

TOLEDO CITY COUNCIL
206 N. Main St. Toledo, Oregon 97391
Regular Meeting
June 18, 2025

Call To Order

Mayor Rod Cross called the meeting to order at 6:00 p.m. also via Zoom in Toledo, Oregon. Quorum is established and Flag Salute was led by the Mayor.

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

Staff present: City Manager Pro-Tem (CM) David Clyne.

Visitors/Public Comment

- a. Bill Riley addressed the council regarding speed limit signs on Gaither Way. He noted that the street is posted at 15 miles per hour but drivers consistently exceed the speed limit. Mr. Riley requested additional signage along Gaither Way to remind drivers of the speed limit and suggested installing speed bumps similar to those on the frontage road near Walmart in Newport. He had previously approached the council about this issue approximately a year ago.
- b. Mayor Cross asked City Manager David Clyne to work with law enforcement and public works to address this concern.
- c. Emily Zajak from Oregon Beverage Services introduced herself regarding a proposal for the Toledo Summerfest event. The Mayor noted that her agenda item would be moved up to accommodate her schedule.

Consent Agenda

Authorize the Interim City Manager to hire the following positions:

Councilor Bush requested to pull item 3a from the consent agenda for discussion. The council proceeded to address item 3b first.

Councilor Mix moved to approve consent agenda item b, Resolution Number 1581. Councilor Burns seconded the motion. The motion carried 7-0 through a roll call vote.

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			

Decision Items

Resolution No. 1581 - A Resolution of the Toledo City Council setting the street lighting fee for the Fiscal Year 2025-2026 and repealing Resolution No.1525

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			

Following approval of item 3b, the council returned to item 3a. Councilor Bush expressed concern about the timing of hiring a city recorder, noting that this position works closely with the city manager and suggesting it might be better for the permanent city manager to make this hiring decision rather than the interim city manager.

City Manager Clyne acknowledged this was a fair concern and explained that while recruitment had begun for all positions, the city recorder position would likely need to be extended to allow the new city manager to make the final decision.

Councilor Sylvia and several other councilors expressed confidence in David Clyne's ability to hire for the positions but understood the concern about the city recorder position specifically.

Councilor Mix moved to authorize the interim city manager to hire the following positions: Public Works Maintenance Worker 2, Firefighter, Municipal Grounds Maintenance Worker 2, Library Program Specialist, and Accounting Clerk. Councilor Burns seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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/Decision Items

Application to consume alcohol in public places - Toledo Summerfest

The Mayor moved this item from later in the agenda to accommodate the applicant.

Emily Zajak from Oregon Beverage Services explained that they were requesting permission to operate a beer garden at Toledo Summerfest, similar to what they provided last year. The operation would offer beer, wine, cider, and canned cocktails, all contained within a fenced beer garden area with security personnel stationed at the entrance to ensure alcohol did not leave the designated area.

Councilor Mix asked about the expected attendance figures on the application (100-300 people), wondering if that was hourly or daily. Ms. Zajak was unsure of the exact meaning of this number but noted it likely represented the beer garden traffic rather than overall event attendance.

Councilor Mix moved to approve the application by Oregon Beverage for the Toledo Summerfest beer garden. Councilor Bush seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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			

Public Hearing on the City Budget for Fiscal Year 2025-26

Mayor Cross opened the public hearing on the city budget at 6:55 PM.

Two representatives from the Toledo Historical Museum addressed the council:

Lisa Watson, representing the Yaquina Pacific Railroad Historical Society (the railroad museum), and Brenda Brown, representing the Toledo History Center, requested financial support from the city. They explained that operating costs for their all-volunteer organizations amount to approximately \$27,340 per year. Board members often pay for supplies out of pocket, including office supplies and basic necessities. The buildings are only heated when volunteers are present due to cost constraints. They have missed several significant advertising opportunities because of lack of funds.

Ms. Watson and Ms. Brown noted they had approached the county for funding and expected to receive the same level of support as last year, though they had not yet received confirmation.

They explained that operational funding is particularly difficult to obtain through grants, as most grant opportunities are for new projects rather than ongoing expenses.

