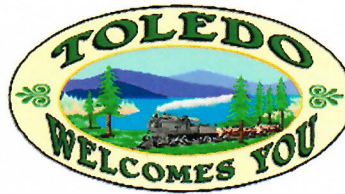


City Hall
206 N. Main St.
Toledo, Oregon 97391
6:00 p.m.



TOLEDO CITY COUNCIL
Regular City Council Meeting
December 17, 2025

1. Call to Order

- a. Mayor Cross called the meeting to order at 6:05 p.m.; also via Zoom in Toledo, Oregon and lead the Pledge of Allegiance. Mayor Cross noted that he was attending online and passed the jurisdictional gavel to Council President Mix to run the meeting.

2. Roll Call

- a. City Recorder Johnson took roll call and determined a quorum is present.

Council Member	Present	Absent	Via Zoom
Mayor Cross			X
Council President Mix	X		
Councilor Kauffman	X		
Councilor Silvia	X		
Councilor Burns	X		
Councilor Keating	X		
Councilor Chambers	X		

- b. City Staff - City Manager Rich Huebner, City Recorder Paul Johnson, City Attorney Souvanny Miller, PW Director Lorimor, Fire Chief Robeson, Fire Chief Lapof, Acting Police Chief Sgt. Pitcher/AS-ESC Wendy Pickell, HR Director Shawna Gribskov.
- c. Library Director Harrison Baker and Police Chief Michael Pace are on leave.

3. Visitors/Public Comment

- a. Cynthia George addressed the council regarding a concerning situation on Pioneer Trail. She reported that trees are falling due to clear cutting, and a home may have been lost on the top of the road. Ms. George expressed that her previous warnings about this issue had now come to fruition, comparing it to similar problems seen on the Siletz River where "the mountain has come down." She urged the council to reevaluate how forests are being treated, particularly regarding monocrop hillsides and logging up to feeder creeks, which leads to landslides during winter. Ms. George also expressed disappointment that the mayor had not stepped aside and emphasized the need for trustworthy leadership.
- b. No other members of the public requested to speak, and the public comment period was closed.

4. Consent Agenda

- a. **Motion** to approve the consent agenda as presented. Moved by Councilor Silvia, seconded by Councilor Keating. Motion passed 6-0-1 with Councilor Chambers abstaining.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross			X			
Council President Mix			X			
Councilor Chambers					X	
Councilor Kauffman			X			
Councilor Silvia	X		X			
Councilor Keating		X	X			
Councilor Burns			X			

5. Community Service Reports and/or Presentations to the Council

- a. Amber Brown, Executive Director – Chamber of Commerce in 2026
- Amber Brown introduced herself as the new director of the Chamber of Commerce and outlined her vision for 2026. She expressed her goal to revitalize Main Street, which has been experiencing vacant commercial spaces. She discussed upcoming events including the annual Hearts program in late January/early February, the Seafood and Wine fundraiser, the Waterfront Market, and the Car Show/Flea Market. Ms. Brown mentioned her interest in reviving past successful events like block parties and antique fairs to bring more activity to the town.
 - Ms. Brown announced that the Chamber had launched a community calendar to help coordinate events and invited the city to share their events. She noted that the Chamber board has 11 members with capacity for 15 and invited interested individuals to attend their next meeting on January 8th at Whimsy at 5 PM.
 - Council members raised concerns about scheduling conflicts between city council meetings and Chamber events, which had prevented council members from attending in the past. Ms. Brown acknowledged this issue and committed to using the new community calendar to avoid such conflicts in the future.
 - Councilor Keating suggested the Chamber consider featuring Oregon wines instead of exclusively California wines at the Seafood and Wine Festival, as it would better represent the region. Ms. Brown was receptive to this suggestion and welcomed recommendations for local wineries.
- b. Scott Edwards Architecture – Civic Center Cost Estimate and Design Updates
- Tim and Sander from Scott Edwards Architecture presented updates on the Civic Center design based on the council's previously selected floor plan. They provided site plans, floor plans, elevations, and renderings of the final design concept that includes the addition for council chambers and an elevator.

