

# AGENDA

## WARRENTON URBAN RENEWAL AGENCY

May 9, 2023 – 6:00 P.M.

Warrenton City Commission Chambers – 225 South Main Avenue  
Warrenton, OR 97146

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Public Meetings will also be audio and video live streamed. Go to <https://www.ci.warrenton.or.us/administration/page/live-stream-public-meetings> for connection instructions.

1. CALL TO ORDER
2. ROLL CALL
3. CONSENT CALENDAR
  - A. Urban Renewal Agency Meeting Minutes – 4.11.23
  - B. Joint Work Session Meeting Minutes; URA/WURAC – 4.12.23
4. BUSINESS
  - A. Consideration of Warrenton Commercial Work Pier Improvements Project; Change Order #6
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  
 April 11, 2023  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, Or 97146

Chair Balensifer convened the Urban Renewal Agency meeting at 6:01 p.m.

Commissioners Present: Chair Henry Balensifer, Mark Baldwin, Tom Dyer, Gerald Poe, and Paul Mitchell

Staff Present: Executive Director Esther Moberg, Police Chief Mathew Workman, Finance Director April Clark, Harbormaster Jane Sweet, Public Works Operations Manager Jim McCarthy, Public Works Utility Worker Mike Ulness, and Secretary Dawne Shaw

CONSENT CALENDAR

- A. Urban Renewal Agency Meeting Minutes – 2.14.23
- B. Urban Renewal Advisory Committee Meeting Minutes – 12.07.22

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

**Dyer – aye; Baldwin – aye; Poe – aye; Mitchell – aye; Balensifer - aye**

BUSINESS ITEMS

Harbormaster Jane Sweet discussed change orders to the Warrenton Marina Work Pier, noting the west abutment condition has worsened since the 2016 evaluation. Change Orders 1-5 extend the timeline by three additional weeks, to approximately June 5, 2023, and increase the total contract in the amount of \$47,914.11.

**Commissioner Dyer made the motion to approve Change Orders #1-5 for the Warrenton Commercial Work Pier Rehab Improvements Project and extend the project completion date by an additional 3 weeks. Motion was seconded and passed unanimously.**

**Dyer – aye; Baldwin – aye; Poe – aye; Mitchell - aye; Balensifer - aye**

There being no further business Chair Balensifer adjourned the URA meeting at 6:04 p.m.

APPROVED:

\_\_\_\_\_  
 Henry A. Balensifer III, Chair

ATTEST:

\_\_\_\_\_  
 Dawne Shaw, Secretary

MINUTES  
 Warrenton Urban Renewal Agency  
 Warrenton Urban Renewal Advisory Committee  
 Joint Work Session  
 April 12, 2023  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, OR 97146

Vice Chair Baldwin convened the Urban Renewal Agency joint work session at 4:02 p.m.

Commissioners Present: Chair Henry Balensifer (arrived at 4:11), Mark Baldwin, Tom Dyer, Paul Mitchell, and Gerald Poe

Warrenton Urban Renewal Advisory Committee Members Present: Karin Hopper, AmyLeigh Sutton, Tess Chedsey, Christie Coulombe, and Dennis Faletti

Excused: Cynthia O'Reilly

Staff Present: Executive Director Esther Moberg, Finance Director April Clark, and Secretary Dawne Shaw

Others Present: URA Project Consultant Mark Kujala

Executive Director Esther Moberg gave a summary of the Urban Renewal District's completed projects and improvements. She noted the agenda/discussion items for the work session. Brief discussion followed on the old Skipanon Marine & RV building. She noted the Open House that is taking place on May 4<sup>th</sup>. Ms. Moberg discussed the building repairs estimate, and noted the businesses that are interested in the building. Commissioner Mitchell noted the DEQ requirements that would come into play for an auto repair business. Committee Member Karin Hopper noted in their earlier work session, the committee talked about tying in the community aspect, and focusing on how the building or business can make money, but also facilitate the community.

