

AGENDA

Warrenton Urban Renewal Agency

January 9, 2018 – 6:00 p.m.

Warrenton City Hall – Commission Chambers
225 S. Main Ave.
Warrenton, Or 97146

1. CALL TO ORDER
2. ROLL CALL
3. APPOINTMENT OF CHAIR AND VICE – CHAIR FOR 2018
4. CONSENT CALENDAR
 - A. Urban Renewal Agency Minutes – 12.12.17
5. BUSINESS
 - A. Consideration of Committee Applications/Appointments
6. ADJOURN

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Dawne Shaw, Deputy City Recorder, at 503-861-2233 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES
Warrenton Urban Renewal Agency
December 12, 2017

Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

Chair Henry Balensifer convened the Urban Renewal Agency meeting at 6:00 p.m.

Commissioners Present: Chair Henry Balensifer, Pam Ackley, Tom Dyer, Rick Newton and Mark Baldwin

Staff Present: Executive Director Linda Engbretson, Public Works Director Collin Stelzig, Police Chief Matt Workman, Community Development Director Skip Urling, Public Works Operations Manager Kyle Sharpsteen, WTF Superintendent Bob Bingham, Water Quality Technician Brian Crouter, PW Analyst Trisha Hayrynen, and Deputy City Recorder Dawne Shaw

CONSENT CALENDAR

- A. Agency Minutes – 6.27.17
- B. Agency/Advisory Board Joint Minutes – 9.06.17
- C. Agency Work Session Minutes – 10.10.17

Commissioner Ackley made the motion to approve the Consent Calendar as presented. Motion was seconded and passed unanimously.

Dyer – aye; Balensifer – aye; Baldwin – aye; Ackley – aye; Newton – aye

Agency Director Linda Engbretson presented an amendment to Downtown Landscape Professional Services Contract with Beth Holland. She noted the original contract was not-to-exceed \$20,000 and the amendment now includes project management, for additional not-to-exceed \$20,000. Discussion followed on the cost and the need for an outside project manager. Commissioner Baldwin noted his concerns, stating an outside project manager is an unnecessary expense, as the landscapers contracted to install the plantings will have plans to follow. Ms. Engbretson stated she could narrow scope of work down in the contract to keep the costs down; and it was noted that if Ms. Holland does not oversee the project, Public Works Director Collin Stelzig would have to oversee it. Discussion continued on drainage and water build up around bulb outs. Mr. Stelzig noted the plans still need work on the grading and drainage issues.

Commissioner Newton made the motion to authorize the Urban Renewal Agency Chair to

sign an amendment to the contract with Beth Holland for an amount not-to-exceed \$20,000, for Project Management of the Downtown Landscape Project. Motion was seconded and passed unanimously.

Dyer – aye; Balensifer – aye; Ackley – aye; Newton – aye; Baldwin – nay

Agency Director Linda Engbretson presented the Advisory Board applications for review and appointments. She noted three positions have expiring terms, each member has reapplied. She also noted there is one vacant position, Position No. 5; and we have received two new applications. After brief discussion the Commission noted they would like to meet people before appointing. The new applicants will be invited to the next meeting and Position No. 5 will be appointed at that time.

Commissioner Ackley made the motion to appoint Tess Chedsey to Position No. 4; Dennis Faletti to Position No. 6; and Dan Jackson to Position No. 7 on the Urban Renewal Advisory Board. Motion was seconded and passed unanimously.

Dyer – aye; Balensifer – aye; Baldwin – aye; Ackley – aye; Newton – aye

There being no further business Chair Balensifer adjourned the URA meeting at 6:18 p.m.

APPROVED:

Henry A. Balensifer III, Chair

ATTEST:

Dawne Shaw, Deputy City Recorder

5-A

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: The Warrenton Urban Renewal Agency

FROM: Dawne Shaw, Deputy City Recorder

DATE: January 9, 2017

SUBJ: Urban Renewal Advisory Board Applications/Appointments

SUMMARY

Current advisory board members, Tess Chedsey; Dennis Faletti; and Dan Jackson were reappointed at the December 12, 2017 Urban Renewal meeting. There remains one vacant position - Position No. 5, with a term end date of December 31, 2019. We have received applications from Mr. Mel Jasmin and Ms. Victoria Hayteas, and they have been invited to attend this evenings meeting.

