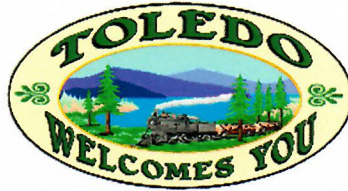


City Hall
206 N. Main St.
Toledo, Oregon 97391
6:00 p.m.



TOLEDO CITY COUNCIL
Regular City Council Meeting (Amended)
July 2, 2025

1. Call to Order

- a. Council President Bush called the meeting to order at 6:00 p.m.; also via Zoom in Toledo, Oregon and lead the Pledge of Allegiance.

2. Roll Call

- a. President Bush took roll call and determined a quorum is present.

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

- b. Staff Present: City Manager Pro Tem David Clyne, Interim Finance Director Judy Richter, City Attorney Souvanny Miller, Toledo Police Chief Michael Pace, Toledo Police Detective Dalynn Shinholster, Library Director Harrison Baker, Interim HR Director Shawna Gribskov, Toledo Fire Chief Dave Lapof, Public Works Director Brian Lorimor, and Interim City Recorder Amber Mathiesen.

3. Visitors/Public Comment

- a. None

4. Consent Agenda

- a. Motion to approve the consent agenda as presented

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

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

- a. Police recognition of a citizen – Owen Archer
 - i. Toledo Police Chief Michael Pace presented a meritorious conduct award to Owen Archer. Detective Dalynn Shinholster explained that on May 16, Owen courageously recorded video of a male damaging property in the city and endangering a community member while driving. Without Owen's actions, prosecution of the offender would likely not have been possible.
 - ii. The Police Department presented Owen with a special Toledo Police pendant inscribed with "Do the right thing when no one is watching," along with other tokens of appreciation including swag for his siblings and a police patch. A local business owner, Amanda, who could not be present due to illness, also sent a gift. Photos were taken to commemorate the recognition.

6. Decision Items

- a. Outdoor Event Application – Toledo Summer Festival
 - i. City Manager Pro Tem Clyne presented the application for the Toledo Summer Festival. The application was clear and well-defined, with the organizers having automatically included the required insurance information.
 - ii. **Motion** to approve the application as presented.

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

- b. Outdoor Event Application – Toledo Summer Festival Grand Parade
 - i. The council reviewed the application for the Toledo Summer Festival Grand Parade.
 - ii. **Motion** to approve the application as presented.

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

- c. Application to consume alcohol in public places – Toledo Summer Festival
- The council reviewed the application to consume alcohol in public places for the Toledo Summer Festival.
 - Motion** to approve the application as presented.

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

- d. Outdoor Event Application – Toledo Waterfront Market
- The council discussed this application which was dated February 12, 2025, but was only now coming before the council. Interim City Manager Clyne explained that this was likely an application that former City Recorder Figueroa had set aside to handle administratively as she had done in the past with long-running events. It was being brought before the council now as part of cleaning up and formalizing the process.
 - Motion** to approve the application as presented.

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

- e. Outdoor Event Application – Barrel to Keg Relay Race
- Police Chief Pace reported that the police department and Ron, representing the Toledo Summer Festival, had worked with the organizers of the Barrel to Keg relay race. They expected the race participants to be in Toledo around 1:30 PM, which should not conflict with the parade that starts at 10:00 AM. Concerns about congested areas had been raised, and plans had been adjusted to have runners use the waterfront path rather than roads where possible, with vehicles taking Highway 20 to avoid conflicts.

- ii. **Motion** to approve the application as presented.

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

- f. Outdoor Event Application – Rigs and Reggae
- The council reviewed the application for the Rigs and Reggae event, noting that it was a "van life" event. It was clarified that the application specified no alcohol would be served at the event.
 - Motion** to approve the application as presented.

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

- g. Application to consume alcohol in public places – Rigs and Reggae
- The council reviewed the application to consume alcohol in public places for the Rigs and Reggae event.
 - Motion** to approve the application as presented.

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

- h. Outdoor Event Application – LCSD Garlicplooza Garlic Festival
- The council expressed enthusiasm about the Lincoln County School District's Garlic Festival, which would feature garlic harvested from school gardens. The event would include vendors, food, kid's activities, face painting, poem contests, art projects, cook-offs, building contests, live music, garlic braiding, a fall photo booth, and cider pressing. Councilor Jackie Burns mentioned that the dog parade was also scheduled for the second Saturday in October but noted that the events were at different locations and could complement each other through cross-promotion.
 - Motion** to approve the application as presented.

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

- Application to consume alcohol in public places - Art, Oysters, and Beer Fest
 - The council reviewed the application to consume alcohol in public places for the Art, Oysters, and Beer Fest.
 - Motion** to approve the application as presented.