Chair Balensifer continued, noting the urban renewal plan; he stated it is really up to the agency, with the committee's advice on what is the future of that building. He noted he would prefer to say that everything is on the table at this last rush. The question just becomes can we spend the money in the time frame we have, and as long as fits within the plan and is allowable usage of urban renewal funds and is that where we want to spend the money. Where are the strategic investments, how much will it cost, and can it be done in the timeframe we have left. Brief discussion continued. Chair Balensifer discussed the urban renewal plan and the plan amendment. He asked what the Advisory Committee would like to see in the downtown corridor area. He noted his thoughts on the possibility of buying and flipping buildings, or investments to improve downtown. Commissioner Poe asked if underground power is still on the table; it was noted the cost to underground the power would take the remainder of the funds for just three blocks. Discussion continued. Committee Member Dennis Faletti stated the committee discussed the fact that there is not much to work with in the downtown corridor, with the exception of private homes and the

Fenton building. He noted he would like to see the downtown improved, but it is frustrating. Discussion continued on the condition of the Fenton building. Chair Balensifer noted his thoughts on buildings and nuisance properties that could be purchased or obtained and then renovated for businesses; discussion continued.

Committee Member Christie Coulombe asked how we would purchase the properties while maintaining the good will of the property owners. Chair Balensifer responded, noting Urban Renewal is not subject to the same Charter restrictions as the City of Warrenton is, because it is a separate legal entity. He stated options include condemnation of nuisance properties or make an offer to purchase - which would be the best option. Discussion continued. It was unanimous to not move forward with undergrounding power and light poles.

Commissioner Baldwin stated we need to invest the necessary funds to fix the Skipanon RV building; there was consensus. Discussion followed on the Fenton building.

Committee Member AmyLeigh Sutton asked about the Peterson lot; Chair Balensifer noted half has been identified for parking and there has been a proposal from Spruce Up Warrenton to put a gazebo on the other half. He does not see us selling that property. Ms. Moberg noted the current IGA between the City and the Urban Renewal Agency. Commissioner Baldwin noted the charter amendment put a damper on the IGA; Ms. Moberg noted there needs to be an updated IGA. After further discussion, consensus was to have a public parking lot and a green space on the Peterson property. Ms. Sutton suggested instead of just a flat parking lot, you could build above ground parking with retail on the bottom. She noted the committee discussed not necessarily looking at Main street but shifting the focus a block off of the main street, building something that makes the area more desirable for all of the other spaces want to clean up theirs. She noted there could also be community space or a plaza; a good resource instead of just a flat parking lot. Ms. Hopper noted how the focus is on Main street, yet it is not owned by the city to begin with. Why are we focusing everything for that to be our main street when we don't have the facilities, don't have the businesses, and don't have the foot traffic; why not refocus it to another area, whether it the Skipanon RV building and make that more business-like and have a place people can go. She noted the thing that keeps coming up is the focus on community and she is not seeing that being the focus. A barbeque place or a brewery would bring the community in. Ms. Hopper continued discussing the community aspect and the need to make people want to come to downtown Warrenton. She emphasized the need to create the reason they want to come and reiterated the possibility of moving the focus to another area, and instead of S. Main. Discussion continued.

Commissioner Baldwin discussed the current Public Works property and the possibilities there if urban renewal paid for them to move to another location. It was noted that urban renewal money has to be spent within the district. Chair Balensifer discussed improving Quincy Robinson park and making it the 'community avenue' that the committee suggested; improve all the entryways to the park and give a sense of place. Commissioner Mitchell stated that when Astoria was looking to revitalize, they used urban renewal funds to revitalize the Liberty Theatre. That changed the whole aspect of downtown and other businesses were rebuilt from there. All that came because they found a hub that would drive people in. He supports the idea of creating an area that revitalizes who we are as a city and makes people want to drive and come, and not just pass through. Discussion continued. The Advisory Committee noted their focus is to make people come and shop, stay and enjoy. Ms. Hopper noted the objective is to get people to want to come; there is no reason to walk around.

Chair Balensifer noted the vision plan that is in place and stated we do not necessarily have to time to

## MINUTES

Warrenton City Commission

URA Joint Work Session – 4.12.23

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modify it. He suggested we look at the current vision plan and see how we convert that into projects that we can complete by 2027-2028. He suggested undergrounding the power on the gateways to the park.

