



## **AGENDA**

### CITY COMMISSION OF THE CITY OF WARRENTON REGULAR MEETING

October 27, 2020 – 6:00 P.M.

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

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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 Special Meeting Minutes – 10.05.20
- B. City Commission Meeting Minutes – 10.13.20
- C. Parks Advisory Board Meeting Minutes – 6.08.20
- D. Parks Advisory Board Meeting Minutes – 7.23.20
- E. Parks Advisory Board Meeting Minutes – 8.10.20
- F. Warrenton Community Library Quarterly Report – Sept. 2020
- G. Police Department Monthly Statistics – Sept. 2020
- H. Fire Department Activity Report – Sept. 2020
- I. Monthly Finance Report – Sept. 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](mailto: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** – None

7. **BUSINESS ITEMS**

A. Presentation – USACE – 8<sup>th</sup> Street Dam Study

B. Consideration of First Reading of Ordinance No. 1245; Amending WMC Chapter 6.04 - “Dog Control”

C. Consideration of Surplus Public Works Equipment

D. Consideration of Authorization for Construction Noise Variance – Hammond Marina Dredging

8. **DISCUSSION ITEMS** – None

9. **GOOD OF THE ORDER**

10. **EXECUTIVE SESSION**

*Under the authority of ORS 192.660(2)(h); to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.*

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  
Special Meeting  
October 5, 2020  
5:30 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Mayor Balensifer called the meeting to order at 5:30 p.m. and led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson (via Zoom), Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, City Attorney Spencer Parsons and City Recorder Dawne Shaw

Others Present: Port of Astoria Airport Manager, Gary Kobes; Port of Astoria Deputy Director, Matt McGrath and Skoular Managing Director, Tom Wortmann

City Manager Linda Engbretson requested to add an item to the agenda – item 4-C, a permit to exceed the 6:00 p.m. construction noise ordinance; there were no objections.

BUSINESS ITEMS

Ms. Engbretson stated Skoular has submitted an application for a fish meal processing plant that will be before the Planning Commission on Thursday, and one of the issues is if they can meet wastewater requirements. In lieu of the Planning Commission outright denying the application, we asked to have an agreement drawn up, and worked really hard with the Port and Skoular to put some conditions in it. She noted the Port of Astoria is meeting tomorrow night to take action on the agreement as well. Ms. Engbretson stated her hope is that the commission would authorize the agreement, pending final approval by legal counsel and staff, so we can keep moving things along. Public Works Director Collin Stelzig noted they worked on the agreement for a couple months and proceeded to outline the conditions and limits. Commissioner Dyer stated he is comfortable with it as written; Commissioner Newton asked for clarification; City Attorney Spencer Parsons explained the agreement. Skoular Managing Director, Tom Wortmann explained the fish meal plant and the choice of location. Ms. Engbretson noted building applications that are pending, and that staff is concerned with our capacity. We are working very hard to move this along, and to make sure issues are addressed. The Port is going to work on their I&I as well. Commissioner Baldwin voiced his concerns about adding another commercial user and noted the I&I issues should have been fixed a long time ago. Mr. Stelzig noted items outlined in the agreement to protect the city, and stated if there are heavy rainfalls, we will turn

them off. Discussion continued on I&I issues. Mayor Balensifer noted the schedule is very tight and explained the importance of this project. Ms. Engbretson noted this agreement will make it a condition of approval that the I&I work will be done. Commissioner Ackley concurred with Commissioner Baldwin and noted everyone has done their due diligence and this is good for Warrenton as long as everything else falls into place. Mr. Wortmann stated plant would operate during fishing season, April thru October, so heavy rainfalls should not be an issue. Discussion continued.

**Commissioner Dyer made the motion to approve the non-statutory development agreement with the understanding that staff will refine the technical points of it, but in substance, this is what the commission is agreeing to. Motion was seconded and passed unanimously.**

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

Ms. Engbretson discussed an extension to Interim Planner Mark Barnes' contract. She noted the original agreement was for \$25,000 and the costs will likely go over that soon. She requested an additional \$25,000 to cover costs over the next few months. Ms. Engbretson stated the new Community Development Director will be here late October/early November.

**Commissioner Baldwin made the motion to approve the extension of Mark Barnes' contract not to exceed \$25,000. Motion was seconded and passed unanimously.**

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

Ms. Engbretson stated Big River Construction made a request to extend work beyond the allowed hours as outlined in Warrenton Municipal Code, to 8 p.m., for 3 days, to finish up work on sidewalks at the new school site. She noted this could be done administratively but the code is not clear. There was consensus to allow the noise variance, as well as coming forward in the future with a resolution to clarify administrative policy related to noise abatement.

There being no further business, Mayor Balensifer adjourned the special meeting at 6:15 p.m.

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder

MINUTES  
 Warrenton City Commission  
 October 13, 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, Tom Dyer, Mark Baldwin, and Pam Ackley (via Zoom)

Excused: Rick Newton

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

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 8.25.20
- B. City Commission Meeting Minutes – 9.08.20
- C. City Commission Meeting Minutes – 9.22.20
- D. Monthly Finance Report – June 2020
- E. Police Dispatch Services Agreement
- F. Fire Dispatch Services Agreement

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

**Ackley – aye; Balensifer – aye; Baldwin – aye; Dyer - aye**

COMMISSIONER REPORTS

Mayor Balensifer noted Commissioner Newton is still in Anchorage, Alaska and will not be attending the meeting.

City Manager Linda Engbretson requested to add an item to the agenda – a request from the VFW for the Community Thanksgiving dinner. There were no objections to add it as agenda item 7-E.

Mayor Balensifer stated he would like to add item 8-C; Draft Elk Declaration of Cooperation; there were no objections.

PUBLIC COMMENT – Email comment received from Kathleen Barber regarding Discussion Item 8-B. Ms. Barber noted her concerns regarding dogs off leash on the waterfront trails. Mayor Balensifer noted her comment will also be included with the discussion item.

PUBLIC HEARING – None

### BUSINESS ITEMS

Police Chief Workman introduced new Police Officer David Yelton and provided brief background information. Officer Yelton's wife pinned his badge, and Mayor Balensifer conducted the Oath of Office. Chief Workman explained Officer Yelton's schedule going forward.

City Manager Linda Engbretson presented Ordinance No. 1243 for its second reading and adoption.

**Commissioner Baldwin made the motion to conduct the second reading, by title only of Ordinance No. 1243. Motion was seconded and passed unanimously.**

**Ackley – aye; Balensifer – aye; Baldwin – aye; Dyer – aye**

Mayor Balensifer conducted the second reading, by title only, of Ordinance No. 1243; An Ordinance Vacating a Portion of an Undeveloped Street Known as Sprague Street (SE 15<sup>th</sup>) in the Town Plat of Spokane Addition, Warrenton Oregon.

**Commissioner Dyer made the motion to adopt Ordinance No. 1243. Motion was seconded and passed unanimously.**

**Ackley – aye; Balensifer – aye; Baldwin – aye; Dyer – aye**

Public Work Director Collin Stelzig discussed the request for bids for the Hammond Waterline project. He noted there will be a little delay in starting the project, as materials are hard to come by. He suggested we advertise but wait until materials start to come in to begin. Brief discussion followed.

**Commissioner Baldwin made the motion to approve advertising the request for bids for the Hammond Waterline Project. Motion was seconded and passed unanimously.**

**Ackley – aye; Balensifer – aye; Baldwin – aye; Dyer – aye**

Mr. Stelzig discussed the bid award for the SE Marlin & 101 Pump Station upgrade/Force Main replacement project. He stated the city received two bids and North Pacific Excavation was the lowest responsive bidder; he noted both bids were very close on price.

**Commissioner Dyer made the motion to approve awarding the contract for the SE Marlin & 101 Pump Station Upgrade/Force Main Replacement Project to North Pacific Excavation for the amount of \$85,750.00. Motion was seconded and passed unanimously.**

**Ackley – aye; Balensifer – aye; Baldwin – aye; Dyer – aye**

Ms. Engbretson discussed an event application from the VFW for the annual community Thanksgiving dinner at the Community Center, and noted they are requesting to have the fee waived. Ms. Engbretson stated we have not been renting the center for social events over 10 people. Mayor Balensifer stated if the Health Department says yes, then he approves. Ms. Engbretson noted if we cover the cost for the event, we are sponsoring it. Mayor Balensifer suggested using the business license fund to cover the cost of the community center rental fee; there was consensus.

#### DISCUSSION ITEMS

Fire Chief Brian Alsbury discussed updates to the burn permit process. He explained the web-based reporting system he is now using, that also tracks the issued burn permits.

Mayor Balensifer noted for the record the public comment received from Ms. Barber regarding dogs off leash on the Warrenton trail system. Chief Workman discussed leash laws and issues of dogs running loose on Warrenton trails. He noted what is currently in the WMC does not adequately address leash laws. Mayor Balensifer stated he has received many complaints over the years and also noted problems with elk and dogs. Brief discussion ensued. Consensus was to have a leash law on the trails and city parks; beaches are the exception. Chief Workman will contact Fort Stevens. If a dog owner is the only person at the park, off leash is okay – if others show up put the dog on a leash. People should use common sense and common courtesy. Chief Workman will bring something back.

Mayor Balensifer reviewed a draft Declaration of Cooperation (DoC) on elk management and issues. He stated he does not want to sign anything without the entire commission feeling comfortable. After brief discussion, Mayor Balensifer recessed the meeting (7:14 p.m.) to allow Commissioner Ackley to review the document. At 7:20 p.m. the meeting resumed and after further discussion, there was consensus to have the mayor sign the DoC.

Ms. Engbretson requested to add item 7-F, Oregon Community Path program. Mr. Stelzig noted this is something they have been working on for a while and will be requesting a grant to do the planning for it; to look at feasibility. Brief discussion continued. Mr. Stelzig stated they need to submit the letter of intent by October 31. Discussion moved to status of the tsunami sirens – Ms. Engbretson will follow up with Building Official Bob Johnston. Consensus was to go forward with letter of intent.

#### MINUTES

GOOD OF THE ORDER

Commissioner Ackley stated the movie night went well.

Ms. Engbretson stated she received notification that the City has received the Silver Safety Award this year. She thanked safety committee members and congratulated City of Warrenton employees. She noted will be at the LOC virtual conference tomorrow.

There being no further business, Mayor Balensifer adjourned the regular meeting at 7:31 p.m.

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder



June 8, 2020 - Minutes

Pledge of Allegiance

**ATTENDEES:**

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

**City Representatives: Kyle Sharpsteen, Operations Manager, Morgan Murray, RARE, and Nancy Ager, Public Works Secretary, Kevin Cronin, Community Development Director/Assistant City Manager.**

1. **Minutes of February 10, 2020 Meeting (Item 1a) . Minutes approved unanimously**
2. **Board Member Comments**
3. **Reports**
  - a. Northwest Coast Trails Coalition Tessa Scheller **No comments**
  - b. Warrenton Kids, Inc. - Debbie Little **No comments**
4. **Parks Maintenance – Kyle Sharpsteen, Public Works Operations Manager The City is in the process of relocating the small dog park. Carruthers Park was to be closed June 9, 2020 for repairs. Carol Snell thinks the new dog park looks great. Kyle Sharpsteen added Public Works may have to remove a few trees to complete the project.**
  - c. **RARE Update -Morgan Murray Item 3d Power Point Presentation**
    - i. **RARE Project Updates**
    - ii. **Wayfinding Trailhead Skipanon River Park Prefabricated Sign Options Option B will require a volunteer driven project. Bert feels the Boards original recommendation for a trailhead will increase public pride and the Board should consider asking the WHS to design the trailhead, but the school may be busy with projects. Wood signs would require replacement and metal signs would be preferred. Kevin said we want a sign we can get sooner than later. The Board moved to “use a prefab sign from Romtec – 2 post sign with no roof and place a trail map up and the Skipanon River Park sign on the board ”. The Board would still like to see QR readers on the trailhead if a way to facilitate the process can be made.**
    - iii. **Parks Master Plan Improvement Recommendations A discussion ensued about Parks Master Plan recommendations including construction of a community compost in City Parks. Kevin thinks the City should expand to level 1 garbage pickup which will include compost. Sara Long, Board Chair feels the Board will need more input, Bert noted there will need to be a designated spot that takes into consideration the smell and need for constant maintenance. The Board voted unanimously to frame a recommendation to “Compost for City and Parks only”**

**Another item from the original Parks Master Plan was construction of a bioswale at Pacific Park. It has natural stormwater improvements for drainage. According to Kevin, there is a Public Works drainage project in the works that will require a joint effort on the part of civil and bio engineers. Perhaps the City could propose a joint project to improve Pacific Dr. Park and possibly look at other properties for a bioswale. The Board moved to wait until the drainage system has been improved to make a recommendation for a bioswale. The item will remain in the Master Plan.**

- iv. **Pacificorp Grant Support Letter – The PAB recommends moving forward with the grant request for Forest Rim Park. Morgan will prepare an item to submit to the City Commission. The Board moved to “add Forest Rim Park to the Capital Improvement Plan.”**

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

\*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

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

- a. Parks Funding Options and Recommendations (packets) Item 6a
  - i. **The Board moved to “add Forest Rim Park to the Capital Improvement Plan.**
  - ii. **The City Commission would like to see fundraising events in the park. Perhaps fence signs, businesses sponsoring a park. Bert has concerns about how the facilities will be used if a park has a single business sponsor. Other ideas include Kayak Rentals, bicycle rentals, lease space in parks to businesses.**

- 8. **New Business**

- a. **City Manager, Linda Engbretson asked the Parks Advisory Board to make a recommendation to ban smoking in the parks. Kevin recommends banning smoking and Bert Little would like to see smoking areas in the parks and on the trails.**
  - i. **The Board made a motion to “recommend banning all smoking in the parks”.**

- 9. **Public Comment**

The meeting was adjourned 5:30p.m.

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

October 12, 2020      November 9, 2020 Budget recommendation Meeting      December 14, 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

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Halle Sund 10-12-20

## SPECIAL MEETING MINUTES

Warrenton Parks Advisory Board

July 23<sup>rd</sup>, 2020

Warrenton City Hall – Commission Chambers

225 S. Main

Warrenton, OR 97146

Parks Board Members Present: Bert Little, Carol Snell, Kailee Kobe, Justin Kobe.

Staff Present: Public Works Secretary Nancy Ager, Public Works Office Assistant Hallie Sweet.

BUSINESS ITEMS

City Manager Linda Engbretsen requested a special meeting from the Parks Advisory Board to make a recommendation to the City Commission regarding Spruce Up Warrenton's proposal to install electrical improvements at Quincy and Bessie Robinson Park. Mr. Little had the following concerns of who will have the keys to the equipment and electrical boxes? Public Works secretary Nancy Ager responded with that the City will oversee distributing keys for parks events. Mr. Little also expressed the concern that during events the shed will need to be relocked after the switch is thrown to ensure Warrenton Kids inc. materials and equipment that are stored in the shed will be remained undisturbed.

Mr. Little made the motion that the City Commission accepts the Spruce Up Warrenton proposal to install electrical improvements at Quincy and Bessie Robinson Park. The motion was seconded and approved with all in favor.

There being no further business, Mr. Little adjourned the meeting at 4:15 p.m.

Next regular meeting is scheduled for October 12<sup>th</sup>, 2020 at 4:00 p.m.

SPECIAL MEETING MINUTES

Warrenton Parks Advisory Board

July 23<sup>rd</sup>, 2020

Warrenton City Hall – Commission Chambers

225 S. Main

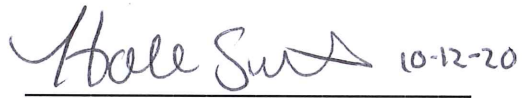
Warrenton, OR 97146

Approved



Sara Long, Chair

Attest



Hallie Sweet 10-12-20

Hallie Sweet, Secretary

## MINUTES

Warrenton Parks Advisory Board

August 10<sup>th</sup>, 2020

Warrenton City Hall – Commission Chambers

225 S. Main

Warrenton, OR 97146

Parks Board Members Present: Chairperson Sara Long, Vice-Chair Jim Dutcher, Carol Snell, Bert Little. Excused: Kailee Kobe, Justin Kobe.

Staff Present: Public Works Secretary Nancy Ager, Public Works Office Assistant Hallie Sweet.

### CONSENT CALANDAR

- A. Minutes of June 8<sup>th</sup> Meeting
- B. Minutes of July 23<sup>rd</sup> – Special Meeting

Chairperson Long made the motion to defer the meeting minutes of June 8<sup>th</sup> and July 23<sup>rd</sup> special meeting minutes until October 14<sup>th</sup>, 2020 meeting. The motion was seconded and approved with all in favor.

### REPORTS

Warrenton Kids Inc. – Debbie Little reported to the board that the complaints regarding the lack of masks and social distancing during baseball and softball games are tournament teams not affiliated with Warrenton Kids Inc.

Parks Maintenance – Kyle Sharpsteen reported to the board that the current park host at Carruthers Park will be leaving and he will begin the process of advertising for a new host.

### BUSINESS ITEMS

Mr. Dutcher presented to the board on behalf of Chief Workman adjustments that had been made to the proposed Ordinance No.1240 Amendments. Changes to the Amendment included separation of the “shall” and “shall not in the operating rules, increase the fee from \$25 to \$50, and decrease the time to impound a bicycle or E-Bike from 60 days to 30 days. Chairperson Long made the motion to accept Ordinance No. 1240, the motion was seconded and approved with all in favor.

## MINUTES

Warrenton Parks Advisory Board

August 10<sup>th</sup>, 2020

Warrenton City Hall – Commission Chambers

225 S. Main

Warrenton, OR 97146

The Parks Board received a Memorial Application for a bench west of Carruthers Park along the Warrenton Waterfront Trail. Mr. Dutcher made the motion to accept the application as written and forward it onto the City Commissioners. The motion was seconded and approved with all in favor.

Mr. Dutcher shared the “Warrenton Walking Trail Capital of the Pacific Northwest” project which is estimated to take at least five years to complete and needs substantial funding for all weather signs along the trail. Discussion continued about trail parking availability, and the Hammond trails connecting as the first phase. Chairperson Long made the motion to table this discussion until the October Meeting.

### DISCUSSION ITEMS

Mr. Little brought attention to the other board members that there are no sidewalks from Lums Auto Center to the Skipanon Bridge and he saw kids riding through the parking lot at Lums.

Mr. Dutcher mentioned that he has been doing work with Spruce Up Warrenton and they have completed building the planter boxes that are now on display along South Main Avenue in front of the Crossover Car Stereo parking lot.

Chairperson Long shared with the rest of the board members that Mayor Henry Balensifer III and the City Commission requested a list of various ideas for raising revenue for operations and maintenance of parks in the City. The list was to include all ideas discussed by the parks board and why or why not the board recommends those ideas. Chairperson Long mentioned the concern that any money raised for parks stays within the parks fund and does not get lost in the general fund. Mr. Dutcher shared his concern that all the profits raised would only cover the cost of maintenance and the parks fund would break even. Parks board members continued to discuss ideas such as namesakes for sponsorship of the parks, advertisements displayed on the Carruthers Park fence, renting out the parks for events,

MINUTES

Warrenton Parks Advisory Board

August 10<sup>th</sup>, 2020

Warrenton City Hall – Commission Chambers

225 S. Main

Warrenton, OR 97146

selling unused repurposed materials, donation boxes along park trails, kayak and bicycle rentals, and the possibility of being able to rent out spaces for food trucks.

Chairperson Long mentioned to the board the need to encourage people to apply for the open seat on the Parks Board and was going to look into advertisement for all the boards with vacant seating on the City of Warrenton website, Facebook page, the Astorian, and the Columbia Press. Mr. Dutcher mentioned that this would be his last year on the Parks Advisory Board as he will be splitting his time between here and Arizona.

There being no further business, Chairperson Long adjourned the meeting at 6:00 p.m.

Next regular meeting is scheduled for October 12<sup>th</sup>, 2020 at 4:00 p.m.