- ii. The presentation highlighted several key design elements:
 - 1. Public and police entrances on different sides of the building with secure access areas for police
 - 2. Two covered entry vestibules with wood features to create a welcoming appearance
 - 3. Council chambers designed to function as a "lantern" visible from the street
 - 4. A public plaza with planters and space for community gatherings
 - 5. Different siding treatments to visually distinguish the police and city hall/council portions
 - 6. A flexible design that could incorporate public art or Toledo signage
 - 7. Solar panels on the south side to meet Oregon's green energy technology requirements
- iii. The cost estimate for the project remained consistent with previous presentations, with the selected option estimated between approximately \$5-6 million including hard costs, soft costs, and contingencies.
- iv. Council members asked clarifying questions about maintaining existing siding versus replacing it, with architects confirming that keeping the existing siding was an option that could reduce costs. Councilor Kauffman inquired about the circular feature in the plaza design, which the architects explained was flexible and could be modified.

6. Discussion and Information Items

- a. Yaquina River Museum of Art – Final Report
 - i. City Manager Rich Huebner noted that the final report from the Yaquina River Museum of Art was included in the council packet for information. No questions were raised by the council.
- b. Proposed Updates to Council Rules
 - i. City Attorney Souvanny Miller presented proposed updates to the City Council rules. Key changes included:
 - 1. Clarifying that work sessions are for discussion only, with no formal or final actions permitted
 - 2. Updating public comment procedures to specify that comments are invited both for items not on the agenda at the beginning of meetings and for all decision items
 - 3. Modifying rules for stating personal information during public comment, removing the requirement for addresses for privacy reasons
 - 4. Clarifying procedures for substantive changes to ordinances versus resolutions
 - 5. Updating the appointment process for council committees
 - 6. Adding a process for councilors to waive their compensation if desired

- ii. The council had extensive discussion about public comment procedures, particularly regarding:
 - 1. The 30-minute maximum time limit for public comments
 - 2. How to ensure comments remain germane to the topic at hand
 - 3. Guidelines for council interaction during public comment periods
 - 4. Requirements for identifying speakers' city of residence versus specific addresses
 - iii. The council agreed to further refine the language to balance the desire for public input with meeting efficiency.
- c. Proposed Updates to City Charter
 - i. Attorney Miller presented proposed updates to the City Charter, including:
 - 1. Clarifying that the offices of city manager, municipal judge, and city attorney may not be combined with other appointed offices
 - 2. Adding provisions for a city manager pro tem that would require council approval for appointing or removing employees and wouldn't need to reside in Lincoln County
 - 3. Updating the ordinance adoption process to remove the requirement to read ordinances in full, allowing approval at two meetings or at a single meeting with unanimous approval if available to the public a week in advance
- d. Rescue Helicopter Relocation Litigation Update
 - i. Attorney Miller provided an update on the Coast Guard helicopter relocation litigation. She reported that the parties had fully briefed and argued for a preliminary injunction, with the court considering whether to extend the temporary restraining order throughout the course of litigation.
 - ii. Councilor Keating shared additional information, noting that while the Coast Guard had written to Senator Merkley claiming they always intended to keep the helicopter in Newport, their actions in vacating the building contradicted this claim. He explained that the fisherman's wives, the city of Newport, and Lincoln County as co-plaintiffs remain concerned because the Coast Guard continues to fight the preliminary injunction in court despite public statements suggesting otherwise.
 - iii. The council consensus was to monitor the situation and potentially discuss further action in executive session if warranted, particularly after the current court decisions are made.
- e. Volunteer Appreciation
 - i. Councilor Burns raised the idea of creating a program to recognize community volunteers. She emphasized the importance of acknowledging those who contribute to Toledo's events and services.
 - ii. Mayor Cross suggested Labor Day weekend might be an appropriate time for a community potluck event at Waterfront Park to recognize volunteers from various organizations.
 - iii. Councilor Keating added that the council could consider establishing annual volunteer recognition awards similar to those he had observed in other communities.

- iv. The council agreed to add this topic to a future work session for further development.

7. Decision Items

- a. **Motion** to reappoint Cora Warfield to the Planning Commission. Moved by Mayor Cross, seconded by Councilor Keating. Motion passed unanimously.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross	X		X			
Council President Mix			X			
Councilor Chambers			X			
Councilor Kauffman			X			
Councilor Silvia			X			
Councilor Keating		X	X			
Councilor Burns			X			

- b. **Motion** to reappoint Anne Learned-Ellis to the Planning Commission. Moved by Councilor Kauffman, seconded by Councilor Keating. Motion passed unanimously.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross			X			
Council President Mix			X			
Councilor Chambers			X			
Councilor Kauffman	X		X			
Councilor Silvia			X			
Councilor Keating		X	X			
Councilor Burns			X			

