

**TOLEDO CITY COUNCIL  
REGULAR MEETING  
July 19, 2023**

**1. CALL TO ORDER**

Mayor Rod Cross called the meeting to order at 6:00 p.m. also via Zoom in Toledo, Oregon.

| Present | Absent |                                  |
|---------|--------|----------------------------------|
| X       |        | Mayor Rod Cross                  |
| X       |        | Council President Betty Kamikawa |
| X       |        | Councilor Jackie Kauffman        |
| X       |        | Councilor Tracy Mix              |
| X       |        | Councilor Kim Bush               |
|         |        | Vacant                           |
|         |        | Vacant                           |

Staff present: City Manager (CM) Judy Richter, City Recorder (CR) Lisa Figueroa, City Attorney (CA) Mike Adams, Police Chief (PC) Michael Pace, Fire Chief (FC) Larry Robeson, Community Outreach Specialist Katy Keuter

Mayor Cross amended the agenda to consider Resolution No. 1527 as the first item for the meeting.

**Approve Resolution No. 1527, a resolution ratifying and approving an employment agreement for the City Manager position**

CA Adams presented the council report. He said the Council went through an extensive process to hire a new City Manager and indicated the resolution is a formal action for the Council to appoint Doug Wiggins as the new City Manager. He said the draft agreement is similar to CM Richter's contract with minor changes. He noted there was a request for an increase in salary.

**Motion** – It was moved and seconded (Bush/Kauffman) to approve Resolution No. 1527 to ratify and approve an employment agreement for City Manager and to officially appoint Doug Wiggins as the Toledo City Manager and the motion carried unanimously.

**2. PROCLAMATIONS/PRESENTATIONS**

**Presentation – Yaquina Bay Estuary Management Plan; Oregon Coastal Management Program Coastal Policy Specialist Meg Reed**

Ms. Reed addressed the Council. She provided a report on the Yaquina Bay Estuary Management Plan (Plan). She said The Plan is the local implementation of Goal 16: Estuarine Resources, one of Oregon's 19 Statewide Planning Goals.

- In 2020, the Oregon Department of Land Conservation & Development (DLCD) formed an initial Steering Committee with Lincoln County
- In 2021, based on recommendations of the Steering Committee and research of local stakeholder groups, the Project Team convened an Advisory Group representing a diversity of expertise and interests in the management of Yaquina Bay

- In 2022, the Project Team conducted a Needs & Gaps Assessment (Assessment) to identify proposed updates to the Plan to ensure it reflects current conditions and meets the present and future needs of the communities that depend on the Bay
- The Assessment prioritized the set of recommended updates and identified the ones to be included in this current update
- The Project Team developed an outreach and engagement strategy to ensure residents and stakeholders can participate in the process and a series of three Town Halls were planned throughout the Summer of 2023
- The Needs & Gaps Assessment was developed to determine how the current Estuary Management Plan needs to be updated in order to better reflect the social, ecological and economic conditions of Yaquina Bay

Ms. Reed said any changes to the Estuary Management Plan must be adopted through Lincoln County and the cities of Newport and Toledo. She said it is typical to adopt the state plan since it is multijurisdictional. She referenced the fact sheet included in the Council packet. Mayor Cross noted the Cora Warfield listed on the Advisory group is currently a Planning Commissioner, not a Councilor. Ms. Reed said the Yaquina Bay has been carved out into seven sub areas that have similar characteristics but Toledo is just one sub area. She said each area now has a list of climate vulnerabilities that could occur in that area over time. She said they also identified sections of the Plan that may need to be updated more frequently. She reviewed several maps within the Plan that were identified in the Plan and/or needing updates.

### **3. VISITORS/PUBLIC COMMENT**

There were no comments.

### **4. CONSENT AGENDA**

**Minutes from the regular meeting held April 19, 2023 and the special meeting held April 24, 2023**

**Motion** – It was moved and seconded (Kauffman/Mix) to approve the consent agenda as presented and the motion carried unanimously.