RECOMMENDATION/SUGGESTED MOTION

I move to appoint _____ to Position No. 5 on the Warrenton Urban Renewal Advisory Board.

ALTERNATIVE

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by Urban Renewal Agency Director:

A handwritten signature in blue ink, which appears to read "Linden Egbertson", is written over a horizontal line. The signature is enclosed within a rectangular box.

"Making a difference through excellence of service"



CITY OF WARRENTON

Application for Committee Appointment

CITY OF WARRENTON
FINANCE DEPT

NOV 13 2017

RECEIVED
WARRENTON, OR 97146

To: Warrenton City Commission and Warrenton City Manager

I, Melvin (Mel) Jasmin, hereby apply for appointment to serve on the following:

- Budget Committee
- Community Center Board
- Parks Advisory Committee
- Planning Commission
- Warrenton Business Association
- Warrenton Community Library Board
- Warrenton Urban Renewal Advisory Board

What is your interest in applying for this position?

~~Interest in the continued growth of our community and the goals of improving on the comprehensive plan of urban renewal adopted by the Warrenton Commission.~~

What experience or qualifications do you have for this position?

Have some experience as a past member of the Clatsop County Housing Authority and a present member of the North West Oregon Housing Authority.

How much time could you give to serving on this committee?

Weekly Monthly Quarterly

Melvin Jasmin
Full Name (please print)

4 November 2017
Date

"Making a difference through excellence of service"



CITY OF WARRENTON

Application for Committee Appointment

CITY OF WARRENTON
FINANCE DEPT
NOV 27 2017
RECEIVED
WARRENTON, OR 97146

To: **Warrenton City Commission and Warrenton City Manager**

I, Victoria Hayteas, hereby apply for appointment to serve on the following:

- Budget Committee
- Community Center Board
- Parks Advisory Committee
- Planning Commission
- Warrenton Business Association
- Warrenton Community Library Board
- Warrenton Urban Renewal Advisory Board

What is your interest in applying for this position?

Please see note

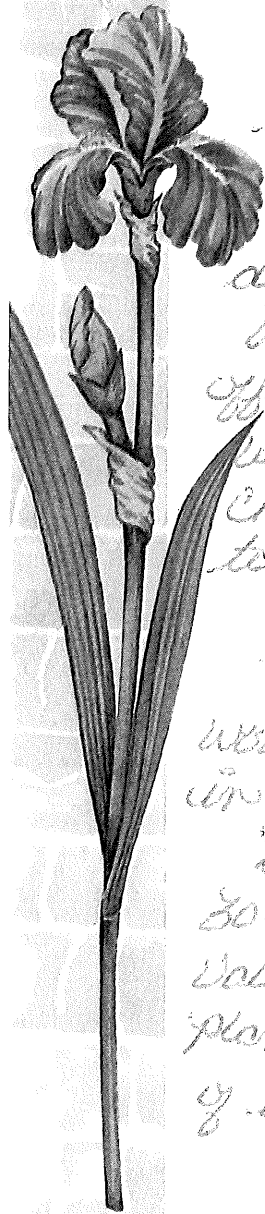
What experience or qualifications do you have for this position?

Please see note

How much time could you give to serving on this committee?

Weekly ___ Monthly ___ Quarterly ___ whatever is required

Victoria Hayteas November 20, 2017
Full Name (please print) Date



I am sincerely interested
in the future of the city
of Warrenton, and the
direction it will grow.

With all Warrenton has to
offer for those who live and
work here, vacation here, and
choose to retire here, I want
to help in it's growth.

Together with the mayor I
worked as a business coordinator
in Douglas County.

But it was living in Portland
30 years, that taught me the
value of being involved in urban
planning and the importance
of it.