

# AGENDA

## WARRENTON URBAN RENEWAL AGENCY

July 9, 2024 – 6:00 P.M.

Warrenton City Commission Chambers – 225 South Main Avenue  
Warrenton, OR 97146

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Public Meetings will also be audio and video live streamed. Go to <https://www.warrentonoregon.us/administration/page/public-meeting-zoom-access> for connection instructions.

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. CONSENT CALENDAR**

A. Urban Renewal Agency Meeting Minutes – 6.11.2024

**4. PUBLIC HEARING – None**

**5. BUSINESS**

A. Update on Outpost Building – 60 S. Main Avenue

B. Amendment to Grant Agreement – Outpost Warrenton LLC/60 S. Main Ave.

**6. EXECUTIVE SESSION**

**7. 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, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES  
 Warrenton Urban Renewal Agency  
 June 11, 2024  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, Or 97146

Chair Balensifer convened the Urban Renewal Agency meeting at 8:48 p.m.

Commissioners Present: Chair Henry Balensifer, Gerald Poe, and Tom Dyer

Excused: Paul Mitchell

Staff Present: Executive Director Esther Moberg, Finance Director Jessica Barrett, Deputy City Recorder Hanna Bentley and Secretary Dawne Shaw

CONSENT CALENDAR

- A. Urban Renewal Agency Meeting Minutes – 5.14.2024
- B. Warrenton Urban Renewal Advisory Committee Meeting Minutes – 3.06.2024

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

**Poe – aye; Balensifer – aye; Dyer – aye**

Executive Director Esther Moberg asked to remove the executive session and add two items to the agenda 5B Post Office offer and 5C Heron Building flood plain issues.

PUBLIC HEARINGS

Chair Balensifer opened the public hearing on Resolution No. 24-03; adoption of the Warrenton Urban Renewal Agency FY 2024-2025 Budget. Formalities followed. No conflicts of interest or ex parte contacts were reported. Finance Director Jessica Barrett noted the total appropriations for the budget is \$4,906,434. Chair Balensifer asked for public comment. No one spoke in favor or opposition. There being no further comments, Chair Balensifer closed the public hearing.

**Commissioner Poe made the motion to adopt Resolution No. 24-03; adopting the Urban Renewal Agency budget for FY 24-25 Motion was seconded and passed unanimously.**

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

BUSINESS ITEMS

Ms. Moberg gave an update on the significant buildings. She noted that the business proposal for C&S building purchase offer fell through and that the building will remain on the significant buildings list. She noted the Sollaccio's received their first renovation grant for the 60 N. Main building.

Ms. Moberg provided an update on the post office building. She noted that the inspection showed quite a bit of deferred maintenance and the seller reduced the offer price to \$497,500.00.

**Commissioner Poe made the motion to approve the purchase agreement to be amended for \$497,500. Motion was seconded and passed unanimously.**

**Poe – aye; Balensifer – aye; Dyer – aye**

Ms. Moberg provided an update on the Heron building flood plain issues. She noted the rough estimate for the majority of flood proofing was \$25,000-\$30,000. She noted the requirements to bring the building up to code. She estimates the maximum amount will be close to \$50,000.

**Commissioner Poe made the motion to authorize \$60,000 for the City Manager to spend on getting the Heron building up to code. Motion was seconded and passed unanimously.**

**Poe – aye; Balensifer – aye; Dyer – aye**

There being no further business, Chair Balensifer adjourned the Urban Renewal Agency meeting at 8:59 p.m.

APPROVED:

ATTEST:

\_\_\_\_\_  
Henry A. Balensifer III, Chair

\_\_\_\_\_  
Dawne Shaw, Secretary



## AGENDA MEMORANDUM

TO: Urban Renewal Agency  
FROM: Director of URA, Esther Moberg  
DATE: July 9, 2023  
SUBJ: Request for approval of grant addendum

### SUMMARY

### RECOMMENDATION/SUGGESTED MOTION

Requesting approval of an addendum to the Urban Renewal Grant for 60 N. Main Ave. to move up the timeline for final disbursement of grant funds for 60 N. Main Ave. The Urban Renewal Executive Director is requesting this to prevent future potentially perceived conflicts of interest after Jessica Sollaccio has taken office as a City Commissioner for the City of Warrenton.

### ALTERNATIVE

- 1) Other action as deemed appropriate by the City Commission
- 2) None recommended

### FISCAL IMPACT

This will move up the final disbursement of \$125,000 payable upon approval of the grant addendum.

Approved by City Manager: \_\_\_\_\_

**FIRST AMENDMENT TO  
OUTPOST WARRENTON LLC  
60 S. MAIN AVENUE  
WARRENTON URBAN RENEWAL AGENCY GRANT AGREEMENT**

This First Amendment to the Outpost Warrenton LLC 60 S. Main Avenue Warrenton Urban Renewal Agency Grant Agreement (“First Amendment”) is entered into by and between the Warrenton Urban Renewal Agency (“Grantor”) and Outpost Warrenton LLC (“Grantee”).

**RECITALS**

A. Grantor and Grantee entered into the Outpost Warrenton LLC 60 S. Main Avenue Warrenton Urban Renewal Agency Grant Agreement (“Grant Agreement”) on March 27, 2024, attached hereto as Exhibit A.

B. Grantor and Grantee desire and agree to amend the Grant Agreement as provided for in this First Amendment pursuant to the following terms.

**TERMS**

1. Grantor and Grantee agree to amend Section 1.4(c) of the Grant Agreement so that Grantor may disburse the remaining \$125,000 to Grantee prior to Grantee’s fulfillment of Grantee’s obligations under Section 1.4(b) of the Grant Agreement.
2. Grantee shall still fulfill its obligations under Section 1.4(b) of the Grant Agreement within one month after Grantee makes any Project payments.
3. All other terms of the Grant Agreement not amended by this First Amendment shall remain in full force and effect.
4. In the event of conflict between the terms of the Grant Agreement and the terms of this First Amendment, the terms of this First Amendment shall control.

Grantee:

Grantor:

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_