
Warrenton Urban Renewal Agency

Agenda

City Hall, 225 S. Main Warrenton, OR 97146

Tuesday, January 14, 2025

The meeting will be broadcast via Zoom at the following link

<https://us02web.zoom.us/j/5332386326?pwd=VHNVVXU5blkxbDZ2YmxlSWpha0dhUT09#success>

Meeting ID: 533 238 6326 | Passcode: 12345 | Dial-in Number: 253-215-8782

Urban Renewal Agency Regular Meeting 6:00 PM

1. **Call to order**
2. **Roll Call**
3. **Consent Calendar**
 - A. Urban Renewal Agency Meeting Minutes 12.10.2024
 - B. Urban Renewal Advisory Committee Meeting Minutes 09.06.2024
4. **Public Hearings - None**
5. **Business Items**
 - A. Consideration of Chair and Vice Chair Selection
 - B. Consideration of Resolution Setting Committee Appointments
6. **Executive Session**
7. **Adjournment**

Warrenton Urban Renewal Agency
Meeting Minutes
 City Hall, 225 S. Main Warrenton, OR 97146
 Tuesday, December 10, 2024

1. Urban Renewal Agency meeting called to order at 7:25 pm.
2. Roll Call

Commission Members	Present	Excused
Gerald Poe	X	
Jessica Sollaccio	X	
Tom Dyer	X	
Paul Mitchell		X
Henry Balensifer, Chair	X	

Staff Members Present	
Executive Director Esther Moberg	Deputy City Recorder Hanna Bentley

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. Urban Renewal Agency Meeting Minutes – 12.10.2024

Motion:	Move to approve the consent calendar presented.				
Moved:	Sollaccio				
Seconded:	Dyer	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			
	Dyer	X			
	Balensifer	X			
Passed:	4/0				

4. Public Hearing - None

5. Business Items

A. Consideration of Warrenton Urban Renewal Advisory Committee (WURAC) Appointment:

Chair Balensifer discussed the applications received for WURAC. Commissioner Dyer noted there was someone wishing to give public comment. There was a request to add public comment following appointment there were no objections.

Motion:	Move to appoint Amy Atkinson, Christine Bridgens, and Kelly McGuffin for positions 1, 2, and 7.				
Moved:	Poe				
Seconded:	Sollaccio	Aye	Nay	Abstain	Recused
Vote:	Poe	X			
	Sollaccio	X			

	Dyer	X			
	Balensifer	X			
Passed:	4/0				

Public Comment:

Ron Dyer asked about the Peterson Property and asked if there were funds available to look for a covered area at the property.

Brandi Lindstrom noted she is the founder and executive director of First Steps Center for Autism and Developmental Disabilities. She noted her goal is to help families be successful and thrive in the community and that she plans on applying for an Urban Renewal Grant.

Commissioner Dyer moved to suspend the commission rules. Commissioner Poe seconded to suspend the rules and allow Ron Dyer to speak again. Ron Dyer added to his previous public comment noting that in a parks survey sent out 88% of people were looking for a covered area.

B. Discussion of Urban Renewal Agency Remaining Budget

Executive Director Esther Moberg discussed the Urban Renewal Agency budget and noted its expenses. She noted the summary was a request from the Warrenton Urban Renewal Advisory Committee (WURAC). She noted there is approximately two and a half years left of the Urban Renewal District. She noted WURAC has requested a work session with the Agency in February or March. Commissioner Sollaccio asked about the Peterson property; Ms. Moberg noted that the property is currently budgeted for a plaza space which is a paved uncovered space. She noted the high cost of creating a covered space. There was discussion on similar structures and wind shear requirements. Chair Balensifer noted the joint session with WURAC is going to be the best time to discuss the property and that city staff might bring forward additional ideas.

6. Executive Session

7. Adjournment

There being no further business, Chair Balensifer adjourned the meeting at 7:41 pm.

