

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING

May 8, 2018 – 6:00 P.M.

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

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **CONSENT CALENDAR**

- A. Commission Regular Meeting Minutes – 4.10.18
- B. Community Center Advisory Board Annual Meeting Minutes – 1.18.18
- C. Community Center Advisory Board Minutes – 1.18.18
- D. Community Center Advisory Board Minutes – 2.15.18

4. **COMMISSIONER REPORTS**

5. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest may do so. The person addressing the Commission must complete a Public Comment Card, prior to the meeting. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

6. **PUBLIC HEARINGS** – NONE

7. **BUSINESS ITEMS**

- A. Proclamation – National EMS Week
- B. Speaker – Kevin Leahy; Updates on CEDR, North Tongue Point & Enterprise Zone

C. Consideration of Parks Advisory Board Appointments

D. Consideration of Second Reading of Ordinance No. 1220

8. DISCUSSION ITEMS

9. GOOD OF THE ORDER

10. ADJOURNMENT

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, Deputy City Recorder, at 503-861-2233 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

3-A

MINUTES
Warrenton City Commission
Regular Meeting – April 10, 2018
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:01 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Rick Newton, Pam Ackley, Mark Baldwin, Tom Dyer and Mayor Henry Balensifer

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Harbormaster Jane Sweet, Assistant Harbormaster Mike Olson, Marina Maintainer Kim Davis, Marina Maintainer Anthony Wirt, Marina Maintainer Ken Ramsdell, Marina Maintainer/Office Clerk Jessica McDonald, and Deputy City Recorder Dawne Shaw

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

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

COMMISSIONER REPORTS –

Commissioner Dyer welcomed everyone and noted the progress made at the property on S. Main, across street from City Hall.

Mayor Balensifer noted he and Commissioner Newton attended the LOC small cities roundtable. He reminded everyone the elk Town Hall is this Thursday, and noted the purpose is to discuss problems and issues around town, and what individuals can do to maintain a safe coexistence.

City Manager Engbretson requested an addition to agenda for the meter replacement project; and noted the CIP work session is scheduled for next Tuesday, April 17th at 5:30.

Mayor Balensifer ordered the meter replacement project be added to the agenda as item 7-D; there were no objections.

PUBLIC COMMENT – Kevin Byers stated he is new to the area and bought a house on King Salmon Street. He voiced concerns about the new construction on neighboring properties and water run off issues. Stacy Byers reiterated the situation, noting that as a mother, she is concerned about safety issues related to standing water. Dale Adams also voiced concerns over same issue, and spoke about 9 issues as outlined in a handout given to the Commission for the

record. Commissioner Newton noted he has been investigating matter, and stated he does not want this to ever happen again. City Manager Engbretson stated she has assured Mr. Adams she would look into this matter in a timely manner. Discussion continued and Ms. Engbretson stated the issue brought up by the Byers will also be looked into. Mayor Balensifer suggested having Public Works and the Planning Department at the next meeting to explain the drainage process and how building permits apply.

PUBLIC HEARINGS – None

BUSINESS ITEMS –

Mayor Balensifer noted it is goal of the City Commission to recognize staff that goes above and beyond. He proceeded to recognize the Marina staff for the recent work they have done to raise a sunken vessel, and repurposing the salvaged mast as a flag pole at the marina. Each marina staff member was given a certificate of appreciation.

Public Works Director Collin Stelzig gave an update on the Oregonians Floodplain Protection Complaint against FEMA. He outlined a timeline of events as noted in the document passed out to the Commission, and noted the court will hopefully make a determination in May. Mayor Balensifer noted when the lawsuit first started they were looking for a city to sign on to it, and asked how many other cities are involved in lawsuit. Mr. Stelzig stated Warrenton is the only city involved, and brief discussion followed.

City Manager Engbretson stated the lease between the City of Warrenton and Pacific Fisheries LLC expired June 30, 2017. She noted the original lease provided the lessee the option to renew for an additional ten years, and the City received a request from Pacific Fishing LLC to renew the lease. Ms. Engbretson stated the original lease (1997) was between the City and Timothy & Loralene James. The lease was assigned to Pacific Fishing LLC, in 2014. She noted not being in default, per terms and requirements for renewal, staff worked with legal counsel to update the lease. She outlined updates to the lease language made by legal counsel. Discussion followed on whether to renew the lease or pursue selling the land, and the consensus was to table the lease renewal to discuss options.

Commissioner Ackley made the motion to table the Pacific Fishing lease, until such time the staff can report on the properties and leaseholds within the City of Warrenton. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

Public Works Director Collin Stelzig discussed the meter replacement project, and noted the project is expected to be done in the next week. Discussion followed on the meters, repair parts and radio reads.

Commissioner Dyer made the motion to authorize the Mayor to execute a contract between HD Fowler and the City of Warrenton for goods related to the Meter Replacement Project for a maximum value of \$132,068.06. Motion was seconded and passed unanimously.

Balensifer – aye; Dyer – aye; Newton – aye; Ackley – aye; Baldwin – aye

DISCUSSION ITEMS –

GOOD OF THE ORDER – Commissioner Newton noted he reached out to Astoria’s Mayor Arline LeMear regarding people using the Warrenton dog park. Ms. LaMear stated there is a lot of resistance for a dog park in Astoria. He stated he has also been working on the community emergency preparedness event in September, and gave a brief update.

Commissioner Dyer discussed nuisance properties and suggested putting something in the paper such as a clean-up contest. City Manager Engbretson asked if the Commission wishes the city to pursue a nuisance declaration on the property on S. Main Avenue, across from City Hall. Mayor Balensifer stated the city should continue with the nuisance ordinance to property owner.

