

Garibaldi City Council Regular Meeting Minutes - Virtual **Monday, March 16, 2026 – 5:30 p.m.**

CONVENING OF MEETING

Mayor Katie Findling called the Regular City Council Meeting to order at 5:39 PM on Monday, March 16, 2026. Council Members Cheryl Gierga, Bud Shattuck, and Linda Bade. Staff in attendance were City Manager Jake Boone, Finance Officer Becca Harth, City Recorder Amy Cram, Public Works Superintendent Nick Theoharis, and Fire Chief Tad Pedersen.

EXECUTIVE SESSION

Executive Session held pursuant to ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection

The meeting began with Councilor Bade requesting that the council first adopt the agenda to comply with requirements from the Oregon Government Ethics Commission (OGEC). She explained that an OGEC representative had difficulty locating the agenda on the city's website and recommended the council formally adopt each agenda item to ensure public transparency.

City Manager Jake Boone noted that the agenda had been available on the current website since Thursday in the usual location, suggesting the OGEC representative may have accessed an outdated website. Mayor Findling agreed to proceed with the agenda adoption for additional assurance.

A motion was made to adopt the meeting agenda including executive session under ORS 192.660(2)(f), consent calendar items, public comments, old business regarding city hall air quality update, new business including public meeting law grievance and OLCC renewal application for Kelly's Place, city manager's report, department head matters, affiliated organization reports, council reports and comments, and public comments on non-agenda items.

- Moved by: Councilor Bade
- Seconded by: Councilor Gierga
- Motion passed unanimously.

The council entered executive session at 5:39 PM to consider exempt information.

Upon returning to regular session at 6:50 PM, Mayor Findling announced her immediate resignation, citing concerns about governance, process, and legal and institutional risks to the city. She stated that the direction the council was moving created an environment where continuing as mayor was no longer responsible for her or fair to her family.

Following the resignation announcement, City Manager Boone referenced the city charter, explaining that Council President Linda Bade would serve as mayor pro tem in the mayor's absence. The council then needed to formally declare the mayor's office vacant.

A motion was made to accept the vacancy of the mayor's office.

- Moved by: Councilor Gierga
- Seconded by: Councilor Shattuck
- Motion passed unanimously.

CONSENT CALENDAR

Mayor Pro Tem Linda Bade addressed questions about the consent calendar items. Councilor Gierga inquired about the process for businesses filing OLCC renewal applications with the city rather than directly with the Oregon Liquor Control Commission.

City Manager Boone explained that businesses must bring OLCC renewal and special event applications to their local government as part of the state process. The city's role is to recommend approval, denial, or take no position, after which the application returns to the business owner who submits it to the OLCC for final determination.

Mayor Pro Tem Bade raised concerns about discrepancies in the financial reports, noting that budget information on expenditures did not match the appropriations resolution for six different funds. City Manager Boone confirmed that Finance Director Becca Harth was investigating these discrepancies and would provide answers by the end of the week.

Councilor Shattuck inquired about the timeline for resolving the investigation of financial reports, with Finance Director Harth confirming completion by week's end.

A motion was made to approve the consent calendar.

- Moved by: Councilor Gierga
- Seconded by: Councilor Shattuck
- Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS

Tim Hall provided public comments regarding the public meetings law grievance filed by Bay City Manager David McCall. Mr. Hall stated that he had submitted a public records request in September 2025 for hiring documents related to City Manager Jake Boone, which were provided by the city administration. He contended that the grievance was baseless since the documents were obtained through proper public records procedures rather than through any improper disclosure by council members.

Mr. Hall expressed concerns about the city manager's hiring process, alleging that both former Mayor Leanne Welsh and Bay City Manager David McCall recommended Mr. Boone for the position without proper disclosure to the hiring panel. He suggested this created an unfair advantage and questioned Mr. Boone's qualifications and the severance terms in his contract.

OLD BUSINESS

City Hall Air Quality Update

City Manager Boone presented air quality reports from the industrial hygiene specialist sent by the city's insurance company (CIS). The reports identified significant mold issues requiring extensive remediation work, beginning with mandatory asbestos testing before any mold mitigation can commence.

City Manager Boone explained that addressing the mold problem would involve tearing into walls, necessitating asbestos testing first to determine the scope of required mitigation. Staff were currently soliciting bids for the work, though no cost estimates were yet available.

Mayor Pro Tem Bade requested a draft budget outline once cost information became available, even if preliminary, to understand the anticipated scope and types of work required. Councilor Gierga asked about the number of bids the city planned to obtain.

City Manager Boone explained that the bidding requirements would depend on the project cost - less expensive projects require fewer bids, while more expensive ones require additional bids. Staff were currently seeking preliminary cost estimates to determine the appropriate bidding process.

