

MINUTES
Warrenton Urban Renewal Advisory Committee
June 1, 2022
3:30 p.m.
Warrenton City Hall – Commissioners Chambers
225 S. Main
Warrenton, OR 97146

Mr. Faletti volunteered to be the Chair Pro-tem to start the meeting. He called the meeting to order at 3:31 p.m.

Warrenton Urban Renewal Advisory Committee Members Present: Karin Hopper, Brooke Terry (Zoom), AmyLeigh Sutton, Tess Chedsey, Michelle Murray (Zoom), Dennis Faletti, and Cyndy O'Reilly

Staff Present: Executive Director Linda Engbretson, Public Works Director Collin Stelzig, Finance Director April Clark, Marina Office Assistant Jessica Megowan, and Secretary Rebecca Sprengeler

Introductions were made by each board member and staff present.

CONSENT CALENDAR

A. Urban Renewal Advisory Committee Special Meeting Minutes 4.20.22

Ms. Chedsey made the motion to approve the minutes of the last meeting. Motion was seconded and passed unanimously.

Hopper – aye; Sutton - aye; Chedsey - aye; Murray – aye ; Faletti – aye; O'Reilly – aye

Ms. Engbretson noted the need to elect a chair. Mr. Faletti explained he wants to continue on the board but does not want to be an officer. Ms. Engbretson suggested changing the Secretary position in the by-laws to Vice Chair. Ms. Sutton nominated Ms. Chedsey for chair. Ms. Chedsey accepted. Ms. Murray volunteered to be the vice chair.

All were in favor of Tess being the Chair.

There was discussion about changing the Secretary position to the Vice Chair in the by-laws.

All were in favor of Michelle as the secretary.

Chair Chedsey made the motion to change the title of Secretary to Vice Chair of this committee. Motion passed unanimously.

Hopper – aye; Sutton - aye; Chedsey - aye; Murray – aye ; Faletti – aye; O'Reilly – aye

BUSINESS

Ms. Engbretson reviewed the by-laws and duties of the Warrenton Urban Renewal Advisory Board, past and current projects, and the façade grant programs. There was discussion about changing of the façade grant program to allow a second application within the 5-year waiting period after an award. There was brief discussion about marketing the program. Discussion continued about allow reapplications if there are funds remaining in the same fiscal year. Ms. O'Reilly suggested prioritizing new applications over reapplications; if there are no new applications towards the end of the fiscal year, the reapplication will be awarded. Ms. Engbretson suggested adding criteria about cut-off dates for applications and awards. Ms. Engbretson noted the budget for façade grants each year. There was discussion about the district boundaries. It was noted the district ends at the end of 2027. Ms. Engbretson noted potential for an urban renewal district in Hammond. Ms. Engbretson continued discussing the budget, projects, life of the district, and encouraged members to suggest new ideas.

Public Works Director Collin Stelzig gave updates on the downtown improvements, 4th street project, and food cart pod. He asked about paving more of the lot and adding more utilities if there is more interest. Ms. Engbretson suggested lowering the cost of rent. Discussion followed about marketing to increase interest from new carts and pedestrians. There was discussion about improvements to make it more attractive. Ms. Hopper would be happy to assist with marketing. Ms. Engbretson suggested reaching out to the Chamber, CEDR, advertisement, and make a recommendation to the agency to consider lower rent. It was noted some big events are coming up that will increase foot traffic. Mr. Stelzig noted half the utilities and paving are in place and it would be \$20,000-\$30,000 to put the rest in. The plan also includes a structure, landscaping, and benches. Four additional trucks could be added with current pavement. It was noted the current rent is \$400. Ms. Engbretson asked if the committee would like to consider lowering the rent. Discussion followed. Ms. Hopper suggested having pop-up booths in that area during 4th of July. Ms. Engbretson noted other events that day. Ms. Chedsey noted a Thursday market at the marina before COVID. Ms. Engbretson said they will work on marketing and will include Ms. Hopper. Mr. Stelzig noted an archway could be added. There was brief discussion about increasing foot traffic and the Fenton building.

Marina Office Assistant Jessica Megowan gave an update on the commercial pier. She noted the Department of State Lands lease adjustment was accepted and moving forward. Ms. Engbretson noted the project was originally broken into three phases, but the preference is to complete all at once to save money.

Finance Director April Clark explained the Urban Renewal budget. She also noted a cash flow worksheet. The annual report is required and provides budget information.

Ms. Engbretson noted the projects in the plan and report may not be completed.

OTHER BUSINESS - None

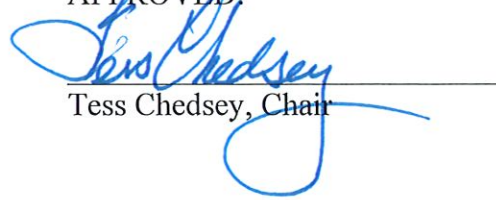
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There being no further business, Chair Chedsey adjourned the meeting at 4:31 p.m.

Next regular meeting: September 7, 2022 at 3:30 p.m.

APPROVED:


Tess Chedsey, Chair

ATTEST:


Rebecca Sprengeler, Secretary
Dawne Shaw,