

AGENDA

Warrenton Urban Renewal Agency

March 9, 2021 – 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 – 2.09.21
 - B. Warrenton Urban Renewal Advisory Committee Minutes – 12.2.20
4. BUSINESS
 - A. Consideration of Food Cart Pod Design Review and Recommendation
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
 February 9, 2021
 6:00 p.m.
 Warrenton City Hall - Commission Chambers
 225 S. Main
 Warrenton, OR 97146

Chair Balensifer called the meeting to order at 6:57 p.m.

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

Staff Present: Executive Director Linda Engbretson, Community Development Director Scott Hess (via Zoom), Police Chief Mathew Workman and Secretary Dawne Shaw

CONSENT CALENDAR

A. Urban Renewal Agency Meeting Minutes – 1.12.21

Commissioner Newton clarified his comments from the 1.12.21 meeting regarding the Façade Grant, noting to be clear that he did apply for and was awarded the grant to pay for the sidewalks in front of Arnie's Cafe.

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

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

PUBLIC HEARINGS – None

BUSINESS ITEMS

Executive Director Linda Engbretson noted the City has the Pizzuti's Wood Fired Pizza application. Because of electrical issues, the cost to install is more than it is worth for them to pay currently. Ms. Engbretson noted she would like to keep this item on the agenda and get permission to enter into agreement should the electrical issue be resolved. Ms. Engretson introduced Community Development Director, Scott Hess' update on the project, noting an architect is looking into creating a design for the food cart pod and there is consideration of

asking the Warrenton Urban Renewal Agency (WURA) if it is interested in covering the cost of the electrical.

Mr. Hess presented details on the electrical issues. Pacific Power quoted \$3,800 for the transformer work, fees, permits, and other requirements. Greenworks Design is working with staff to create food cart pod court designs that are expected in the next four to six weeks. Mr. Hess noted this electrical issue may be brought back to WURA to see if the City is interested in paying for electrical installation if it can be utilized in the final design. Mayor Balensifer noted that paying for power hookup for six months is not worthwhile until the designs are complete. Mayor Balensifer inquired about the plan for the junk vehicles on the lot and plans for future parking arrangements. Ms. Engbretson responded, stating she is working with both chiefs on these issues.

Mayor Balensifer stated it is important to have the food truck pod design done and construction started by June or July. Mr. Hess confirmed that this would be a reasonable timeline and briefly spoke about the pod designs, parking needs, and the citizen task force. Ms. Engbretson noted the Warrenton Urban Renewal Advisory Committee (WURAC) would like to provide input and emphasized the importance of this project moving forward. Mayor Balensifer asked about the plan for Fire department parking. Ms. Engbretson stated that it is being discussed in the designs. Mayor Balensifer noted the Peterson property as a good location for parking.

Commissioner Poe noted the plan is to have underground power, so does not make sense to put in power poles for only six months. Mr. Hess elaborated on the details of the electrical infrastructure planning. Mayor Balensifer agreed with Commissioner Poe's suggestion for underground power.

There was discussion about the recommended number of food truck agreements Ms. Engbretson can sign for the food truck court. The consensus was to follow the recommendation of the designs. Mayor Balensifer stated he does not feel the city wants to get into a bricks and mortar bathroom, stating they are a maintenance nightmare. There was consensus on the issue.

Commissioner Newton made the motion to give the Executive Director authorization to sign License Agreements for Food Trucks up to the design amount at the upcoming Food Cart Pod. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS – None

There being no further business Chair Balensifer adjourned the agency meeting at 7:11 p.m.

Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder

APPROVED:

Henry A. Balensifer III, Chair

ATTEST:

Dawne Shaw, Secretary

MINUTES

Warrenton Urban Renewal Advisory Committee
 December 2, 2020
 3:30 p.m.
 Warrenton City Hall – Commissioners Room
 225 S. Main
 Warrenton, OR 97146

Chair Bob Bridgens called the meeting to order at 3:32 p.m.

