

MINUTES
Warrenton Urban Renewal Agency
September 28, 2021
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Chair Balensifer called the meeting to order at 7:03 p.m.

Commissioners Present: Chair Henry Balensifer, Tom Dyer, Mark Baldwin, Gerald Poe, and Rick Newton

Staff Present: Executive Director Linda Engbretson, Secretary Dawne Shaw, Harbormaster Jane Sweet, Public Works Director Collin Stelzig, Fire Chief Brian Alsbury, Public Works Operations Manager Kyle Sharpsteen and Planning Director Scott Hazelton

CONSENT CALENDAR

- A. Urban Renewal Agency Meeting Minutes – 6.22.21
- B. Warrenton Urban Renewal Advisory Committee Minutes – 6.02.21

Commissioner Baldwin made the motion to accept the consent calendar as presented. Motion was seconded and passed unanimously.

Poe – aye; Newton – aye; Dyer – aye; Balensifer – aye; Baldwin – aye

PUBLIC HEARINGS – None

BUSINESS ITEMS

Chair Balensifer discussed sign concepts for historic districts in Hammond. He asked for the members' thoughts. There were no objections to move forward with proof of concept. Chair Balensifer discussed the Hammond Triangle Park sign proposal which will go to the parks board.

Harbormaster Jane Sweet discussed the phases of the marina work pier rehabilitation project. She noted the design engineer transferred to PBS Engineering. Ms. Engbretson noted cost savings to combine phases. There was discussion about mammal monitoring. Commissioner Newton commented on the positive qualities of the engineer. Ms. Engbretson noted higher efficiency when using the design engineer to do project management too. Ms. Sweet discussed cost estimates. Discussion continued about marine mammal monitoring.

Commissioner Newton made the motion to approve direct appointment of PBS Engineering for the Engineering and Construction Management Services for the Warrenton Work Pier Rehabilitation Project, as stated in the proposal. Motion was seconded and passed unanimously.

Poe – aye; Newton – aye; Dyer – aye; Balensifer – aye; Baldwin – aye

Public Works Director Collin Stelzig gave updates on Urban Renewal projects. He noted three projects as outlined in his agenda memo. He reviewed each project:

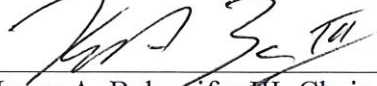
The Downtown Improvements and SW 4th Street are a combined project. He discussed the budget and possible funding. There was brief discussion about Urban Renewal funds. There was brief discussion about grants and potential jurisdictional road transfer. Mr. Stelzig discussed the proposed project schedule noting difficulty getting FFA approval for drone flight. Brief discussion followed. Mr. Stelzig discussed selection of project manager and project engineer. He discussed the proposed project schedule with estimated completion in 2025 depending upon grants. Chair Balensifer noted Connected Oregon may be coming back to life. Mr. Stelzig noted other cities are funding 60% of similar projects with grants.

The Food Cart Pod will have power and water provided the south four then continuing as people are interested. There is potential for nine carts which will require a new transformer. Mr. Stelzig noted the first estimate for power is higher than what was budgeted. They are waiting for other estimates. Brief discussion followed about transformer estimates. Ms. Engbretson noted some adjustments may need to be made along the way. Mr. Stelzig suggested planning on eight carts. If there are more, revenue can be used to offset improvement costs. There was discussion about the strip of land adjacent to the curb that will be left unpaved for flexibility with utilities. Mr. Stelzig discussed water and sewer services. The goal is to provide at least one sewer dump location. It was noted the grease dump would likely be near the garbage. Mr. Stelzig noted ODOT requirements for a new approach and yellow curb. There was brief discussion about parking. Ms. Engbretson noted there are other ideas about parking as they progress. Mr. Stelzig discussed paving half the lot to allow flexibility for improvements. It was noted that water will drain to an existing catch basin. Discussion continued about being flexible. Chair Balensifer feels that they should hold off on landscaping. Mr. Stelzig discussed potential contract requirement for seating and landscaping, noting maintenance responsibility. They just started looking into structure features. There was brief discussion about homeless people and the food cart pod. Commissioner Newton commented on the food cart restrooms in Tillamook. Mayor Balensifer prefers to wait until it is fully built out before considering permanent bathrooms.

There being no further business, Chair Balensifer adjourned the agency meeting at 7:43 p.m.

Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

APPROVED:


Henry A. Balensifer III, Chair

ATTEST:


Dawne Shaw, Secretary