



City of Warrenton City Commission Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, June 9, 2026

1. City Commission meeting called to order at 6:00pm.
2. Pledge of Allegiance

Commission Members	Present	Excused
Gerald Poe	X	
Jessica Sollaccio	X	
Mike Moha	X	
Paul Mitchell	X	
Henry A. Balensifer III, Mayor	X	

Staff Members Present	
City Manager Esther Moberg	City Recorder Hanna Bentley
Finance Director Jessica Barrett	Public Works Director Kevin Gorman
Fire Chief Brian Alsbury	Police Chief Mathew Workman
Planning Director Anne Marie Skinner	

There was unanimous consent to move item 7F right below public comment.

3. Consent Calendar

**Items on the consent calendar have previously been discussed and/or are considered routine. Approval of the consent calendar requires a motion, a second, and no discussion, unless requested by a member of the City Commission.*

- A. 2026-2027 Public Safety Dispatch Services Agreement – Police
- B. 2026-2027 Public Safety Dispatch Services Agreement – Public Works
- C. 2026-2027 Public Safety Dispatch Services Agreement – Fire
- D. 2025-2026 Drainage Ditch Maintenance Program Update

Commissioner Sollaccio asked Public Works Director Kevin Gorman about the ditch maintenance program. There was brief discussion on how a ditch is inspected and assessed.

Motion:	Move to approve the consent calendar as presented.				
Moved:	Sollaccio				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			

Passed:	5/0
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4. Reports & Presentations

Commissioner Mitchell noted he attended the North West Housing meeting and provided a brief summary of the meeting.

Commissioner Sollaccio provided brief comments on the Maps Foundation open house event she attended.

City Manager Esther Moberg noted the code enforcement officer has started and that the community grant application period is now open.

Mayor Balensifer noted the Oregonians for Floodplain Protection meeting he attended and provided a summary of the meeting.

5. Public Comment & Correspondence

Written public comment was received from Eric Williamson and Kersten Valentine regarding rezone RZ-23-1.

7.F Consideration of Amplified Sound Permit and Street Closure - Spruce Up Warrenton 4th of July Parade

Public Works Director Kevin Gorman reviewed his staff report.

Motion:	Move to approve the amplified sound permit and the temporary road closure of the downtown vicinity as in the packet.				
Moved:	Mitchell				
Seconded:	Moha	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

6. Public Hearing

- A. AP-2026-1 appeal of denial of CUP-26-1 and SDR-26-2 for the development of one 4-plex building and one 6-plex building at 40 N Main Ave.

Mayor Balensifer opened the public hearing regarding appeal AP-2026-1. Formalities followed. No conflicts of interest or ex parte contacts were reported. Commissioner Mitchell noted that he has visited the site. Mayor Balensifer noted that the hearing will be held de novo and there were no objections. Planning Director Anne Marie Skinner presented her staff report and provided a

history of the appeal, application and reviewed why the planning commission denied the application. There was brief discussion between the commission and Skinner. Fire Chief Brian Alsbury provided comments regarding how he would navigate a fire apparatus at the property. The applicant Gerardo Castro provided an email for the record. There was brief discussion between the commission and the applicant regarding additional parking for guests; the applicant noted that he is within the state code for parking. Mayor Balensifer asked for public testimony. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Balensifer closed the public testimony portion of the hearing. There being no further questions or comments, he closed the public hearing. There was brief discussion regarding the application.