Commissioner Ackley gave an update on Way to Wellville. She also noted real estate statistics and briefly discussed housing needs over the next 5 years. She gave a brief update on the Hammond Marina task force and noted the city did not get the grant for dredging. She thanked Harbormaster Jane Sweet for her work on the grant application. Ms. Sweet gave a few comments on small grants that may be available. City Manager Engbretson noted Ms. Sweet is meeting with the Corps for an environmental assessment, which is part of the transfer process.

Mayor Balensifer stated he spoke with the owner of the property on 9th and Main regarding the nuisance ordinance. He also noted Warrenton High Fisheries will have a fish release May 11th from 4:00 – 7:00 p.m. and gave brief details on the event.

Commissioner Newton thanked Mayor Balensifer for reading at the library; and thanked Cindy Yingst for the pictures in the Columbia press.

There being no further business Mayor Balensifer adjourned the meeting at 7:27 p.m.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, Deputy City Recorder

CITY OF WARRENTON
WARRENTON COMMUNITY CENTER
ADVISORY BOARD

Annual Meeting: January 18, 2018

The annual meeting was called to order by Chairman, Mel Jasmin at 4:45 PM on Thursday, January 18, 2018, at the Warrenton Senior Center. The following advisory board members were present: Mel Jasmin, Ronald LeChurch, Carol Snell, Lorna Anderson and April Clark, Financial Director for the City of Warrenton. Absent and excused: Frank Becker

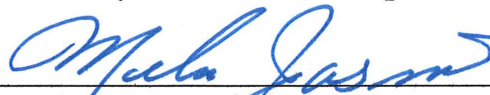
Chairman Jasmin declared a quorum present.

Minutes: The minutes from the March 2017 annual meeting had been approved in April 2017.


Chairman Mel Jasmin opened the nominations of officers for the 2018 calendar year. The following motion was offered by Carol Snell "to elect the current slate of officers" Chairman, Mel Jasmin; Vice Chairman, Frank Becker; and Secretary, Carol Snell. The motion was seconded by Lorna Anderson. The motion passed unanimously.

Officers for 2018 are Chairman, Mel Jasmin; Vice Chairman, Frank Becker; and Secretary, Carol Snell.

Lorna Anderson moved to close the meeting at 5:10 PM. The motion was second by Carol Snell and passed. The meeting was adjourned at 5:10 PM.



Frank Becker, Chairman
Mel Jasmin



Carol Snell

WARRENTON COMMUNITY CENTER
Advisory Board Meeting

Meeting Date: January 18, 2018

Place: Warrenton Community Center

Call to Order – Chairman, Mel Jasmin called the meeting to order at 4:00 PM

Roll Call: Chairman, Mel Jasmin; Secretary, Carol Snell; Lorna Anderson, Ronald LeChurch and Warrenton Finance Director, April Clark. Members absent and excused: Vice Chairman, Frank Becker.

Introduction of Guests: None

Public Comment: None

Approval of Minutes: Carol offered a motion to approve the minutes of the November 16, 2017 meeting. Mel seconded the motion. Motion passed. Chairman Mel welcomed our new member Ronald LeChurch. It is great to have new ideas.

Financial Report: Finance Director, April Clark, discussed the proposed 2017/2018 budget. The center needed a new furnace approximately \$ 5,000.00. The Warrenton Business Association paid for the repair \$ 3,500.00. The needed freezer repair is approx. \$1,100.00. A budgeted item of only \$ 500.00. The budget is ahead on revenue and behind on expenses.

Old Business: April reported the Center was vandalized. Someone broke the railing on the south deck with a huge rock. The railing doesn't have to be replaced. She would like to replace the wood

patio's with concrete pads. The Rotary did a walk through regarding repairs they might be interested in doing. April has not heard back from them. She will get hold of them.

We had 274 individuals attend our Santa breakfast and fifteen local businesses made donations. Total donations and ticket sales were \$ 2,336.50. Net proceeds \$ 1,733.11.

Items of issue were discussed: Santa upset about his check; Lorna needs help in Kitchen (eggs); servers were slow and there is no good place for a raffle table. Mel was dismayed that the raffle only brought in \$ 157.50. It was discussed that we serve from a front table while people attending will form a line and get their own food. Mel and Betsy will provide two large baskets for future raffles.

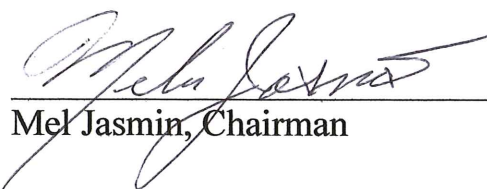
Ronald will check with the ladies who provide a Thanksgiving dinner to the public to see how they serve etc.

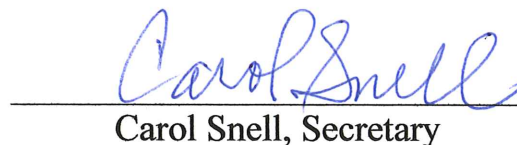
New Business:

Correspondence: None

Next Meeting: I suggest the advisory board meet on March 15, 2018. We normally do not meet the month of the breakfast. The breakfast serving as our meeting on the 24th. We set up on Friday the 23rd. I would like to meet with our servers on Friday.

Carol & Lorna seconded; to adjourn the meeting at 4:45 PM.


