



AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING

August 25, 2020 – 6:00 P.M.

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

Public Meetings will be conducted in the Commission Chambers with a limited seating arrangement. To adhere to social distancing recommendations, meetings will now 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. **PLEDGE OF ALLEGIANCE**

3. **CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 7.28.20
- B. Police Department Monthly Statistics – July 2020
- C. Parks Advisory Board Meeting Minutes – December 2019
- D. Parks Advisory Board Meeting Minutes – February 2020

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 and submit it to the City Recorder prior to the meeting. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Recorder, at cityrecorder@ci.warrenton.or.us, no later than 5:00 p.m. the day of the meeting. 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**

- A. Street Vacation Petition No.152; a Portion of Sprague Street (SE 15th)

B. Commercial Corridor Design Standards

7. **BUSINESS ITEMS**

- A. Consideration of the Second Reading of Ordinance No. 1240 - Amending Section 10.04 of the Warrenton Municipal Code to allow and regulate E-Bikes
- B. Consideration of First Reading of Resolution No. 2575 – Updating Commingled Recycling Rates
- C. Consideration of Video Pipe Inspection of Sewer Mains Project Contract – TSR Corporation
- D. Consideration of General Union Contract Rollover Agreement

8. **DISCUSSION ITEMS** - None

9. **GOOD OF THE ORDER**

10. **EXECUTIVE SESSION**

11. **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, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES
 Warrenton City Commission
 July 28, 2020
 6:00 p.m.
 Warrenton City Hall - Commission Chambers
 225 S. Main
 Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 6:00 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Mayor Balensifer, Rick Newton, Pam Ackley (via Zoom), and Mark Baldwin

Excused: Tom Dyer

Staff Present: City Manager Linda Engbretson, Finance Director April Clark, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Police Chief Mathew Workman, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

CONSENT CALENDAR

- A. Fire Department Activity Report – June 2020
- B. Police Department Monthly Statistics – June 2020
- C. Warrenton Landfill Closure Permit - Renewal Letter

Mayor Balensifer commented on the department activity reports.

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

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

COMMISSIONER REPORTS

Commissioner Newton commented on a report he submitted to the commission on the meeting with CREST, noting they will do \$10,000,000 worth of projects this year – a million more than last year.

Mayor Balensifer noted he was at the CEDR board meeting; there is a poll going on right now about childcare, and results will be available tomorrow morning. Also discussed was the upcoming school year and related childcare. He stated air traffic is up at the airport and noted the patterns of people coming in from other states. He stated CEDR had provided more counseling hours to businesses in the last couple months than they have for the entire last year.

Commissioner Baldwin noted three weeks ago he tried to buy a bike and it is very hard to find

any bikes. The bikes and parts are made in China and they are very hard to get, which is affecting the bike sale businesses. Brief discussion followed.

City Manager Linda Engbretson requested an addition to the agenda for a grant agreement for the CARES act. There were no objections to add it as agenda item 7-F.

Mayor Balensifer noted the elk committee/collaborative is moving forward and wrapping up. There was a lengthy discussion related to whether or not certain management techniques would be included for consideration. There was the discussion that all things are still on the table, as well as determining the next step – which is the declaration of cooperation, where the execution phase moves in to play – moving on to actual project implementations.

PUBLIC COMMENT

Three Public Comments received via email, from Trisha Hayrynen, Cayben Marshall and Deb Kidney on behalf of Jessica McDonald, all related to union negotiations, which will be submitted into the permanent record.

PUBLIC HEARING – None

BUSINESS ITEMS

Fire Chief, Brian Alsbury presented Ordinance No. 1241 for its second reading and adoption. He noted they reorganized their department phone system so people can get a message regarding current burn restrictions, which they would also like to put it on the website. He noted we are currently under burn ban season so only burn barrels are allowed - from sunup to 10:00 a.m., and campfires/recreational fires are allowed but still need a burn permit. Brief discussion followed and it was clarified that permit fees on recreational fires are waived until the end of 2020 and are also waived for open burn permits.

Commissioner Ackley made the motion to conduct the second reading, by title only of Ordinance No. 1241, and also to waive the permit fee costs for all permits until January 1, 2021. Motion was seconded and passed unanimously.

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

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1241; An Ordinance Amending Warrenton Municipal Code Chapter 8.08.030, 8.08.040 and 8.08.060, Open Burning; and Amending Ordinance No. 956-A.

Commissioner Baldwin made the motion to adopt Ordinance No. 1241. Motion was seconded and passed unanimously.

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

Public Works Director, Collin Stelzig discussed the request to advertise to bid for the SE Anchor water main replacement project. He stated the work will be accomplished in the Summer-Fall of 2020 at an estimated cost of \$142,863. Mayor Balensifer asked about cutting into the asphalt and if something will be put under the overlay – Mr. Stelzig clarified the process. Commissioner Newton noted he will recuse himself from voting on this matter and the other paving agenda item, since he owns property directly affected. Mayor Balensifer stated there was not an actual conflict of interest, however Commissioner Newton noted he would feel better not voting on this item and the other paving project.

Commissioner Ackley made the motion to approve advertising the request for bids for the SE Anchor (Harbor – SE 3rd St) water main replacement project. Motion was seconded and passed unanimously.

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

It was noted Commissioner Newton mistakenly voted, “by force of habit.”

Mr. Stelzig discussed the request to advertise to proposals and bid documents for the 2020 Paving Management project. He stated the work for this project will take place in Warrenton and Hammond and will consist of furnishing all labor, materials, equipment, and superintendence necessary for the following – furnish and install an asphalt overlay to 21 City streets in Hammond and Warrenton, at an estimated cost of \$369,508. Commissioner Newton stated when he looked at this, he was shocked that we are doing 21 streets at one time and asked if it was more economical to do them all at once – Mr. Stelzig confirmed. Commissioner Newton also noted concerns about the cost and loss of revenue due to Covid-19. Mr. Stelzig clarified the budget for this paving project, noting a large portion is funded by gas taxes; Ms. Engbretson noted we cannot enter a contract unless we can pay for it. Discussion continued on SE Main Court/Skipanon and drainage problems. Mayor Balensifer asked Mr. Stelzig to look at the drainage on all these streets that we are paving. Commissioner Baldwin talked about ditch cuts and noted one that is terrible – between Birch Avenue and Alder Court on SW 1st. Public Works will observe and potentially improve drainage on areas that are in the pavement management program before they are paved. Mayor Balensifer noted another issue from the past – semi trucks entering E. Harbor from Skipanon Drive – there was supposed to be a stop bar. ODOT agreed to do it but did not. Mr. Stelzig stated he reached out to ODOT and did not get an answer. He will follow up and get an answer; he will find out and will try to provide a report at the next meeting. Mayor Balensifer also asked why Seventh in the Hammond district was missing from the pavement management report. Mr. Stelzig stated he will look into it and noted the maps do not show all of the projects/roads; it included only 5 years of projects – if it is 10 years out it was not included. He stated he would be very surprised if it is not indexed. He also will make sure the report gets added to the city website. Commissioner Ackley noted the plan states the roads will be completed summer of 2020; Mr. Stelzig clarified that it should say summer/fall 2020 – it will be done this fiscal year. Discussion continued; Mayor Balensifer recommended saying that it will be done this fiscal year when asked by constituents.

Commissioner Baldwin made the motion to approve advertising the request for bids for the 2020 Paving Management project. Motion was seconded and passed unanimously.

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

Mr. Stelzig stated portions of SW Alder Avenue between N Main Avenue and SW 4th Street have been widened and improved. The remaining stretch for this project between SW 2nd Street and SW 1st Street will include the reconstruction of the existing roadway as well as additional roadway width, landscaping strips on both sides of the road, ADA compliant curb returns, sidewalks, replacement of inadequate storm drainage system and utility improvements. Bid items will include traffic control, potholing, demolition, roadway and trench excavation, stormwater infrastructure, roadway reconstruction/construction, walkway and curb construction, concrete driveway construction, asphalt paving and pavement striping. Mr. Stelzig noted they have redlined some things in this document, so this is not the final plan. Mayor Balensifer noted his confusion on the project location – avenue vs court as outlined in the agenda packet. Mr. Stelzig agreed it is a scrivener’s error – the correct location is SW Alder Avenue. Mr. Stelzig noted the estimate is \$400,000 – the budget is \$450,000 for the project. Discussion continued on the cost of this project vs the cost of other streets. Commissioner Newton stated this project will directly affect him and he will abstain from voting.

Commissioner Ackley made the motion to approve advertising the request for bids for the SW Alder (2nd to 1st) reconstruction project. Motion was seconded and passed unanimously.

Ackley – aye; Newton – abstained; Balensifer – aye; Baldwin – aye

City Manager Linda Engbretson presented Resolution No. 2574, extending the state of emergency declaration to coincide with the state’s and county’s extension until September 4 due to COVID-19. She stated she is proceeding with her plan to reopen city hall starting August 3rd, with limited hours. This resolution allows her to close back down if things get worse. Ms. Engbretson noted the added agenda item of a grant agreement from the Department of Administrative Services with the state, which addresses designated CARES Act money. Mayor Balensifer noted we are eligible to get money and we have been extending the emergency for the purpose of financial reasons. He asked if there are finances that we are going to get out of that? Ms. Engbretson clarified that money was originally given to cities with a population of over 500,000. The City of Warrenton has approximately \$155,000 left that could be reimbursed if it meets certain criteria. Legislature is still considering if some of that money could be used to make up for lost revenue, but that decision has not been made yet. If that’s the case, the fact that we haven’t already submitted for some expenses, we could possibly use it for lost revenue. There are there other opportunities if we cannot use it - there are programs that you can develop to help local businesses, for example, but that has yet to be determined. We want to study this more, and once legislature decides how this is all going to play out, we would schedule a work session to work that out. Ms. Engbretson stated the city has been reimbursed for what we have submitted so far.

Commissioner Newton made the motion to adopt Resolution No. 2574, a Resolution of the Warrenton City Commission Extending the State of Emergency Because of the COVID-19 Outbreak. Motion was seconded and passed unanimously.

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

Ms. Engbretson discussed a grant agreement from the Department of Administrative Services/ CARES Act grant fund. She stated there is approximately \$155,000 that Warrenton could be reimbursed for expenses, or use for community programs, or use for lost revenue based on final decisions that are being made by the state. Mayor Balensifer noted a call he received from a representative from Milwaukie, OR who has been an advocate for Warrenton on levy funding; he is hopeful that they will kick those finds out. He noted interest in our URA façade grant funds has gone up and we will run out of funds quickly, so he would be happy to put more money into that. Ms. Engbretson stated there is more information to come; she would advocate to make up for lost revenue.

Commissioner Baldwin made the motion to approve the Mayor’s signature on the Department of Administrative Services with the State of Oregon’s Grant for Coronavirus Relief Fund. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS

Mr. Stelzig reviewed a power point presentation on the proposed Hwy 101– Hwy 104 – Perkins Lane intersection improvements. He noted a previous ODOT/County work session on the matter and stated ODOT will not proceed without county support. Traffic and accident concerns were discussed. Mr. Stelzig stated the county has concerns of other intersections above this one. He continued to review the proposed improvements and his concerns. Commissioner Baldwin noted concerns for people on Dolphin and Perkins that want to go south. Mr. Stelzig stated they had some initial concerns and they will include Commissioner Baldwin’s concern as well. The county has proposed other solutions, which ODOT is open to, but they are not on board with the other solutions we have talked about. Police Chief Mathew Workman noted when the new school is finished, people from Perkins and Dolphin will go up to Bugle and go out that way to Ensign. Mayor Balensifer stated this is being looked at as a quick fix, not a solution. Mr. Stelzig stated they are proposing to build in 2022; they are in the process of gathering input. Commissioner Baldwin stated our input is to fix Ensign. Mr. Stelzig stated there might be a presentation by ODOT to the county in the near future that we may be able to participate in. Mayor Balensifer summarized that without a more comprehensive fix this does not solve the issues; traffic patterns that come out of Ensign and Dolphin are more pressing to the city’s infrastructure and first responder services than this intersection. There was consensus on Mr. Stelzig’s listed concerns, and also Ensign and Dolphin are a higher priority for ODOT’s use of engineering hours.

Ms. Engbretson discussed the League of Oregon Cities legislative agenda for the 2021 session and asked the commission for their top four priorities. Commissioners each outlined their priorities: Newton - Q. Mental Health Service Delivery, U. Property Tax Reform, D. COVID-19 Economic Recovery Investments, E. Digital Equity and Inclusion; Baldwin – Q. Mental Health Service Delivery, U. Property Tax Reform. J. Infrastructure and Resilience, W. Right-of-

MINUTES

way/Franchise Fees Authority Preservation; Balensifer – U. Property Tax Reform, J. Infrastructure and Resilience, N. Long Term Transportation Infrastructure Funding, W. Right-of-way/Franchise Fees Authority Preservation; Ackley – H. Housing and Services Investment, N. Long Term Transportation Infrastructure Funding, U. Property Tax Reform, J. Infrastructure and Resilience. After brief discussion there was consensus that “U – Property Tax Reform” and “J – Infrastructure Financing and Resilience” are the commission’s overall priorities for the 2021 LOC legislative agenda.

GOOD OF THE ORDER

Ms. Engbretson noted the joint GoTo meeting with the county on Friday at 10:00 a.m. on the Skipanon Water Control District dissolution; Warrenton’s legal counsel will attend as well as several commissioners. She also stated Spruce Up Warrenton has some grant money they need to spend, and they would like to put spider/electrical boxes at the city park around the tennis courts to support future events. She noted the Parks Board is in favor of it. The commission stated they are also in favor. Ms. Engbretson also stated Jeannie Smith reached out to her; she is trying to plan events for fall. Ms. Engbretson stated she does not think we could authorize a fall festival on city property at this time. Discussion continued. Mayor Balensifer suggested they invest in a bigger movie screen, and have a drive-in movie instead, where social distancing can be observed. Chief Workman stated the screen size is important, but the projector is the most important – to start a movie before dark, you need an outdoor projector that has several thousand more lumens, and they are very expensive. Commissioner Baldwin noted his thoughts on COVID-19 and stated he would like to move forward with getting back to a little bit of normalcy and to have something to look forward to. Discussion followed on the issues with planning a fall festival without knowing if gatherings will be allowed at that time. After further discussion, Mayor Balensifer asked, 1. does the commission wish to weigh-in and suggest a drive-in movie theatre program – all were in favor; 2. does the commission wish to give Spruce Up Warrenton the go ahead with planning the fall festival, but at their own risk – Ackley - yes; Newton – yes, as long as they’re careful; Baldwin - yes and ask them if what their feelings are and if they have any concerns. Ms. Engbretson reiterated that come fall, if things are not better regarding the pandemic, she cannot authorize it on city property because the liability is too big for the City of Warrenton. Ms. Engbretson also stated she is hoping to take a week off in August – the week of the 17th. Mayor Balensifer stated he will also be gone that week for work; and noted it is important to take time off for your health and he supports her vacation. There was consensus to grant Ms. Engbretson’s vacation request.

Commissioner Newton noted that due to COVID-19 school band members need to be 11 feet apart; for PE as well. He stated Spruce Up Warrenton installed planter boxes at Crossover Car Stereo on S. Main, and noted he got the clear cedar wood from Randy Stemper and donated it for the boxes. Spruce Up also called him, and said they want to have a 6-foot chain saw carving of a fisherman in front of the Fisherman’s Museum. He also noted interesting news items from England and Kodiak, Alaska.

Mayor Balensifer agreed the planter boxes look great and thanked Commissioner Newton for donating the wood. He also stated has received a lot of interest from businesses including those that are having difficulties due to the OSHA regulations related to shared business entries and

ingress/egress regulations; businesses have expressed interest in moving temporarily into food carts until things open up again. He stated there is a lot of business going on; business development is still happening despite what is happening. Mayor Balensifer asked about the status of the parking lot paving. Ms. Engbretson noted the commission wanted more feedback and a more detailed plan, and the WURAC only meets quarterly, so most likely next spring. Mayor Balensifer suggested putting together a work group between Urban Renewal, planning commission and potential business and current business operators to design the space. Brief discussion followed.

At 8:03 p.m. Mayor Balensifer announced they will now meet in executive session under authority of ORS 192.660(2)(d); *to conduct deliberations with persons designated by the governing body to carry on labor negotiations*. He stated the Commission is not expected to return to regular session to take action on any item considered in the executive session.

There being no further business, Mayor Balensifer adjourned the regular meeting at 8:48 p.m.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder



WARRENTON POLICE DEPARTMENT
JULY 2020 STATISTICS
 AUGUST 25, 2020



| July Statistics (% changes are compared to 2019) | | | | | | | |
|--|--------------|-------|--------------|------|--------------|-------|--------------|
| Category | 2020 | 2019 | %Chg | 2018 | %Chg | 2017 | %Chg |
| Calls for Service | 733 | 875 | -16% | 1091 | -33% | 768 | -5% |
| Incident Reports | 251 | 218 | 15% | 212 | 18% | 178 | 41% |
| Arrests/Citations | 153 | 213 | -28% | 183 | -16% | 96 | 59% |
| Traffic Events | 124 | 211 | -41% | 362 | -66% | 183 | -32% |
| DUII Calls | 2 | 3 | -33% | 8 | -75% | 5 | 800% |
| Traffic Accidents | 31 | 41 | -24% | 28 | 11% | 17 | 82% |
| Property Crimes | 106 | 124 | -15% | 103 | 3% | 118 | -10% |
| Disturbances | 114 | 121 | -6% | 75 | 52% | 99 | 15% |
| Drug/Narcotics Calls | 4 | 4 | 0% | 10 | -60% | 9 | -56% |
| Animal Complaints | 31 | 39 | -21% | 30 | 3% | 28 | 11% |
| Officer O.T. | 147.2 | 174.5 | -16% | 150 | -2% | 119.5 | 23% |
| Reserve Hours | 0 | 15 | -100% | 43.5 | -100% | 14 | -100% |

| Category | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|----------------------|--------|-----|--------|--------|--------|-----|--------|-----|-----|
| Calls for Service | 645 | 593 | 577 | 529 | 618 | 622 | 733 | | |
| Incident Reports | 192 | 166 | 146 | 170 | 208 | 217 | 251 | | |
| Arrests/Citations | 132 | 122 | 166 | 168 | 171 | 131 | 153 | | |
| Traffic Events | 129 | 176 | 95 | 84 | 82 | 130 | 124 | | |
| DUII Calls | 2 | 3 | 3 | 3 | 4 | 2 | 2 | | |
| Traffic Accidents | 18 | 14 | 10 | 14 | 18 | 25 | 31 | | |
| Property Crimes | 94 | 104 | 101 | 95 | 81 | 90 | 106 | | |
| Disturbances | 85 | 80 | 66 | 98 | 63 | 51 | 114 | | |
| Drug/Narcotics Calls | 4 | 4 | 12 | 4 | 3 | 8 | 4 | | |
| Animal Complaints | 21 | 15 | 12 | 16 | 25 | 19 | 31 | | |
| Officer O.T. | 255.07 | 241 | 215.73 | 117.15 | 187.73 | 223 | 147.15 | | |
| Reserve Hours | 0 | 0 | 0 | 0 | 5 | 7.5 | 0 | | |

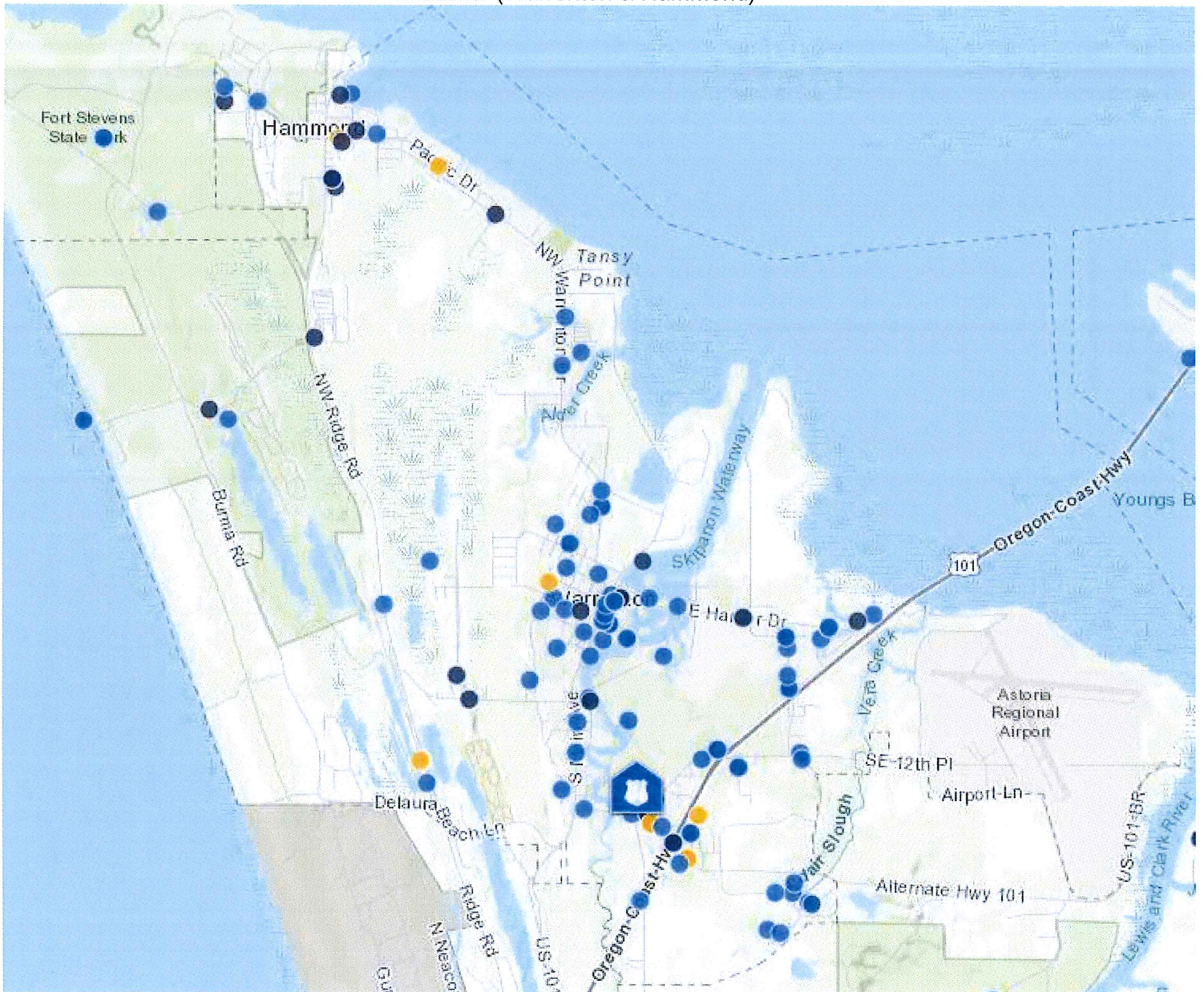
| Oct | Nov | Dec | 2020 YTD | 2020 Estimate | 2019 | 2020 v 2019 | 2018 | 2020 v. 2018 | 2017 | 2020 v. 2017 |
|-----|-----|-----|----------|---------------|--------|-------------|--------|--------------|--------|--------------|
| | | | 4317 | 7401 | 9106 | -19% | 9332 | -21% | 7956 | -7% |
| | | | 1350 | 2314 | 2420 | -4% | 2551 | -9% | 2028 | 14% |
| | | | 1043 | 1788 | 2095 | -15% | 1731 | 3% | 1098 | 63% |
| | | | 820 | 1406 | 2461 | -43% | 3101 | -55% | 2094 | -33% |
| | | | 19 | 33 | 46 | -29% | 55 | -41% | 52 | -37% |
| | | | 130 | 223 | 260 | -14% | 271 | -18% | 226 | -1% |
| | | | 671 | 1150 | 1254 | -8% | 1187 | -3% | 902 | 28% |
| | | | 557 | 955 | 1082 | -12% | 953 | 0% | 778 | 23% |
| | | | 39 | 67 | 87 | -23% | 108 | -38% | 79 | -15% |
| | | | 139 | 238 | 328 | -27% | 325 | -27% | 301 | -21% |
| | | | 1386.8 | 2377 | 2194.5 | 8% | 1731.7 | 37% | 2400.3 | -1% |
| | | | 12.5 | 21 | 259.5 | -92% | 359.5 | -94% | 290 | -93% |

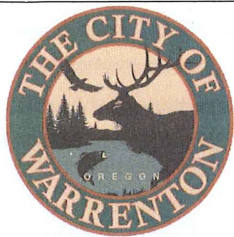
| Homeless Incidents | 2020 | 2019 |
|----------------------|------|------|
| Code 40 (Normal) | 21 | 62 |
| Code 41 (Aggressive) | 0 | 2 |

The following is a graphic representation of statistics for **July 2020** using our **CityProject** membership (formerly CrimeReports.com). The “Dots” represent a location of a call and if you would zoom in on the map you would see an icon for the type of call and some basic time/date details. Some dots represent multiple calls at one location. If you go to the website, you can zoom in on each incident for more details.

- Assault
 - Assault
 - Assault with Deadly Weapon
- Sexual Offense
 - Sexual Assault
 - Sexual Offense
 - Other Sexual Offense
- Other Violent Offense
 - Homicide
 - Kidnapping
 - Robbery
- Property & Theft
 - Property Crime
 - Breaking & Entering
 - Property Crime Commercial
 - Property Crime Residential
 - Other Property Crime
 - Theft
 - Theft from Vehicle
 - Theft of Vehicle
 - Other Theft
- Disorder/Disturbance
 - Disorder
 - Disorder
 - Drugs
 - Drugs
 - Liquor
 - Liquor
 - Quality of Life
 - Quality of Life
- 911 or Other
 - Community Events
 - Community Policing
 - Proactive Policing
 - Emergency
 - Emergency
 - Fire
 - Fire
 - Police Calls

Incidents (Warrenton & Hammond)





PARKS ADVISORY BOARD MINUTES

December 9, 2019, 4:00 P.M.

