

MINUTES  
Warrenton City Commission  
August 8, 2023  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Henry Balensifer, Paul Mitchell, Tom Dyer, Gerald Poe, and Mark Baldwin (via Zoom)

Staff Present: City Manager Esther Moberg, Planning Director Jay Blake, Public Works Director Greg Shafer, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 7.25.23
- B. Budget in Brief – FY 2024
- C. Public Works Department Quarterly Update – Quarter 2, 2023

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

**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

COMMISSIONER REPORTS

Commissioner Poe stated he contacted LCTC and that he will attend the September meeting.

Mayor Balensifer discussed OMA conference he will be attending this weekend; he got approval to form a coastal mayors caucus. That will allow them to get unanimous consent to allow coastal mayors to have specific items to advocate for at state and federal levels. The major issue he is pushing for is the FEMA BiOp.

PUBLIC COMMENT

Tony Faletti noted his disappointment with ODOT and their treatment of our landscaping during their sidewalk work. He noted the landscaping was paid for by Urban Renewal funds and asked the city to go to ODOT and request funds to repair the landscaping.

Jim Ray asked about the status of the Popeye's restaurant; City Manager Esther Moberg gave an update stating that they are trying to sell it before it has been built and there's no takers. Mayor Balensifer discussed MOD Pizza and Chipotle going in at the Youngs Bay Plaza and that they should be opening shortly. He also discussed Ulta going in by Big 5.

PUBLIC HEARINGS - None

## BUSINESS ITEMS

Clatsop Community College Board Chair Trudy Van Dusen Citovic gave an update to the commission. She discussed previous issues with the board. She believes the college has a bright future. She discussed the college's current statistics compared to past statistics. Commissioner Poe asked why there was a lack of interest on the punch list on the new building and how did that happen. Ms. Van Dusen Citovic stated that it wasn't willful and that she believes that it was a matter of board members turning the oversight to the president of the college as well as board members having a lack of knowledge on the building process. Commissioner Poe thanked the Clatsop Community College Board for finding Kevin LaCoste. Mayor Balensifer stated that she previously mentioned that the college will be out of money by May. She stated that they will not be out of money by May; there is a contingency fund but with past President Breitmeyer leaving, his contract payout will eat up about half of the contingency fund. She stated there's retention funds from Covid coming in, but they are not here yet. Mayor Balensifer asked if the Covid money does not come in by May, will they be out of money; Ms. Van Dusen Citovic confirmed. She discussed when the Covid money comes in they will be able to get through this year. Mayor Balensifer asked for the record if the financial data comes from the higher education coordinating commission and why they don't have financial information for this year; Ms. Van Dusen Citovic confirmed. She stated that the audits were delayed and there's resistance from staff. Mayor Balensifer asked Ms. Van Dusen Citovic what she's looking for from the commission. She stated that she wants to let everyone know what is going on and communicate directly with the City of Warrenton. Discussion continued.

City Manager Esther Moberg reviewed a request from Spruce Up Warrenton for a noise variance for amplified sound at the Movie in the Park event, which will take place on August 10th.

**Commissioner Mitchell made the motion to authorize the use of amplified sound at the August 10, 2023 Movie In the Park event. Motion was seconded and passed unanimously.**

**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

Public Works Director Greg Shafer discussed his request for bid and the bidding process for widening the intersection of SW 9<sup>th</sup> & Main Ave. He discussed the project is needed to accommodate better turning movements especially for school buses and fire trucks.

**Commissioner Dyer made the motion to approve advertising the request for bids of the SW 9<sup>th</sup> St. & Main Avenue intersection project, including 10% Contingency. Motion was seconded and passed unanimously.**

**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

Mr. Shafer discussed his request for bid and the bidding process for the Safe Routes to School for additional sidewalk, noting the project is in the approved budget and the Capital Improvement Program. Mayor Balensifer asked if the intersection widening on SW 9<sup>th</sup> & Main Ave. and the additional sidewalk for Safe Routes to School are separate projects. Ms. Moberg stated the projects are two separate capital improvement projects, but she believes it may have originally started as one concept. Mayor Balensifer asked if they will be working on the whole intersection. Mr. Shafer stated they are only working on the west side.

