

MINUTES  
Warrenton Urban Renewal Advisory Committee  
December 1, 2021  
3:30 p.m.  
Warrenton City Hall – Commissioners Chambers  
225 S. Main  
Warrenton, OR 97146

Dennis Faletti was nominated as Chair Pro-tem for the meeting. Chair Pro-tem Faletti called the meeting to order at 3:33 p.m.

Warrenton Urban Renewal Advisory Committee Members Present: Brooke Terry (via Zoom), AmyLeigh Sutton, Tess Chedsey, Chair Pro-tem Dennis Faletti, and Katie Burkhart (via Zoom)

Absent: Chair Bob Bridgens and Mel Jasmin

Staff Present: Executive Director Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, Harbor Master Jane Sweet, Planning Director Scott Hazelton, and Secretary Rebecca Sprengeler

Secretary Rebecca Sprengeler corrected the consent calendar minutes date to September 1, 2021.

**CONSENT CALENDAR**

A. Urban Renewal Advisory Committee Meeting Minutes 9.1.21

**Tess Chedsey made the motion to accept the minutes from September. Motion was seconded and passed unanimously.**

**Terry – aye; Sutton - aye; Chedsey - aye; Faletti – aye; Burkhart – aye**

**BUSINESS**

Executive Director Linda Engbretson discussed a possible residential rehabilitation program. The original plan included commercial and residential programs. A residential plan has not been developed. She feels many nuisance properties within the district would benefit from a residential program to offset the cost of nuisance abatement. If the committee is open to it, a program will be put together similar to the façade program. She noted homes that have been declared nuisances often have funding issues. She suggested offering a matching grant or similar program to assist with dumpsters, demolition, or trash pickup for properties declared as nuisances. She noted a building that may be declared a nuisance soon and abatement may be several thousand dollars and feels it may help to offer financial assistance. Tess Chedsey noted the commercial façade program and feels a residential program should have different criteria. Ms. Engbretson feels it should be used for buildings that have been declared as nuisances to prevent the money from being used for flipping homes for a profit. Ms. Chedsey feels the

expenditure is valid as long as there are criteria they agree on. Ms. Engbretson discussed a property on 9<sup>th</sup> street. Brooke Terry noted concern about ensuring upkeep after abatement and a grant being incentive for owners to allow properties to become nuisances. Ms. Engbretson suggested adding a restriction on applying for grants within a time period. She feels the incentive is that owners would not be fined or condemned. There was brief discussion about cost of City abatement. Amy Leigh Sutton asked for an estimate of current nuisance properties. Ms. Engbretson noted the \$50,000 annual budget for façade grants and feels this would be adequate for a residential program. She explained the façade grant and matching funds. She discussed the nuisance declaration process and fines. Ms. Chedsey feels it is a good and cost beneficial idea. Chair Pro-tem Faletti stated we have the money, it might help. Ms. Engbretson noted if they budget \$50,000 that will be taken from another project. There was discussion about collecting fines and recovering the cost of City abatement. Ms. Engbretson discussed a house on Anchor that was abated by the City several years ago. They have not yet recovered the cost of abatement. Chair Pro-tem Faletti feels it will help. Ms. Chedsey feels it may be less expensive than what they have now and agreed with Chair Pro-tem Faletti. Ms. Engbretson suggested starting with a \$5,000 match. It was noted this is only for properties in the Urban Renewal District. Ms. Engbretson asked for a recommendation to bring to the agency and to assist with budgeting. Chair Pro-tem **Faletti asked if any member was not in favor of this program; there was no response.** Ms. Engbretson asked what kind of a budget they would like to see. Ms. Terry feels a \$5,000 match should be enough. Ms. Chedsey would like to add language about per residence and limitation on time. Ms. Sutton is concerned about applicants being able to match \$5,000 and feels a grant to cover expenses up to \$5,000 could help encourage people rather than back them into a corner. Ms. Engbretson suggested a \$2,500 grant and noted cost for abatement is different for each property. She discussed matching funds up to \$5,000 or a \$2,500 grant with any cost over that being a 1:1 match. Ms. Sutton would like to revisit the program in the future to see how it goes. Ms. Engbretson noted they could add committee approval to the criteria. Ms. Chedsey suggested matching up to \$5,000 with no minimum. Chair Pro-tem Faletti agreed. Ms. Engbretson asked for clarification if this would be a grant. Ms. Chedsey said yes, they would match it with no minimum. Ms. Engbretson noted they will put something together and bring it to the agency.

Public Works Director Collin Stelzig presented an update on the main street improvement project. They are selecting a project manager that will be in charge of researching additional funds. Next, they will select an engineer. The project was estimated at almost \$5 million for the intersection to 4<sup>th</sup> Street. Discussion followed about possible grant funding. Mr. Stelzig outlined the possible funds. Ms. Engbretson clarified they do not have enough money to complete the whole section but want to do as much as they can. The estimate is for the whole project. Mr. Stelzig noted they do not expect to be able to go that far but are going to try.

Mr. Stelzig noted update about the food carts. They have a sewer connection, electrical connection, water connection, and asphalt. Power is expected within the next month. Ms. Engbretson will be reaching out to additional vendors. Mr. Stelzig discussed the sewer connection. They found the old home connection that will be used for grey water. This may not be the final location.

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Harbor Master Jane Sweet discussed an update on the commercial pier at the Warrenton Marina. They are hoping to review draft documents this month and are preparing to take the project to bid. Discussion followed about the status of dredging at the Hammond Marina. It should be finished in two weeks. The hope is to be on a five-year dredge schedule moving forward.

Ms. Engbretson introduced Planning Director Scott Hazelton to the committee.

**OTHER BUSINESS**

Finance Director April Clark presented a report on the cash flow for the Urban Renewal Agency capital projects fund. She noted the total cash is about 2.7 million across all three funds in the Urban Renewal Agency. She explained the pay-as-you-go process to not incur any additional debt. She noted annual debt service payments. She noted the annual estimated tax increment for the remaining life of the District. Ms. Engbretson noted it is difficult to go into debt because projects must be completed by the end of 2027. Ms. Clark noted two bonds from 2012 and 2013 and discussed the covenants that make it difficult to secure additional funding. Ms. Engbretson noted any leftover funds at the end of the District will be returned to the different taxing districts. There was brief discussion about extending the life of the District and the substantial amendment. Ms. Engbretson noted discussion about forming a district in Hammond. Discussion continued about difficulties of extending the life of the District.

Ms. Sutton asked about the possible parking lot discussed at the last meeting. Ms. Engbretson noted a realtor has been hired to work with the city and gave an update.

There being no further business, Chair Pro-tem Faletti adjourned the meeting at 4:11 p.m.

**Next regular meeting:** March 2, 2022 at 3:30 p.m.

APPROVED:



~~Bob Bridgens~~, Chair

Chair Pro-tem, Dennis Faletti

ATTEST:



Rebecca Sprengeler, Secretary

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