Mel Jasmin, Chairman


Carol Snell, Secretary

WARRENTON COMMUNITY CENTER
Advisory Board Meeting

Meeting Date: February 15, 2018

Place: Warrenton Community Center

Call to Order – Chairman, Mel Jasmin called the meeting to order at 4:00 PM

Roll Call: Chairman, Mel Jasmin; Vice Chairman, Frank Becker; Secretary, Carol Snell; Lorna Anderson, our newest member Debbie Little; and Warrenton Finance Director, April Clark. Members absent and excused: Ronald LeChurch.

Introduction of Guests: None

Public Comment: None

Approval of Minutes: Lorna offered a motion to approve the January annual minutes, seconded by Debbie. The motion was approved.

Frank moved to accept the regular January minutes with a correction (correct minutes signature line). Carol seconded the motion was approved.

Financial Report: Finance Director, April Clark, had no official report to review. She did state that the City Commissioners would meet with the Advisory Board on April 19th at 4 PM. The Commissioners will hold a public meeting after which the Advisory Board will hold ours. The purpose of the meeting is so the City wants to give us their expectations of our duties and for us to give feedback.

April is in the budget process. She wanted us to know that our fund raisers has helped the Center's finances. She thinks the budget could break even as we are at \$ 15,830.00 in revenue and \$ 12,661.98 in expenses. The weight watchers group has really helped with the increase in income. We briefly discussed rental increases for the Center. It was decided to budget a \$ 2.00 increase for both the room and kitchen rental per hour.

Old Business: April has not heard from the Rotary group regarding repairs they might be interested in making. She will contact them again.

Ronald has been ill and was not able to check with the ladies who provide a Thanksgiving dinner to the public to see how they serve etc. After some discussion it was decided not to serve buffet style. Mel has hired 3 boys from the high school whose only job will be to work with him in clearing the tables. Debbie offered to get servers. Apparently we won't have volunteers from the senior group. We need 11 servers and 6 people to work in the kitchen. Carol is going to relieve Lorna scrambling eggs. We have 2 people taking money at the door. Betsy will work the raffle. There will be an announcement that the drawing for raffle will made after the breakfast. The winners will be called and can come pick up their winnings.

We did decide to change the time. The breakfast will be held from 8 AM until 11 AM. We are hoping that giving more time would spread out the attendance.

April said she would have out the donation letters by February 16, 2018. The flyers should be to the schools by the week of March 19th. It was also suggest that the grade school use their e-mail system to notify families of the breakfast.

April stated it was important for the Easter Bunny to keep her suit and hair in proper order.

Lorna stated that we need 3 boxes of sausage, extra juice and milk, coffee and 60 dozen eggs.

Ronald had stated to Carol in a phone conversation that “since the Center was a government building the US and Oregon State flag should not be removed. The committee agreed.

We will not meet on March 15, 2018. We will meet on Friday, March 23rd at 4 PM to set up the Center for the breakfast. It is important to be at the Center Saturday March 24th at 7 AM.

New Business: Christmas is on Tuesday December 25, 2018. We will have our Breakfast with Santa on Saturday December 15, 2018.


Correspondence: None

Next Meeting: April 19, 2018 at 4 PM. We will be meeting with the City Commissioners.

It was moved and second to adjourn the meeting at 5:20 PM.



Mel Jasmin, Chairman



Carol Snell, Secretary

7-A

PROCLAMATION

Emergency Medical Services Week *May 20, 2018 - May 26, 2018*

WHEREAS, Emergency Medical Services is a vital public service; and

WHEREAS, the members of Emergency Medical Services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the Emergency Medical Services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators, and others; and

WHEREAS, the members of Oregon's emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating *Emergency Medical Services Week*.

NOW THEREFORE, I, Henry Balensifer, Mayor of the City of Warrenton, Oregon, in recognition of this event do hereby proclaim the week of May 20 - 26, 2018, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, *EMS Strong: Stronger Together*, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the City of Warrenton, Oregon to be affixed this 8th day of May, 2018.

Henry A. Balensifer III, Mayor

**WARRENTON CITY COMMISSION
MAY 8, 2018**

Clatsop Enterprise Zone



OVERVIEW

Enterprise Zones offer an excellent opportunity for businesses growing or relocating in Oregon. They exempt businesses from local property taxes on **NEW** investments, and typically serve as focal points for local development efforts.

OBJECTIVES

- Encourage homegrown entrepreneurs
- Prompt bigger (re)investments
- Accelerate investment, expansion, and hiring
- Expand Employment
- Bolster early success of business projects
- Attract investment and facilities
- Promote higher levels of employment compensation

HOW IT WORKS

- Eligible businesses (generally non-retail) can receive total exemption from property taxes normally assessed on **new** plant and equipment for at least 3-years, but up to 5-years.
- Qualified property includes new buildings and structures, modifications, additions, newly installed machinery and equipment, but not land.

ELIGIBLE BUSINESS

Manufacturers, Processors, Shippers, Call Centers, and Headquarter-type Facilities