Pledge of Allegiance

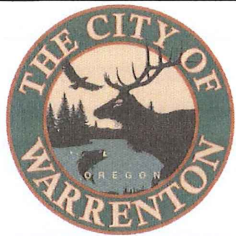
ATTENDEES:

Parks Advisory Board Members: Bert Little, Chairman, Jim Dutcher, Vice-Chairman, Kailee Kobe, Justin Kobe, Sara Long, Carol Snell

City of Warrenton Representatives: Kyle Sharpsteen, Public Works, Operations Manager, Kevin Cronin, Community Development Director-Assistant City Manager and Nancy Ager, Public Works Secretary EXCUSED Morgan Murray, Project Manager, RARE Intern

Community Volunteer Agency Representatives and Guests: Tessa J. Scheller, Northwest Coast Trails Coalition

1. Minutes of October 14, 2019 Meeting including attachments (Item 1a) . **Approved**
Minutes of Work session November 18, 2019 (Item 1b) **Approved**
2. **Board Member Comments**
3. **Reports**
 - a. Northwest Coast Trails Coalition Tessa Scheller (Item 3a) Jim Dutcher intends to call him.
 - b. Warrenton Kids, Inc. - Debbie Little **Bert Little said the basketball rosters have been distributed.**
 - c. Parks Maintenance – Kyle Sharpsteen, Public Works Operations Manager
 - i. Capital Improvement Updates **Kyle responded to Jim Dutcher’s question about Carruthers Perks improvements. He will bring the engineered plan to the Board and excavation will start with levelling the site for the second dog park.**
 - ii. Other updates **Public Works has been working around the Park Host site adding rock for parking and had more chips delivered to the dog park. The lights were replaced at the QBRP restrooms. Mark Korpi has offered to donate heavy equipment for Forest Rim excavation. The light have been fixed at the north Welcome to Warrenton sign site.**
 - d. Warrenton Memorial Plaza The concrete work is in place and landscaping has begun.
 - e. Parks Master Plan Update – Morgan Murray, RARE Intern - Item 3e **Morgan is in Reedsport and Roseburg for 3 days so Community Development Director/Assistant City Manager, Kevin Cronin, stood in for her. He said Morgan is working to promote the Forest Rim Park survey, and is partnering with Marge Huddleston of Camp Kiwanilong to assist with the camp. The first Forest Rim Park meeting was well attended and the next meeting will probably be at City Hall to accommodate attendance. Morgan is planning to coordinate with NWCTC on trails. She will be working on Sunday Streets after the new year. Sunday Streets will be an event that closes streets to pedestrians for events and stations and music. It will be a 3 mile walk around Warrenton. This event will be the first Sunday Street event on the Oregon Coast. It may be scheduled during Regatta or after Regatta. The new master plan will focus a lot on maintenance. Safety is an ongoing issue as is vandalism and ADA accessibility.**
4. **FYI Correspondence** NO ACTION TO BE TAKEN*
*This information is made available for your general knowledge and in the event that any of it



PARKS ADVISORY BOARD MINUTES

December 9, 2019, 4:00 P.M.

should be useful in future decision making. Please review. NO DISCUSSION

5. **ACTION:** RECOMMENDATION TO CITY COMMISSION or PUBLIC WORKS
6. Old Business (Ongoing Business)
 - a. Warrenton Area Trails
7. New Business
 - a. **Kailee Kobe said Spruce Up Warrenton is trying to get a Christmas tree for Lighthouse Park.**
 - b. **Jim Dutcher would like to have the City Commission to identify the process for asking for donations on behalf of the Parks.**
8. Public Comment

The meeting was adjourned _____

Date of Next Meetings (All Meetings begin at 4:00p.m unless otherwise noted)

February 10, 2020

February 24, 2020 Parks Master Plan Goal Setting

April 13, 2020

June 8, 2020

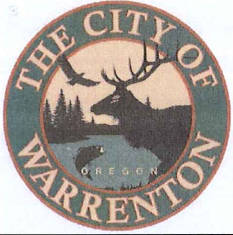
*NOTE: A quorum (4 board members) is required by City Ordinance 1118-A
Submitted by Nancy Ager, City of Warrenton Public Works Secretary

cc: Linda Engbretson, City Manager
R. Collin Stelzig, Public Works Director
Kyle Sharpsteen, Public Works Operations Manager
Kevin Cronin, Interim Community Development Director
City Commission

Warrenton City Hall is accessible to the disabled. If special accommodations are needed, please notify the City Recorder at 503-861-0823, 48 hours in advance of the meeting in order that appropriate assistance can be provided.

Approved by:  Parks Advisory Board Chairman Date: 8/10/2020

Submitted by Nancy Ager, City of Warrenton Public Works Secretary Date: 8/10/2020



PARKS ADVISORY BOARD MINUTES

February 10, 2020, 4:00 P.M.

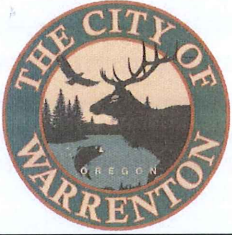
Pledge of Allegiance

ATTENDEES:

Parks Advisory Board Members: Bert Little, Chair, Jim Dutcher, Vice-Chair, Carol Snell, and Sara Long. Kailee and Justin Kobe were excused.

City Representatives: Kyle Sharpsteen, Operations Manager, Morgan Murray, RARE, and Nancy Ager, Public works Secretary.

1. Election of Officers
 - a. **Sara Long was elected Board Chair unanimously and took over the meeting as chair.**
 - b. **Jim Dutcher was elected Board Vice-Chair unanimously.**
2. Minutes of December 9, 2019 Meeting (Item 2a) .
 - a. **The minutes for the December 9, 2019 were approved unanimously.**
3. Board Member Comments
 - a. **E bike Ordinance – Jim Dutcher received an email from Matt Workman about a proposed ordinance to be presented to the City commission about e-bikes on trails. He thinks informational signs may be needed for the trails.**
 - b. **Bert Little would like to see a Parks Advisory Board Member sitting in on the Warrenton Urban Renewal Board.**
4. Reports
 - a. Northwest Coast Trails Coalition Tessa Scheller
 - b. Warrenton Kids, Inc. - Debbie Little
 - c. Chelsea Garden, Parks Master Plan Update, Forest Rim Park, Sunday Streets – Kevin Cronin, Community Development Director, Assistant City Manager and Morgan Murray, Project Manager (Item 4c)**Kevin presented a speculative drawing and noted that parks are lacking in this part of town and will be in short supply unless the private community builds them. There is a perimeter trail planned for this development and the City commission may elect to take over the park. Possibly an HOA or a deed to the City.**
Morgan provided Parks Master Plan updates, Forest Rim updates and information on Sunday Streets.
 - d. Wayfinding Trailhead Options – Morgan Murray, Project Manager, RARE (Item 4d)
This is an action Item. The Board will be making a recommendation. **The Board would like to see a QR reader on the trailhead. The Board selected the Trailhead A sample, but Jim would like see information on the construction material. Morgan will bring back information on the size and materials.**
 - e. Parks Maintenance – Kyle Sharpsteen, Public Works Operations Manager
 - i. Capital Improvement Plans are being drawn to make drainage improvements to Carruthers Park. Public Works is currently working to relocate the Small Dog Park to the hillside behind the restrooms as



PARKS ADVISORY BOARD MINUTES

February 10, 2020, 4:00 P.M.

recommended by the Parks Advisory Board. **PAB members wonder if the fencing can be repurposed and the water service might be relocated to the upper park.**

ii. Other updates

1. Estimates to repair the damage to the dugouts at QBRP have been received and Rex Olson will be making those repairs.
2. The City also received payments from three of the juvenile restroom vandals.
3. The city is in the process of hiring temporary seasonal help.

- f. Warrenton Memorial Plaza – Warrenton Urban Renewal designed and funded improvements to the park. The upgrades to the former Post Office Park are finished with the exception of the placement of memorial bricks around the monument. The other project designed and funded by Warrenton Urban Renewal in the 100 block of S. Main Ave. at the intersection of S Main Ave. and SE Alt. Hwy 101 (Spur 104 and Hwy 485) suffered considerable damage from the local roaming herd of elk. It seems the elk pulled up some trees and ate pieces of other fledgling trees.

5. **FYI Correspondence** NO ACTION TO BE TAKEN*

- a. 2020 Parks Advisory Board Roster

*This information is made available for your general knowledge and in the event that any of it should be useful in future decision making. Please review. NO DISCUSSION

6. **ACTION:** RECOMMENDATION TO CITY COMMISSION or PUBLIC WORKS

- a. Wayfinding Trailhead sign to be installed at Skipanon River Park on SE 3rd Street vote results. This was Item 3d. Results will be presented to Morgan Murray, Project Manager for the Parks Master Plan and Wayfinding Project.
- b. Mayor Balensifer has asked the Board to make a recommendation to the City Commission for a tax proposal to fund parks. This information is in Item 6a.

7. **Old Business (Ongoing Business)**

- a. Parks Funding Options and Recommendations (packets)
 - i. December 27, 2019 Letter from Mayor Balensifer requesting a Parks Advisory Board recommendation on a tax proposal for parks funding. (Item 6a) **A special meeting was scheduled for March 9, 2020. Jim is against an additional Tax, but if there is to be one, he prefers a luxury tax. Preference is for large corporate funding of parks.**
 1. Name of the Proposal
 2. Why is the proposal necessary?



PARKS ADVISORY BOARD MINUTES

February 10, 2020, 4:00 P.M.

3. What goal/aim does the proposal achieve?
4. Who/what is affected by the proposal?
5. What is the potential fiscal impact of this proposal (unless the Board feels it can, staff should be able to handle this part.)
6. Any alternative ideas/proposals that were considered or discussed but failed to pass as recommendations by the Board.

ii. Ashland Tax Base Items (Items 6c)

iii. 2019-2020 Parks, Parks SDC and Quincy Fund Budgets (6d)

b. E bike Ordinance – Jim Dutcher received an email from Matt Workman about a proposed ordinance to be presented to the City commission about e-bikes on trails.

8. New Business

9. Public Comment

The meeting was adjourned 6:50p.m. and the Commission Chambers were cleared and rearranged.

Date of Next Meetings (All Meetings begin at 4:00p.m unless otherwise noted)

February 24, 2020 Parks Master Plan Goal Setting April 13, 2020

June 8, 2020

*NOTE: A quorum (4 board members) is required by City Ordinance 1118-A
Submitted by Nancy Ager, City of Warrenton Public Works Secretary

cc: Linda Engbretson, City Manager
R. Collin Stelzig, Public Works Director
Kyle Sharpsteen, Public Works Operations Manager
Kevin Cronin, Interim Community Development Director
City Commission

Warrenton City Hall is accessible to the disabled. If special accommodations are needed, please notify the City Recorder at 503-861-0823, 48 hours in advance of the meeting in order that appropriate assistance can be provided.

Approved by:  Parks Advisory Board Chairman Date: 8/10/2020

Submitted by Nancy Ager, City of Warrenton Public Works Secretary Date: 8/10/2020



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Linda Engbretson, City Manager
DATE: August 25, 2020
SUBJ: PUBLIC HEARING – STREET VACATION PETITION NO. 152
A PORTION OF SPRAGUE STREET (SE 15th St.)

SUMMARY

The Warrenton Planning Commission approved a site design review application on February 13, 2020, for a 16-unit multi-family apartment project adjacent to Spur 104 and the Skipanon River. A condition of approval requires Stan Johnson – Astoria NW Homes – to apply for a street vacation to vacate a small portion of the platted Sprague Street (SE 15th). The purpose of the vacation is to provide adequate side yard setbacks and create a buffer between properties and zoning. Sprague Street is within non-significant wetlands. Mr. Johnson has agreed to provide an easement to the City for future levee access. The City currently has full access from Alternate Highway 101 and Mill Street; however, ODOT has indicated the Skipanon Bridge may be improved at some point in the next several years. I do not know how that improvement will impact our access. We are aware that ODOT has indicated our pump station will need to be moved. PW has recommended we work with Mr. Johnson for an easement for a portion of his property adjacent to the right of way in the event we need to move our pump station. In addition, Fire Chief Alsbury has expressed concern regarding access to

the back of the proposed apartment buildings. According to comments and conditions in the file, fire access and fire protection requirements must be addressed prior to issuance of building permits.

The application was presented to the Commission in early June for consideration of scheduling a Public Hearing. The Commission found no reason not to set the hearing, and Mr. Johnson requested we wait until he returned from Alaska. Notice requirements under ORS 271.110 are met with required publication and posting.

The consent of 100% adjoining and the owners of two-thirds in area of property within the affected area have provided consents of approval.

RECOMMENDATION/SUGGESTED MOTION

Staff recommends conducting a public hearing on the proposed street vacation petition, No. 152, Vacating a Portion of Sprague Street – also known as SE 15th Place. It is also staff's recommendation the recommended easements be provided.

If the Commission approves the street vacation, with conditions, staff recommends authorizing staff to work with legal counsel to prepare the appropriate ordinance and legal documents.

ALTERNATIVE

Conduct the Public Hearing and deny the petition to vacate. If the vacation is denied, Mr. Johnson will not be able to meet the setbacks and zoning buffers for this development as conditioned by the Planning Commission.

FISCAL IMPACT

The applicant has paid the \$700 street vacation processing fee.

8/4/20

DEPARTMENT REPORT

Street Vacation Petition No: 151

Stan Johnson (Applicant)

NAME A portion of Sprague Vacation of Asstoria NW Homes (SE 13th St.) is hereby

requested.

Please note below any issues related to this proposed street vacation -

This vacation hearing is scheduled for 8/25/20. Please respond no later than 8/12/20.

*PUBLIC WORKS:

Are there any utilities located in this right-of-way?

| | |
|------------------------|------------|
| Utilities locate _____ | DATE _____ |
| _____ | <u>X</u> |
| YES | NO |

Collin -

Mr. Johnson has agreed to provide a permanent easement to access the levee - which will be written into the Ordinance.

Is the right-of-way used for drainage?

Yes, there is drainage in the ROW.

ImE

Other:

It is important that City keep enough area in this ROW for future Levee access. In addition this may be a good

[Signature]
Public Works _____ Date 8-13-2020

time to request an easement for our existing pump station. This station may need to be moved when ODOT improves the adjacent ~~the~~ Bridge.

- FIRE DEPARTMENT:

Describe any access issues affected by proposed vacation.

Access issues: Fire Dept will be unable to access
the back side of apt complexes
with ladder truck if street is vacated
and no road or access improvement.

3
Fire Chief

8-11-2020
Date

-PLANNING DEPARTMENT

Possible future needs of this right-of-way.

Will the vacation of this right-of-way land-lock any property?

Other Comments:

Planning Director

Date

/

STREET VACATION PETITION
City of Warrenton

Fee: \$750.00

| <u>Petitioner</u> | <u>Petitioner's Representative</u> |
|--|------------------------------------|
| Name: STAN Johnson | Name: |
| Mailing Address: 92732 Fernhill Rd Astoria OR 97103 | Mailing Address: |
| Phone Number: 503-325-0883 503-741-6165 | Phone Number: |
| Email Address: AstorianWHome@charter.net | Email Address: |
| <p>1. A description of the right-of-way area to be vacated. <i>(Don't forget to include a map highlighting the area. A survey or professionally developed legal description is required).</i></p> | |
| <p>2. Reason for the Vacation Request. <i>(Advise if any buildings/structures will be in the area to be vacated).</i></p> <p style="text-align: center;">INCREASE Lot Size To Allow For SIDE YARD SET BACK, CREATE A SPACE FOR A BUFFER BETWEEN DIFFERENT ZONINGS IT IS ALL WET LANDS NEVER TO BE BUILT ON.</p> <p style="text-align: center;">Note: If additional room is necessary, please attach extra pages.</p> | |
| <p>3. Required affidavits.</p> <p>a. 100% of abutting property owners. JUDY KUJALIT</p> <p>b. Two-thirds in area of real property affected by proposal. Refer to <i>ORS Chapter 271</i> (attached).</p> <p>c. List of all abutting and affected property owners, mailing addresses, and corresponding square footage of property owned.</p> | |

Steve Johnson President 3-24-2020
 Petitioner Date
Astoria Northwest Homes

| | |
|--------------------------|---|
| Return To: | City of Warrenton P.O. Box 250 225 S. Main Street Warrenton, OR 97146 |
| For Questions – Contact: | Kevin Cronin, City Planner Phone: 503- 861-0920 Email: cityplanner@ci.warrenton.or.us |

RIGHT OF WAY VACATION
Street Vacation Check List

DISCLAIMER: Completion of this application does not constitute approval of the street vacation. The ultimate decision will be made by the Warrenton City Commission.

To help facilitate the street vacation process, you must complete the steps below in the order presented.

I have read the "Vacating A Street" brochure.

I have called and spoken to VANCE SWENSON COUNTY SURVEYOR
ADAM NILES-CARTOGRAPHER at Clatsop County's
Cartography Department (503-325-8522) to see who will own the right-of-way area after the
vacation is completed. (In most cases the vacated area is split down the middle and reverts back to
the adjacent property owner.) Please list who receives property: STAN JOHNSON

JUDY KUJALA 50/50

I have talked with all owners of the properties that abut all sides and corners of the portion of right-of-way to be vacated and they will support the vacation request (**objecting property owners will complicate or stop the process**).

I have contacted private utilities to determine if the companies will support the vacation, with or without special conditions. To ensure that you have a complete understanding of affected utilities, a utility locate should be requested by calling: 800-332-2344.

SIGN TO CONFIRM:

I have completed all of the above

Stanley Johnson
Signature

3-24-2020
Date

After you have done all of the above and it appears that a right-of-way vacation may be feasible, a written right-of-way vacation petition (attached) and a Seven Hundred and Fifty (\$750.00) application fee is required. If multiple streets are involved, or it affects multiple lots, a land use review by the Planning Department and Planning Commission is required. The petition fee is One Thousand Dollars (\$1000.00) when it's required to go before the Planning Commission.

Upon receipt of this checklist, the petition, the required fee and all necessary signatures, (see ORS 271.080 – attached), the City Planner shall review the petition. If petition is deemed incomplete, it will be returned to the petitioner for additional signatures or other required information. If required percentages of consent is confirmed, the matter will be placed on the City Commission's Agenda to consider setting a public hearing or referred to the Planning Commission, if required. Please allow four weeks for the review of the petition.

Street Vacation Check List
Page Two (2)

4

Send the petition along with the petition fee in the form of a check made out to the City of Warrenton and a signed copy of this checklist to:

Mail Form To:
City Planner
City of Warrenton
P.O. Box 250
Warrenton, OR 97146

or

Deliver Form in Person To:
City Planner
City of Warrenton
225 S. Main Street
Warrenton, OR 97146

If you have additional questions about the street vacation process, please contact Kevin Cronin, at 503-861-0920 or at cityplanner@ci.warrenton.or.us.



Collin Stelzig, PE | Public Works Director | City of Warrenton
 45 SW 2nd St. | P.O. Box 250 | Warrenton, OR 97146
 Office: (503) 861-0912 | Fax: (503) 861-9661
rstelzig@ci.warrenton.or.us | www.ci.warrenton.or.us

SURVEY NARRATIVE

THE PURPOSE OF THIS EXHIBIT IS TO SHOW AND DESCRIBE THAT PORTION OF SPRAGUE STREET PROPOSED FOR VACATION, AND TO SHOW THAT REAL PROPERTY AFFECTED PER ORS 271.080(2).

THE BASIS OF BEARING FOR THE PROPOSED VACATION IS NORTH 89°46' EAST, ALONG THE SOUTH LINE OF BLOCK 19 PER SAID PLAT OF SPOKANE ADDITION.

THAT PORTION OF SPRAGUE STREET AS PROPOSED FOR VACATION AND AS SHOWN HEREON IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF BLOCK 21, FROM WHICH THE SOUTHEAST CORNER OF BLOCK 19 BEARS NORTH 0°14' WEST, 60 FEET;

THENCE ALONG THE NORTH LINE OF SAID BLOCK 21 TO THE NORTHWEST CORNER THEREOF, SOUTH 89°46' WEST 200';

THENCE TO THE SOUTHWEST CORNER OF BLOCK 19, NORTH 0°14' WEST 60';

THENCE ALONG THE SOUTH LINE OF SAID BLOCK TO THE SOUTHEAST CORNER THEREOF, NORTH 89°46' EAST, 200 FEET;

THENCE TO THE POINT OF BEGINNING, SOUTH 0°14' EAST, 60 FEET.

AREA OF SAID PROPOSED VACATION IS 12,000 SQUARE FEET, MORE OR LESS;

EXHIBIT FOR STREET VACATION

FOR STAN JOHNSON & JUDITH M. KUJALA
BEING A PORTION OF SPRAGUE STREET,
BOUNDED ON THE EAST BY PARK STREET, ON THE SOUTH BY BLOCK 21,
ON THE WEST BY MILL STREET AND ON THE NORTH BY BLOCK 19,
PLAT BOOK 5, PAGE 12, SPOKANE ADDITION TO WARRENTON
NE 1/4 OF SEC. 28, T8N, R10W, W.M.
CITY OF WARRENTON, COUNTY OF CLATSOP, STATE OF OREGON

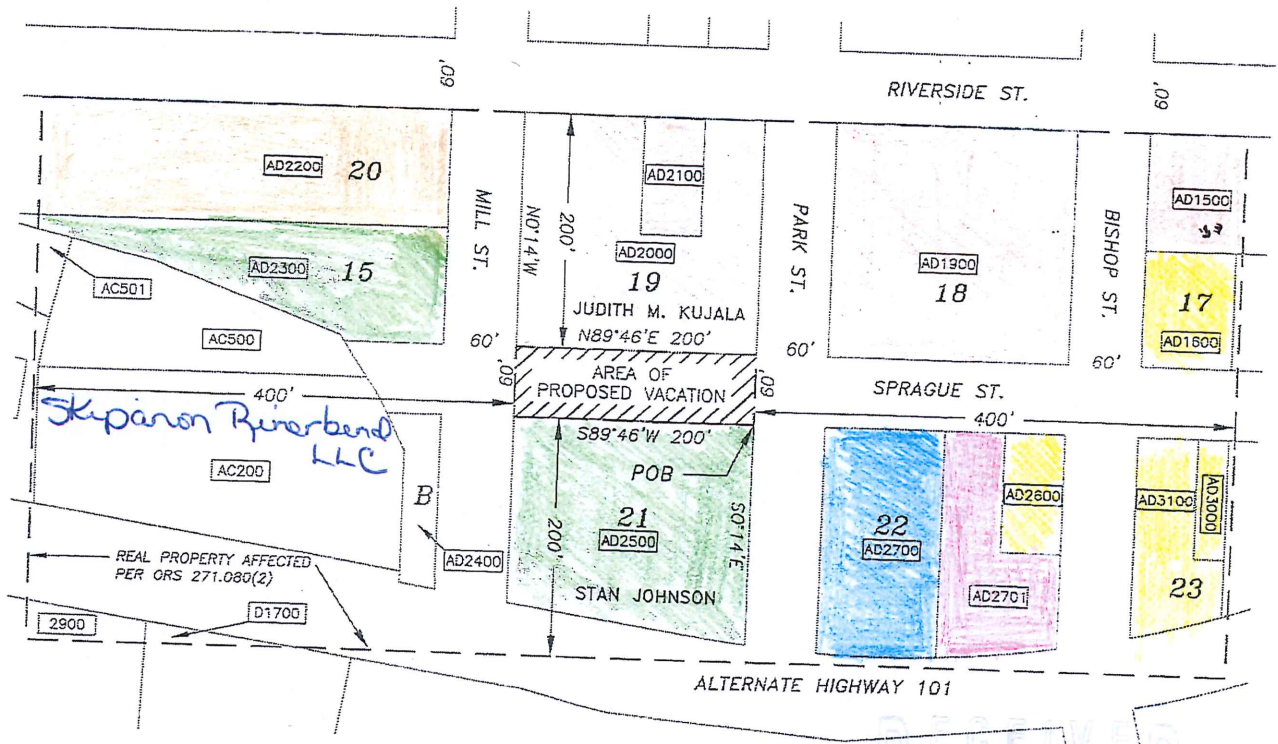
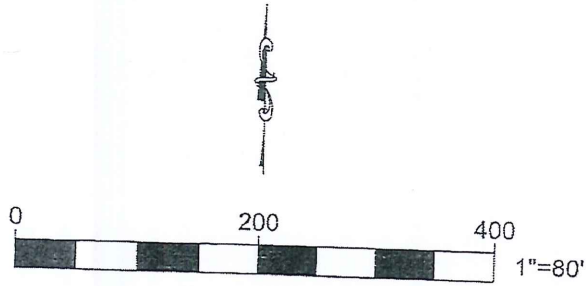
MARCH 29, 2020

MAGYAR LAND SURVEYING LLC
POB 1308 ASTORIA, ORE. 97103
(503) 338-9858

REGISTERED PROFESSIONAL LAND SURVEYOR
Michael Magyar

OREGON
JULY 12, 2016
MICHAEL G. MAGYAR
PLS 90788

EXPIRES: DEC. 31, 2020



RECEIVED
MAY 29 2020
BY: _____
CITY OF WARRENTON

To Warrenton City Planning:

I am in agreement with Stan Johnson to vacate 15th Street, west of SE Chinook St. between our properties. Between blocks 19 and 21 in Warrenton, Oregon.

Jedith M Kujala, March 9, 2020

To Warrenton City Planning:

I am in agreement with Stan Johnson, of Astoria Northwest Homes, Inc. to vacate 15th Street,
West of Chinook Street, between blocks 19 and 21 in Warrenton Oregon.

SPRAGUE

PARIS
Dennis Faletti D. J.

Lot 2701

RECEIVED
APR 29 2020

BY: _____
CITY OF WARRENTON

ALL PARTIES
HAVE SIGNED
OFF

Stan

STAN Johnson
503-325-0883

To Warrenton City Planning:

I am in agreement with Stan Johnson, of Astoria Northwest Homes, Inc. to vacate 15th Street, West of Chinook Street, between blocks 19 and 21 in Warrenton Oregon.

MSB

4/28/2020

415 Highway 101 Alt

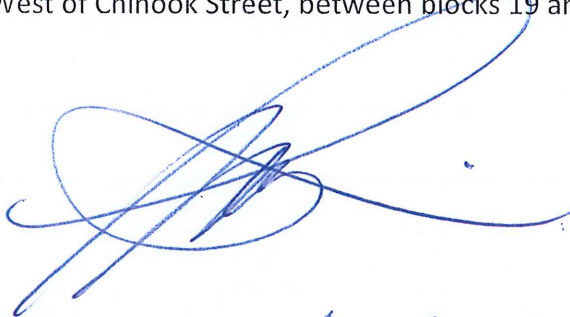
8 102 28 AD

| | |
|------|------|
| lots | 2600 |
| | 3100 |
| | 3000 |
| | 1600 |



To Warrenton City Planning:

I am in agreement with Stan Johnson, of Astoria Northwest Homes, Inc. to vacate 15th Street,
West of Chinook Street, between blocks 19 and 21 in Warrenton Oregon.