Approved



Sara Long, Chair

Attest



Hallie Sweet, Secretary

Hallie Sweet, Secretary



## Sept. 2020 WCL Director's Quarterly Report



### Building & Technology

- Reopened June 15, 2020-steady flow of patrons and computer users
- Library and new paint-emailed Mike Moha 9/1-response: if not before rain, Spring 2021
- New computers work well, not a ton of memory. Room for upgrades
- **Community Computer users for the last three months**

Month	# users
June	171
July	261
August	220

### Staff

- 2 paid library staff currently: Director and Library Administrative Assistant, Carole Feldman
- Youth Services Library Aide position - open-held interviews Aug 18, 20, and 25. Offered the job to the top candidate, they declined the offer.
- Reworking the position with a focus on the young adult/teen youth and STEAM applications
- Sent inquiry to Clatsop Community College for Work Study employee
- Linda, Kay, Jesse, Taffy are back volunteering a couple hours a week. Also, Eric Knudsen helped with making storywalk signs and installing them as well as other maintenance jobs
- **Volunteer hours**

Month	# of hours
June	31
July	57.75
August	275

### Continuing Education & Meetings

- Attending weekly Zooms with State Library of Oregon youth services and library directors across the state
- Kelly will attend the Association for Rural and Small Libraries Virtual Conference Sept. 28-Oct. 2 (Event Platform Whova) The State Library of Oregon is paying for the conference registration.

## Collections & Materials

- Added more puzzles (36 total, all were donated)
- New Library of Things items: binoculars, knitting items, sewing kit, Samsung tablet, electric bass guitar
- Purchasing 25-30 new resources a month based on patron recommendations, best-sellers and award winners as well as community and collection needs.
- Many various donations coming in weekly/daily (books, DVDs, Puzzles)

## Programming & Outreach

### Library Wide

- Summer Reading Program 2020 complete

Craft bags and free books dispersed	June	July	August	TOTAL
Pre-Reader (0-4)	35	33	35	103
Elementary (grades K-5)	81	100	70	251
Young Adult (grades 6-12)	31	35	27	93
Adult	35	35	34	104
<b>TOTAL</b>	<b>182</b>	<b>203</b>	<b>166</b>	<b>551</b>

- 3 different Story Walks up during June, July, August on various trails in Warrenton & Hammond (Skipanon Trail, Seafarer's Park, Warrenton Waterfront Trail)
- Gave out free books twice a month for June, July, August at the Clatsop Community Action Food Bank on Thursdays from 3-4pm.
- Total books dispersed at CCA Food Bank=**360**
- Total books dispersed through WCL Summer Reading Program 2020=**911**
- The free books were from director requests/grants from Kids Need to Read (5 boxes from Meza, AZ), Lisa Libraries (8 boxes from Kingston, NY) and the Ready to Read grant that is specifically used for the Summer Reading Program. Because we didn't have our regular summer programming, we used some of the grant to buy books to give away, with the intent of helping people start their own home library. Seaside and Astoria youth programming librarians also gave WCL extra ROCC funds to buy books. (\$200 each for Seaside/Astoria, \$788 for Warrenton). We ordered book packs from Scholastic Literacy Partnerships.
- New Adult Programming: Rural Race Talks starting Sept. 23 with LaNicia Duke from Tillamook County. Rural Race talks are a series of discussions that will center on how to build new relationships, nurture existing relationships and grow in common knowledge and understanding with the goal of building stronger, better communities, and empowering everyone in our communities to share their voices in a safe space. Our first series of workshops will begin on Wednesday, September 23rd from 6 pm - 8 pm. We will also meet

September 30th, October 7th, 14th, 21st, 28th. There will be 4 more 6 week sessions throughout the year, culminating with a Community Cultural Celebration in June.

### **Digital Services**

- Applied for ALA Community Connect grant for 5 Hotspots from Verizon and Ready, Set, Bank, a turnkey curriculum that uses a series of micro learning videos to teach community members about online banking, money management and online security; assets and resources on hotspot-lending best practices produced by the Public Library Association (PLA); and additional financial capability resources from ALA. These materials will be presented in two recorded training webinars for library staff to watch when schedules allow. Award notification Sept. 30, 2020

### **Youth Services**

- Outdoor story time scheduled for 9/15/20 at Warrenton City Park. Director Kelly will be hosting it. Limited to 10 participants. Each participant will take home a craft/activity related to theme (nature).
- Looking to work with Mary G., who applied for the youth aide position. She has ideas on and how we might work together on behalf of learners and families. She seed ways that she might be able to fulfill patrons' needs within the posted position and link county learners with common needs and goals.

### **Short Term Goals (October, November, December )**

- Fill the Youth Services aide position (15 hours)
- Complete Grant applications for STEAM programming (hands-on STEAM learning experiences for children, youth, and families in the Warrenton area)
- Teen Advisory Board and volunteership

### **Long Term Goals**

- Friends of the Warrenton Community Library group
- Update signage within library
- Enhance website
- Resume Computer classes for adults if possible
- Start Book club (virtual/in person)--Reader's services
- Crafting nights (virtual/in person)
- Presenters, author visits (virtual/in person)



# WARRENTON POLICE DEPARTMENT SEPTEMBER 2020 STATISTICS

OCTOBER 27, 2020



September Statistics (% changes are compared to 2019)							
Category	2020	2019	% Chg	2018	% Chg	2017	% Chg
Calls for Service	<b>694</b>	781	<b>-11%</b>	927	<b>-25%</b>	756	<b>-8%</b>
Incident Reports	<b>209</b>	150	<b>39%</b>	267	<b>-22%</b>	173	<b>21%</b>
Arrests/Citations	<b>154</b>	131	<b>18%</b>	203	<b>-24%</b>	114	<b>35%</b>
Traffic Events	<b>150</b>	202	<b>-26%</b>	310	<b>-52%</b>	205	<b>-27%</b>
DUII Calls	<b>2</b>	3	<b>-33%</b>	5	<b>300%</b>	3	<b>300%</b>
Traffic Accidents	<b>22</b>	15	<b>47%</b>	27	<b>-19%</b>	24	<b>-8%</b>
Property Crimes	<b>85</b>	78	<b>9%</b>	97	<b>-12%</b>	71	<b>20%</b>
Disturbances	<b>102</b>	108	<b>-6%</b>	85	<b>20%</b>	80	<b>28%</b>
Drug/Narcotics Calls	<b>3</b>	5	<b>-40%</b>	10	<b>-70%</b>	4	<b>-25%</b>
Animal Complaints	<b>29</b>	28	<b>4%</b>	29	<b>0%</b>	34	<b>-15%</b>
Officer O.T.	<b>104.4</b>	228.9	<b>-54%</b>	135.5	<b>-23%</b>	209.8	<b>-50%</b>
Reserve Hours	<b>0</b>	9	<b>-100%</b>	26	<b>-100%</b>	19	<b>-100%</b>

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	645	593	577	529	618	622	733	814	694
Incident Reports	192	166	146	170	208	217	251	213	209
Arrests/Citations	132	122	166	168	171	131	153	172	154
Traffic Events	129	176	95	84	82	130	124	161	150
DUII Calls	2	3	3	3	4	2	2	2	2
Traffic Accidents	18	14	10	14	18	25	31	24	22
Property Crimes	94	104	101	95	81	90	106	101	85
Disturbances	85	80	66	98	63	51	114	91	102
Drug/Narcotics Calls	4	4	12	4	3	8	4	8	3
Animal Complaints	21	15	12	16	25	19	31	24	29
Officer O.T.	255.07	241	215.73	117.15	187.73	223	147.15	137.16	104.4
Reserve Hours	0	0	0	0	5	7.5	0	0	0

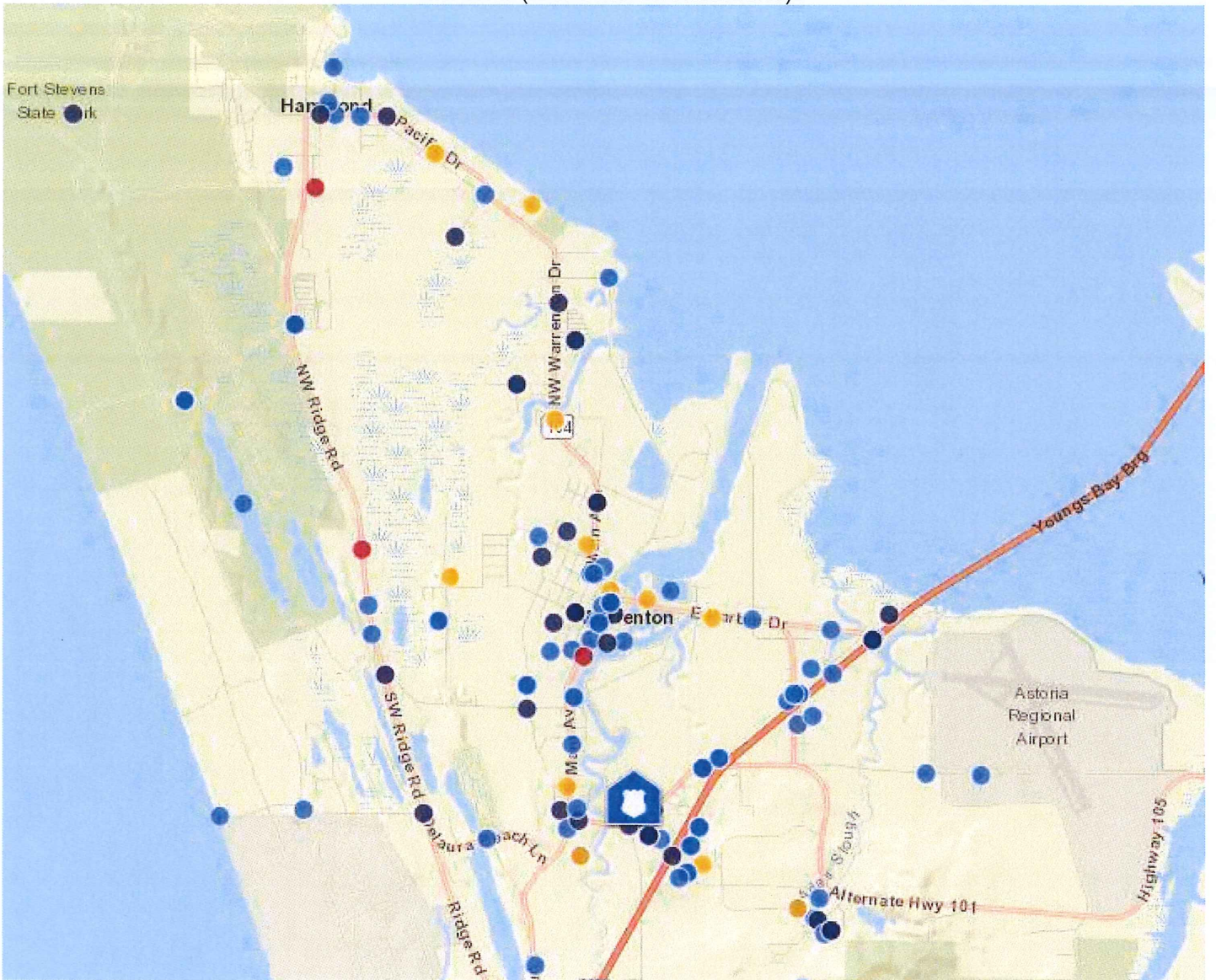
Oct	Nov	Dec	2020 YTD	2020 Estimate	2019	2020 v 2019	2018	2020 v. 2018	2017	2020 v. 2017
			5825	7767	9106	-15%	9332	-17%	7956	-2%
			1772	2363	2420	-2%	2551	-7%	2028	17%
			1369	1825	2095	-13%	1731	5%	1098	66%
			1131	1508	2461	-39%	3101	-51%	2094	-28%
			23	31	46	-33%	55	-44%	52	-41%
			176	235	260	-10%	271	-13%	226	4%
			857	1143	1254	-9%	1187	-4%	902	27%
			750	1000	1082	-8%	953	5%	778	29%
			50	67	87	-23%	108	-38%	79	-16%
			192	256	328	-22%	325	-21%	301	-15%
			1628.4	2171	2194.5	-1%	1731.7	25%	2400.3	-10%
			12.5	17	259.5	-94%	359.5	-95%	290	-94%

Homeless Incidents	2020	2019
Code 40 (Normal)	14	39
Code 41 (Aggressive)	1	4

The following is a graphic representation of statistics for **September 2020** using our **CityProject** membership (formerly [CrimeReports.com](https://www.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)





# Warrenton Fire Department

P.O. Box 250 Warrenton, OR 97146-0250 (503) 861-2494 Fax 503/861-2351  
225 S. Main Warrenton, Or 97146-0250

## STAFF REPORT

**Date:** October 2, 2020  
**To:** The Members of the Warrenton City Commission  
Linda Engbretson, City Manager  
**From:** Brian Alsbury, Fire Chief  
**Re:** Fire Department Activity Report for **September**

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### **September 2020 Emergency Response Activity -**

The Warrenton Fire Department responded to 108 emergency calls during the month of September 2020. Volunteers and Career staff ran 19 or (21.34 %) more 911 calls than the month of August 2020.

- 74-Rescue and Emergency Medical Calls (includes Motor Vehicle Crashes) .....68%**
- 2-Hazardous Condition (no fire) .....2%**
- 13-Service Calls.....12%**
- 6-Good Intent Calls.....5%**
- 6-False Alarm and False Calls.....5%**
- 6-Fires.....5%**
- 1-Special Incident Type.....1%**

An average, 5 volunteers responded per call throughout the month. During the month of September, 67 or 62% of the calls were during daytime hours between 6:00 a.m. and 6:00 p.m. The other 39 calls, or 38%, were during the night, between the hours of 6:00 p.m. and 6:00 a.m.

### **Recruitment and Retention**

The fire department was able to fill the Chaplains position that has sat vacant for 6 years. Our new Chaplain is Kevin Byers, he is the Pastor from Anchor Baptist Church in Astoria, Kevin, his wife and 6 of their children reside in Hammond. Chaplain Byers has been a great addition to the department.

We have started the promotion process to fill empty Lieutenant positions, applicants will sit in front of an interview panel, practical exam, and a physical agility test. We have had 4

Volunteers submit applications for the positions and we hope to have the positions filled by the end of October.

### **Personal Milestones**

Scott Watson completed his 10<sup>th</sup> year as a career firefighter with the City of Warrenton, marking this his 30<sup>th</sup> year as a member of the department. Scott was promoted to Division Chief of Operation and Recruitment in July. Scott has done a great job in his new position and I feel that he will do even greater things for the department and city in his next 10 years.

John Shepherd completed his 20<sup>th</sup> year as a career firefighter with the City of Warrenton marking his 43<sup>rd</sup> year as a member of the department. John also received a promotion to Division Chief of Training. John has also performed well, and I have also noticed positive changes in morale, a change that has slowly grown over the last 6 months. John is doing a great job!

### **Conflagrations**

The Pacific NW has experienced a very busy wildfire season this year. Warrenton Fire Department helped our fellow Oregonians this year by sending personal and equipment. Crews spent 14 days at the Beachie Fire and 10 days at the Holiday Farm Fire this season. They all returned home safe and sound. We also sent a crew and equipment to California to help with the firefighting efforts at the LNU Complex in Napa, CA.

I have received positive feed back from the overhead at these fires, telling me that our crews did a great job and represented the City of Warrenton well.

### **September Training –**

The department held 4 regularly scheduled Wednesday evening training sessions during the month of September, with an average attendance of 18 volunteers per drill.

Department volunteers spent 287 hours training the month of September, estimate of 14.5 hours per firefighter.

Please see attachments, they include:

### **EMERGENCY REPORTING REPORTS**

1. Breakdown by Major Incident Types for September
2. Average Number of Responding Personnel per Incident
3. Incidents per Shift for Date Range
  - a. A-shift 0600-1800hrs
  - b. B-shift 1800-0600hrs



# Warrenton Fire Department

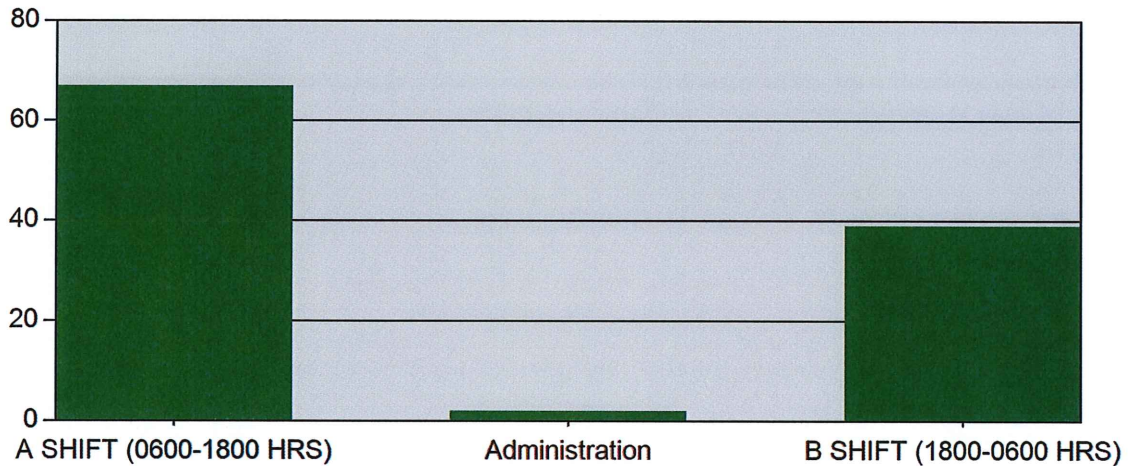
Warrenton, OR

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## Incidents by Shift for Date Range

Start Date: 09/01/2020 | End Date: 09/30/2020



SHIFT	# INCIDENTS
A SHIFT (0600-1800 HRS)	67
Administration	2
B SHIFT (1800-0600 HRS)	39
<b>TOTAL:</b>	<b>108</b>

Incidents with multiple EXPOSURES, with distinct stations, may create a slight difference between the report total and total number of actual incidents for the DATE RANGE provided. The totals reflect the # INCIDENTS each STATION was assigned. Only REVIEWED incidents included.



# Warrenton Fire Department

Warrenton, OR

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## Average Number of Responding Personnel per Incident Type for Date Range

StartDate: 09/01/2020 | EndDate: 09/30/2020

INCIDENT TYPE	AVG. # PERSONNEL
131 - Passenger vehicle fire	6
140 - Natural vegetation fire, other	3
142 - Brush or brush-and-grass mixture fire	6
151 - Outside rubbish, trash or waste fire	6
161 - Outside storage fire	6
311 - Medical assist, assist EMS crew	4
320 - Emergency medical service, other	3
321 - EMS call, excluding vehicle accident with injury	3
324 - Motor vehicle accident with no injuries.	6
444 - Power line down	4
522 - Water or steam leak	6
542 - Animal rescue	3
550 - Public service assistance, other	3
561 - Unauthorized burning	3
571 - Cover assignment, standby, moveup	5
600 - Good intent call, other	2
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	4
631 - Authorized controlled burning	16
651 - Smoke scare, odor of smoke	2
711 - Municipal alarm system, malicious false alarm	4
714 - Central station, malicious false alarm	1
733 - Smoke detector activation due to malfunction	3
743 - Smoke detector activation, no fire - unintentional	3
900 - Special type of incident, other	4

Reviewed Incidents only.



