

**City of Warrenton Urban Renewal Advisory
Committee (WURAC)
Regular Meeting Agenda
Wednesday, December 3, 2025 – 3:30 PM
City Hall, 225 S. Main, Warrenton, OR 97146**

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

Below are the methods to provide public comment and/or public testimony on a public hearing:

1. In-person: Complete a comment card and submit to the Secretary prior to the start of the meeting.
2. Via Zoom: Register with the Secretary, at hbentley@warrentonoregon.us no later than 3pm the day of the meeting. Please ensure that your zoom name matches the name registered to comment.
3. Written comments: Submit via e-mail to the Secretary, at hbentley@warrentonoregon.us, no later than 3:00 p.m. the day of the meeting.

Public Comment: To provide public comment, participants should register prior to the meeting. All remarks will be addressed to the whole Committee and limited to 3 minutes per person. The Committee reserves the right to delay any action, if required, until such time as they are fully informed on a matter. Once your public comment is submitted it becomes part of permanent public record.

- 1. Call to Order**
- 2. Consent Calendar**
 - A. Urban Renewal Advisory Committee (WURAC) Meeting Minutes 2025.09.03
- 3. Public Comment**
- 4. Business Items**
 - A. Election of 2026 Chair and Vice Chair
 - B. Warrenton Urban Renewal Advisory Committee Bylaws Update
 - C. Worksession Invitation Urban Renewal Agency and Advisory Committee
- 5. Discussion Items**
 - A. Executive Director's Report
 - B. Update: Current Urban Renewal Projects
- 6. Other Business**
- 7. Adjournment**

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

Warrenton Urban Renewal Advisory Committee (WURAC)

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Wednesday September 3, 2025

1. Warrenton Urban Renewal Advisory Committee meeting called to order at 3:31 pm.

Committee Members	Present	Excused
Amy Atkinson	X	
Christine Bridgens		X
Tony Faletti	X	
Mary Jo Gregoire		X
Nicole Bian	X	
Kelly Mcguffin		X
Tess Chedsey, Chair	X	

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

2. 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 Urban Renewal Agency.

A. Warrenton Urban Renewal Advisory Committee Minutes 2025.03.05

Motion:	Move to approve the minutes of the March meeting.				
Moved:	Chedsey				
Seconded:	Faletti	Aye	Nay	Abstain	Recused
	Atkinson	X			
	Faletti	X			
	Bian	X			
	Chedsey	X			
Passed:	4/0				

3. Public Comment - None

4. Business Items

A. Peterson Property Preliminary Design Presentation:

Executive Director Esther Moberg provided a background on the Peterson Property and reviewed the preliminary designs. She noted that the recommendation would go before the Urban Renewal Agency and that the budget for this project is very small. There was brief discussion on wetlands, utilities, access points to the property, lighting, ADA compliance, maintenance, and elk. It was noted that the work will start at the property next spring or summer.

Motion:	Move to approve the preliminary design for the Peterson Property Park with the understanding that there will be further discussion and changes if need be.				
Moved:	Bian				
Seconded:	Faletti	Aye	Nay	Abstain	Recused
	Atkinson	X			
	Faletti	X			
	Bian	X			
	Chedsey	X			
Passed:	4/0				

5. Discussion Items

A. Executive Director's Report and Project Update

Moberg provided a projects update: Preliminary design of the Peterson Property has been completed. Building permits have been issued for the Outpost Building, with construction expected to begin soon. Battery 245 will open this month; remaining tasks include generator installation, floodproofing barriers, and attic crawl space ventilation. The Food Cart Pod currently has 4 active carts, with interest in one more. The site can hold 5–6 carts.

She reviewed the top priorities list: Warrenton Marina dock design, purchase of the Library Building, and the Peterson Property. There was brief discussion on possible library buildings.

B. Update on Urban Renewal Grants

Moberg reviewed the outstanding grants. There are two outstanding façade grants for the property across from Nu-Way Carpet and the Lighthouse Park. She reviewed the remaining outstanding Urban Renewal Grants Nu-Way Carpet received \$100,000 grant and the final reimbursement check will be issued soon; Outpost received the entirety of their grant amount and Battery 245 will be opening soon.

C. Update on Façade Grants – reviewed under item 5B

6. Other Business

7. Adjournment

There being no further business, Chair Chedsey adjourned the meeting at 4:20 pm.

