

# AGENDA

## WARRENTON URBAN RENEWAL AGENCY

December 12, 2023 – 6:00 P.M.  
Warrenton City Commission Chambers – 225 South Main Avenue  
Warrenton, OR 97146

---

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 – 11.28.23
4. BUSINESS
  - A. Consideration of Parking Lot Reconfiguration Contract Award
  - B. Consideration of WURAC Appointments
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  
 November 28, 2023  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, Or 97146

Chair Balensifer convened the Urban Renewal Agency meeting at 7:14 p.m.

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

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

CONSENT CALENDAR

A. Urban Renewal Agency Meeting Minutes – 11.14.23

**Commissioner Mitchell 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**

PUBLIC HEARINGS - None

BUSINESS ITEMS

Executive Director Moberg requested to add agenda item 4.B – the Fenton building proposal (60 S. Main).

Commissioner Baldwin recused himself from this agenda item, noting he has a conflict and stepped down from the dais. Chair Balensifer listed the buildings recommended by the Warrenton Urban Renewal Advisory Committee. He asked Ms. Moberg what the advisory committee is trying to aim at in terms of their prioritizations. Ms. Moberg responded stating the committee was looking to name specific buildings that can revitalize downtown. Ms. Moberg discussed a list of key significant buildings for revitalization. Chair Balensifer noted additional buildings that could be considered. Discussion continued on the recommended buildings and the possible buildings that were not recommended by the Warrenton Urban Renewal Advisory Committee. There was discussion on what the next steps should be going forward. Consensus was to send the recommendation back to the Advisory Committee and request a joint work session to further discuss the priorities.

Ms. Moberg recalled the August meeting where they considered a proposal from the Sollaccios for the Fenton Building. Jessica Sollaccio gave an update, noting they have received counter offers from the seller and things are moving. Dan Sollaccio noted the terms they received from the seller. Chair Balensifer asked if they can disclose any number; Ms. Sollaccio stated they are currently at \$785,000 with a 3 year carry of 5% she stated they are going to counter with \$750,00. Discussion continued. Commissioner Mitchell Commissioner Dyer would like the grants contingent on inspections. Commissioner Baldwin voiced concerns that \$250,000 is not enough for the renovation and that he wants to ensure that renovations can be completed.

**Commissioner Mitchell made the motion to approve the block grant of \$650,000, with up to \$400,000 for acquisition and the remainder for renovations pending an inspection report. 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 7:50 p.m.

Respectfully prepared and submitted by Hanna Bentley, Deputy City Recorder.

APPROVED:

ATTEST:

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

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



## AGENDA MEMORANDUM

TO: Urban Renewal Agency  
FROM: Director of URA, Esther Moberg  
DATE: December 12, 2023  
SUBJ: Bid Award Urban Renewal Parking lot- Notice of Intent to Award Bid

### SUMMARY

### RECOMMENDATION/SUGGESTED MOTION

AKS Engineering has completed the process of collecting bids for the Urban Renewal Parking Lot project on behalf of the City of Warrenton. Big River Construction was the only company to submit a bid. Upon review of the bid package submitted, it is recommended that Big River Construction be awarded the project in the amount of \$144,941.50

*I move to approve Notice of Intent to Award contract to Big River Construction, Inc., for the Urban Renewal Parking lot project.*

### ALTERNATIVE

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

### FISCAL IMPACT

It was approved at the last Urban Renewal agency meeting to allocate a budget of \$150,000 to this project.

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

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

**NOTICE OF INTENT TO AWARD**

DATE: 12/6/2023

TO: Big River Construction, Inc.

35064 Hwy 101 Business

Astoria, OR 97103

NAME OF PROJECT: **CITY OF WARRENTON PARKING LOT RECONFIGURATION.**

The Owner has considered the Bids submitted for the above described work in response to its Advertisement for Bids dated November 30, 2023, and Contract Documents.

You are hereby notified of the City of Warrenton’s intent to award the Contract to Big River Construction, Inc. based upon said Bidder’s bid for public improvements in the amount (in words) One Hundred Forty Four Thousand Nine Hundred Forty One Dollars and Fifty Cents (\$ 144,941.50).

Upon final award of the contract the Bidder awarded the Contract is required by the Bidding Documents to execute the Agreement and furnish the required Contractor's Performance Bond, Payment Bond, Public Works Bond and Certificates of Insurance (including complete insurance coverage for the Owner, Engineer.) within fourteen (14) calendar days from the date of this notice.

