

MINUTES  
Warrenton City Commission  
Regular Meeting – May 28, 2019  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:03 p.m., and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Rick Newton, Pam Ackley, and Mark Baldwin

Excused: Tom Dyer

Staff Present: City Manager Linda Engbretson, Community Development Director Kevin Cronin, Finance Director April Clark, Fire Chief Tim Demers, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes - 04.09.19
- B. City Commission Work Session Minutes – 4.23.19
- C. City Commission Work Session Minutes - 05.14.19
- D. City Commission Meeting Minutes - 05.14.19
- E. Fire Department Activity Report - April 2019
- F. Police Department Monthly Statistics - April 20419
- G. Monthly Finance Report - April 2019
- H. WBA 4<sup>th</sup> of July Parade Application
- I. Liquor License Re-Application - Nisa's Thai Kitchen

Mayor Balensifer noted a correction to the 05.14.19 Regular Meeting Minutes.

**Commissioner Ackley made the motion to approve the consent calendar as presented. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye**

COMMISSIONER REPORTS

Commissioner Newton noted the Library Summer Reading kickoff party on June 8<sup>th</sup>, and stated he would like to dedicate the sign on the same day. He has been working with the RDI group and noted improvements in the downtown area. He noted the training that transpired in the Fire Department; and also the increase in the Officer overtime. He wanted the public to know the reasoning behind the increase of overtime – being shorthanded. Commissioner Newton continued, and noted the need to review the sign ordinance. He stated the sign ordinance issues have again been brought to his attention. He asked for clarification on the 2 hour parking signs

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for Main Avenue. Ms. Engbretson noted that Mr. Cronin will present a work plan on the projects and items he has been working on at one of the June Meetings.

Commissioner Ackley noted she is trying to get caught up from being gone. She announced a joint task force meeting June 4<sup>th</sup>, at the Warrenton Marina. Mayor Balensifer asked for a copy of the task force handout in digital form be sent to the commission. Commissioner Ackley agreed to do so.

Mayor Balensifer noted the County Meeting. He also noted that the Clatsop Plains Elk management committee met. He has been appointed as the convener, and asked the groups consensus on having an additional person from Warrenton- Commissioner Baldwin, represent the city's interest. Mayor Balensifer noted he hasn't heard any opposition, however, as of now no decision has been made. He noted he understands it's a sensitive matter and will keep the commission informed as he receives more detail.

PUBLIC COMMENT – None

#### PUBLIC HEARING

Mayor Balensifer opened the Public Hearing on the Supplemental Budget; Resolution No. 2544 – Approving and Adopting a Supplemental Budget by Making Appropriations for additional spending authority in the Facilities Maintenance Fund for increased costs in repair and maintenance to repair the roof at City Hall. Formalities followed and no conflicts of interest were reported. Finance Director April Clark presented her staff report. She stated the supplemental budget is to facilitate repairs to the City Hall roof. The City has obtained a proposal and a contract has been signed with Weather Guard. She stated this is just to get spending authority to pay the bill once it comes in. This transfers \$50,000 in Contingency to Materials and Services in the Facilities Maintenance Fund and also transfers \$120,000 from Contingency to Transfers in the General Fund; which will be transferred into the facilities maintenance fund for a total of \$170,000. Mayor Balensifer asked for public comment. No one spoke in favor or in opposition. There being no further comments, Mayor Balensifer closed the public hearing. Commissioner Newton stated he wants to make it absolutely clear he hates to spend the money, but we need to bite the bullet and get it done. He stated in his opinion by patching the roof we would probably have more leaks within a year, which would generate more financial costs and hassle in the long run. Commissioner Baldwin noted a comparison – It would be like not buying tires for a brand new firetruck because you couldn't afford it. He stated this building runs the entire city, staff shouldn't have to suffer through poor conditions. The staff should want to be at work. A brief discussion continued.

**Commissioner Newton made the motion to approve Resolution No. 2544; Approving and Adopting a Supplemental Budget by making appropriations for municipal purposes of the City of Warrenton for the fiscal year commencing July 1, 2018 and ending June 30, 2019. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye**

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## BUSINESS ITEMS

Community Development Director, Kevin Cronin, noted the various nuisances he has been working on. He discussed the nuisance property at 951-953 SW Main Ct. He displayed pictures of the property and stated it is a critical public safety and fire hazard. This nuisance poses a life threatening risk for the tenant and the adjacent properties. Mayor Balensifer stated he spoke to the property owner as did Commissioner Newton. The plan is to activate Commissioner Dyer's task force and also call in County services to help the individual with the process. Commissioner Newton asked if after we declare this property a nuisance if the timeline could include extensions, as this one will take a long time. A brief discussion followed. Mr. Cronin noted that as long as efforts are being made towards progress, extensions are not an issue. It is when they don't make progress that issues arise.

**Commissioner Ackley made the motion to declare that enumerated and unenumerated nuisance s exist at 951-953 SW Main Ct, and direct staff to commence actions to notify the owner of record and person responsible for the property to abate the nuisances within 10 days as prescribed in WMC 8.16.160. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye**

Community Development Director Kevin Cronin discussed the nuisance property at 165 SE 2<sup>nd</sup> Street. He noted the progress being made and would recommend to still declare the nuisance to facilitate and encourage progress. A brief discussion continued.