Approved:

Attest:

Tess Chedsey, Chair

Hanna Bentley, Secretary



Urban Renewal Advisory Committee (WURAC) Agenda Memo

Meeting Date: December 3, 2025

From: Hanna Bentley, City Recorder

Item Name: Warrenton Urban Renewal Advisory Committee Bylaws Update

Summary:

On October 28, 2025, the Urban Renewal Agency unanimously voted to recommend that the Urban Renewal Advisory Committee amend its bylaws to suspend term lengths and maintain the current roster through the sunset of the district, pending resignations or removals. Staff have drafted the bylaws with the requested amendments from the Agency.

Recommendation/Suggested Motion:

"I move to approve the amended bylaws."

Alternative:

Other action as deemed appropriate.

Fiscal Impact:

N/A

Attachments:

1. Draft WURAC Bylaws Update

Warrenton Urban Renewal Advisory Committee
By-Laws

Article I
Name

This Committee, being duly and officially established by the City of Warrenton Commission, shall be known as the Warrenton Urban Renewal Advisory Committee, herein after referred to as "The WURAC".

Article II
Goal

Pursuant to the following By-Laws, The WURAC is charged with the task of advising the Warrenton Urban Renewal District and the City of Warrenton Commission on all matters pertaining to the encouragement of infill, rehabilitation and redevelopment that is consistent with the Comprehensive Plan and Zoning Regulations adopted by the Warrenton City Commission as well as the Warrenton Urban Renewal District Plan.

Article III
Function Of The WURAC

The primary function of The WURAC shall be to advise the Warrenton Urban Renewal District and the City of Warrenton Commission on all matters regarding the duties and performance of established goals of the Warrenton Urban Renewal District.

Article IV
Board Of Directors

Section 1: The Board of Directors' potential new members shall be recommended by The WURAC and ratified by the Warrenton Urban Renewal District and the City of Warrenton Commission.

Section 2: The Board of Directors shall meet monthly if needed, but at a minimum 4 times per fiscal year.

Section 3: Members of the Board of Directors shall be given five (5) days advance notice for regular or special meetings.

Article V
Officers

Section 1 - Conditions: The Officers of The WURAC shall consist of the Chairperson and Secretary. The Chairperson may not hold the office of the Secretary. Officers shall hold office for one (1) year and be elected by the Board of Directors at the annual meeting to be held in June and start serving in the capacity of officer July 1 through June 30 of the following year. They may be elected to one additional term for the same position previously held.

Section 2 - Chairperson: The Chairperson shall preside at all board meetings. The Chairperson shall enforce the By-Laws of The WURAC, and provide general supervision and leadership. The Chairperson shall work with the Warrenton Urban Renewal District staff to provide the committee members with any necessary interpretation of policies, rules, regulations and requirements regarding the Warrenton Urban Renewal District.

Section 3 - Secretary: The Secretary shall write and keep (or cause to be written and kept) the Minutes of all board meetings of the committee, be responsible for all correspondence and notification to members of all meetings, their time and place. All records of The WURAC shall be maintained by, and on file at the City of Warrenton.

Section 4: In the absence of the Chairperson, the Secretary shall preside. In the absence of both, the Chairperson may appoint someone from the board to preside at the meeting.

Article VI
Terms Of Office Of The Board Of Directors

Section 1: ~~All members of the Board of Directors shall serve until the sunset of the Urban Renewal District August 28, 2027. All members of the Board of Directors shall serve a term of two (2) years with the terms of Positions 1, 2 and 3 expiring on December 31 of even-numbered years and the terms of Positions 4, 5, 6, and 7 expiring on December 31 of odd-numbered years. Members must either reside or own property in the City of Warrenton. Any member may apply for re-appointment to The WURAC.~~

Section 2: The Board of Directors shall have the power to fill board positions that have been vacated by submitting nominations for approval to the Warrenton Urban Renewal District. It shall be the duty of members of the Board of Directors to inform new members of the role and responsibilities of the Board of Directors.

Section 3: The Board of Directors shall consist of seven (7) members.

Section 4: The board may declare the office of a board member vacant if it finds any of the following:

- A. The incumbent has died or resigned.
- B. The incumbent has ceased to be a member of The WURAC.
- C. The incumbent has ceased to discharge the duties of office for two (2) consecutive meetings of the board, unless prevented therefrom by sickness or other unavoidable cause or unless excused by the Chairperson of the board.

Article VII
Budget

The members of the WUR Advisory Committee may make recommendations to the WUR District Board on budget issues. The WUR Advisory Committee shall review the annual budget prior to adoption by the WUR District Board and make recommendations to the WUR District Board. The Annual budget is required to be approved by the WUR District Board and submitted to the Warrenton City Commission for final approval. The City Manager and Finance Director shall follow city fiscal policies as it relates to the WUR District budget.

