

MINUTES
Warrenton Urban Renewal Advisory Committee
September 1, 2021
3:30 p.m.
Warrenton City Hall – Commissioners Chambers
225 S. Main
Warrenton, OR 97146

Chair Bridgens called the meeting to order at 3:31 p.m.

Warrenton Urban Renewal Advisory Committee Members Present: Chair Bob Bridgens, Brooke Terry, AmyLeigh Sutton, Tess Chedsey (via Zoom), Dennis Faletti (arrived at 3:32 p.m.), and Katie Burkhart (via Zoom)

Absent: Mel Jasmin

Staff Present: Executive Director Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, and Secretary Rebecca Sprengeler

CONSENT CALENDAR

A. Urban Renewal Advisory Committee Meeting Minutes 6.2.21

Mr. Faletti made the motion to approve the consent calendar. Motion was passed unanimously.

Bridgens - aye; Terry – aye; Sutton - aye; Chedsey - aye; Faletti – aye; Burkhart – aye

BUSINESS

Executive Director Linda Engbretson presented a façade grant application for Coulombe Home Team at 137-139 South Main Avenue. She noted this is the first application of this fiscal year. She also noted increased approvals for up to \$10,000; \$5,000 is a match and \$5,000 is a grant. She briefly reviewed the application and stated staff is recommending approval. Ms. Chedsey thinks it's perfect. Chair Bridgens clarified the location of the building. Ms. Sutton feels they will do a great job. Ms. Terry thinks they will do a great job; they are professional and get a discount on the work. Chair Bridgens agreed. Ms. Chedsey feel this is a wonderful use of the program. Ms. Burkhart stated she thinks it will look great. Chair Bridgens stated we will give them the façade grant. **The consensus was to approve the façade grant application.**

Public Works Director Collin Stelzig presented an update on the food cart pod project. He discussed electrical and sewer. Sewer is not in the budget and would be difficult to put in. The current food cart would like sewer or a greywater dump area. Mr. Stelzig noted the Astoria food carts do not have direct sewer connections. He proposed a single grey-water dump location onsite. The location is to be determined. Ms. Engbretson commented it may be a good use of

funding to add this option. Mr. Stelzig made comments in agreement. He discussed the proposal for a 12' paving strip shown on a handout he provided; this allows room for the food cart and an additional 6'. He explained, with minimal work they can fit four food cart pods and provide utilities. More paving can be done if successful. He briefly discussed marketing and aesthetics. Paving is still planned for end of this summer. Chair Bridgens noted concerns about enough space with potentially nine carts. Discussion followed. Mr. Stelzig noted water and power will be laid out for four carts with the option for future expansion. Ms. Engbretson noted the potential for up to four carts; she has had three inquiries. Ms. Sutton discussed benefits of food carts and noted excitement. Ms. Terry asked about a timeline for putting in seating. Mr. Stelzig responded that funds are available, but ownership and maintenance need to be determined. He anticipates the city purchasing 1-2 benches. Discussion followed. Ms. Engbretson suggested adding a requirement to the agreement to provide seating and a landscape feature. Ms. Terry asked if parking will be available. Mr. Stelzig noted designated fire parking and potential for a couple spots. He noted investment has been kept small. Ms. Engbretson asked why the whole lot is not being paved. Mr. Stelzig responded that it would be a lot of pavement for only 2-3 carts. He noted it can be done but, in his opinion, it is not an issue to do it in phases. He noted the perimeter will be 5' band of sand, backfill, and gravel. He noted concerns about screening caused by the layout. He also noted paving in sections allows flexibility with the layout. Chair Bridgens made comments in agreement. Mr. Stelzig noted conversation with the city commission about doing work in phases. Ms. Chedsey likes doing work in stages. Mr. Faletti feels it is alright. There was brief discussion about a tent and parking.

Ms. Engbretson discussed the possibility of the Urban Renewal District making an offer on a vacant lot across from city hall owned by Mark Simonsen. She noted authorization from the urban renewal plan for off street parking. She also noted a code change for parking requirements in downtown. She emphasized the need for additional parking. She asked if WURAC is interested in recommending this to the city commission. Ms. Terry noted she likes the idea of a designated parking lot especially with new businesses and development. There was discussion about the growth of Warrenton. There was brief discussion about cost of parking. There was brief discussion about improving the lot to meet city standards. Ms. Engbretson asked for a recommendation to approve seeking additional downtown parking with urban renewal funds. Ms. Chedsey noted difficulty hearing discussion over Zoom. Ms. Engbretson summarized, noting the intention is for a public parking lot. It was noted the purchase price is not known. Chair Bridgens asked if there needs to be a vote. Ms. Engbretson noted she would appreciate a vote and suggested a recommendation that the committee supports the use of funds for additional parking for the downtown. Chair Bridgens called for a vote and stated they will let Linda or the City of Warrenton decide what will look good or be best.

Bridgens - aye; Terry – aye; Sutton - aye; Chedsey - aye; Faletti – aye; Burkhart – aye

Ms. Sutton asked about a timeframe for making an offer. Ms. Engbretson discussed an RFP for realtor services and noted it may be about a year.

Mr. Stelzig discussed the drone flight; clearance has not been granted from FAA yet.

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Ms. Engbretson discussed an update on the commercial pier improvements in the Warrenton Marina; they are in final stages of the agreement with the design firm. They are going through an exemption process, then the firm will be hired, and construction will go out to bid in two phases. Phase three will be an add-on if there is enough money, but the goal is to do it all three at once.

Chair Bridgens asked about hiring public works employees. Mr. Stelzig noted five new employees and upcoming interviews. Ms. Engbretson noted several retirements and new staff. Discussion followed. Ms. Engbretson discussed a vacancy for a marina foreman. She discussed hardship the past year and commended the marinas and public works departments for their work while short-staffed. She also noted a new planning director.

Chair Bridgens asked about the SW 9th Street project. Mr. Stelzig noted this is not an urban renewal project and discussed an update.


OTHER BUSINESS - None

Finance Director April Clark noted there have not been any changes to the budget since the last meeting. Ms. Sutton asked if paving in stages is more expensive in the long run. Mr. Stelzig explained generally yes, but the cost savings is not significant in the grand scheme of the project. Brief discussion followed. Ms. Engbretson noted it will be exciting to get the projects rolling. She noted there are less than 7 years left; they should start to see a lot happening in the next couple years. Brief discussion followed. Ms. Engbretson noted work being done on the "brown building" in downtown. Brief discussion followed

There being no further business, Chair Bridgens adjourned the meeting at 4:09 p.m.

Next regular meeting: December 1 at 3:30 p.m.

APPROVED:


~~Bob Bridgens, Chair~~
Dennis Faletti.

ATTEST:


Rebecca Sprengeler, Secretary