

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



TOLEDO CITY COUNCIL
City Council Regular Meeting
July 15, 2026

1. Call to Order & Flag Salute

- a. Mayor Mix called the Toledo City Council Regular Meeting to order on Wednesday, July 15, 2026, at 6:36 PM at City Hall, 206 North Main Street, Toledo, Oregon 97391. The Pledge of Allegiance was not recited, as it had been conducted at the previous meeting.

2. Roll Call & Quorum Determination

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

Seat #	Council Member	Present	Via Zoom	Absent
n/a	Mayor Mix	X		
2	Council President Chambers	X		
1	Councilor Riley	X		
3	Councilor Kauffman			X
4	Vacant Seat			
5	Councilor Keating	X		
6	Councilor Burns	X		

- b. Staff Present: City Manager Rich Huebner and City Recorder Paul Johnson
c. Via Zoom: City Attorney Souvanny Miller, Auditor Teresa Hanford
d. Department Directors: TPD: Chief Michael Pace, PW: Brian Lorimor, Finance: Mindy Sutter, HR: Shawn Gribskov, Library: Harrison Baker, Contract Planner Justin Peterson.
e. A quorum was established
f. City Manager Rich Huebner noted for the record that, per prior council request, a representative update from the Economic Development Alliance of Lincoln County (EDLC) on the Art Oysters and Brews event would be added as Item 5a, replacing the previously scheduled City Recorder Presentation, which had already been delivered at the prior meeting.

3. Public Comments

- a. In-person/Online Comments
i. No in-person or online public comments were received.
b. Submitted Comments available on the Website
i. City Recorder Johnson noted that submitted written comments were available to the public within the meeting packet on the city website, listed

under "Other."

4. Consent Agenda

- a. Prior to the motion, Council President Chambers noted that several attributions in the minutes had been conflated between her remarks and those of Councilor Keating. The affected sections were identified as items 3a6, 4a, 9b2, 9b3 (specifically a reference to "blight," not "light"), and 10a. City Manager Huebner confirmed that the public-facing version had not yet been updated to reflect these corrections and requested the motion reference the minutes "as amended." City Recorder Johnson noted the corrections for the record.
- b. Motion to approve the July 8, 2026 City Council Special Meeting Minutes as corrected by Council President Chambers was made by Councilor Keating and seconded by Council President Chambers. The motion carried 5–0.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix	X		
2		X	Council President Chambers	X		
1			Councilor Riley	X		
3			Councilor Kauffman			
4			Vacant Seat			
5	X		Councilor Keating	X		
6			Councilor Burns	X		

5. Toledo Beat and/or Presentations

- a. EDALC AOB Update
 - i. Stacy Keating and Sarah Budding of the Economic Development Alliance of Lincoln County (EDLC) presented an update on the upcoming Art Oysters and Brews event, scheduled for August 1st and 2nd from noon to 5:00 PM on Main Street. The EDLC representatives noted the event was last presented to council on February 18th, with planning having begun at the end of March.
 - ii. Key logistical details included: music and food trucks located in the city lot adjacent to Brewster's Whimsy, and a kids' zone in the BMO Bay lot. The core planning group consists of City Manager Huebner, EDLC staff, Charlie Cyphert and Amber Brown from the Toledo Chamber, artist Kim Bush, and 4-H leader and Toledo teacher Rachel Wallace. Kim Bush will lead the kids' community mural, and Rachel Wallace and her family will provide a petting zoo.
 - iii. Marketing efforts include a press release distributed to 15 media outlets, an advertisement in the July issue of Oregon Coast Today, four radio spots on KYAQ, KLCC, The Otter, and K Surf, social media posts, and banner placement at city entrances.
 - iv. Food and beverage vendors include Timber's Restaurant and Lounge (providing the oysters and brews component), Fisherman's Daughter's Food Truck, Bristo's Place, and Zeke's Shaved Ice on Sunday. Cobblestone Pizza is offering \$2 off large pizzas during the event. The event will feature 18 vendors (up from 11 the prior year), 15 artists (8 from Toledo, 7 returning), and 3 nonprofits tabling. The vendor registration deadline is July 27th. The Toledo Chamber will host a

welcome booth, and the Toledo Library will have a booth in the kids' zone. A second welcome booth will be staffed by the Chamber at the opposite end of the event to capture foot traffic from both directions, with clickers used at each entrance to track attendance.

- v. On the budget, EDLC representatives announced that Georgia-Pacific agreed to sponsor the Kids Community Mural with a \$2,000 contribution covering artist time, supplies, and two new canopies. Total committed funds are: EDLC, \$2,500; Georgia-Pacific, \$2,000; City of Toledo, \$8,000 (approved). Total expenses to date are \$8,743.36, with \$3,756.64 of funds remaining.
- vi. A public call for event volunteers was to be issued the following day, with the Toledo Chamber offering a \$10 Timber's voucher as an incentive for volunteers. Council members were encouraged to sign up for volunteer slots and to attend.
- b. City Recorder Presentation
 - i. This item was removed from the agenda, having been delivered at the prior meeting.

