



City of Warrenton Parks Advisory Board
Regular Meeting Agenda
Monday, February 9, 2026 – 4:00 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 City Recorder prior to the start of the meeting.
2. Via Zoom: Register with the City Recorder, at cityrecorder@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 City Recorder, at cityrecorder@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 City Commission and limited to 3 minutes per person. The Commission 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. **Pledge Of Allegiance**
3. **Consent Calendar**
 - A. Parks Advisory Board Meeting Minutes for October 13, 2025
 - B. Parks Advisory Board Election of Chair and Vice Chair
4. **Reports**
 - A. Warrenton Parks Alliance - Brooke Terry
5. **Public Comment**
6. **Business and Discussion Items**
 - A. New Entrance Sign to Quincy Robinson Park - Esther Moberg, City Manager
 - B. Parks Alliance - Adult Equipment Status
 - C. Parks Non-profit Liaison
 - D. Utility Billing "Round up for Parks" for Potential Funding Source
 1. Exhibit A Memo
 - E. Seafarer's Park Project - Received Permits, Under Construction (Bank Stabilization)
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.



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Parks Advisory Board Meeting Minutes for October 13, 2025

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

1. 10.13.2025 Meeting Minutes Draft



City of Warrenton Parks Advisory Board

Meeting Minutes

City Hall, 225 S. Main Warrenton, OR 97146

Monday, October 13, 2025

1. Parks Advisory Board meeting called to order at 4:26 pm

2. Pledge of Allegiance

Parks Board Members	Present	Excused
Ron Dyer	X	
Sammi Beechan (ZOOM)	X	
Bert Little (ZOOM)	X	
Brooke Terry	X	
Sara Long, Chair	X	

Staff Members Present	
Public Works Director, Kevin Gorman	
Acting PW Executive Secretary, Lily Newman	

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 Parks Advisory Board.

A. Parks Advisory Board Meeting Minutes – June 09, 2025

Motion:	Move to approve the consent calendar as presented.				
Moved:	Chair Sara Long				
Seconded:	Ron Dyer	Aye	Nays	Absent	Recused
	Bert	X			
	Beechan	X			
	Little	X			
	Terry	X			
	Long	X			
Passed:	4/0				

4. Reports

A. Warrenton Parks Alliance- Brooke Terry

- i. Adopting a highway, we did the first of the 4-yearly cleaning
- ii. Presented to the 100 women's group for grants, but they did not select us for the grant. We lost to the North Coast Wildlife Foundation; however, we did receive donations. Definitely going back next year!
 - i. CMH Donated \$2,500

- iii. 5K Trick or Trot: Granted a community grant, Brooke asked about painting arrows for the 5K.
 - i. Board shared about possibly doing chalk or chalk spray
 - ii. Public Works Director said he would follow up.
- iv. Grants
 - i. Parks Alliance wants to get more into grants. The alliance expressed a desire for more cohesiveness when talking about the Commission Task Force, master plans, and CIP projects for grants.

5. Public Comment

There were no Public Comments at this meeting.

6. Business Items

There were no Business Items at this meeting

7. Discussion Items

- A. Quincy and Bessie Robinson Park Lighting Improvement- Kevin Gorman, Public Works Director
 - i. The Public Works Department would like to move forward with the installation of floodlights on the already existing power poles around the park.
- B. Quincy and Bessie Robinson Parks Sport Court Improvement- Kevin Gorman, Public Works Director
 - i. The Public Works Department has talked to a few contractors. The best, most cost-effective way to resurface the court would be to pulverize the existing court fill with more material and then pave it. A potential roadblock of this project would be finding different materials under the court other than sand.
- C. Community Cleanup Coordination- Kevin Gorman, Public Works Director
 - i. The Public Works Department would like to have better communication when community cleanups take place. An email with a heads-up prior to the cleanup would be nice, so we can schedule the crew to clean up debris.
- D. New Entrance Sign to Quincy Robinson Park- Esther Moberg, City Manager
 - i. Esther was not present

8. Adjournment

There being no further business, Chairperson Sara Long adjourned the meeting at 5:42 p.m.

Approved:

Sara Long, Parks Advisory Board Chair

Attest:

Cindie Manion, Public Works Executive Secretary



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Parks Advisory Board Election of Chair and Vice Chair

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Warrenton Parks Alliance - Brooke Terry

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: New Entrance Sign to Quincy Robinson Park - Esther Moberg,
City Manager

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Parks Alliance - Adult Equipment Status

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Parks Non-profit Liaison

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Utility Billing "Round up for Parks" for Potential Funding Source

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Exhibit A Memo

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

1. Round Up For Parks Memo



MEMORANDUM

TO: Dale McDowell, Public Works Director

FROM: Jessica Barrett, Finance Director

DATE: 01/12/2026

Regarding: Proposed Round Up for Parks

The Finance Department is unable to facilitate a Round Up program on Utility Bills. Our Utility Billing software does not offer a method of “rounding up” and there is no method to enroll a customer in a programs through their utility bills either.

While we do accept payments at the counter for walk in customers, our cash receipting system does not have a “round up” function and the process for rounding up would be manual, add time to each cash receipt, and leave room for error.

The Round Up for Parks proposal references a separate fund and ongoing financial reporting. Warrenton Parks are part of the General Fund and do not have a separate fund.

Administratively, we do not have a way to implement a round up program as described in the proposal.



Parks Advisory Board Agenda Memo

Meeting Date: February 9, 2026

From:

Item Name: Seafarer's Park Project - Received Permits, Under Construction
(Bank Stabilization)

Summary:

Recommendation/Suggested Motion:

"I move to..."

Alternative:

Fiscal Impact:

Attachments:

None