

Garibaldi City Council Regular Meeting Minutes - Virtual **Monday, April 20, 2026 – 5:30 p.m.**

Convening Of Meeting

Mayor Linda Bade called the meeting to order at 5:34 p.m. In attendance were Mayor Linda Bade, Council President Cheryl Gierga, and Vice President Bud Shattuck. Staff in attendance were City Manager Jake Boone, Finance Officer Becca Harth, City Recorder Amy Cram, Fire Chief Tad Pedersen, and Public Works Superintendent Nick Theoharis.

Bade requested a moment of silence to remember armed forces members serving in harm's way. Mayor Bade then made several agenda changes: deleting the executive session, moving the fire chief's presentation to the presentations section, adding a presentation from emergency management coordinator Connye Corey, adding SDC rates discussion to old business, and expanding the open council positions discussion to include all committee positions.

A motion was made to approve the proposed modifications to the agenda.

- **Moved by: Councilor Gierga**
- **Seconded by: Councilor Shattuck**
- **The motion passed unanimously.**

Executive Sessions

This item was removed from the agenda.

Presentations

Fire Chief Presentation

Fire Chief Tad Pedersen provided a comprehensive 6-month report on the fire department. He reported the department currently has 13 responders, with 2 new members joining since his arrival. The department averages just over 5 people per call. Chief Pedersen described conducting a goal-setting session that identified three priorities: forming a district, increasing staffing, and expanding medical response participation.

Chief Pedersen discussed improving relationships with neighboring departments through joint training and mutual aid agreements. He highlighted successful training burns and noted that no county department can survive without mutual aid partners. He reported progress on DPSST accreditation, with several firefighters receiving certifications as instructors and for live fire instruction.

Regarding medical response, Chief Pedersen noted the department has strong medical personnel including 1 paramedic, 1 EMT intermediate, 1 EMT advanced, 5 EMT basics, and 2 emergency responders. He explained they are not currently responding to all EMS calls due to staffing concerns and the need for approval from emergency management and physician advisers.

Chief Pedersen discussed budget items for fiscal year 2025-26, including fuel control improvements and switching to Image Trend record management system. He requested increases for personal protective equipment, vehicle maintenance, and fire hose/appliances.

Mayor Bade questioned the levy timeline and emphasized the need to begin renewal processes this year to avoid delays experienced previously. Chief Pedersen confirmed both city and rural district levies will expire simultaneously and recommended coordinated renewal efforts.

Emergency Management Coordinator Presentation

Emergency Management Coordinator Connie Corey reported on Garibaldi Emergency Volunteers (GEV), which meets the second Monday of each month at 5:30 p.m. She announced upcoming classes: a water sanitation and hygiene class on May 16th from 10:00 a.m. to 2:00 p.m. at Nehalem Fire Department, and an

assembly area drill on May 30th from 1:00 p.m. to 4:00 p.m. at Rex baseball field.

Corey emphasized preparation for wind, rain, fire, earthquake, and tsunami events, recommending 30 days of food supply rather than the typical 3 days. She announced that a storage container would be delivered to city property on Ginger Street on Wednesday for emergency supplies.

Councilor Gierga inquired about joining GEV, and Corey directed interested parties to attend monthly meetings or check the bulletin board at the post office.

Items to be Added to the Agenda

This item was moved up in the agenda and addressed during the convening section.

Public Hearings

No public hearings were scheduled.

Consent Calendar

A motion was made to accept the consent calendar with discussed edits and changes.

- **Moved by: Councilor Gierga**
- **Seconded by: Councilor Shattuck**
- **The motion passed unanimously.**

Public Comments on Agenda Items

No public comments were made on agenda items.

Old Business

City Hall Air Quality Discussion

City Manager Jake Boone reported that city hall mold remediation would cost approximately \$78,000 for everything except HVAC, plus an additional \$12,000-\$15,000 for HVAC work, totaling nearly \$100,000. The work requires asbestos testing before mold remediation can begin, along with foundation sealing, vapor barrier installation, and sump pump installation.

Mayor Bade expressed concern about spending \$100,000 before audits are completed and questioned timelines. She cited a citizen provided trailer lease at \$883.50 per month with \$3,990 installation and \$2,850 removal costs as an alternative.

Councilor Shattuck suggested sealing off contaminated areas (kitchen and restrooms) as a cheaper alternative costing approximately \$200 and installing portable restrooms outside. Councilor Gierga supported trailer rental to get staff back on site.

Finance Director Becca Harth noted budget constraints, having already spent \$15,000 from the property fund for Highway 101 accident repairs. She emphasized no additional funds could be removed from that account.

Fire Chief Pedersen expressed concerns about building abandonment affecting fire department operations, as they cannot relocate and depend on building heating and maintenance.

Public comments included suggestions for emergency state funding, insurance claims (already denied for maintenance issues), and phased remediation approaches.

No final decisions were made. The council agreed to await additional information from City Manager Boone for a special meeting once details are available.

SDC Rate Discussion

Mayor Bade proposed updating System Development Charges (SDCs) using methodology discussed in April 2024. She explained that if annual updates using National Engineering Digest and CPI numbers had been implemented since 2013, current SDCs would be 45% higher.

Mayor Bade suggested incorporating rate increases into the upcoming fiscal year budget, giving residents advance notice. Councilor Gierga and Councilor Shattuck both supported the proposal.