 4-27-20

THOMAS H. MORRISON

81028 AD
Lot 2700

To Warrenton City Planning:

I am in agreement with Stan Johnson to vacate 15th Street, west of SE Chinook St. between our properties. Between blocks 19 and 21 in Warrenton, Oregon.

Jedith M Kejala, March 9, 2020

8 #028 AD

| | |
|------|-----------------|
| lots | 2500 |
| | 2000 |
| | 2100 |
| | 1900 |
| | 1500 |



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Mark Barnes, Interim City Planner
DATE: August 25, 2020
SUBJ: Commercial Corridor Design Standards

SUMMARY

The Planning Commission recommends approval of Development Code amendments primarily related to design standards for the City's commercial corridors. These code amendments were considered by the Planning Commission at public hearings in May and July. Briefly, the amendments address the following:

- The standards would be applicable in the commercial corridors fronting US Hwy 101, Alternate Hwy 101, SW and SE Dolphin, SE Marlin, S Main, SE Ensign, SE Neptune, and Pacific Drive.
- New commercial development with a footprint smaller than 30,000 square feet, or with a facade length less than 100 linear feet would be exempt. Renovations valued at less than fifty percent of fair market value would be exempt.
- Proposed standards address building orientation, natural features, awnings, roof design, materials, architectural features, colors, mechanical equipment, outdoor storage, building mass, community amenities, outdoor lighting, and parking.
- Proposed standards require screening for storage units. The Planning Commission considered, but rejected capping the number of new storage units.

- This proposal also deletes the requirement for individual carports or garages for multi-family residential dwellings larger than three units. (Unrelated to the proposed commercial corridor standards, but included in this package to address an earlier oversight.)

Amendments to the Development Code can be adopted by the City Commission after a public hearing. The Planning Commission recommends approval of these amendments.

RECOMMENDATION/SUGGESTED MOTION

Recommendation: Conduct a public hearing on the proposal.

Recommended Motion: *"I move to conduct a first reading by short title only of ordinance 1242, amending Title 16 of the Warrenton Municipal Code by adding commercial corridor development standards."*

ALTERNATIVE

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

FISCAL IMPACT

The proposal should have minimal or no impact on the Community Development Department's expenditures or revenues. No additional hearings or permits will be required as a result of the proposed amendments.

Approved by City Manager: _____

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

August 18, 2020

To: Warrenton City Commission
From: Mark Barnes, interim city planner
Re: Ordinance 1242, Commercial Corridor Design Standards (File: DCR20-01)

Background

The Planning Commission conducted public hearings on a package of amendments to the Warrenton Municipal Code addressing development in the City's commercial corridors. The amendments affect title 16, Development Code; specifically, division 3, Design Standards. At the conclusion of the July 9 hearing, the Planning Commission voted 5-0 to recommend that the City Commission adopt the amendment package. This staff report describes the amendment package and outlines the process for amending the Development Code. The amendments in ordinance form are attached. Draft findings for the City Commission's consideration are also attached.

Recommendation

The Planning Commission recommends approval of commercial corridor design standards in the attached draft Ordinance Number 1242.

Procedure

This is a legislative amendment of the City's Municipal Code. It is also a legislative amendment of the City's primary land use regulatory document: the development code. Amendments of the development code require a public hearing before both the Planning Commission and the City Commission. Staff advertised the August 25, 2020, City Commission meeting as a public hearing on the amendment package. If the City Commission adopts development code amendments, it should also adopt findings demonstrating consistency with the Comprehensive Plan and with the applicable Statewide Land Use Planning Goals and administrative rules.

Proposed Amendments

The amendment package recommended by the Planning Commission contains the following major elements.

Applicability: The commercial corridor design standards would be applicable in the commercial corridors fronting US Hwy 101, Alternate Hwy 101, E Harbor, SW and SE Dolphin, SE Marlin, S Main, SE Ensign, SE Neptune, and Pacific Drive. New commercial development with a footprint smaller than 30,000 square feet, or with a facade length less than 100 linear feet, would be exempt. Renovations of an existing commercial structure valued at less than fifty percent of the existing structure's fair market value would be exempt.

Building Orientation: With the exception of the Highway 101 corridor, new buildings shall be oriented with the main entrance facing the public street.

Entrances: The amended standard makes mandatory some currently non-mandatory architectural features.

Building Materials: The changes here delete tinted and textured concrete masonry units from the list of allowable exterior materials; and adds EIFS and stucco to the list of prohibited exterior materials.

Architectural Features: Identifies “Northwest Regional” and “Arts & Crafts” as required architectural styles.

Building Mass: Adds a new standard limiting any building wall length to 150 feet, unless broken by recesses or roofline changes.

Community Amenities: Adds landscaping, usable greenspaces, and parks to the list of acceptable community amenities; deletes clocktowers from the list.

Outdoor Lighting: Adds requirement for pedestrian-oriented decorative exterior lighting at the front elevation and main building entrance.

Storage Units: Prohibits storage units facing the public street, or visible from a public street; allows the visibility standard to be met with screening landscaping.

Multi-family parking: Deletes the requirement for individual carports or garages for multi-family residential dwellings larger than three units. This is unrelated to the proposed commercial corridor standards but included in this package to address an earlier oversight.

Elements Not Recommended for Adoption

At the Planning Commission’s July 9 hearing the motion to recommend approval did not include the following new code language from the original staff proposal:

Municipal Code Title 5 Business Licenses & Regulations

Title 5.16 – Warehousing and Storage Units

Definition: Privately owned warehouse facilities that are rented for storage of items and belongings.

Purpose: To protect and diversify the local economy, create an aesthetically appealing environment for other businesses, and encourage other business opportunities, the City is limiting the future development of storage unit facilities.

Inventory: As of 2020, the City has 1,700 storage units. The City shall conduct an annual inventory to determine any changes in the amount of storage units. The inventory shall be completed after the population estimate is officially published.

Limitations: The future amount of storage units will be dependent on population growth. After the Portland State University population estimate is released, the City will review the population increase and determine the need for additional storage units to serve Warrenton residents. For every increase in 100 residents, 10 storage units will be allowed.

Transferability: If existing storage units are decommissioned, the same amount can be built elsewhere in the city limits per Development Code standards.

Enforcement: The Community Development Director or designee shall administer the program and enforce the standards by applying the provisions in Title 16.16.

Procedural Requirements

Staff recommends that the City Commission hold a public hearing on the Planning Commission's recommended changes; conduct a first reading by short title; and schedule a second reading and adoption. If approved, staff recommends that the City Commission also adopt approval findings.

Attachments

Draft Ordinance 1242

Draft Approval Findings

DRAFT Findings, Ordinance 1242

Comprehensive Plan

It is the City's policy to encourage development of housing needed to accommodate desired growth, and to provide every Warrenton household with an opportunity to obtain a decent home in a suitable neighborhood. (Comprehensive Plan Section 3.310)

The City has taken many steps to implement this policy. The modification of the garage requirement for multifamily dwellings will encourage development of new multifamily housing units by reducing development costs. Based on this, the City Commission finds that the development code amendment package is consistent with this policy.

Work closely with organizations and individuals to increase industrial, general commercial, and tourist commercial activities in Warrenton. (Comprehensive Plan Section 9.310, City Economy: 3)

The above policy clearly and strongly advocates for general commercial services. The commercial corridor development standards do not change the allowable uses in the affected commercial corridors. Instead, the amendments regulate the look of new development. Based on this, the City Commission finds that the amendments are consistent with this policy.

Statewide Planning Goal 1, Citizen Involvement

Goal 1 outlines policies and procedures to be used by local governments to ensure that citizens will be involved “in all phases of the planning process.” These development code amendments were reviewed in accordance with the acknowledged provisions for citizen involvement in the municipal code, which implement goal 1. The amendments do not change any of the City’s goal 1 implementation measure. Based on this, the City Commission finds that the amendments are consistent with Statewide Planning Goal 1.

Statewide Planning Goal 2, Land Use Planning

Goal 2 requires that local governments “establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.” These amendments fit into the City’s land use planning processes and policy framework. The amendments are not procedural in nature: they change substantive development standards to help the City better implement established comprehensive plan policies. The amendments do not alter the basic framework for planning in Warrenton. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 2.

Statewide Planning Goal 5, Natural Resources, Scenic and Historic Areas, and Open Spaces

The basic aim of Goal 5 is “To protect natural resources and conserve scenic and historic areas and open spaces.” The City’s goal 5 implementation measure in its Comprehensive Plan and Development Code are unaffected by the proposed amendments. Goal 5 protection measures in areas remain in force in those areas affected by these amendments. The amendments do not add any new resources to the City’s Goal 5 inventories, or take any resources out of these inventories, or alter the prior decisions made by the City for protection of those goal 5 resources. Based on this, the City Commission finds these amendments consistent with Statewide Planning Goal 5.

Statewide Planning Goal 6, Air, Water and Land Resources

Goal 6 is “to maintain and improve the quality of the air, water and land resources of the state.” It deals mainly with control of “waste and process discharges from future development.” The amendments do not affect any of the City’s goal 6 implementation measures. These implementation measures, in the Development Code and the Comprehensive Plan, remain in effect, including in those areas subject to the amendments. Based on this, the City Commission Finds that the amendments are consistent with Statewide Planning Goal 6.

Statewide Planning Goal 7, Areas Subject to Natural Hazards

Goal 7 is to “to protect people and property from natural hazards.” The City’s goal 7 implementation measures are not changed by the amendments. The Flood Hazard Overlay Zone and the Soil Hazard Overlay zone are two of the City’s principal goal 7 implementation measures. These are unchanged by the amendments. Those areas subject to the amended commercial corridor design standards are still subject to the City’s goal 7 implementation measures. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 7.

Statewide Planning Goal 8, Recreational Needs

Goal 8 is “to satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.” The City’s goal 8 needs are met by lands that are not in the commercial corridors affected by these amendments. The amendments do not change the City’s approach to meeting its goal 8 obligations. Based on this, the City Commission finds that the amendments are consistent with Statewide Planning Goal 8.

Statewide Planning Goal 9, Economic Development

Goal 9 is “To provide adequate opportunities throughout the state for a variety of economic activities vital to the health, welfare, and prosperity of Oregon's citizens.” The amendments support local economic development by facilitating the development of new commercial facilities. The amendments refine existing standards for commercial development in the City’s commercial corridors to help meet the City’s goals for commercial development. The amendments do not reduce the City’s inventory of buildable commercial lands. The amendments do not change the process for reviewing new commercial development. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 9.

Statewide Planning Goal 10, Housing

Goal 10 is “to provide for the housing needs of citizens of the state.” The goal requires cities to assess future need for various housing types and to plan and zone sufficient buildable land to meet those projected needs. One of the amendments reduces a cost barrier for new multi-family housing development by eliminating a garage requirement. The amendments do not reduce the inventory of buildable residential lands in Warrenton, or reduce allowable residential density, or reduce the types of housing available in the City. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 10.

Statewide Planning Goal 11, Public Facilities and Services

Goal 11 is “to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.” The amendment does not change any of the City’s goal 11 implementation measures. The supply of developable lands, and the capacity of public facilities and services, are unchanged by the amendments. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 11.

Statewide Planning Goal 12, Transportation

Goal 12 is “to provide and encourage a safe, convenient and economic transportation system.” The City’s goal 12 implementation measures are unaffected by the amendments. Warrenton’s transportation infrastructure is unchanged by the amendments. Current and likely future transportation demand is not affected by the amendments. Based on this, the City Commission finds that these development code amendments are consistent with Statewide Planning Goal 12.

Statewide Planning Goal 13, Energy

Goal 13 is simply “to conserve energy”. The City’s goal 13 implementation measures are unchanged by the amendments. Based on this, the City Commission finds that the amendments are consistent with Statewide Planning Goal 13.

Statewide Goal 14, Urbanization

Goal 14 is “to provide for an orderly and efficient transition from rural to urban land use, to accommodate urban population and urban employment inside urban growth boundaries, to ensure efficient use of land, and to provide for livable communities.” The proposal satisfies this goal by recognizing and adding specific design standards to maximize land use for commercial spaces within Warrenton’s City Limits and Urban Growth Boundary. The amendments do not alter the UGB. The amendments are intended to facilitate urban development on Warrenton’s existing commercial corridors and on lands zoned for multi-family housing. None of the City’s goal 14 implementation measures are affected by the amendments. Based on this, the City Commission finds the amendments consistent with Statewide Planning Goal 14.

Statewide Planning Goal 16, Estuarine Resources

Goal 16 is “to recognize and protect the unique environmental, economic, and social values of each estuary and associated wetlands; and to protect, maintain, where appropriate develop, and where appropriate restore the long-term environmental, economic, and social values, diversity and benefits of Oregon’s estuaries.” The City’s primary goal 16 implementation measures are the estuarine resources element of its comprehensive plan; the development code’s Aquatic Natural, Aquatic Conservation, and Aquatic Development zones; and the development code’s Columbia River Estuary Shoreland and Aquatic Area Development Standards. These implementation measures are unaffected by the amendments. Based on this, the City Commission finds the amendments in ordinance 1242 consistent with Statewide Planning Goal 16.

Statewide Planning Goal 17, Coastal Shorelands

Goal 17 aims “to conserve, protect, where appropriate, develop and where appropriate restore the resources and benefits of all coastal shorelands, recognizing their value for protection and maintenance of water quality, fish and wildlife habitat, water-dependent uses, economic resources and recreation and aesthetics.” The City implements goal 17 primarily through the Coastal Shorelands element of its comprehensive plan; and through the development code’s Coastal Lake and Freshwater Wetlands Zone, and Water-Dependent Industrial Shorelands Zone. The amendments do not change any of these implementation measures. Based on this, the City Commission finds that the amendments are consistent with Statewide Planning Goal 17.

Statewide Planning Goal 18, Beaches and Dunes

Goal 18 is: “To conserve, protect, where appropriate develop, and where appropriate restore the resources and benefits of coastal beach and dune areas; and to reduce the hazard to human life and property from natural or man-induced actions associated with these areas.” The City’s basic

implementation measures for goal 18 are the Comprehensive plan's beaches and dunes element, and the development code's Beach and Dune Overlay District. The amendments do not change any of these implementation measures, or the City's overall goal 18 planning strategy. Based on this, the City Commission finds that the amendments are consistent with Statewide Planning Goal 18.



July 8, 2020

Warrenton Planning Commission
225 S Main Ave/PO Box 250
Warrenton, OR 97146

Re: Amend Section 16.116 and Section 16.36 of the Development Code to improve architectural design standards for commercial development and remove garages as a requirement of new multifamily dwellings, respectively. (DCR 20-1)

Dear Commissioners:

This letter is submitted jointly by Housing Land Advocates (HLA) and the Fair Housing Council of Oregon (FHCO). Both HLA and FHCO are non-profit organizations that advocate for land use policies and practices that ensure an adequate and appropriate supply of affordable housing for all Oregonians. FHCO's interests relate to a jurisdiction's obligation to affirmatively further fair housing. Please include these comments in the record for the above-referenced proposed amendment.

As you know, all amendments to the City's Comprehensive Plan and Zoning map must comply with the Statewide Planning Goals. ORS 197.175(2)(a). When a decision is made affecting the residential land supply, the City must refer to its Housing Needs Analysis (HNA) and Buildable Land Inventory (BLI) in order to show that an adequate number of needed housing units (both housing type and affordability level) will be supported by the residential land supply after enactment of the proposed change. Further, adequate Goal 10 findings are also required for housing related code amendments, including development code changes that have an impact on development type and feasibility. We have reviewed the Planning Commission packet and observed no written findings for DCR 20-1, despite the large impact it may have on the ability of the City to meet its housing needs. Therefore, we are obligated to submit a comment letter raising concerns about the failure to analyze Goal 10 in a manner that allows us to provide useful comments, and will ultimately preserve our right to appeal the City's decision on the basis of the lack of, or inadequate, findings.



Thank you for your consideration. Please provide written notice of your decision to, FHCO, c/o Louise Dix, at 1221 SW Yamhill Street, #305, Portland, OR 97205 and HLA, c/o Jennifer Bragar, at 121 SW Morrison Street, Suite 1850, Portland, OR 97204. Please feel free to email Louise Dix at ldix@fhco.org or reach her by phone at (541) 951-0667.

Thank you for your consideration.

A handwritten signature in black ink that reads "Louise Dix".

/s/ Jennifer Bragar

Louise Dix
AFFH Specialist
Fair Housing Council of Oregon

Jennifer Bragar
President
Housing Land Advocates

cc: Kevin Young (kevin.young@state.or.us)

Ordinance 1242

Introduced by All Commissioners

AN ORDINANCE AMENDING WARRENTON MUNICIPAL CODE TITLE 16, DEVELOPMENT CODE, DIVISION 3, DESIGN STANDARDS, ESTABLISHING NEW DESIGN STANDARDS FOR COMMERCIAL CORRIDORS; AND DIVISION 36, RESIDENTIAL OFF-STREET PARKING STANDARDS

WHEREAS, the City of Warrenton desires visually appealing commercial development along its commercial corridors to promote community economic development and related goals; and

WHEREAS, the Planning Commission held public hearings on May 14 and July 9, 2020, to consider design standards for the City's commercial corridors; and recommended an amendment package for the City Commission's consideration;

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

Section 1. Amend Warrenton Municipal Code Section 16.116.030 to read as follows:

[new language; deleted language]

16.116.030 Architectural & Site Design Standards.

The City's development design standards are for the commercial district corridors along US Highway 101, Alternate Highway 101, SW & SE Dolphin, SE Marlin Avenue, E Harbor Drive, S Main Avenue, SE Ensign Lane, Pacific Drive, and SE Neptune. The standards in this section apply only to property in the commercial corridors listed above; lands outside of these commercial corridors are not subject to these standards. The following standards will apply to a new large retail establishment and/or complex that meets or exceeds 30,000 square feet of planned building footprint or gross floor area, whichever is greater; or has a facade length that is 100 feet or more along any street frontage. An existing large retail establishment of said square footage or length or greater shall comply with these standards if proposed renovations or improvements exceed 50 percent of the market value.

A. Orientation of Buildings. Building(s) shall be located on the property with the principal building entrance oriented toward the primary focal point of the property/development. With

the exception of US Hwy 101, all buildings located on a public street shall have the main entrance front onto said street.

B. Natural Features. The property owner/developer is encouraged to protect and incorporate areas of special interests and other natural features such as grade, trees, vegetation and waterways, into the overall site plan. These areas may be calculated as part of the landscaping requirement if healthy and not damaged during construction.

C. Building Requirements.

1. Customer Entrances. The customer entrance(s) shall be clearly defined and highly visible by using features such as canopies, porticos, overhangs, recesses/projections, raised corniced parapets, decorative awnings over the door, arcades, arches, wing walls, and integral planters are highly encouraged required. A combination of two features shall be incorporated at a minimum. Mixed use buildings that require two or more entrances are allowed but shall meet the standard.

2. Roof Design. Roofs should be designed to reduce the apparent exterior mass of a building, add visual interest and be appropriate to the architectural style of the building. Variations within one architectural style are highly encouraged. Visible roof lines and roofs that project over the exterior wall of a building enough to cast a shadow on the ground are highly encouraged. Architectural methods shall be used to conceal flat roof tops. Overhanging eaves, sloped roofs and multiple roof elements are highly encouraged. Mansard style roofs shall not be allowed.

3. Materials.

a. The predominant exterior building materials shall be of high quality materials, including, but not limited to brick, sandstone, wood, native stone and cultured stone as accents to distinguish specific architectural features, rusticated metal cladding, tinted/textured concrete masonry units and/or glass products. Simulated material may be substituted for any of the aforementioned building materials.

b. At least three different building materials shall be used for 100% construction of a building. The main entrance does not count towards this standard.

c. Exterior building materials shall not include smooth-faced concrete block, tilt-up concrete panels, EIFS, stucco, or T 1-11. Prefabricated steel panels are excluded unless the design and material meets the City's design standards.

d. Metal roof may be allowed if compatible with the overall architectural design of the building.

4. Architectural Vernacular & Features. Architectural features shall include, but are not limited to, the following: recesses, projections, wall insets, arcades, window display areas, awnings, balconies, window projections, landscape structures or other features that complement the design intent of the structure and are acceptable to the Community

Development Director. Vernacular architecture referred to as “Northwest Regional” or “Arts & Crafts” design shall be required. This could include the combination of materials, form, and style. Wood in the form of timber, glulam, cross laminated timber, and other natural features are predominant on the exterior and main entrance.

5. Building Colors. Exterior colors shall be of low reflectance, subtle, neutral or muted earth tone colors. The use of high intensity colors such as black, neon, metallic or fluorescent colors for the facade and/or roof of the building are prohibited except as approved for building trim.

6. Mechanical Equipment, Outdoor Storage and Service Areas. The location of loading docks, outdoor storage yards and all other service areas shall be located to the sides and/or rear of a building, except when a site abuts Highway 101, in which case the said areas shall be located to the sides of the building that do not face Highway 101.

a. All outdoor storage yards, loading docks, service areas and mechanical equipment or vents larger than eight inches in diameter shall be concealed by screens at least as high as the equipment they hide, of a color and material matching or compatible with the dominant colors and materials found on the facades of the principal building. Chain link or cyclone fencing (with or without slats) shall not be used to satisfy this requirement.

b. Equipment that would remain visible despite the screening, due to differences in topography (i.e., a site that is at a lower grade than surrounding roadways) shall be completely enclosed except for vents needed for air flow, in which event such vents shall occupy no more than 25% of the enclosure façade.

c. The architectural design of the buildings shall incorporate design features which screen, contain and conceal all heating, ventilation, air conditioning units, trash enclosures, dumpsters, loading docks and service yards.

7. Building Mass: Building mass shall be limited to 150 feet in length. If any portion of the building exceeds this length, a recess or variation in height shall be required.

D. Community Amenities. Each building shall contribute to the establishment or enhancement of the community and public spaces by providing at least two community amenities such as: a patio/seating area, water feature, art work or sculpture, ~~clock tower~~, pedestrian plaza with park benches and landscaping, usable green open spaces, or other features, such as a dedicated public park acceptable to the review authority Parks Advisory Board and City Commission.

E. Outdoor Lighting. The lighting for mixed use, residential, commercial and industrial zones shall be shielded and directed down into the site and shall not shine or glare onto adjacent property or streets. Light poles, light fixtures and flag poles shall not exceed 25 feet in height and shall be pedestrian scaled. Installation cost shall be borne by the developer. Decorative

exterior lighting is required on the front elevation and at the main entrance. Decorative is defined as “gooseneck” or similar design that is pedestrian oriented.

F. Parking (Pods) Areas. Parking (pods) areas shall be divided by a six-foot pathway placed between the two rows of head-on parking stalls, which shall extend the full length of each parking pod. There shall be parking spaces provided for travelers in RVs and travel trailers. This section shall be in compliance with the requirements in Section 16.120.030 and Chapter 16.128 (Vehicle and Bicycle Parking).

G. Storage Unit Facilities: Under no circumstances shall storage units face a public street or be visible from a public street. Storage units shall be placed to the rear of the property. Any areas that front a public street shall be used for other land uses consistent with the underlying zoning district. Storage units may rely on vegetative screening to meet this standard if the vegetation is dense enough and tall enough to achieve visual screening from public streets.

~~G. Pathways/Walkways from Parking Area to Building Entrance(s). Internal pedestrian walkways shall be developed for persons who need access to the building(s) from the parking pods (areas). The walkways shall be located within the pods and shall be designed to provide access from the pods to the entrances of the building(s). The walkways shall be designed to separate people from moving vehicles as much as possible. These walkways shall have a minimum width of five feet with no car overhang or other obstruction. The walkways must also be designed for disabled access according to the International Building Code. This may require the walkways to be widened or modified. The walkways shall be distinguished from the parking and driving areas by use of any of the following materials: special pavers, bricks, raised elevation or scored concrete. Other materials may be used if they are appropriate to the overall design of the site and building and acceptable to the review authority; and shall meet the requirements in Section 16.120.030 (Pedestrian Access and Circulation).~~

~~H. Landscaping. Landscaping shall meet the requirements in Chapter 16.124 (Landscaping, Street Trees, Fences and Walls).~~

Section 2. Amend Warrenton Municipal Code Section 16.36.050.J to read as follows

J. A garage (attached or detached) or carport is required for each dwelling unit up to 3 units, including multifamily dwelling units, and shall conform to the standards of Chapter 16.180. In place of garages, multi-family units are encouraged to provide storage facilities for residents subject to site design review.

Section 3. This Ordinance shall take full force and effect 30 days upon its adoption by the Commission of the City of Warrenton.

First Reading: August 25, 2020

Second Reading: September 8, 2020

ADOPTED by the City Commission of the City of Warrenton, Oregon this 8th day of September, 2020.

Approved

Henry A. Balensifer III, Mayor

Attest

Dawne Shaw, CMC, City Recorder



AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Mathew J. Workman, Chief of Police

DATE: August 25, 2020

SUBJ: Ordinance Amendment to Include E-Bicycles (“E-Bikes”)

SUMMARY

This is the 2nd Reading of Ordinance Amendment No. 1240 changing Section 10.04 of the Warrenton Municipal Code to allow and regulate E-Bikes.

RECOMMENDATION/SUGGESTED MOTION

1st – “I move to conduct the second reading of Ordinance No. 1240 amending Section 10.04.030 of the City of Warrenton Municipal Code, replacing Section 10.04.220, and replacing Section 10.04.230 as stated.”

2nd – “I move to adopt Resolution No. 1240.”

ALTERNATIVE

Leave the Code Sections as they currently are and not allow E-Bikes.

FISCAL IMPACT

There will be no significant fiscal impact with these changes.

ATTACHMENTS:

- Ordinance No. 1240 amendment

Approved by City Manager: _____

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

ORDINANCE NO. 1240

INTRODUCED BY ALL COMMISSIONERS

AN ORDINANCE AMENDING CHAPTER 10.04 “TRAFFIC REGULATIONS” OF THE WARRENTON MUNICIPAL CODE AND ADDING NEW PROVISIONS RELATED TO THE DEFINITION AND REGULATION OF ELECTRIC ASSISTED BICYCLES

WHEREAS, the City last addressed bicycle use and operation in the City’s municipal code in 1989;

WHEREAS, the City has now seen the use of electric assisted bicycles on its rights of ways and trail systems develop;

WHEREAS, the use of not just electric assisted bicycles but bicycles generally have increased in the City and the Commission believes it appropriate to develop and implement additional and regulations for the safe use of both bicycles and electric assisted bicycles in the City, its rights-of-way and trail systems.