Ms. Coulombe stated her thoughts, noting there is already a little momentum on Main, and a few properties have been identified that could really move the needle, namely the Fenton building. She emphasized the need to bring in a coffee shop to the downtown area. Discussion continued on the old gas station and the nuisance aspect. Chair Balensifer noted there are two main things that seem to be the focus – the development of the Peterson property beyond just a parking lot and creating that sense of place, and then also either purchase or private/public partnerships to renovate key buildings so they are usable. He asked if that is where the focus is; there was consensus. Discussion continued on the Fenton building. Chair Balensifer suggested to finish the sidewalks into Quincy Robinson park, that could tie into the 4<sup>th</sup> street project; and to pave the SW Main Court side of the Peterson property. Further discussion followed on sidewalks in downtown. Commissioner Baldwin made a suggestion on the Public Works lot; discussion followed. Chair Balensifer summarized and asked the agency and committee members if they agree on the path of improving corridors to the park, with beautification that could include lights, undergrounding power, and pedestrian improvements; and getting buildings ready for commercial shops.

Ms. Hopper refocused on the time constraints and need to get moving. She also noted the need to focus on areas other than Main street. Chair Balensifer came back to prioritization – getting buildings to turn around and to provide a sense of place – primarily the park; and asked which is the priority of the committee. Discussion continued; Chair Balensifer noted the committee members had agreed to improve strategic buildings on Main street – namely the Fenton building and the old gas station, and the Skipanon RV building; then also creating a sense of place, perhaps the park or the Peterson lot. He noted he is looking for a consensus; Ms. Hopper noted concerns on getting the building owners to agree to move forward and accomplishing the goal in the allotted timeframe and suggested focusing on the Skipanon building and noted the need for a coffee shop. Discussion continued on wetlands/flood plains.

Ms. Moberg stated she could be tasked with identifying specific buildings and bringing them forward to the agency. She summarized the goals – 23/24, updating the Skipanon RV building so it can be turned into a lease right away; 24/25, working on buildings to move forward on, with either a purchase or lease agreement to update and make ready for businesses; 25/27, put together a project with a scope of work regarding the corridors to the park, with lighting and sidewalks. She noted that will most likely take up the majority of the remaining funds, along with continued façade grants. She noted it may be necessary to pivot within the last two years if the building owners are not willing. Ms. Moberg also noted the Peterson parking lot would be in 23/24. Mr. Faletti agreed with Ms. Moberg's list; she noted the figures for each project. Commissioner Baldwin noted his thoughts on the project list and the estimated costing for the building improvements and projects. Brief discussion continued on improvements at the park area near the kayak launch. Chair Balensifer asked if the advisory committee would be open to meet more than quarterly; consensus was yes, they can meet as needed.

There being no further business Chair Balensifer adjourned the URA meeting at 5:22 p.m.

APPROVED:

\_\_\_\_\_  
Henry A. Balensifer III, Chair

ATTEST:

\_\_\_\_\_  
Dawne Shaw, Secretary



#### AGENDA MEMORANDUM

TO: The City of Warrenton Urban Renewal Agency  
 FROM: Jane Sweet, Harbormaster  
 DATE: May 9, 2023  
 SUBJ: Warrenton Commercial Work Pier Rehab Improvements Change Order #6

#### SUMMARY

The City of Warrenton Marinas, Warrenton Pier Improvement Project was awarded to Bergerson Construction and project construction has started. The west abutment condition worsened since the 2016 evaluation and a change order to the contract with Bergerson Construction is needed to complete the repairs in this project. Change Order #6 is requesting an additional \$15,990. Please see the attached narrative and supporting documents.

#### RECOMMENDATION/SUGGESTED MOTION

Staff recommends the following motions.

"I move to approve the Change Order #6 for the Warrenton Commercial Work Pier Rehab Improvements Project."

