

Garibaldi City Council Regular Meeting Minutes

Monday, August 17, 2026 – 5:30 p.m.

A. CONVENING OF MEETING

The Regular Meeting of the Garibaldi City Council was called to order at 5:30 PM.

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 City Manager Pro Tem/Finance Director Becca Harth, City Recorder Amy Cram, Fire Chief Tad Pedersen, and Public Works Superintendent Nick Theoharis.

Prior to proceeding, Mayor Bade moved two agenda amendments by consensus: the Pledge of Allegiance was added immediately following convening, and Public Comments on Non-Agenda Items was relocated to follow the Consent Calendar as a standing practice.

B. PRESENTATIONS

1. RCAC – Water Rate Study

Tricia Kent, Technical Assistance Provider with the Rural Community Assistance Corporation (RCAC), presented via Zoom an overview of water rate-setting principles applicable to small and rural water systems. The presentation covered the true cost of service, including operating expenses, debt service, and reserve contributions; the distinction between fixed and variable costs; asset management practices; and the importance of annual rate reviews aligned with inflation (recommended at 3–4% annually). Ms. Kent emphasized that incremental annual rate increases reduce the long-term burden on customers compared to infrequent large adjustments. The rate study itself has not yet commenced; a September start date was anticipated pending confirmation of RCAC funding availability. No charge to the City is associated with RCAC's technical assistance services.

2. Garibaldi Emergency Volunteers

Councilor Connye Corey, reporting on behalf of the Garibaldi Emergency Volunteers, provided the following updates: the group raised \$836 at their Garibaldi Days raffle, with appreciation extended to contributing businesses. The Great Shakeout is scheduled for October 15th at 10:15 AM; additional details will be presented at the September meeting. The group is exploring methods to identify and register elderly and disabled residents along the Highway 101 corridor who may require evacuation assistance during a disaster. Upcoming community opportunities noted include a ham radio class in Rockaway Beach on August 26th, a go-bag pop-up offered by EVNBC (starter bags at \$65, complete bags at \$125, available for pickup at the former Manzanita police station), and a water sanitation and hygiene class at Nehalem Fire Station on September 19th for a \$20 fee.

C. ITEMS TO BE ADDED TO THE AGENDA

Two items were added by consensus: the Pledge of Allegiance (inserted immediately after convening) and Public Comments on Non-Agenda Items (relocated to follow the Consent Calendar, designated as Item F, as a permanent agenda restructuring).

D. PUBLIC HEARINGS

No public hearings were held.

E. CONSENT CALENDAR

The presiding officer noted two corrections to the minutes prior to approval. For the July 13, 2026 Work Session minutes, a sentence was to be added to the employee payroll costs item clarifying that the workshop packet provided a breakdown of staff costs as requested during the budget committee meeting. For the July 20, 2026 Regular Meeting minutes, the consent calendar approval was to be amended to reflect approval "with edits." Finance Director Becca Harth confirmed that business license collections were substantially complete as of July, and that the systems maintenance and repair expenditure of \$5,643.62 on the streets account reflected costs associated with the installation of one-way street signage, arrows, and asphalt work.

A motion was made to approve the Consent Calendar with edits.

- **Moved by:** Gierga
- **Seconded by:** Porter
- **Motion Passed unanimously**

F. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Tiffany Stewart addressed the Council regarding a deteriorating retaining wall on her property, which she attributed to drainage issues, overgrown vegetation, and plastic sheeting on the adjacent upper property. She indicated that previous outreach to former City Manager Jake Boone had not resulted in a formal assessment or follow-up. The Council acknowledged the matter and indicated it would likely constitute a civil issue between private property owners; however, they will review the situation and provide a response. A council member noted having personally visited the property earlier that day.

Heidi Parker raised a concern regarding a smashed culvert on city property, which she attributed to heavy equipment operated by a contractor building houses adjacent to her property. She expressed concern about drainage impacts with the upcoming rainy season and requested the City address the issue. Staff acknowledged the report, having been informed of the condition during a prior site visit.

G. OLD BUSINESS

1. Audit Status Update

Finance Director Becca Harth reported that the draft audit for fiscal year 2023–2024 had been received that day and had not yet been reviewed. She noted this represents the fourth audit completed since she assumed the role in March 2024. The auditors are currently traveling and conducting other audits; Finance Director Harth will seek to schedule them for a future workshop presentation and will provide a summary to the Council at the next meeting. It was noted that one additional audit (fiscal year 2024–2025) remains outstanding before the City can be considered current. The fiscal year 2025–2026 audit is not due until December and will likely be completed subsequent to the 2024–2025 audit. Council members discussed initiating preliminary grant-readiness efforts so the City is positioned to apply for grants once audit compliance is fully restored.

2. Garibaldi Wayfinding Project Update

Harth reported that a project meeting was held on August 5th, during which various signage, kiosk, logo, and cart storage concepts were discussed. Feedback was provided to the consultant, who is expected to return with a revised plan. Subsequent steps will include selection of color schemes and potential logo updates.