NOW THEREFORE, The City of Warrenton ordains as follows:

Section 1. Section 10.04.030 “Definitions” is hereby amended to read as follows:

10.04.030 Definitions. (A). In addition to those definitions contained in the Oregon Vehicle Code, the following words or phrases, except where the context clearly indicates a different meaning, shall mean:

“Bus stop” means a space on the edge of a roadway designated by sign for use by buses for loading and unloading of passengers.

“*Electric assisted bicycle*” or “*E-bike*” shall be as defined by ORS 801.258 (2020).

“Holiday” means New Year’s Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, and any other proclaimed by the Commission to be a holiday.

“Loading zone” means a space on the edge of a roadway designated by sign for the purpose of loading or unloading passengers or materials during specified hours or specified days.

“Motor vehicles” means every vehicle that is self-propelled, including tractors, fork-lift trucks, motorcycle, road building equipment, street cleaning equipment, and other vehicle capable of moving under its own power, notwithstanding that the vehicle may be exempt from licensing under the motor vehicle laws of Oregon.

“Person” means a natural person, firm partnership, association or corporation.

“Street” means highway, road or street as *the same are* defined in ORS 801.110, 801.305, 801.450 and 801.535, including the entire width of the right-of-way.

“Taxicab stand” means a space on the edge of a roadway designated by sign for use by taxicabs.

“Traffic lane” means that area of the roadway used for the movement of a single line of traffic.

“Vehicle,” as used in subsequent sections of this chapter, includes bicycles *as well as electric assisted bicycles*.

B. As used in this chapter, the singular includes the plural and the masculine includes the feminine.

Section 2. Section 10.04.220 is hereby replaced in its entirety with a new section to read as follows:

10.04.220 cycle/Electric –Assisted Bicycle operating rules.

- (A) *In addition to observing other applicable provisions of this chapter and state law pertaining to bicycles and electric-assisted bicycles (E-bikes), a person:*
- 1) *shall only park or otherwise leave a bicycle or E-bike in a bicycle rack if available. If a bicycle rack is not available, the bicycle or E-bike shall not be positioned or left so as to obstruct or otherwise impede the use of a roadway, sidewalk, trail, driveway or building entrance by pedestrians or other users of that facility;*
 - 2) *shall yield the right-of-way to pedestrian(s) while operating a bicycle or E-bike upon the Warrenton Trail System;*
 - 3) *shall give an audible signal as to their intention when you are overtaking or wishing to pass a pedestrian on the Warrenton Trail System, passing only on the left of the pedestrian and only when doing so can be done safely while operating a bicycle or E-Bike;*
 - 4) *shall ride a bicycle or E-Bike with their feet on the pedals, facing forward;*
 - 5) *shall wear a bicycle helmet as required by ORS 814.485 when riding a bicycle or E-Bike; and*
 - 6) *shall not ride an E-bike upon any sidewalk in the City. Bicycles may be ridden on sidewalks in the City except between SW First and SW Second Streets;*
 - 7) *shall not nor cause others to engage in, an E-Bike race upon the trail system or other public property without written permission of the City Police Department;*
 - 8) *shall not operate an E-Bike at a speed greater than reasonable and prudent when approaching a pedestrian while on bicycle routes other than the Warrenton Trail System;*
 - 9) *shall not carry more than one person at a time unless the bicycle or E-Bike is equipped and approved to carry more;*
 - 10) *shall not carry package(s), bundle(s) or articles so as to prevent the rider from keeping at least one hand upon the handlebars and in control of said bicycle or E-Bike;*
 - 11) *shall not ride abreast or side-by-side of any other person if that may interfere or impede normal and reasonable movement of pedestrians while operating a bicycle or E-bike upon any trail system in the City;*
 - 12) *shall not in any way attach themselves or the bicycle or E-bike to any other moving vehicle;*
 - 13) *shall not wear a headset, earplugs, earphones, either resting on or inserted in both ears while riding a bicycle or E-Bike;*
 - 14) *shall not operate a bicycle or E-bike under the influence of an alcoholic beverage and/or drug;*
- (B) *Rental Agencies. Rental agencies operating in the City may neither rent nor offer for rent E-bike(s) unless equipped as required by state law.*

Section 3. Section 10.04.230 is hereby replaced in its entirety with a new section to read as follows:

10.04.230 Impounding of Bicycles/Electric-Assisted Bicycles.

- (A) No person may leave a bicycle or E-bike on either public or private property without the consent of the person in charge or owner thereof.*
- (B) A bicycle or E-bike left on public property in excess of 24 hours may be impounded and held by the City.*
- (C) In addition to any citation issued, a bicycle or E-bike parked in violation of this chapter may be immediately impounded by the City.*
- (D) If a bicycle or E-bike licensed or otherwise capable of its ownership being ascertained and is impounded by the City, the police shall make reasonable efforts to notify the owner thereof. In the event the bicycle or E-bike was stolen, no impoundment fee shall be charged the lawful owner thereof.*
- (E) A bicycle or E-bike impounded remaining unclaimed for at least thirty (30) days may be disposed of consistent with the City's procedures for abandoned or lost personal property.*
- (F) Except as provided in subsection (D) of this section, a fee of \$50.00 shall be charged to the owner of a bicycle or E-bike impounded under this section.*

Section 4. This Ordinance shall become effective thirty days after its adoption by the Commission and approved by the Mayor.

PASSED by the City Commission of the City of Warrenton this 25th day of August, 2020.

First Reading: 08/11/20
Second Reading: 08/25/20

Approved

Henry A. Balensifer III, Mayor

Attest

Dawne Shaw, City Recorder



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: R. Collin Stelzig, P.E., Public Works Director
DATE: August 25, 2020
SUBJ: Resolution 2575 – Updated Commingled Recycling Rates

SUMMARY

Rate resolutions are considered over two meetings to give the public the opportunity to comment. Resolution 2575 increases the commingled curbside pickup rate from \$7.58 to \$7.80 a month (every other week pickup) and will be effective October 1, 2020. This is a pass through rate increase of 2.90%.

RECOMMENDATION/SUGGESTED MOTION

" I move to conduct the first reading by title, of Resolution No. 2575; Adopting and Setting New Rates for Residential Recycling Services effective October 1, 2020 and Repealing all Resolutions in Conflict."

ALTERNATIVE

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

FISCAL IMPACT

This is a pass through to Recology Western Oregon who provides the service.

Approved by City Manager:

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



Ms. Linda Engbretson
City Manager
City of Warrenton
PO Box 250
Warrenton, OR 97146

July 31, 2020

Dear Linda:

As you may recall, we submitted our annual rate review documents back on March 31st. At that time, we proposed the following:

- Defer the rate adjustment until September 1st, due to COVID impacting the community.
- Use the CPI data that was released in March 2020, showing a 2.9% increase over last year.

I have attached rate sheets showing the current rates, proposed adjustment, and proposed new rates. The section at the top of page 1 of the rate sheets shows the services billed to the City. We are not adjusting our rates for medical waste services, and the debris box ton rates for Garbage and Construction & Demolition material were adjusted based on changes in the tip fees at the disposal sites.

For material delivered to the Astoria Transfer Station, these rates will be effective on September 1st:

- Garbage tip fee for City trucks: \$95.65/ton; an increase of 2.9% from the current rate
- Yard Debris tip fee for City residents: \$12.75/yard; an increase of 2.0% from the current rate

We were hoping to attend the commission meeting on August 11th to review this proposal. Please let me know if this will work for you.

Feel free to reach out to Dave Larmouth if you have any questions, need any additional information, or if you would like hard copies of these documents. You can reach him on his cell at 503-437-0103, or via email at dlarmouth@recology.com.

We appreciate the opportunity to provide these essential services to our neighbors. We remain committed to keeping our operations running during this difficult time.

Respectfully,

A handwritten signature in black ink, appearing to read 'Carl Peters', with a stylized flourish at the end.

Carl Peters
General Manager

RESOLUTION NO. 2575
Introduced by All Commissioners
ADOPTING AND SETTING SANITATION DEPARTMENT RATES;
ESTABLISHING October 1, 2020, AS THE EFFECTIVE DATE, REPEALING
ANY OTHER RESOLUTION IN CONFLICT

WHEREAS, the Recology Western Oregon, the City's Residential Recycling Service Provider is instituting an increase in the residential recycling service rates in the City of Warrenton; and

WHEREAS, the increase requires an adjustment in user rates to meet City of Warrenton recycling expenses in the City's Sanitation Fund; and

WHEREAS, the City of Warrenton Sanitation Department is an enterprise fund and revenues must pay expenses; and

NOW THEREFORE, The Warrenton City Commission of the City of Warrenton does hereby adopt the following as its Residential Recycling Rates for the City of Warrenton.:

Section 1. The Warrenton City Commission hereby adopts the rate increase for Residential Recycling Rates, listed in Exhibit A for all users of its residential recycling service.

Section 2. The rate increase will be 2.90% from \$7.58 to \$7.80 monthly for Residential Recycling Services every other week.

Section 3. This resolution shall affect rates October 1, 2020.

First Reading: August 25, 2020

Second Reading:

ADOPTED by the City Commission of the City of Warrenton this _____ day of _____, 2020.

APPROVED

Henry A. Balensifer III, Mayor

ATTEST

Dawne Shaw, City Recorder

**RECOLOGY WESTERN OREGON
WAR CITY OF WARRENTON**

**SUMMARY RATE SHEET
EFF. DATE: 9/1/2020**

| CODE | DESCRIPTION | CURRENT RATE | INC % | INC \$\$ | NEW RATE |
|------|-------------|--------------|-------|----------|----------|
|------|-------------|--------------|-------|----------|----------|

| COLLECTION SERVICES - BILLED TO CITY | | | | MONTHLY RATES | |
|---|---------------------------------|-----------|-------|----------------------|-----------|
| 90REC | 90G COMMINGLED RECYCLING -CURB | \$ 7.58 | 2.90% | \$ 0.22 | \$ 7.80 |
| 90RES | 90G COMMINGLE-SIDE* | \$ 7.58 | 2.90% | \$ 0.22 | \$ 7.80 |
| 1CBE | CARDBOARD CONTAINER - ALL SIZES | \$ 37.14 | 2.90% | \$ 1.08 | \$ 38.22 |
| 2GEW | 2YD WASTE WATER EOW | \$ 187.80 | 2.90% | \$ 5.45 | \$ 193.25 |

*sideyard only available with City approval for customers with medical needs.

BULKY ITEM COLLECTION (SVC CHARGE + CHARGE PER ITEM)

RATES LISTED ARE FOR COLLECTION AT CURB. ADDITIONAL CHARGES MAY APPLY FOR RETRIEVAL. **RATE PER EACH**

| | | | | | |
|------|-------------------------|-----------|-------|---------|-----------|
| APF | REFRIGERATOR/FREEZER | \$ 51.66 | 0.00% | \$ - | \$ 51.66 |
| APPL | APPLIANCE | \$ 11.48 | 0.00% | \$ - | \$ 11.48 |
| FURN | FURNITURE CHARGE | \$ 17.22 | 0.00% | \$ - | \$ 17.22 |
| IRSC | IN ROUTE SERVICE CHARGE | \$ 32.58 | 2.90% | \$ 0.94 | \$ 33.52 |
| SC | SERVICE CHARGE | \$ 130.33 | 2.90% | \$ 3.78 | \$ 134.11 |

RELATED FEES

RATE PER EACH

| | | | | | |
|-------|---------------------------|-----------|-------|---------|-----------|
| CORDF | CONTAINER RE-DELIVERY FEE | \$ 130.33 | 2.90% | \$ 3.78 | \$ 134.11 |
|-------|---------------------------|-----------|-------|---------|-----------|

Note: Re-Delivery fees apply for resume service after suspend.

RATE PER EACH

| | | | | | |
|-----|----------------------|----------|-------|------|----------|
| CCF | CART CLEANING FEE | \$ 25.00 | 0.00% | \$ - | \$ 25.00 |
| CRF | CART REPLACEMENT FEE | \$ 65.00 | 0.00% | \$ - | \$ 65.00 |

Note: Replacement fee is used for loss/damage beyond normal wear and tear.

RATE PER EACH

| | | | | | |
|-------|-------------------------|-----------------------------------|-------|------|----------|
| WLI | WIND LATCH INSTALLATION | No charge for Warrenton residents | | | |
| RF | REINSTATEMENT FEE | \$ 15.00 | 0.00% | \$ - | \$ 15.00 |
| NSFCF | RETURNED CHECK FEE | \$ 25.00 | 0.00% | \$ - | \$ 25.00 |

FRONT-LOAD CONTAINER SERVICE

(City provides service for container sizes 3yds & under, unless City directs RWO to service)

1 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|----------|-------|---------|-----------|
| 1GE | 1YD TRASH EOW | \$ 99.44 | 2.90% | \$ 2.88 | \$ 102.32 |
| 1XP | EXTRA PICK UP-1YD TRASH | \$ 36.58 | 2.90% | \$ 1.06 | \$ 37.64 |

1.5 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|------|---------------------------|----------|-------|---------|----------|
| 1HXP | EXTRA PICK UP-1.5YD TRASH | \$ 47.07 | 2.90% | \$ 1.37 | \$ 48.44 |
|------|---------------------------|----------|-------|---------|----------|

2 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|-----------|-------|---------|-----------|
| 2GW | 2YD TRASH | \$ 253.77 | 2.90% | \$ 7.36 | \$ 261.13 |
| 2GE | 2YD TRASH EOW | \$ 140.61 | 2.90% | \$ 4.08 | \$ 144.69 |
| 2GM | 2YD TRASH MONTHLY | \$ 79.71 | 2.90% | \$ 2.31 | \$ 82.02 |
| 2OC | ON CALL-2YD TRASH | \$ 57.49 | 2.90% | \$ 1.67 | \$ 59.16 |
| 2XP | EXTRA PICK UP-2YD TRASH | \$ 57.49 | 2.90% | \$ 1.67 | \$ 59.16 |

3 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|-----------|-------|---------|-----------|
| 3GW | 3YD TRASH | \$ 336.08 | 2.90% | \$ 9.75 | \$ 345.83 |
| 3GE | 3YD TRASH EOW | \$ 181.75 | 2.90% | \$ 5.27 | \$ 187.02 |
| 3GM | 3YD TRASH MONTHLY | \$ 98.70 | 2.90% | \$ 2.86 | \$ 101.56 |
| 3OC | ON CALL-3YD TRASH | \$ 78.40 | 2.90% | \$ 2.27 | \$ 80.67 |
| 3XP | EXTRA PICK UP-3YD TRASH | \$ 78.40 | 2.90% | \$ 2.27 | \$ 80.67 |

**RECOLOGY WESTERN OREGON
WAR CITY OF WARRENTON**

**SUMMARY RATE SHEET
EFF. DATE: 9/1/2020**

| CODE | DESCRIPTION | CURRENT RATE | INC % | INC \$\$ | NEW RATE |
|------|-------------|--------------|-------|----------|----------|
|------|-------------|--------------|-------|----------|----------|

4 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|-----------|-------|----------|-----------|
| 4GW | 4YD TRASH | \$ 411.51 | 2.90% | \$ 11.93 | \$ 423.44 |
| 4GE | 4YD TRASH EOW | \$ 219.46 | 2.90% | \$ 6.36 | \$ 225.82 |
| 4GM | 4YD TRASH MONTHLY | \$ 116.13 | 2.90% | \$ 3.37 | \$ 119.50 |
| 4OC | ON CALL-4YD TRASH | \$ 97.57 | 2.90% | \$ 2.83 | \$ 100.40 |
| 4XP | EXTRA PICK UP-4YD TRASH | \$ 97.57 | 2.90% | \$ 2.83 | \$ 100.40 |

5 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|-----------|-------|----------|-----------|
| 5GW | 5YD TRASH | \$ 493.80 | 2.90% | \$ 14.32 | \$ 508.12 |
| 5GE | 5YD TRASH EOW | \$ 260.61 | 2.90% | \$ 7.56 | \$ 268.17 |
| 5GM | 5YD TRASH MONTHLY | \$ 135.15 | 2.90% | \$ 3.92 | \$ 139.07 |
| 5OC | ON CALL-5YD TRASH | \$ 118.46 | 2.90% | \$ 3.44 | \$ 121.90 |
| 5XP | EXTRA PICK UP-5YD TRASH | \$ 118.46 | 2.90% | \$ 3.44 | \$ 121.90 |

6 YARD CONTAINERS

MONTHLY RATES

| | | | | | |
|-----|-------------------------|-----------|-------|----------|-----------|
| 6GW | 6YD TRASH | \$ 576.13 | 2.90% | \$ 16.71 | \$ 592.84 |
| 6GE | 6YD TRASH EOW | \$ 301.77 | 2.90% | \$ 8.75 | \$ 310.52 |
| 6GM | 6YD TRASH MONTHLY | \$ 154.15 | 2.90% | \$ 4.47 | \$ 158.62 |
| 6OC | ON CALL-6YD TRASH | \$ 139.40 | 2.90% | \$ 4.04 | \$ 143.44 |
| 6XP | EXTRA PICK UP-6YD TRASH | \$ 139.40 | 2.90% | \$ 4.04 | \$ 143.44 |

8 YARD CONTAINERS

No new customers at this rate - safety issues

| | | | | | |
|-----|-------------------------|-----------|-------|----------|-----------|
| 8GW | 8YD TRASH | \$ 672.14 | 2.90% | \$ 19.49 | \$ 691.63 |
| 8GE | 8YD TRASH EOW | \$ 349.79 | 2.90% | \$ 10.14 | \$ 359.93 |
| 8GM | 8YD TRASH MONTHLY | \$ 176.34 | 2.90% | \$ 5.11 | \$ 181.45 |
| 8OC | ON CALL-8YD TRASH | \$ 163.78 | 2.90% | \$ 4.75 | \$ 168.53 |
| 8XP | EXTRA PICK UP-8YD TRASH | \$ 163.78 | 2.90% | \$ 4.75 | \$ 168.53 |

CONTAINER MONTHLY RENT (CHARGED TO WILL-CALL CUSTOMERS, SAME FOR ALL SIZES)

| | | | | | |
|------|------------------|----------|-------|------|----------|
| RNT1 | 1YD RENT - TRASH | \$ 20.00 | 0.00% | \$ - | \$ 20.00 |
|------|------------------|----------|-------|------|----------|

FRONT-LOAD COMPACTOR RATE FACTORS - For all compacted material, including pre-compacted waste.

| Compactor Rating | 4 : 1 | 3 : 1 | 2 : 1 |
|---|-------|-------|-------|
| Factor applied to container rate of same size | 1.5 | 1.3 | 1.12 |

MEDICAL WASTE COLLECTION SERVICES

RATE PER EACH

| | | | | | |
|-------|--------------------------------|----------|-------|------|----------|
| M4HSC | 4.7 QT SHARPS CONTAINER | \$ 20.93 | 0.00% | \$ - | \$ 20.93 |
| M10SC | 10 QT SHARPS CONTAINER | \$ 24.24 | 0.00% | \$ - | \$ 24.24 |
| M23SC | 23 QT SHARPS CONTAINER | \$ 46.82 | 0.00% | \$ - | \$ 46.82 |
| 9CDBC | 9GAL CONFIDENTIAL DOCUMENT BOX | \$ 33.58 | 0.00% | \$ - | \$ 33.58 |
| M21BX | 21 GAL MEDICAL WASTE BOX | \$ 43.34 | 0.00% | \$ - | \$ 43.34 |
| M48BX | 48 GAL MEDICAL WASTE BOX | \$ 49.47 | 0.00% | \$ - | \$ 49.47 |
| M8GBP | RX MED WASTE TUB | \$ 97.47 | 0.00% | \$ - | \$ 97.47 |

Note: Additional fees may apply for overweight tubs. Improperly prepared materials cannot be collected

| CODE | DESCRIPTION | CURRENT RATE | INC % | INC \$\$ | NEW RATE |
|------|-------------|--------------|-------|----------|----------|
|------|-------------|--------------|-------|----------|----------|

DEBRIS BOX SERVICES

SET HAUL FEES (BASED ON AVERAGE TRUCK TIMES)

RATE PER HAUL

| | | | | | |
|------|--------------------------------|-----------|-------|---------|-----------|
| DEL | DELIVERY CHARGE | \$ 65.16 | 2.90% | \$ 1.89 | \$ 67.05 |
| 10HD | RECYCLE HAULS TO TRAILS END | \$ 97.74 | 2.90% | \$ 2.83 | \$ 100.57 |
| 10HG | 10 YD TRASH BOX HAUL | \$ 130.32 | 2.90% | \$ 3.78 | \$ 134.10 |
| 20HG | 20 YD TRASH BOX HAUL | \$ 130.32 | 2.90% | \$ 3.78 | \$ 134.10 |
| 30HG | 30 YD TRASH BOX HAUL | \$ 130.32 | 2.90% | \$ 3.78 | \$ 134.10 |
| 47HG | 47 YD TRASH BOX HAUL | \$ 130.32 | 2.90% | \$ 3.78 | \$ 134.10 |
| 40CG | COMPACTOR HAUL FEE (ALL SIZES) | \$ 155.60 | 2.90% | \$ 4.51 | \$ 160.11 |

DEBRIS BOX DISPOSAL FEES (\$\$/TON)

RATE PER TON

| | | | | | |
|------|----------------------------|-----------------------------------|-------|---------|-----------|
| DFDM | DISPOSAL FEE - DEMOLITION | \$ 102.69 | 4.16% | \$ 4.27 | \$ 106.96 |
| DFG | DISPOSAL FEE - GARBAGE | \$ 105.87 | 2.90% | \$ 3.07 | \$ 108.94 |
| DFYD | DISPOSAL FEE - YARD DEBRIS | NO CHARGE - BILLED TO CITY BY ATS | | | |

Note: Recycling ton fees will be equal to or less than trash fees, based on current market pricing.

RELATED FEES

RATE PER DAY

| | | | | | |
|-------|------------------|----------|-------|---------|----------|
| RENTD | DAILY RENTAL FEE | \$ 13.01 | 2.90% | \$ 0.38 | \$ 13.39 |
|-------|------------------|----------|-------|---------|----------|

Note: Daily Rent applies after 48 hours, excluding evenings and weekends.

RATE PER MONTH

| | | | | | |
|-------|--------------------|-----------|-------|---------|-----------|
| RENTM | MONTHLY RENTAL FEE | \$ 129.81 | 2.90% | \$ 3.76 | \$ 133.57 |
|-------|--------------------|-----------|-------|---------|-----------|

Note: Monthly rent applies for customers who keep a box for a year or longer.

RATE PER HOUR

| | | | | | |
|------|-----------------------|-----------|-------|---------|-----------|
| TIME | TRUCK TIME FEE | \$ 130.32 | 2.90% | \$ 3.78 | \$ 134.10 |
| 1T1E | 1 TRUCK - 1 EMPLOYEE | \$ 130.33 | 2.90% | \$ 3.78 | \$ 134.11 |
| 1T2E | 1 TRUCK - 2 EMPLOYEES | \$ 195.46 | 2.90% | \$ 5.67 | \$ 201.13 |

Note: Hourly Truck Time is used for hauls to destinations outside our normal operating areas.

BULKY ITEMS - DEBRIS BOX

STANDARD FEES APPLY FOR THESE ITEMS IF DECLARED & SEPARATED ACCORDING TO INSTRUCTION:
ADDITIONAL FEES MAY APPLY FOR ITEMS FOUND IN LOADS.

RATE PER EACH

| | | | | | |
|-------|----------------------|----------|-------|------|----------|
| TOFFR | TIRE CHARGE NO RIM | \$ 4.59 | 0.00% | \$ - | \$ 4.59 |
| TONR | TIRE CHARGE ON RIM | \$ 9.18 | 0.00% | \$ - | \$ 9.18 |
| APPL | APPLIANCE | \$ 11.48 | 0.00% | \$ - | \$ 11.48 |
| APF | REFRIGERATOR/FREEZER | \$ 51.66 | 0.00% | \$ - | \$ 51.66 |

Finance Charges (0.75% monthly, 9% annually) will be assessed on any past due amount (excluding amounts in dispute over billing or service issues).

Billing Terms: Commercial Accounts are billed on a monthly basis.



AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: Collin Stelzig, P.E., Public Works Director
 DATE: August 25, 2020
 SUBJ: Video Pipe Inspection of Sewer Mains Project Contract for Goods and Services with TSR Corporation

SUMMARY

Public Works requested proposals for Video Pipe Inspection of Sewer Mains and received three proposals. The contract included Cleaning and video inspection and providing a recorded narrative and written report. The successful proposal of \$33,152.50 was submitted by TSR Corporation of Longview, WA.

The other proposers were Spartan Environmental Services with a proposal of \$47,328.00 and Pacific INT-R0TEK with a proposal of \$59,987.50.

Public Works recommends accepting the proposal from TSR Corporation and authorizing the attached contract.

RECOMMENDATION/SUGGESTED MOTION

I move to award the contract for the Video Pipe Inspection of Sewer Mains to TSR Corporation.

ALTERNATIVE

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

FISCAL IMPACT

This project was approved in the City of Warrenton 2020-2021 Fiscal Year Budget of Sewer Materials and Services.

Approved by City Manager:

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

**CITY OF WARRENTON
CONTRACT FOR
GOODS AND SERVICES**

CONTRACT:

This Contract, made and entered into this ____ day of _____ 20__, by and between the City of Warrenton, a municipal corporation of the State of Oregon, hereinafter called "CITY," and TSR Corporation, 2905 E 16th Pl. Apt 1, Vancouver, WA 98661, hereinafter called "CONTRACTOR", duly authorized to do business in Oregon.

WITNESSETH

WHEREAS, the CITY requires goods and services which CONTRACTOR is capable of providing, under terms and conditions hereinafter described; and

WHEREAS, CONTRACTOR is able and prepared to provide such goods and services as CITY does hereinafter require, under those terms and conditions set forth; now, therefore,

IN CONSIDERATION of those mutual promises and the terms and conditions set forth hereafter, the parties agree as follows:

1. CONTRACTOR SERVICES

- A. CONTRACTOR shall provide goods and services for the CITY, as outlined in its attached bid dated August 4, 2020, and is attached hereto as Exhibit A.
- B. CONTRACTOR'S obligations are defined solely by this Contract, the RFP and its attachment and not by any other contract or agreement that may be associated with this project.