Motion:	Move to approve AP-2026-1 and reverse the Planning Commission's denial decision of SDR-26-1 and CUP-26-1, by approving them, subject to the staff recommended conditions of approval listed in the staff report dated March 27, 2026, (and listed again below), and an additional condition of approval regarding backing onto a public street • Compliance with all applicable Title 16 requirements of the Warrenton Municipal Code (WMC), as required by WMC 16.40.060(F). • Provision of written approval from the Oregon Department of Transportation authorizing access to the site from U.S. Highway 104 prior to issuance of any City permits. • Where pathways cross a parking area, driveway, or street ("crosswalk"), they shall be clearly marked with contrasting paving materials, humps/raised crossings, or painted striping. An example of contrasting paving material is the use of a concrete crosswalk through an asphalt driveway. If painted striping is used, it shall consist of thermoplastic striping or similar type of durable application. • Compliance with the Uniform Fire Code, as amended, including administrative sections and all appendices and all the State of Oregon revisions, as adopted. • Prior to the City issuing any permits, the applicant shall submit a site plan revision providing that a pathway connect the north building entrance to the proposed Main Avenue sidewalk, thereby providing a pathway connection between the building entrances via the proposed Main Avenue sidewalk. The certificate of occupancy shall not be issued until the approved pathways are provided. • Paving of all driveways, parking areas, aisles, and turn-around areas with asphalt, concrete, or other comparable surfacing, in conformance with WMC 16.120.020(O)(1). • Construction of driveway aprons connecting to the public right-of-way with concrete surfacing meeting City construction standards. • Installation of proposed sidewalk improvements prior to issuance of a certificate of occupancy. • Approval of sanitary sewer and water plans by the City-appointed engineer prior to issuance of permits for sewer and water improvements.
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	• Demonstration of compliance with WMC Chapter 16.140, Stormwater and Surface Water Management, prior to issuance of any City permits. • Compliance with WMC Chapter 16.152, Grading, Excavating, and Erosion Control Plans, including submission and approval of grading plans, prior to obtaining any grading or construction permits and prior to commencement of site work. • Compliance with WMC 16.144.040 regarding signs. • Prior to the City issuing any permits, the applicant shall submit a revised site plan showing compliance with WMC 16.120.020.E: "Access to and from off-street parking areas shall not permit backing onto a public street."				
Moved:	Moha				
Seconded:	Mitchell	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

- B. Public Hearing and consideration of Resolution No. 2733 Approving and Adopting a Supplemental Budget by making Appropriations for Municipal Purposes of the City of Warrenton for the fiscal year commencing July 1, 2025 and ending June 30, 2026

Mayor Balensifer opened the public hearing on regarding the supplemental budget. Formalities followed. No conflicts of interest or ex parte contacts were reported. Finance Director Jessica Barrett presented her staff report noting the supplemental budget is to transfer funds to allow for the purchase of the new library building. Mayor Balensifer asked for public testimony. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Balensifer closed the public testimony period. There being no further questions or comments, he closed the public hearing.

Motion:	Move to approve Resolution No. 2377 Approving and Adopting a Supplemental Budget.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

C. Adoption of Fiscal Year 2026-2027 Budget; Resolution No. 2726

Mayor Balensifer opened the public hearing on the adoption of the Warrenton City Budget for Fiscal Year (FY) 2026-2027. Formalities followed. No conflicts of interest or ex parte contacts were reported. Finance Director Jessica Barrett presented her staff report on the budget, noting the budget was approved by the Budget Committee. Mayor Balensifer asked for public comments. No one spoke in favor, opposition or neutral. There being no further comments, Mayor Balensifer closed the public comment period. There being no further questions or comments, he closed the public hearing.

Motion:	Move to adopt Resolution No. 2726.				
Moved:	Sollaccio				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

D. State Revenue Sharing

Mayor Balensifer opened the public hearing on the election to receive State Revenue Sharing funds. Formalities followed. No conflicts of interest or ex parte contacts were reported. Barrett presented the staff report. Mayor Balensifer asked for public testimony. No one spoke in favor or opposition. There being no further comments, Mayor Balensifer closed the comment period and closed the public hearing.

Motion:	Move to adopt Resolution No. 2722; A Resolution Declaring the City of Warrenton's Election to Receive State Revenues for Fiscal Year 2026-2027.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

7. Business Items

A. Adoption of the 2027-2032 Capital Improvement Program (CIP)

It was noted that the CIP was reviewed on April 8th at a work session. Mayor Balensifer requested a mid-year check in on the CIP, there were no objections.

Motion:	Move to adopt the 2027-2032 Capital Improvement Program.				
Moved:	Moha				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

B. Resolution No. 2723 - Water Rates Adjustment

Public Works Director Kevin Gorman reviewed his staff report. He noted that it is a 4% increase.