#### ALTERNATIVE

- 1) Other action as deemed appropriate by the City Commission
- 2) None recommended

#### FISCAL IMPACT

This project has been approved by the City Commission and Warrenton Urban Renewal Agency is included in the City of Warrenton 2022-2023 adopted budget.

Approved by City Manager: \_\_\_\_\_

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



**From:** Jane Sweet, Harbormaster

**Date:** May 9, 2023

**Purpose:** Narrative to submit recent change orders and additional work to the Warrenton Urban Renewal Agency Warrenton Commercial Pier Rehab improvements.

### **Change Order #6**

As requested by Bergerson Construction and PBS Engineering Change Order #6 are proposing the following change to the Warrenton Commercial Pier Rehab Improvements. This change shall provide for the installation of a recommended approach slab at the abutment area as per the drawing detail provided by PBS engineering, designed on 4/18/23 (see attached). This change order allows for a 15' long concrete approach slab in a varying width of 16' – 18' providing allowance for existing utilities.

The West Trestle abutment had dropped approximately 1' since the original survey done in 2016. The change in elevation due to erosion and was unknown until removing and exposing the existing abutment for repairs. It was determined that more extensive repairs were required beyond what were supplied contract document drawings. These changes were reflected and approved by the Warrenton Urban Renewal Agency on 4/4/2023, detailed in Change Order #5.

Change Order #6 - Abutment Approach Slab was identified as an additional upgrade recommendation by PBS Engineering during their design for the new abutment. The condition of existing timber piles was unknown at the time of submission of CO #5 which was time and material sensitive. Additional time was needed to evaluate necessary structural needs and determine the best structural and cost-effective approach in addressing the needs of the approach.

Change order #5 and #6 directly coincide within the pier project. Due to the additional time needed for the changes to the abutment addressed in CO #5 and the unknown conditions of the existing support structures for the abutment approach, it was necessary to submit these changes separately to avoid delays or additional extensions to the project completion. Installation of the concrete approach will add additional support to the west trestle.

The addition of CO #6 in the amount of \$15,990 will bring the total of the Warrenton Commercial Pier Rehab Improvements to \$1,157,849.07 (see attached)

City of Warrenton Marinas Commercial Work Pier Rehab Improvements	
<b>Bergerson Construction Contract</b>	<b>\$ 1,093,944.00</b>
Change Order #1 - Pile Credit	\$ (6,980.50)
Change Order #2 - Furnish Stringers	\$ 10,406.72
Change Order #3 - Replace Stringers	\$ 5,890.20
Change Order #4 - Bullrail Replacement	\$ (20,716.00)
Change Order #5 - Abutment Replacement	\$ 59,313.69
<b>APPROVED Total Changes To Date</b>	<b>\$ 47,914.11</b>
<b>Change Order #6 - Abutment Approach Slab</b>	<b>\$ 15,990.96</b>
<b>Total Project with Change Orders</b>	<b>\$ 1,157,849.07</b>



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April 24, 2023

City of Warrenton  
Attn: Jane Sweet  
225 S. Main Ave.  
Warrenton, OR 97146  
503-861-3822

Project: City of Warrenton – Warrenton Commercial Work Pier Rehab Improvements  
Subject: Change Order Proposal (COP 006) No. 005 – Abutment Approach Slab

Dear Jane,

As requested, Bergerson Construction is proposing the following change order for the furnish and installation of the recommended approach slab at the abutment per drawing detail provided by PBS engineering, designed on 4/18/2023 (see attached).

**COP 006 – Total** \$15,990.96

Enclosed is a breakdown of the costs and credits associated with these changes. If any additional information is required or if clarification is needed, please feel free to contact me at your earliest convenience.