# Warrenton Fire Department

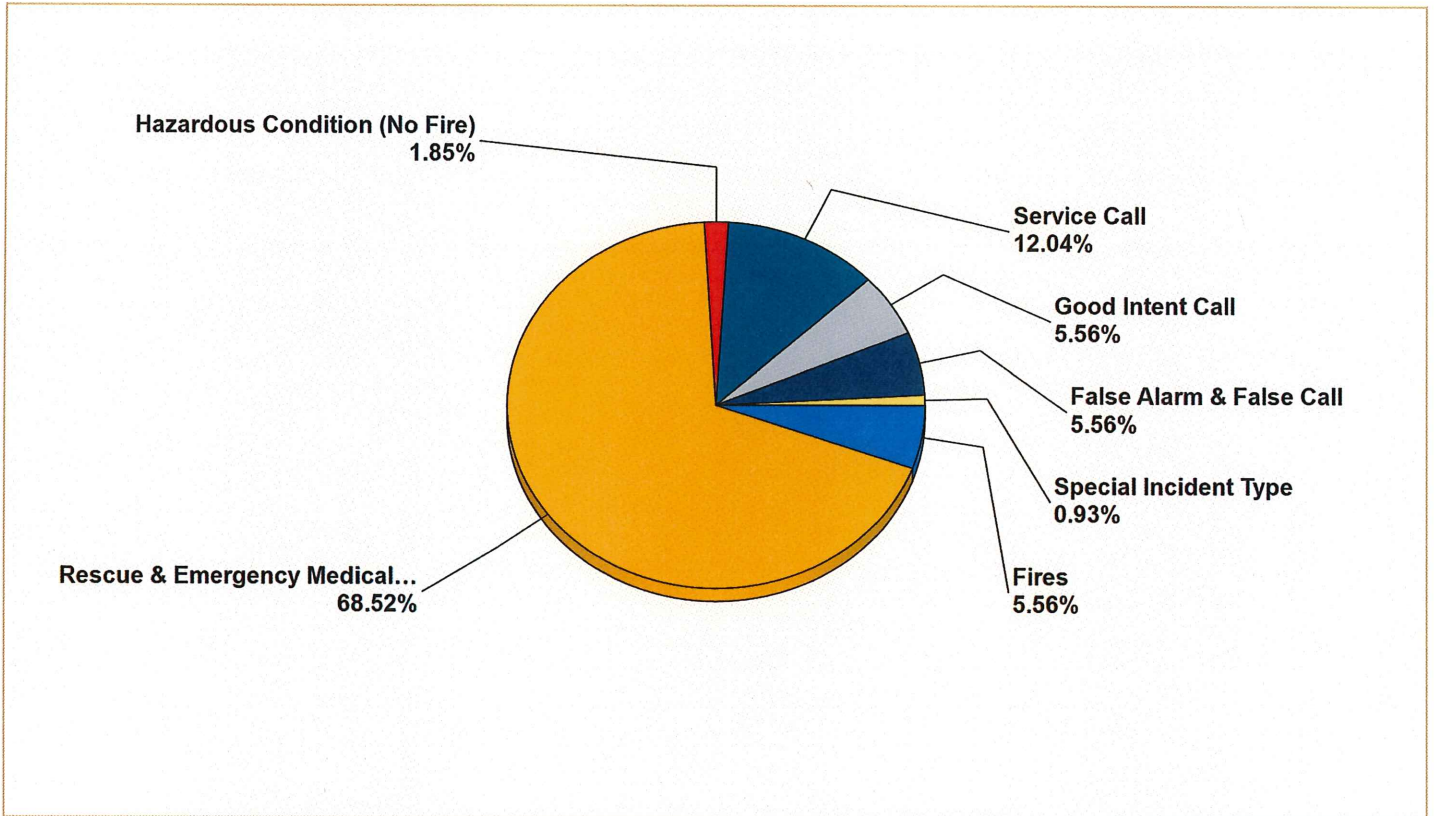


Warrenton, OR

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2020 | End Date: 09/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	5.56%
Rescue & Emergency Medical Service	74	68.52%
Hazardous Condition (No Fire)	2	1.85%
Service Call	13	12.04%
Good Intent Call	6	5.56%
False Alarm & False Call	6	5.56%
Special Incident Type	1	0.93%
<b>TOTAL</b>	<b>108</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
131 - Passenger vehicle fire	1	0.93%
140 - Natural vegetation fire, other	2	1.85%
142 - Brush or brush-and-grass mixture fire	1	0.93%
151 - Outside rubbish, trash or waste fire	1	0.93%
161 - Outside storage fire	1	0.93%
300 - Rescue, EMS incident, other	1	0.93%
311 - Medical assist, assist EMS crew	4	3.7%
320 - Emergency medical service, other	23	21.3%
321 - EMS call, excluding vehicle accident with injury	40	37.04%
324 - Motor vehicle accident with no injuries.	6	5.56%
444 - Power line down	2	1.85%
522 - Water or steam leak	1	0.93%
542 - Animal rescue	1	0.93%
550 - Public service assistance, other	5	4.63%
561 - Unauthorized burning	5	4.63%
571 - Cover assignment, standby, moveup	1	0.93%
600 - Good intent call, other	1	0.93%
611 - Dispatched & cancelled en route	1	0.93%
622 - No incident found on arrival at dispatch address	2	1.85%
631 - Authorized controlled burning	1	0.93%
651 - Smoke scare, odor of smoke	1	0.93%
711 - Municipal alarm system, malicious false alarm	3	2.78%
714 - Central station, malicious false alarm	1	0.93%
733 - Smoke detector activation due to malfunction	1	0.93%
743 - Smoke detector activation, no fire - unintentional	1	0.93%
900 - Special type of incident, other	1	0.93%
<b>TOTAL INCIDENTS:</b>	<b>108</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



**Volume 14, Issue 3**

**Monthly Finance Report**  
**September 2020**

**October 27, 2020**

**Economic Indicators**

	Current	1 year ago
◆ Interest Rates:		
LGIP :	1.00%	2.57%
Prime Rate:	3.25%	5.00%
◆ CPI-U change:	1.4%	1.7%
◆ Unemployment Rates:		
Clatsop County:	8.3%	3.4%
Oregon:	8.0%	3.5%
U.S.:	7.9%	3.5%

**Department Statistics**

◆ Utility Bills mailed	3,390
◆ New Service Connections	5
◆ Reminder Letters	437
◆ Door Hangers	0
◆ Water Service Discontinued	0
◆ Walk-in counter payments	242
◆ Mail payments	1,348
◆ Auto Pay Customers/pmts	672
◆ Online (Web) payments	895
◆ Checks issued	337

**Current and Pending Projects**

- ◆ M D & A / Audit
- ◆ CRF Grant Funding
- ◆ Community Center Annual Report
- ◆ SDC Annual Report
- ◆ Landfill Financial Assurance Report
- ◆ Open Enrollment for Health Insurance

**Financial Narrative as of September 30**

**Note:** Revenues and expenses should track at 3/12 or 25% of the budget.

Attached to this report is analysis and summaries of data for assessed value and property tax information for the City of Warrenton for the tax year 2020-2021

Assessed value for the City of Warrenton is \$703,872,791, an increase of 8.9% from the prior year. Of that amount, the Urban Renewal District boundary value represents \$89,104,514, an increase of 2.9%. The value of the Urban Renewal boundary represents 12.66% of the total city boundary value.

Tax amounts to be received are as follows for the permanent rate; \$1,026,739, local option rate \$429,362 (*Library \$232,278 and Police \$197,084*), bonded debt rate, \$588,719 for a total of \$2,044,820. Please keep in mind that these amounts will be reduced by discounts, uncollected taxes, and other reductions. The total levy last year was \$1,901,777.

The Urban Renewal Agency boundary value will raise \$823,344 at the rates of \$1.718 per \$1,000 and at a rate of 58.87 cents per \$1,000 of assessed value depending on the tax code, for Urban Renewal. These rates are applied to each individual property's total assessed value whether inside the boundary or not. The tax amount is also subject to discounts, credits, etc. This is \$49,409 more than the budgeted revenue of \$773,935. If the Agency collects 94.3% of the tax, then it is projected

that we will be over budget by \$2,478.

The General Fund loses 21.14 cents per \$1,000, or \$148,813 in tax to the Urban Renewal Agency.

Taxpayers pay \$.8364 per \$1,000 of assessed value for bonded debt compared to \$.8559, last year.

If the County collects 94.3% of the total imposed taxes, the General Fund should see an excess of \$76,437 in property tax revenue for the permanent rate and police levy compared to budget. The Library would see an excess of \$13,204 compared to budget. During budget projections, total assessed value was estimated at \$665,725,467 an underestimate of \$38,147,324. The outside urban renewal boundary was estimated at \$576,620,953 and represents the entire underestimate. The urban renewal value was estimated and set at \$89,104,514, as required by revenue sharing triggered by the recent substantial amendment to the plan.

For every one million of assessed value added, the permanent rate plus the local option rate would raise \$2,280.10, annually. \$1,950.10 for the General Fund and \$330 for the Library.

Also, attached are data for Warrenton and surrounding area cities' assessed value, permanent rates, and total tax rates by tax code. Code 0113 is the latest annexation (by the airport) up to our

Urban Growth Boundary and pays a different rate because they are in School 1 District as opposed to School 30 (Warrenton School District).

Taxpayers in code 3004/3010 and 0113 pay property taxes (to all jurisdictions) of \$1,712 and \$1,796, respectively on property assessed at \$125,000. Receipt of current property tax revenues begins in November.

Also, attached is Oregon population data. The city's per capita state distributions for 2020/2021 are based on Warrenton population of 5,320.

**General Fund:** Year to date revenues amount to \$594,576, which is 13.4% of the budget, compared to the prior year amount of \$726,351, which was 17.3% of the budget and are down by \$131,775. Decreases are shown in prior property taxes, franchise fees, transient room taxes, municipal court, community development fees, park charges and interest.

Expenses year to date amount to \$925,147, which is 19.6% of the budget, compared to the prior year amount of \$1,184,668, which was 25.2% of the budget.

**Quincy Robinson Trust:** The value of the trust at US Bank as of September 30, 2020 is \$931,610 up from \$889,896 as of July 1, 2020. The City receives an annual distribution of 5% of the fair market value based on the first business day of each taxable year or 85% of the net income, whichever is greater.

**Financial data as of September, 2020**

	General Fund				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	802,477	1,043,091	600,000	173.85	
Plus: Revenues	244,294	594,576	4,425,741	13.43	(see details of revenue, page 4)
Less: Expenditures					
Municipal Court	10,963	31,945	160,306	19.93	
Admin/Comm/Fin(ACF)	123,673	305,151	1,167,282	26.14	
Planning	17,801	39,346	292,992	13.43	
Police	121,383	365,552	2,000,654	18.27	
Fire	51,995	156,446	855,386	18.29	
Parks	8,436	26,707	163,557	16.33	
Transfers	-	-	70,178	-	
Total Expenditures	334,251	925,147	4,710,355	19.64	
Ending Fund Balance	712,520	712,520	315,386	225.92	

	WBL				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	118,817	71,405	78,000	91.54	
Plus: Revenues	(2,887)	55,636	59,800	93.04	
Less: Expenditures	1,251	12,362	128,346	9.63	
Ending Fund Balance	114,679	114,679	9,454	1,213.02	

	Building Department				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	906,321	898,004	790,000	113.67	
Plus: Revenues	14,969	72,372	474,000	15.27	
Less: Expenditures	24,092	73,178	324,175	22.57	
Ending Fund Balance	897,198	897,198	939,825	95.46	

	State Tax Street				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	2,535,774	2,561,838	2,300,000	111.38	
Plus: Revenues	67,092	98,853	709,965	13.92	
Less: Expenditures	31,039	88,864	2,674,892	3.32	
Ending Fund Balance	2,571,827	2,571,827	335,073	767.54	

	Warrenton Marina				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	494,062	172,727	145,000	119.12	
Plus: Revenues	25,779	437,151	571,226	76.53	
Less: Expenditures	37,251	127,288	558,797	22.78	
Ending Fund Balance	482,590	482,590	157,429	306.54	

**Financial data as of September 2020, continued**

	Hammond Marina				Water Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	368,227	180,776	160,000	112.99	3,827,818	3,144,980	2,200,000	142.95
Plus: Revenues	25,003	276,919	233,401	118.65	524,039	1,484,371	5,766,500	25.74
Less: Expenditures	24,421	88,886	315,641	28.16	163,397	440,891	7,049,683	6.25
Ending Fund Balance	<u>368,809</u>	<u>368,809</u>	<u>77,760</u>	<u>474.29</u>	<u>4,188,460</u>	<u>4,188,460</u>	<u>916,817</u>	<u>456.85</u>

	Sewer Fund				Storm Sewer			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	2,876,428	2,688,213	2,200,000	122.19	1,242,871	1,185,198	1,100,000	107.75
Plus: Revenues	250,092	758,502	2,428,800	31.23	44,153	130,814	433,400	30.18
Less: Expenditures	134,212	454,407	3,462,167	13.12	14,370	43,358	1,200,861	3.61
Ending Fund Balance	<u>2,992,308</u>	<u>2,992,308</u>	<u>1,166,633</u>	<u>256.49</u>	<u>1,272,654</u>	<u>1,272,654</u>	<u>332,539</u>	<u>382.71</u>

	Sanitation Fund				Community Center			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	457,841	432,697	450,000	96.15	17,821	18,239	16,000	113.99
Plus: Revenues	102,336	302,610	1,037,195	29.18	788	2,480	16,560	14.98
Less: Expenditures	89,411	264,541	1,291,501	20.48	1,072	3,182	24,119	13.19
Ending Fund Balance	<u>470,766</u>	<u>470,766</u>	<u>195,694</u>	<u>240.56</u>	<u>17,537</u>	<u>17,537</u>	<u>8,441</u>	<u>207.76</u>

	Library				Warrenton Urban Renewal Agency Capital Projects Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	96,968	128,494	111,000	115.76	16,143	19,464	25,288	76.97
Plus: Revenues	(593)	5,158	225,902	2.28	12,101	45,406	6,407,433	0.71
Less: Expenditures	13,167	50,444	232,070	21.74	14,608	51,234	6,432,721	0.80
Ending Fund Balance	<u>83,208</u>	<u>83,208</u>	<u>104,832</u>	<u>79.37</u>	<u>13,636</u>	<u>13,636</u>	<u>-</u>	<u>-</u>

**Financial data as of September 2020, continued****(\$) Cash Balances as of September 30, 2020**

General Fund	1,002,892	Warrenton Marina	446,877	Storm Sewer	1,217,618
WBL	113,164	Hammond Marina	370,738	Sanitation Fund	378,321
Building Department	903,298	Water Fund	3,449,042	Community Center	18,015
State Tax Street	2,584,839	Sewer Fund	2,615,109	Library	84,839

**Warrenton Urban Renewal Agency**

Capital Projects	16,156
Debt Service	1,879,055

General Fund Revenues	Collection Frequency	2020-2021 Budget	Actual as	Collections/Accruals		(over) under budget
			% of Current Budget	Year to date		
				September 2020	September 2019	
Property taxes-current	AP	1,077,628	0.00	-	-	1,077,628
Property taxes-prior	AP	30,000	15.92	4,776	6,216	25,224
County land sales	A	-	0.00	-	-	-
Franchise fees	MAQ	598,000	12.30	73,561	76,296	524,439
COW - franchise fees	M	256,281	33.40	85,592	50,907	170,689
Transient room tax	Q	525,212	0.76	4,014	43,376	521,198
Liquor licenses	A	550	0.00	-	-	550
State revenue sharing	MQ	168,891	16.37	27,655	8,568	141,236
Municipal court	M	136,700	14.66	20,038	31,155	116,662
Community development fees	I	105,000	11.89	12,480	15,445	92,520
Police charges	I	21,000	17.58	3,692	2,861	17,308
Fire charges	SM	103,524	0.00	-	-	103,524
Park charges	I	-	0.00	-	480	-
Miscellaneous	I	1,200	149.00	1,788	910	(588)
Interest	M	18,000	8.53	1,536	3,992	16,464
Lease receipts	M	216,473	24.66	53,384	52,715	163,089
Grants	I	-	0.00	909	-	(909)
<b>Sub-total</b>		<b>3,258,459</b>	<b>8.88</b>	<b>289,425</b>	<b>292,921</b>	<b>2,969,034</b>
Transfers from other funds	I	-	0.00	-	-	-
Overhead	M	1,167,282	26.14	305,151	433,430	862,131
<b>Total revenues</b>		<b>4,425,741</b>	<b>13.43</b>	<b>594,576</b>	<b>726,351</b>	<b>3,831,165</b>

M - monthly

Q - quarterly

SM - Semi-annual in November then monthly

AP - As paid by taxpayer beginning in November

MAQ - Century Link, NW Nat & Charter-quarterly,  
all others monthly

S - semi-annual

I - intermittently

MQ - Monthly, cigarette and liquor and Quarterly, revenue sharing

R - renewals due in July and new licenses intermittently

A - annual

Note: Budget columns do not include contingencies as a separate line item but are included in the ending fund balance. Unless the Commission authorizes the use of contingency, these amounts should roll over to the following year beginning fund balance. For budget details, please refer to the City of Warrenton Adopted Budget for fiscal year ending June 30, 2021. Budget amounts reflect budget adjustments approved by the Commission during the fiscal year. Information and data presented in this report is unaudited.



CITY OF WARRENTON  
History of Assessed Property Values and Property Taxes to be Received

	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011
<b>Value</b>	<b>703,872,791</b>	<b>646,335,405</b>	<b>608,254,053</b>	<b>567,541,596</b>	<b>538,455,553</b>	<b>520,287,689</b>	<b>490,415,906</b>	<b>476,825,335</b>	<b>455,991,441</b>	<b>427,950,315</b>	<b>405,421,734</b>
<b>percentage increase from prior year</b>	<b>8.902%</b>	<b>6.261%</b>	<b>7.173%</b>	<b>5.402%</b>	<b>3.492%</b>	<b>6.091%</b>	<b>2.850%</b>	<b>4.569%</b>	<b>6.552%</b>	<b>5.557%</b>	<b>4.629%</b>
Perm Rate Tax	1,026,739	934,923	878,926	835,421	795,137	773,823	731,942	705,604	678,058	642,181	611,819
Local Option Tax	429,362	394,265	371,034	212,828	201,920	195,108	183,835	178,809	170,996	160,481	152,032
Bonded Debt	588,719	572,589	579,463	586,088	722,734	720,218	696,481	673,056	687,544	713,264	776,821
<b>Total Tax Amount to be Received</b>	<b>\$ 2,044,820</b>	<b>\$ 1,901,777</b>	<b>\$ 1,829,423</b>	<b>\$ 1,634,337</b>	<b>\$ 1,719,791</b>	<b>\$ 1,689,149</b>	<b>\$ 1,612,258</b>	<b>\$ 1,557,469</b>	<b>\$ 1,536,598</b>	<b>\$ 1,515,926</b>	<b>\$ 1,540,672</b>
<b>Urban Renewal Excess Assessed Value</b>	<b>89,104,514</b>	<b>86,558,966</b>	<b>81,999,845</b>	<b>67,343,430</b>	<b>62,370,427</b>	<b>56,963,784</b>	<b>52,179,015</b>	<b>54,333,847</b>	<b>50,006,896</b>	<b>43,451,283</b>	<b>39,086,393</b>
<b>percentage increase from prior year</b>	<b>2.941%</b>	<b>5.560%</b>	<b>21.764%</b>	<b>7.973%</b>	<b>9.491%</b>	<b>9.170%</b>	<b>-3.966%</b>	<b>8.653%</b>	<b>15.087%</b>	<b>11.167%</b>	<b>51.676%</b>
<b>Outside Urban Renewal Boundary Value</b>	<b>614,768,277</b>	<b>559,776,439</b>	<b>526,254,208</b>	<b>500,198,166</b>	<b>476,085,126</b>	<b>463,323,905</b>	<b>438,236,891</b>	<b>422,491,488</b>	<b>405,984,545</b>	<b>384,499,032</b>	<b>366,335,341</b>
<b>percentage increase from prior year</b>	<b>9.824%</b>	<b>6.370%</b>	<b>5.209%</b>	<b>5.065%</b>	<b>2.754%</b>	<b>5.725%</b>	<b>3.727%</b>	<b>4.066%</b>	<b>5.588%</b>	<b>4.958%</b>	<b>1.277%</b>
<b>Total Assessed Value of the City</b>	<b>703,872,791</b>	<b>646,335,405</b>	<b>608,254,053</b>	<b>567,541,596</b>	<b>538,455,553</b>	<b>520,287,689</b>	<b>490,415,906</b>	<b>476,825,335</b>	<b>455,991,441</b>	<b>427,950,315</b>	<b>405,421,734</b>

CITY OF WARRENTON  
PROPERTY TAX ALLOCATION  
2020/2021

	1.6701	0.2800 0.3300	AMOUNT NEEDED		
	PERM RATE	LOCAL OPTION	OUTSIDE M5	TOTAL	
GENERAL FUND	100.00	0.4590	-		
LIBRARY		0.5410			
WWTP			1.0000		
<b>AMOUNT TO BE REC'D</b>	1,026,739.00	429,362.00	588,719.00	<b>2,044,820.00</b>	
					<b>PERCENTAGE</b>
<b>GENERAL FUND</b>	1,026,739.00	197,084.20	-	1,223,823.20	<b>0.5985</b>
<b>LIBRARY</b>		232,277.80		232,277.80	<b>0.1136</b>
<b>WWTP</b>			588,719.00	588,719.00	<b>0.2879</b>
	<b>1,026,739.00</b>	<b>429,362.00</b>	<b>588,719.00</b>	<b>2,044,820.00</b>	<b>1.0000</b>

