

Garibaldi City Council Regular Meeting Minutes **Monday, June 15, 2026 – 5:30 p.m.**

CONVENING OF MEETING

Mayor Bade called the meeting to order at 5:30 p.m. In attendance were Mayor Linda Bade, Council President Cheryl Gierga, Vice President Bud Shattuck, Councilor Connye Corey, and Councilor Tom Porter. Staff in attendance were Interim City Manager/Finance Officer Becca Harth, City Recorder Amy Cram, Fire Chief Tad Pedersen, and Public Works Superintendent Nick Theoharis.

Presentations

Shannon Whipple of the Garibaldi Emergency Volunteers presented an update on the organization's recent activities. Key items included: coordination with Rockaway on upcoming CPR and community response training events; planning for a fundraising raffle featuring prizes including a deep-sea fishing trip; distribution of the Tillamook County Disaster Preparedness for Businesses publication; the need for electrical service and a dehumidifier for the emergency supply container (to protect donated Red Cross wool blankets from moisture); pending nonprofit status with the State; and the upcoming Great Shakeout earthquake drill scheduled for October 15th at 10:15 a.m. Fire Chief Tad Pedersen briefly coordinated on raffle logistics. Meetings are held on the second Tuesday of each month at 5:30 p.m.

To Be Added to be Agenda

With the consent of the Council, Mayor Bade added the Garibaldi Emergency Volunteers presentation as a new item, which was heard immediately following convening.

Public Hearings

State Revenue Sharing

Mayor Bade opened the public hearing pursuant to ORS 221.770 to allow citizens to comment on the proposed use of state revenue sharing funds in the FY 2026–2027 budget.

David Lane noted the absence of a narrative in the meeting packet specifically explaining the source and use of state revenue sharing funds, as had been provided in prior years. He suggested the funds could be used to offset the fire levy or to fund training on public records and meeting law. Mayor Bade clarified that state revenues are reflected within the general fund and enumerated the components: a state revenue sharing allocation of approximately \$9,450, a state marijuana tax of \$1,300, a state liquor tax of \$13,500, and a state cigarette tax of \$480. She noted these revenues support the general fund broadly, including fire, planning, and operations.

Judy Riggs inquired whether a penalty withholding applied due to incomplete audits. Mayor Bade confirmed that the State withholds approximately 10 percent of state revenue sharing funds pending completion of outstanding audits, with those funds to be returned upon audit completion.

Mayor Bade closed the public hearing, finding no further comment.

2026 – 2027 Budget

Mayor Bade opened the public hearing pursuant to ORS 294.453.

Public commenter David Lane raised concern about the large unappropriated ending fund balance in the Transient Room Tax (TRT) fund — approximately \$500,000 — arguing that this money is largely discretionary and could be made available for city projects or to reduce the tax burden. Mayor Bade explained that, given the absence of finalized audits, the budget committee chose to hold those funds in reserve to avoid overspending or misallocating money that may need to be redistributed once audits are complete.

Finance Director / Interim City Manager Becca Harth recommended leaving the TRT fund balance as-is until

audits are finalized, noting that a modification exceeding 10 percent would require additional public hearings and could not meet the June 30th budget adoption deadline.

Tim Hall commended the efforts of Finance Director Harth and staff in addressing longstanding financial management issues and attributed prior audit delays in part to obstruction by former city management.

Nathan Findling provided context on the budget committee's deliberations, explaining that the committee prioritized audit completion over wholesale structural changes, and noted that approximately \$750,000 remained unspent relative to the maximum allowable budget, a deliberate choice to maintain fiscal stability during the audit recovery period.

Judy Riggs raised several concerns: the lack of a clear per-employee salary and benefits breakdown; uncertainty about whether employees are working 32 or 40 hours per week; the existence of employee contracts executed by former City Manager Jake Boone without clear council authorization; and observed overages in certain budget line items relative to the current year's budget. She proposed that the Council consider deferring the implementation of raises and the new financial software expenditure pending further review. Mayor Bade acknowledged these concerns and committed to presenting a full salary allocation breakdown at the next workshop session. She confirmed that the budget committee, after deliberation, voted unanimously not to alter the cost-of-living adjustment (COLA) of 3 percent or the performance-based merit increase of up to an additional 3 percent, noting the total salary impact across all funds was approximately \$50,000 spread over five funds.

Councilor Tom Porter sought and received confirmation that the employee salary figures are present in the adopted budget, though not broken out by individuals. Finance Director Harth confirmed salaries are in the budget by fund.

Mayor Bade confirmed that the new financial software is budgeted but not yet obligated, and that further Council authorization would be required before any contract is executed.

Mayor Bade closed the public hearing, finding no further comment.