6. Discussion and Information Items

- a. 2024 – 2025 Audit Results
 - i. Auditor Theresa of Hanford and Associates presented the results of the FY 2024–2025 financial audit for the City of Toledo. The audit was conducted in accordance with generally accepted auditing standards (GAAS). She noted that a Single Audit under Government Auditing Standards was not required at this time, but would be revisited if circumstances changed.
 - ii. The audit's objective was to ensure the financial statements were free of significant misstatements due to fraud or error. Theresa confirmed there were no misstatements at the conclusion of the audit, no significant changes in accounting policies, and no audit adjustments or uncorrected misstatements. Significant accounting estimates reviewed included depreciation and useful lives of capital assets, net pension liability, OPEB obligations, allowance for uncollectible accounts, and compensated absences.
 - iii. One finding was issued regarding internal controls: a conflict of interest exists because the same firm that prepares the city's financial statements also conducts the audit. Theresa noted this is permitted under Oregon state law, is common among small cities, and is disclosed as a matter of full transparency rather than as an indicator of deficiency. She noted the financial statements are approximately 100 pages, making independent preparation by city staff impractical and costly. No additional internal control findings were issued, noting that City Finance staff, particularly Judy and Cindy, provided the evidence necessary to mitigate concerns stemming from staff turnover and delayed reconciliations. Theresa specifically acknowledged the contributions of City Manager Huebner and the new Finance Director.
 - iv. No compliance issues, subsequent events, fraud, illegal acts, disagreements with management, or audit difficulties were identified. Theresa confirmed her independence and noted no personal or financial

- relationship with city staff beyond the professional engagement.
- v. Theresa reported that the city's fund balances and overall financial condition are stable, with no concerns, and described the city as "headed in a positive direction." She also noted that prior period adjustments in the financial statements reflect ongoing cleanup of capital asset records, stemming from assets previously not removed when thresholds were increased from \$5,000 to \$10,000. These adjustments are not material and are expected to continue into the upcoming fiscal year.
 - vi. City Manager Huebner noted that formal council action to receive the audit would be taken under Item 7a
- b. City Councilor Interviews
- i. City Manager Huebner reported that a council vacancy had arisen following the resignation of former Council President Sylvia. Two applications were received: one from Stu Strom and one from Nathan Keel. Both applicants were interviewed individually by the council using the standard candidate interview questions. The appointed seat is among those up for election in the current year, meaning the appointment would serve approximately five and a half months, with the option to run for election.
 - ii. **Interview** — Stu Strom: Strom, a long-time Toledo resident, described extensive community involvement including membership in the Junior Chamber of Commerce, the Toledo Active Group, over ten years organizing Toledo's fireworks shows, and service on the Port of Toledo. He previously served on the City Council. Strom indicated his familiarity with council operations, including meeting cadence and intergovernmental committee responsibilities, and acknowledged he would be unavailable for the next scheduled meeting due to travel. On the city's strengths, he cited the presence of a major employer and the city's Strom water rights. On weaknesses, he identified the challenge of revitalizing Main Street in light of the changing retail landscape. When asked about priorities, Strom emphasized maintaining Toledo's livability and contributing historical institutional knowledge to council deliberations. He noted that he could not commit at this time to running for election, citing ongoing personal considerations.
 - iii. **Interview** — Nathan Keel: Keel, a Toledo resident of six years and UPS employee, described his motivation to serve as rooted in a desire to invest in the community for his family's future. He acknowledged limited formal community volunteer experience in Toledo, citing work demands and family circumstances during the COVID period, but expressed enthusiasm for civic engagement. He recently coached his son's soccer team as his first opportunity to connect with the community. Keel was candid about his limited familiarity with council procedures and the city charter, but expressed a Strom willingness to learn and asked many questions of the council during his interview. When asked about whether he would run for the seat in the next election cycle, he responded affirmatively.