**Tax Rate**

<b>GF LOCAL OPTION - POLICE</b>	<b>0.2800</b>	0.4590
<b>LIBRARY LOCAL OPTION</b>	<b>0.3300</b>	0.5410
	0.6100	1.0000

**Tax Rate**

<b>WWTP</b>	588,719.00	1.0000	<b>0.8364</b>	<b>Bonded Debt Other Addl' Taxes</b>
(ORS 308A.703) Farmland/Forestland	-	-	-	
	588,719.00	1.00	0.8364	

Urban Renewal Assessed Value	89,104,514
Outside Urban Renewal Boundary Value	614,768,277
Total Assessed Value of the City	703,872,791

**Comparison to Budget:**

	Budget	County Imposed Taxes	94.3% of Imposed Taxes	94.3% imposed taxes Variance to Budget	
GF - Permanent Rate	902,981	1,026,739	968,215	65,234	
GF - Local Option Police	174,647	197,084	185,850	11,203	76,437
Local Option Library	205,834	232,278	219,038	13,204	
GO Bond WWTP	540,037	588,719	555,162	15,125	
	<b>1,823,499</b>	2,044,820 <sup>1</sup>	<b>1,928,265</b>	104,766	

**City of Warrenton**  
**2020-2021 Analysis of Property Tax Rates and Assessed Values - Actual**

ADC  
 10/20/2020  
 12:17 PM

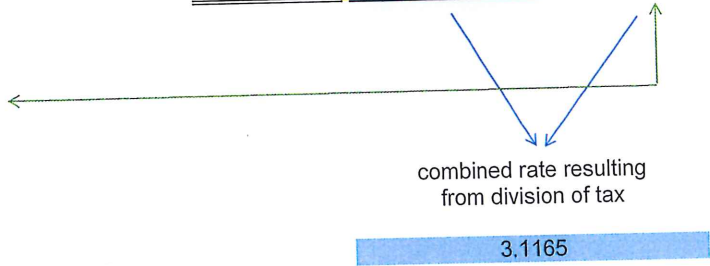
**Boundary Assessed Values**

89,104,514	urban renewal	12.66%
614,768,277	other	87.34%
<u>703,872,791</u>	<u>total assessed value</u>	<u>1</u>

w/o division of tax	Tax Rates	
	Division of Tax cow rate	urban rate
permanent rate	1.4587	0.2114
local option rate	0.6100	0
bond-wwtp	0.8364	0
<u>3.1165</u>	<u>2.9051</u>	<u>0.2114</u>

**division of warrenton tax rates for URA**

code 3004 and 3010		code 0113
0.2114	city of warrenton	0.2114
0.0067	4H	0.0067
0.1941	clatsop county	0.1941
0.0158	port of astoria	0.0158
0.0223	care center	0.0223
0.0985	clatsop community	0.0985
0.0194	nw esd	0.0194
0.5831	school 30/school 1	0.0000
0.0205	sunset trans	0.0205
<u>1.1718</u>	<u>division of tax rate</u>	<u>0.5887</u>



code 3004 and 3010	701,378,958	X	1.1718 divided by 1,000	=	821,890.55
code 0113 (annexation)	2,493,833	X	0.5887 divided by 1,000	=	1,468.17
	<u>703,872,791</u>				<u>823,358.72</u>

Amount allocated to Urban Renewal

823,343.79 County Table 4f  
 14.93 variance immaterial

**tax rates from code 3004 and 3010 and 0113**

1.4587		City of Warrenton allocation
0.6100		
0.8364	2.9051	
0.2114		Warrenton Urban Renewal Agency allocation (Division of City of Warrenton Tax)
0.0000	0.2114	
<u>3.1165</u>	<u>3.1165</u>	

amount diverted from COW General Fund to URA \$ 148,813.45

WARRENTON URBAN RENEWAL AGENCY  
History of Assessed Property Values and Property Taxes to be Received

	2020-2021	2019-2020	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013	2011-2012	2010-2011	2009-2010	2008-2009
Value	89,104,514	86,558,966	81,999,845	67,343,430	62,370,427	56,963,784	52,179,015	54,333,847	50,006,896	43,451,283	39,086,393	25,769,667	6,221,207
percentage increase from prior year	2.94%	5.56%	21.76%	7.97%	9.491%	9.170%	-3.966%	8.653%	15.087%	11.167%	51.676%	314.223%	
Total Amount to be Received <sup>1</sup>	\$ 823,344	\$ 799,814	\$ 757,703	\$ 622,259	\$ 593,665	\$ 543,717	\$ 497,892	\$ 519,858	\$ 479,857	\$ 415,863	\$ 289,240	\$ 252,630	\$ 60,787
Budget	\$ 773,935	\$ 735,979	\$ 602,456	\$ 574,761	\$ 525,284	\$ 478,982	\$ 496,364	\$ 452,000	\$ 389,465	\$ 362,452	\$ 298,647	\$ 142,622	\$ 40,000
Variance of Budget to Amount to be Received	\$ 49,409	\$ 63,835	\$ 155,247	\$ 47,498	\$ 68,381	\$ 64,735	\$ 1,528	\$ 67,858	\$ 90,392	\$ 53,411	\$ (9,407)	\$ 110,008	\$ 20,787
Urban Renewal Assessed Value	89,104,514	86,558,966	81,999,845	67,343,430	62,370,427	56,963,784	52,179,015	54,333,847	50,006,896	43,451,283	39,086,393	25,769,667	6,221,207
Outside Urban Renewal Boundary Value	614,768,277	559,776,439	526,254,208	500,198,166	476,085,126	463,323,905	438,236,891	422,491,488	405,984,545	384,499,032	366,335,341	361,716,701	339,376,585
Total Assessed Value of the City	<u>703,872,791</u>	<u>646,335,405</u>	<u>608,254,053</u>	<u>567,541,596</u>	<u>538,455,553</u>	<u>520,287,689</u>	<u>490,415,906</u>	<u>476,825,335</u>	<u>455,991,441</u>	<u>427,950,315</u>	<u>405,421,734</u>	<u>387,486,368</u>	<u>345,597,792</u>

<sup>1</sup> These amounts are not what will actually be received as they are subject to discounts, uncollected taxes, and other reductions.

**Area Cities' Property Tax Rates**  
Tax Year 2020-2021

Tax Code	City of Warrenton		City of Astoria	City of Gearhart	City of Seaside	City of Cannon Beach
	0113	3004, 3010	0100, 0101, 0109	1005	1001	1008
School	5.8730	5.5225	5.8730	5.8628	5.8628	5.8628
Government	4.6112	4.6112	10.5049	3.1157	6.7696	3.5553
School Bonds	2.8484	2.5269	2.8394	1.5105	1.5105	1.5105
Government Bonds	1.0354	1.0354	0.1946	1.5035	0.4746	0.7205
<b>Total Tax Rate</b>	<b>14.3680</b>	<b>13.6960</b>	<b>19.4119</b>	<b>11.9925</b>	<b>14.6175</b>	<b>11.6491</b>
Total Tax on \$125,000 Assessed Value	\$ 1,796.00	\$ 1,712.00	\$ 2,426.49	\$ 1,499.06	\$ 1,827.19	\$ 1,456.14
Total Tax on \$150,000 Assessed Value	\$ 2,155.20	\$ 2,054.40	\$ 2,911.79	\$ 1,798.88	\$ 2,192.63	\$ 1,747.37

Source: Clatsop County 2020-2021 Assessment and Taxation Summary, Tax Rate Schedules

**Area Cities' Property Tax Permanent Rate Levies  
Tax Year 2020-2021**

	<u>City of Warrenton</u>	<u>City of Astoria</u>	<u>City of Gearhart</u>	<u>City of Seaside</u>	<u>City of Cannon Beach</u>
Population	5,320	9,690	1,525	6,585	1,730
Total Assessed Value	703,872,791	932,723,098	618,472,750	1,313,027,572	1,017,352,175
<b>Permanent Rate</b>	<b>\$ 1.6701</b>	<b>\$ 8.1738</b>	<b>\$ 1.0053</b>	<b>\$ 3.1696</b>	<b>\$ 0.7049</b>
Amount of tax raised by permanent rate after adjustments and division to Urban Renewal	\$ 1,026,739.47	\$ 6,985,482.85	\$ 621,750.64	\$ 4,084,307.07	\$ 717,131.18

*Sources: Clatsop County 2020-2021 Assessment and Taxation Summary, Table 4a  
Portland State University, Population Research Center, December 2019*



**US Army Corps  
of Engineers**

Portland District - Portland, Oregon

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## **Skipanon River Flood Study: HEC-RAS Analysis Clatsop County, Oregon**

**January 2020**

**Version: Final**



**Photo: 8<sup>th</sup> Street Dam and Culverts Looking Upstream (Location of the Former Tidegates).**





## Table of Contents

1.0	INTRODUCTION .....	1
1.1	Study Purpose .....	1
1.2	Background.....	1
2.0	HYDROLOGIC ANALYSIS .....	4
2.1	Alternative Hydrologic Analysis .....	4
2.2	Upstream Boundary Conditions.....	4
2.3	Downstream Boundary Conditions.....	5
3.0	HYDRAULIC ANALYSIS .....	7
3.1	8 <sup>th</sup> Street Dam Tidegates .....	7
4.0	RESULTS, CONCLUSIONS and RECOMMENDATIONS .....	8
5.0	REFERENCES .....	27

## List of Figures

Figure 1. Skipanon River Watershed. ....	2
Figure 2. Vicinity of the 8th Street Dam.....	2
Figure 3. Upper Skipanon Basin. ....	3
Figure 4. Model Hydrographs .....	5
Figure 5. Normal tide used for downstream boundary condition.....	6
Figure 6. King tide used for downstream boundary condition. ....	6
Figure 7. King tide with surge used for downstream boundary condition. ....	7
Figure 8. Comparison of with tide gates, no tide gates, and no dam - normal tides with base flow. ....	12
Figure 9. Comparison of with tide gates, no tide gates, and no dam - normal tides with 2-year flow. ....	13
Figure 10. Comparison of with tide gates, no tide gates, and no dam - normal tides with 10-year flow. ....	14
Figure 11. Comparison of with tide gates, no tide gates, and no dam - normal tides with 25-year flow. ....	15
Figure 12. Comparison of with tide gates, no tide gates, and no dam - normal tides with 100-year flow. ....	16
Figure 13. Comparison of with tide gates, no tide gates, and no dam - king tides with base flow. ....	17
Figure 14. Comparison of with tide gates, no tide gates, and no dam - king tides with 2-year flow. ....	19
Figure 15. Comparison of with tide gates, no tide gates, and no dam - king tides with 10-year flow. ....	20
Figure 16. Comparison of with tide gates, no tide gates, and no dam - king tides with 25-year flow. ....	21
Figure 17. Comparison of with tide gates, no tide gates, and no dam - king tides with 100-year flow. ....	22
Figure 18. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with base flow.....	24
Figure 19. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 2-year flow. ....	24
Figure 20. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 10-year flow. ....	244
Figure 21. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 25-year flow. ....	245
Figure 22. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 100-year flow. ....	24

## **1.0 INTRODUCTION**

The U.S. Army Corps of Engineers (USACE/Corps), Portland District (NWP) Hydrology and River Engineering Section (EC-HY) completed a hydraulic study of the Skipanon River starting just downstream of the Cullaby Lake Water Control Structure and extending downstream to the mouth of the Skipanon River at the Columbia River, a distance of 7.9 miles.

This study was conducted under the Army Corps' Floodplain Management Services (FPMS) program for the City of Warrenton, OR (City). The City of Warrenton requested technical assistance from the Corps in 2018. The Portland District responded and modified an existing HEC-RAS model of the Skipanon River to evaluate potential changes to the water surface elevations caused by the removal of the tide gates from the 8<sup>th</sup> Street Dam.

### **1.1 Study Purpose**

The purpose of the Corps interest is to provide the City technical support in estimating the impacts of changing operation of the tide gate at 8<sup>th</sup> Street. This study uses available information to evaluate the impacts and identify deficiencies where appropriate.

- Review provided HEC-RAS models and determine adequacy for evaluation of alternatives around tide gate operations.
- Run scenarios of tide gate operations that includes tide gates in place and operational and tide gates completely removed.
- Evaluate results and estimate impacts associated with alternative scenarios. Quantify results in terms of elevation.
- Develop future modeling needs based on what has been provided and what might be needed to support potential takings analysis.

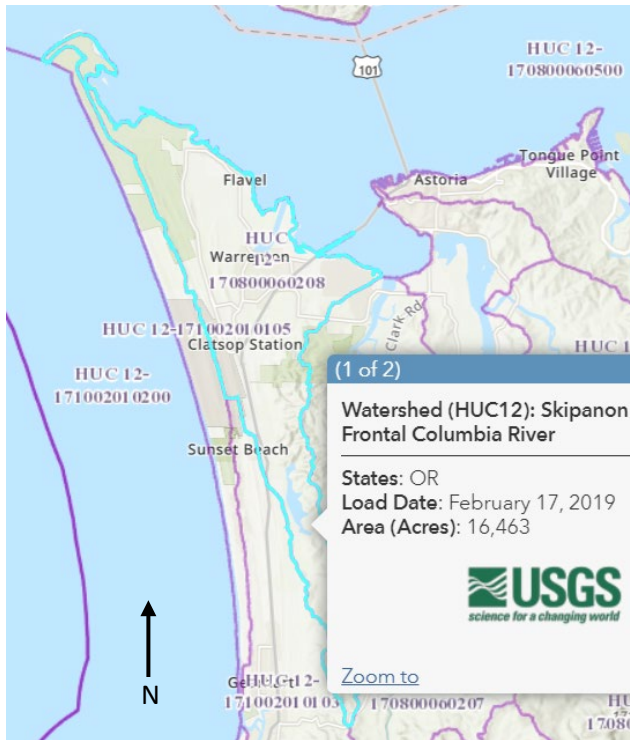
### **1.2 Background**

The purpose of the Corps modeling effort is to evaluate potential impacts of changing operation of the tide gate at the 8<sup>th</sup> Street Dam. A hydraulic model was provided by the City of Warrenton through Tetra Tech.

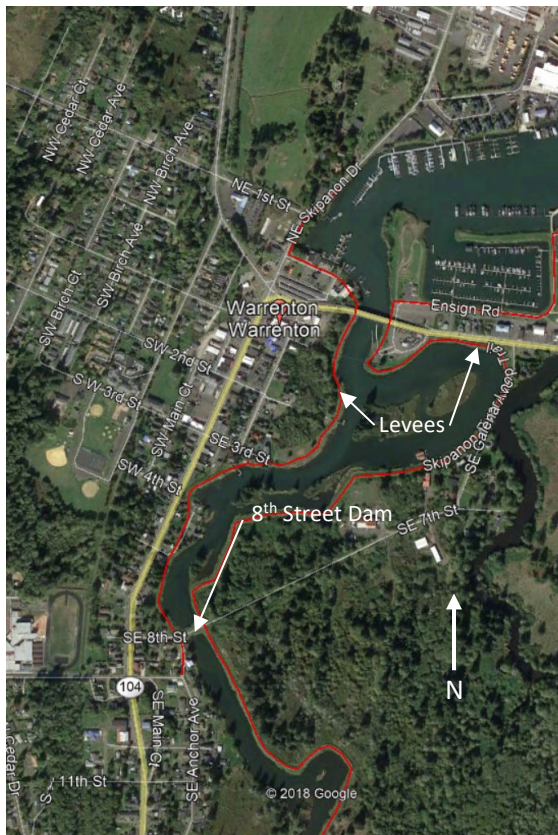
Figure 1 shows the extents of the Skipanon River watershed. Figures 2 and 3 show study location map and vicinity. Figures 2 and 3 also shows the Skipanon River levees.

The USACE was supplied the Tetra Tech HEC-RAS model (2013, revised 2015) of the Skipanon River as a starting point for the model to study the effect of the tide gates on the water flow. The Tetra Tech model is summarized below.

The Tetra Tech hydraulic models was developed using a 1-Dimensional flow approach. The HEC-RAS executable code and documentation are public domain software that was developed by the Hydrologic Engineering Center (HEC) for the USACE (USACE-HEC 2006).



**Figure 1. Skipanon River Watershed.**



**Figure 2. Vicinity of the 8th Street Dam.**



**Figure 3. Upper Skipanon River Basin.**

The upstream end of the Skipanon River hydraulic model is 1,500 feet below the Cullaby Lake Water Control Structure and extends to the mouth of the Skipanon River at Youngs Bay. The 8<sup>th</sup> Street Dam was included using geometry imported from an older NRCS model.

During a site visit in June 2019, USACE field verified the following bridges with the geometry that was in the model: OR Highway 104S, US Highway 101, Dolphin Road, Perkins Lane, and Waterworks Road. All bridges were not able to be verified due to private property access issues and time constraints.

The USACE reviewed the Tetra Tech model and found that it met typical standards for the objectives it was designed to meet. The Tetra Tech model did not include the tides gates so their effect on the water flow could not be determined. How the Tetra Tech model was modified to evaluate tide gate operation is described below.

## **2.0 HYDROLOGIC ANALYSIS**

### **2.1 Alternative Hydrologic Analysis**

Since the Skipanon River watershed is not gaged, validation of the hydrology included in the model provided by TetraTech relied comparisons to nearby watersheds that are gaged. The data from the Naselle River near Naselle, WA (USGS 12010000) and the Elochoman River Near Cathlamet, WA (USGS 14247500) were compared to the Youngs River Near Astoria, OR (USGS 14251500).

The Naselle River gage had a much longer period of record (90 years compared to the Youngs River gage at 31 years). The drainage area of the Naselle River is larger (54.8 square miles) than the Youngs River (40.1 square miles). The Skipanon River drainage area is 14.5 square miles. The annual peaks of the Naselle and Youngs River were compared. There were 29 years where both gages had data. Of those 29 years, the same storm event caused the annual peak only in eight years. Therefore, the Naselle River gage was not considered to be an improvement over the Youngs River gage.

The Elochoman River gage had the same period of record (31 years) but a larger drainage area (65.8 square miles). The Elchoman River gage had the same problem with having only eight annual peaks that came from the same storm event. Eight years of common peaks was not adequate to develop a useful relationship from. Therefore, it also was not considered an improvement over the Youngs River gage.

The investigation of other gages in the area did not provide any hydrologic data that was better than the hydrologic data used in the Tetra Tech model. This same hydrologic data will be used in the USACE modeling effort. This will provide a consistent comparison between the results.

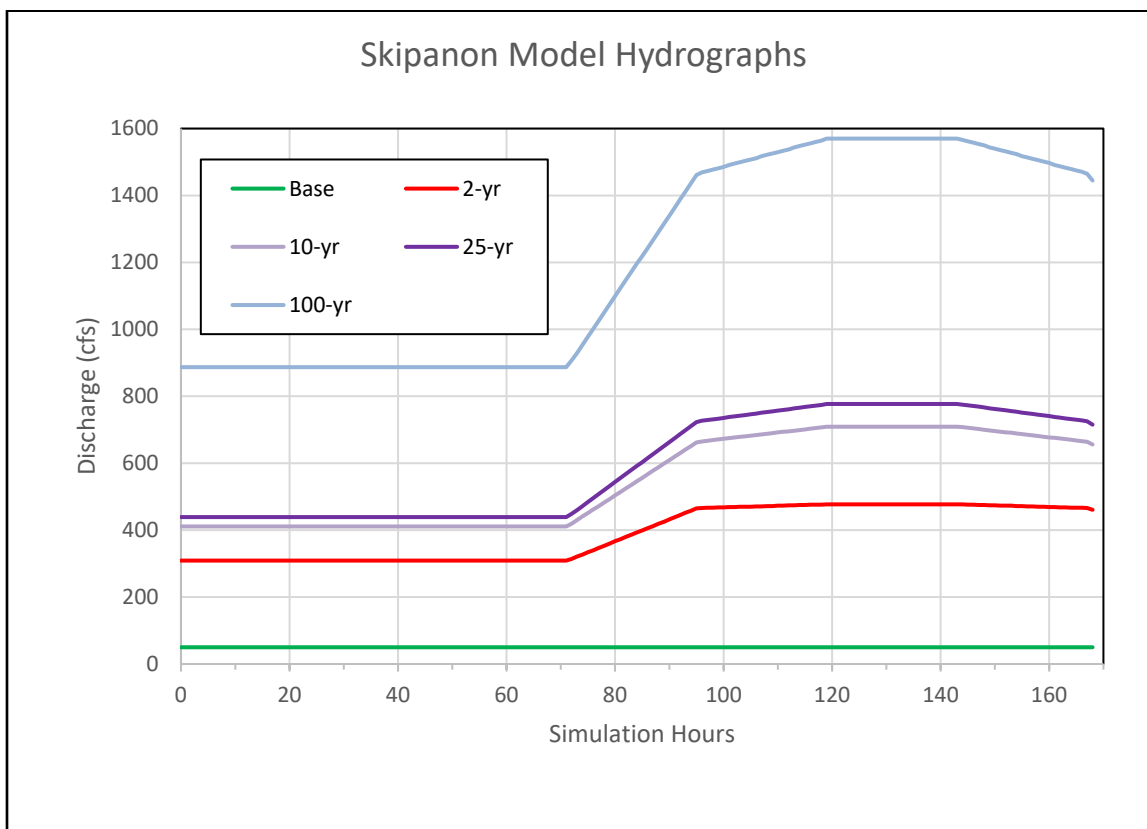
### **2.2 Upstream Boundary Conditions**

Tetra Tech used the hydrologic data that was used in the 2002 NRCS model. The Skipanon River does not have a gage located on it. The NRCS hydrology was developed from a nearby Young's River gage (14251500 Youngs River Near Astoria, OR) using a ratio's of the drainage areas to adjust the data from Young's River to the Skipanon. The Young's River gage had 31 years of data and was discontinued in 1958. The peak discharge for each runoff event is shown in Table 1. The hydrographs for each runoff event are shown in Figure 4. These hydrographs

are used for the upstream boundary conditions in the RAS model, at the outlet of Cullaby Lake (cross section 41922.11).

