

# HERMISTON CITY COUNCIL

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Work Session

June 22, 2020

Mayor Drotzmann called the work session meeting to order at 6:00pm. Present were Councilors Hardin, Gutierrez, Smith, Myers, Primmer, Davis, McCarthy, and Barron. Staff members in attendance were City Manager Byron Smith, City Attorney Gary Luisi, Chief Edmiston, Finance Director Mark Krawczyk, Planning Director Clint Spencer, Parks and Recreation Director Larry Fetter, Recreation Supervisor Brandon Artz, Recreation Coordinator Diana Picard, and City Recorder Lilly Alarcon-Strong. News media present was Jade McDowell from East Oregonian.

## **Food Pod Options Discussion**

Planning Director Clint Spencer presented the Council with information (attached) regarding three sites to permanently house the food pod: the Orchard site (where the food pod is currently located), Newport Park, and Butte Park.

Patrick Hunt, owner of Southern Twain BBQ and Food Pod Manager stated originally, he felt that Butte Park was the best location but worries that the location may not generate the daily business they receive as there is less traffic in the Butte Park area. He believes that the current site, Orchard, would be best as the food pod is already established there and with the right improvements, to include: restrooms, shade, moving the bus stop, and safer parking and pedestrian walking path, the food pod would be more successful.

Planning Director Spencer, Parks and Recreation Director Larry Fetter and Mr. Hunt answered questions from the Council and discussed items, to include: further fencing off food pod area at Orchard, handicapped parking, traffic, moving the bus stop, AYSO no longer providing concessions at the soccer field/Butte Park, working with Funland Park Funding to combine services for the food pod, etc.

Planning Director Spencer gave information, as provided in the agenda packet, regarding requesting revisions in the Mobile Food Ordinance, to include: lunch truck licenses, event trucks, vendor license preference given to current vendors, and clearer language regarding termination of license. The mobile food ordinance is addressing issues that the City had without an ordinance; however, according to people, it is restrictive.

Mr. Hunt asked that the Council also consider investing in a “Certified Kitchen” also known as a “Community Kitchen”. Places like St. Helens, Astoria and Portland have these industrial style kitchens for startup restaurateurs to use at a minimal cost, as starting a new business/restaurant is expensive. This allows them the opportunity to make food, at an approved certified kitchen location, without extensive financial burdens.

Mayor Drotzmann adjourned the work session at 6:49pm and stated the City Council would take a short break and convene the regular City Council meeting at 7:00pm.

## June 22, 2020 City Council Work Session - Food Pod Options

### W Orchard

Mobilization	8,090.00
Paving/Gravel	16,810.00
Utilities	55,100.00
Engineering	28,000.00
<b>Total</b>	<b>108,000.00</b>

### Notes

This is the site of the existing food pod and the preferred option. Up to eight units may fit, six will definitely fit. Alternate layouts possible. Close to downtown and good visibility.

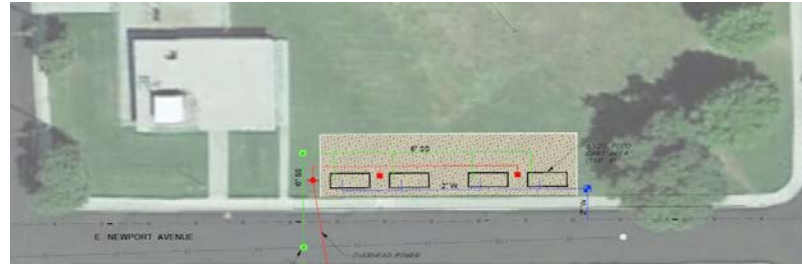


### Newport Park

Mobilization	8,400.00
Paving/Gravel	12,500.00
Utilities	44,900.00
Engineering	24,000.00
<b>Total</b>	<b>89,800.00</b>

### Notes

Smallest option. Street cuts in newly paved streets are necessary to extend and connect utilities. Work done by staff will likely be below engineer's estimate. Four trucks can be placed on-site.