Wendy, identifying herself as a citizen but also noting her role as the evidence technician for the police department, expressed concern about the proposed elimination of the Office Records Manager position. She detailed numerous critical responsibilities of this position, including records management, court-ordered seals and expungements processing, equipment inventory, crime data entry for federal reporting compliance, sex offender registration processing, and serving as a liaison with outside agencies. She explained that the department had fallen behind in these areas because the current records manager has been required to cover dispatch duties due to staffing shortages. She urged the council to consider implementing a temporary hiring freeze for the police department rather than eliminating this position.

Mayor Cross closed the public hearing at 6:55 PM.

During council deliberation, City Manager Clyne provided an overview of the budget situation, explaining that the \$27 million budget was balanced but relied heavily on transfers from council reserves. He noted that reductions in revenue from the fire district and the closing of the Georgia Pacific mill had contributed to the financial challenges. The budget had been approved by the budget committee and included a tax rate of 5.85 per thousand, the maximum allowed.

Councilor Mix raised questions about the police department staffing concerns brought up during public comment, wondering if the records position could be maintained through a hiring freeze elsewhere in the department. City Manager Clyne acknowledged the valid concern but noted that the work could potentially be handled through alternative means in the coming year, possibly through contract services utilizing salary savings.

Councilor Mix moved to approve Resolution Number 1578, a resolution of the Toledo City Council adopting the budget, appropriating funds and levying taxes for the fiscal year 2025-2026. The budget total was \$27,667,446. The resolution establishes a tax rate of \$5.18 per \$1,000 of assessed tax value and \$213,819 of bonded debt. Councilor Keating seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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			

Resolution No.1579 - A resolution of the Toledo City Council declaring the city of Toledo's election to receive state shared revenues for fiscal year 2025-2026 and certifying compliance with ORS 475c related to marijuana sales inside city limits

Mayor Cross opened a public hearing at 7:12 PM regarding state revenue sharing. No members of the public spoke on this issue. The hearing was closed at 7:13 PM.

Finance Director Ritcher explained that this resolution would allow the city to file with the state to receive state shared revenue, including a portion of marijuana sales tax.

Councilor Burns moved to approve Resolution Number 1579, a resolution of the Toledo City Council declaring the city of Toledo's election to receive state shared revenues for fiscal year 2025-2026 and certifying compliance with ORS 475c related to marijuana sales inside city limits. Councilor Bush seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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			

Second Reading of Ordinance No. 1423, an Ordinance providing incentives for multifamily affordable housing, creating Toledo Municipal Code Chapter 13.44 – Affordable Housing, and Amending Toledo Municipal Code Chapter 13.24, and declaring an Emergency

City Manager Clyne explained that this ordinance was being presented again out of an abundance of caution due to concerns that there might have been inadequate notice when it was previously adopted. He noted that this ordinance would continue to be a work in progress and would likely need future amendments.

Councilor Mix moved to adopt Ordinance No. 1423, an ordinance of the Toledo City Council providing incentives for multifamily affordable housing, creating Toledo Municipal Code Chapter 13.44, affordable housing and amending Toledo Municipal Code Chapter 13.24, and declaring an emergency. Councilor Bush seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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			

Amendment to Employment Agreement between City of Toledo and David Clyne

City Manager Clyne requested an amendment to his employment contract to ensure that if he is called back for legal matters after his contract ends, he would be compensated for his time. He explained that his current contract is not clear on this point, and he would like to ensure clarity going forward. The amendment would survive the term of the agreement without limitation.

Some councilors had questions about the timeline for potential litigation, noting it could be years before any potential lawsuit might occur. City Manager Clyne confirmed that the amendment would cover any future legal matters related to his time with the city, regardless of when they might arise.

Councilor Bush moved to approve an amendment to the March 5, 2025 employment contract with David Clyne, City Manager Pro Tem as follows:

1) Modification of Section 1.1 Term as follows in highlighted text: "1. Term. The term of this agreement is for a period to last no longer than 6 months except as to Section 8, Future Actions/Claims/Hearings, which shall survive the term of this agreement without limitations, commencing on March 10, 2025, and expiring on September 10, 2025. The term, unless this agreement is amended or renewed as provided in Section 5 or terminated as provided in Section 9."

