

TOLEDO CITY COUNCIL

206 N. Main St.

Toledo, Or 97391

6:30PM Work Session

August 27, 2025

Public Safety Building Tour, 222 NE Hwy 20, Toledo, began at 5:00 pm. All of the council were present except councilor Mix.

Staff present: City Manager Pro-Tem (CM) David Clyne, Human Resources Director Shawna Gribskov, Fire Chief Larry Robeson, Public Works Superintendent Jeff Chatterton, Planning Assistant Arlene Inukai.

Sid Scott from Scott Edwards Architecture provided an overview of the work completed on the building, upcoming project discussions, and led a tour of the building.

Participants returned to City Hall Council Chambers to convene for the work session meeting.

1. Call To Order

Mayor Rod Cross called the meeting to order at 6:07 p.m. also via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
X		Council President Kim Bush
x		Councilor Jackie Kauffman
	X	Councilor Tracy Mix
X		Councilor Frank Silvia
X		Councilor Jackie Burns
X		Councilor Andrew Keating

Staff present: City Manager Pro-Tem (CM) David Clyne, City Attorney Souvanny Miller, Finance Director Judy Richter, and Planning Assistant Arlene *Councilor Kauffman entered after Roll Call.*

2. Visitors/Public Comment

None

Visitors/Public Comment

3. Architect Presentation

Sid Scott from Scott Edwards Architecture distributed materials on the plan and project goals for the Public Safety Building renovation project.

The architect team will begin with a building/zoning code review, space review, then City Council/community/staff input and needs. After meeting with Council, community, and staff members, the conceptual plan will be created with options to bring back to the City. The City will then review and select the plan(s) and then the plans will be presented to the public once again.

Councilor Kauffman entered the meeting at 6:18 pm.

Councilors agreed to a community meeting on September 15th at 7pm. Announcements should go out 1-2 weeks before the event. On October 14th, a workshop or design charrette will be held for the community. On November 19th, the architect will provide finalized versions to the City.

4. Stray Cats Discussion

City Council directed staff to draft an ordinance for dumping cats and abandoning pets. Enforcement options, surrendering options, and neutering programs were discussed.

5. Budget Committee Off-Cycle Discussion

Motion – It was moved and seconded (Keating/Kauffman) to defer the discussion until the new City Manager is in place. The motion carried as follows: Motion Carries 6-0-0.

Council member	In Favor	Opposed	Abstained
Mayor Cross	X		
Council President Bush	X		
Councilor Kauffman	X		
Councilor Mix (absent)			
Councilor Silvia	X		
Councilor Burns	X		
Councilor Keating	X		

**Recorder's note*The Oregon Attorney Guidance on Open Public Meetings (Chapter 2, Section D)(ORS 192.630) indicates this was not a valid vote because work sessions are not for formal action. The vote was advisory only and has no legal effect. The council may wish to take the matter up at a later date.*

6. Finance Discussion: Homie House

Council discussed various contribution amounts and phasing options for the distribution of a funding package. Council directed staff to draft a resolution to provide an \$8,000 contribution to Homie House with up to a \$10,000 commitment to be used for a future grant match, to be distributed from the Council's Strategic Fund. The Mayor will also draft a letter of support for the Homie House organization and will bring back to City Council for review in September.

7. Finance Discussion: SDC Waiver

Council directed staff to bring back an agreement and resolution to pay the System Development Charges assessed to Northwest Coastal Housing. This would be an inter-fund loan, with interest, paid from SIP funds, preferably a five-year loan period.

8. Councilor Comments

Councilor Kauffman expressed appreciation to discuss the stray cat problems.

Councilor Silvia announced he will be out on medical on September 16th, but will attend the Portland event. The October 1st City Council meeting may need to be cancelled.

Councilor Keating reported he is hoping to bring funding and grant agencies to Toledo to meet with non-profit agencies. This will help the non-profits to find resources that many may not be aware of. He will also be absent on October 15th.

Councilor Bush announced that the murals will be placed at Rock Park on August 28th.

Mayor Cross urged all to be alert and safe around children and busses when school starts next week.

Approve: Attest:

Mayor Rod Cross

Interim City Recorder Krista Miller

5. Adjournment

The meeting adjourned at 7:04 p.m.

Approve:

Attest:

Mayor Rod Cross

Interim City Recorder, Krista Miller]

TOLEDO CITY COUNCIL

206 N. Main St.

Toledo, Or 97391

Regular Meeting 6:00PM

September 3, 2025

1. Call To Order

Mayor Rod Cross called the meeting to order at 6:02 p.m. at the Toledo City Hall Council Chambers; and also via Zoom in Toledo, Oregon.