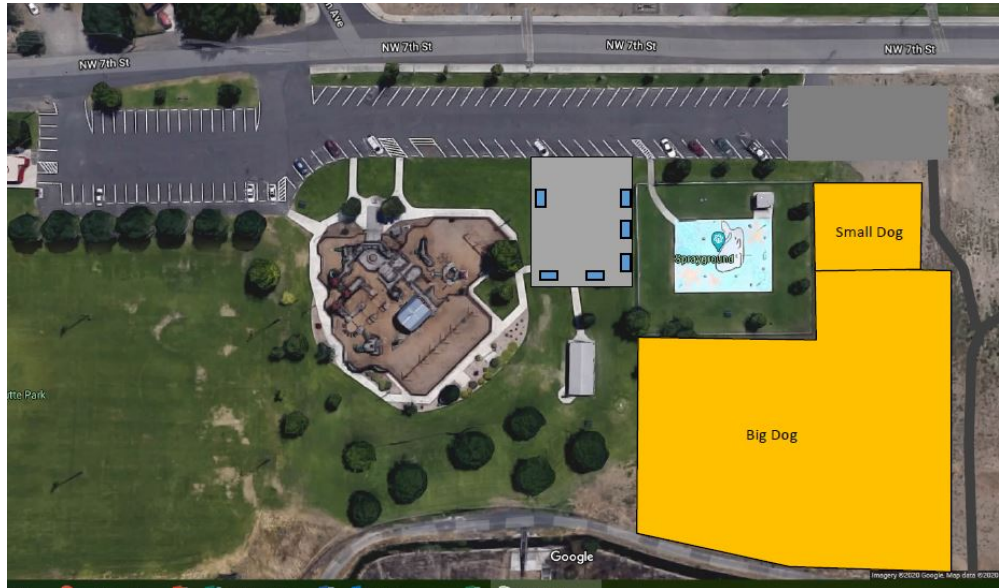


### Butte Park

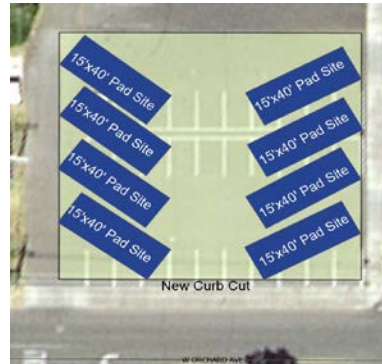
Mobilization	11,225.00
Paving/Gravel	48,325.00
Utilities	76,450.00
Engineering	48,000.00
<b>Total</b>	<b>184,000.00</b>

### Notes

Proposal will place food pod between new Funland and Sprayground. Requires extensive public utility work. Most expensive option. Food trucks can work with on-site concession building and new restroom.



### Orchard Alternate Layouts



## **Work Session Notes 6-22-2020**

### *Food Pod Alternatives*

1. Council reviewed the first year of food pod operations at a previous work session
  - a. Directed staff to consider current location and alternate locations
  - b. City leadership team considered 13 sites; most city owned but some potential private sites
  - c. Three sites were front runners
    - i. Current site
    - ii. Butte Park
    - iii. Newport Park
  - d. All three sites are shown on the handout you have
  - e. Orchard site is the first site on your sheet on the left-hand side of the page
    - i. This is the current site
    - ii. Anderson Perry has prepared a plan and cost estimate to place six permanent pads on the site
    - iii. It may be possible to place 8 units on the site on a permanent basis but may be crowded
    - iv. Shade will be a perpetual issue unless a permanent investment is made in a structure
    - v. No permanent restrooms but has access to McKenzie Park and can utilize porta potties
    - vi. Close to downtown and good visibility on a collector street
    - vii. Helps further the goal of building a strong downtown with lots of customers in the area for various attractions
    - viii. Reasonable cost.
      1. Approximately \$108,000 total investment
      2. Majority of cost in utilities at \$58,000
        - a. Water already connected
        - b. Electricity already connected
        - c. Sewer still needed
        - d. Possible that utilizing city resources could substantially lower the cost
    - ix. After extensive review by leadership staff and discussion with the site manager this is the staff's recommended option
  - f. Newport Park site is the second option and is in the upper right corner of your handout
    - i. Potential site in the existing Newport Park next to the city's well
    - ii. Anderson Perry has prepared a plan and cost estimate to place four permanent pads on the site