2. COMPENSATION

- A. The CITY agrees to pay CONTRACTOR a total not-to-exceed price of \$ 33,152.00 for providing performance of those goods and services provided herein;
- B. The CONTRACTOR will submit a final invoice referencing 030-430-380007 for all goods provided or services rendered to: City of Warrenton, Attention: Accounts Payable, PO Box 250, Warrenton, Oregon 97146, **OR**, CONSULTANT may submit invoice via email to ap@ci.warrenton.or.us. City pays net 21 upon receipt of invoice.
- C. CITY certifies that sufficient funds are available and authorized for expenditure to finance costs of this Contract.

3. CONTRACTOR IDENTIFICATION

CONTRACTOR shall furnish to the CITY the CONTRACTOR'S employer identification number, as designated by the Internal Revenue Service, or CONTRACTOR'S Social Security number, as CITY deems applicable.

4. CITY'S REPRESENTATIVE

For purposes hereof, the CITY'S authorized representative will be Linda Engbretson, City Manager.

5. CONTRACTOR'S REPRESENTATIVE

For purposes hereof, the CONTRACTOR'S authorized representative will be _____.

6. CONTRACTOR IS INDEPENDENT CONTRACTOR

- A. CONTRACTOR'S services shall be provided under the general supervision of City's project director or his designee, but CONTRACTOR shall be an independent CONTRACTOR for all purposes and shall be entitled to no compensation other than the compensation provided for under Section 2 of this Contract,
- B. CONTRACTOR acknowledges that for all purposes related to this contract, CONTRACTOR is and shall be deemed to be an independent CONTRACTOR and not an employee of the CITY, shall not be entitled to benefits of any kind to which an employee of the CITY is entitled and shall be solely responsible for all payments and taxes required by law; and furthermore in the event that CONTRACTOR is found by a court of law or an administrative agency to be an employee of the CITY for any purpose, CITY shall be entitled to offset compensation due, or, to demand repayment of any amounts paid to CONTRACTOR under the terms of the contract, to the full extent of any benefits or other remuneration CONTRACTOR receives (from CITY or third party) as result of said finding and to the full extent of any payments that CITY is required to make (to CONTRACTOR or a third party) as a result of said finding.
- C. The undersigned CONTRACTOR hereby represents that no employee of the City of Warrenton, or any partnership or corporation in which a City of Warrenton employee has an interest, has or will receive any remuneration of any description from the CONTRACTOR, either directly or indirectly, in connection with the letting or performance of this contract, except as specifically declared in writing.

7. CANCELLATION FOR CAUSE

CITY may cancel all or any part of this Contract if CONTRACTOR breaches any of the terms herein or in the event of any of the following: Insolvency of CONTRACTOR; voluntary or involuntary petition in bankruptcy by or against CONTRACTOR; appointment of a receiver or trustee for CONTRACTOR, or any assignment for benefit of creditors of CONTRACTOR. Damages for breach shall be those allowed by Oregon law, reasonable and necessary attorney's fees, and other costs of litigation at trial and upon appeal. CONTRACTOR may likewise cancel all or any part of this contract if CITY breaches any of the terms herein and be therefore entitled to equivalent damages as expressed above for CITY.

8. ACCESS TO RECORDS

CITY shall have access to such books, documents, papers and records of contract as are directly pertinent to this contract for the purposes of making audit, examination, excerpts and transcripts.

9. FORCE MAJEURE

Neither CITY nor CONTRACTOR shall be considered in default because of any delays in completion of responsibilities hereunder due to causes beyond the control and without fault or negligence on the part of the party so disabled provided the party so disabled shall within ten (10) days from the beginning such delay notify the other party in writing of the causes of delay and its probable extent. Such notification shall not be the basis for a claim for additional compensation.

10. NONWAIVER

The failure of the CITY to insist upon or enforce strict performance by CONTRACTOR of any of the terms of this Contract or to exercise any rights hereunder shall not be construed as a waiver or relinquishment to any extent of its right to assert or rely upon such terms or rights on any future occasion.

11. ATTORNEY'S FEES

In the event suit or action is instituted to enforce any of the terms of this contract, the prevailing party shall be entitled to recover from the other party such sum as the court may adjudge reasonable as attorney's fees at trial or on appeal of such suit or action, in addition to all other sums provided by law.

12. APPLICABLE LAW

The law of the State of Oregon shall govern the validity of this Agreement, its interpretation and performance, and any other claims related to it.

13. CONFLICT BETWEEN TERMS

It is further expressly agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the proposal of the CONTRACTOR, this instrument shall control and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.

14. INDEMNIFICATION

CONTRACTOR agrees to indemnify and hold harmless the CITY, its Officers, and Employees against and from any and all loss, claims, actions, suits, reasonable defense costs, attorney fees and expenses for or on account of injury, bodily or otherwise to, or death of persons, damage to or destruction of property belonging to CITY, contractor, or others resulting from or arising out of CONTRACTOR'S negligent acts, errors or omissions in the supply of goods or performance of services pursuant to this Agreement. This agreement to indemnify applies whether such claims are meritorious or not; provided, however, that if any such liability, settlements, loss, defense costs or expenses result from the concurrent negligence of CONTRACTOR and The CITY this indemnification and agreement to assume defense costs applies only to the extent of the negligence or alleged negligence of the CONTRACTOR.

15. INSURANCE

Prior to starting work hereunder, CONTRACTOR, at CONTRACTOR'S cost, shall secure and continue to carry during the term of this contract, with an insurance company acceptable to CITY, the following insurance:

A. **Commercial General Liability.** Contractor shall obtain, at Contractor's expense and keep in effect during the term of this Contract, Commercial General Liability Insurance covering bodily injury and property damage with limits of not less than \$1,000,000 per occurrence and the annual aggregate of not less than \$2,000,000. Coverage shall include contractors, subcontractors and anyone directly or indirectly employed by either. This insurance will include personal and Advertising injury liability, products and completed operations. Coverage may be written in combination with Automobile Liability Insurance (with separate limits). Coverage will be written on an occurrence basis. If written in conjunction with Automobile Liability the combined single limit per occurrence will not be less than \$1,000,000 for each job site or location. Each annual aggregate limit will not be less than \$2,000,000.

B. Automobile Liability. Contract shall obtain, at Contractor's expense and keep in effect during the term of the resulting Contract, Commercial Business Automobile Liability Insurance covering all owned, non-owned, or hired vehicles. This coverage may be written in combination with the Commercial General Liability Insurance (with separate limits). Combined single limit per occurrence will not be less than \$1,000,000, and annual aggregate not less than \$2,000,000.

C. Additional Insured. The liability insurance coverage shall include City and its officers and employees as Additional Insured but only with respect to Contractor's activities to be performed under this Contract. Coverage will be primary and non-contributory with any other insurance and self-insurance. Prior to starting work under this Contract, Contractor shall furnish a certificate to City from each insurance company providing insurance showing that the City is an additional insured, the required coverage is in force, stating policy numbers, dates of expiration and limits of liability, and further stating that such coverage is primary and not contributory.

D. Notice of Cancellation or Change. There will be no cancellation, material change, potential exhaustion of aggregate limits or non-renewal of insurance coverage(s) without thirty (30) days written notice from Contractor or its insurer(s) to City. Any failure to comply with the reporting provisions of this clause will constitute a material breach of this Contract and will be grounds for immediate termination of this Agreement.

16. WORKMEN'S COMPENSATION

The CONTRACTOR, its subcontractors, if any, and all employers working under this Agreement are either subject employers under the Oregon Workers' Compensation Law and shall comply with ORS 656.017, which requires them to provide workers' compensation coverage for all their subject workers, or are employers that are exempt under ORS 656.126.

17. LABORERS AND MATERIALMEN, CONTRIBUTIONS TO INDUSTRIAL ACCIDENT FUND, LIENS AND WITHHOLDING TAXES

- A. Contractor shall make payment promptly, as due, to all persons supplying CONTRACTOR labor or material for the prosecution of the work provided for this contract.
- B. Contractor shall pay all contributions or amounts due the Industrial Accident Fund from CONTRACTOR or any subcontractor incurred in the performance of the contract.
- C. Contractor shall not permit any lien or claim to be filed or prosecuted against the state, county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material furnished.
- D. Contractor shall pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

18. PAYMENT OF MEDICAL CARE

Contractor shall promptly, as due, make payment to any person, co-partnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury to the employees of such CONTRACTOR, of all sums which the CONTRACTOR agrees to pay for such services and all moneys and sums which the CONTRACTOR collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service.

NOTICE TO CONTRACTORS

VIDEO PIPE INSPECTION

CITY OF WARRENTON WARRENTON, OREGON

Collin Stelzig, PE

Public Works Director

City of Warrenton, Public Works Department

45 SW 2nd Street

Warrenton, Oregon 97146

Bids for the **VIDEO PIPE INSPECTION OF SEWER MAINS** will be received by Geoffrey Liljenwall, YKE Engineering until 2:00 p.m., Pacific Time, on **August 4, 2020** at which time and place, they will be publicly opened and read aloud.

Bids can be emailed to: geoff.liljenwall@gmail.com

In General this project consists: This Work consists of cleaning sewer mains, inspecting them using video equipment and making a recorded narrative and written report of the findings.

This project is a turnkey project – CONTRACTOR to provide vacuum/jet truck, video truck, and traffic control. A portion of this is in Oregon Department Right of Way – HWY 104 and HWY 101B.

Existing plans for these mains are available as part of this package.

As per ODOT Standard Specifications (2018) – work and basis of payment:

Cleaning and Video Inspection of Sewer Mains (Payment per Linear Foot): Sewer Mains are to be cleaned and video inspected as per ODOT Section 00415 - Video Pipe Inspection. City (Agency) will provide a dump site for material at the Waste Water Treatment Plant – for sewer mains. Cleaning of the sewer mains is incidental to this pay item.

Prior to the inspection of the system by the Engineer, the Contractor shall flush and clean all parts of the system. The Contractor shall remove all accumulated debris, rocks, gravel, sand, silt and other foreign material from the system at or near the closest downstream manhole. A basket or a similar piece of equipment to be used to capture material – to stop it from travelling downstream

Reference: 00415.40 General Video Inspection:

(b) Cleaning - Install a screen to catch debris at the downstream end of the pipe run. Clean the pipe of obstructions that will impede video inspection.

Temporary Work Zone Traffic Control, Complete (Lump Sum Payment): The lump sum payment for Temporary Work Zone Traffic Control shall include: providing temporary traffic control measures (TTCM) and furnishing, installing, moving, operating, maintaining, inspecting, and removing traffic control devices (TCD) throughout the Project area according the traffic control plan (TCP) for the Project, these Specifications, or as directed. Payment will be made on for the completed project.

Contractor will need to prepare and submit for the ODOT ROW permit. They will also be responsible for preparing the necessary traffic control plan.

<https://www.oregon.gov/odot/Forms/2ODOT/7343457.pdf>

Cleaning Sewer Lift Station Wet well (Payment per Each): Clean and dispose all material in wet wells after cleaning sewer mains that flow to the wet well.

City will provide:

1. Water Source - The contractor will be required to apply for a hydrant meter, but will not be charged the rental fee or water use.
2. City will provide a dump site for material at the Waste Water Treatment Plant – (105 NE 5th Street).

Maps:

1. 1 Sheet - City of Warrenton GIS – Overview of Project Area
2. 5 Sheets – City of Warrenton GIS – of the project area.
 - a. Map shows SSMH naming and approximate distance between SSMH
 - b. These maps are broken down into Pump Station drainage systems
 - c. Identifies Force Main Discharge Manholes
 - i. Note some of these are small and larger flow pump stations.
3. 10 Sheets – City of Warrenton - Construction Plans for these areas.
 - a. Marlin - north and south of HWY 101

CITY OF WARRENTON
PUBLIC WORKS
BIDDER SOURCE INFORMATION
SCHEDULE OF UNIT PRICES

1. Bidder Company Name: _____
2. Address: _____
3. City: _____
4. Telephone: _____ Fax: _____
5. E-mail: _____

By: _____
 Authorized Representative: _____
 Date: _____

SCHEDULE OF UNIT PRICES

| Item | Description | Unit | Quantity | Unit Cost | Total |
|--------------|---|------|----------|-----------|-------|
| 1 | Sewer Main – clean and video inspection | LF | 14,450 | | |
| 2 | Traffic Control, ODOT ROW Permit & Traffic Control Plan | LS | 1 | | |
| 3 | Cleaning Sewer Lift Station Wet Wells | EA | 3 | | |
| Total | | | | | |

Written Total:

Point of Contact:

Geoffrey G. Liljenwall, PE
 Youngs River Engineering LLC
 503-791-3010 (C)
geoff.liljenwall@gmail.com

SEWER MANHOLE (SSMH) DESIGNATIONS AND APPROXIMATE LENGTHS BETWEEN SSMH

| Harbor Drainage Basin | | |
|------------------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CB-110-02 | CB-110-01 | 229 |
| CB-110-01 | CB-100-01 | 63 |
| CB-100-02 | CB-100-01 | 428 |
| CB-100-03 | CB-100-02 | 478 |
| CB-100-04 | CB-100-03 | 268 |
| CB-100-05 | CB-100-04 | 325 |
| CB-120-01 | CB-100-05 | 188 |
| CB-100-06 | CB-100-05 | 301 |
| CB-130-01 | CB-100-05 | 265 |
| | | 2545 |

| Fred Meyers | | |
|--------------------|-------------------|------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-120-01 | CC-100-04 | 275 |
| CC-121-01 | CC-120-01 | 40 |
| CC-122-05 | CC-120-01 | 92 |
| CC-121-02 | CC-121-01 | 52 |
| CC-121-03 | CC-121-02 | 248 |
| | | 707 |

| Marlin Drainage Basin | | |
|------------------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-300-03 | CC300-01 | 189 |
| CC-300-01 | CC-300-02 | 458 |
| CC-300-02 | CC-100-01 | 375 |
| CC-100-01 | P/S | 64 |
| CC-100-02 | CC-100-01 | 195 |
| CC-100-03 | CC-100-02 | 161 |
| CC-100-04 | CC-100-03 | 170 |
| CC-100-05 | CC-100-04 | 247 |
| CC-100-06 | CC-100-05 | 286 |
| CC-100-07 | CC-100-06 | 286 |
| CC-100-08 | CC-100-07 | 270 |
| CC-130-01 | CC-100-07 | 265 |
| | | 2966 |

| Marlin (South) | | |
|-----------------------|-------------------|--------------|
| UPSTREAM | DOWNSTREAM | LF |
| CD-100-01 | P/S | 74 |
| CD-100-02 | CD-100-01 | 37 |
| CD-100-03 | CD-100-02 | 200 |
| CD-100-04 | CD-100-03 | 225 |
| CD-110-01 | CD-100-03 | 469 |
| CD-110-02 | CD-100-03 | 330 |
| CD-120-01 | CD-100-04 | 293 |
| CD-100-05 | CD-100-04 | 194 |
| CD-100-06 | CD-100-05 | 198 |
| CD-100-07 | CD-100-06 | 140 |
| CD-130-01 | CD-100-07 | 456 |
| CD-100-08 | CD-100-07 | 272 |
| CD-100-09 | CD-100-08 | 458 |
| CD-100-10 | CD-100-09 | 260 |
| CD-100-11 | CD-100-10 | 406 |
| CD-100-12 | CD-100-11 | 287 |
| CD-100-13 | CD-100-12 | 342 |
| CD-100-14 | CD-100-13 | 191 |
| | | 4,832 |

| SE 2nd ST | | |
|------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-200-01 | CC-100-01 | 62 |
| CC-200-02 | CC-200-01 | 495 |
| CC-210-01 | CC-200-02 | 42 |
| CC-200-03 | CC-200-02 | 254 |
| FM SSMH | CC-210-01 | 220 |
| | | 1073 |

CITY OF WARRENTON
PUBLIC WORKS
BIDDER SOURCE INFORMATION
SCHEDULE OF UNIT PRICES

1. Bidder Company Name: TSR Corporation
 2. Address: 2905 E. 116th Place Apt. I
 3. City: Vancouver, WA 98661
 4. Telephone: 253-306-7255 Fax: N/A
 5. E-mail: tsrcorporation@aol.com
 By: Authorized Representative: Trav Simmons
 Date: 8-4-2020

SCHEDULE OF UNIT PRICES

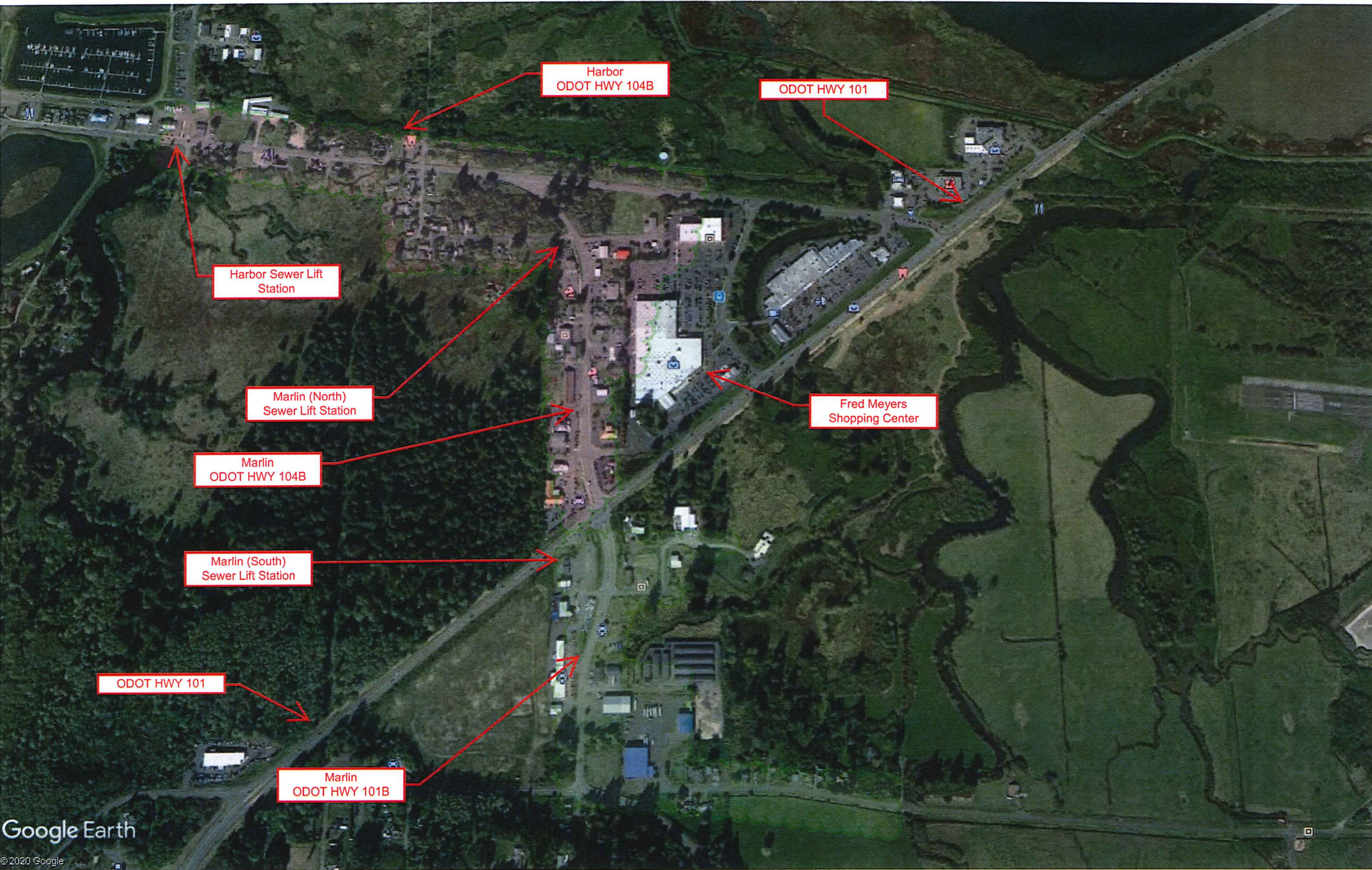
| Item | Description | Unit | Quantity | Unit Cost | Total |
|--------------|---|------|----------|--|----------------------------------|
| 1 | Sewer Main – clean and video inspection | LF | 14,450 | .75 LF Clean .75 LF Video | \$ 10,837.50 \$ 10,837.50 |
| 2 | Traffic Control, ODOT ROW Permit & Traffic Control Plan | LS | 1 | \$1835 ⁵⁰ /Day (5) TC Plans ²⁵⁰ (2) | \$ 9177. ⁵⁰ \$ 500 |
| 3 | Cleaning Sewer Lift Station Wet Wells | EA | 3 | \$ 600. ⁰⁰ each | \$ 1800 |
| Total | | | | | \$ 33,152.⁵⁰ |

Written Total:

Will be using D³A Flagger out of Portland.

Point of Contact:

Geoffrey G. Liljenwall, PE
 Youngs River Engineering LLC
 503-791-3010 (C)
geoff.liljenwall@gmail.com



Harbor
ODOT HWY 104B

ODOT HWY 101

Harbor Sewer Lift
Station

Marlin (North)
Sewer Lift Station

Fred Meyers
Shopping Center

Marlin
ODOT HWY 104B

Marlin (South)
Sewer Lift Station

ODOT HWY 101

Marlin
ODOT HWY 101B

Harbor (West)

NE Harbor Pl
CB-110-02

UNKNOWN

229 LF

CB-110-01

63 LF

CB-100-01

NE Railroad Ave
NE Heron Ave
CB-100-02

428 LF

478 LF

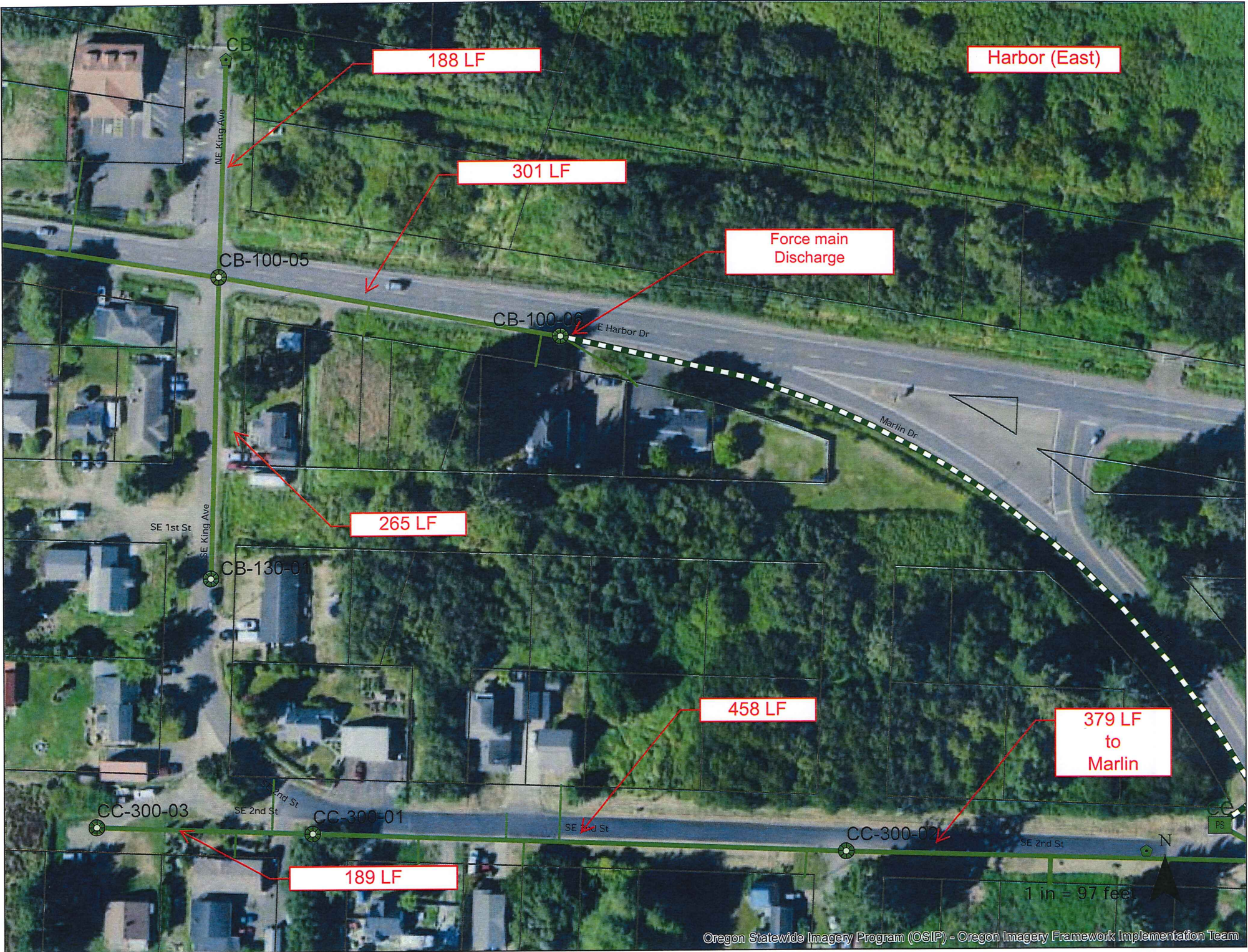
E Harbor Dr
CB-100-03

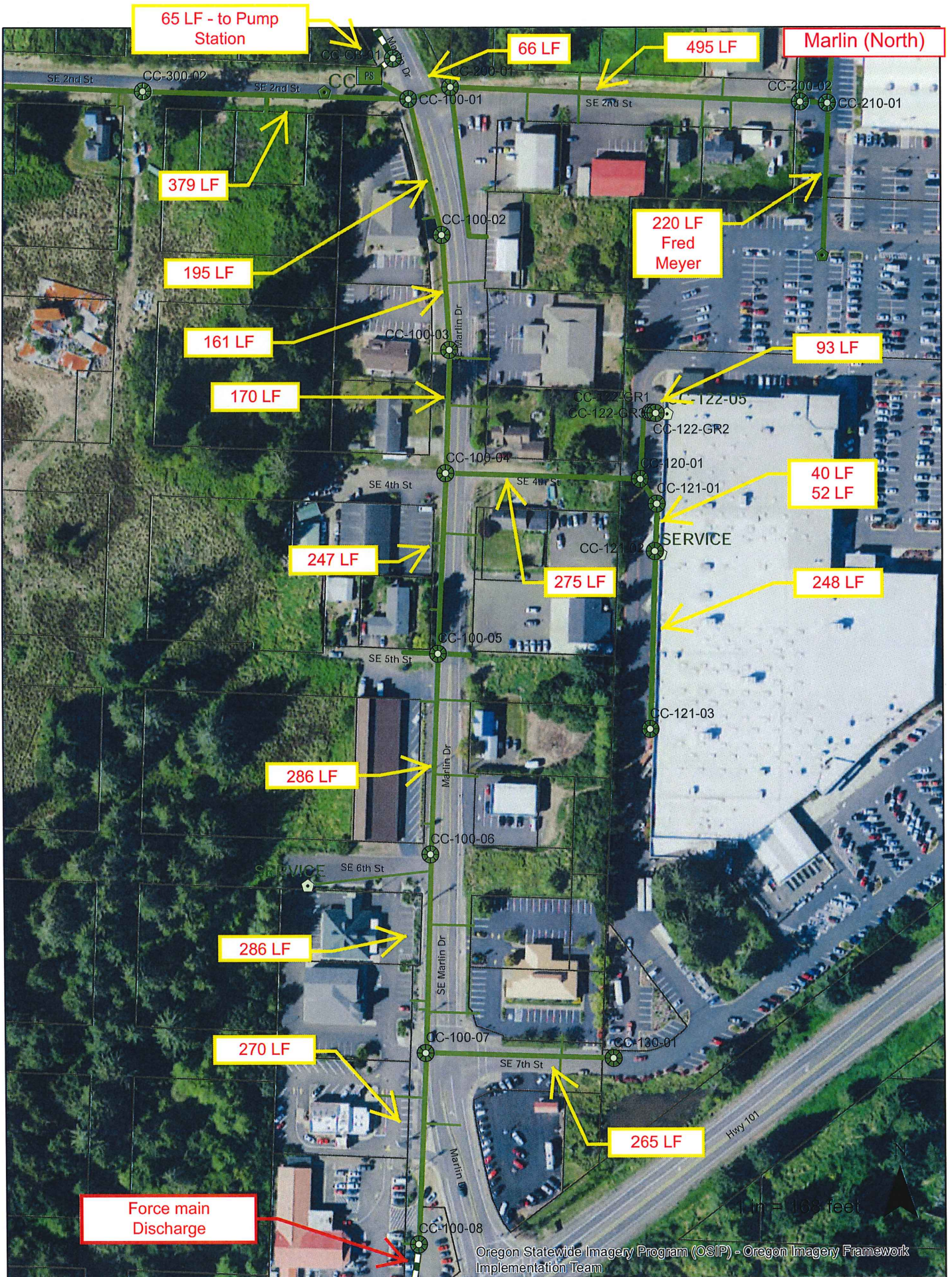
CD-100-04

268 LF

325 LF
to
SE King

1 in = 129 feet





Marlin (North)

