-effective interim solutions.

6. Council Materials Discussion

Councilor Bade requested LGIP (Local Government Investment Pool) statements be included in monthly council packets. The Council reached consensus to restore this practice, which had been standard in the past.

7. New Website

Finance Director Harth reported that the new city website is operational but the old website remains temporarily accessible. She is working to implement a redirect from the old site to the new one. The city has also launched YouTube streaming of council meetings, which will be accessible from the website.

8. Staff Hours and Holidays

Councilor Bade initiated discussion about the 32-hour work week implemented for staff. City Manager Boone explained the decision was based on research showing that a 32-hour work week maintains productivity while improving staff morale and retention. He noted that employees are salaried and hired to complete job duties rather than work specific hours. Councilor Bade suggested evaluating the effectiveness of this policy after one year.

Items Removed from Consent Agenda

No items were removed.

City Manager's Report

City Manager Boone reported a potential mold issue in City Hall, noting that testing has been completed and CIS is consulting with an industrial hygienist to determine next steps.

Finance Director Harth announced that she has completed three audits since starting in March and has received the draft audit for 2022-2023. She expects to present it at the next council meeting.

City Manager Boone informed the public that tours of the water and wastewater systems are available upon request by contacting City Hall.

Department Head Matters

No matters were presented.

Affiliated Organization Reports

Garibaldi Emergency Volunteers

Covered during the presentation section.

Tillamook County Library

Information was included in the packet but not discussed.

Council Reports and Comments

Mayor Findling mentioned an upcoming mayors' meeting and a potential polar bear plunge event to benefit Special Olympics Oregon.

Public Comments on Non-Agenda Items

Rolland Sheldon provided a perceived analysis of the cost of "lost" hours for staff moving from a 40-hour work week to a 32-hour work week.

Liane Welch, Mayor, Bay City, spoke about an advertisement in the Headlight Herald and said the comments were false.

Paul Daniels asked about audits and said that the City's Planner had answered his questions about housing. He asked about the "watering discount" the city provided last growing season. He made a comment that Council should look at the way they administrate and the way they do business. He thinks maybe a workshop could help.

Gary Owen requested direction from city management related to the stormwater "ditch" in the right-of-way next to his home.

David Laine complained that the city staff have been told not to talk to him or answer his questions. He believes he is being discriminated against by the city's management.

Executive Sessions

The Council entered executive session at 7:36 p.m. pursuant to ORS 192.660(2)(b) to consider discipline or complaints against a public officer. The Council returned to open session at 8:35 p.m.

Motion was made to authorize Councilor Gierga to work with the city attorney about the ongoing personnel matter.

- **Moved by:** Mayor Findling
- **Seconded by:** Councilor Gierga
- **Motion passed unanimously**

Adjournment

The meeting adjourned at 8:36 p.m.

The next regular council meeting will be Monday, February 23, 2026 – 5:30 P.M.



Katie Findling, Mayor

ATTEST:



Jake Boone, City Manager