

CITY COMMISSION OF THE CITY OF WARRENTON  
REGULAR MEETING  
December 13, 2016 – 6:00 P.M.  
Warrenton City Commission Chambers – 225 South Main Avenue  
Warrenton, OR 97146

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1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **COMMISSIONER COMMENTS/COMMUNICATIONS/AGENDA ADDITIONS**

5. **CONSENT CALENDAR**

- A. City Commission Regular Meeting Minutes – 11.22.16
- B. Community Center Advisory Board Minutes – 4.21.16
- C. Community Center Advisory Board Minutes – 11.17.16
- D. Official Canvass of Votes from the November 8, 2016 General Election

Items on the Consent Calendar have previously been discussed and/or are considered routine. Approval of the Consent Calendar requires a motion, a second, and no discussion, unless requested by a member of the City Commission.

6. **BUSINESS ITEMS**

- A. Introduction of CBH Director and Presentation on Crisis Respite Center
- B. Presentation by National Alliance on Mental Illness
- C. 8<sup>th</sup> Street Dam Action
- D. Consideration of Res. No. 2471 to Amend Res. No. 640, Creating a Community Center

Board and Providing Rules for Operation and Repealing Res. No. 2372

- E. Committee Applications/Appointments
- F. Library Board Recommendation
- G. Consideration of Second Reading and Adoption of Ordinance No. 1210-A; Vacating a Portion of SE Galena

7. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest not already on the Agenda may do so. The person addressing the Commission will, when recognized, give his or her name and address for the record. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

8. **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.*

9. **ADJOURNMENT**

**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 LINDA ENGBRETSON AT LEAST 48 HOURS IN ADVANCE OF THE MEETING**

5-A

MINUTES  
Warrenton City Commission  
Regular Meeting – November 22, 2016  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, Or 97146

Mayor Kujala called the meeting to order at 6:06 p.m. and then led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson, Fire Chief Tim Demers, Police Chief Mathew Workman, Public Works Director Jim Dunn, Public Works Foreman Craig Walter, Finance Director April Clark, Library Site Manager Nettie Calog, Wastewater Treatment Plant Superintendent Kyle Sharpsteen and Administrative Assistant Dawne Shaw

COMMISSIONER COMMENTS

Mayor Kujala welcomed everyone and noted the work session went a little long, but they have finally outlined the steps that are needed for levee certification.

Commissioner Newton mentioned that he is retired and took two weeks off to do nothing. He stated he was glad to see everyone in attendance at tonight's meeting.

Commissioner Dyer welcomed everyone and stated he would like to see everyone really think about what's going on in the nation's new direction and try to keep peace. Seeing "people go haywire in the streets" is disconcerting, and it would be nice to see people come together.

Commissioner Ackley welcomed everyone and noted that Warrenton-Hammond Healthy Kids put out 95 turkey boxes for the backpack families and noted there is a Christmas gift drive ongoing and there will be an tree in the lobby of the grade school for 107 children and Main Street Market is sponsoring 20 teenagers from the high school and will have a tree there as well, and the Fire Department is having a food drive.

City Manager Engbretson reminded everyone of free Thanksgiving dinner at the Community Center and also asked about the December 27<sup>th</sup> Commission meeting, noting it is the day after the City's Christmas holiday closure. The Commission would like to keep the meeting date open and make a decision at a later date. Ms. Engbretson asked to remove the Library Board agenda item,

as there are still some questions and information that needs to be looked into, and to add an agenda item for an update on K-9 program from Officer Wirt.

**Commissioner Balensifer made the motion to remove agenda item 6E and add agenda item 6F for a Police dog update and to move item 6F to the first item of business. Motion was seconded and passed unanimously.**

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

Mayor Kujala thanked Pacific Power for assistance in getting the Christmas decorations up, noting the lighted boats are a nice touch. He stated the Commission will have a discussion with legal counsel regarding ballot measure 4-181 that was passed. Discussion continued on whether to discuss at a work session or a regular meeting and it was decided to have a work session at 5:00 on December 13<sup>th</sup>. Mayor Kujala also invited everyone to the Walmart ground breaking ceremony on December 8<sup>th</sup> at noon.

#### CONSENT CALENDAR

- A. Commission Regular Meeting Minutes – 10.25.16
- B. Commission Regular Meeting Minutes – 11.08.16
- C. Fire Dept. Monthly Activity Report – Octobers 2016
- D. Police Dept. Monthly Statistics Report – October 2016
- E. Monthly Finance Report – October 2016
- F. Update on Committee Applications

Commissioner Balensifer noted a correction/addition to the November 8, 2016 minutes.