INELIGIBLE BUSINESS

Retail, Construction, Financial, Certain other defined activity

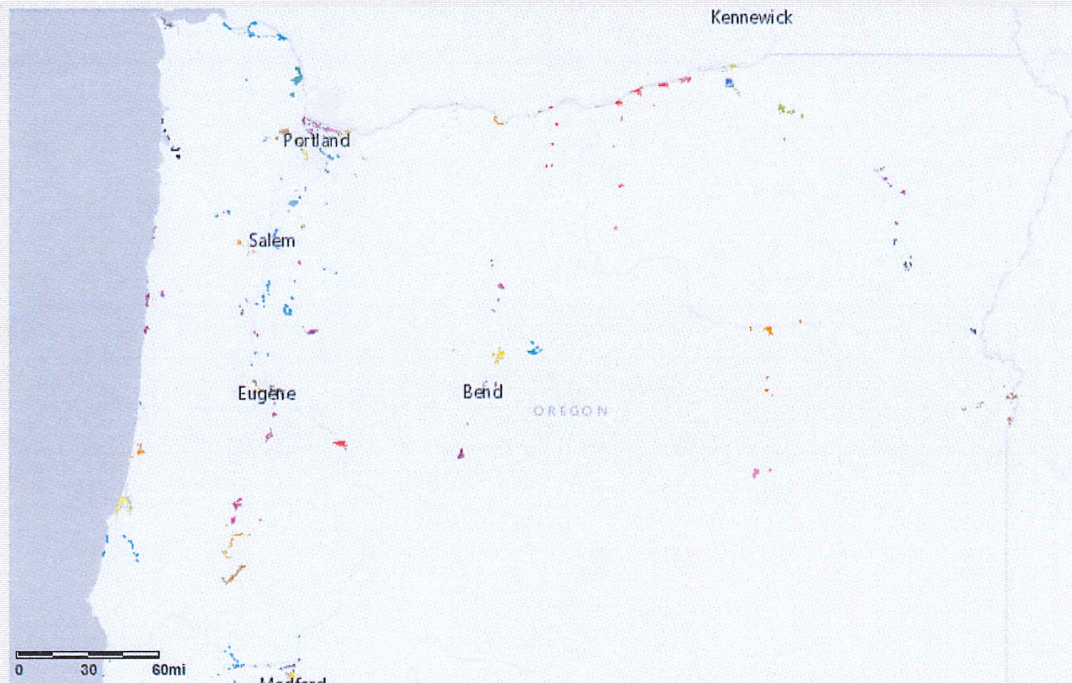
CRITERIA for QUALIFYING PROJECTS

Basic 3-year enterprise zone exemption period.

Businesses need to:

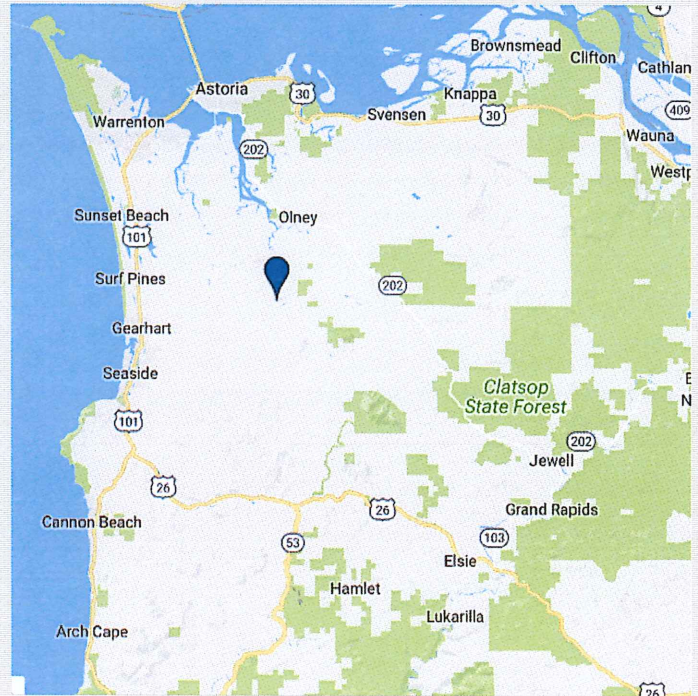
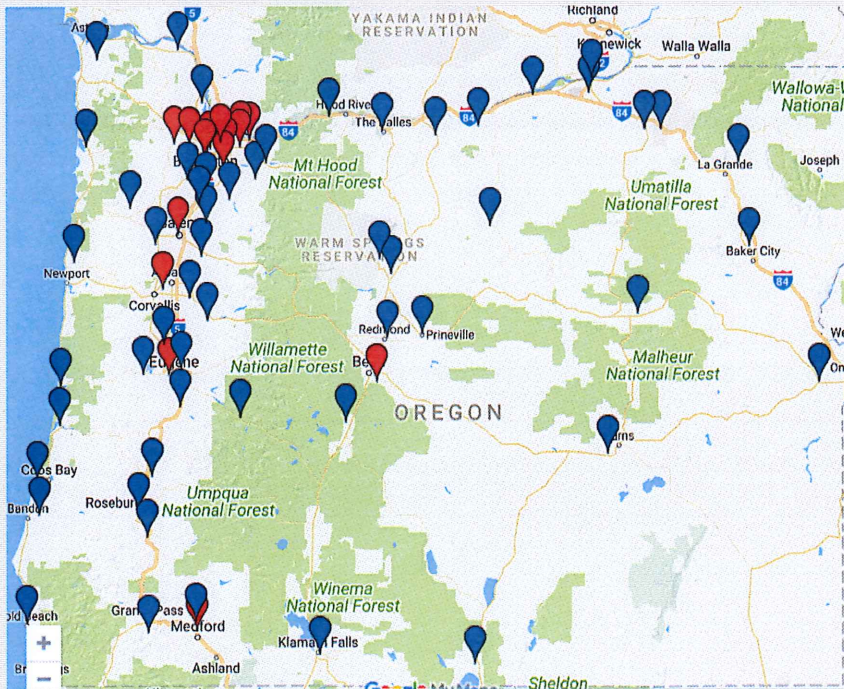
- Increase full-time, permanent employment by the greater of one new job or 10% (or less with special-case local sponsor waivers).
- Generally no concurrent job losses outside zone boundary inside Oregon.
- Maintain minimum employment level during exemption period.
- Enter into 1st source agreement with local job training providers.