**Commissioner Dyer made the motion to approve advertising the request for bids of the Safe Routes to School project, from the SW 9<sup>th</sup> St. & Main Avenue intersection to SW 11<sup>th</sup> St., according to the approved 2023-2024 budget, including 10% contingency. Motion was seconded and passed unanimously.**

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**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

Ms. Moberg discussed the Police Levy introducing Resolution No. 2654. She stated that the ballot title is clear and within the word count. She stated at the last meeting, the City Commission approved placing the police levy on the November ballot at a rate of \$0.34 per \$1,000.

**Commissioner Poe made the motion to adopt Resolution No. 2654. Motion was seconded and passed unanimously.**

**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

Ms. Moberg discussed the draft City of Warrenton Camping Policy, created so that staff may implement Ordinance No. 1265 amending Section 12 of the City's camping code. She discussed that there are five possible areas with either tent camping or RV/ car camping. She reminded the commission that the policy is just for overnight, and they would have to move after 7 a.m. Mayor Balensifer asked if the zones would be approved by the commission before they are implemented; Ms. Moberg confirmed they would be. Mayor Balensifer asked if the zone could be created where they are currently located; Ms. Moberg noted she would need to check with legal since we do not own that land and it is owned by the county. Discussion continued.

**Commissioner Dyer made the motion to approve the Camping policy, understanding this is for staff to implement as it pertains to Ordinance No. 1265. Motion was seconded and passed unanimously.**

**Baldwin - aye; Poe – aye; Mitchell – aye; Balensifer – aye; Dyer - aye**

#### DISCUSSION ITEMS

Planning Director Jay Blake discussed the request for a developmental code audit RFP. He discussed that he already has a list of issues his team has identified. He stated that a code audit is not going to solve the city's problems but will identify areas that will need to be fixed. He stated that a code audit will ensure that the code works the way they want it to. He discussed his process for identifying issues with the current code. He asked the commission if there were items, they would like him to include in the RFP process. Mayor Balensifer noted he would like to see a Hammond Downtown zone as well as a Warrenton Downtown zone. He noted that they are two very different downtown areas. He would like staff to be empowered to take more actions with nuisances to make the system less clunky as well as defining the differences. He would also like there to be an airport-specific district instead of just an industrial district; he stated it might be worthwhile to consider an I3 zone. He would like them to consider how to push the limits to dormitories for employee housing due to the city running into issues with employee housing. He suggested they define what is going to be passed by resolution and what will be passed by ordinance. He suggested they consider a marina commercial district or a recreational commercial district due to the current code limiting what can be done in the Hammond Marina. Mr. Blake discussed the audit, it will review all plans, and ensure it is consistent. Mr. Blake noted they will need a technical advisory committee for this process. Commissioner Mitchell noted he likes that they will be involving the community; he noted he would like to be on the committee. Commissioner Dyer noted concerns with the housing development and traffic on Ridge Road, he discussed that the roads are not equipped to handle the number of vehicles traveling on that road. Mr. Blake noted there is a traffic study in the works. Mayor Balensifer would like the advisory committee to keep in mind the quality of life of its citizens. He would also like them to consider 4H and FFA youth when they are looking into chicken issues. Mr. Blake stated that the process will require a significant amount of outreach to allow them to consider multiple perspectives. Mr. Blake stated he will bring this to the Planning Commission to get

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their input as well. Mayor Balensifer asked if Mr. Blake envisions it's going to be an omnibus passage package or a phased passage package. Mr. Blake stated it depends on how big the changes are, and it might be easier to start over.

GOOD OF THE ORDER

City Manager Moberg reminded everyone of the movie in the park on August 10<sup>th</sup>.

Mayor Balensifer noted the Cornhole Tournament for the parks on August 19<sup>th</sup> and that he will not be able to compete in the event, but he is happy to sponsor a team.

There being no further business, Mayor Balensifer adjourned the meeting at 7:09 p.m.

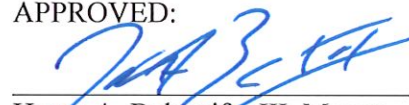
Respectfully prepared and submitted by Hanna Bentley, Deputy City Recorder.

ATTEST:



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Dawne Shaw, CMC, City Recorder

APPROVED:

  
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Henry A. Balensifer III, Mayor