

## **Garibaldi City Council Special Meeting Minutes**

### **Monday, September 28, 2026 – 4:00 p.m.**

#### **A. CONVENING OF MEETING**

The Special Meeting of the Garibaldi City Council was called to order at 4:00 PM.

In attendance was Mayor Linda Bade, Council President Cheryl Gierga, Vice President Norman Shattuck, Councilor Tom Porter, Councilor Connye Corey, City Manager Pro Tem/Finance Director Becca Harth, and City Recorder Amy Cram

Prior to the business portion of the meeting, Council Gierga read a statement regarding the standards of conduct expected during public comment, referencing First Amendment protections while calling on participants to avoid using public comment as a forum to target individuals by name. Mayor Bade supplemented this with remarks clarifying the role of the City Council specifically that the Council is charged with policy, legislation, and budget, and does not direct day-to-day management operations. The Mayor indicated her intent to exercise her authority as chair more decisively should future public comment stray into personnel matters.

#### **B. OLD BUSINESS**

None.

#### **C. NEW BUSINESS**

##### ***1. Consideration of City Manager Recruitment Materials***

The Council considered materials related to the recruitment of a permanent City Manager. The Council had previously agreed to conduct this recruitment independently, without engaging an outside recruiting firm.

Mayor Bade led the discussion, noting that the existing recruitment brochure carried over from a prior hiring process required several corrections, including the replacement of a photograph of the Astoria Bridge with an image representing Garibaldi, and updating the community description to reference the Garibaldi museum rather than the Tillamook County Pioneer Museum. The position description was also identified as outdated, containing references to departmental structures no longer reflective of the City's current organization. The Council agreed these materials required revision before final publication.

The Council discussed whether to form a citizen subcommittee to assist in the recruitment process. While the concept was viewed favorably particularly as a means of distributing workload and engaging the public. Harth cautioned that organizing such a committee could delay the timeline. The Council agreed to proceed with the current process and expressed openness to soliciting public interest in participation at a later stage.

Councilor Porter argued in favor of a concise, straightforward posting rather than an elaborate brochure, reasoning that overly detailed or idealized qualification language could unnecessarily narrow the applicant pool or discourage candidates. The Council agreed to use a brief, half-page advertisement referencing the job description, to be posted in accessible locations. The existing recruitment brochure language was characterized by several members as generic and not specific to Garibaldi's character as a working port and fishing community.

Regarding minimum qualifications, the Council acknowledged that the realistic applicant pool may not include individuals with prior City Manager titles or advanced degrees in public administration. Mayor Bade read the existing document's equivalency clause providing that any satisfactory combination of education, training, and experience demonstrating the requisite knowledge, skills, and abilities may substitute for stated requirements

and the Council affirmed this language as appropriate and important. The Council also briefly discussed the addition of strategic planning as a desired competency, consistent with the Council's stated intent to develop a five-year financial and strategic plan.

Advertising venues discussed included the League of Oregon Cities job board, the League of Washington Cities, LinkedIn, Indeed, the Headlight Herald, and the City's own website and Facebook page. Posting to The Oregonian was considered but set aside as cost-prohibitive relative to its likely effectiveness. Harth will post the advertisement across reasonable, cost-effective platforms beginning the following day.

Harth noted that she had submitted an application for the city manager position, and this dual role was acknowledged by Councilor Porter as a potentially awkward but professionally manageable circumstance. Councilor Porter affirmed that Harth's input on salary and recruitment reflected her interim management responsibilities and was consistent with guidance received from the City's insurance affiliate, CIS.

Mayor Bade presented a comparative analysis of city manager salaries across neighboring coastal municipalities, noting that Garibaldi's proposed range would place the city among the lower end of regional compensation identified as second-lowest based on verified salary data. For context, the Mayor noted that at a salary of \$135,000, the per-capita cost to Garibaldi residents equates to approximately \$156.79 per person, compared to Astoria's per-capita cost of approximately \$17.76 at a salary of \$182,000 a difference attributable primarily to population size rather than level of municipal service.

The rationale for not setting the floor below \$120,000 was grounded in the need to attract a credible candidate pool; several members acknowledged that qualified professionals would be unlikely to relocate to a coastal community with limited housing availability for a salary below that threshold. The lower floor of \$120,000 also preserves fiscal prudence for the municipality, while the upper range of \$135,000 signals flexibility and genuine commitment to securing capable leadership. The Council additionally discussed the possibility of a six-month probationary period with a merit-based salary increase upon successful completion, as a mechanism to accommodate candidates who may not initially meet all stated qualifications but demonstrate strong potential.

The Council expressly noted that the City is in a rebuilding phase and that securing the right City Manager is essential to advancing future infrastructure, service, and planning goals.

A motion was made to proceed with advertising the City Manager position in the agreed-upon format, at a salary range of \$120,000 to \$135,000, with a 30-day application window, posted to the locations discussed.

**Motion to proceed with advertising the City Manager position per the terms discussed.**

- **Moved by: Councilor Tom Porter**
- **Seconded by: Councilor Corey**
- **Motion Passed Unanimously**

Harth confirmed the advertisement would be posted the following day.

#### **D. ADJOURNMENT**

The meeting was adjourned at 5:01 PM.

ATTEST:

A blue ink signature of Becca Harth, written over a horizontal line.

Becca Harth, City Manager Pro Tem/Finance Director

A blue ink signature of Linda Bade, written over a horizontal line.

Linda Bade, Mayor