ARC GIS Enterprise Zone: State & County



<http://geo.maps.arcgis.com/apps/View/index.html?appid=e086ca6b2ef04f13a8240fced7bb8cad>

Enterprise zone map: State & County



<https://www.google.com/maps/d/viewer?mid=IL7IFJIGwQbK-IIEZ5q76HT-3IaE&hl=en&ll=46.00602384008971%2C-123.57833890429685&z=10>

STEPS FOR CHANGING ZONE BOUNDARY

- Identify the land or industrial sites to be added and the resulting size of the zone.
- Develop maps and other GIS data.
- Notify local taxing districts.
- Initiate public notice and outreach.
- Schedule dates for city/port/ county governing bodies to consider adoption of resolutions*.
- Hold public hearings.
- Send complete documentation to Business Oregon.

***Boundary change goes into effect upon passage of the last resolution.**



Contact: Kevin Leahy
Executive Director
CEDR/CCC SBDC
1455 N Roosevelt
Seaside, OR 97138
503-338-2402
[kleahy@clatsopcc.edu](mailto:k Leahy@clatsopcc.edu)



HYAK TONGUE POINT

January 18, 2018

The Tongue Point Facility

- 30 open acres of level concrete
- 78,000 sq. ft. covered hangar with 34' tall air space
- 60' wide concrete loading ramp
- Barge loading bulkhead
- 13,200 linear ft. of pier space for vessel moorage
- Zoned onshore and offshore as commercial maritime industrial property





Market Conditions

Current market conditions allow for increased vessel repair and fabrication expansion at Tongue Point.

There are five primary drivers for this assessment:

- 1.** Multiple closures of commercial vessels repair and fabrication boatyards in Washington State over the past 10 years, including Duwamish Shipyard (Seattle, WA), Everett Shipyard (Everett, WA), Martinac Shipyard (Tacoma, WA), Marine Industries NW (Tacoma, WA), Tacoma Boat (Tacoma, WA), and Marco Shipyard (Seattle, WA).
- 2.** The five commercial vessel repair yards remaining inside the Ballard Locks, in Seattle's core, are under pressure to close due to increasing residential population and waterfront usage changes.
- 3.** It is unlikely that any new commercial repair or new fabrication shipyard will be built on the West Coast of North America.

Market Conditions, cont'd.

4. Implementation of USCG 'Subchapter M' regulations. In June of 2016, the Federal Government broadened the authority of the Coast Guard's vessel inspection program to include many commercial vessels that were previously exempt from inspection and operational rules.

The new rules mandate regular drydocking inspections and supervised repair work for the following categories of vessels:

- all commercial vessels over 26 feet in length; and
- all river towboats and barges.

Commercial fishing boats have also been faced with increased Coast Guard scrutiny since 2012; the commercial fishing industry requirements for drydocking facilities is rapidly growing.

There are over 1,500 vessels on the West Coast that now must regularly drydock for inspection.

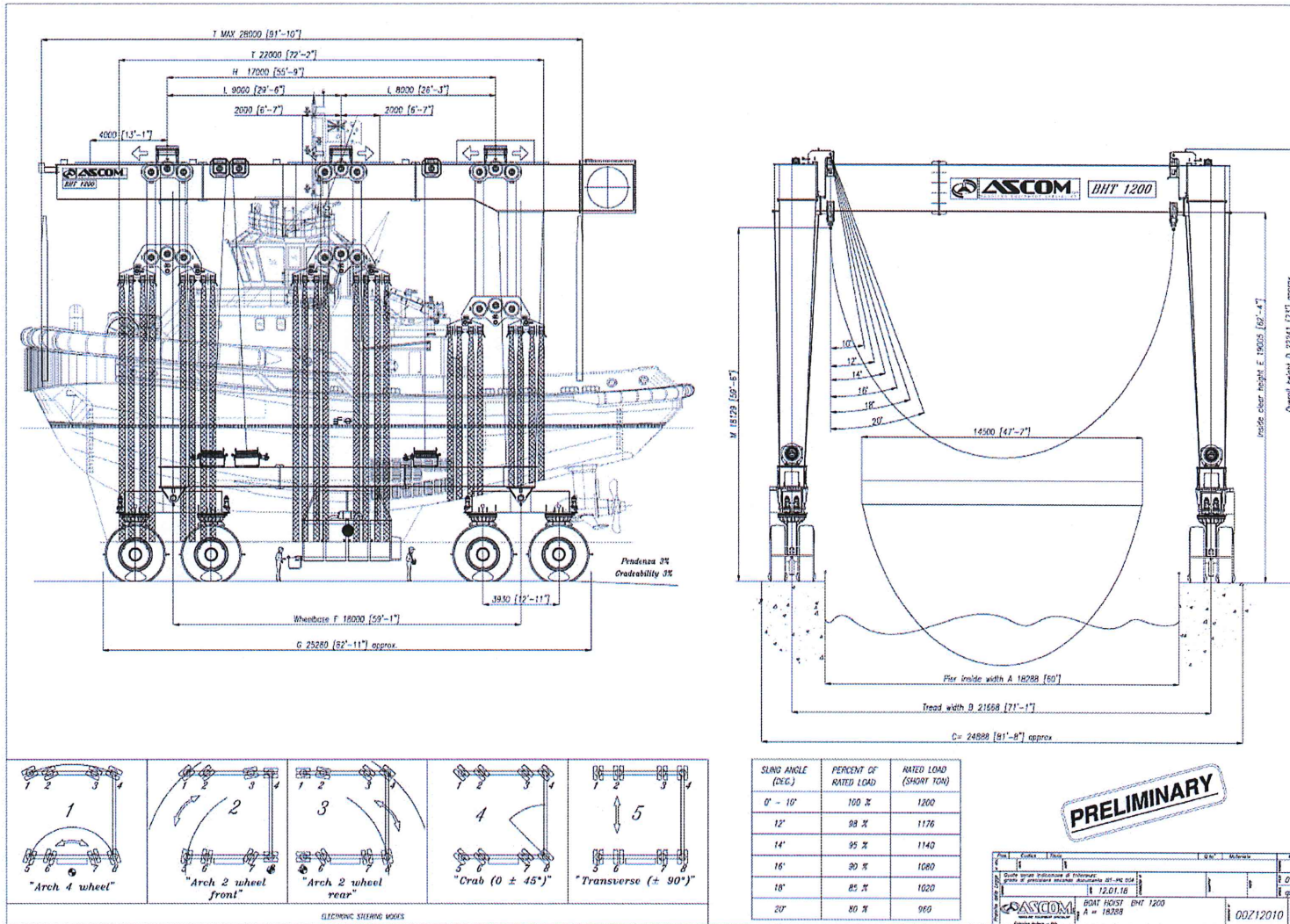
5. Most West Coast shipyards use floating drydocks to lift vessels out of the water. The entire structure—drydock and lifted vessel—remain on the water and present a significant environmental risk during repair operations. The Tongue Point facility is an excellent candidate for the installation of a travel lift that removes vessels to a safe uplands work location, away from the potential for water pollution.