Consent Calendar

Mayor Bade noted a concern with the May 18, 2026 Regular City Council Meeting minutes, specifically regarding the characterization of Finance Director Harth's appointment. The minutes stated that the Council "approved the appointment" of Finance Director Harth as Interim City Manager; however, it was unclear from the record whether the related contract had been formally voted upon. The May 18th minutes were withheld from approval pending verification of the audio record. Commenter David Lane also raised concerns that the contract had not been formally approved by Council. Mayor Bade committed to reviewing the audio and, if the vote did not occur, placing the matter on the next agenda.

Councilor Corey requested that bank statements and credit card statements be made available to Council members for review, noting they would assist in understanding financial flows. Mayor Bade suggested Council members visit the office directly to review those records rather than including them in packets due to volume.

A motion was made to approve the Consent Calendar as amended.

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

Public Comments on Agenda Items

David Lane offered procedural guidance, noting that under Robert's Rules of Order the chair should restate a motion before calling for a vote to assist the recorder. He also noted that the agenda language permitting the Council to lower the public comment time allotment appears inconsistent with the city's council rules, which reference only the ability to extend time, and suggested the language be corrected. Action Item Assigned to staff to correct the agenda language at the next meeting.

Judy Riggs raised questions regarding a \$123,000 miscellaneous revenue entry in the general fund (account 4440) and discrepancies in the wastewater fund accounts. Finance Director Harth noted the wastewater discrepancy was the result of a reporting error with the city's current software, which has since been corrected. Finance Director Harth invited Ms. Riggs to schedule a meeting to review financials in detail after additional reconciliation work is completed.

Old Business

Open Planning Commission Position Discussion

Mayor Bade reported two applications were submitted before the Council: one from Heidi Parker, included in the packet, and a renewed application from Nathan Findling. Regarding Mr. Findling, a question arose as to whether he met the 12-month residency requirement for the Planning Commission. Finance Director Harth noted she would seek an opinion from the City Attorney. Additionally, a concern was raised by online commenter Judith Parker that Mr. Findling may not be permitted to serve on both the Budget Committee and the Planning Commission simultaneously, based on city rules.

By consensus, the Council voted to appoint Heidi Parker (unanimously, 5–0) and Nathan Findling (3–2, with Councilor Gierga and Councilor Corey opposed) to the Planning Commission, subject to confirmation by the City Attorney regarding eligibility and the dual-appointment question.

Finance Director Harth will verify with the City Attorney whether Mr. Findling's dual service on the Budget Committee and Planning Commission is permissible, and to confirm his residency eligibility.

Audit Update

Finance Director Harth reported that the city's auditor has communicated that he is in the final stages of drafting the summary for the FY 2023–2024 audit, with draft documents expected within approximately one week. Upon finalization, the city will proceed to the FY 2024–2025 audit. Finance Director Harth indicated she intends to invite the auditor to present to the Council upon completion of the FY 2023–2024 audit to provide a comprehensive update on findings and progress.

City Hall Remediation Update

Finance Director Harth reported that the city is in the process of obtaining quotes for asbestos testing at City Hall, which is the first required step in the remediation process. This work will be undertaken in the new fiscal year. Staff and administrative operations have temporarily relocated to the Fire Department building.

City Website and IT Update

Finance Director Harth reported that updated Wi-Fi equipment has been installed to improve connectivity throughout the building. The old city website has been decommissioned. Mayor Bade expressed continued concern about meeting the Oregon Government Ethics Commission (OGE) requirements for public noticing of meetings and requested that the website be structured to allow easy public access to current agendas. Community member Julie Thelen reported difficulty accessing the city's website via standard internet searches, noting that typing "City of Garibaldi" does not reliably direct users to the site, which is hosted at garibaldi.gov. Finance Director Harth committed to working with staff to improve search visibility.

Street Sweeping Schedule

Public Works Superintendent Nick Theoharis presented a one-year street sweeping schedule beginning Thursday, June 19, 2026. Sweeping will occur every other Thursday along Highway 101 (both directions), the port lane, and adjacent aprons. Additionally, sweeping will be conducted on the Thursday before major holidays, including Juneteenth (this week) and July 2nd for Independence Day. Operations will pause in September due to rain, as the sweeper is not effective in wet conditions. Sweeping will occur from 5:00 a.m. to 7:00 a.m. to minimize traffic impacts. Residents and businesses along Highway 101 are asked to keep parking areas clear during scheduled sweep times. The schedule will be posted to the city website and on the city's Facebook page.