**Commissioner Ackley made the motion to declare that enumerated and unenumerated nuisance s exist at 165 SE 2<sup>nd</sup> Street, and direct staff to commence actions to notify the owner of record and person responsible for the property to abate the nuisances within 10 days as prescribed in WMC 8.16.160. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye**

City Manager Linda Engbretson presented Resolution No. 253- clarifying Resolution No. 2401, updating System Development Charges, adopting methodology, and repealing Resolution No. 2362. She noted this has been a discussion topic for a few years now. She noted they ran this past legal counsel, and found a formula using the Seattle Construction Cost Index, which was part of the original methodology when the study was done back in 2011 and 2012. What we have done is gone back and applied the Seattle Construction Cost Index. Through the current date it would raise the SDC's to a little over \$4,100.00, or the adjustment for a single family dwelling would raise the SDC's \$649.00 - Across the board that's for sewer, water, transportation, parks, and storm sewer. It is our recommendation to apply the construction cost index as recommended when originally adopted. Ms. Engbretson noted that Developers & Builders who attended the May 8<sup>th</sup> breakfast and provided email or contact information have been provided notice of this proposal. A brief discussion. Mayor Balensifer questioned whether a construction excise tax could accomplish goals better than SDC's; is there a different way to

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accomplish what we want to do? He stated the downfall to the SDC's is that it treats everyone the same way across the board even when the impacts are not the same. The conversation continued. Commissioner Baldwin gave examples of different circumstances pertaining to SDC fees, noting he does not believe the fees make sense, they are not fair. Mayor Balensifer is in favor of raising the SDC's because currently there are no other alternatives of recovering the costs. He noted meanwhile we need to explore a better way to cover the costs/look at different revenues. The conversation continued. Ms. Engbretson noted the exemptions – Mr. Cronin clarified. The conversation continued on the clarification of SDC's and exemptions. Ms. Engbretson stated this is changing the fees, not the ordinance. Mayor Balensifer introjected and clarified, stating the issue before us on the agenda, is whether or not we need to increase the SDC fees to better cover the costs to the city and the infrastructure demands. We already know that our sewer treatment plant is going to need some significant upgrades. We know that we have issues with our water systems. I understand Commissioner Baldwin's concerns, but my inclination is let's get the fee increase in and then start exploring the alternative. If we sit on this issue next year we may wish we would have raised the SDC's. The conversation continued. Commissioner Baldwin noted he is all for SDC's the way they were explained in previous work sessions and commission meeting presentations. He is not however for SDC's when they will affect long term residents and they go against how they were presented initially. The discussion continued. Mayor Balensifer noted that the reason this agenda item is before us is because staff presented this as a stop gap. We looked at trying to change the SDC rates a little more drastically, but we found that it was going to take a rate study, and it was going to cost more than we were going to recover in that period of time we were trying to accomplish the increase. Raising the SDC's is sort of a middle ground and in the mean time we can explore other options which staff will come before us in another work plan to explore our options. Mayor Balensifer stated in regards to Commissioner Baldwin's previous comment on conflict of interest, that while it is a legislative item, technically it's more of a perceived conflict of interest than it is an actual conflict of interest. Conflict of interests are usually for items that are specific to you. I say this for the record so that people understand how State conflict of interest laws apply in this case.

**Commissioner Ackley made the motion to conduct the first reading of Resolution No. 2539, by title. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye; Ackley – aye**

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Newton noted the marina numbers. Harbormaster Sweet would like to talk to the Commission about people that are chronically 90 days late, and the penalty options for being 90 days late. Ms. Engbretson suggested taking a look at the ordinances at staff level, and then put forward a recommendation. Commissioner Newton stated they talked about a 90 day lien and seize; and discussed other options. The conversation continued on the matter. Ms. Engbretson noted the plan is to bring more changes and ordinance updates- including some of these issues. Mayor Newton noted someone is renting the Fenton building and gave other updates. He thanked the commission – it is a pleasure to work together. Mayor Balensifer concurred.

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Mayor Balensifer stated it would be a good step to have a Cap. Ex. Plan on all the facilities we own. Ms. Engbretson suggested taking a portion of the lease income and put it in the general fund. Mayor Balensifer discussed the need to look at additional funding solutions or revenue sources beyond the existing property taxes for the general fund because we know the property tax in Warrenton is not going to ever accomplish general government services- it just can't do it. Mayor Newton noted its good we are talking about the Cap Ex Plan because it came to head at the Port Commission. He noted most people don't realize with the PERS increase but we get to do \$50,000 less for the public than we did last year and I want to make it absolutely clear its not the employees fault. Commissioner Baldwin stated the need to look into the legality of sponsorship for some of our facilities.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:01 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

APPROVED:

  
Henry A. Balensifer III, Mayor

ATTEST:

  
Dawne Shaw, City Recorder