City Manager Boone will prepare the rate update documentation for the next meeting without requiring a formal motion.

New Business

Open Council Position Discussion

The council discussed interviewing processes for vacant positions. Mayor Bade suggested standard questions including candidates' goals for the city, perceived strengths and weaknesses, term preferences, availability for conferences, and personal priorities.

City Manager Boone offered to compile council questions and send them to applicants in advance. The council agreed to conduct interviews at the next in-person meeting in May.

For other positions, Councilor Shattuck emphasized planning commission candidates should understand city codes, though City Manager Boone noted training would be provided. Budget committee appointments were discussed with urgency due to upcoming May 4th & 5th budget meetings.

The council scheduled a special meeting for April 27th to appoint budget committee members, as current timeline doesn't allow for the regular May 18th council meeting.

Public Meetings Law Grievance (Findling and Laine)

Mayor Bade reported that responses to both public meetings regarding law grievances have been drafted and are under review. She indicated responses would be submitted within the required 21-day timeframe by April 29th. The council will handle the response process directly rather than delegating it to city staff.

Open Public Meeting Discussion

Councilor Gierga proposed holding an in-person town hall meeting to provide residents with opportunities for questions and updates. She emphasized it should be positive and forward-looking rather than a grievance session.

A motion was made to hold a town hall meeting in person on May 11th at 5:30 p.m., to be noticed as a special meeting.

- **Moved by: Councilor Gierga**
- **Seconded by: Councilor Shattuck**
- **The motion passed unanimously**

Councilor Gierga will coordinate with the Old Mill Event Lodge for potential venue rental. City Manager Boone will handle official reservations and meeting notices.

Resolution Authorizing Check Signers and Credit Card Holders With 1st Security Bank

Councilor Shattuck advocated for removing the city manager as a check signer to improve internal controls, citing audit findings about lack of segregation of duties in the finance function. Mayor Bade supported this approach but requested consultation with the city attorney before proceeding.

Finance Director Harth confirmed current signers are former Mayor Katie Findling, Mayor Bade, Councilor Gierga, and City Manager Boone. Councilor Shattuck needs to be added as vice president.

A motion was made to remove Katie Findling as a check signer.

- **Moved by: Councilor Gierga**
- **Seconded by: Councilor Shattuck**
- **The motion passed unanimously**

Items Removed from Consent Agenda

No items were removed from the consent agenda.

City Manager's Report

City Manager Boone reported that the council will select a Garibaldi Days parade grand marshal at the next meeting. The wayfinding signage project will begin soon, following completion of Highway 101 improvements, with public input opportunities for sign placement and content.

Councilor Gierga requested a budget update. City Manager Boone confirmed the draft budget is nearly complete for presentation at May 4th and 5th budget meetings.

Mayor Bade inquired about Transportation Utility Fee spending plans. City Manager Boone reported minimal

current revenue (approximately \$600-\$700) insufficient for projects, requiring fund accumulation over multiple years before spending.

City Manager Boone described ongoing budget challenges from previous years' audit findings, including overestimated revenues, underestimated expenses, and unauthorized spending of unbudgeted funds. He emphasized continued "belt-tightening" due to poor financial management discovered in audits.

Department Head Matters

Finance: Audit Analysis

Finance Director Harth presented a comprehensive fund balance analysis covering 2020-2023 audited results and projections through 2027. She highlighted several funds in deficit, including the general fund showing negative \$170,000, streets fund recovering from negative balances, and public safety reserve projected negative in 2026.

Finance Director Harth explained that the general fund's 2023 ending balance was only \$10,600 versus budgeted \$380,000, creating ongoing deficits. She confirmed implementing spending freezes for non-emergency purchases.

Mayor Bade questioned whether water and sewer fees cover actual expenses. Finance Director Harth noted fees will increase per resolution based on cost-of-living adjustments but didn't have current revenue figures available.

Councilor Gierga asked about software billing problems. City Clerk Amy reported ongoing random billing errors affecting different customers monthly, requiring manual corrections. Finance Director Harth is investigating new software options within budget constraints.

Fire: Department Assessment

This item was covered during the presentations section with Fire Chief Pedersen's comprehensive report.

Affiliated Organization Reports

Tillamook County Library

The written report was included in the packet. Mayor Bade commended librarian June's service to the community and noted creative programming including book title poetry activities.

Council Reports and Comments

Councilor Gierga expressed excitement about the scheduled town hall meeting.

Councilor Shattuck reported maintenance needs including 18 inch grass height behind Garibaldi Inn requiring mowing, weeds at city hall garden area, and malfunctioning lights on the "G" sign operating during daylight hours. City Manager Boone committed to addressing these issues.

Mayor Bade mentioned potential League of Oregon Cities regional meeting registration and confirmed taking on check signing responsibilities.

Public Comments on Non-Agenda Items

Tim Hall made two comments: first, asserting that grand marshal selection belongs to the mayor rather than council; second, urging the budget committee to address the \$144,000 cost of the 32-hour work week policy, calling it unacceptable to residents and suggesting a 4-day, 10-hour schedule as an alternative.

Adjournment

Mayor Bade adjourned the meeting at 9:10 PM.

The next regular council meeting will be Monday, May 18, 2026 – 5:30 P.M.



Linda Bade, Mayor

ATTEST:



~~Jake Boone, City Manager~~

Becca Harth, Interim City Manager