2) Addition of new Section 8 Future Actions/Claims/Hearings as follows: "In the event this matter proceeds to an administrative process, litigation, or other proceeding, employee is called as a witness, party, or is otherwise asked or compelled to provide additional services, including if employee is called as a witness or named as a defendant by a plaintiff in a suit against the city of Toledo, employee's hourly rates per Section 6 remuneration will apply, such compensation and reasonable expenses shall be paid as provided above." Councilor Mix seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

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			

Invitation for City Council to participate in community event

Library Director Baker invited council members to participate in community conversation events being held at the library. The first event, scheduled for July 17, would focus on "Who are we as a town?" examining Toledo's past and present. The second event on August 21 would discuss "Who do we want to be in the future?" A third event in September would be a community resource fair.

Harrison explained that the library had received a \$1,500 grant from Oregon Humanities to host these events on the theme of "the people and the public." He noted that they wanted to formally invite council members to ensure proper public meeting notices could be posted if enough council members planned to attend.

Mayor Cross and several councilors expressed interest in attending the events.

Application to consume alcohol in public places – Glastonbury Renaissance Faire

The council noted that no representative was present for this application. Councilor Mix expressed concerns about the application, noting inconsistencies such as stating there would be no on-premises consumption while also mentioning tastings. The application also proposed to allow minors in areas where alcohol would be served, which raised red flags.

It was also noted that the revised application had been submitted that day and had not yet been reviewed by the police department. The event was scheduled for June 28.

Mayor Cross decided to table this item until the next meeting to allow time for the police department to review the application and for the applicant to clarify the inconsistencies.

Outdoor Event Application – The Homie House Summer Kickoff

Mayor Cross, noting his involvement with the Homie House as a board member, explained that the organization aims to provide support for homeless youth in the school district. He stated that out of approximately 5,000 students in the district, over 650 are homeless - living in cars, couch surfing, or in other unstable situations. The Homie House aims to give these youth a place to go after school where they can learn life skills such as cooking and have a space of their own.

Councilor Bush added that the Homie House is on Facebook and serves youth ages 14-21. The kickoff event would include free boating in partnership with Port of Toledo.

Councilor Mix moved to approve the application as presented. Councilor Keating seconded the motion. The motion carried 7-0-0-0 through a roll call vote.

Reports and Comments

Issue tracker

City Manager Clyne confirmed he would follow up on the speed limit concerns raised during public comment regarding Gaither Way.

Committee updates

City Manager Clyne provided updates on various city matters, noting that the water bond had closed successfully and that the city had received \$106,000 from FEMA for storm cleanup. He

expressed satisfaction with the progress made since March, particularly given staffing challenges.

Several councilors expressed appreciation for the work of city staff during this challenging period.

2. Council Comments

Councilor Mix requested a future agenda item to hear from the HR Director about challenges facing the city and potential policy priorities.

Councilor Mix also requested that the Toledo Historical Museum and Railroad Society funding request be brought back as a discussion/decision item at the next meeting, as this was the third time they had approached the council. The Mayor indicated this would be added to the July 2nd meeting agenda.

Several councilors mentioned they had been approached by citizens concerned about the recent lawsuit against the city. They reassured the public that the city is covered by insurance for such matters and that the city takes care to consult with both legal counsel and their insurance provider (City/County Insurance Services, CIS) before taking actions.

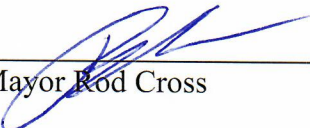
Council President Bush mentioned a rumor she had heard that the sheriff was telling people Toledo had approached him about consolidating the police department. City Manager Clyne clarified that the council had not directed staff to explore this option.

3. Adjournment

The City Council meeting was adjourned at 7:33.

APPROVE:

ATTEST:



Mayor Rod Cross



Interim City Recorder Krista Miller