1200 Tons Capacity Travel Lift

Estimated Cost to Build a 1200 Tons Capacity Travel Lift Facility

- Hyak purchased the Tongue Point property on December 1, 2017 for \$4.5 million.
- Ascom Italy has quoted Hyak a price of \$4.0 million to manufacture, ship, and erect a 1200 tons capacity travel lift at Tongue Point.
- Bergerson Construction estimates that waterside permits and pier construction for the lift will be approximately \$4.0 million.
- Modification of Tongue Point tarmac for water recycling and containment of sand and paint materials, dust curtains, and utilities are estimated to be \$3.5 million.
- The entire project will cost \$16.0 million.

ASCOM Italy BHT 1200 Schematic



An ASCOM Travel Lift at Work



Clatsop County Job Creation

- WCT Marine and Construction currently has 27 employees and is doing repair or fabrication work on 2 vessels at a time. A 1200 tons travel lift will allow another 5 vessels to be simultaneously under repair or construction. This will create 60 additional high-paying skilled labor jobs for WCT. Local suppliers and vendors will also add jobs.
- Gordon Smith and Robert Dorn, owners of Hyak companies, have been business partners since 2002. Prior to that, both separately managed start-up tug and barge companies, Smith Maritime and Sea Coast Towing, with each company eventually employing hundreds of mariners. In 2008, our then current company, Sirius Maritime, merged with our previous two companies at a valuation of \$280,000,000 and a workforce of 600 employees.
- Hyak Maritime, the parent company to Hyak Tongue Point, is a marine vessel leasing company in which our business model is to provide customers high quality purpose-built tugs and barges for long-term leasing. From 2012 to 2015 we built three large ocean tugs in a small shipyard in Vancouver, WA, thereby expanding its skilled workforce to 50 full-time employees. In the past five years, Hyak Maritime has invested \$65,000,000 in vessels built on the Columbia River with our intention being to hire WCT Marine and Construction here at Tongue Point for any and all future tug/barge builds.



Return on Investment

- *A private/public partnership developing Hyak Tongue Point into an expanded vessel repair and fabrication facility offers the best chance in meeting desired goals:*
 - *Hyak's goal being to maintain a targeted return on invested capital; and*
 - *the State of Oregon's goal being creating high paying, long-term jobs in Astoria and greater Clatsop County.*



Mission:

Deliver business-driven economic development services to create, grow and retain Clatsop County Businesses.

Vision Statement: Thriving communities and quality jobs for Clatsop County residents.

CEDR's Core Priorities: 2018-2020

- Strengthen traded sector and large employer business growth.
- Attract business relocation
- Support small and mid-tier business growth and entrepreneurial development.
- Workforce development
- Organizational growth



Clatsop Community College

Small Business Development Center Results. 2017 performance recap:

- Counseling Clients:153 (FREE AND CONFIDENTIAL)
- Counseling Hours: 1035
- Long Term Client: 56 (5+Hours of advising)
- Training Events: 39
- Training Attendees: 318
- Total Jobs Created & Retained: 61
- Capital Formation: \$1,848,200
- Business Starts: 13

Program Description:



The Clatsop WORKS program was developed to provide local youth, ages 16 and up, with exposure to professional paid internship opportunities in Clatsop County, with the goals of community building, economic development, promoting local opportunities and retaining local talent.

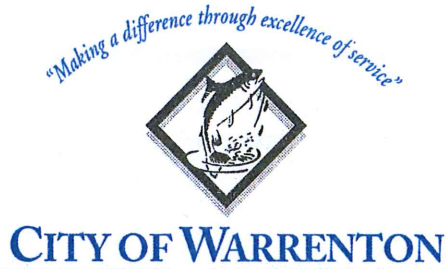
This program strives to:

- Prepare interns to be workforce ready upon graduation, with job application, career readiness and technical skills
- Build a stronger local workforce through development, training and retention of local talent
- Community building and economic development
- Build industry and education partnerships

For more information please contact Clatsop WORKS Coordinator Anna Stamper at 503-338-2507 or astamper@clatsopcc.edu.