Motion:	Move to conduct the first reading, by title, of Resolution No. 2723.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading by title only of Resolution No. 2723; Adopting Water Department Rates and Fees, Establishing July 1, 2026, as the Effective Date, and Repealing All Other Resolutions in Conflict.

C. Resolution No. 2724 - Sewer Rate Adjustment

Public Works Director Kevin Gorman reviewed his staff report noting that it is an 8% increase.

Motion:	Move to conduct the first reading, by title only, of Resolution No. 2724.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading by title only of Resolution No. 2724; Adopting Sewer Department Monthly Rates, Establishing July 1, 2026, as the Effective Date, and Repealing All Other Resolutions in Conflict.

D. Resolution No. 2731 - Sanitation Rate Adjustment

Public Works Director Kevin Gorman reviewed his staff report noting that it is a 20.8% increase.

Motion:	Move to conduct the first reading, by title only, of Resolution No. 2731.				
Moved:	Poe				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer		X		
Passed:	4/1				

Mayor Balensifer conducted the first reading by title only of Resolution No. 2731; Adopting Sanitation Department Monthly Rates, Establishing July 1, 2026, as the Effective Date, and Repealing All Other Resolutions in Conflict.

E. Resolution No. 2732 - Recycling Rate Adjustment

Public Works Director Kevin Gorman reviewed his staff report he noted that it is a 2.1% increase and that this is a pass through. Dan Blue from Recology provided a few brief comments noting that is a CPI driven adjustment. There was brief discussion regarding the cost of medical waste disposal.

Motion:	Move to conduct the first reading, by title, of Resolution No. 2732.				
Moved:	Sollaccio				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading by title only of Resolution No. 2732; Adopting New Rates and for Residential Recycling Services, Establishing July 1, 2026, as the Effective Date, and Repealing All Other Resolutions in Conflict.

F. Consideration of Amplified Sound Permit and Street Closure - Spruce Up Warrenton 4th of July Parade

Discussed earlier in the meeting after public comment.

G. Request to Award Construction Contract for the City of Warrenton Raw Waterline RP-3/4 Project

Public Works Director Kevin Gorman reviewed his staff report noting that bids came back under the engineer's estimate.

Motion:	Move to approve the award of the construction contract for the Raw Waterline RP-3/4 Project to Big River Construction, Inc. in the amount of \$968,330.00 and authorize a contingency not to exceed 10% of the contract amount.				
Moved:	Mitchell				
Seconded:	Moha	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

H. Public Safety Fee Ordinance Second Reading and Adoption

Fire Chief Brian Alsbury reviewed his staff report. It was noted that the fee is for commercial and industrial accounts based on water meter size.

Motion:	Move to conduct the second reading by title only of Ordinance Number, 1302.				
Moved:	Mitchell				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the second reading by title only of Ordinance Number, 1302, an ordinance of the city commission of the city of Warrenton Oregon authorizing the establishment of a public safety fee, enacting section 33 to municipal code chapter 3.

Motion:	Move to adopt Ordinance Number 1302.				
Moved:	Poe				
Seconded:	Moha	Aye	Nay	Abstain	Recused
Vote:	Poe	X			

	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

I. Resolution No. 2730 - Public Safety Fee

Fire Chief Brian Alsbury reviewed his staff report.

Motion:	Move to conduct the first reading by title only of Resolution 2730.				
Moved:	Sollaccio				
Seconded:	Poe	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Moha	X			
	Mitchell	X			
	Balensifer	X			
Passed:	5/0				

Mayor Balensifer conducted the first reading by title only of Resolution 2730, a resolution repealing resolution 2709 and establishing public safety fee rates.

It was clarified that Ordinance No. 1302 needs to go into effect 30 days from its passage.

8. Discussion Items

9. Good of the Order

Mayor Balensifer provided brief comments regarding the condition of the Quincy Robinson Park bathrooms; City Manager Esther Moberg provided brief comments in response to how the bathrooms are maintained and locked.

10. Executive Session

11. Adjournment

There being no further business, Mayor Balensifer adjourned the meeting at 7:31 pm.

Attest:


Hanna Bentley, CMC, City Recorder

Approved:


Paul Mitchell, Mayor Pro Tem