Urban Renewal Advisory Committee Members Present: Tess Chedsey (zoom), Frida Fraunfelder, Mel Jasmin (zoom), Gerald Poe (zoom), Bob Bridgens, Katie Burkhart (zoom), and Dennis Faletti

Staff Present: Executive Director Linda Engbretson, Community Development Director Scott Hess, and Secretary Dawne Shaw

CONSENT CALENDAR

A. Advisory Committee Meeting Minutes – 09.02.20

Dennis Faletti made the motion to approve the minutes from 09.02.20. The motion was seconded and approved with all in favor.

Jasmin - aye; Burkhart – aye; Poe - aye; Chedsey - aye; Faletti – aye; Bridgens – aye; Fraunfelder – aye

BUSINESS

Executive Director Linda Engbretson discussed a façade grant application received from Malcolm Cotte of Fish Stix. She noted we are waiting for receipts and need committee approval to move forward. She noted the applicant needs to meet the full \$5,000; the matching amount will be adjusted.

Dennis Faletti made the motion to approve the façade grant application within the guidelines, up to \$10,000, for Malcolme Cotte/Fish Stix. The motion was seconded and approved with all in favor.

Jasmin - aye; Burkhart – aye; Poe - aye; Chedsey - aye; Faletti – aye; Bridgens – aye; Fraunfelder – aye

Ms. Engbretson introduced new Community Development Director Scott Hess. She then proceeded to review the project updates provided by Public Works Director Collin Stelzig. She gave an update on the Food Cart pod progress. She outlined the 3 big projects in this year's budget, and gave an update on the commercial work pier at the marina. She stated they are working on how to get the bids out; the engineering plans are done. The project should be completed this fiscal year. Brief discussion followed on dredging. Ms. Engbretson proceeded to

give an update on the food cart pod project, noting the city approved the design contract and the project is moving forward. The project has moved back over to Scott Hess. Mel Jasmin asked about potential new cart owners and if restrooms will be included. He suggested that the food cart owners pay for part of the restrooms. Ms. Engbretson noted permanent restrooms would be very expensive; it would most likely be temporary or port-a-potties, and the cost would be included in the lease payments. Mr. Hess stated he is working on the design process and will get it underway.

Ms. Engbretson noted SW 4th Street/ S Main improvements project, and noted the good news is the city received a Safe Routes to Schools grant. The grant work may have some impact on that project, so we do not want to move too far forward until we know the impacts. This grant will allow some sidewalks to be extended, not the entire way to the high school, but part way. MS. Engbretson stated the city hired Otak who gave us an estimate and schematic plan for the Main Avenue improvements project. Staff is recommending moving forward with all options in the proposal. Tess Chedsey asked about the cost of the Otak proposal; Ms. Engbretson confirmed it is a reasonable cost. She stated it would be helpful to have the committee vote on moving forward with these projects.

Gerald Poe made the motion to move forward with the projects as presented. The motion was seconded and approved with all in favor.

Jasmin - aye; Burkhart – aye; Poe - aye; Chedsey - aye; Faletti – aye; Bridgens – aye; Fraunfelder – aye

Ms. Engbretson stated she is excited; there is significant work that can get done by the end of this fiscal year.

Frida Fraunfelder announced she did not renew her application for another term on the committee. She stated she has some health issues to consider, but noted they are in good hands and they will be missed. She is sad to leave the committee but happy at what they have accomplished. The committee noted Ms. Fraunfelder will be missed.

Mr. Jasmin commented on the downtown Christmas decorations and commended the volunteers that put them up. Ms. Engbretson noted it was Spruce Up Warrenton and other volunteers.

Mr. Hess noted the kickoff for the economic study is happening next week, noting the project will be very helpful for the city. Brief discussion followed.

The committee congratulated Gerald Poe on winning the election for a city commission seat.