**Table 1. Discharges used in the model.**

Model Discharges	
Runoff Event	Discharge (cfs)
Base flow	50
2-year	477
10-year	709
25-year	777
100-year	1,570

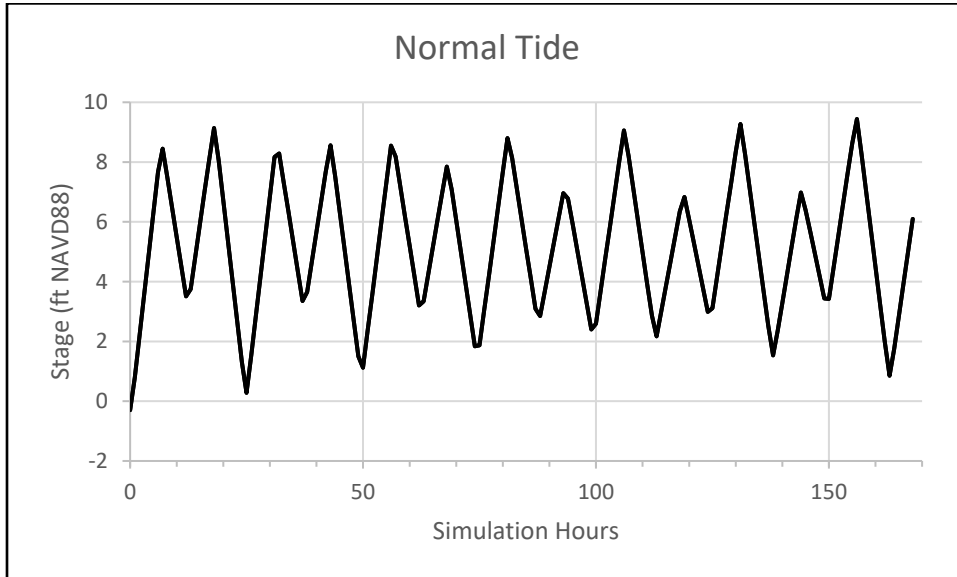


**Figure 4. Model Hydrographs**

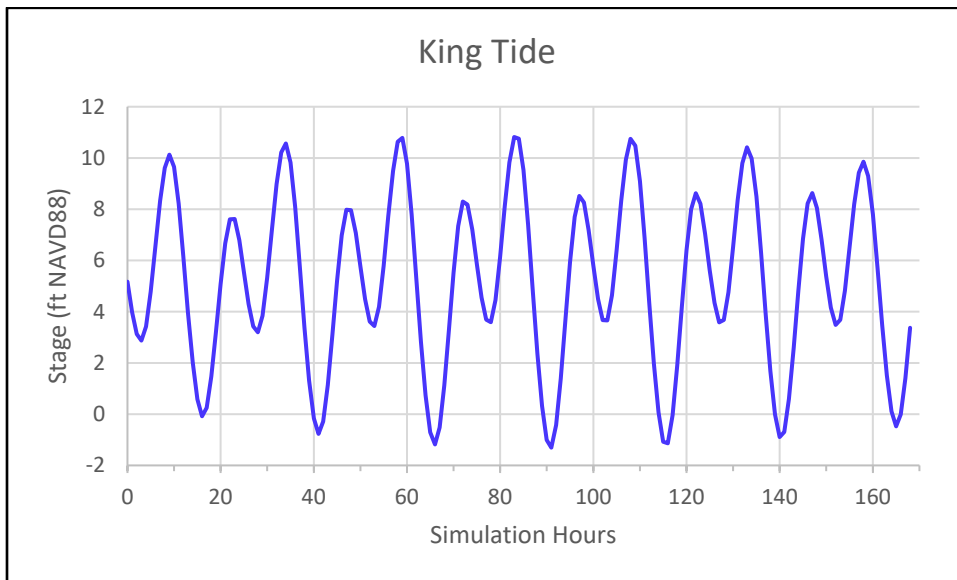
### 2.3 Downstream Boundary Conditions

The downstream boundary conditions (Cross section 613.3) was a stage hydrograph based on the tides. Three different tide cycles were use: normal tide, king tide, and king tide with surge. The normal tide was the same as used in the Tetra Tech model and were verified by the USACE. The king tide and king tide with surge were taken from real tide cycles at the Astoria, Oregon gage (9439040). The king tide was defined by the December 20 to 27, 2003 tide cycle. The king tide with surge were defined by the January 17 to 24, 1996 tide event. For the king tide and king tide

with surge, the data series used was centered on the peak high tide. The normal tide, king tide, and king tide with surge are shown on Figures 5, 6, and 7, respectively.

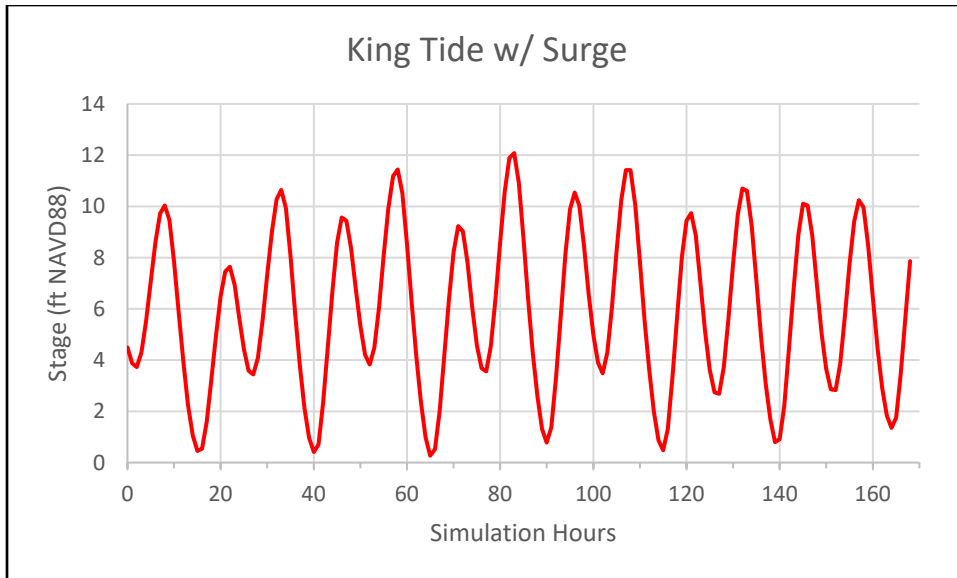


**Figure 5. Normal tide used for downstream boundary condition.**



**Figure 6. King tide used for downstream boundary condition.**





**Figure 7. King tide with surge used for downstream boundary condition.**

### **3.0 HYDRAULIC ANALYSIS**

This project involves hydraulic analyses to estimate the changes to the water surface elevation caused by changes to the infrastructure associated with lower Skipanon River. The model used a previously developed model by Tetra Tech (2013, revised 2015) model of the Skipanon River as a starting point. Modifications to the Tetra Tech model include adding the tide gates at 8<sup>th</sup> Street and removing the 8<sup>th</sup> street dam, depending on the scenario that was modeled.

The Corps hydraulic model was developed using Version 5.0.5 of the U.S. Army Corps of Engineers (USACE) HEC-RAS model. The Tetra Tech and Corps hydraulic models were developed using a 1-Dimensional flow approach.

It should be noted that a primary difference between the previously developed Tetra Tech model and the USACE model is how existing condition are defined. The Tetra Tech model assumed that the tide gates were already removed. The existing conditions in the USACE model assumed that the tidegates were still in place during existing conditions. Evaluating changes to computed water surface elevations resulting from removal of these tidegates is the primary purpose of this study.

#### **3.1 8<sup>th</sup> Street Dam Tidegates**

The 8<sup>th</sup> Street Dam consists of a channel spanning earth filled dike and had a single 12 foot wide gravel road on top. Three parallel concrete rectangular box culverts are located through the dike. Each culvert is 8 feet wide by 10 feet high. The original side slopes of the dike was three horizontal feet to one vertical foot (3:1). Originally, tide gates were installed on the downstream end of the culverts. These tide gate had a 3 ft by 4 ft opening in them for fish passage.

The different scenarios involving the 8<sup>th</sup> Street Dam were modeled by the USACE: 1) the tide gates in place on the dam; 2) the tide gates removed from the dam and 3) the 8<sup>th</sup> Street Dam

removed. Five different flow events and three different tide cycles were model with each scenario as shown in Table 2 in Section 4.0.

The tidegates on the 8<sup>th</sup> Street Dam were modeled using the “Gate” option for the actual tidegates and the “culvert” option for the openings in the tidegates. The culverts are always open to allow for water passage. The size of the tidegates were reduced to 9.3 ft by 7.3 ft so that the amount of water the model passes through the reduced tidegate plus the culverts equal the amount of water the model would pass through the full size tidegates by themselves. Rules were used to establish when the tidegate would open. The rules open the tidegates anytime the upstream head is higher than the downstream head. The tidegates close when the downstream head is higher than the upstream head.

To model the “Gates Remove” scenario, 10 ft by 8 ft culverts were used in the model. The “No Flap Gates” option was selected for the 8<sup>th</sup> Street Dam culverts, which allowed free flow of water through the culverts.

### 3.2 Modeled Simulations

Three different physical conditions were examined; tide gates in place, and tide gates removed, and the 8<sup>th</sup> street dam removed. The first two scenarios were done to give a comparison of the original conditions with the current conditions. There has been some discussion of removing the 8<sup>th</sup> Street Dam due to its condition. The last scenario was done to determine the effects of removing the dam. The different model runs are shown in Table 2.

**Table 2. USACE HEC-RAS Model Runs.**

Discharge Event	Base Flow (50 cfs)	2-yr Flow (477 cfs)	10-yr Flow (709 cfs)	25-yr Flow (777 cfs)	100-yr Flow (1,570 cfs)
Tide Cycles	Normal Tides		King Tides		King Tides with Surge
8 <sup>th</sup> Street Dam Scenarios	Tide Gate In Place on 8 <sup>th</sup> Street Dam		Tide Gates Removed from 8 <sup>th</sup> Street Dam		8 <sup>th</sup> Street Dam Removed
Total Number of Runs <sup>1</sup>	45				

<sup>1</sup>Descriptions of each model run are included in the HEC-RAS model.

45 different simulations were run to model the options listed above.

## 4.0 RESULTS, CONCLUSIONS and RECOMMENDATIONS

The biggest difference between having the tide gates in place and having removed the tide gates occurs at the lower flows (base and 2-year flows). The larger flows dominated the tides so the difference in water surface elevation upstream of 8<sup>th</sup> street dam was small. The difference also got smaller upstream from the 8<sup>th</sup> street dam.

The results are summarized on Tables 3 to 5 and Figures 8 to 22. The figures show the maximum water surface profiles of the Skipanon River for the three different physical conditions (tide gates in place, tide gates removed, and the 8<sup>th</sup> Street Dam removed). The figures illustrate the differences well and show how the anticipated impacts are reduced upstream.

**Table 3. Model results at the 8th Street Dam.**

<b>Above 8th Street Dam (RS 11771.3)</b>					
<b>Flow Frequency</b>		<b>Model Water Surface Elevation (ft)</b>			
		<b>Gates in Place</b>	<b>Gates Removed</b>	<b>Difference (ft)</b>	<b>No 8th Street Dam</b>
<b>Normal Tides</b>	<b>Base (50 cfs)</b>	7.70	9.13	1.43	9.43
	<b>2-yr</b>	8.99	9.34	0.35	9.49
	<b>10-yr</b>	9.25	9.43	0.18	9.52
	<b>25-yr</b>	9.30	9.45	0.15	9.52
	<b>100-yr</b>	9.68	9.67	-0.01	9.56
<b>King Tides</b>	<b>Base (50 cfs)</b>	8.31	10.29	1.98	10.76
	<b>2-yr</b>	9.61	10.53	0.92	10.79
	<b>10-yr</b>	9.99	10.62	0.63	10.81
	<b>25-yr</b>	10.09	10.64	0.55	10.81
	<b>100-yr</b>	10.83	10.88	0.05	10.89
<b>King Tides w/ Surge</b>	<b>Base (50 cfs)</b>	8.64	11.02	2.38	12.01
	<b>2-yr</b>	9.81	11.23	1.42	12.03
	<b>10-yr</b>	10.22	11.32	1.10	12.04
	<b>25-yr</b>	10.34	11.35	1.01	12.05
	<b>100-yr</b>	11.41	11.68	0.27	12.11
<b>Above 8th Street Dam (RS 11771.3)</b>					
<b>Flow Frequency</b>		<b>Model Water Surface Elevation (ft)</b>			
		<b>Gates in Place</b>	<b>Gates Removed</b>	<b>Difference (ft)</b>	<b>No 8th Street Dam</b>
<b>Normal Tides</b>	<b>Base (50 cfs)</b>	7.70	9.13	1.43	9.43
	<b>2-yr</b>	8.99	9.34	0.35	9.49
	<b>10-yr</b>	9.25	9.43	0.18	9.52
	<b>25-yr</b>	9.30	9.45	0.15	9.52
	<b>100-yr</b>	9.68	9.67	-0.01	9.56
<b>King Tides</b>	<b>Base (50 cfs)</b>	8.31	10.29	1.98	10.76
	<b>2-yr</b>	9.61	10.53	0.92	10.79
	<b>10-yr</b>	9.99	10.62	0.63	10.81
	<b>25-yr</b>	10.09	10.64	0.55	10.81
	<b>100-yr</b>	10.83	10.88	0.05	10.89

<b>King Tides w/ Surge</b>	<b>Base (50 cfs)</b>	8.64	11.02	2.38	12.01
	<b>2-yr</b>	9.81	11.23	1.42	12.03
	<b>10-yr</b>	10.22	11.32	1.10	12.04
	<b>25-yr</b>	10.34	11.35	1.01	12.05
	<b>100-yr</b>	11.41	11.68	0.27	12.11

Table 4. Model results at OR 104S.

<b>Upstream of OR 104S/Old Highway 101 (17283.57)</b>					
<b>Flow Frequency</b>		<b>Model Water Surface Elevation (ft)</b>			
		<b>Gates in Place</b>	<b>Gates Removed</b>	<b>Difference (ft)</b>	<b>No 8th Street Dam</b>
<b>Normal Tides</b>	<b>Base (50 cfs)</b>	7.72	9.10	1.38	9.35
	<b>2-yr</b>	9.03	9.38	0.35	9.50
	<b>10-yr</b>	9.30	9.49	0.19	9.56
	<b>25-yr</b>	9.35	9.51	0.16	9.57
	<b>100-yr</b>	9.84	9.82	-0.02	9.70
<b>King Tides</b>	<b>Base (50 cfs)</b>	8.33	10.26	1.93	10.71
	<b>2-yr</b>	9.64	10.54	0.90	10.80
	<b>10-yr</b>	10.03	10.63	0.60	10.85
	<b>25-yr</b>	10.13	10.66	0.53	10.86
	<b>100-yr</b>	10.96	11.03	0.07	10.96
<b>King Tides w/ Surge</b>	<b>Base (50 cfs)</b>	8.66	10.98	2.32	11.83
	<b>2-yr</b>	9.84	11.23	1.39	11.90
	<b>10-yr</b>	10.26	11.32	1.06	11.93
	<b>25-yr</b>	10.38	11.35	0.97	11.93
	<b>100-yr</b>	11.47	11.73	0.26	12.13

Table 5. Model results at Dolphin Road.

<b>Upstream Dolphin Road (25860.2)</b>					
<b>Flow Frequency</b>		<b>Model Water Surface Elevation (ft)</b>			
		<b>Gates in Place</b>	<b>Gates Removed</b>	<b>Difference (ft)</b>	<b>No 8th Street Dam</b>
<b>Normal Tides</b>	<b>Base (50 cfs)</b>	7.76	9.13	1.37	9.32
	<b>2-yr</b>	9.53	9.74	0.21	9.82
	<b>10-yr</b>	10.10	10.16	0.06	10.18
	<b>25-yr</b>	10.27	10.31	0.04	10.31
	<b>100-yr</b>	11.92	11.91	-0.01	11.84
<b>King Tides</b>	<b>Base (50 cfs)</b>	8.37	10.21	1.84	10.55
	<b>2-yr</b>	9.96	10.63	0.67	10.88
	<b>10-yr</b>	10.51	10.92	0.41	10.98
	<b>25-yr</b>	10.68	10.99	0.31	11.04
	<b>100-yr</b>	12.21	12.20	-0.01	12.10
<b>King Tides w/ Surge</b>	<b>Base (50 cfs)</b>	8.69	10.84	2.15	11.31
	<b>2-yr</b>	10.11	11.26	1.15	11.60
	<b>10-yr</b>	10.66	11.37	0.71	11.76
	<b>25-yr</b>	10.83	11.41	0.58	11.81
	<b>100-yr</b>	12.27	12.33	0.06	12.29

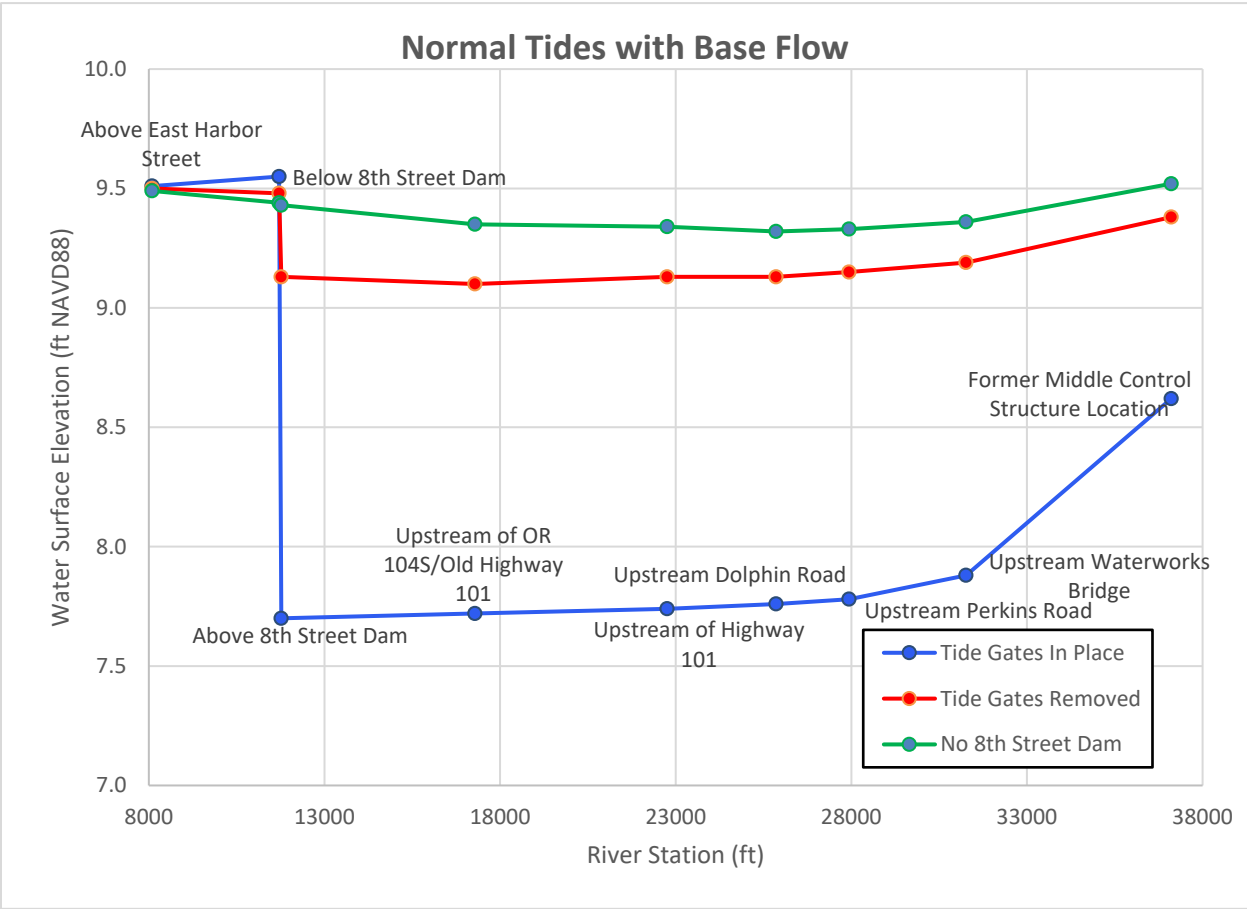


Figure 8. Comparison of with tide gates, no tide gates, and no dam - normal tides with base flow.