Sincerely,

Chad Curs  
Project Manager



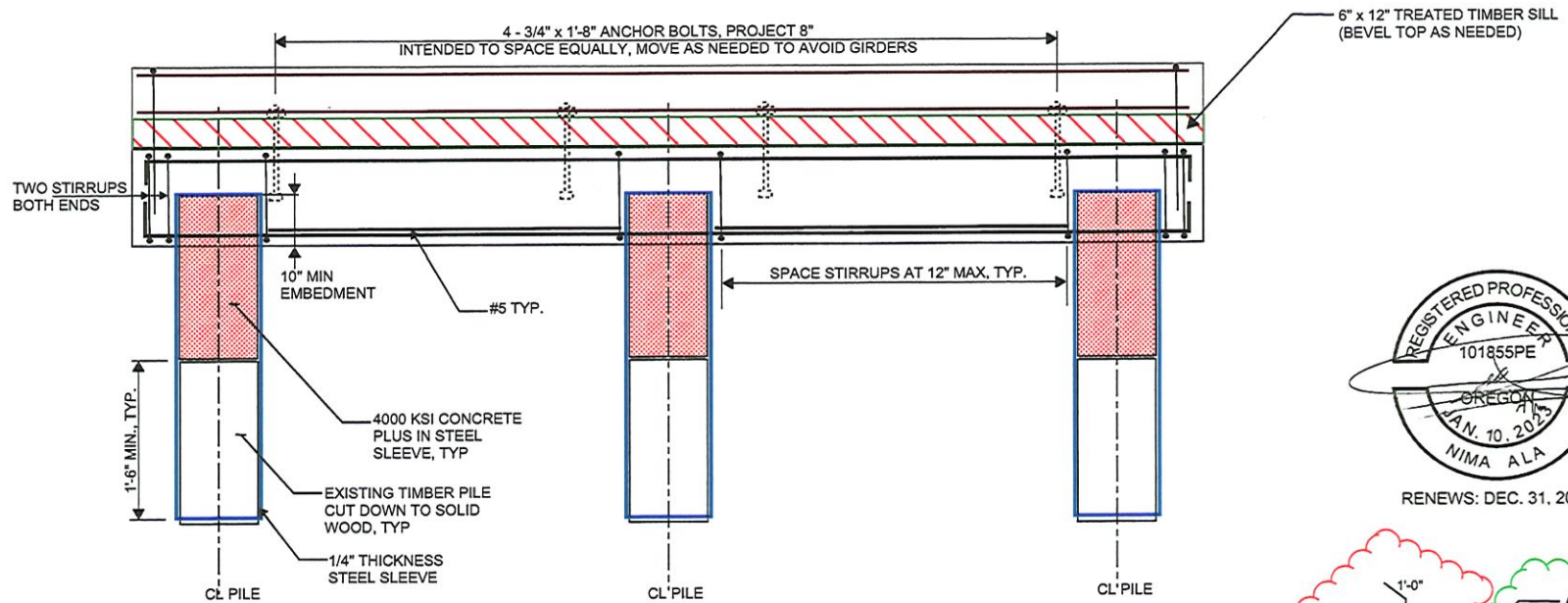
## CHANGE ORDER PROPOSAL COST BREAKDOWN

Bergerson Construction, Inc.	CONTRACT NO.	DATE: 4/24/2023
	COP NO.	<b>006</b>
	PROPOSED COP TOTAL PRICE:	<b>\$15,990.96</b>

VALUE ENGINEERING PROPOSAL (WORK TO BE PERFORMED):  
Excavate and place concrete for 15' x 18' x 1' Approach Slab

ITEM NO.	ITEM DESCRIPTION	QTY	UNIT	MAT'L COST		LABOR COSTS			EQUIPMENT COSTS			SUBS/MISC	LINE TOTAL	
				PER UNIT	TOTAL	NO. HOURS	HOURLY RATE	TOTAL	NO. HOURS	HOURLY RATE	TOTAL			
1	<b>Abutment Concrete Approach Slab</b>													
	Excavate for Approach Slab	13	CY		-	4.00	82.50	330.00	1.00	225.00	225.00	Disposal	600.00	1,155.00
	Install Formwork for Approach Slab	66	SF	6.00	396.00	8.00	82.50	660.00	2.00	225.00	450.00			1,506.00
	F&I Reinforcing Steel for Approach Slab	0.7	TN		-	24.00	82.50	1,980.00	6.00	125.00	750.00	Rebar	1,200.00	3,930.00
	Pour Concrete for Approach Slab	10	CY	200.00	2,000.00	24.00	82.50	1,980.00	6.00	225.00	1,350.00	Finishers	810.00	6,140.00
	Strip Concrete Forms for Approach Slab	66	SF		-	4.00	82.50	330.00	1.00	125.00	125.00	Disposal	100.00	555.00
	Backfill Approach Slab	3	CY	70.00	210.00	2.00	82.50	165.00	0.50	225.00	112.50			487.50
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	Overhead & Profit			15%	390.90		15%	816.75		15%	451.88	10%	271.00	1,930.53

