

MINUTES  
Warrenton Urban Renewal Advisory Committee  
Special Meeting  
April 22, 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 3:32 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 (arrived at 3:46), and Katie Burkhart (via Zoom)

Staff Present: Community Development Director Scott Hess Public, Works Director Collin Stelzig, and City Recorder Dawne Shaw

**CONSENT CALENDAR**

A. Advisory Committee Meeting Minutes – 03.11.21

**Ms. Chedsey made the motion to approve the minutes from 03.11.21. The motion was not seconded. There was no vote. Chair Bridgens said the minutes were passed.**

**BUSINESS**

Community Development Director Scott Hess briefly discussed the Façade Grant Application from Roy Allgeyer. Committee members previously agreed by email to move forward.

Mr. Hess suggested forming a subcommittee to approve facade grants as they are applied for. Four members are needed for a quorum with all members voting yes. There was consensus. AmyLeigh Sutton, Bob Bridgens, Katie Burkhart, and Tess Chedsey volunteered to be on the façade grant subcommittee.

Chair Bridgens noted Mr. Hess is leaving the City of Warrenton.

City Recorder Dawne Shaw noted that there was consensus from WURAC (Warrenton Urban renewal Advisory Committee) via email; a formal vote is not needed. Mr. Hess noted that Mr. Allgeyer's second grant is within five years of the first. He suggested the committee take this into consideration in the future.

PROJECT UPDATES –

Chair Bridgens noted his concerns about the Food Cart Pod project moving forward in Mr. Hess'

absence. Mr. Hess noted the history of the project and presented an update on the Food Cart Pod Preferred Alternative design. The City Commission is very interested in this as an income-producing project. Public Works Director Collin Stelzig reviewed a memo outlining the cost estimates. He noted his recommendation to increase the project cost up to \$150,000. There was brief discussion. Mr. Bridgens noted concerns about food truck rent covering project costs. Mr. Hess noted the income possibility of \$22,000 per year in rent/revenues for about five food carts. The City has the flexibility to cancel lease agreements. Discussion continued on sewer and restroom costs. Discussion followed on the future of the property. There was discussion on parking issues. There is consideration of moving emergency responder parking to the Peterson property. The discussion about competing parking concerns continued. Mr. Hess discussed the possibility of prioritizing improvements and doing this project in phases. Ms. Sutton noted she feels the aesthetics are not the focus of most food cart pods, the food is. Chair Bridgens asked about the budget for this project. Mr. Hess noted there is \$100,000 dedicated to the parking lot project. \$22,000 - \$24,000 has gone to the design consultant process. \$4,000 has gone to Pacific Power upgrades. Mr. Stelzig's proposal is to increase the total to up to \$150,000 for paving and other improvements. There was discussion about tents and coverings. Mr. Hess noted phase I could be underground infrastructure and paving, phase II could be ancillary infrastructure, phase III could be tables, landscaping etc., and the restrooms could be last. There was discussion about food trucks being responsible for providing their own additions like tables and landscaping. Mr. Faletti noted he is against the idea of tents due to the high winds. Chair Bridgens brought up the possibility of the homeless/transient population occupying a tented area. Mr. Hess noted the Police Department proximity. This will also be a concern with a permanent restroom. Mr. Hess asked for a motion to URA (Urban Renewal Agency) to increase the current budget up to \$150,000. The exact dollar amount of the increase will be presented to URA. Mr. Hess repeated the breakdown of the costs for Mr. Faletti's benefit. Brief discussion followed. Mr. Hess noted for the record that Mr. Stelzig is charging the City the same fees for any developer to do the project and thanked Mr. Stelzig for adding the SDC (System Development Charge) fees. Discussion followed. Mr. Hess suggested language for a motion, "I move the Urban Renewal Advisory Committee recommend approval of the preferred alternative and recommend the total project cost be increased to \$180,000." Chair Bridgens noted he does not feel he can vote for this project because of loose ends.

**Mr. Jasmin made the motion to make a recommendation up to \$150,000. The motion was seconded by Ms. Sutton and passed by majority.**

Chair Bridgens noted his concerns about loose ends on the project. Mr. Stelzig will be taking the project over moving forward. Ms. Sutton noted her thoughts, arguing in favor of the food cart pod. Mr. Faletti agreed with Chair Bridgens. Ms. Terry agreed with the project but has concerns about the timeline. Mr. Hess noted that there is not enough in the budget for additions by the consultant; cost estimates are rough. If this does not move forward with a recommendation to URA, WURAC should provide clear direction on what is needed to make a decision and move forward. Ms. Terry asked for clarification on the budget decisions. Mr. Hess noted WURAC can make a specific recommendation about how the budget is used. He noted the current motion needs a vote. Ms. Terry noted she is in favor but feels that the project improvements should be prioritized. Ms. Chedsey asked if the funding is just being increased, not specifically allocated.

MINUTES

Warrenton Urban Renewal Advisory Committee

Regular Meeting – 04.22.21

Page 2

Discussion followed. Ms. Shaw noted a need for action on the motion.

**Bridgens - nay; Terry – aye; Sutton - aye; Chedsey - aye; Jasmin – aye; Faletti – abstain; Burkhart – aye**

Chair Bridgens wished Mr. Hess good luck. Mr. Jasmin asked about the results of the vote. Mr. Hess stated the next step is for staff to take the recommendation from WURAC to URA that funding for this project be increased to a total of \$150,000 and to work with WURAC on future improvements. Mr. Stelzig noted the first steps for this summer.

**OTHER BUSINESS** - None

There being no further business, Chair Bridges adjourned the meeting at 4:34 p.m.

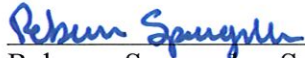
Next regular meeting is scheduled for June 2, 2021, at 3:30 p.m.

Approved



Bob Bridges, Chair

Attest



Rebecca Sprengeler, Secretary