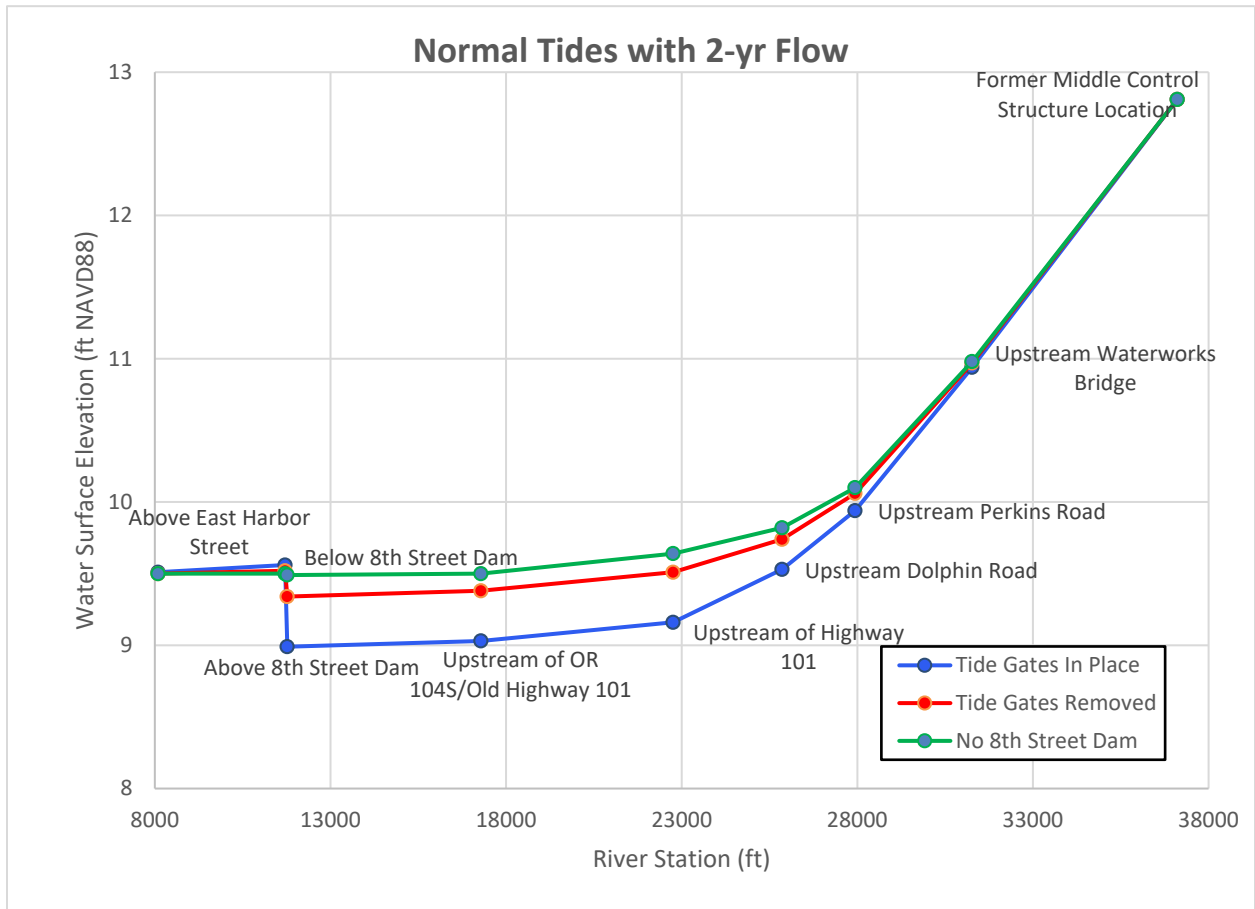


Figure 9. Comparison of with tide gates, no tide gates, and no dam - normal tides with 2-year flow.



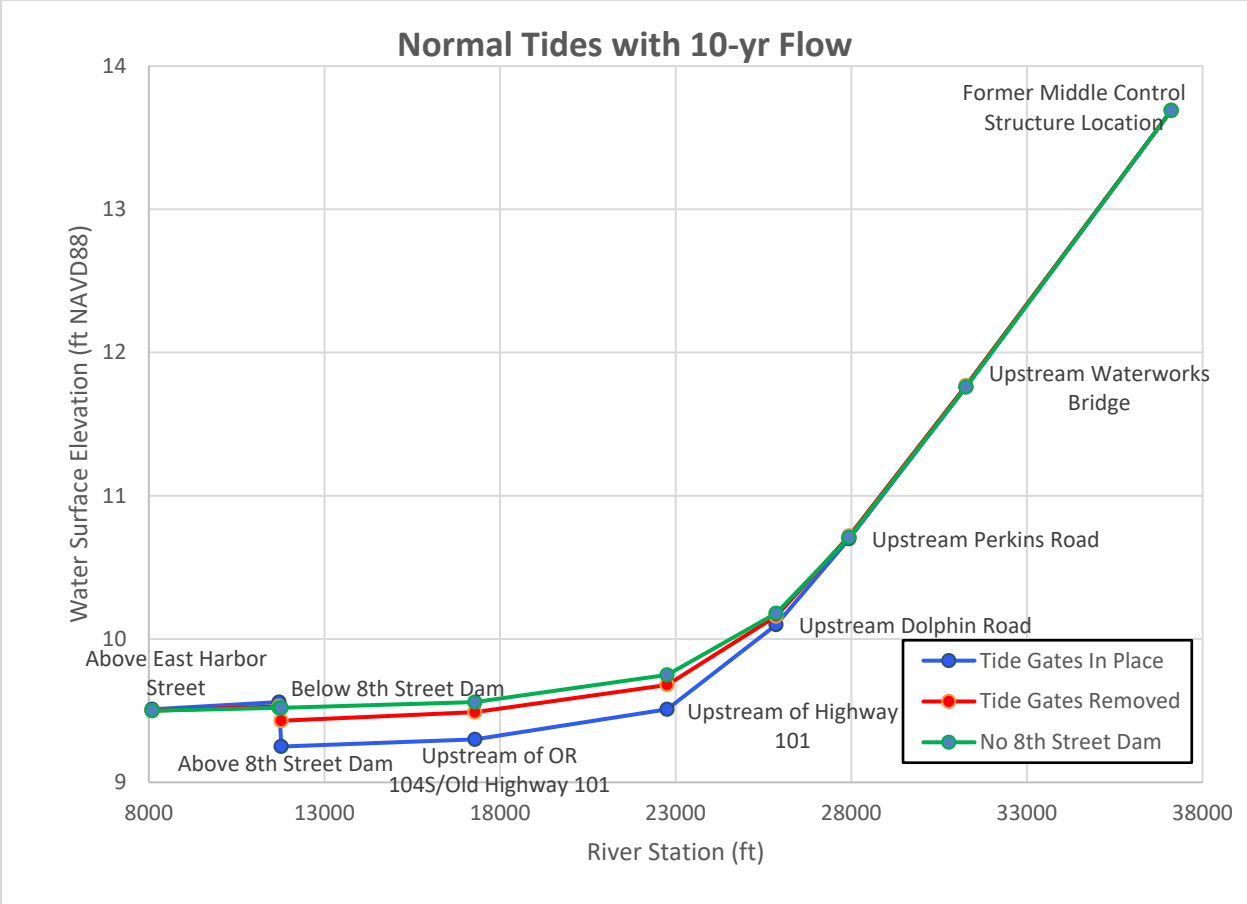
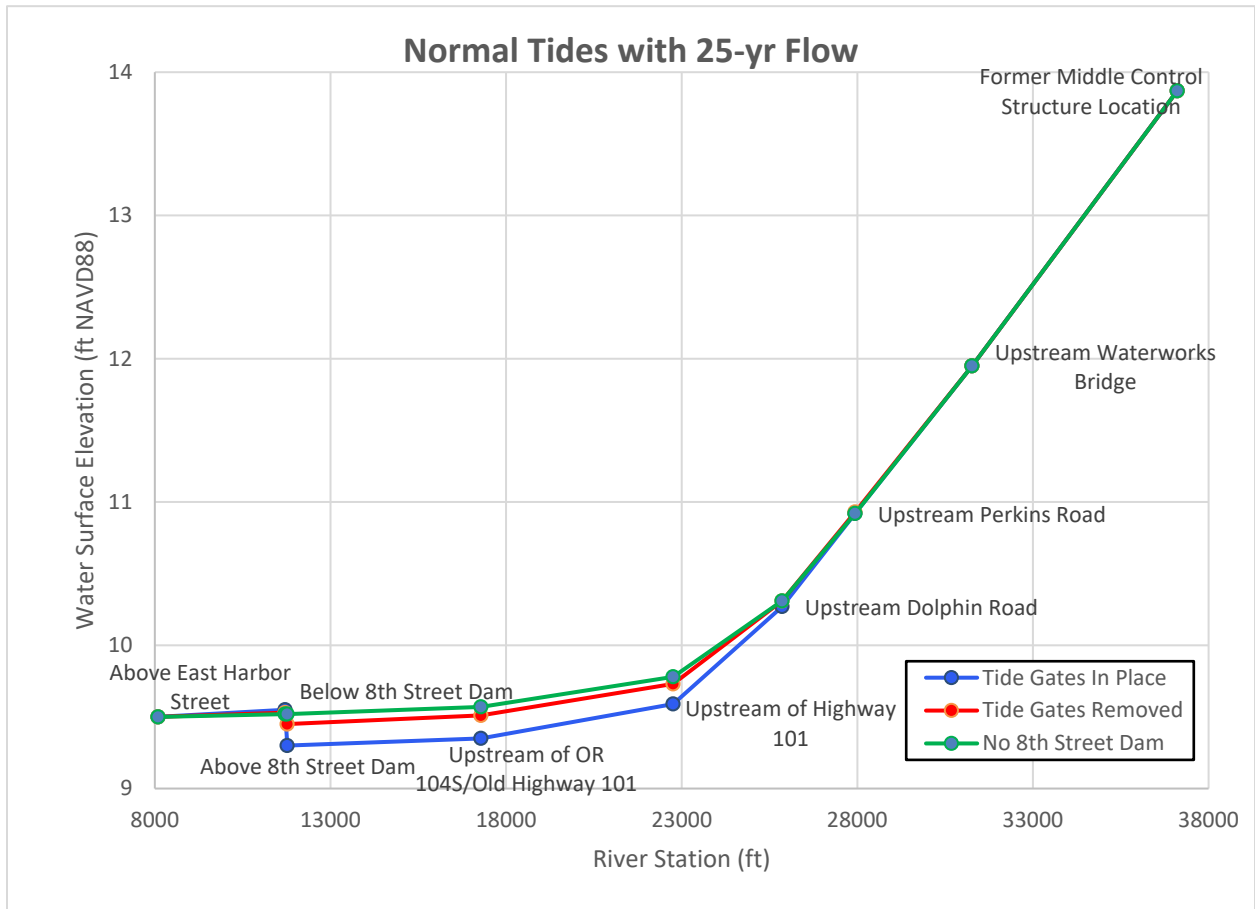
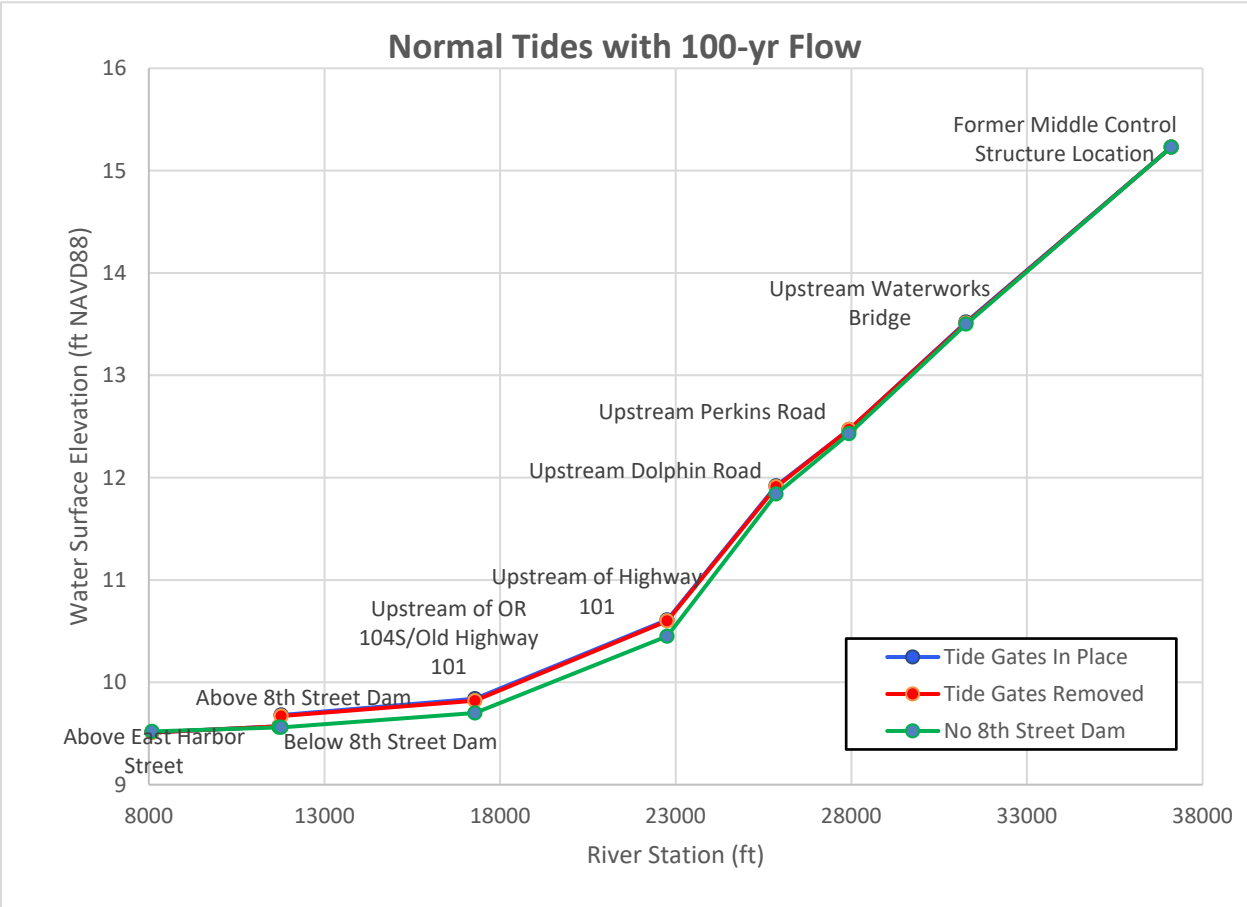


Figure 10. Comparison of with tide gates, no tide gates, and no dam - normal tides with 10-year flow.