### **5. DISCUSSION ITEMS**

There were no items for discussion.

### **6. DECISION ITEMS**

**Resolution No.1526, A Resolution authorizing the City Manager to sign the grant agreement for the Safe Routes to School construction grant**

CA Adams provided the council report. He said the City applied for a Safe Routes to School construction grant (SRTS) for sidewalks and two radar speed signs adjacent to the Toledo Elementary School from the Oregon Department of Transportation (ODOT). He noted Toledo did not receive an award however upon further review, Contract Planner Peterson found the City's application was scored incorrectly and notified ODOT. ODOT decided to partially fund (up to approximately \$44,000) the application for two radar signs because of the miscalculation. The Council inquired whether the City is required to complete the project within three years as noted in the contract, because it did not specify whether the timeframe had changed from the partially

awarded grant. They reviewed the contract to determine whether it would obligate them to complete the sidewalks within three years but found no statement that would require that as part of the agreement for the grant award.

**Motion** – It was moved and seconded (Bush/Kamikawa) to approve Resolution No.1526, A Resolution of the Toledo City Council authorizing the City Manager to sign the grant agreement for the Safe Routes to School construction grant and the motion carried unanimously.

**Resolution No. 1528, A resolution updating the Master Fee Schedule for services provided by the City of Toledo and repealing Resolution No. 1500**

CR Figueroa presented the council report. She noted the Master Fee schedule is typically adopted by July however it was delayed in order to include fees that were adopted in new ordinances recently. She referenced page 48 of the packet and indicated the ‘Temporary Use permit’ and Recreational Vehicle permit are the same, staff would like to omit ‘temporary use permit’ and keep ‘recreational vehicle permit’ at \$50.00. She referred to page 49 and noted the finance staff would prefer to charge a flat fee of \$30 or \$32.00 for Haulable water. She also noted there is now a proposed fee of \$20 to submit the outdoor event and permit applications. She said the Council may adopt the fees as proposed or make any changes and adopt as amended.

**Motion** – It was moved and seconded (Kamikawa/Mix) to adopt Resolution No.1528, A resolution of the Toledo City Council updating the Master Fee Schedule for services provided by the City of Toledo and repealing Resolution No. 1500 as amended and the motion carried unanimously.

**Approval of Contract to purchase new Tasers for the Toledo Police Department**

PC Pace summarized the council report and indicated the current tasers will no longer be supported. He indicated the replacement was included in this fiscal year’s budget and entering into the contract, the current tasers would be traded in as part of the replacement. There were no questions from the Council.

**Motion** – It was moved and seconded (Bush/Kauffman) to approve the contract for purchase of seven T7 Tasers, which will occur only after seven (7) days of publication on the City website; make findings below and declare it is sole source procurement; and authorize the City Manager to sign the contract and the motion carried unanimously.

**Consideration of a permit to consume alcohol in public places; Granite and Light**

CR Figueroa presented the council report. She said the event will be held on the Port of Toledo property. She said this is the second year they will be in Toledo.

**Motion** – It was moved and seconded (Kauffman/Kamikawa) to approve the permit application to consume alcohol in public places by Granite & Light and the motion carried unanimously.

**7. REPORTS AND COMMENTS**

Ms. Keuter said this is her last meeting and thanked the Council for their support during her time here. The Council thanked Ms. Keuter for all her assistance to the City.

FC Robeson answered questions in regards to the dashboard report. He commented the report does not provide a true account of how many out of district calls the department addresses.

There was discussion about the return of the Summer Festival following the pandemic and how busy the festival was including the fireworks.

Councilor Bush asked if the City Council could host another table at the National Night out event this year and Councilor Mix volunteered.

CP Kamikawa announced her husband will retire within the next couple of months and they will be moving out of state to Wisconsin.

Mayor Cross commended the Summer Festival committee for putting the event this year with hardly any of the previous members.

**8. ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

Approve:

Attest:

/s/Mayor Rod Cross

/s/City Recorder Lisa Figueroa