- c. **Motion** to terminate the Disc Golf Course license agreement between the City of Toledo and the Central Oregon Coast Disc Golf Club. Moved by Councilor Keating, seconded by Councilor Silvia. Motion passed unanimously.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross			X			
Council President Mix			X			
Councilor Chambers			X			
Councilor Kauffman			X			
Councilor Silvia		X	X			
Councilor Keating	X		X			
Councilor Burns			X			

- d. **Motion** to approve hiring DSL Builders LLC to rebuild Memorial Field Bathrooms. Moved by Councilor Silvia, seconded by Councilor Keating. Motion passed unanimously.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross			X			
Council President Mix			X			
Councilor Chambers			X			
Councilor Kauffman			X			
Councilor Silvia	X		X			
Councilor Keating		X	X			
Councilor Burns			X			

- e. **Motion** to approve Resolution No. 1594 Adopting a Policy Pertaining to Community Requests of Strategic Reserve Funds. **TABLED**
- f. **Motion** to approve a waiver of the December code enforcement fee for the City of Siletz. Moved by Mayor Cross, seconded by Councilor Silvia. Motion passed unanimously.

Council member	M	S	Yay	Nay	Abstained	Absent
Mayor Cross	X		X			
Council President Mix			X			
Councilor Chambers			X			
Councilor Kauffman			X			
Councilor Silvia			X			
Councilor Keating		X	X			
Councilor Burns			X			

8. Reports and Comments

- a. Toledo Police Department
 - i. No Additional information to submit
- b. Toledo Fire Department
 - i. No Additional information to submit
- c. Toledo Public Works
 - i. Noted they had found a contractor willing to provide an estimate to finish the striping of Business 20 that had been repaved in July, after being "ghosted" by the previous contractor. The work would also include replacing thermoplastic railroad crossing signage once weather permits.
 - ii. Mayor Cross highlighted concerns about infiltration and intrusion (I&I) in the water system, noting the discrepancy between water produced and water treated. He commended Public Works for their efforts to address the issue and emphasized the need to continue this work in future budgets.

- d. Toledo Planning Department
 - i. No Additional information to submit
- e. Toledo Library Report
 - i. No Additional information to submit
- f. Human Resources Report
 - i. Provided a verbal update on talent acquisition efforts, the employee handbook draft (scheduled for the January 7 meeting), and progress with the learning division of CIS to develop employee training programs. She also mentioned her work on systematizing employee performance evaluations.
- g. Finance Department Report
 - i. Emphasized the need for budget committee members, noting they needed at least two community members to fill vacant positions.
- h. City Manager Report
 - i. City Manager Rich Huebner reported that the franchise agreement with Lincoln PUD approved in late November had been fully executed. He also announced he would be on administrative leave from Friday through January 5, though he would remain available by email and phone. He informed the council that Sergeant Pitcher would be serving as Acting Police Chief while Chief Pace is on leave through January 12.

9. City Council Issue Tracker

- a. 2025-2026 Master Council Issue Tracker
 - i. Councilor Keating suggested reviewing the Issue Tracker at an upcoming work session, noting that many items appeared outdated or may have been completed without being updated. City Manager Huebner agreed to update the tracker before such a work session and seek council input on priorities.

10. Council Comments

- a. Council President Mix
 - i. Council President Mix requested adding to the January 28 work session a discussion of community ideas collected from a brainstorming session at the library.
- b. Councilor Burns
 - i. Councilor Kauffman suggested moving staff reports earlier in the meeting agenda so staff wouldn't need to stay for the entire meeting.
- c. Councilor Keating
 - i. Councilor Keating requested a future agenda item to discuss the city's intentions and plans for Art Toledo, particularly regarding the summer Art, Oysters, and Brews event. He noted the need to clarify whether Art Toledo is a city initiative or separate entity and to define staffing and resource needs before budget discussions.

11. Mayor's Comments

- a. Wished everyone well, noting he was dealing with a significant illness. He requested the city reach out to the nonprofit that had proposed work on a stray cat ordinance, mentioning he had received multiple calls about stray cat issues in some neighborhoods, with concerns that the situation was being used as a "weapon against renters."

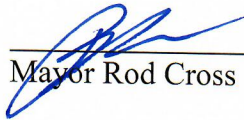
12. Future Agenda Items

- a. The council agreed to add discussions of Art Toledo and volunteer appreciation to upcoming meetings in January, with specific dates to be determined based on other agenda items.

13. Adjournment

- a. The Council President adjourned the meeting at: 9:00 p.m.

APPROVE:



Mayor Rod Cross

ATTEST:



City Recorder Paul Johnson