- c. Appointment and Oath of new City Councilor
 - i. Following the interviews, council deliberated. Mayor Mix moved to appoint Stu Strom, citing the value of his historical knowledge and institutional experience during a period when that perspective would be particularly beneficial to the council. Several council members expressed appreciation for both candidates. Councilor Keating expressed a desire for more discussion, voicing support for the prospect of a newer community member like Keel being engaged, and noting that it reflected positively on the community that someone new was stepping forward despite a period of civic dysfunction. Council President Chambers and Councilor Burns both expressed support for Strom based on his readiness to step in immediately and his depth of relevant community service. It was noted that Keel would be encouraged to run for the seat in the upcoming election.
 - ii. Motion to appoint Stu Strom to the vacant City Council seat was made by Mayor Mix and seconded by Councilor Burns. The motion carried 4–1, with Councilor Keating voting no and Councilor Kauffman absent.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a	X		Mayor Mix	X		
2			Council President Chambers	X		
1			Councilor Riley	X		
3			Councilor Kauffman			
4			Vacant Seat			
5			Councilor Keating		X	
6		X	Councilor Burns	X		

- d. City Recorder Johnson administered the Oath of Office to Councilor Strom, who was sworn in to City Council Seat Number 4, with a term expiring in December 2026.

The council recessed briefly at approximately 7:40 PM.

7. Requests for Council Action

- a. Resolution No. 1616, Receiving 2024-2025 Financial Audit
 - i. City Manager Huebner explained that state law requires the governing body to formally acknowledge receipt and review of the annual financial audit when findings are present. The sole finding, the conflict of interest arising from the auditor preparing and auditing the financial statements, is common practice for small cities and was disclosed as a matter of transparency. A copy of the adopted resolution will be filed with the Oregon Secretary of State.
 - ii. Motion to approve Resolution No. 1616, a resolution of the Toledo City Council receiving the 2024–2025 fiscal year financial audit for the City of Toledo as presented by Hanford and Associates, was made by Councilor Strom and seconded by Councilor Riley. The motion carried 6–0.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix	X		
2			Council President Chambers	X		
1		X	Councilor Riley	X		
3			Councilor Kauffman			
4	X		Councilor Strom	X		
5			Councilor Keating	X		
6			Councilor Burns	X		

b. Ordinance No. 1435, Traffic Calming Ordinance

- i. City Planner Justin Peterson presented Ordinance No. 1435, which establishes a new Traffic Calming (or "quick build") chapter in the Toledo Municipal Code (Chapter 10.30). The ordinance originated from council concerns about speeding on local streets and was developed by the Planning Commission over several months. Mayor Mix noted prior participation in Planning Commission work sessions on this item for the record, acknowledging ex-parte contact, though no conflict of interest was identified.
- ii. The ordinance is focused exclusively on local streets, not arterials such as Business Highway 20. It provides a flexible menu of traffic calming devices, including speed bumps, speed cushions, bollards, and other features, to be evaluated by Public Works on a street-by-street basis. The process allows residents to initiate a request by gathering signatures from either 51% of affected residents or a minimum of 10 residents, whichever is lower. The application then proceeds to the Planning Commission for review and determination. Public Works may also independently initiate the process. An appeal process is available to the City Council, and a review mechanism exists to evaluate and potentially remove features after installation.
- iii. The ordinance is designed as a grassroots, resident-funded process, though council may appropriate funds for traffic calming through the budget process. Costs for devices such as speed humps were estimated in the range of \$1,500–\$2,500 depending on style.
- iv. Council discussion included debate over the 10-resident signature threshold. Council President Chambers argued it was too low and could result in unpopular improvements reaching the Planning Commission with insufficient community support, suggesting the threshold be raised or eliminated. Other members countered that the threshold was intentionally accessible and that the process itself, including Planning Commission review and the appeal mechanism, provided sufficient checks. It was also clarified that the city retains independent authority to implement traffic calming improvements on its own initiative, separate from this citizen-initiated process. The council ultimately did not amend the threshold.
- v. Motion to adopt Ordinance No. 1435 by title only, An Ordinance of the City Council Creating Toledo Municipal Code Chapter 10.30,

Implementing the Traffic Calming Procedures was made by Councilor Keating and seconded by Councilor Riley. The motion carried 4–2, with Councilors Strom and Chambers voting no.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix	X		
2			Council President Chambers		X	
1		X	Councilor Riley	X		
3			Councilor Kauffman			
4			Councilor Strom		X	
5	X		Councilor Keating	X		
6			Councilor Burns	X		

- c. Toledo Fire Department—West/Resident building—roof replacement
- City Manager Huebner presented the request to approve replacement of the roof over the West/Resident portion of the Toledo Fire Department building, identified as Phase 1 of a planned three-phase roof replacement project included in the current year's Capital Improvement Plan. Three bids were received. The low bidder, True North, submitted a bid of \$32,625. Staff selected asphalt shingles over metal roofing after determining the cost difference was not justified, with quality shingles carrying a 30–35 year warranty. The full three-roof project was estimated at approximately \$96,000. Council authorized the City Manager to negotiate and execute the contract, including warranty terms.
 - Motion to authorize City Manager Huebner to negotiate and execute a contract not to exceed \$32,625 with True North to replace the West/Resident building roof at the Toledo Fire Department was made by Councilor Keating and seconded by Council President Chambers. The motion carried 5–1, with Mayor Mix voting no.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix		X	
2		X	Council President Chambers	X		
1			Councilor Riley	X		
3			Councilor Kauffman			
4			Councilor Strom	X		
5	X		Councilor Keating	X		
6			Councilor Burns	X		