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

- Seeking approval to have City Manager Pro Tem Clyne sign contract with Road & Driveway Co, to repave portion of Business HWY 20 from NW Dundon Road to short of HWY 229 intersection
 - The council reviewed a request prepared by Director Lorimor for the City Manager Pro Tem to sign a contract with Road & Driveway Company as the low qualified bidder for the repaving project. Public Works Director Lorimorexplained that there was a separate portion of Dundon Road included in the Knife River bid that accounted for the price difference between the two bids. The project was part of the budgeted Business Highway 20 improvements.

- ii. **Motion** to authorize interim city manager to sign the contract with Road & Driveway Newport to repave a portion of business highway 20 from Northwest Dundon to short of Highway 229 intersection.

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

- k. Authorize City Manager Pro Tem to sign Engagement letter for Hanford & Associates to perform Audit for Fiscal 2025 and Fiscal 2026
 - i. City Manager Pro Tem Clyne explained that the request was to engage Hanford & Associates for two years to provide consistency during the transition to new city leadership. He noted that auditing firms typically work with cities for cycles of 8-10 years, with the first 2-3 years being a learning period. Hanford & Associates had been with Toledo for 4-5 years, so they were in a good place in the cycle.
 - ii. **Motion** to authorize City Manager Pro Tem to sign engagement letter for Hanford and Associates to provide audit services for fiscal year 2024-25 and fiscal year 2025-26.

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

- l. Discuss and recommend community panel members for City Manager selection
 - i. City Manager Pro Tem Clyne reported that the city had received 29 complete applications for the City Manager position by the June 29th deadline. The council would be meeting in executive session on July 16th to help narrow the field of candidates. The finalists would then go through an interview process during the last week of July.
 - ii. The interviews would include three panels: a staff panel of department heads, a panel of other city managers from the region, and a community stakeholder panel. For the community panel, the council discussed how to select 6-8 participants.
 - iii. Councilor Keating proposed that instead of council members selecting individuals, the city should invite applications from the community to

avoid bias and ensure diverse perspectives. Councilor Mix suggested creating flyers to post at local businesses to attract participants. The council reached consensus to have City Manager Pro Tem Clyne create a simple application process and promote it throughout the community, with participants selected from the pool of applicants. If insufficient applications were received, the Mayor or Council President would have authority to appoint additional members.

- m. Authorize City Manager Pro Tem to hire non-specified Interim City Recorder, as required by City Charter, City Charter, Chapter IV, Section 4.2(g)
 - i. City Manager Pro Tem Clyne explained that with Amber Mathiesen's departure, the city needed an interim City Recorder. He had identified Krista Miller as a qualified candidate who would serve in a contract capacity while a search for a permanent replacement continued.
 - ii. **Motion** to approve the City Manager Pro Tem's decision of hiring a contract employee for the position of interim city recorder.

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

- iii. The council expressed appreciation for Amber Mathiesen's service to the city.

7. Reports and Comments

- a. The council reviewed the various department reports without specific questions.
- b. City Manager Pro Tem Clyne provided updates on several ongoing projects:
 - i. The city was developing a timeline for recruiting a Finance Director, targeting October for a final selection
 - ii. Interim Finance Director Richter had agreed to continue serving until a replacement was appointed
 - iii. Clyne had met with an architect regarding the safety building project, which would focus on community engagement to determine what services would be appropriate at that location
 - iv. A study of City Hall was still in progress with results expected in August

8. City Council Issue Tracker

- a. Councilor Keating suggested that the review of council rules scheduled for their work session be postponed to September to align with charter review and budget committee process discussions, which the council agreed to.

9. Council Comments

- a. Councilor Silvia - inquired about the status of painting loading/unloading zones in front of Green Dragon. Public Works Director Lorimor explained they were at

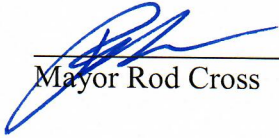
"negative three" staffing levels and would complete the striping when they could divert resources from other urgent projects.

- b. Councilor Kauffman - asked about the light installation at the library. The Library Director explained that artist Peter, as part of his 100 Libraries Project in Oregon, had installed prismatic plexi panels in library windows that create rainbow effects when sunlight passes through them.
- c. Councilor Mix - raised concerns about water and sewer billing, noting community discussion on social media about bill increases. She asked if the city could test the billing system to ensure calculations were correct. Finance Director Judy offered to review specific accounts and explained that citizens with billing concerns should start by contacting Cindy at City Hall, who could involve other staff as needed. Public Works staff noted they can check meters for accuracy and investigate potential leaks when requested.

10. Adjournment

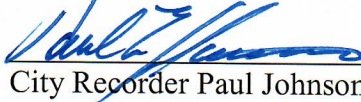
- a. The Council President adjourned the meeting at 7:06 p.m.

APPROVE:



Mayor Rod Cross

ATTEST:



City Recorder Paul Johnson