SUBTOTAL	15,704.03
Bond @ 1.25%	196.30
SUBTOTAL WITH BOND	15,900.33
Surcharge for Oregon CAT Tax @ 0.57%	90.63
<b>TOTAL COP REQUEST</b>	<b>15,990.96</b>



RENEWS: DEC. 31, 2025

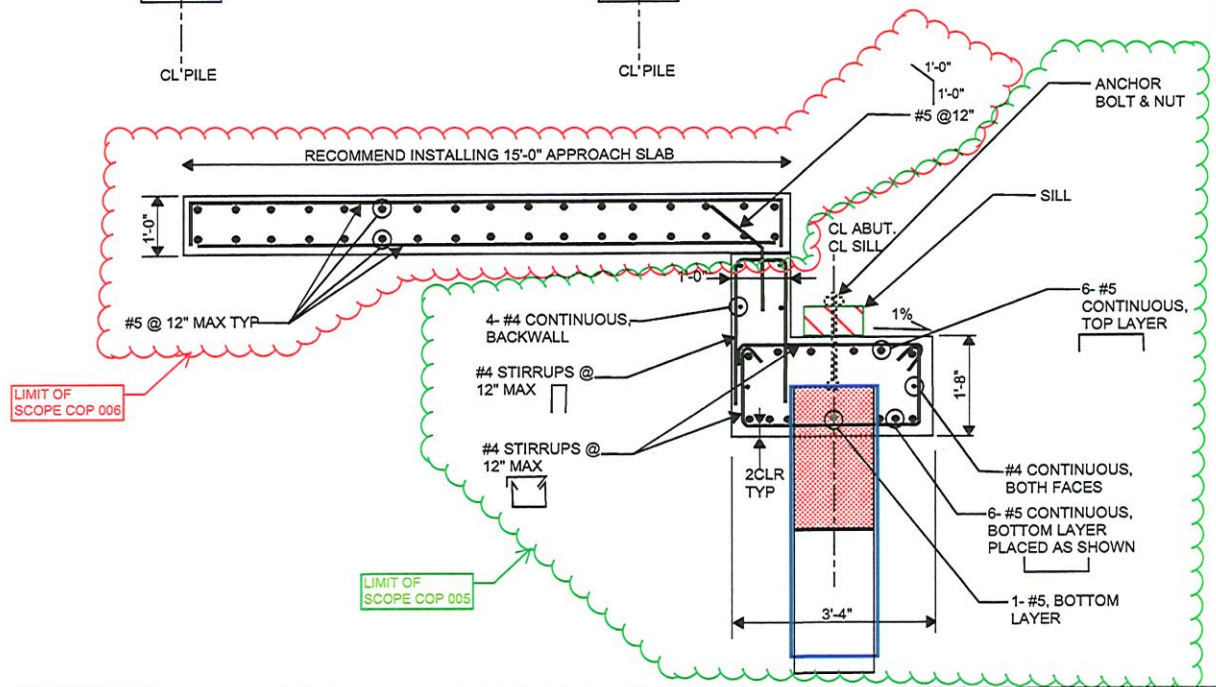
**NOTES:**

1. ABUTMENT IS DESIGNED FOR 33,000 POUNDS GROSS VEHICLE WEIGHT (GVW) WITH NO LANE LOADING. IT WAS ASSUMED BRIDGE SUPERSTRUCTURE REMAINS TIMBER. 30FT SPAN, 8" CONCRETE DECK, AND 1.5" ASPHALT OVEYLAY HAS BEEN ASSUMED IN THE DESIGN. THE STRUCTURAL ANALYSIS WAS PERFORMED ASSUMING MINIMUM OF THREE PILES SPACED AT MAXIMUM 7'-6" SPACING AND MAXIMUM 2FT OVERHANGS.