Force main
Discharge

254 LF

CC-200-03

CC-212-02 CC-212-03 CC-212-04
CC-212-05 CC-212-06

CC-CB-01

CC-200-01

CC-100-01

SE 2nd St

CC-200-02

CC-212-01

CC-210-01

CC-100-02

SE Marlin Dr

1 in = 97 feet



ODOT HWY 101

MARLIN - SOUTH

PS - 200 LF

469 LF

225 LF

330 LF

293 LF

194 LF

198 LF

140 LF

Force main Discharge

272 LF

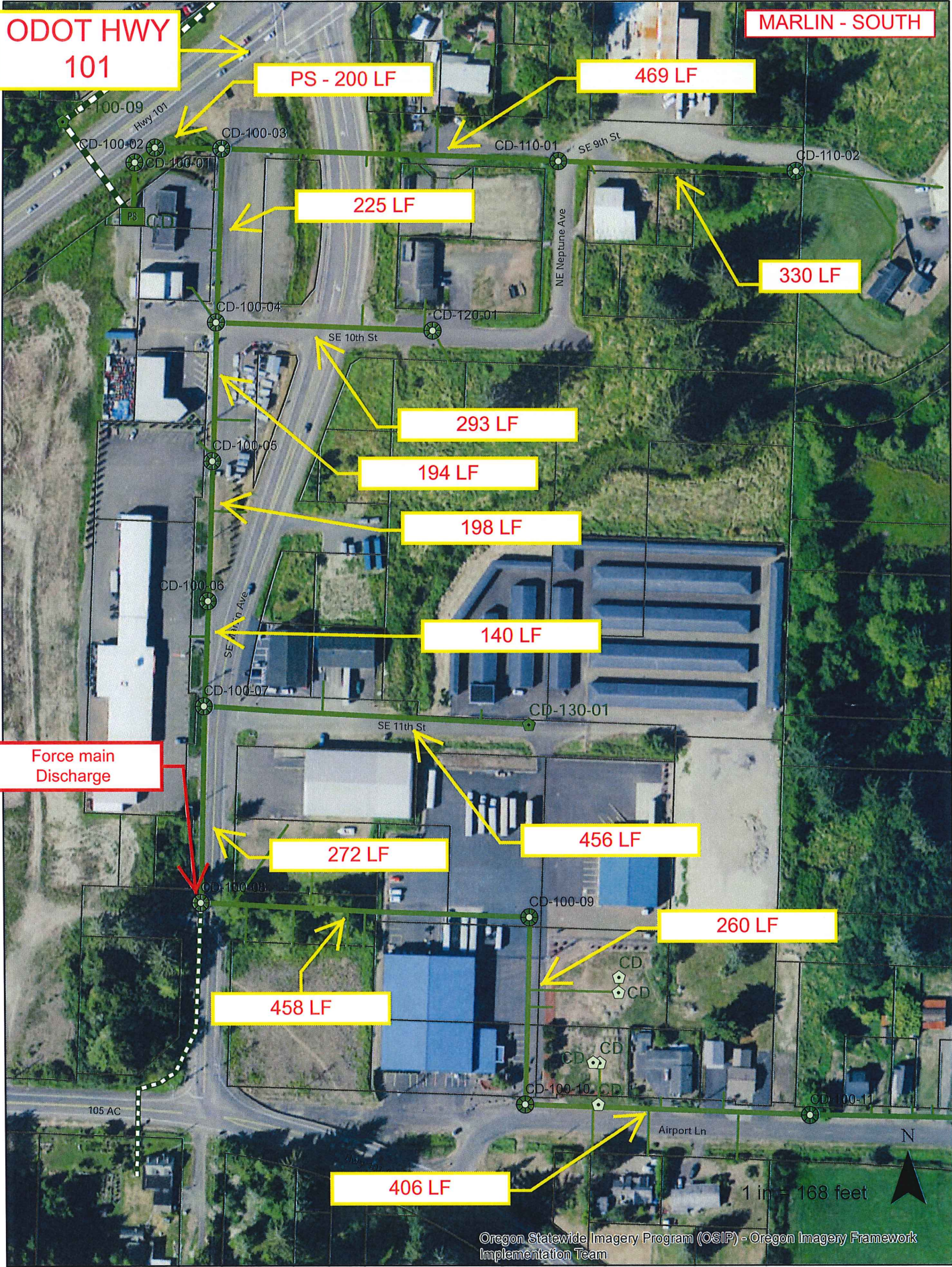
456 LF

260 LF

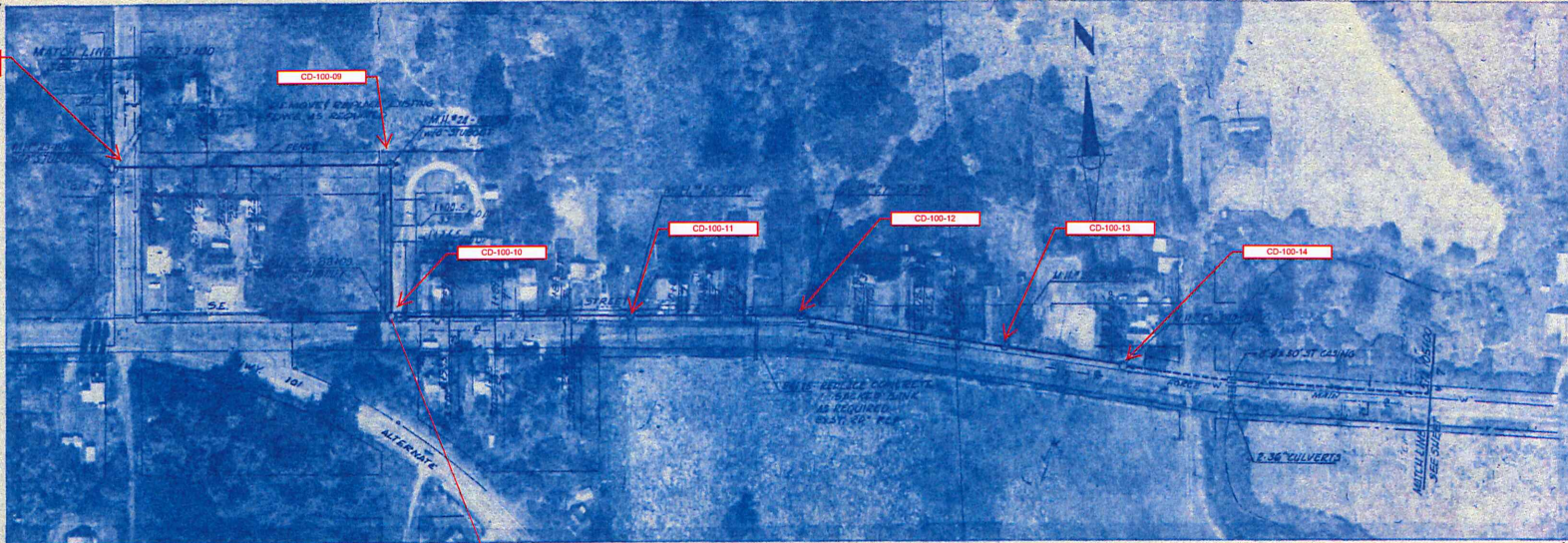
458 LF

406 LF

1 in = 168 feet

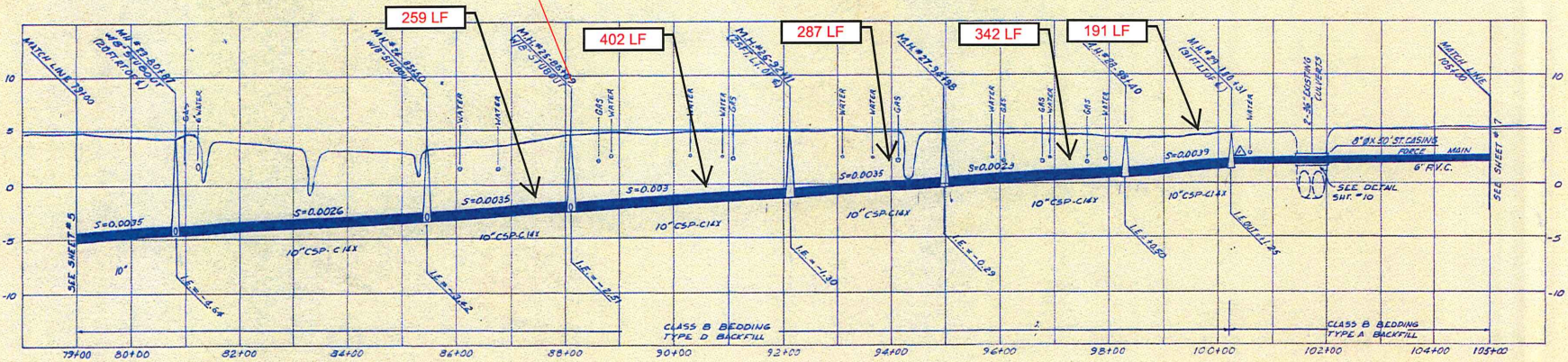


Marlin



Marlin (South)

PLAN
SCALE 1" = 100'



PROFILE
SCALE HORZ. 1" = 100'
VERT. 1" = 5'



| | | |
|------|----|----------|
| DATE | BY | REVISION |
| | | |



ROBERT E. MEYER ENGINEERS INC.
 14250 S. W. ALLEN BOULEVARD
 SEASIDE, OREGON 97138
 PHONE (503) 644-3192

PORT OF ASTORIA
 ASTORIA, OREGON

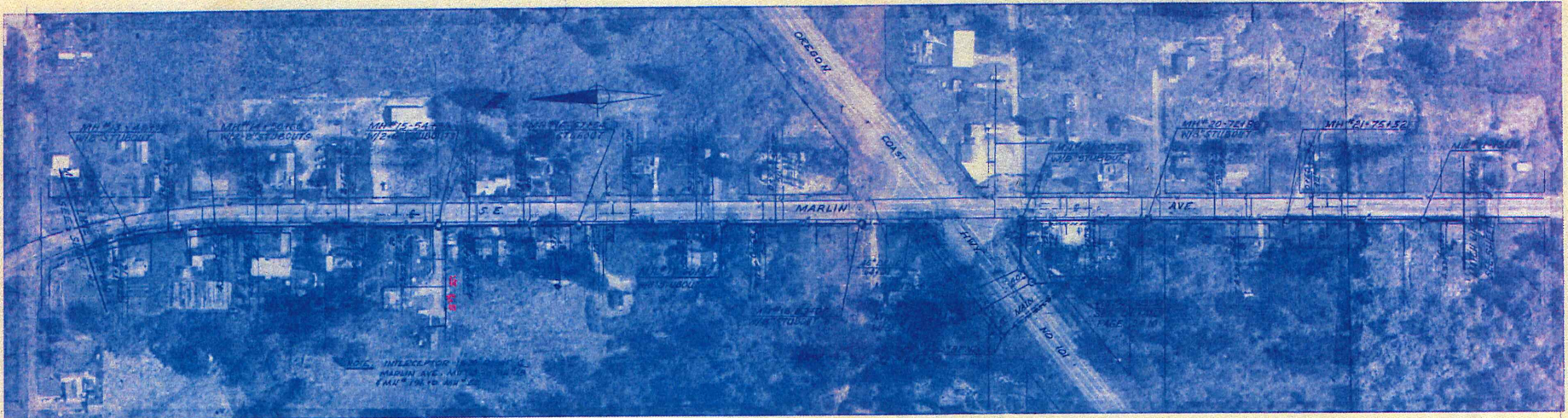
DESIGN *E.J.W.* DRAWN *B.D.F.* CHECKED

EAST WARRENTON INTERCEPTOR SEWER
PLAN & PROFILE 79+00-105+00

DATE **MARCH '74** SCALE **AS NOTED**

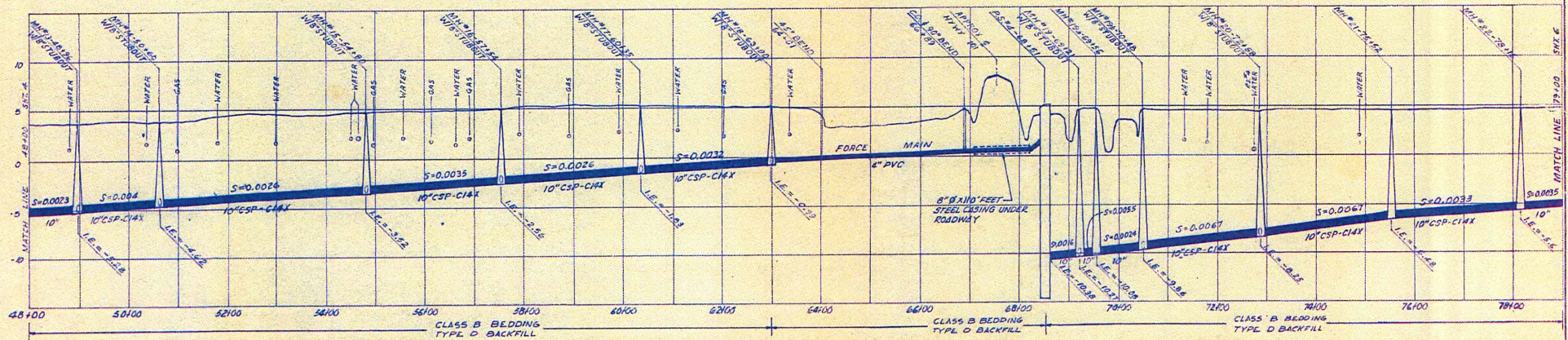
APPROVED BY

6/11
 SHEET 104-3



PLAN Δ
SCALE 1"=100'

21.5
15.6
9.8



PROFILE Δ
SCALE HORIZ 1"=100'
VERT 1"=5'

See 71 sheet

| | |
|------|----------|
| DATE | REVISION |
| | |
| | |
| | |

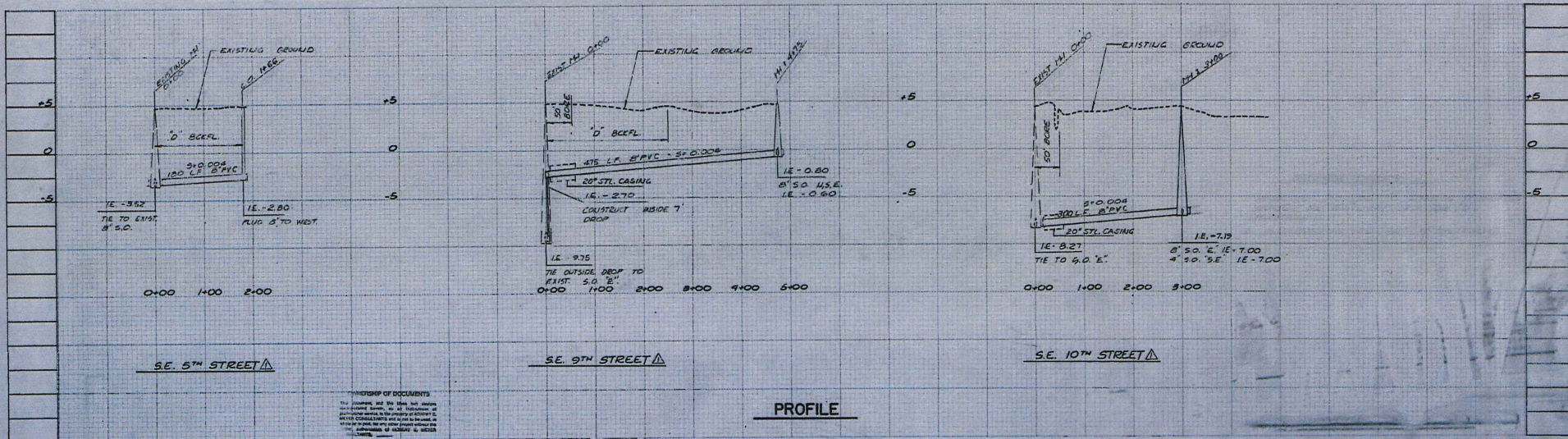
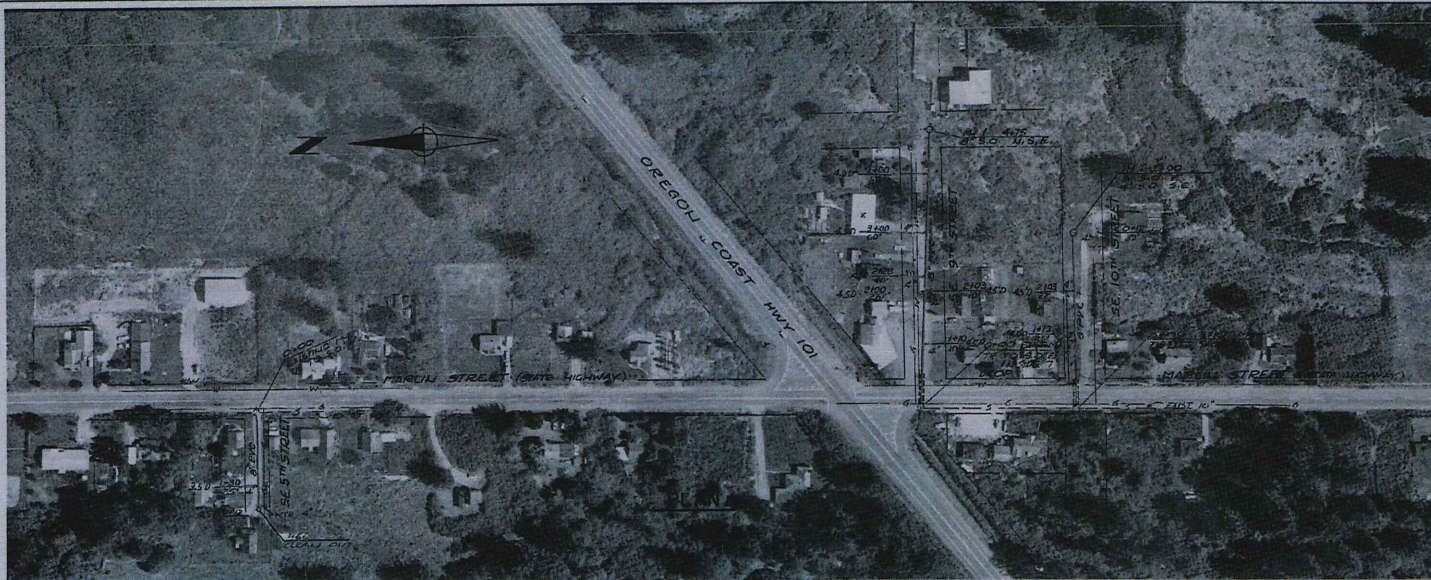


ROBERT E. MEYER ENGINEERS INC.
14250 S. W. ALLEN BOULEVARD
BEAVERTON, OREGON 97005
PHONE (503) 646-2193

PORT OF ASTORIA
ASTORIA, OREGON
DESIGN *E.J.W.* | DRAWN *B.D.F.* | CHECKED

EAST WARRENTON INTERCEPTOR SEWER
PLAN & PROFILE 48+00-79+00
DATE MARCH '74 | SCALE AS NOTED | APPROVED BY

5/11
FILE 1042
3.3.75



HISTORY OF DOCUMENTS
 THIS DRAWING AND THE DATA HEREON ARE THE PROPERTY OF ROBERT E. MEYER ENGINEERS, INC. AND WILL BE LOANED TO THE CITY OF WARRENTON, OREGON FOR THE PURPOSE OF CONSTRUCTION OF THE SEWER SYSTEM DESCRIBED HEREIN. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF ROBERT E. MEYER ENGINEERS, INC.

PROFILE



| NO. | REVISION | BY | DATE | NO. | REVISION | BY | DATE |
|-----|----------|----|--------|-----|----------|----|------|
| 1 | As Shown | RF | 5-2-75 | | | | |



ROBERT E. MEYER ENGINEERS INC.
 14250 S. W. ALLEN BOULEVARD
 BEAVERTON, OREGON 97005
 PHONE (503) 643-7931

EAST WARRENTON SEWER EXTENSIONS
CITY OF WARRENTON, OREGON

PLAN & PROFILE
SE. 5TH, SE. 9TH & SE. 10TH STREETS
SANITARY SEWERS

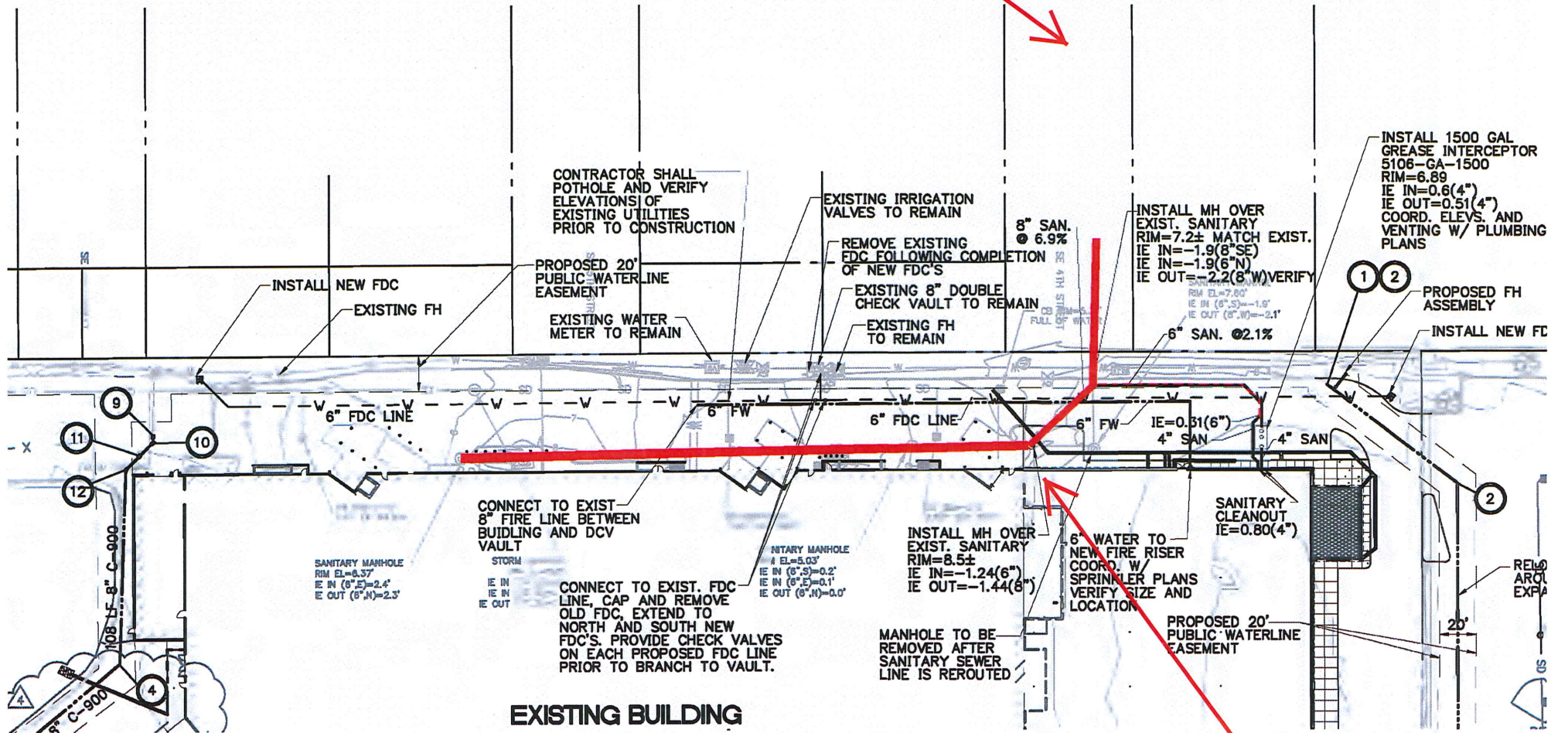
3 / 4

| | | | | | | |
|--------------------|-------------------|-----------------------|---------------------------|-----------------------|-------------|-----------------|
| DESIGN: ZEN DUTSON | DRAWN: ROY GIBSON | CHECKED: LEWIS POWELL | APPROVED: GILBERT GRAMSON | SCALE: HORIZ. 1"=100' | VERT. 1"=5' | DATE: MAY, 1975 |
|--------------------|-------------------|-----------------------|---------------------------|-----------------------|-------------|-----------------|

SESⁿ, 9ⁿ, 10ⁿ SAN SEWER

REF 1147- DWG. 5706

SE 4th



CONTRACTOR SHALL POTHOLE AND VERIFY ELEVATIONS OF EXISTING UTILITIES PRIOR TO CONSTRUCTION

EXISTING IRRIGATION VALVES TO REMAIN

INSTALL MH OVER EXIST. SANITARY RIM=7.2± MATCH EXIST.
IE IN=-1.9(8"SE)
IE IN=-1.9(6"N)
IE OUT=-2.2(8"W) VERIFY

INSTALL 1500 GAL GREASE INTERCEPTOR 5106-GA-1500 RIM=6.89
IE IN=0.6(4")
IE OUT=0.51(4")
COORD. ELEV. AND VENTING W/ PLUMBING PLANS

INSTALL NEW FDC EXISTING FH

PROPOSED 20' PUBLIC WATERLINE EASEMENT

REMOVE EXISTING FDC FOLLOWING COMPLETION OF NEW FDC'S

EXISTING 8" DOUBLE CHECK VAULT TO REMAIN

EXISTING FH TO REMAIN

6" SAN. @2.1%
RIM EL=7.80
IE IN (6"S)=-1.9'
IE OUT (6"W)=-2.1'

PROPOSED FH ASSEMBLY

INSTALL NEW FC

6" FDC LINE

6" FW

6" FDC LINE

6" FW

IE=0.31(6")
4" SAN

4" SAN

CONNECT TO EXIST 8" FIRE LINE BETWEEN BUILDING AND DCV VAULT

SANITARY MANHOLE # EL=8.37
IE IN (6"E)=2.4'
IE OUT (6"N)=2.3'

STORM
IE IN
IE IN
IE OUT

CONNECT TO EXIST. FDC LINE, CAP AND REMOVE OLD FDC, EXTEND TO NORTH AND SOUTH NEW FDC'S. PROVIDE CHECK VALVES ON EACH PROPOSED FDC LINE PRIOR TO BRANCH TO VAULT.