**Figure 11. Comparison of with tide gates, no tide gates, and no dam - normal tides with 25-year flow.**



**Figure 12. Comparison of with tide gates, no tide gates, and no dam - normal tides with 100-year flow.**

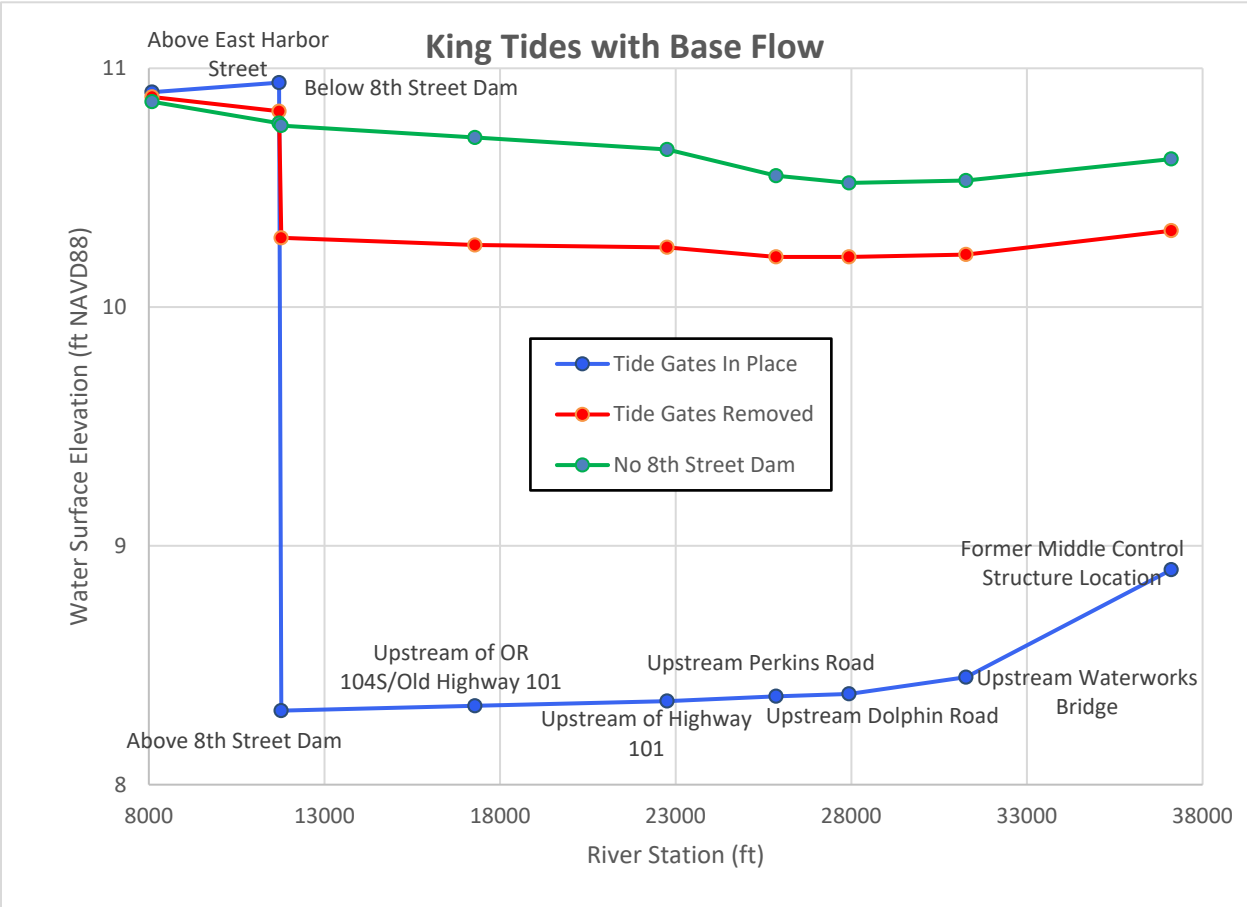
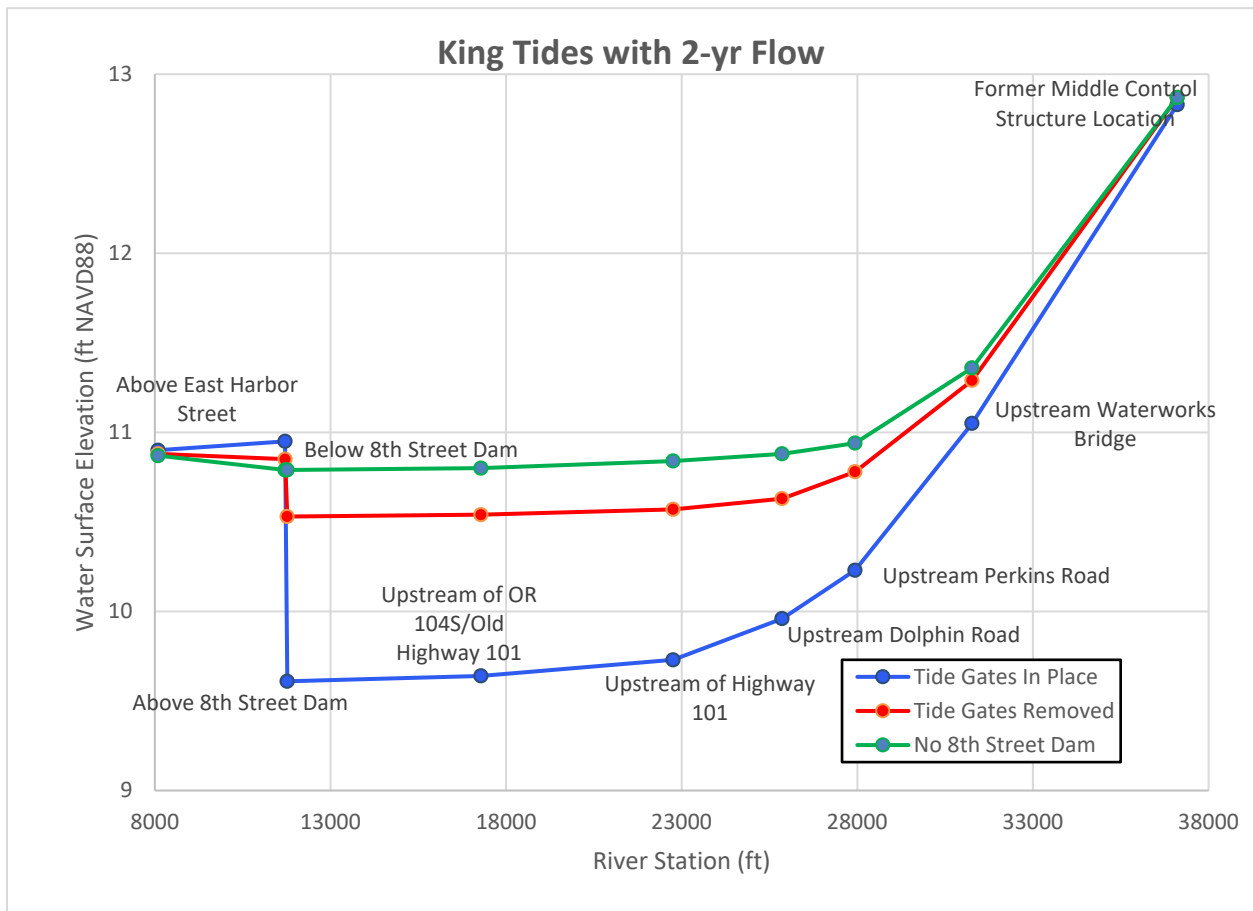
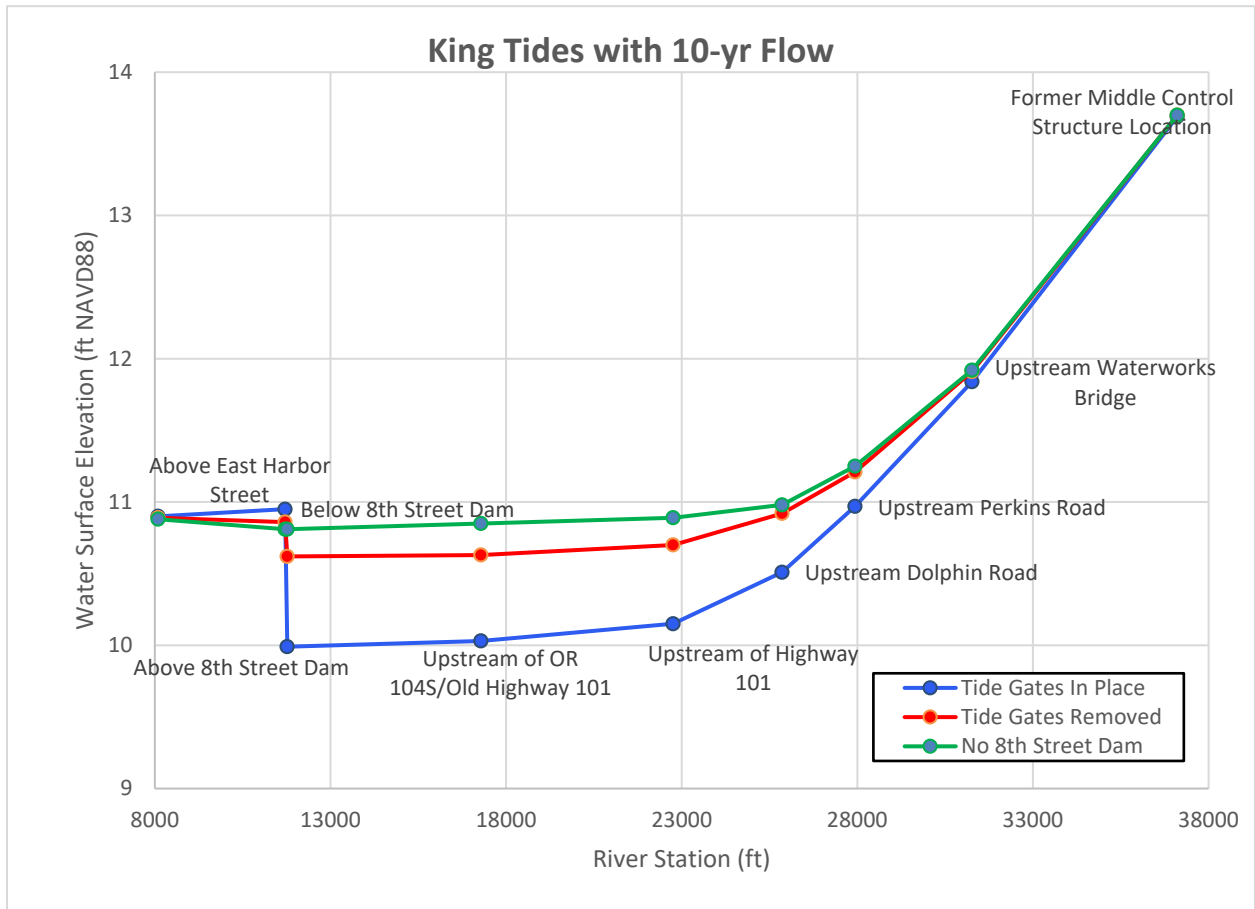


Figure 13. Comparison of with tide gates, no tide gates, and no dam - king tides with base flow.



**Figure 14. Comparison of with tide gates, no tide gates, and no dam - king tides with 2-year flow.**



**Figure 15. Comparison of with tide gates, no tide gates, and no dam - king tides with 10-year flow.**

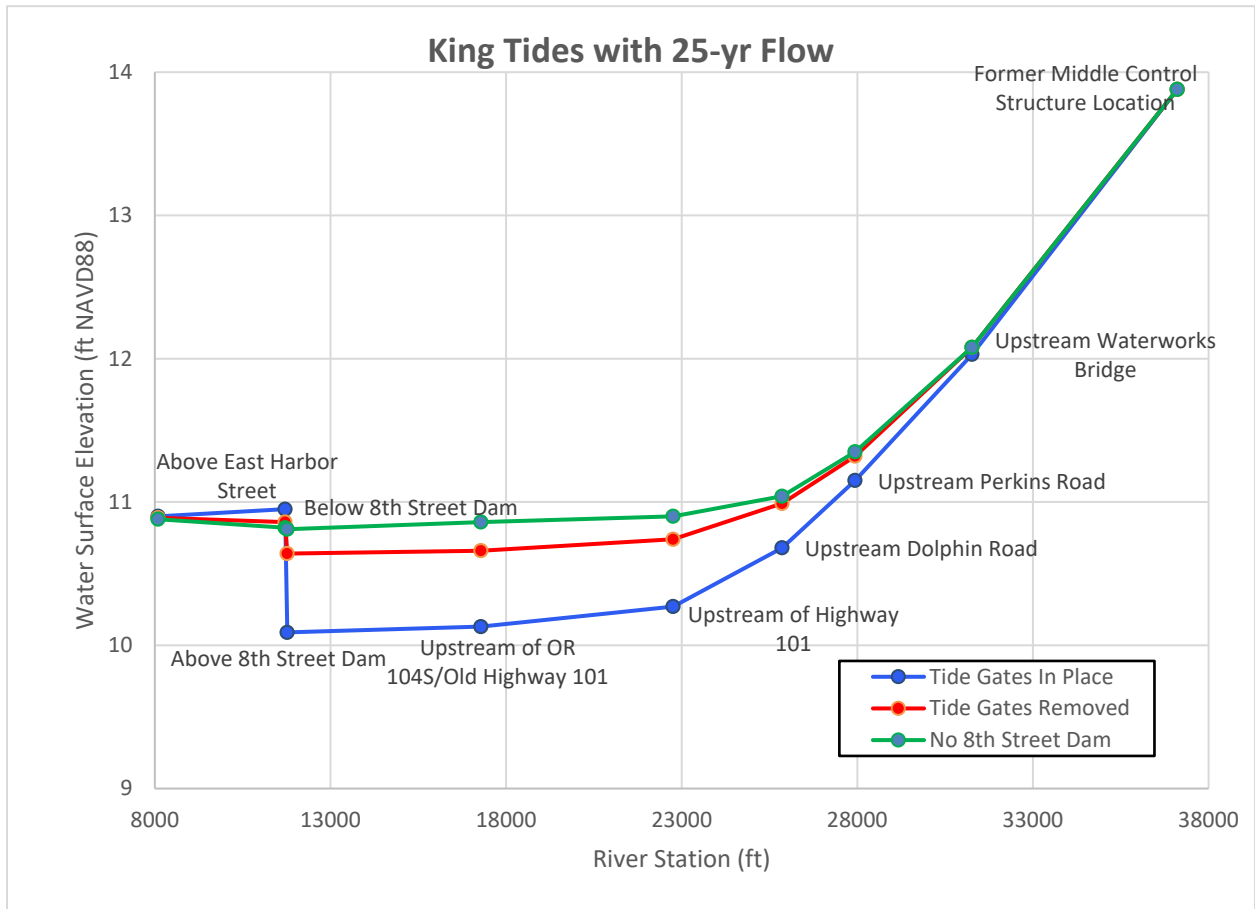


Figure 16. Comparison of with tide gates, no tide gates, and no dam - king tides with 25-year flow.

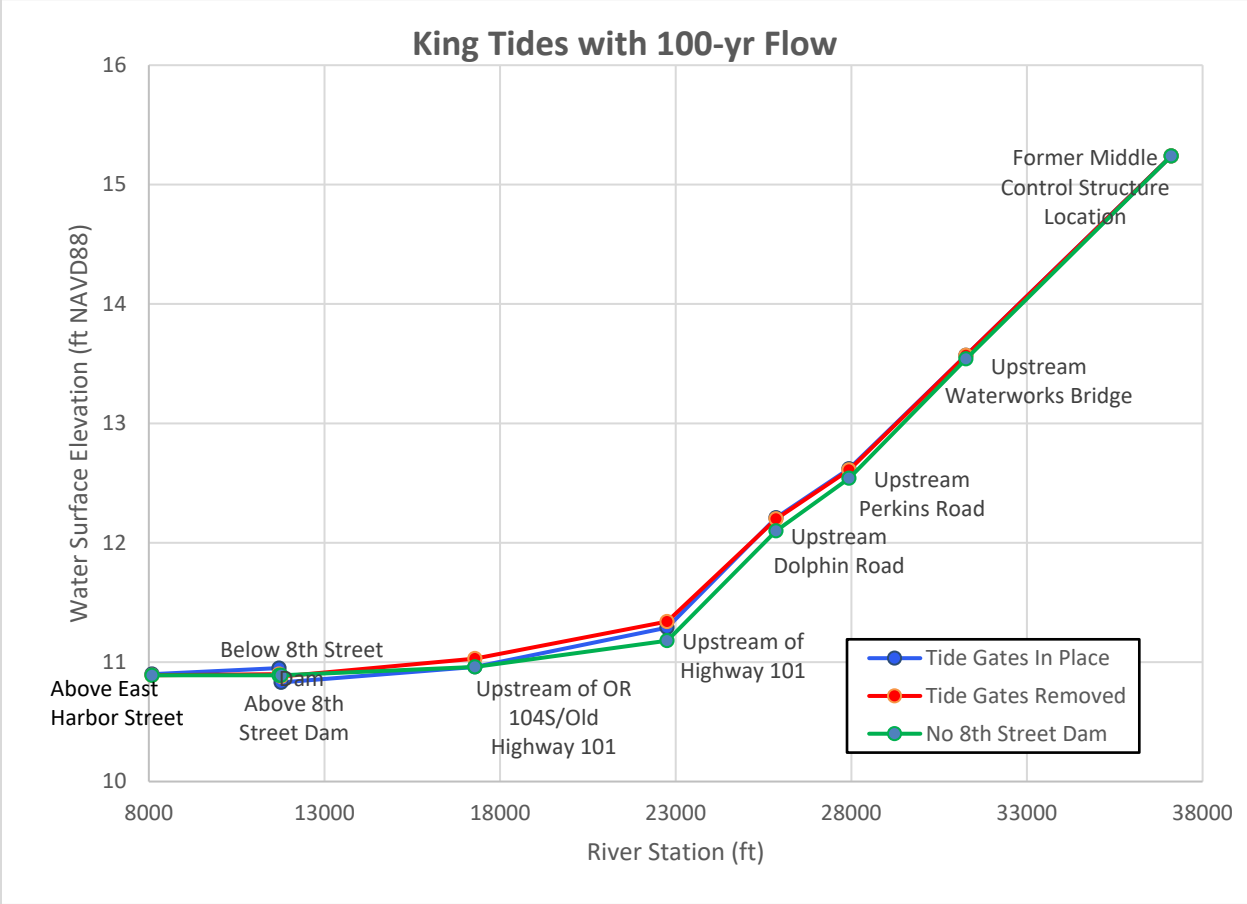
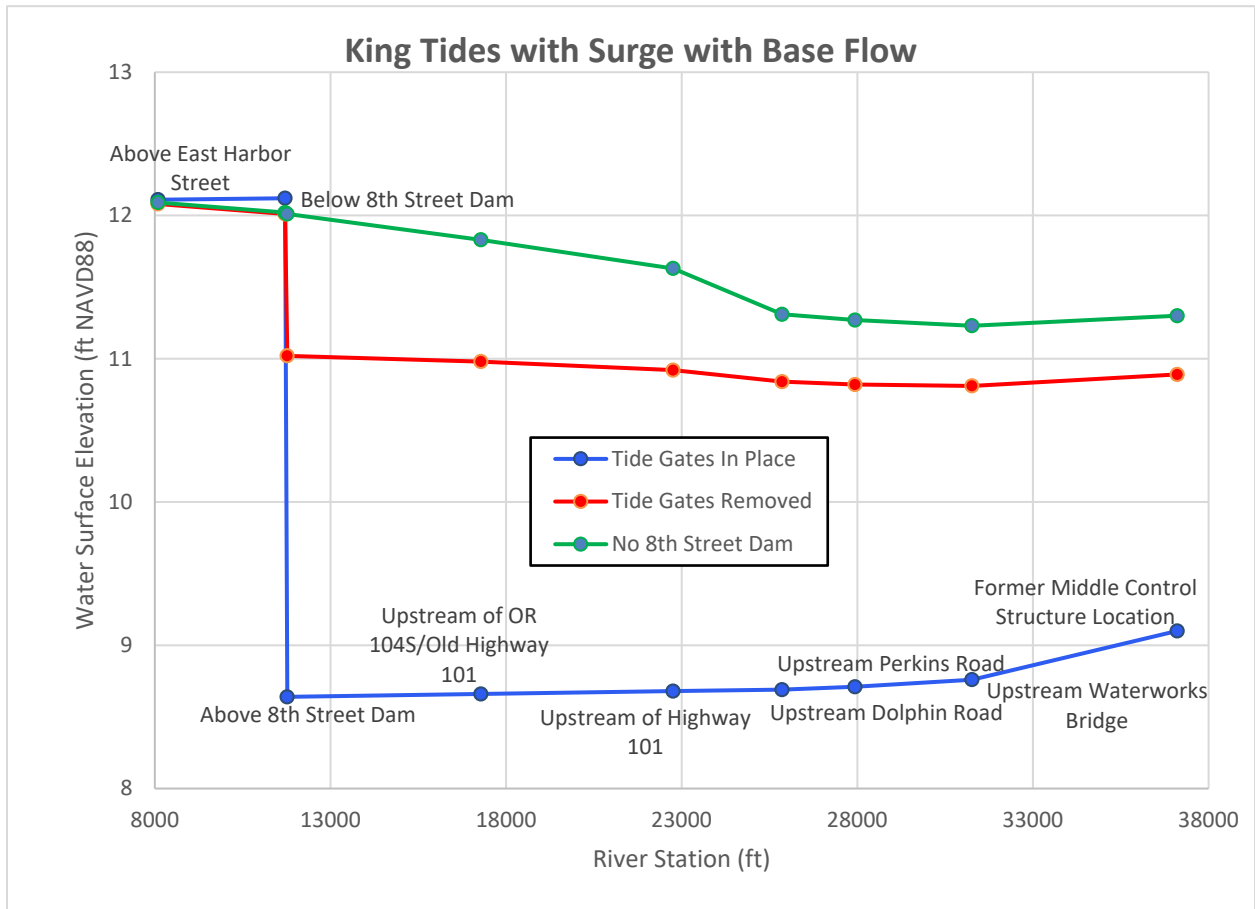


Figure 17. Comparison of with tide gates, no tide gates, and no dam - king tides with 100-year flow.





