

AGENDA

Warrenton Urban Renewal Advisory Committee Special Meeting

April 22, 2021
Thursday – 3:30 PM

Warrenton City Hall – Commission Chambers
225 South Main Street
Warrenton, OR 97146

1. **Call to Order**
2. **Roll Call**
3. **Consent Calendar**
 - A. Advisory Committee Meeting Minutes 03.11.21
4. **Business**
 - A. Façade Grant Application, Roy Allgeyer
 - B. Discussion: Sub Committee for Grant Application Review
 - C. Project update: Preferred Alternative for the Food Pod Designs
5. **Other Business**
6. **Adjourn**

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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Warrenton Urban Renewal Advisory Committee

Regular Meeting – 03.03.21

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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

Attest

Bob Bridgens, Chair

Rebecca Sprengeler, Secretary



P.O. BOX 250 ■ WARRENTON, OR 97146 -0250 ■ OFFICE: 503.861.2233 ■ FAX: 503.861.2351

TO: The Warrenton Urban Renewal Advisory Committee
FROM: Scott A. Hess, Community Development Director
DATE: April 22, 2021
SUBJECT: **Façade Grant Application – 711 Harbor**

Applicant Roy Allgeyer has submitted a Façade Improvement Grant Application (attached) for the building at 711 E. Harbor Drive. Mr. Allgeyer was awarded a Façade Improvement Grant for \$5000 for his building at 723/737 E. Harbor Drive in August of 2017. The Urban Renewal Agency's policy has been to attempt to spread these funds around the community, and avoid repeat customers within a timespan of less than 5 years.

The City has had some difficulty attracting participation in the Façade Grant program, and Staff is recommending a one-time exception to the five-year rule to allow Mr. Allgeyer to move ahead with this façade grant to improve another structure along one of the City's primary routes. It is Mr. Allgeyer's intention to create a cohesive and coordinating look between his buildings, and Staff believes that this will be a beneficial use of Urban Renewal funds, and will improve the look and entryway into the City of Warrenton along Harbor Drive.

RECOMMENDATION/SUGGESTED MOTION

"I move that the Urban Renewal Advisory Committee approve the Façade Improvement Grant for 711 E. Harbor Drive."

ATTACHMENTS

- Façade Grant Application – 711 E. Harbor Drive

**CITY OF WARRENTON
 FACADE IMPROVEMENT GRANT PROGRAM
 APPLICATION FORM**

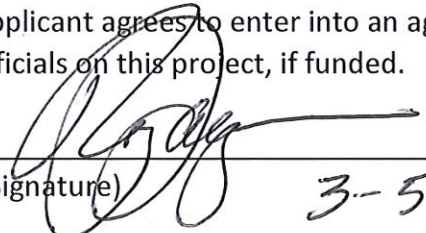
Project Address:	711 E. HARBOR DRIVE WARRENTON OR 97146		
Applicant Name:	ROY J. ALLGEYER		
Phone:	503-791-5461	Fax:	
Email:	royallgeyer@gmail.com		

Property Owner Name: (if different)			
Phone:		Fax:	
Email:			

Estimated Project Start Date:	EARLY SPRING APRIL-MAY
Estimated Project Completion Date:	SUMMER JUNE

URA Grant Amount Requested <i>(no more than \$10,000)</i>	\$ 5,000
Applicant Matching Funds	\$ 4,200+
Total Project Costs	\$ 9,200

The statements made herein are true and represent an accurate and full disclosure of all appropriate information as of this date. Applicant understands that the City will retain this application and any other information the City receives, whether or not this loan request is approved. Applicant understands this loan application can become public information; however financial statements, tax returns, project forms and business information documents will be kept confidential. Applicant agrees to enter into an agreement with the City and to work cooperatively with the City and State officials on this project, if funded.

Applicant: ROY J. ALLGEYER (Printed Name)  (Signature) 3-5-2021

Owner (if different): _____ (Printed Name) _____ (Signature)

Submit to Warrenton Facade Improvement
 Program PO Box 250
 Warrenton, Oregon 97146
 Email: cityplanner@ci.warrenton.or.us

RECEIVED

MAR 05 2021

CITY OF WARRENTON
 CITY RECORDERS OFFICE

ROY ALLGEYER 3-5-2021
PROJECT COST ESTIMATE FORM

Below is a list of activities that may be eligible for funding. Please enter cost estimates in the spaces below to generate a total cost estimate for your project.