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

Approved:

Attest:

Henry A. Balensifer III, Mayor

Dawne Shaw, CMC, City Recorder

Warrenton Urban Renewal Advisory Committee

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Wednesday, September 4, 2024 3:30pm

1. Warrenton Urban Renewal Advisory Committee (WURAC) meeting called to order at 3:30 pm

Committee Members	Present	Excused
Karin Hopper	X	
Christy Coulombe (arrived at 3:31)	X	
Tony Faletti	X	
Mary Jo Gregoire	X	
Nicole Kime	X	
Tess Chedsey, Chair	X	

Staff Members Present	
Executive Director Esther Moberg	Deputy City Recorder Hanna Bentley, Secretary
Harbormaster Jessica McDonald	

2. Consent Calendar

A. Urban Renewal Advisory Committee Minutes 3.6.2024

Motion:	Move to approve the minutes.				
Moved:	Tony Faletti				
Seconded:	Nicole Kime	Aye	Nays	Abstain	Recused
Vote:	Hopper	X			
	Faletti	X			
	Gregoire	X			
	Kime	X			
	Chedsey	X			
Passed:	5/0				

Executive Director Esther Moberg requested to add item 5C updates from Secretary Hanna Bentley to the agenda.

3. Public Comment

4. Business Items

5. Discussion Items

A. Urban Renewals Impacts on the Warrenton Marina

Harbormaster Jessica McDonald presented her staff report on the Warrenton Marina. She thanked WURAC for their support. Executive Director Esther Moberg noted she appreciated Chair Chedsey asking for an update. There was brief discussion on the plans for the Marina and the purchasing of a piece of property next to the commercial dock. Mary Jo Gregoire

asked about the Marina revenue and the funds brought in; Ms. McDonald responded. Ms. Moberg noted there is a charge for when the hoist is used and that it brings back revenue to the city. There was discussion on the improvements to the commercial E Dock.

B. Executive Director's Report

Executive Director Esther Moberg provided an update on Urban Renewal projects.

She discussed the Post Office building noting that Urban Renewal owns the building, and the lease is between the City and United States Postal Service. She noted the Post Office will most likely extend its option to renew the lease. The lease is a 5 year lease with the Post Office having the option to renew the lease. She noted the facility needs maintenance. There was discussion on the facility being purchased by Urban Renewal and rent going to the city when the district sunsets. Karin Hopper asked what the remaining funds are; Ms. Moberg noted she does not have the budget on her, but she will send a follow up email. Tony Faletti asked how much the city makes on the lease; Ms. Moberg stated \$35,000 a year.

She provided an update on the food cart pod noting there are currently 5 carts on the premises and there is room for 2 more pods. She noted the improvements that have been made at the pod as well as future plans. Karin Hopper asked if there are regulations regarding the hours the carts are open; Ms. Moberg responded stating that each cart handles its hours. Discussion followed on the best way to relay the hours of the food carts. Ms. Moberg noted that staff can talk to them about their hours and ask them to maintain consistent hours. Mary Jo Gregoire asked about parking, noting that it is often full; there was brief discussion on parking moving forward.

Ms. Moberg discussed the Peterson Property noting that she has engaged someone to work on wetland delineation and a draft initial design. Ms. Moberg discussed the design ideas for parking, a paved plaza to host events noting the high cost and risk of covering the plaza, she noted they intend on the back of the property being a park with sidewalks on 2 sides and lighting. She stated she is hoping to bring the design to the committee in about 6 months.

She provided an update on the 69 NE Heron Property leased to Battery 245 noting the timeline for floodproofing and HVAC installation. There was brief discussion on how the building was funded with Urban Renewal funds and the process that takes place when funds are spent on the building.

Ms. Moberg discussed significant buildings and Urban Renewal Grants for significant buildings and façades. She noted that there are 2 outstanding grants. One of the outstanding grants has been pulled and the requestor plans to come back with a new plan. Tony Faletti asked what is left in the budget for façade and business grants; Ms. Moberg noted that she has lowered the budget for the grants and will send a follow up email with exact numbers. She noted if there is money left in the budget the committee and agency might want to pursue murals throughout the district. Karin Hopper asked if the old detail shop is for lease or sale; Ms. Moberg noted that she doesn't think the owner is interested in selling.