For more information about **CEDR** or our **CCC SBDC** free and confidential business advising , Small Business Management cohort, or workshops please email sbdc@clatsopcc.edu or call 503-338-2402.

7-C



AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Dawne Shaw, Deputy City Recorder

DATE: May 8, 2018

SUBJ: Committee Applications/Appointments

SUMMARY

We have received two applications for the Parks Advisory Board, Mr. Tommy Smith and Ms. Tammy Neahring. We have two vacancies on the board, Position No. 6 & 7.

RECOMMENDATION/SUGGESTED MOTION

I move to appoint Tommy Smith to Position No. 6, and Tammy Neahring to Position No. 7 on the Parks Advisory Board.

ALTERNATIVE

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by City Manager: _____

APR 30 2018

RECEIVED
WARRENTON, OR 97146

"Making a difference through excellence of service."



CITY OF WARRENTON

Application for Committee Appointment

To: Warrenton City Commission and Warrenton City Manager

I, Tommy Smith, hereby apply for appointment to serve on the following:

- Budget Committee
- Community Center Board
- Parks Advisory Committee
- Planning Commission
- Warrenton Business Association
- Warrenton Community Library Board
- Warrenton Urban Renewal Advisory Board

What is your interest in applying for this position?

I have been seeking an opportunity to express my support for the community on a personal level. I know many of the parents in this community support our business, Main Street Market, and I want to thank them by providing my support for their parks.

What experience or qualifications do you have for this position?

I have coached youth sports for a number of years.
I have served on several boards in the past.

How much time could you give to serving on this committee?

Weekly Monthly Quarterly Every other month

Tommy Smith 04/30/2018
Full Name (please print) Date

180 SW Kalmia Ave, Warrenton, OR 97146
Home Address Mailing Address

APR 30 2018

RECEIVED
WARRENTON, OR 97146

"Making a difference through excellence of service."



CITY OF WARRENTON

Application for Committee Appointment

To: Warrenton City Commission and Warrenton City Manager

I, Tammy Neahring, hereby apply for appointment to serve on the following:

- Budget Committee
- Community Center Board
- Parks Advisory Committee
- Planning Commission
- Warrenton Business Association
- Warrenton Community Library Board
- Warrenton Urban Renewal Advisory Board

What is your interest in applying for this position?

As a grandparent of several children to understand the importance of social and activity is to children and parents

What experience or qualifications do you have for this position?

Bachelor Degree in Business Management, negotiation management skills, Publication experience for Newsletters.

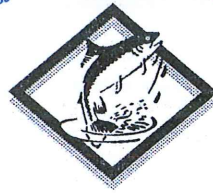
How much time could you give to serving on this committee?

Weekly Monthly Quarterly

Tammy Neahring
Full Name (please print)

4-26-18
Date PO Box 476

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: Warrenton City Commission
FROM: Kevin A. Cronin, AICP, Interim Community Development Director
DATE: For the Agenda of May 8, 2018
SUBJ: Development Code Amendments Ordinance - Flood Insurance Rate Study & Maps 2018 – 2nd Reading

SUMMARY

Attached is a proposed ordinance intended to update the Flood Insurance Rate Maps that were last updated in 2010. The amendments are proposed to the Warrenton Municipal Code Title 16 Development Code. A clean version is attached. The proposed amendments reference the most recent study and maps that were created based on the latest mapping technology and clarify code language related to floodplain development and historic resources.

On March 15, 2018, the Planning Commission held a public hearing to provide opportunity for public testimony. No public comments were received. It was the unanimous decision of the Planning Commission to recommend the City Commission adopt the proposed ordinance. The City Commission held a public hearing on April 24, 2018. No public comments were received. The City Commission voted to hold a first reading of the ordinance.

Commissioner Newton requested more information regarding changes that could affect new manufactured homes and in particular the Alder Creek area. Each new manufactured home or replacement as a result of "substantial damage" would be required to be built 18 inches above the base flood elevation (BFE) based on an "elevation certificate" completed by a professional land surveyor. Each building site is different and needs to be examined to determine the base flood elevation based on the new maps. As a result, a surveyor is necessary to establish the elevation so new development can comply with the requirement and the homeowner can receive federally backed flood insurance.

RECOMMENDATION/SUGGESTED MOTION

Motion 1:

I move to conduct the second reading of Ordinance No. 1220, by title only.

Title: *Ordinance 1220, Introduced by All Commissioners, to Amend Warrenton Municipal Code (WMC) 16.12.010, Definitions, WMC 16.88.030(H) Variance Procedures, WMC 16.88.040(H) Manufactured Homes/Dwellings, and adding a new Section "Coastal High Hazard Areas.*

Motion 2:

I move to adopt Ordinance No. 1220.


ALTERNATIVE

None suggested

FISCAL IMPACT

Not applicable.

Approved by City Manager:



A handwritten signature in cursive script, appearing to read "Teri Englund", is written over a horizontal line. The signature is contained within a rectangular box.

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

Ordinance No. 1220

Introduced by All Commissioners

An ordinance amending Warrenton Municipal Code (WMC) 16.12.010, Definitions, WMC 16.88.030(H) Variance Procedures, WMC 16.88.040(H) Manufactured Homes/Dwellings, and adding a new Section "Coastal High Hazard Areas.

WHEREAS, the Federal Emergency Management Agency has requested development code amendments as identified above; and

WHEREAS, the City of Warrenton must incorporate these amendments into the Warrenton Municipal Code to remain eligible to participate in the National Flood Insurance Program.

NOW, THEREFORE, the City of Warrenton ordains as follows.