- iii. Site is limited to four pads due to the well on the west side, a large grove of trees on the east side and the drainage swale improvement to the north. These all provide natural barriers to expansion
  - iv. Site has good shade
  - v. Permanent restrooms available but they are currently out of service
  - vi. Close to downtown but very poor visibility and outside the commercial travel routes
  - vii. Potential residential interference and no parking available so all customers must park on the street
  - viii. Lowest cost alternative
    - 1. \$89,000 total investment
    - 2. Majority of cost in utilities at \$44,000
    - 3. No utilities now
    - 4. Connection will require excavating newly paved streets
  - ix. The poor visibility, small size, and potential for neighborhood impacts make this not a recommended option
- g. Butte Park is the third option and is in the lower right corner of your handout
  - i. This is a potential site which shows promise for long-term development
  - ii. Anderson Perry has prepared a plan and cost estimate for six pads on the site. The parks department has modified that plan relocating the pod further to the north
    - 1. The AP plan placed the pod at the south end of the park south of the sprayground
    - 2. The parks department plan for Butte Park has a future dog park in that location so the pod was moved north between Funland and the Sprayground as shown on your handout
  - iii. Has excellent access to shade and existing and future restrooms
  - iv. No visibility, away from business traffic, and far from Elm
  - v. More likely to be used seasonally during the times Butte Park is used
  - vi. Most expensive option
    - 1. Approximately \$184,000 total investment
    - 2. Potential to share some water and sewer cost with Funland upgrades
    - 3. Paving is expensive at \$48,000
    - 4. Utilities are also expensive at \$76,000
    - 5. Little opportunity for city staff to do the work on this project unlike the Orchard site
  - vii. This option is a close second to the Orchard site on the staff ranking
- 2. After considering the potential for creating a robust commercial space, the Orchard site wins out for the staff.

- a. Orchard is becoming an established location and customers know where it is located
- b. Moving to Butte Park will require considerable advertising and vendors will experience a slow down as customers learn the new location
- c. The council's goals are to build a robust and vibrant downtown. The urban renewal district is investing in these goals now. The Orchard site builds on those investments, even though it is not an urban renewal project
- d. The utility work has already begun at the Orchard site and can be brought into a permanent state with the smallest investment
- e. Butte Park will require large capital investments but can be shared partially with Butte Park upgrades
- f. Butte Park as a location offers good potential for on-site security for the park
- g. However, the vendors themselves will be essentially off the beaten path meaning that overnight security will be poor due to the lack of visibility
- h. One alternative to consider is to continue using Orchard for another two to three years and budget a reserve each year to build a great Butte Park facility
- i. However, doing that will cement the location at Orchard and make moving even more difficult when the time comes
- j. As a result, staff recommends leaving the operation at Orchard and upgrading as necessary, especially adding the sewer connections

#### *Mobile Vendor Ordinance*

- 1. Want to highlight the changes in the mobile vendor ordinance
- 2. The city has been doing housekeeping on all the ordinances to make the language as clear as possible and current with legal terminology
- 3. Although this is a housekeeping update, staff saw this as an opportunity to make a few policy changes as well since the ordinance was on the docket for updating
  - a. Most important is the addition of lunch trucks in Section 116.11
    - i. Lunch trucks move from work site to work site just during eating hours from 11 to 1 or additional times if they are visiting sites with night shifts
    - ii. Something which was considered and dropped during the original discussion of the code and was revisited by our attorneys and staff as a potential upgrade to the code
    - iii. Trailers are not allowed, must be self-propelled and can only be on approved industrial or commercial business parks, retail sites are not permitted
    - iv. Can be removed from the code if the council is uncomfortable with this addition and reconsidered at the next meeting
  - b. Clarifies seniority for license renewal and gives preference for existing license holders each year; was previously an unclear situation where a new vendor

could get a license before an existing vendor and then a senior vendor wouldn't be able to operate

4. Clarifies the event license option which was previously unclear
  - a. Businesses would ask to bring in a truck for a one-day event to drive customers or hold a customer appreciation event and the code had no provision for that
  - b. Adds a provision to accommodate this need for up to seven days
  - c. Must still comply with the design standards
5. New provisions for termination of a license
  - a. Unclear in the past what constituted an offense serious enough to terminate a license
  - b. Clarified to selling alcohol, not having appropriate food handler cards
  - c. If the property owner revokes permission to be on the property that also terminates the license if another location isn't found in 45 days
  - d. Appeals of license termination or other violations now are handled according to the process for code violations in front of a hearings officer in Chapter 136