C. Secretary's Report

Secretary Hanna Bentley provided the committee with a reminder on how to use the microphones. She reminded the committee that term end letter would be going out soon. She let the committee know that the minutes will have a new look at the next meeting.

Tony Faletti asked what the budget is for the Peterson property project; Ms. Moberg noted she does not have the budget on her and she will follow up with the committee on the budget.

6. Other Business

7. Adjournment

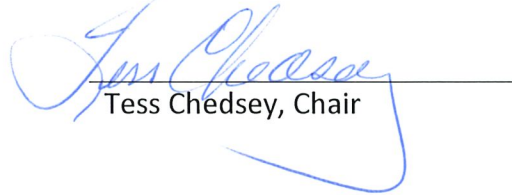
There being no further business, Chair Chedsey adjourned the meeting at 4:13 p.m.

Approved:

Attest:



Hanna Bentley, Secretary



Tess Chedsey, Chair

AGENDA MEMORANDUM

TO: The Warrenton Urban Renewal Agency
 FROM: Dawne Shaw, URA Secretary
 DATE: January 14, 2025
 SUBJ: Confirmation of Chair and Vice Chair for 2025

SUMMARY

In 2015, the Urban Renewal Agency declared by motion, that whoever serves as Mayor and Mayor Pro-tem of the Warrenton City Commission shall act as the Chair and Vice-chair of the Agency. While foregoing the formal ballot process, it is appropriate to confirm and recognize for the record the acting Chair and Vice-chair for 2025.

RECOMMENDATION/SUGGESTED MOTION

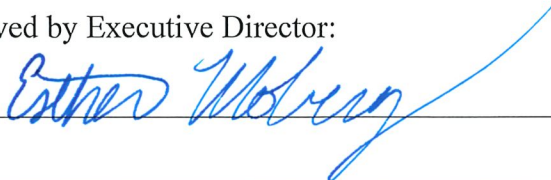
I move to appoint Henry A. Balensifer as Chair and _____ as Vice-Chair for the Warrenton Urban Renewal Agency for calendar year 2025.

ALTERNATIVE

Other action as deemed appropriate by the Agency

FISCAL IMPACT

N/A

Approved by Executive Director:


Warrenton Urban Renewal Agency Agenda Memo

Meeting Date: January 14, 2025
From: Hanna Bentley, Deputy City Recorder
Subject: Committee Appointments

Summary:

The Urban Renewal Agency has made various appointments to the Warrenton Urban Renewal Advisory Committee (WURAC).

Recommendation/Suggested Motion:

"I move to adopt Resolution No. 25-01; appointing persons to serve on the Warrenton Urban Renewal Advisory Committee and setting terms of office."

Alternative:

Other action as deemed appropriate by the City Commission

Fiscal Impact:

N/A

Attachments:

(All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.)

- Resolution No. 25-01

Approved by Executive Director: 

RESOLUTION NO. 25-01

INTRODUCED BY: All Commissioners

**APPOINTING PERSONS TO SERVE ON THE
WARRENTON URBAN RENEWAL ADVISORY COMMITTEE
AND SETTING TERMS OF OFFICE**

BE IT RESOLVED, by the Warrenton Urban Renewal Agency that the Warrenton Urban Renewal Advisory Board members and their terms of office are as follows:

Position 1	Amy	Atkinson	Term Ending	December 31, 2026
Position 2	Christine	Bridgens	Term Ending	December 31, 2026
Position 3	Tony	Faletti	Term Ending	December 31, 2026
Position 4	Tess	Chedsey	Term Ending	December 31, 2025
Position 5	Mary Jo	Gregoire	Term Ending	December 31, 2025
Position 6	Nicole	Kime	Term Ending	December 31, 2025
Position 7	Kelly	Mcguffin	Term Ending	December 31, 2025

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this 14th day of January 2025.

APPROVED:

Henry A. Balensifer III, Chair

ATTEST:

Dawne Shaw, CMC, City Recorder