Section 1. WMC Section 16.12.010 Definitions is amended:

"FLOOD INSURANCE RATE MAP (FIRM)" means the official map on which the Federal Insurance Administrator has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

"STRUCTURE" means a walled and roofed building, a modular or temporary building, or a gas or liquid storage tank that is principally above ground.

"SUBSTANTIAL IMPROVEMENT" means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either:

- (1) Before the improvement or repair is started; or
- (2) If the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

The term does not, however, include either:

- (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the

local code enforcement official and which are the minimum necessary to assure safe living conditions or

Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places provided that the alteration will not preclude the structure's continued designation as a "historic structure.

"VARIANCE" means a grant of relief from the requirements of this ordinance which permits construction in a manner that would otherwise be prohibited by this Development Code.

Section 2. Section 16.88.030(H) Variance Procedures is hereby amended as follows:

16.88.030(H) Variance Procedures

1. Variances shall be issued or denied in accordance with Chapter 16.88.030 of this title.
2. Conditions for Variances.
 - a. Generally, the only condition under which a variance from the elevation standard may be issued is for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level. As the lot size increases the technical justification required for issuing the variance increases.
 - b. Variances may be issued for the rehabilitation, or restoration of structures listed on the National Register of Historic Places or the Statewide Inventory of Historic Properties, without regard to the procedures set forth in this section provided that the alteration will not preclude the structure's continued designation as a "historic structure.
 - c. Variances shall not be issued within a designated floodway, if any increase in flood levels during the base flood discharge, would result.
 - d. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
 - e. Variances shall only be issued upon:
 - i. A showing of good and sufficient cause;

ii. A determination that the failure to grant the variance would result in exceptional hardship to the applicant;

iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances;

iv. A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

f. Variances as interpreted in the National Flood Insurance Program are based on the general zoning law principle that they pertain to a physical piece of property; they are not personal in nature and do not pertain to the structure, its inhabitants, economic or financial circumstances. They primarily address small lots in densely populated residential neighborhoods. As such, variances from the flood elevations should be quite rare.

g. Variances may be issued for nonresidential building(s) in very limited circumstances to allow a lesser degree of floodproofing than watertight or dry floodproofing, where it can be determined that such action will have low damage potential, complies with all other variance criteria and otherwise complies with general standards.

3. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

Section 3. Section 16.88.040(H) Manufactured Homes/Dwellings is hereby amended as follows:

H. Manufactured Homes/Dwellings.

1. All manufactured homes to be placed or substantially improved on sites:

a. Outside of a manufactured home park or subdivision;

b. In a new manufactured home park or subdivision;

c. In an expansion to an existing manufactured home park or subdivision; or

d. In an existing manufactured home park or subdivision on which a manufactured home has incurred “substantial damage” shall be elevated on a permanent foundation such that the finished floor of the manufactured home is elevated to a minimum 18 inches (46 cm)* above the base flood elevation, is securely anchored to an adequately designed foundation system to resist flotation, collapse and lateral movement, and electrical crossover connections are a minimum of 12 inches above BFE.

2. Manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A1-30, AH, and AE on the community’s FIRM that are not subject to the above manufactured home provisions shall be elevated so that either:

a. The lowest floor of the manufactured home is elevated to a minimum of 18 inches (46 cm) above the base flood elevation; or

b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately designed foundation system to resist flotation, collapse, and lateral movement.

Section 4. A new section is added to Section 16.88.040 Standards for Flood Hazard Reduction as follows:

Coastal High Hazard Areas

Located within areas of special flood hazard established in Section 16.88.030(B) are Coastal High Hazard Areas, designated as Zones V1-V30, VE and/or V. These areas have special flood hazards associated with high velocity waters from surges and, therefore, in addition to meeting all provisions in this ordinance the following provisions shall also apply:

- (1) All new construction and substantial improvements in Zones V1-V30 and VE (V if base flood elevation data is available) shall be elevated on pilings and columns so that:
 - (i) The bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated a minimum of one foot above the base flood level; and
 - (ii) The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Wind

and water loading values shall each have a one percent chance of being equaled or exceeded in any given year (100-year mean recurrence interval);

- (2) A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of (i) and (ii) of this Section.
- (3) Obtain the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures in Zones V1-30, VE, and V, and whether or not such structures contain a basement. The local administrator shall maintain a record of all such information.
- (4) All new construction shall be located landward of the reach of mean high tide.
- (5) Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or State codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:
 - (i) Breakaway wall collapse shall result from water load less than that which would occur during the base flood; and
 - (ii) The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Maximum wind and water loading values to be used in this determination shall each have a one percent chance of being equaled or exceeded in any given year (100-year mean recurrence interval).
- (6) If breakaway walls are utilized, such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.
- (7) Prohibit the use of fill for structural support of buildings.

- (8) Prohibit man-made alteration of sand dunes which would increase potential flood damage.
- (9) All manufactured homes to be replaced or substantially improved within Zones V1-V30, V, and VE on the community's FIRM shall meet the standards of paragraphs (1) through (8) of this section.
- (10) Recreational vehicles placed on sites within Zones V1-30, V, and VE on the community's FIRM either:
 - (i) Be on the site for fewer than 180 consecutive days,
 - (ii) Be fully licensed and ready for highway use, on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or
 - (iii) Meet the requirements of Section 16.88.030(A) and paragraphs (1) through (8) of this section.

Section 5. This ordinance shall become effective June 20, 2018.

First Reading:

Second Reading:

ADOPTED by the City Commission of the City of Warrenton, Oregon this day of .

APPROVED

Henry A. Balensifer, Mayor

Attest:

Dawne Shaw, Deputy City Recorder