3. City Manager Recruitment Update

Harth presented three recruitment firm proposals for Council consideration. The options were summarized as follows: Proffman, at \$16,500 in professional fees plus approximately \$6,500 in expenses over 12–14 weeks; Jensen, at \$28,000 in professional fees plus approximately \$7,500 in expenses over 14–16 weeks; and WBCP, at \$21,900 in professional fees plus approximately \$6,900 in expenses over 12–14 weeks. Harth indicated a preference for Jensen based on the quality of their proposal and favorable references from the City of Manzanita, which is currently using Jensen and has an interim city manager in place through that engagement. Council discussion centered on budget impact (the recruitment was not budgeted), the City's history of frequent city manager turnover, the burden a self-managed recruitment would place on existing staff, and the importance of thorough vetting of candidates. The Council reached consensus to defer a final decision until the next meeting, pending review of the newly received audit numbers and updated information on city hall remediation costs.

4. City Hall Project Update

Harth and Public Works Director Nick Theoharis reported that exterior waterproofing and sealing work on the rear of the building was scheduled to commence the following day. Concrete repairs at the former air intake location will be completed by Public Works prior to the waterproofing contractor's work. Mold and mildew remediation is the next phase following successful sealing, with an estimate still pending from the contractor. The final phase will be HVAC installation, with the air handling and conditioning components estimated at approximately \$17,000–\$20,000. Staff expressed optimism that total remediation costs may come in below the \$115,000 budgeted.

H. NEW BUSINESS

1. Consideration of Intergovernmental Agreement Renewal with Garibaldi Rural Fire Protection District

Harth presented the annual renewal of the intergovernmental agreement with the Garibaldi Rural Fire Protection District. The terms are identical to the prior year, with updated dates. Compensation to the District is calculated at 95% of property tax revenues collected by the District. The District's board had already approved the agreement at its most recent meeting.

A motion was made to approve the Intergovernmental Agreement Renewal with Garibaldi Rural Fire Protection District.

- **Moved by: Gierga**
- **Seconded by: Shattuck**
- **Motion Passed unanimously**

2. Consideration of the League of Oregon Cities (LOC) 2027-2028 Legislative Priorities

Harth explained that each even numbered year, the League of Oregon Cities (LOC) identifies legislative policy priorities through seven committees, resulting in 27 priorities for the 2027–2028 cycle. Each city is invited to select up to five priorities to submit as its preferences. By consensus, the Council selected the following four priorities: (1) Public Meetings Law Clarity; (2) Invest in Community Energy Resilience and Disaster Planning; (3) Emergency Communication System Resources; and (4) Infrastructure Funding for Water and Wastewater. Harth will submit the City's selections through the LOC online voting portal.

I. ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the Consent Calendar for separate discussion.

J. CITY MANAGER'S REPORT

City Manager Pro Tem Harth reported on ongoing administrative, enforcement, code compliance, and financial operations. Key financial activities included processing of accounts payable, receivable, and payroll; routine banking reconciliations; continuation of budget and expenditure monitoring for the newly adopted fiscal year 2026–2027 budget; and continued coordination with auditors. Receipt of the fiscal year 2023–2024 audit draft was reiterated. The presiding officer commended staff for their responsiveness on code enforcement matters.

K. DEPARTMENT HEAD MATTERS

Public Works Director Nick Theoharis reported that a waste pump failure occurred at the wastewater plant. A loaner pump was obtained from a neighboring municipality, and two new replacement pumps were ordered and received. Installation of the replacement and a second pump inspection were planned. Director Theoharis also noted that the street sweeper requires minor maintenance related to a worn component. Five hot-patch street repairs remain pending, awaiting a response from Bayview. Highway 101 manhole repair work (inflow and infiltration issues) was scheduled to begin the following day, performed by Advanced Excavation, with anticipated detours on Driftwood Ave.

Fire Chief Tad Pedersen reported that the department dispatched a water tender and crew to assist with a wildfire conflagration near Halfway, Oregon for several days. Volunteer Ruben stepped up to cover daily shifts during the deployment. The deployed crew received an excellent evaluation from a Portland Fire Battalion Chief serving as task force leader, with commendation for their initiative in conducting independent training while in camp. Fire Chief Pedersen also noted that a department open house is tentatively planned for October 3rd, prior to the Great Shakeout, and that hydrant testing is ongoing in coordination with Public Works, working northward through the city. The county's radio system contract was awarded to Motorola at a value of approximately \$27.9 million, with system construction expected throughout the following year and go-live anticipated in early 2028.

L. AFFILIATED ORGANIZATION REPORTS

No affiliated organization reports were presented.

M. COUNCIL REPORTS AND COMMENTS

Councilor Corey spoke about a donation that was made to cover the cost of getting electricity to the emergency container.

Councilor Porter reported that he attended the League of Oregon Cities conference for small cities and was glad that he did.

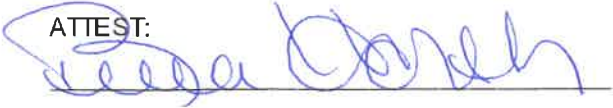
Mayor Bade commented on having a good month. However, the town hall meeting was not well attended. They are planning on having another one in late September and will focus on advertising it well.

Councilor Gierga and Shattuck had no comments.

N. ADJOURNMENT

The meeting was adjourned at 7:23 PM.

ATTEST:



Becca Harth, City Manager Pro Tem/Finance Director



Linda Bade, Mayor