SANITARY MANHOLE # EL=5.03
IE IN (6"E)=0.2'
IE IN (6"E)=0.1'
IE OUT (6"N)=0.0'

INSTALL MH OVER EXIST. SANITARY RIM=8.5±
IE IN=-1.24(6")
IE OUT=-1.44(8")

6" WATER TO NEW FIRE RISER COORD. W/ SPRINKLER PLANS VERIFY SIZE AND LOCATION

SANITARY CLEANOUT IE=0.80(4")

MANHOLE TO BE REMOVED AFTER SANITARY SEWER LINE IS REROUTED

PROPOSED 20' PUBLIC WATERLINE EASEMENT

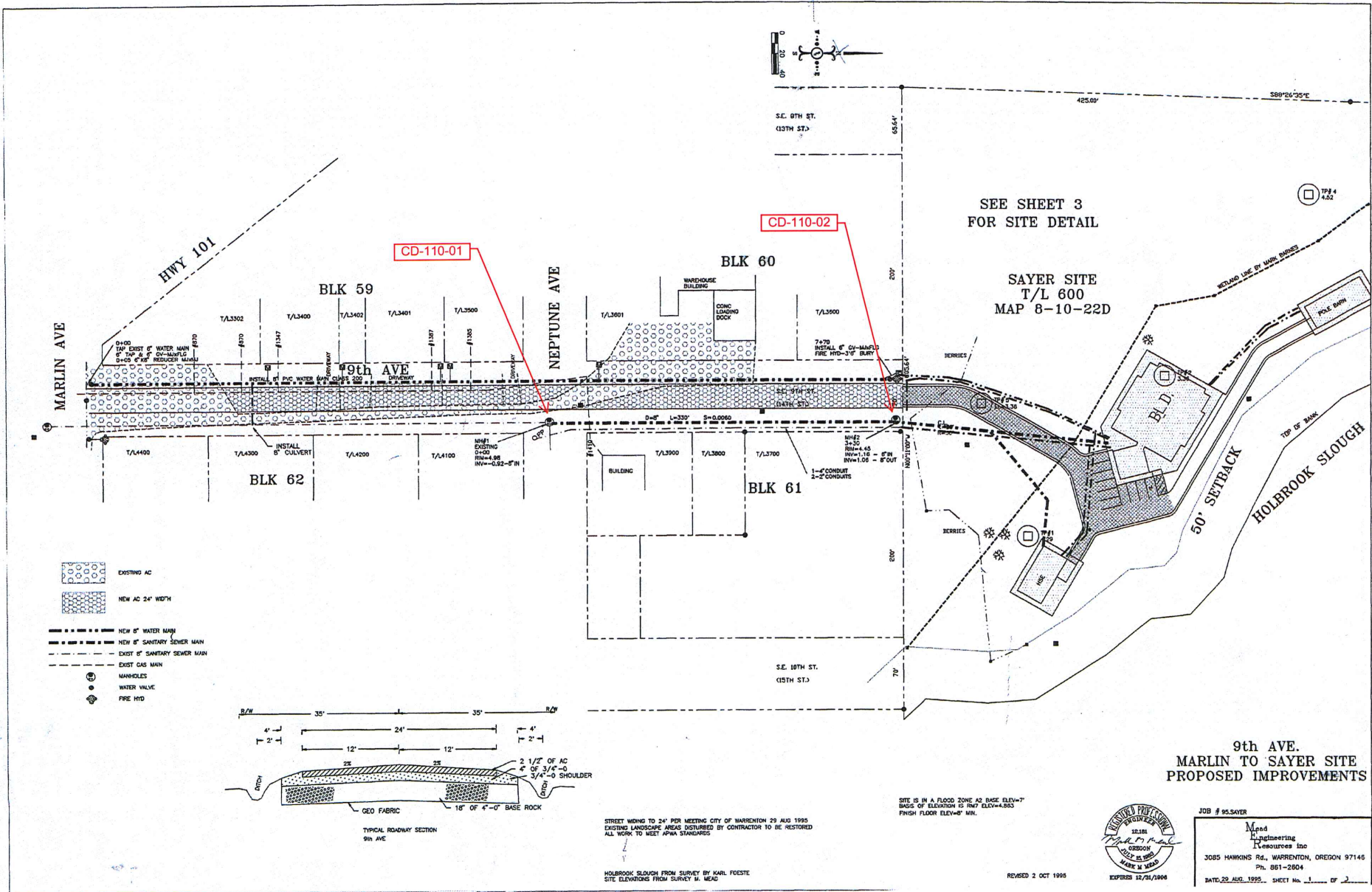
EXISTING BUILDING

Fred Meyers East Side

CC-120-01

RELOC. AROUND EXPI.



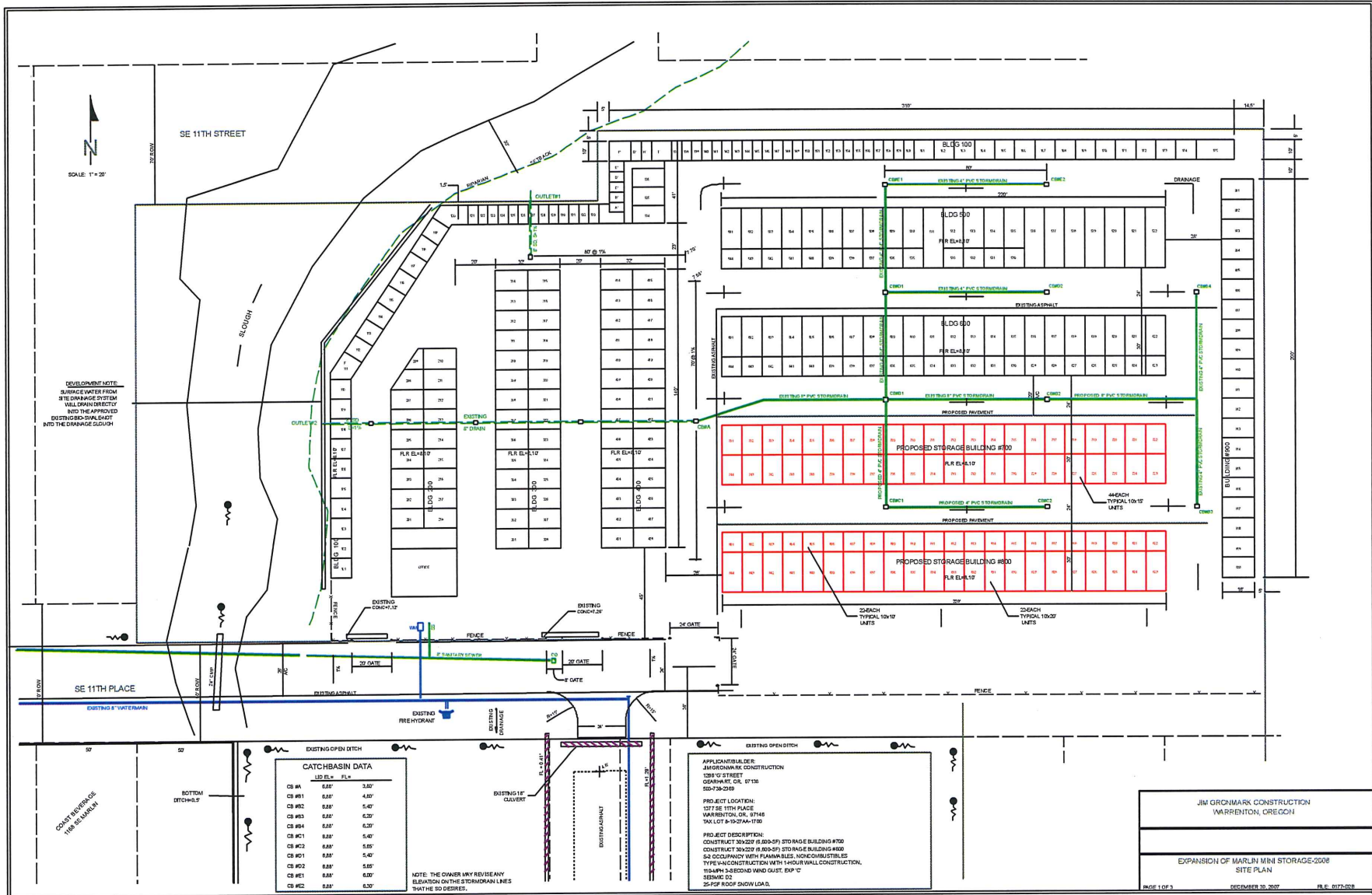


9th AVE.
 MARLIN TO SAYER SITE
 PROPOSED IMPROVEMENTS



JOB # 95.SAYER
 Mead
 Engineering
 Resources Inc
 3085 HAWKINS Rd., WARRENTON, OREGON 97146
 Ph. 861-2804
 DATE: 20 JUL 1995 SHEET No. 1 OF 2

PLOT 1=20



SE 11TH STREET



CD-100-07

CD-130-01

EXISTING MANHOLE
LID=4.71'
10" FL OUT=-5.70' (N)
10" FL IN = -5.60' (S)
8" FL IN = -0.50' (E)

MH

EXISTING 10" SANITARY SEWER

SE MARLIN AVENUE

EXISTING 6" WATERMAIN

EXISTING 8" PVC WATERMAIN

#8 #7
#9 #10

#6 #5
#11 #12

COAST BEVERAGE
1166 SE MARLIN

EXTEND 8" SANITARY
SEWERMAN, S=0.0057
L=458'

DK WINDOW
1140

DK WINDOW

TOP PIPE = 3.65'
24" C/P

8" WATERMAIN

EXISTING OPEN DITCH
EXISTING FIRE HYDRANT

SE 11TH PLACE

PROPOSED AREA TO BE VACATED

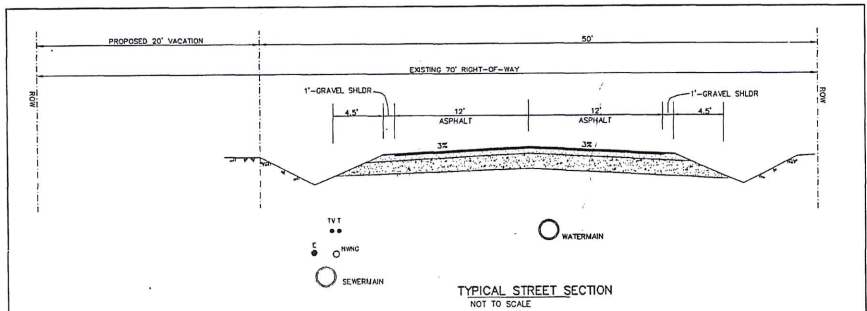
CLEANOUT
LID=5.80'
8" FL OUT=-1.84'

EXISTING 8" PVC
WATERMAIN, RECENTLY
CONSTRUCTED BY
CLATSOP DISTRIBUTING

PROPERTY OWNED
BY JIM GRONMARK
3.7± ACRES

JAMES GRONMARK
1266 'G' STREET
GEARHART, OR 97138
(503) 738 6857

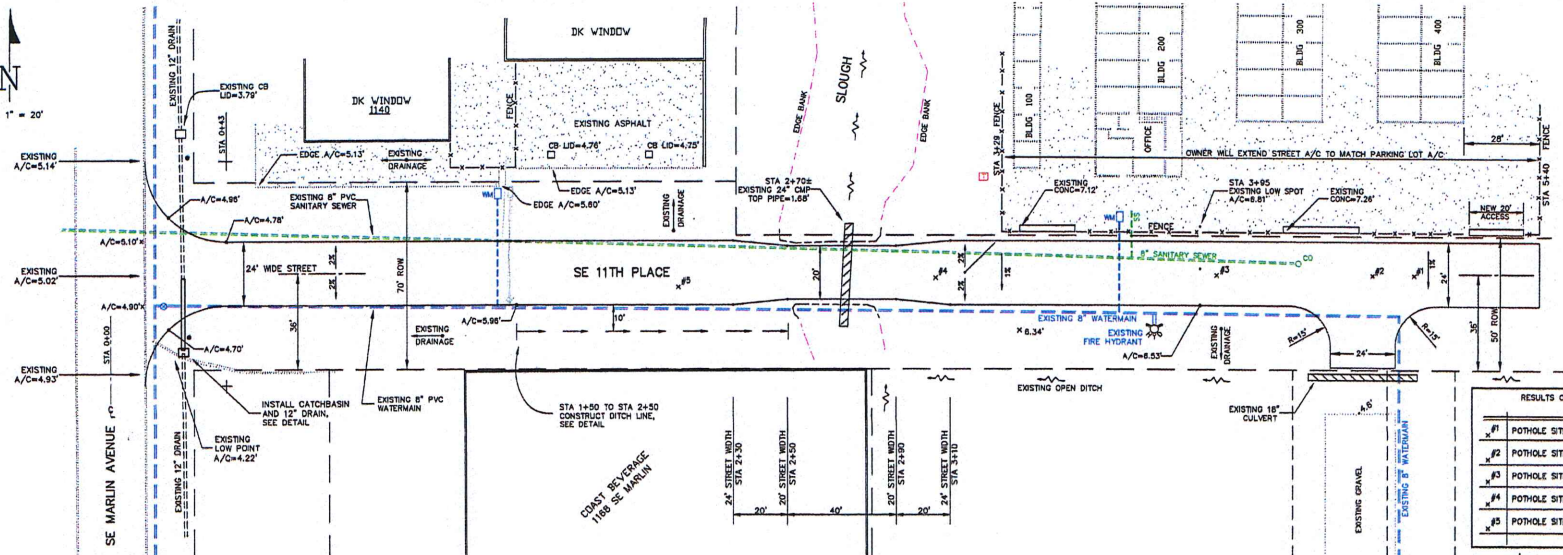
WARRENTON PARK



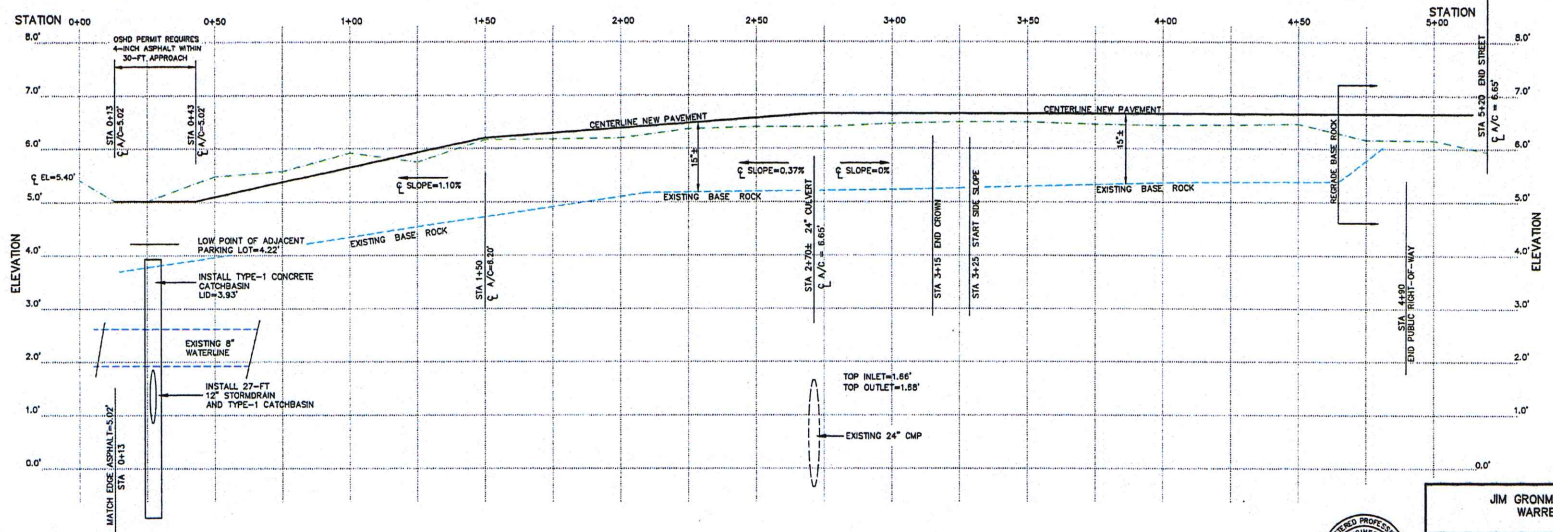
JIM GRONMARK CONSTRUCTION
WARRENTON, OREGON

JB RANKIN ENGINEERING Inc.
P.O. BOX 187 WARRENTON, OR. 97146
(503) 861-0278

WARRENTON SELF STORAGE
STREET VACATION PLAN



| RESULTS OF GRAVEL SURFACE SAMPLES 06/21/02 | | |
|---|-----------------|--|
| #1 | POTHOLE SITE #1 | FOUND 1.5\" 3/4\"-0\" |
| #2 | POTHOLE SITE #2 | FOUND 2\" 3/4\"-0\" OVER 10\"-4\" JAW RUN |
| #3 | POTHOLE SITE #3 | FOUND 3\" 3/4\"-0\" OVER 10\"-4\" JAW RUN |
| #4 | POTHOLE SITE #4 | FOUND 3\" 3/4\"-0\" OVER 12\"-4\" JAW RUN |
| #5 | POTHOLE SITE #5 | FOUND 6\" 3/4\"-0\" OVER 7\"-4\" JAW RUN |



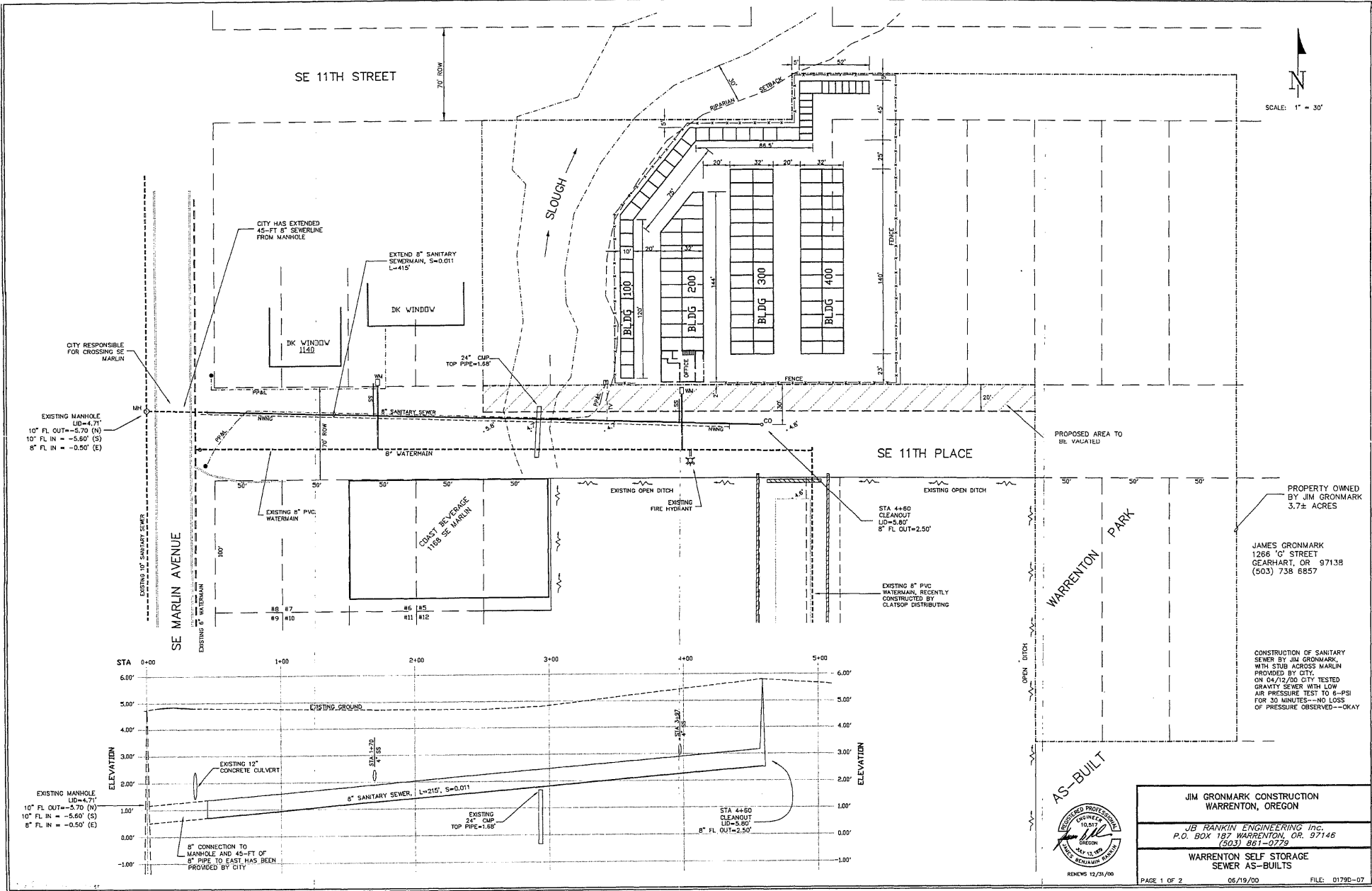
JIM GRONMARK CONSTRUCTION
WARRENTON, OREGON

JB RANKIN ENGINEERING Inc.
P.O. BOX 187 WARRENTON, OR. 97146
(503) 861-0779

MARLIN MINI STORAGE
SE 11th PLACE STREET PLAN

PAGE 1 OF 2 07/09/02 FILE: 0172-001





SCALE: 1" = 30'

PROPERTY OWNED BY JIM GRONMARK 3.7± ACRES
 JAMES GRONMARK
 1266 1ST STREET
 CLATSOP, OR 97138
 (503) 738 6857

CONSTRUCTION OF SANITARY SEWER BY JIM GRONMARK WITH STUB ACROSS MARLIN PROVIDED BY CITY. ON 04/12/00 CITY TESTED GRANTY SEWER WITH LOW AIR PRESSURE TEST TO 8-PSI FOR 30 MINUTES—NO LOSS OF PRESSURE OBSERVED—OKAY

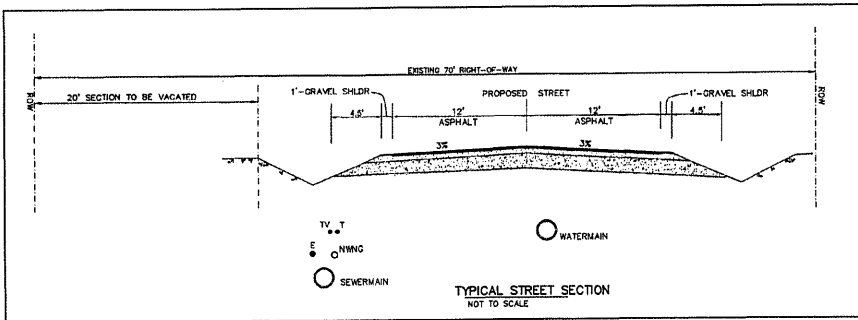


AS-BUILT

JIM GRONMARK CONSTRUCTION
 WARRENTON, OREGON

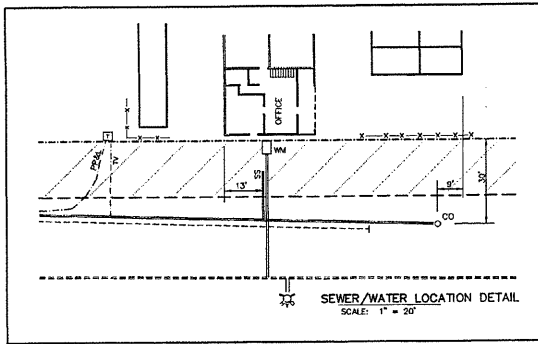
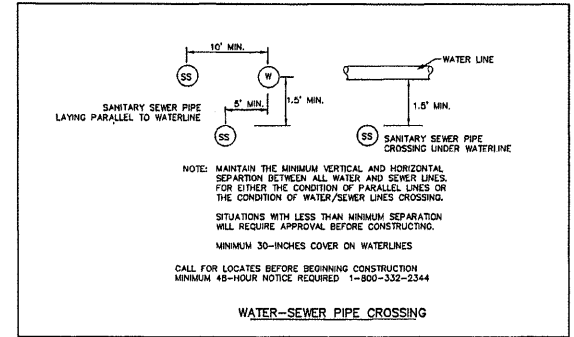
JB RANKIN ENGINEERING Inc.
 P.O. BOX 187 WARRENTON, OR 97146
 (503) 861-0779

WARRENTON SELF STORAGE
 SEWER AS-BUILTS



KEY

- EXISTING ASPHALT
- - - EXISTING EDGE GRAVEL
- - - EXISTING WATERLINE
- - - EXISTING SEWERLINE
- 24000 UTILITY POLE
- 100.7 GROUND ELEV
- ⊙ WATER GATEVALVE
- ⊙ FIRE HYDRANT
- ⊙ WATER METER
- 4" SEWER LATERAL
- GATEVALVE WITH BLOW-OFF
- ⊠ ELEC TRANSFORMER

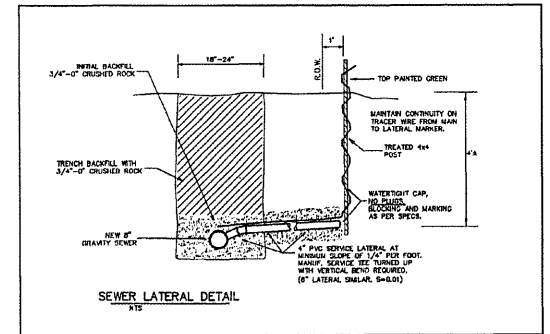
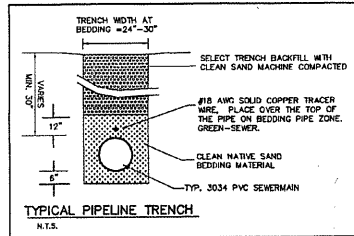
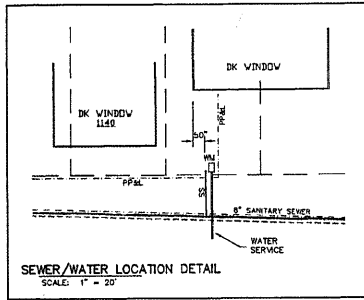
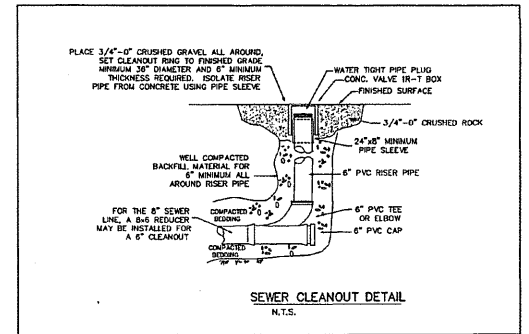


CONSTRUCTION NOTES:

ALL WORK IS TO BE INSPECTED BY OWNER'S REPRESENTATIVE. DO NOT COVER WITHOUT AN INSPECTION BY THE DESIGN ENGINEER. ALL TESTING OF THE SEWERLINE SYSTEM IS TO BE INSPECTED BY THE OWNER'S REPRESENTATIVE. MAKE SCHEDULING ARRANGEMENTS FOR INSPECTIONS.