Councilor Shattuck noted that asbestos abatement is typically very expensive but understanding from the reports that asbestos appeared to be in floor tiles and possibly ceiling tiles, which could potentially be covered rather than fully removed.

NEW BUSINESS

Public Meetings Law Grievance

City Manager Boone reported that the city had received a grievance from Bay City Manager David McCall naming two specific councilors. Following established protocol approximately one year prior, Mr. Boone contacted the named councilors for their responses and forwarded the city's response to the complainant.

City Manager Boone clarified that Tim Hall had submitted a specific public records request for the city manager job application, which was properly provided since it was a public document. He noted that Mr. Hall had not requested a resume or cover letter, only the application itself. City Manager Boone stated he had not communicated with Mr. McCall recently and was unsure of his intentions regarding the grievance.

Councilor Shattuck confirmed he had not heard back regarding his response to the grievance matter.

OLCC Renewal Application – Kelley's Place

Councilor Shattuck questioned the necessity of the city's involvement in OLCC renewals, stating that local bar owners had told him they simply pay \$25 online directly to the OLCC for annual renewals without city involvement.

Mayor Pro Tem Bade referenced the earlier discussion about OLCC procedures, noting that while some businesses may skip the local government step, the formal process requires local review.

Councilor Gierga mentioned that another business had contacted her about renewal procedures since they couldn't reach anyone at city hall. City Manager Boone confirmed that businesses should drop copies of their OLCC applications at city hall and encouraged anyone having difficulty reaching city hall to leave detailed messages for callbacks.

Finance Director Harth added that she receives emails from the OLCC identifying businesses that have not renewed their licenses, providing additional oversight information.

A motion was made to approve the OLCC renewal application for Kelly's Place.

- Moved by: Councilor Gierga
- Seconded by: Councilor Shattuck
- Motion passed unanimously.

CITY MANAGER'S REPORT

City Manager Boone reported ongoing efforts to recruit volunteers for the planning commission and charter review committee, with one potential applicant thanks to community outreach. An application would likely be ready for council review at the next meeting.

Mayor Pro Tem Bade was particularly pleased with two items in the report: the city's plans to seek funding for a stormwater master plan and progress toward beginning the water master plan. City Manager Boone explained that staff had been waiting for audit completion to ensure proper funding availability, particularly the ability to use systems funding for these planning efforts.

Councilor Shattuck emphasized the need to raise System Development Charges (SDCs), noting they had been working on this issue for two years since completing the wastewater master plan. He recalled that SDCs had been reduced from \$13,500 to \$9,500 for a car wash project and had not increased since, similar to water bills that had remained at \$74.50 for twelve years.

Mayor Pro Tem Bade recalled previous discussions about using indexing to raise SDCs and asked City Manager Boone to research the feasibility of interim increases while pursuing a comprehensive rate study. City Manager Boone agreed to investigate both indexing options for immediate adjustments and the requirements for a full SDC rate study based on the wastewater master plan.

Following Councilor Sandy Tyrer's resignation submission, the council addressed the need to fill vacant positions.

A motion was made to accept applications for two city council positions and to declare Councilor Sandy Tyrer's seat vacant.

- Moved by: Councilor Gierga
- Seconded by: Councilor Shattuck
- Motion passed unanimously.

City Manager Boone noted that applicants must have resided within city limits for twelve months prior to appointment and be registered voters. He is committed to advertising the positions and soliciting applications through various channels including the local newspaper.

DEPARTMENT HEAD MATTERS

No department head matters were discussed.

AFFILIATED ORGANIZATION REPORTS

Tillamook County Library

The Tillamook County Library report was included in the council packet with no questions or discussion.

COUNCIL REPORTS AND COMMENTS

Councilor Shattuck had no specific comments but reiterated concerns about having only a bare quorum of three council members, emphasizing the critical need to fill vacant positions quickly.

Councilor Gierga had no additional comments.

Mayor Pro Tem Bade expressed satisfaction with progress on infrastructure planning and asked about the city newsletter’s timeline. Amy (City Recorder) confirmed articles were due March 24th for March 31st publication and agreed to include information about council and commission vacancies.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

One member of the public, identified as Russ, attempted to provide comment but experienced technical difficulties and was unable to be heard. City Manager Boone suggested he could email comments to city@garibaldi.gov for distribution to council members.

ADJOURNMENT

City Manager Boone reminded the council that with only three members remaining, all three must attend future meetings to maintain a quorum for required monthly meetings. He requested advance notice of any scheduling conflicts to allow for rescheduling if necessary.

Councilor Shattuck reiterated the urgent need for advertising council vacancies to ensure the city can continue conducting business beyond the minimum quorum requirement.

The meeting was adjourned at 7:34 PM by Mayor Pro Tem Bade.



Linda Bade, Mayor Pro Tem

ATTEST:



Jake Boone, City Manager