- d. Purchase of new Ford F-150 for the Water Treatment Plant
- City Manager Huebner presented the request to purchase a new Ford F-150 for the Water Treatment Plant, replacing a 2014 Ford F-150 approaching 100,000 miles and out of warranty. The vehicle is used for regular travel between the treatment plant, the Siletz pump station (9 miles), Newport water sample deliveries, and Mill Creek Dam via logging roads. The purchase was included in the approved CIP. The existing

vehicle would be retained as an unassigned administrative fleet vehicle rather than traded in, to be available for general city staff use, with costs for non-water utility use allocated to appropriate departments accordingly.

- ii. Motion to approve the purchase of a new Ford F-150 for the Water Treatment Plant for an amount not to exceed \$46,000 was made by Councilor Strom and seconded by Mayor Mix. The motion carried 6–0.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix	X		
2			Council President Chambers	X		
1			Councilor Riley	X		
3			Councilor Kauffman			
4	X		Councilor Strom	X		
5		X	Councilor Keating	X		
6			Councilor Burns	X		

e. Water Management and Conservation Plan Update

- i. City Manager Huebner explained that the Oregon Water Resources Department issued a final order in October 2017 approving the city's current Water Management and Conservation Plan, with a required update submission no later than April 4, 2027. Staff recommended engaging GSI Water Solutions, which developed the original 2017 plan and has since completed the 2022 progress report and the 2023 Drinking Water Protection Plan. The contract was included in the current year's CIP.
- ii. Motion to approve and authorize the City Manager to execute an agreement with GSI Water Solutions to update the Water Management and Conservation Plan for the City of Toledo was made by Councilor Keating and seconded by Councilor Strom. The motion carried 6–0.

Seat #	M	S	Council Member	Yay	Nay	Abstained
n/a			Mayor Mix	X		
2			Council President Chambers	X		
1			Councilor Riley	X		
3			Councilor Kauffman			
4		X	Councilor Strom	X		
5	X		Councilor Keating	X		
6			Councilor Burns	X		

8. Staff Reports

- a. All staff reports were included in the council packet. No questions were raised on any staff reports.

9. Issue Tracker & Future Agenda Items

- a. Issue Tracker
- b. Agenda Items
 - i. City Manager Huebner noted that Ryan Vogt, Executive Director of the Oregon Cascades West Council of Governments, has been scheduled to

deliver his annual presentation at the September 16, 2026 council meeting.

10. Council Comments

- a. Councilor Burns inquired about National Night Out and was informed by City Manager Huebner that a representative would provide an update at the upcoming work session.
- b. Councilor Strom commended the Toledo Summerfest weekend, noting the large turnout, the successful fireworks display, and the positive atmosphere. He acknowledged the police department's security presence and thanked all involved volunteers, including Mayor Mix and Jackie.
- c. Councilor Keating raised the issue of potential funding instability for Toledo community organizations, specifically the Toledo Chamber of Commerce, the Lincoln County Historical Center, and the Yaquina Railroad Museum, that are substantially dependent on Transient Lodging Tax (TLT) funds distributed by Lincoln County. He noted that recent changes to state law now allow the county greater discretion in allocating TLT funds, reducing the required share directed toward tourism organizations from 70% to approximately 50%. He observed that the Toledo Chamber of Commerce receives \$30,000 annually from the county, a figure that has not increased in several years and effectively represents less value each year due to inflation, and that this amount is tied closely to the Chamber Director's compensation. Keating noted that at the day's Lincoln County Board of Commissioners meeting, agreements with four organizations including the Toledo Chamber were unexpectedly pulled from the consent agenda and delayed. While he expressed confidence the funding would ultimately be approved, he raised it as a signal that council should begin discussing whether the city should consider providing direct financial support to these organizations in anticipation of future reductions in county TLT distributions. Council President Chambers suggested that advocacy to the county should be a first step, and it was discussed that a letter from the Mayor and City Manager could be appropriate.
- d. Councilor Keating agreed to present a fuller update at the upcoming work session, with the item to be added for discussion.

11. Mayor's Comments

- a. Mayor Mix echoed praise for the Summerfest weekend, commending the police and fire departments and all volunteers. She noted the event required significant staffing effort and flagged that additional help would be needed in future years. She also noted that a Code Adam was activated during the event and was quickly and successfully resolved.

12. Adjournment

- a. There being no further business, the meeting was adjourned by the Mayor at 8:42 p.m.

APPROVE:

ATTEST:

Mayor Tracy Mix

City Recorder Paul Johnson