**Figure 18. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with base flow.**

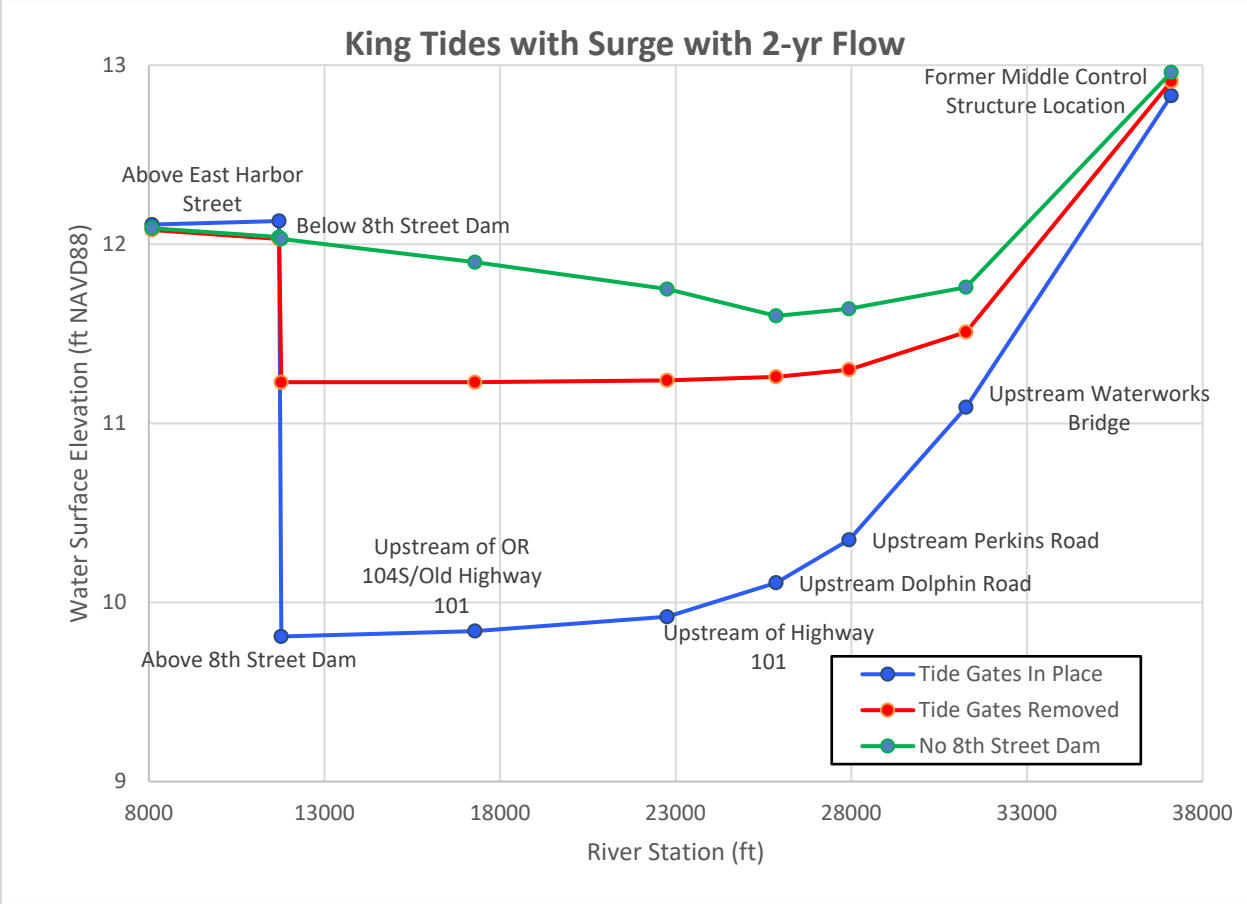
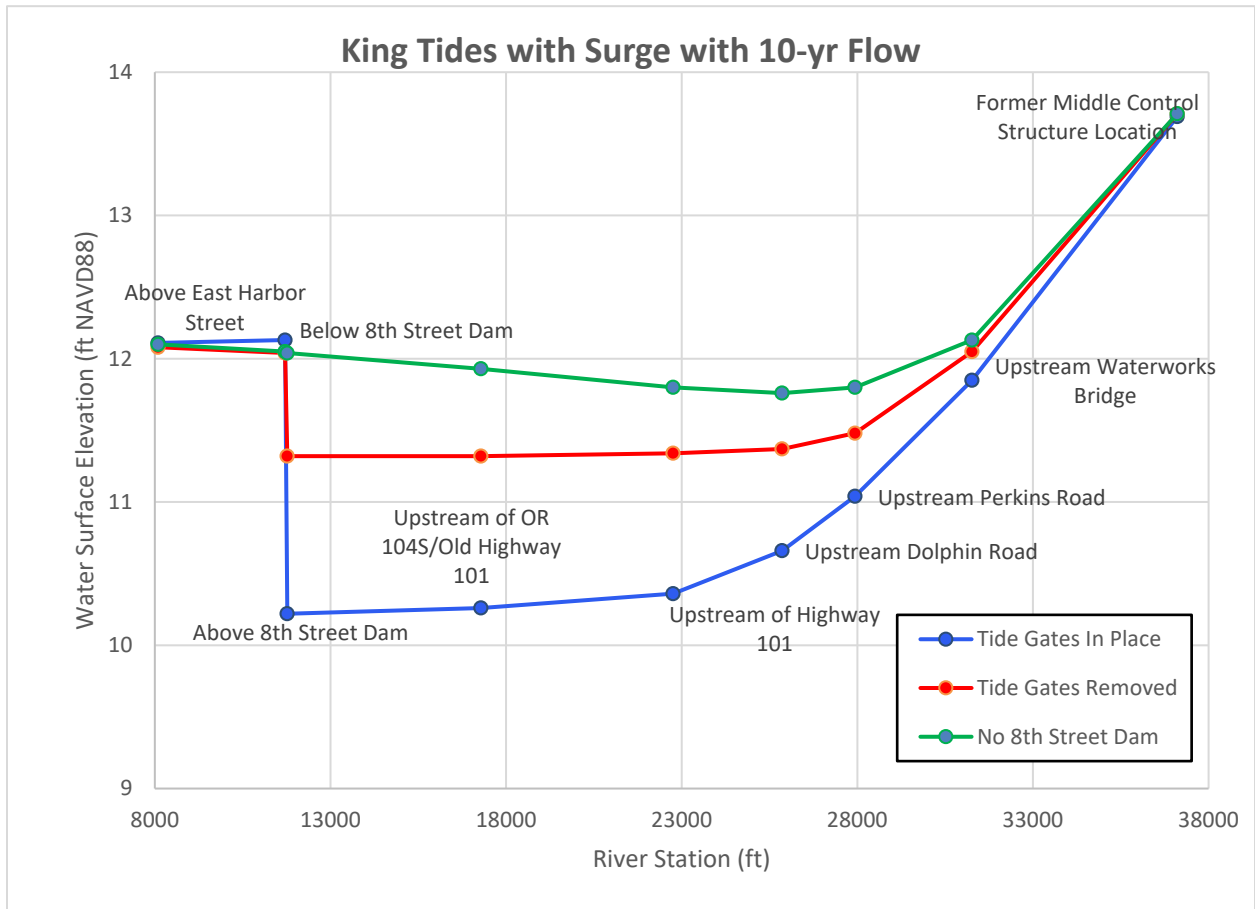
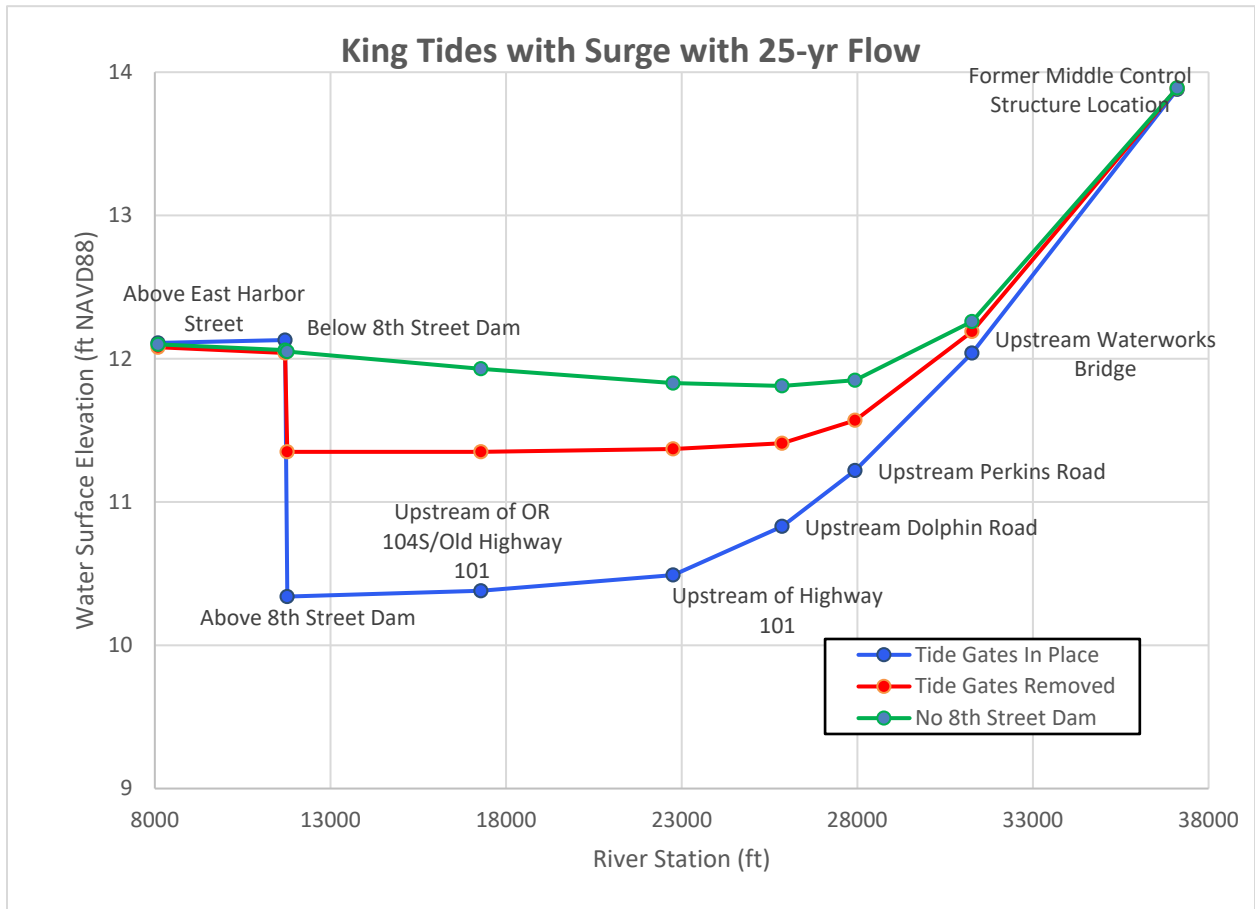


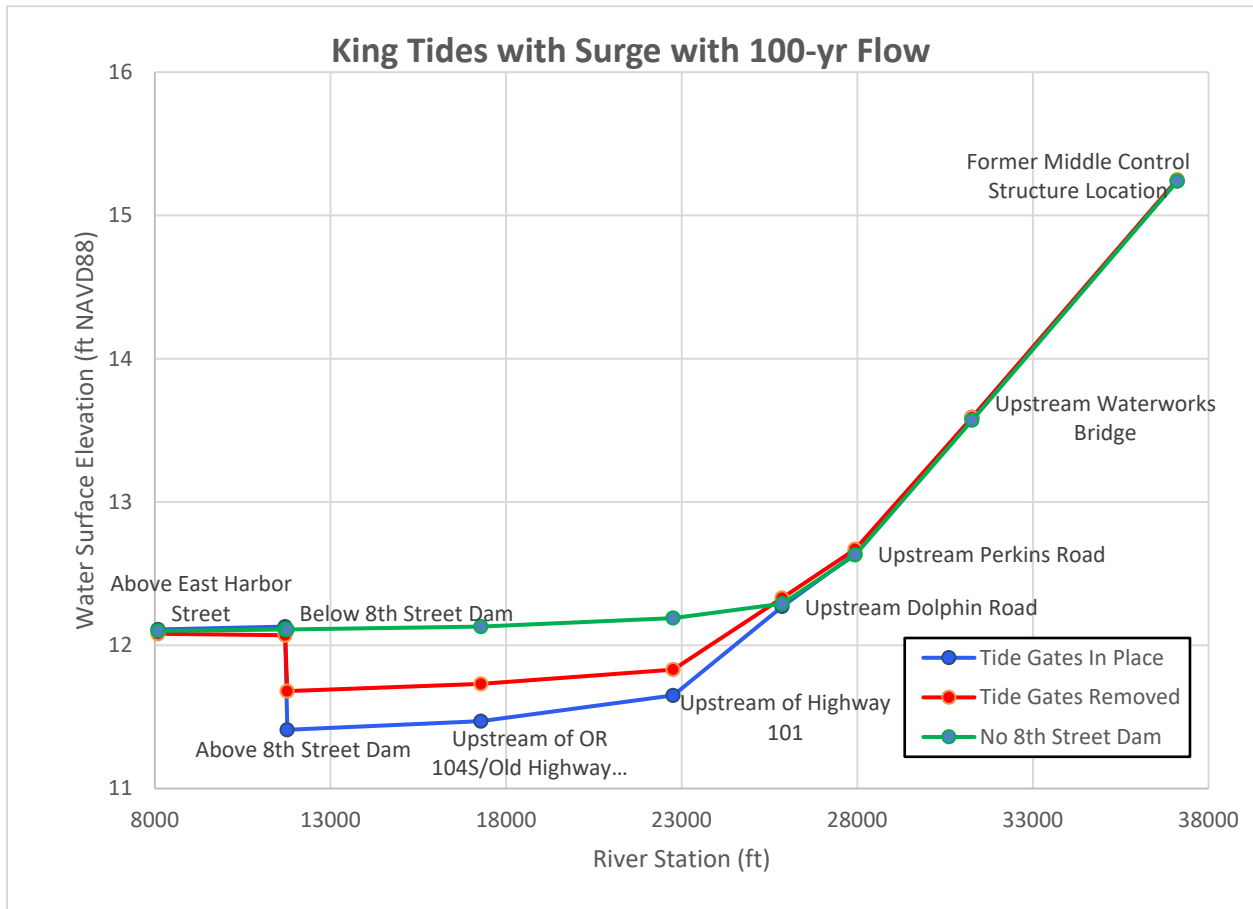
Figure 19. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 2-year flow.



**Figure 20. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 10-year flow.**



**Figure 21. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 25-year flow.**



**Figure 22. Comparison of with tide gates, no tide gates, and no dam - king tides with surge with 100-year flow.**

In order to improve the Skipanon River HEC-RAS model, it is recommended that a long-term gage be installed on the Skipanon River. The hydrology used for this model is based on best available information. However, gaged data from the Skipanon River could help verify and refine the hydrology.

## 5.0 REFERENCES

Oregon Department of Transportation (ODOT). 2011. Hydraulics Design Manual. 2011.

Tetra Tech, Inc. 2013. Skipanon River-8<sup>th</sup> Street Dam, Modeling and Feasibility Study, Existing Conditions and Hydraulic Model. November 2013.

Tetra Tech, Inc. 2015. Memorandum, Skipanon River 8<sup>th</sup> Street Project Updated Hydraulic Modeling. October 2015.

US Army Corps of Engineers, Hydrologic Engineering Center. 2016. HEC-RAS River Analysis System, User's Manual. February 2016.

US Army Corps of Engineers, Hydrologic Engineering Center. 2018. HEC-RAS River Analysis System, Version 5.0.5, June 2018.



## AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Mathew J. Workman, Chief of Police

DATE: October 27, 2020

SUBJ: Dog Control Code Amendments

### SUMMARY

The Warrenton Police Department presented a discussion item to the Commission on October 13, 2020 regarding the lack of a "leash-law" in the City. After discussion on the topic staff was given direction from the Commission to bring back amendments to the current code regarding dog control. The attached ordinance includes an amendment and an addition to the Dog Control code for the Commission to review that hopefully encompasses the input from the Commissioners.

### RECOMMENDATION/SUGGESTED MOTION

Review the proposed ordinance that amends the current City Code, make any changes that are deemed necessary, and then move to have the first reading of the ordinance.

*"I move to approve Ordinance No. 1245 amending Section 6.04.020 of the City of Warrenton Municipal Code and adding Section 6.04.025 as stated and to conduct the first reading."*

Or if there are suggested changes:

*"I move to approve Ordinance No. 1245 amending Section 6.04.020 of the City of Warrenton Municipal Code and adding Section 6.04.025 with the stated changes and to conduct the first reading."*

### ALTERNATIVE

Do nothing and leave current Code as is.

### FISCAL IMPACT

There would be no fiscal impact with either decision.

### ATTACHMENTS:

Ordinance No. 1245.

Approved by City Manager:

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

ORDINANCE NO. 1245

INTRODUCED BY ALL COMMISSIONERS

**AN ORDINANCE AMENDING CHAPTER 6.04 “DOG CONTROL” OF THE WARRENTON MUNICIPAL CODE AND ADDING A NEW PROVISIONS RELATED TO PHYSICAL CONTROL**

**WHEREAS**, the City last addressed dog control the City’s municipal code in 2009;

**WHEREAS**, the City has received complaints from citizens and visitors who have been confronted, attacked, and injured by unrestrained dogs;

**WHEREAS**, the current municipal code does not have a requirement for dogs to be physically controlled unless they exhibit certain behavior or are declared as a “dangerous animal” as described in Chapter 6.08 of municipal code.

NOW THEREFORE, The City of Warrenton ordains as follows:

Section 1. Section 6.04.020 “Definition of terms” is hereby amended to read as follows:

**6.04.020 Definition of terms.**

As used in this chapter:

- A. “Dog” means either male or female of the species.
- B. “Owner” means:
  - 1. The person shown on the application for license of a dog as the owner is the owner of such dog.
  - 2. The adult occupants of a dwelling shall be presumed to be the co-owners of any dogs housed in such dwelling or on the premises thereof.
- C. “At large” means off or outside the premises belonging to the owner having the control, custody or possession of the animal while the animal is not under the complete control of such person or within a vehicle of such person. *Dogs in designated dog park areas are not considered “at-large.” Dogs being used to legally hunt in designated areas under the direct supervision of the keeper or being used to control or protect livestock or other activities related to agriculture are not considered “at large.”*
- D. “Control” means to have power over or exercising restraining or directing influence over by means of an adequate *physical control device* or under voice control. “Voice control” means the complete control by such person in the immediate vicinity of the animal. If the animal creates a nuisance or acts unlawfully as defined in this code, such acts will in and of themselves determine that the animal was not under voice control.
- E. *“Physical Control Device” means a sufficiently strong collar connected to a leash or tether made of chain links, or other material as strong, or fenced or enclosed in a structure so as to prevent the escape of an animal by breaking of the device.*
- F. *“Athletic fields” Means any baseball, soccer, football, or any other clearly marked athletic field whether or not it is contained by a fence. Dogs are not allowed on City athletic fields unless permission is obtained from the City or you reserve an athletic field for your use through the prescribed City process.*



Section 2. Section 6.04.025 “Physical Control Devices” is a new section to read as follows:

**6.04.025 Physical Control Devices.**

*A physical control device is:*

- A. Required to be carried and readily available to be used by the keeper of a dog whenever they are off of their premises if a situation would arise where they need to control their dog.*
- B. Required to be used on all Warrenton Trail Systems.*
- C. Required to be used in all areas of Warrenton Parks and Facilities where dogs are allowed unless engaged in a recreational activity (ball chasing, frisbee, etc.) or if engaged in a professional training activity.*
- D. Is not required to be used within the fenced area at any designated Dog Park.*
- E. Is not required to be used when the dog is used to legally hunt in designated areas under the direct supervision of the keeper.*
- F. Is not required when a dog is being used to control or protect livestock or other activities related to agriculture.*

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 10<sup>th</sup> day of November, 2020.

First Reading: 10/27/20

Second Reading: 11/10/20

Approved

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

Attest

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
 FROM: Collin Stelzig, P.E., Public Works Director  
 DATE: October 27<sup>th</sup>, 2020  
 SUBJ: Surplus Public Works Equipment

### SUMMARY

The City of Warrenton Public Works Department has a 2007 Peterbilt 320 that is decommissioned and needs to be declared surplus property. Conditions of the truck have been deemed fair by our lead refuse driver, and the starting bid price will be determined at a later date.

Public Works plans to sell the above item via a public auction. We recommend that any unsold items at the auction be taken to the local recycling center.

### RECOMMENDATION/SUGGESTED MOTION

*I move to declare the above 2007 Peterbilt 320 as "surplus" and disposed of according to current administrative policies.*

### ALTERNATIVE

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

### FISCAL IMPACT

The equipment/materials being sold will bring a small amount of revenue for the City.

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

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

ATTACHMENTS



2007 Peterbilt 320 - Front



2007 Peterbilt 320 - Side



2007 Peterbilt 320 - Rear



2007 Peterbilt 320 – Interior



#### AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Jane Sweet, Harbormaster  
DATE: October 27, 2020  
SUBJ: Hammond Marina Dredging Noise Variance

#### SUMMARY

The City of Warrenton Marinas, Hammond Marina, would like to request that dredging be allowed by Bergerson Construction beyond the currently permitted hours of 7:00 a.m. and 6:00 p.m. The dates requested will be from November 1, 2020 – December 31, 2020 and November 1, 2021 – December 31, 2021.

The extension of the allowable construction noise permit will allow for maximum materials to be removed per each dredge season.

#### RECOMMENDATION/SUGGESTED MOTION

Staff recommends the following motions:

“I move to authorize a construction noise variance to allow around the clock dredging starting on November 1, 2020 – December 31, 2020 and again for the dredge season November 1, 2021 – December 31, 2021”.

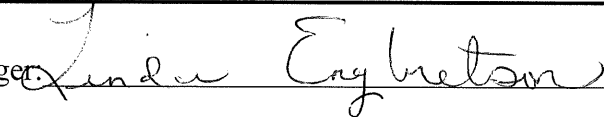
#### ALTERNATIVE

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

#### FISCAL IMPACT

The Hammond Marina dredging may have to be extended if not completed in the 2 season dredge window.

Approved by City Manager

  
\_\_\_\_\_

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