Article VIII
Quorum

A quorum consisting of four (4) board members must be present to transact any business at a meeting.

Article IX
Parliamentary Procedure

All questions of parliamentary procedure shall be determined according to the latest version of Roberts' Rules of Order.

Article X
Amendments

Section 1: The Board of Directors, by a majority vote of those attending any meeting, called for that purpose, may alter, amend, add to or repeal these By-Laws, provided that notice of the proposed change shall have been mailed not less than five (5) days prior to the meeting. The Warrenton Urban Renewal District and the Warrenton City Commission must approve all changes, amendments, or additions to the By-Laws.

Section 2: These By-Laws, when adopted, shall supersede and annul all previous constitutions and By-Laws, and such previous instruments shall have no further force and effect.

Article XI
Savings Clause

The WURAC hereby declares that it has adopted these By-Laws and each section, sub-section, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more section, sub-section, phrases, clauses, or portions be or be declared to be invalid, unenforceable or unconstitutional. And if a section, sentence, clause, phrase or portion of these By-Laws is, for any reason held to be invalid, unenforceable or unconstitutional by any court, such decision shall not affect the validity of the remaining portions of these By-Laws.

Approved by a majority vote of The WURAC:

Approved by the Warrenton Urban Renewal District:

Adopted by the Warrenton City Commission:



Urban Renewal Advisory Committee (WURAC) Agenda Memo

Meeting Date: December 3, 2025
From: Esther Moberg, City Manager
Item Name: Worksession Invitation Urban Renewal Agency and Advisory Committee

Summary:

The Urban Renewal Agency is requesting a joint work session to review and discuss the priority list for the remainder of the Urban Renewal. They would like to meet January 13th at 5pm with the Urban Renewal Advisory Committee. This will be to review priority list beyond the top two items and discuss the list to see if it should be revisited further.

Recommendation/Suggested Motion:

No motion is recommended.

Alternative:

none recommended

Fiscal Impact:

n/a

Attachments:

None



Urban Renewal Advisory Committee (WURAC) Agenda Memo

Meeting Date: December 3, 2025
From: Esther Moberg, City Manager
Item Name: Executive Director's Report

Summary:

Report regarding Urban Renewal Updates:

- Executive Director Moberg is in the process of hiring Elaine Howard for the ending of the Urban Renewal Area downtown, scheduled to end August 28, 2027.
- Peterson Project is in review of design with final design to be presented at next WURAC meeting.
- Floodproofing of the Heron Building: Final items are the floodproof barriers which will be done this month or beginning of December (weather dependent for install), and the generator for the sump pump. That will close out the floodproofing on this building. The Brewery is already up and running with temporary occupancy permit.
- Executive Director Moberg is working on the process for a new Urban Renewal area in the Hammond part of Warrenton, most likely this new plan will start (hire consultants) in fiscal year 2026.
- Food Cart Pod - we will pulling a portapotty for winter, leaving one ADA portapotty.

Recommendation/Suggested Motion:

n/a

Alternative:

Fiscal Impact:

Attachments:

None



Urban Renewal Advisory Committee (WURAC) Agenda Memo

Meeting Date: December 3, 2025
From: Esther Moberg, City Manager
Item Name: Update: Current Urban Renewal Projects

Summary:

Peterson Project:

- Currently finalizing design and expects to bring the design forward in January - more to be determined regarding this project after priority review meeting with the agency.

Marina E Dock Project:

- Requests for Proposals were approved on October 28th at the Urban Renewal Agency meeting. Summary: The City seeks professional engineering and permitting services for the replacement of E Dock, a key commercial dock that accommodates approximately 22 year-round commercial vessels ranging from 50 to 80 feet in length. E Dock has exceeded its service life and requires full replacement. The City intends to replace the dock within the existing general footprint while upgrading structural, electrical, and moorage systems to meet the load requirements of the commercial fleet and current in-water environmental standards. The Agency has approved as the #2 priority project the Commercial E Dock and the design phase is budgeted for this fiscal year.

Library Building

- The purchase of a new Library Building was approved as the #1 priority project for Urban Renewal and budgeted in this fiscal year. The Executive Director has had prior conversations with the NWOHA executive director and expects to have more information in January regarding this building purchase.

Recommendation/Suggested Motion:

No motion recommended

Alternative:

Fiscal Impact:

Attachments:

None