There being no further business, Chair Bridges adjourned the meeting at 4:03 p.m.

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


Attest



Dawne Shaw, Secretary

Rebecca Sprengeler

Approved



Bob Bridges, Chair



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TO: The Warrenton Urban Renewal Advisory Committee
FROM: Scott A. Hess, Community Development Director
DATE: March 9, 2021
SUBJECT: **Food Pod Cart Design Review and Recommendation**

The Warrenton Urban Renewal Agency approved a contract with Greenworks, PC to develop alternatives for a Food Truck Pod at the vacant lot located at 267 S. Main Ave. The City held an initial kick-off meeting with the Consultant and local businesses/restaurants. The information from that initial kick-off meeting, as well as follow-up discussion with City staff was used by the Consultant to develop the three food pod options contained in this packet.

Staff presented the food pod options to the Warrenton Urban Renewal Advisory Committee. WURAC discussed the merits of each option, as well as the presented design features. The advisory committee did not come to a consensus on a preferred option, and was generally split between Option 1 and Option 2. Staff is awaiting email confirmation of everyone's favorite design by March 4, 2021. That information will be shared with the Urban Renewal Agency at the March 9, 2021 meeting.

In general, the WURAC decided that Option 3 is not preferred. The vehicular path through the food pod presents a liability and limits people's comfort and safety. For the design elements, it was decided that fabric tents of any sort are not practical for a permanent roof structure. Given our climate and potential for heavy rain and wind a more permanent roof was desired.

A poll of Warrenton Staff members shows Option 1 as the preferred alternative. Public Works provided feedback regarding the planters and recommends focusing on design elements that will survive the coastal climate, and provide flexibility and mobility in the future. With the collective feedback, and in the interest of moving the project forward, Staff is recommending Option 1.

Staff is asking the Urban Renewal Agency to provide feedback and considerations on the three options as well as consider feedback from WURAC and the Staff recommendation. The Urban Renewal Agency's decision on which option to move forward will assist the Consultant with developing a single preferred food pod design.

This item is for recommendation this evening in order to move this project forward to final design.

RECOMMENDATION/SUGGESTED MOTION

“I move that the Urban Renewal Agency recommend Option 1 to Greenworks PC for further refinement and development of cost estimates for construction.”

ATTACHMENTS

- Food Pod Alternatives
- Image Boards



OPTION 1 DISCUSSION

Maximum number of carts: 6-8

Pros:

- More contiguous layout
- Could potentially mirror design to create larger pod if parking frees up
- Utility routing not in conflict with vehicular or pedestrian space
- Multiple options for service access from alley or on site
- Permanent covered area - ability for iconic design that evoked Warrenton character and draws people in
- Maintains clear access to parking and doubles as possible service access for restroom and trash enclosure

Cons:

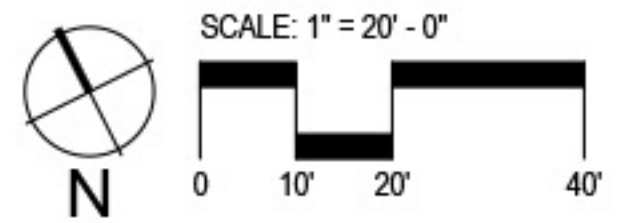
- Need for buffer of seating area to adjacent pavement
- Not scalable if additional carts are desired down the road.

