

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

Chair Bob Bridgens called the meeting to order at 3:31 p.m.

Warrenton Urban Renewal Advisory Committee Members Present: Chair Bob Bridgens, Brooke Terry (via Zoom), AmyLeigh Sutton, Tess Chedsey (via Zoom), Mel Jasmin (via Zoom), Dennis Faletti, and Katie Burkhart (via Zoom, arrived at 3:44 p.m.)

Staff Present: Executive Director Linda Engbretson, Community Development Director Scott Hess Public, Works Director Collin Stelzig (via Zoom), and Secretary Rebecca Sprengeler

CONSENT CALENDAR

A. Advisory Committee Meeting Minutes – 12.02.20

Dennis Faletti made the motion to approve the minutes from 12.02.20. The motion was seconded and approved with all in favor.

Bridgens - aye; Terry – aye; Sutton - aye; Chedsey - aye; Jasmin – aye; Faletti – aye; Burkhart – absent

Executive Director Linda Engbretson introduced Rebecca Sprengeler as the new Deputy City Recorder and welcomed new Warrenton Urban Renewal Advisory Committee (WURAC) members, Brooke Terry and AmyLeigh Sutton.

BUSINESS

Community Development Director Scott Hess presented an update on the Food Cart Pod project. He provided brief background on the project. Greenworks PC created three designs for WURAC to review as shown in the agenda packet. The goal is to choose a single preferred alternative design. The designs have been reviewed by the Development Review Committee and City staff. Now, Mr. Hess wants an agreement on a preferred alternative from WURAC to present to the Urban Renewal Agency (URA) at their next meeting. If URA agrees with WURAC's preference, or as it is amended, the next step will be a full cost analysis of the preferred alternative with more design information. The \$20,000 contract with Greenworks is not enough to do in-depth design and cost estimates for all three designs but will be for the single preferred alternative. Paving the lot is a URA project scheduled for this summer. Mr. Hess noted the need for parking in half of the lot for emergency responders. In an emergency situation, nine additional parking spaces are needed. This parking is also used by Arnie's customers. Mr. Hess gave an overview and weighed the differences of each design. The intention is to have everything sit on top of the paved surface,

aside from what is decided for restrooms. Mr. Hess noted that designs one and two have the option to be mirrored in the future. Option three would have the most potential for conflict in an emergency. When discussing the roof structures, Mr. Hess noted that Public Works has concerns about structural fabrics and their viability on the north coast. The consultant was asked to create designs to represent the essence of Warrenton including logging and fishing. Different light and heating options would make the space more inviting during the wintertime. Mr. Hess reiterated his request for feedback from WURAC on their preferences that will be presented to URA.

Chair Bridgens asked about the budget for this project. Ms. Engbretson stated there is \$100,000 in the plan designated for this. There was continued discussion about the budget, cost estimates for paving, cost estimates for the designs, and utilities. Mr. Hess noted the need for consideration of desired level of permanency versus flexibility. This provides the opportunity to see if the site will be self-sustainable for a couple years. There was discussion about grey water disposal. Mr. Hess said he believes the cost estimate will include what these improvements would be. He made some comments about what making this upgrade would entail and said this might be a future project because of the cost. Ms. Engbretson noted that the Urban Renewal Agency (URA) *could* consider additional funds, but this was the original discussion.

Mr. Hess asked for a vote on the preferred alternative. After some discussion, it was decided that the preferences would be individually emailed. Ms. Sutton noted she has safety concerns with option three but likes option one and two, noting there is great exposure opportunity with Arnie's being next door. She likes the aesthetics of option two because of the covered courtyard area that is confined and easier to heat. Mr. Bridgens noted the need for a covered area because of the rain. Mr. Bridgens asked how long the food carts are intended to be on the lot. Ms. Engbretson said there is not specific timeframe.

There was brief discussion about the original purpose of the site being for Fire Department expansion. Ms. Engbretson elaborated on this, noting that this has been decided to be the best use for the lot at this time to generate income instead of leaving it empty. Mr. Hess noted that the potential income for six food carts would be \$28,800 per year from license agreement revenue, exceeding the highest grossing tax-based items that could go there and allows for flexibility.

Mr. Faletti commented on the tent-style roofs being problematic with the high wind on the coast and recommended a more permanent cover. Mr. Bridgens made some comments in agreement. Ms. Chedsey and Ms. Sutton agreed. Ms. Terry noted that she prefers option one because it allows more space for people waiting in line, whereas option two seems like it does not have as much space for waiting. Mr. Jasmin noted he feels option three is a liability but likes option one or two and asked about cost estimates. Mr. Hess said that the designs have been made to be assumed similar costs, but there will be a cost estimate range in the next round of designs. Further communication on the project will be via email as the hope is to close out the contract before WURAC's next quarterly meeting. There were no further comments.

PROJECT UPDATES –

Public Works Director, Collin Stelzig gave an update on the Main Avenue Downtown Master Plan Improvements, noting that the City Commission approved the contract for Otak to do the

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alley survey and drone flight. The fieldwork is completed, and the plan draft completion is estimated to be in the next three weeks. The drone flight is postponed until FAA approves, possibly in May. Ms. Engbretson asked if cost estimates would be available for the next WURAC meeting. Mr. Stelzig said costs will not be available until the design stage. Ms. Engbretson asked if the designs will go all the way to 4th. Mr. Stelzig said the intent is to quickly get to 30% and then have the consultant or project manager search out more funds. Brief discussion followed about other sources of funds.

Ms. Engbretson gave an update on the Commercial Pier at the Marina. It has been designed and needs project management. The designers of the pier may also have project management outlined in their bid. There needs to be a decision whether to complete all three phases at once, which was originally estimated at about \$1 million. There is currently \$1.4 million on hand. Mr. Faletti noted the importance of the Marina, some concerns about losing money, and feels this should have been completed by now. Ms. Engbretson responded saying that the amount of money was originally split between the Marina and the downtown. The bathhouse and new marina house were the work that was approved for the Marina. The substantial amendment put in the pier and the commercial dock. There are still issues with the pier. This committee voted to fund it. Remaining funds are for downtown improvements. Ms. Engbretson made some comments and noted that all the projects need to be completed and all the money spent by the beginning of 2028.

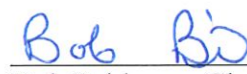
OTHER BUSINESS

Mr. Bridgens asked when the next meeting will be. Mr. Faletti asked that future packets be printed double-sided to save paper. There was brief discussion about the next set of plans for the food pod designs. Mr. Hess once again asked that feedback on the designs be emailed to himself or Ms. Sprengeler.

There being no further business, Chair Bridges adjourned the meeting at 4:10 p.m.


Next regular meeting is scheduled for June 2, 2021, at 3:30 p.m.

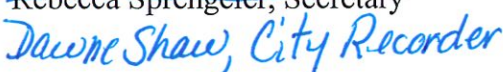
Approved



Bob Bridges, Chair

Attest



Rebecca Sprengeler, Secretary

Dawn Shaw, City Recorder