- \$ _____ Awning
- \$ _____ Exterior Lighting
- \$ _____ Masonry
- \$ 7,000 Painting
- \$ _____ Cornice
- \$ _____ Signage
- \$ _____ Design (Architectural and Engineering)
- \$ _____ Storefront Windows (Transom and Display)
- \$ _____ Upper Façade Windows
- \$ 600 Entry Doors / HARDWARE / NO.'S / HANDLES + LOCKS
- \$ _____ Structural Columns
- \$ _____ Storefront Foundation
- \$ _____ Demolition
- \$ 1,600 Other (Please specify: GUTTERS / DS)
- \$ _____ Other (Please specify: _____)
- \$ _____ Other (Please specify: _____)
- \$ _____ Other (Please specify: _____)
- \$ _____ Other (Please specify: _____)

~~\$ 9,200~~
9,200 TOTAL PROJECT COST (Estimated)

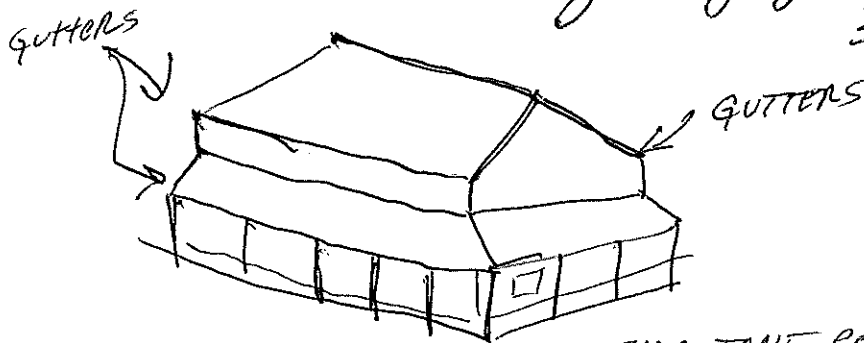
DESIGN PLAN FORM

Please describe in detail below all proposed improvements included in your project. Please enclose pictures, material samples, color swatches, construction specifications, elevations, renderings, etc., as necessary to help describe the work. At least one rendering of the building façade after the proposed improvements is required if the proposed improvements include changes to the configuration of major façade elements (e.g., storefronts, windows, entry doors, etc.). Any portions of the project that are yet to be determined (e.g., paint colors) can be specified as such and must be approved separately under the Program's design change procedure.

Project Description (attach additional sheets as needed):

Repaint two tone COMMERCIAL Bldg. w/ WRAP AROUND PORCH. NEW GUTTERS + DOWNSPOUTS AND Replace EXISTING. Replace door HARDWARE + Repaint existing doors. CURRENTLY RENTED TO COASTLINE CHRISTIAN CHURCH AS THEIR ANNEX (7½ years). BUILDING COLOR WILL CO-ORDINATE WITH MY OTHER TWO BUILDINGS WHICH ARE AT 723 + 737 E HARBOR DRIVE.

THANK YOU FOR YOUR CONSIDERATION AND THIS OPPORTUNITY
Roy Allgeyer 503-791-5467
3-5-2021



TWO TONE PAINT (DARK BLUEISH/GRAY TONE w/ white TRIM)
NEW DOOR HARDWARE KNOBS + LOCKS
AND NEW PAINT COLOR TBD
NUMBERS ON BLDG



TO: The Warrenton Urban Renewal Advisory Committee
 FROM: Scott A. Hess, Community Development Director
 DATE: April 22, 2021
 SUBJECT: **Preferred Alternative - Food Pod Cart Design Review and Recommendation**

At the March 9, 2021 Warrenton Urban Renewal Agency meeting, the URA reviewed feedback from WURAC and Staff regarding the three Food Pod alternatives and improvements. The URA voted to select Option 2 as the preferred alternative. Greenworks, PC has now further developed the plan for Option 2, and has provided two levels of cost estimates for improvements. The Preferred Alternative concept as well as the Preliminary Budget are attached to this memo.

The Urban Renewal Agency authorized \$100,000 towards the paving and improvement of the parking lot project. The Food Pod alternatives assume that the asphalt paving is complete on the site prior to adding the costs outlined in the Preliminary Budget.

At this time, Staff is asking the URA Advisory Committee to review the Preferred Alternative and Preliminary Budget in order to provide feedback and a recommendation to the URA for what improvements are desired and what additional funds the URA should commit to the project. Staff's recommendation is to add, at minimum, the Base Cost of \$90,300 to the project budget from the Urban Renewal funds in order to improve the site to a level that will encourage investment and utilization of the food pod.