If the Bidder awarded the Contract fails to execute said Agreement and to furnish said Bonds and insurance certificates within fourteen (14) calendar days from the date of this notice, said Owner will be entitled to such other rights as may be granted by law.

The successful Bidder is required to return an acknowledged copy of this Notice of Award to the Owner.

Urban Renewal Agency  
Owner

By: Esther Moberg

Title: City Manager

**ACCEPTANCE OF NOTICE OF INTENT TO AWARD**

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

Firm: \_\_\_\_\_, this the \_\_\_\_ day of, \_\_\_\_\_ 2023.

By: \_\_\_\_\_ Title: \_\_\_\_\_

23	Sign Support Footings	2	EA	600.00	1,200.00
24	Breakaway Footings	2	EA	620.00	1,240.00
25	Perforated Steel Square Tube Sign Supports	2	EA	325.00	650.00
26	Vertical Sign Mount	1	EA	350.00	350.00
27	Signs, Standard Sheeting, Aluminum	5	EA	265.00	1,325.00
28	Type 2 Black Vinyl Chain Link Fence With Slats	50	LF	71.00	1,325.00
29	5 Foot x 72 Inch Chain Link Single Gate	1	EA	1,050.00	1,050.00
30	16 Foot x 72 Inch Chain Link Double Gate	2	EA	2,250.00	4,500.00

**Total Bid Amount**

144,941.50

**BID SCHEDULE  
WARRENTON PARKING LOT RECONFIGURATION**

Bid Item No.	Description	QTY	Unit	Unit Price	Bid Amount
1	Construction Survey Work	1	LS	7,500.00	7,500.00
2	Mobilization	1	LS	18,500.00	18,500.00
3	Temporary Work Zone Traffic Control, Complete	1	LS	2,500.00	2,500.00
4	Erosion Control	1	LS	5,500.00	5,500.00
5	Removal of Walks and Driveways	33	SY	42.00	1,386.00
6	Removal of Curbs	172	LF	11.50	1,978.00
7	Removal of Striping	1	LS	5,000.00	5,000.00
7	Saw Cutting Pavement for Asphaltic Concrete (AC)	533	LF	5.00	2,665.00
8	Saw Cutting Pavement for Portland Cement Concrete (PCC)	12	LF	5.00	60.00
9	12-inch C900 PVC Storm Sewer Pipe	126	LF	206.00	25,956.00
10	Concrete Catch Basin, Type 1	1	EA	3,855.00	3,855.00
11	Connection to Existing Structures	1	EA	2,000.00	2,000.00
12	Asphalt Resurfacing	1705	SF	7.50	12,787.50
13	Concrete Wheel Stops	17	EA	177.00	3,009.00
14	Concrete Curb	55	LF	80.00	4,400.00
15	Concrete Driveways	180	SF	25.00	4,500.00
16	Concrete Walks	180	SF	23.00	4,140.00
17	8-inch Concrete Surfacing	528	SF	33.50	17,688.00
18	Pavement Legend, Type AB, Arrow	4	EA	589.00	2,356.00
19	Pavement Legend, Type AB, "RESERVED"	6	EA	412.00	2,472.00
20	Pavement Legend, Type AB, Disabled Parking	1	EA	442.00	442.00
21	Pavement BAR, Type AB, Stop	26	SF	32.00	832.00
22	Longitudinal Pavement Markings - Paint	775	LF	2.00	1,550.00





December 6, 2023

To the Warrenton Urban Renewal Agency:

I nominate Tess Chedsey for reappointment to position #4, Dennis Faletti for reappointment to position #6, and Cynthia O'Reilly for reappointment to position #7 on the Warrenton Urban Renewal Advisory Board.

Tess and Dennis are long time members of the board and have contributed quite a lot over the years. Cynthia has completed her first term and is looking to continue her last term seeing the urban renewal district to its closure. All have been active members and I see no reason to not reappoint them.

Sincerely,

Henry A. Balensifer III  
Mayor

Recommended Motion:

*I move to appoint Tess Chedsey to Position #4, Dennis Faletti to Position #6, and Cynthia O'Reilly to Position #7, on the Warrenton Urban Renewal Advisory Board.*

Alternatives: Appoint only 1 or 2, or none of the nominees and request the mayor submit a new slate of nominees.