New Business

Supplemental Budget

Mayor Bade provided context for the supplemental budget. Upon the departure of former City Manager Jake Boone, the Council was confronted with five active personnel-related legal matters, each carrying an estimated cost of approximately \$25,000. To resolve the situation, negotiations were conducted with the assistance of the city's attorney and insurance carrier, CIS. Former City Manager Boone initially requested 18 months of severance; the Council's initial offer was 9 months (three months above the contractual minimum); the parties ultimately settled on 12 months. His base salary of approximately \$123,000 annually, combined with 12 months of continued health insurance coverage, resulted in a total severance obligation of approximately \$150,000. CIS agreed to pay 50 percent of the base salary portion of the severance, less a \$6,000 premium. Because the payment was required within the current fiscal year rather than the next, a supplemental budget was necessary to authorize the expenditure across the funds to which the City Manager's salary was allocated.

Finance Director Harth confirmed the supplemental budget was reviewed by the city's auditor prior to the meeting and received approval. She noted that if the supplemental budget were not adopted, the city would be in a technical overspend position in each affected fund. One outstanding personnel matter remains in litigation,

and additional legal costs are anticipated in that matter.

A motion was made to approve Supplemental Budget Resolution No. 2026-06.

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

Resolution to Receive State Revenues

A motion was made to approve Resolution No. 2026-05 to receive state revenues.

- **Moved by: Councilor Gierga**
- **Seconded: Councilor Porter**
- **Motion passed unanimously**

2026 – 2027 Budget Adoption

Finance Director Harth noted a transposition error in the tax levy resolution, which was corrected on the record. Councilor Porter also identified a spelling error in the resolution, which was corrected. Mayor Bade read the tax levy resolution into the record. The adopted taxes for FY 2026–2027 are as follows: a permanent tax rate of \$2.8468 per \$1,000 of assessed value for the general fund; a local option tax rate of \$1.35 per \$1,000 of assessed value for fire department personnel services, authorized by voters on November 8, 2022, expiring June 30, 2028; and a general obligation bond levy of \$37,397.19 for the wastewater debt service fund, authorized by voters on March 28, 1995.

A motion was made to adopt the FY 2026–2027 Budget, Resolution No. 2026-04, incorporating the imposition and categorization of taxes and the making of appropriations.

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

Interim City Manager Authorization to hire OSFM Summer Firefighters

Finance Director Harth reported that the city has received its annual Oregon State Fire Marshal (OSFM) summer firefighter grant, which funds two seasonal firefighter positions. Interviews were conducted prior to the current interim period. Council authorization was required to proceed with hiring.

A motion was made to authorize the Interim City Manager to hire OSFM summer firefighters

- **Moved by: Councilor Porter**
- **Seconded: Councilor Gierga**
- **Motion passed unanimously**

Garibaldi Day's Grand Marshall

The Council discussed the process for selecting the Garibaldi Days Grand Marshal. Finance Director Harth noted that the Garibaldi Days parade is scheduled in late July and that the Grand Marshal selection needs to be communicated for promotional purposes prior to the next regular Council meeting on July 20th. The Council agreed to submit individual nominations to Finance Director Harth by email before Wednesday, June 18th, so she could present the list to the Garibaldi Business Association (GBA) at their Wednesday meeting for further input.

Discussion on Holiday Activities

Mayor Bade initiated a forward-looking discussion on upcoming community events to avoid last-minute planning. Events discussed included: Coast Guard Appreciation Day (confirmed as July 26th, concurrent with Garibaldi Days weekend); Halloween; Thanksgiving; the annual tree lighting; and the December holiday season. The Council reached consensus that a living Christmas tree should not be planted at the tree lighting

location, citing concerns about wind exposure and future size. Council President Gierga noted that it had previously been established that the tree lighting ceremony is held the Saturday after Thanksgiving, and the Council affirmed this tradition. The possibility of reviving the crab pot Christmas tree display, historically erected by the firefighters' association, was discussed favorably. Additionally, the GBA is coordinating a home decorating contest for the Fourth of July, with Fire Chief Pedersen confirming the GBA had requested the Fire Department serve as judges.

Magnolia Ave System Development Charges

The property owner, Paul Daniels, requested that this item be pulled from the agenda. He indicated he wished to review the newly adopted budget and consult with Finance Director Harth before making a formal proposal to the city.

Discussion on Chickens/Roosters within the City limits

Finance Director Harth reported receiving multiple complaints regarding chickens and roosters within city limits and confirmed that no city ordinance currently addresses poultry or farm animals. She noted that the existing municipal code includes a nuisance section (Chapter 9.05.300) covering excessive noise from animals, but it is vague and does not specifically address poultry. Research into other cities' ordinances, including Hillsboro's, indicates a common approach of permitting a limited number of hens while prohibiting roosters, with a fee-based registration requirement and setback rules from neighboring properties. Online commenter Judith Parker suggested the matter could be addressed under the existing nuisance code framework.

The Council agreed to add this item to the agenda for the upcoming work session, where staff will present additional research on ordinance options. Mayor Bade noted the broader question of code enforcement and acknowledged that, in the absence of a city police chief, enforcement responsibility currently falls to the Interim City Manager.