Present	Absent	
X		Mayor Rod Cross
	X	Council President Kim Bush
X		Councilor Jackie Kauffman
X		Councilor Tracy Mix
X		Councilor Frank Silvia
X		Councilor Jackie Burns
X		Councilor Andrew Keating by Zoom
X		City Manager Pro-Tem David Clyne
X		City Manager Rich J. Huebner
X		HR Director- Shawna Gribskov
X		Interim City Recorder Krista Miller
X		City Attorney Souvanny Miller
X		Fire Chief Dave Lapof
	X	Police Chief Michael Pace
		Library Director Harrison Baker
	X	Public Works Director Brian Lorimor
X		Interim Finance Director Judy Ritcher

Others present:

2. Visitors/Public Comment

- a. Brenda Brown invites the public to a 20-year celebration 11-3Pm at the Toledo History Center. A book signing will be available.

3. Consent Agenda

Motion – It was moved and seconded (Silvia/Mix) to approve the consent agenda as presented and the motion carried as follows: motion carries 6-0-0-1

Council member	In Favor	Opposed	Abstained	Absent
Mayor Cross	X			
Council President Bush				X
Councilor Kauffman	X			
Councilor Mix	X			
Councilor Silvia	X			
Councilor Burns	X			
Councilor Keating	X			

Discussion Items

None

Decision Items

- a) No movement on the bargaining agreement- David Clyne
- b) Homie House Donation Request by the mayor to be put on the agenda. The mayor read the RCA. Consensus was a local matching grant and C.Silvia is OK with any other matching grant. Kauffman-strike local language; Silvia, ditto; Burns strike local; Keating- feel this structure provides sustainability and structure being local to provide other assistance.

Motion – It was moved and seconded (Mix/Silvia) to approve and extend a grant of \$8,000 to the 501c3, Homie House; when matching source grants have been obtained by Homie House another \$10,000 will be available to draw down: Motion carries 6-0-0-1.

Clarifying that Homie House will need to come back to council for the approval of another \$10,000 once the matching grant requirements are met.

Council member	In Favor	Opposed	Abstained	Absent
Mayor Cross	X			
Council President Bush				X

Councilor Kauffman	X			
Councilor Mix	X			
Councilor Silvia	X			
Councilor Burns	X			
Councilor Keating	X			

Fire Department- Chief Lapoff gave a description of a brush truck and conveyed challenges with getting parts.

Public Works- Department Head Brain LXX read an email he received. This email has been entered into the official packet after the close of the meeting. Did the walk-through and pre-bid on the 16th it opens and award the 24th conference for the water upsizing Ollala meadows project.

Finance- Nothing to add

CM Report- Nothing further

City Attorney- Discuss city council rules. The after action report may be priority. Move the council rules discussion to October work session. She will not be available to be at the next meeting, will have another attorney stand-in. Final question, would it be helpful to have a staff report? Mayor agrees that it would be appreciated.

Do any items need to be added to the tracker? C. Keating would like an Executive Session for next steps on the Fire District agreement.

Mayor would like to form a committee on events and volunteerism, to be put on the council tracker.

Monster of a Mash Dance- Street Dance to benefit the Homie House Fundraiser, 6-10PM.

Motion- Mix-Sylvia add the Main St Mash application to Agenda decision items. Motion carried as follows: motion carries 6-0-0-1

Council member	In Favor	Opposed	Abstained	Absent
Mayor Cross	X			
Council President Bush				X
Councilor Kauffman	X			
Councilor Mix	X			
Councilor Silvia	X			

Councilor Burns	X			
Councilor Keating	X			

Motion-Sylvia/Mix to approve the outdoor event, Main St. Mash. Motion carried as follows: motion carries 6-0-0-1

Council member	In Favor	Opposed	Abstained	Absent
Mayor Cross	X			
Council President Bush				X
Councilor Kauffman	X			
Councilor Mix	X			
Councilor Silvia	X			
Councilor Burns	X			
Councilor Keating	X			

Council Comments:

Mix: Went to the future event at the Toledo library.

Bush: Absent

Cross: 7am September the 6th on the High School athletic and culinary departments are putting on a thank you community breakfast.

Silvia:

Kauffman: none

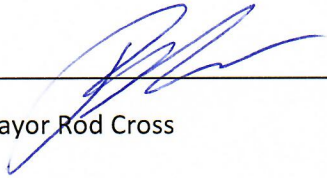
Burns: Had unnoticed meetings related to the pet parade and would like to rectify to ensure legal meetings are held. City Attorney clarified how the meetings took place and confirmed that there was no city business held at these meetings and was not a city sponsored event at that time. It is now a sponsored event and will be noticed for precaution in the future.

Keating: None

5. Adjournment

The meeting adjourned at 7:50 p.m.

Approve:



Mayor Rod Cross

Attest:



Interim City Recorder Krista Miller