KEY LEGEND

- (A) Open Seating
- (B) Covered Structure
- (C) Secure Storage
- (D) Restroom with Enclosure
- (E) Trash & Recycling Enclosure
- (F) Location of Utility Connections (From Main)
- (G) Buffer
- (H) Parking access
- (I) Maintain 9 Parking Spots

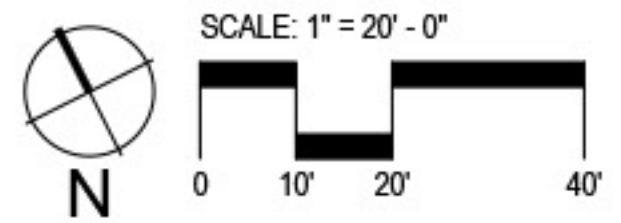
- Planters
- Picnic Tables
- Fire Pit
- Heaters
- Umbrellas
- Seasonal Tents

WARRENTON FOOD CART PODS: OPTION 1



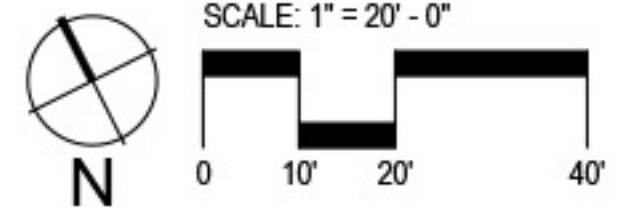


WARRENTON FOOD CART PODS: OPTION 2





WARRENTON FOOD CART PODS: OPTION 3



ROOF STRUCTURE & TENT OPTIONS



Butterfly Roof



Butterfly Roof



Roof Offset



Temporary / Seasonal Tent



Shade Sail Tent



Tensile Tent

WARRENTON FOOD CART PODS: PRECEDENT IMAGES

PAVE PAINTING OPTIONS



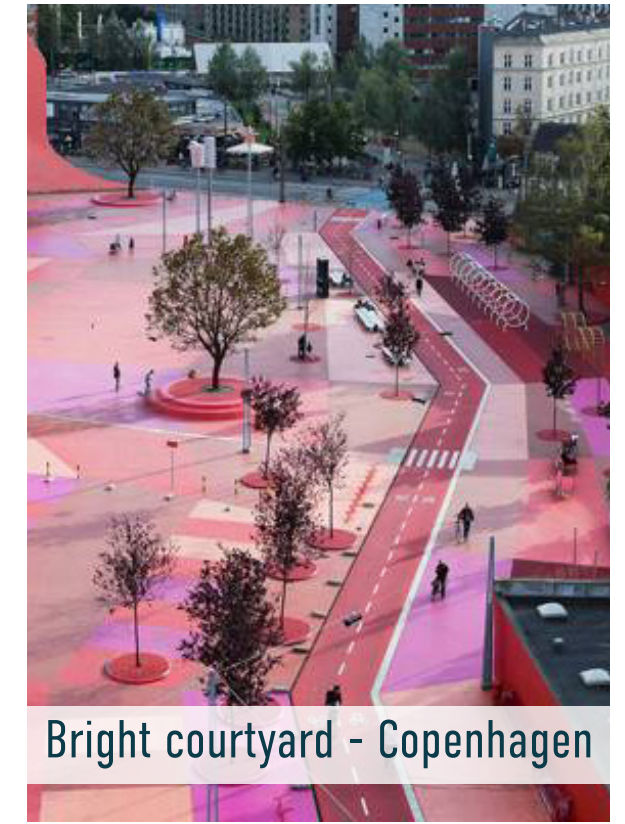
Playful / interactive color pave - Paris



Large color blocks - sidewalk to pave



Paver pattern - centenary square



Bright courtyard - Copenhagen



Circulation lines and movement around objects



"Dazzle Camo" Paint - WW1 Navy History



"Dazzle Camo" Inspired Mural

WARRENTON FOOD CART PODS: PRECEDENT IMAGES

WARMING OPTIONS



Corten firepit



Firepit with seating & bar around



Outdoor table heaters



Large wood firepit



Mounted Heaters



Decorative Heater

WARRENTON FOOD CART PODS: PRECEDENT IMAGES

BUFFER BETWEEN SEATING & ROAD



Archway entrance



Metal planters



Corten raised planter with trees



Seating raised off the ground level



Low Wall barrier



Carts as buffer

WARRENTON FOOD CART PODS: PRECEDENT IMAGES