Items Removed from Consent Agenda

The May 18th, 2026, regular city council meeting minutes were withheld from approval pending audio verification of whether the Interim City Manager contract was formally approved by Council vote. If the vote did not occur, the matter will be placed on the next regular meeting agenda for formal action.

City Manager's Report

Finance Director / Interim City Manager Harth reported on the following: ongoing work with software vendors on revenue allocation issues; the move back into the office space following the City Hall remediation relocation; completion of all required budget documents for the evening's meeting; continued monitoring of revenues and expenditures; active pursuit of grant funding related to the City Hall downstairs remediation; outreach to State Senator Weber regarding funding opportunities (no response received as of the meeting date); resolution of the majority of active code complaints, with one matter still in progress; and submission of the previously pending PD franchise agreement, which is now in process. Finance Director Harth reminded the public that code complaints must be submitted on a formal code complaint form to enable tracking and proper follow-up.

DEPARTMENT HEAD MATTERS

Fire Chief Tad Pedersen advised that while the Oregon Department of Forestry's Northwest District entered controlled use status, Tillamook County had not, as of the meeting date, entered a formal burn ban. A permit-holding resident had been burning legally earlier in the day, generating public confusion. Chief Pedersen noted that fire chiefs in the region are scheduled to discuss implementing a countywide burn ban on Thursday, June 18th, and that if a burn ban is declared, it will be communicated through all available channels including signage at the Fire Department.

Public Works Superintendent Theoharis reported that the city has engaged RCAC (Rural Community Assistance Corporation), appointed through the EPA and the State of Oregon, to provide no-cost technical assistance for utility planning and rate study work. RCAC will assist the city with a SIFT (Seismic Infrastructure Funding Tool) grant application, due August 15th, for a seismic risk assessment, mitigation plan, and security resiliency study for the water system, with a grant value estimated at up to \$70,000. Following the SIFT grant, RCAC will assist with a comprehensive water rate study and potentially a sewer rate study to evaluate whether current rates are sufficient to cover operations, reserves, debt, capital improvements, and long-term infrastructure replacement. Superintendent Theoharis also reported two additional grant applications submitted through the State of Oregon: \$50,000 for a water master plan and Capital Improvement Plan (CIP) update, and \$50,000 for a stormwater study (the latter requiring a \$25,000 city match). A preliminary rate-setting presentation by RCAC to the Council is tentatively scheduled for July 20, 2026. No Council action was required at this time.

Affiliated Organization Reports

The June library report was included in the packet. No questions were raised by the Council.

Council Reports and Comments

Councilor Gierga expressed enthusiasm for the upcoming Part 2 of the community town hall meeting.

Councilor Corey announced a Solve beach cleanup event at Barview on July 5th beginning at 8:00 a.m., noting that parking passes will be provided to volunteers.

Mayor Bade noted the significant time demands of the mayoral role and discussed a planning calendar she had developed projecting agenda topics through December to improve advance preparation for upcoming events and decisions. The Council agreed to combine the public comment on agenda items and public comment on non-agenda items into a single consolidated comment period, placed earlier in the agenda, beginning with the July meeting.

Public Comments on Non-Agenda Items

David Lane reported that the GBA had previously confirmed to him that the City Council would be responsible for selecting the Garibaldi Days Grand Marshal, consistent with the discussion under New Business. He also referenced a historical compilation of past Grand Marshals, noting the first was Heck Harper. Mr. Lane reiterated his position that the City Charter, Section 24(8), requires the Council to appoint a "manager pro-tem" not an "interim city manager" when the city manager position is vacant, and that the charter prescribes specific duties for the pro-tem role. He argued that the title of "interim city manager" has no basis in the charter or municipal code. Mayor Bade committed to raising the charter language with the City Attorney, noting the distinction between "pro-tem" (implying temporary coverage with return) and "interim" (implying a longer-term vacancy), and acknowledged that prior city governments have used the interim designation.

Tim Hall urged the Council to be mindful of the approaching sunset of the Garibaldi Urban Renewal Agency (GURA), which is set to expire in 2027. He noted that upon dissolution, a significant sum of GURA funds would be transferred to the city, and recommended the Council engage the City Attorney in advance to plan for that transition. He expressed concern about prior GURA practices and indicated there is little community appetite for renewal of the agency.

Heidi Parker (online) inquired about Fourth of July activities and expressed support for the GBA home decorating contest referenced by Fire Chief Pedersen. She also expressed support for permitting hens while restricting roosters and suggested that any new animal ordinance includes a community engagement process to allow existing animal owners adequate transition time.

Adjournment

Mayor Bade adjourned the meeting at 8:04 PM.

ATTEST:


Becca Harth, Interim City Manager/Finance Director



Linda Bade, Mayor