

AGENDA

Warrenton Urban Renewal Agency

March 26, 2019 – 6:00 p.m.

Warrenton City Hall – Commission Chambers
225 S. Main Ave.
Warrenton, Or 97146

1. CALL TO ORDER
2. ROLL CALL
3. CONSENT CALENDAR
 - A. Urban Renewal Agency Meeting Minutes – 1.08.19
4. BUSINESS
 - A. Consideration of Use of Urban Renewal Property – 267 S. Main Ave.
5. ADJOURN

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Dawne Shaw, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES
 Warrenton Urban Renewal Agency
 January 8, 2019
 Warrenton City Hall - Commission Chambers
 225 S. Main
 Warrenton, Or 97146

Chair Balensifer convened the Urban Renewal Agency meeting at 6:48 p.m.

Commissioners Present: Chair Henry Balensifer, Rick Newton, Tom Dyer, Mark Baldwin, and Pam Ackley

Staff Present: Executive Director Linda Engbretson, Legal Counsel Spencer Parsons, Finance Director April Clark, Community Development Director Kevin Cronin, Police Chief Mathew Workman, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, and Secretary Dawne Shaw

Chair Balensifer made the motion to appoint the Chair and Vice Chair the same as the City Commission – himself as Chair and Commissioner Newton as Vice Chair; there were no objections.

CONSENT CALENDAR

A. Urban Renewal Agency Meeting Minutes – 12.11.18

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

Dyer – aye; Ackley – aye; Baldwin – aye; Newton – aye; Balensifer

Paul Nielson of Isler CPA presented the Urban Renewal Agency financial statements and audit results for the period ending June 30, 2018. He noted by state statute Urban Renewal has to have a separate audit report.

Chair Balensifer recessed the Urban Renewal Agency meeting at 6:50 p.m. and returned to the regular City Commission meeting. Chair Balensifer reconvened the URA meeting at 8:14 p.m.

Community Development Director Kevin Cronin discussed the current façade grant program, and noted the Warrenton Urban Renewal Advisory Committee recommended a staff proposal to change the matching requirements to spur new interest in the program and achieve a primary goal

of the URA plan to revitalize downtown. He explained the match changes as outlined in the agenda material. He noted there is an outright \$5,000 grant, and also a 1:1 \$5,000 match, increasing the project total from \$10,000 to \$15,000. He stated there are a few projects in the works right now. Discussion continued. Mayor Balensifer discussed the vision plan and noted improvements should conform to the guidelines. Discussion followed on the downtown theme; it was determined to “kick it back” to the advisory committee for a discussion on design themes.

Commissioner Ackley made the motion to adopt Resolution No. 19-01; which authorizes changes to the façade improvement grant program, and to direct staff to work with the urban renewal advisory board in aligning it with the vision plan. Motion was seconded and passed unanimously.

Baldwin – aye; Newton – aye; Ackley – aye; Dyer – aye; Balensifer – aye

There being no further business Chair Balensifer adjourned the URA meeting at 8:23 p.m.

APPROVED:

Henry A. Balensifer III, Chair

ATTEST:

Dawne Shaw, Secretary

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: Warrenton Urban Renewal Agency
FROM: Kevin A. Cronin, AICP, Community Development Director
DATE: For the Agenda of March 26, 2019
SUBJ: Use of URA Owned Property | 267 S Main Ave

SUMMARY

The City received an unsolicited offer to use URA owned property adjacent to the Fire Station. It is currently an overflow, graveled parking lot. A new food cart would like to lease the property for an undetermined amount of time. Water service is available but a temporary power pole would need to be installed. In addition, Arnie's Café has expressed interest in a lease to use as overflow parking to support a new location at 3rd & S Main Ave.

There are no immediate plans for the property other than potentially paving and striping as an off street parking lot to support the downtown business district. Short term temporary uses, such as food carts, would be an ideal use for the downtown area which is undergoing a nascent revitalization effort undertaken by the RDI downtown action group.

Some options could include an initial short-term lease (6 months) to test market the site and/or advertisement open to other potential users and businesses that support the downtown revitalizations efforts. Staff is requesting direction from the Urban Renewal Agency on next steps.

RECOMMENDATION/SUGGESTED MOTION

I move to direct staff to enter lease negotiations and return with a proposal at a future Agency meeting.

ALTERNATIVE

I move to table the discussion until such time the City Manager secures an appraiser.

FISCAL IMPACT

The lease of URA owned property can generate revenue that is not being collected at this

time.

Approved by City Manager: _____

All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.