ALL SANITARY SEWER WORK TO BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT APWA STANDARD SPECIFICATIONS, AS MAY BE AMENDED BY THE CITY OF WARRENTON, AND THE ADMINISTRATIVE RULES OF THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY.

CONTRACTOR SHALL CALL FOR UTILITY LOCATES BEFORE BEGINNING ANY EXCAVATION.



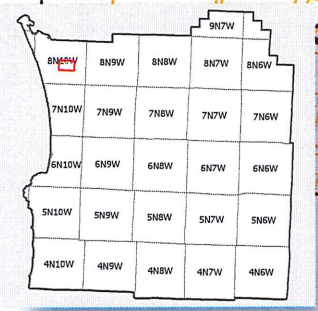
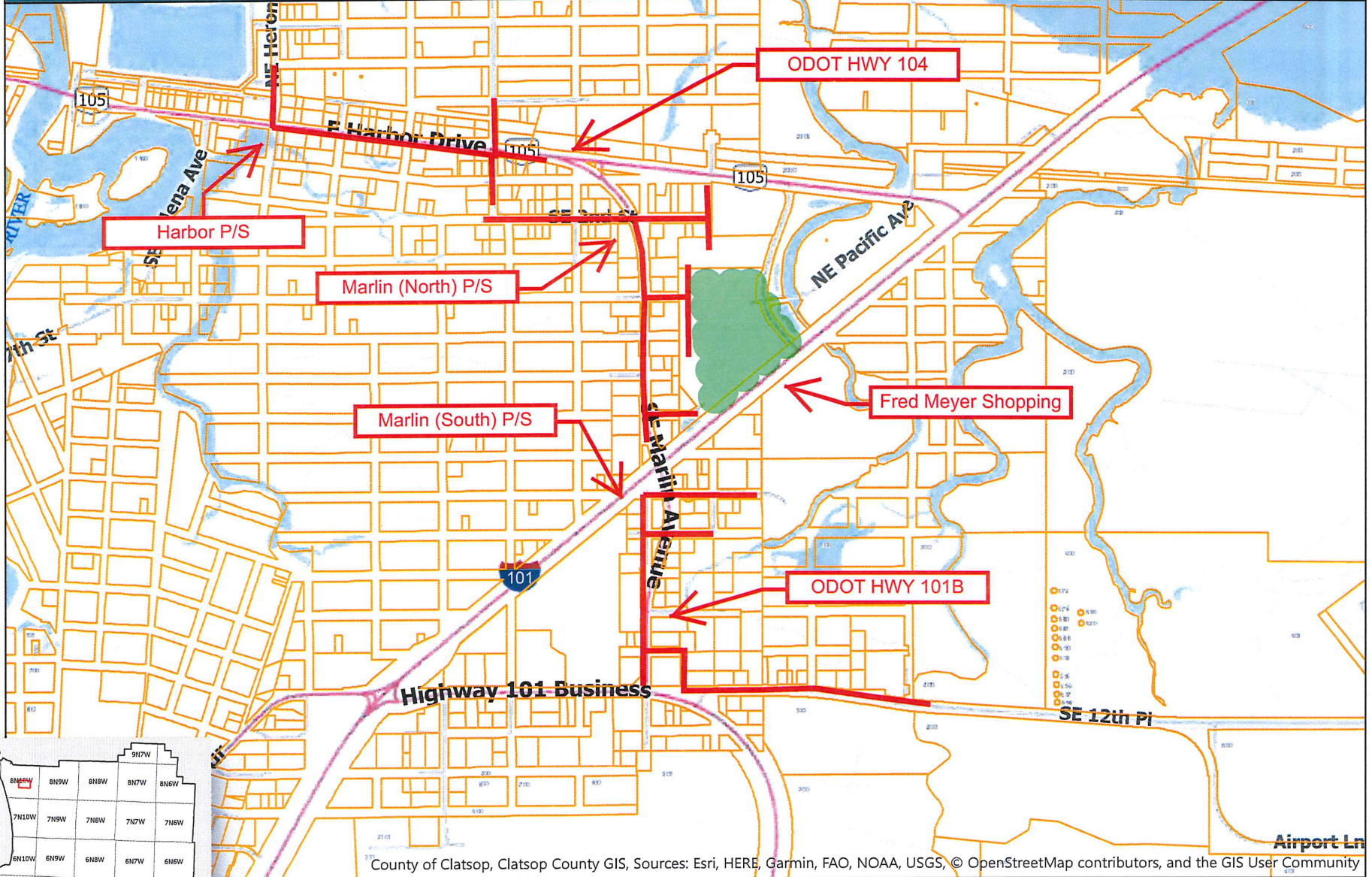
Self Storage Sewer

AS-BUILT



| |
|---|
| JIM CRONMARK CONSTRUCTION WARRENTON, OREGON |
| JB RANKIN ENGINEERING Inc. P.O. BOX 187 WARRENTON, OR. 97146 (503) 861-0779 |
| WARRENTON SELF STORAGE SEWER AS-BUILTS |
| RENEWS 12/31/00 |
| PAGE 1 OF 2 |
| 06/17/00 |
| FILE: 01780-07 |

Warrenton Sewer

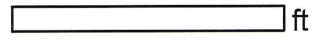


County of Clatsop, Clatsop County GIS, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Clatsop County

2,000



This map was produced using Clatsop County GIS data. The data is maintained by Clatsop County to support its governmental activities. Clatsop County is not responsible for any map errors, possible misuse, or misinterpretation.

7/24/2020 4:45 PM

CITY OF WARRENTON
PUBLIC WORKS
BIDDER SOURCE INFORMATION
SCHEDULE OF UNIT PRICES

1. Bidder Company Name: PACIFIC INT-R-TEK
 2. Address: 2501 NW DEVISION ST
 3. City: ^{OFFICE} GRESHAM, OR, 97030
 4. Telephone: 503 665-1090 Fax: _____
 5. E-mail: ADAM@TUMYPIPE.COM CELL 503-522-5515
 By: Authorized Representative: ADAM SCOTT, OPS
 Date: 8-4-2020 MANAGER

SCHEDULE OF UNIT PRICES

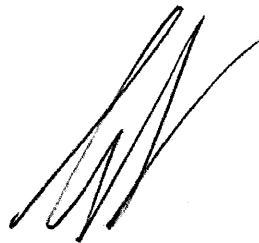
| Item | Description | Unit | Quantity | Unit Cost | Total |
|-------|---|------|----------|-----------|-----------|
| 1 | Sewer Main – clean and video inspection | LF | 14,450 | 3.75 | 54,187.50 |
| 2 | Traffic Control, ODOT ROW Permit & Traffic Control Plan | LS | 1 | | 4,000.00 |
| 3 | Cleaning Sewer Lift Station Wet Wells | EA | 3 | 600 | 1,800.00 |
| Total | | | | | 59,987.50 |

Written Total: 59,987.50

SEE ATTACHED QUOTE

Point of Contact:

Geoffrey G. Liljenwall, PE
 Youngs River Engineering LLC
 503-791-3010 (C)
geoff.liljenwall@gmail.com



PACIFIC INT-R-TEK

2501 NW Division St.
Gresham, OR 97030

Phone # 503-665-1090

Quote

| | |
|----------|------------|
| Date | Estimate # |
| 08/03/20 | 5646 |

| |
|---|
| Customer |
| Youngs River Engineering LLC Geoffrey Liljenwall |

| |
|---|
| Ship To |
| City of Warrenton CCTV 2020 E Harbor Dr and SE Marlin Ave Warrenton, OR |

| Description | Terms | | Total |
|--|----------------------|----------|-------------|
| | Qty | Cost | |
| <p>Pipeline Video Services as follows: - (Quoted Geoffrey Liljenwall 503-791-3010 Geoffrey Liljenwall <geoff.liljenwall@gmail.com>)</p> <p>Project is to clean and video inspect approximately 14,450' of 8"-12" sanitary pipe in Warrenton, Oregon this quote is for VIDEO PIPE INSPECTION OF SEWER MAINS outlined on the sewer system maps attaches to this quote. The project is a nearly continuous section of pipe. Access to manholes is assumed to be reasonably easy (not offsite through wetlands or difficult terrain). Traffic control, is expected to be needed and is included in this quote. We will video inspect the lines with a color, pan and tilt camera and record video to digital media. Matching observation reports (printed and pdf) will be provided. Jet cleaning will be subcontracted to Bergen Construction, or OreVac West. A dump site for debris as well as a water source are expected to be provided at the city's yard. Pipelines are assumed to be in reasonably good condition. The work is expected to take 5-8 days, and likely scheduled for September / October 2020. This is a Prevailing Wage Project, July 2020 BOLI.</p> <p>We will make every prudent effort to clean and inspect all of the pipe in the project, if we come across any conditions of the pipe that are potentially dangerous (large voids, holes, severe offsets, etc.) or might cause damage to any persons, property or equipment we will, at our sole discretion, discontinue or abandon that portion of the work. Root cutting is not included in this quote.</p> <p>Any unusual work or excessive standby time will be charged at the rate of \$265 per hour for the TV truck and \$300 per hour for the Jet truck.</p> <p>Clean and Televis 8"-12" Sanitary lines billed by the Foot, Note this price includes Mobilization and Per Diem (2000' minimum)</p> <p>Note - Heavy cleaning is expected to be required to remove large volumes of sand out of the pipes, the amount of cleaning will greatly affect the length of this project.</p> <p>Traffic control during video inspection. Included certified flaggers, all required signage and cones, and TCP's. Expected to be 4 days including Per Deim's, will be billed at cost +15%</p> <p>Cleaning Sewer Lift Station Wet Wells. This will be billed hourly at \$300/HR - Estimate 2 hours each to clean wet wells. This assumes that we have direct access to drive right up to the wet wells, and that they are pumped down to their lowest possible level prior to cleaning.</p> | 14,450 | 3.75 | 54,187.50 |
| | 4 | 1,000.00 | 4,000.00 |
| | 3 | 600.00 | 1,800.00 |
| Thanks for the opportunity to quote, we look forward to doing a professional job for you. | Subtotal | | \$59,987.50 |
| A Division of Scott Pipeline Video, Inc OR CCB 146869 WA- PACIFI*991CW www.tvmypipe.com | Sales Tax () | | \$0.00 |
| | Total | | \$59,987.50 |

NOTICE TO CONTRACTORS

VIDEO PIPE INSPECTION

CITY OF WARRENTON
WARRENTON, OREGON

Collin Stelzig, PE

Public Works Director
City of Warrenton, Public Works Department
45 SW 2nd Street
Warrenton, Oregon 97146

Bids for the **VIDEO PIPE INSPECTION OF SEWER MAINS** will be received by Geoffrey Liljenwall, YKE Engineering until 2:00 p.m., Pacific Time, on **August 4, 2020** at which time and place, they will be publicly opened and read aloud.

Bids can be emailed to: geoff.liljenwall@gmail.com

In General this project consists: This Work consists of cleaning sewer mains, inspecting them using video equipment and making a recorded narrative and written report of the findings.

This project is a turnkey project – CONTRACTOR to provide vacuum/jet truck, video truck, and traffic control. A portion of this is in Oregon Department Right of Way – HWY 104 and HWY 101B.

Existing plans for these mains are available as part of this package.

As per ODOT Standard Specifications (2018) – work and basis of payment:

Cleaning and Video Inspection of Sewer Mains (Payment per Linear Foot): Sewer Mains are to be cleaned and video inspected as per ODOT Section 00415 - Video Pipe Inspection. City (Agency) will provide a dump site for material at the Waste Water Treatment Plant – for sewer mains. Cleaning of the sewer mains is incidental to this pay item.

Prior to the inspection of the system by the Engineer, the Contractor shall flush and clean all parts of the system. The Contractor shall remove all accumulated debris, rocks, gravel, sand, silt and other foreign material from the system at or near the closest downstream manhole. A basket or a similar piece of equipment to be used to capture material – to stop it from travelling downstream

Reference: 00415.40 General Video Inspection:

(b) Cleaning - Install a screen to catch debris at the downstream end of the pipe run. Clean the pipe of obstructions that will impede video inspection.

Temporary Work Zone Traffic Control, Complete (Lump Sum Payment): The lump sum payment for Temporary Work Zone Traffic Control shall include: providing temporary traffic control measures (TTCM) and furnishing, installing, moving, operating, maintaining, inspecting, and removing traffic control devices (TCD) throughout the Project area according to the traffic control plan (TCP) for the Project, these Specifications, or as directed. Payment will be made on for the completed project.

Contractor will need to prepare and submit for the ODOT ROW permit. They will also be responsible for preparing the necessary traffic control plan.

<https://www.oregon.gov/odot/Forms/2ODOT/7343457.pdf>

Cleaning Sewer Lift Station Wet well (Payment per Each): Clean and dispose all material in wet wells after cleaning sewer mains that flow to the wet well.

City will provide:

1. Water Source - The contractor will be required to apply for a hydrant meter, but will not be charged the rental fee or water use.
2. City will provide a dump site for material at the Waste Water Treatment Plant – (105 NE 5th Street).

Maps:

1. 1 Sheet - City of Warrenton GIS – Overview of Project Area
2. 5 Sheets – City of Warrenton GIS – of the project area.
 - a. Map shows SSMH naming and approximate distance between SSMH
 - b. These maps are broken down into Pump Station drainage systems
 - c. Identifies Force Main Discharge Manholes
 - i. Note some of these are small and larger flow pump stations.
3. 10 Sheets – City of Warrenton - Construction Plans for these areas.
 - a. Marlin - north and south of HWY 101

CITY OF WARRENTON
PUBLIC WORKS
BIDDER SOURCE INFORMATION
SCHEDULE OF UNIT PRICES

1. Bidder Company Name: Spartan Environmental Services LLC
 2. Address: PO Box 15027
 3. City: Salem OR 97309
 4. Telephone: 971-600-3983 Fax: 503-689-1304
 5. E-mail: office@spartanenviro.com
 By: Authorized Representative: Maranda Laskey / Kc Scharf
 Date: 7/27/2020

SCHEDULE OF UNIT PRICES

| Item | Description | Unit | Quantity | Unit Cost | Total |
|--------------|---|------|----------|-----------|---------------------|
| 1 | Sewer Main – clean and video inspection | LF | 14,450 | \$ 304 | \$ 43,928.00 |
| 2 | Traffic Control, ODOT ROW Permit & Traffic Control Plan | LS | 1 | 3100.00 | \$ 3100.00 |
| 3 | Cleaning Sewer Lift Station Wet Wells | EA | 3 | 1000.00 | \$ 3000.00 |
| Total | | | | | \$ 47,328.00 |

Written Total:

Point of Contact:

Geoffrey G. Liljenwall, PE
 Youngs River Engineering LLC
 503-791-3010 (C)
geoff.liljenwall@gmail.com

SEWER MANHOLE (SSMH) DESIGNATIONS AND APPROXIMATE LENGTHS BETWEEN SSMH

| Harbor Drainage Basin | | |
|------------------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CB-110-02 | CB-110-01 | 229 |
| CB-110-01 | CB-100-01 | 63 |
| CB-100-02 | CB-100-01 | 428 |
| CB-100-03 | CB-100-02 | 478 |
| CB-100-04 | CB-100-03 | 268 |
| CB-100-05 | CB-100-04 | 325 |
| CB-120-01 | CB-100-05 | 188 |
| CB-100-06 | CB-100-05 | 301 |
| CB-130-01 | CB-100-05 | 265 |
| | | 2545 |

| Fred Meyers | | |
|--------------------|-------------------|------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-120-01 | CC-100-04 | 275 |
| CC-121-01 | CC-120-01 | 40 |
| CC-122-05 | CC-120-01 | 92 |
| CC-121-02 | CC-121-01 | 52 |
| CC-121-03 | CC-121-02 | 248 |
| | | 707 |

| Marlin Drainage Basin | | |
|------------------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-300-03 | CC300-01 | 189 |
| CC-300-01 | CC-300-02 | 458 |
| CC-300-02 | CC-100-01 | 375 |
| CC-100-01 | P/S | 64 |
| CC-100-02 | CC-100-01 | 195 |
| CC-100-03 | CC-100-02 | 161 |
| CC-100-04 | CC-100-03 | 170 |
| CC-100-05 | CC-100-04 | 247 |
| CC-100-06 | CC-100-05 | 286 |
| CC-100-07 | CC-100-06 | 286 |
| CC-100-08 | CC-100-07 | 270 |
| CC-130-01 | CC-100-07 | 265 |
| | | 2966 |

| Marlin (South) | | |
|-----------------------|-------------------|--------------|
| UPSTREAM | DOWNSTREAM | LF |
| CD-100-01 | P/S | 74 |
| CD-100-02 | CD-100-01 | 37 |
| CD-100-03 | CD-100-02 | 200 |
| CD-100-04 | CD-100-03 | 225 |
| CD-110-01 | CD-100-03 | 469 |
| CD-110-02 | CD-100-03 | 330 |
| CD-120-01 | CD-100-04 | 293 |
| CD-100-05 | CD-100-04 | 194 |
| CD-100-06 | CD-100-05 | 198 |
| CD-100-07 | CD-100-06 | 140 |
| CD-130-01 | CD-100-07 | 456 |
| CD-100-08 | CD-100-07 | 272 |
| CD-100-09 | CD-100-08 | 458 |
| CD-100-10 | CD-100-09 | 260 |
| CD-100-11 | CD-100-10 | 406 |
| CD-100-12 | CD-100-11 | 287 |
| CD-100-13 | CD-100-12 | 342 |
| CD-100-14 | CD-100-13 | 191 |
| | | 4,832 |

| SE 2nd ST | | |
|------------------|-------------------|-------------|
| UPSTREAM | DOWNSTREAM | LF |
| CC-200-01 | CC-100-01 | 62 |
| CC-200-02 | CC-200-01 | 495 |
| CC-210-01 | CC-200-02 | 42 |
| CC-200-03 | CC-200-02 | 254 |
| FM SSMH | CC-210-01 | 220 |
| | | 1073 |



AGENDA MEMORANDUM

TO: The Honorable Mayor and Warrenton City Commission
FROM: Linda Engbretson, City Manager
DATE: For the Agenda of August 25, 2020
SUBJ: **Consideration of General Union Contract Rollover Agreement**

SUMMARY

The attached Memorandum of Agreement provides a 1% COLA and City-pick up of the health insurance deductible as a direct contribution to the employee's Health Savings Account. All other terms of the current agreement remain in place. The City began negotiations in the spring, but with COVID-19 the ability to negotiate a full contract was in question, and the City offered a roll-over in order to be able to re-start negotiations next year, hopefully, with a better picture of impacts to the city's budget due to the pandemic.

The General Unit voted to approve this MOA.

RECOMMENDATION/SUGGESTED MOTION

"I move to approve the Memorandum of Agreement by and Between AFSCME and the City of Warrenton and authorize the Mayor's signature on the MOA."

ALTERNATIVE

None recommended.

FISCAL IMPACT

The City considered the impacts of a 1% COLA and increase in health coverage costs as part of the budget process.

Memorandum of Agreement

By and Between AFSCME and City of Warrenton

ARTICLE 11- HEALTH AND WELFARE 11.1

Health and Welfare

The City will provide Medical, Dental and Vision insurance for the life of this Agreement. The City's obligation to contribute to premiums under this section shall be ninety percent (90%) aggregate premium of the plans described in this paragraph. Employees shall contribute ten percent (10%) of the aggregate premium through pay roll deduction.

For the period through December 31, 2020, the City will provide full-time employees and their dependents CIS plan HDHP-1, including RX, herein referred to as "HDHP" plan, Dental-ODS Plan II, Ortho, Alternative Care Rider, and Vision VSP 3.

For the period beginning January 1, 2021, the City will provide full-time employees and their dependents CIS plan HDHP-4, including RX, herein referred to as "HDHP" plan, Dental-ODS Plan II, Ortho, Alternative Care Rider, and Vision VSP A.

The City will establish a Health Saving Account (HSA) for each employee. The City will establish a Health Savings Account (HSA) for each employee and contribute in the following manner: In the first pay period of the calendar year for each year of this agreement, the City will pay a lump sum contribution to the employee's HSA account in the amount of \$750 for employee only or \$1,500, for employee with one dependent or more elected. In the first pay period of July for each year of this agreement, the City will pay a lump sum contribution to the employee's HSA account in the amount of \$750 for employee only or \$1,500, for employee with one dependent or more elected. The maximum employer contribution per year is either \$1,500 for employee only or \$3,000 for employee with one dependent or more elected.

Beginning on January 1, 2021: in the first pay period of the calendar year for each year of this agreement, the City will pay a lump sum contribution to the employee's HSA account in the amount of **\$850** for employee only or **\$1,700**, for employee with one dependent or more elected. In the first pay period of July for each year of this agreement, the City will pay a lump sum contribution to the employee's HSA account in the amount of **\$850** for employee only or **\$1,700**, for employee with one dependent or more elected. The maximum employer contribution per year is either **\$1,700** for employee only or **\$3,400** for employee with one dependent or more elected.

1. Part-Time Employees. Part-time employees will be prorated based on budgeted FTE hours worked, except employees budgeted for .75 FTE or greater will be treated have a cost share of 10% like full time employee above.

EXHIBIT B

CITY OF WARRENTON
2020- 2021 SALARY SCHEDULE (MONTHLY)
REGULAR UNION EMPLOYEES

1% (effective 07-01-2020)

| SALARY RANGE | STEP A | STEP B | STEP C | STEP D | STEP E |
|--------------|----------|----------|----------|----------|----------|
| 11 | 2,428.98 | 2,550.43 | 2,677.95 | 2,811.85 | 2,952.44 |
| 12 | 2,549.61 | 2,677.09 | 2,810.95 | 2,951.49 | 3,099.07 |
| 13 | 2,678.47 | 2,812.39 | 2,953.01 | 3,100.66 | 3,255.70 |
| 14 | 2,815.63 | 2,956.41 | 3,104.23 | 3,259.44 | 3,422.42 |
| 15 | 2,952.80 | 3,100.44 | 3,255.46 | 3,418.24 | 3,589.15 |
| 16 | 3,101.53 | 3,256.61 | 3,419.44 | 3,590.41 | 3,769.93 |
| 17 | 3,255.20 | 3,417.96 | 3,588.86 | 3,768.30 | 3,956.72 |
| 18 | 3,418.77 | 3,589.71 | 3,769.19 | 3,957.65 | 4,155.54 |
| 19 | 3,592.31 | 3,771.93 | 3,960.52 | 4,158.55 | 4,366.48 |
| 20 | 3,772.42 | 3,961.04 | 4,159.09 | 4,367.05 | 4,585.40 |
| 21 | 3,960.72 | 4,158.76 | 4,366.69 | 4,585.03 | 4,814.28 |
| 22 | 4,159.06 | 4,367.01 | 4,585.36 | 4,814.63 | 5,055.36 |
| 23 | 4,365.52 | 4,583.80 | 4,812.99 | 5,053.64 | 5,306.32 |
| 24 | 4,563.88 | 4,792.07 | 5,031.68 | 5,283.26 | 5,547.42 |
| 25 | 4,811.74 | 5,052.33 | 5,304.94 | 5,570.19 | 5,848.70 |