2. CONCRETE SHALL HAVE A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF  $F'_c=4,000$  PSI.

3. ALL REINFORCING STEEL SHALL BE ASTM A706 GRADE 60.

4. IF SOUND SOLID TIMBER PILE CANNOT BE LOCATED WITHIN A FEW FEET OF CURRENT TOP OF EXISTING TIMBER PILES, WE RECOMMEND THAT NEW STEEL PILES ARE INSTALLED NEXT TO THE EXISTING TIMBER PILES. MINIMUM OF THREE WILL BE REQUIRED AS DESCRIBED IN NOTE 1 ABOVE.



DESIGNED BY: N. ALA 04/18/2023

City of Warrenton  
Project: Warrenton Work Pier Rehab & Improvements

Contract Section  
Change Order Form

Change Order No. 6

Date of Issuance: October 11, 2022

Effective Date: May 4, 2023

Owner: <b>City of Warrenton</b>	
Project: <b>Warrenton Work Pier &amp; Rehab</b>	City Project #: <b>012-461-62002 &amp; 200-800-62001</b>
Engineer: <b>PBS Engineering</b>	Engineer's Proj #:
Contractor: <b>Bergerson Construction</b>	Contractor's #: <b>035-410-371007</b>
Original Contract: <b>\$1,093,944.00</b>	Notice to Proceed Date: <b>May 4, 2023</b>
City Project Manager: <b>Jane Sweet, Harbormaster</b>	
Project Location: <b>550 NE Harbor Place</b>	

The Contract Documents are modified as follows upon execution of this Change Order

Description:

Work shall include:

1.

The attached Narrative and change order request from Bergerson Construction

Extend contract days \_\_\_\_\_ Original contract times: \_\_\_\_\_  
Original contract time \_\_\_\_\_  
Substantial Completion Date: 5/15/2023  
This will require substantial completion by: 6/7/2023

Working days       Calendar days  
New contract days \_\_\_\_\_

Attachments:	Contractor's request and invoices	
Original Contract Price:	\$1,093,944.00	
Increased by CO #1 - 5 :	\$ 47,914.11	Approved 4/11/2023
Current CO #6 Submitted for Approval	\$ 15,990.96	
Contract Price incorporating this Change Order:	\$1,157,849.07	

The above prices and specifications of the change order are satisfactory and are hereby accepted. This change order amount and extension of time constitutes total compensation for the change, including compensation for all impacts and delays relating to the change and their cumulative effect on the project to date. All work shall be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

RECOMMENDED

ACCEPTED:

ACCEPTED:

Engineer signature

Contractor signature

Owner Signature/Title

Date:

Date:

Date:

Approved by Funding Agency (if applicable):

Agency:

Title:

Date:

**Project Status Form**

Owner: **City of Warrenton**  
 Project: **Warrenton Work Pier & Rehab**  
 Engineer: **PBS Engineering**  
 Contractor: **North Pacific Excavation**  
 Original Contract: **\$1,093,944.00**  
 City Project Manager: **Jane Sweet, Harbormaster**  
 Project Location: **550 NE Harbor Place**

City Project #: **012-461-62002 & 200-800-62001**  
 Engineer's Proj #: **0**  
 Contractor's #: **035-410-371007**  
 Notice to Proceed Date: **May 4, 2023**

CO	Change Order Amount/ Allowance Amt.	C.O. Days	Commission Date	REASON FOR CHANGE
	New Contract Amount	New Total	New Comp. Date	
#6	\$ 15,990.96 \$1,141,858.11		June 7, 2023	Abutment Approach Slab - Details Provided
#8				
<b>Project Summary</b>				
	<b>Contract amount</b>	<b>Contract days</b>	<b>Completion Date</b>	
	\$ 1,157,849.07	218	June 7, 2023	