

MINUTES  
Warrenton Urban Renewal Agency  
May 14, 2019  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Chair Balensifer convened the Urban Renewal Agency meeting at 7:16 p.m.

Commissioners Present: Chair Henry Balensifer, Rick Newton and Mark Baldwin

Excused: Pam Ackley and Tom Dyer

Staff Present: Executive Director Linda Engbretson, Finance Director April Clark, Community Development Director Kevin Cronin, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Harbormaster Jane Sweet, Marina Clerk/Maintainer Jessica McDonald, Deputy City Recorder Lindsay Duarte and Secretary Dawne Shaw

CONSENT CALENDAR

- A. Urban Renewal Agency Meeting Minutes – 4.23.19

**Commissioner Baldwin made the motion to approve the Consent Calendar as presented. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye**

Community Development Director, Kevin Cronin, discussed the Urban Renewal Advisory Committees list of potential projects and programs. He stated the Advisory Committee is recommending three priorities; and staff is also recommending three priorities, as outlined in the agenda packet material. Mr. Cronin continued to explain the suggested projects and noted that staff recommends selecting 3-5 priorities to be completed over the next five years. He stated that staff will bring a Draft Plan & report back to the agency on June 11<sup>th</sup>, based on the recommendations.

He recommended doing a pay as you go system to move forward with projects. He also suggested the redevelopment approach, which will focus on downtown and provide a return. Mayor Balensifer expressed the need to prioritize paving the fire department parking lot. He discussed the Peterson Property and suggested gravelling it for the use of fire department parking/training; possibly a dog park. The discussion continued. Ms. Engbretson noted she specifically requested that the Advisory Committee put the pier on the list of projects; since so much money has been put into the marina, it would be good to have it completed. Discussion continued. Mayor Balensifer noted the plan was to improve Downtown Warrenton and the marina, and not much money has been spent on Downtown Warrenton; he stated we should get it done in 2 years. He continued to state the public is owed tangible results of the URA money. He asked for thoughts on the top five priorities. There was consensus on: underground utilities in downtown (SE 2<sup>nd</sup> – SE 3<sup>rd</sup>, depending the cost), the Fire Department parking lot, the Marina

Public Pier, street sidewalk lighting, and the matching grant program dumpsters/cleanup.

Mr. Cronin requested to have a discussion on the fire station parking lot as an addition to the agenda. There were no objections to add it to the agenda as item 4-C.

Mr. Cronin discussed the success of the current food cart and noted he has received a request from a second food cart. He stated he would like to obtain clear direction as to what the Commission wants him to do. Mr. Cronin recommended capping it at 3 food carts to keep it manageable, until we have a better idea. Discussion continued on buying the vacant lot across the street. The discussion continued. Mayor Balensifer noted that the idea of the food carts is to draw people into the downtown. He noted the two unsolicited offers shows that the revitalization efforts are starting to work, in his opinion. The discussion continued on the food carts.

Discussion began on the parking issues on S. Main and what it would take to regulate the on street parking. Mr. Cronin noted he has reached out to ODOT; he is looking for an answer on how the Commission wants to assign the parking time limitations. Mr. Cronin suggested 2 hours minimum, 3 hours maximum. The conversation continued on the parking time. Ms. Engbretson noted the fire department has a concern about parking on S. Main – they cannot see when they are trying to pull out onto the street, and may need a traffic light in the future. Discussion continued. The Commission came to a consensus on a 2 hour limit. Exemptions for fire fighters would be made.

Public Works Director Collin Stelzig stated Public Works seeks to request sealed competitive bids for the Warrenton Urban Renewal Landscape Improvements 2019 Project. He briefly reviewed the contract documents and technical specifications that are included in the agenda packet material. Mayor Balensifer noted he was glad to finally see this before us.

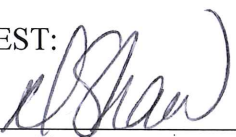
**Commissioner Newton made the motion to approve the contract documents and technical specifications for bidding purposes for the Warrenton Urban Renewal Landscape Improvements 2019 Project. Motion was seconded and passed unanimously.**

**Baldwin – aye; Newton – aye; Balensifer – aye**

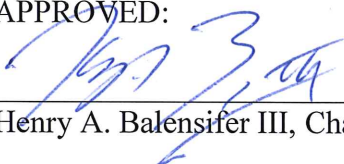
There being no further business Chair Balensifer adjourned the URA meeting at 7:52 p.m.

Respectfully submitted by Lindsay Duarte, Deputy City Recorder

ATTEST:

  
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Dawne Shaw, Secretary

APPROVED:

  
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Henry A. Balensifer III, Chair