This item is for recommendation to the Urban Renewal Agency in order to move this project forward to final implementation.

RECOMMENDATION/SUGGESTED MOTION

"I move that the Urban Renewal Advisory Committee recommend approval of the Preferred Alternative, and recommend the addition of \$90,300 be allocated to the project from Urban Renewal Funds to complete the Base Cost improvements."

ATTACHMENTS

- Food Pod Preferred Alternative
- Preliminary Budget

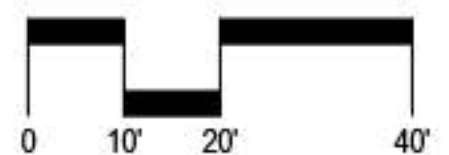


WARRENTON FOOD CART PODS: PREFERRED DESIGN OPTION

APRIL 2021



SCALE: 1" = 20' - 0"



Warrenton Food Cart Pod

Preliminary Cost Estimate - Preferred Alternative

4/5/2021

BASE PROJECT					ALTERNATES		
	Unit Cost:	Unit:	Quantity:	Total:		Total:	Notes:
INFRASTRUCTURE							
				\$ 26,500.00			
Electric Utility Connection (Pacific Power)	\$ 8,500.00	LS	1.00	\$ 8,500.00			Includes connection & 8 stub-outs; confirm cost with utility; does not include SDCs, engineering costs; confirm w/ utility/Public Works
Water Service	\$ 10,000.00	LS	1.00	\$ 10,000.00			Includes connection & 8 stub-outs; confirm cost with utility; does not include SDCs, engineering costs; confirm w/ utility/Public Works
Restroom Enclosure	\$ 8,000.00	EA	1.00	\$ 8,000.00	Permanent flush restroom,	\$ 150,000.00	Base: Custom with wood slats or corten steel panels, steel posts; does not include portable toilets (assume rental cost) Alt: Not included sewer line, Portland Loo/CDX Modular Restroom as cost basis
					Sewer Service	\$ 40,000.00	Base: Assume greywater disposal by carts or other service Alt: Includes connection and stub-out to 8 locations and restroom; does not include SDCs, engineering costs; confirm assumptions with Public Works
STRUCTURES							
				\$ 20,300.00			
Gateway Feature	\$ 4,000.00	LS	1.00	\$ 4,000.00			Along Main Street, Could engage local art program, local artists.
Large Year-round Tent	\$ 8,000.00	EA	1.00	\$ 8,000.00	Large Year-round Permanent Structure	\$ 30,000.00	Assumes permanent structure is same footprint as large tent (400 sf), and \$75/sf; not including design/engineering
					Medium Temporary Tents for Seasonal Coverage	\$ 6,000.00	2 tents on side wings @ \$3000 ea. - could be rent; confirm cost/month
Secure Storage Shed (Cart Owner Use)	\$ 3,500.00	EA	1.00	\$ 3,500.00			Prefab (Tuff Shed) or equivalent
Screen Panels	\$ 1,600.00	EA	3.00	\$ 4,800.00			Wood slat or corten steel with steel posts
LANDSCAPING							
				\$ 33,500.00			
Movable Weathering Steel Planter - Large	\$ 1,000.00	EA	10.00	\$ 10,000.00			includes soils; not including plants (refer to Landscape Beds)
Movable Weathering Steel Planter - Small	\$ 500.00	EA	17.00	\$ 8,500.00			includes soils; not including plants (refer to Landscape Beds)
Landscape Beds	\$ 8.00	SF	1,000.00	\$ 8,000.00	Irrigation System	\$ 4,000.00	includes at-grade beds, and soil and planting for planters; stub ups to planters reduces flexibility
Trees	\$ 350.00	EA	20.00	\$ 7,000.00			
FURNISHINGS							
				\$ 10,000.00			
Picnic Table	\$ 300.00	EA	15.00	\$ 4,500.00			
Heaters	\$ 500.00	EA	11.00	\$ 5,500.00	Custom Fire Pit with bench seating around	\$ 8,000.00	Mount in tent; stand-alone, moveable options

BASE COST: \$ 90,300.00

ALTERNATE COST: \$ 238,000.00

TOTAL COST w/ ALTS: \$ 328,300.00

Assumptions:

1. Asphalt paving not included in cost
2. Infrastructure costs assume use of existing stub outs
3. Design and engineering not included as noted