**Commissioner Balensifer made the motion to accept the consent calendar with the amended minutes for November 8<sup>th</sup>. Motion was seconded and passed unanimously.**

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

#### BUSINESS

Police Officer Robert Wirt gave an update on the K9 program, stating he met with the trainer yesterday and discussed training process. He would like to explore the option of adding search and rescue training in the future and would also like to have bite work as well. Officer Wirt clarified that the dog would not be trained to bite but when to bite, on command, which gives the handler more control. He noted there has been a lot of interest inside and outside of the City and he has even received a few donations from Portland Metro. Officer Wirt asked the Commission for approval to move forward on collecting donations. The discussion continued on the budget

#### MINUTES

Warrenton City Commission

Regular Meeting – 11.22.16

Page: 2

and Officer Wirt noted the cost estimate is \$15,000 and the ongoing budget includes a 5% pay increase for the K-9 officer, and adding a cage to a vehicle is approximately \$3,300. The discussion continued on the breed of dog he is looking into, Dutch Shepard or German Shepard and he noted fund raising money would be used for the total purchase price of the dog. The timeline goal is to have certification completed by the end of May. The Commission gave confirmation to collect funds and go forward.

City Manager Linda Engbretson noted the Commission initiated a street vacation on October 11, 2016 and held a Public Hearing on November 8, 2016. The proposed area for vacation is SE Galena that runs from SE 14<sup>th</sup> Place, south for a distance of 361.2 feet, in Block 2, Tract 3 of Chelsea. Staff has prepared an Ordinance for the first reading. She noted that questions were raised if Measure 4-181 will affect this vacation and the legal opinion is that it will not apply, due to the dollar value and the timeline.

**Commissioner Dyer made the motion to conduct the first reading, by title only, of Ordinance No. 1210-A. Motion was seconded and passed unanimously.**

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

**Mayor Kujala conducted the first reading by title: Ordinance No. 1210-A; *Vacating a Portion of SE Galena Avenue in Warrenton, Oregon.***

City Manager Engbretson explained the request from NW Natural Gas to renegotiate its franchise agreement instead of applying for a right of way (ROW) license and noted in 2011, the City began the process of instituting a right of way ordinance which basically eliminates the need to negotiate franchise agreements with utilities and provides a uniform code for all utilities to follow. The City worked with legal counsel and went through an extensive process before adopting the ordinance which established standards for use of the city's right of way making it part of the municipal code. There are several advantages to the City, including the time and expense to negotiate franchise agreements with each company. Ms. Engbretson recommended that NW Natural Gas be required to apply for a Utility Right of Way License and follow Warrenton Municipal Code, Chapter 12.32. Teresa Browlie from NW Natural Gas addressed the Commission and stated they have been in the area for over 51 years and that having a franchise agreement allows them to know the rules for each city. She asked the Commission to consider keeping the franchise. City Manager Engbretson stated she did receive the ROW license application in the meantime, and noted that a ROW license gives the City more control or notice of when they are doing work in the ROW. Mayor Kujala stated it is important to keep consistent and go with the ROW license. The Commission concurred and denied the franchise request.

City Manager Engbretson presented a contract for Professional Services for Beery, Elsner & Hammond LLP, noting the City has engaged them for various legal services for several years.

They are currently providing legal services relating to the City's defense in Steadfast, LLC v. ODOT and the City of Warrenton. The \$25,000 that was added to the contract last year has been used and an estimated additional \$25,000 will cover the ongoing costs through the trial. They have also recently provided opinions on election laws, franchise agreements and street right-of-way issues. This contract also covers other services as may be requested. Ms. Engbretson noted since the Snows are closing their law practice, the City would like to continue to use Beery, Elsner & Hammond until we further secure legal counsel, possibly with an RFQ. Brief discussion continued.

**Commissioner Balensifer made the motion to authorize the Mayor's signature on the Contract for Professional Services between the City of Warrenton and Beery Elsner & Hammond LLC. Motion was seconded and passed unanimously.**

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

City Manager Engbretson explained the agreement between the City and the Dept. of the Army for payment of administrative fees and costs associated with the conveyance of the Hammond Marina, noting the \$50,000 fee is not unexpected, and this is the next step needed to get moving on the transfer. Ms. Engbretson stated she checked with Benjamin Heir at the USACE, and he explained that once the survey of the property, renewal of the lease with Sturgeon Paul, and paying the administrative fees are complete, they will begin the environmental and cultural resource reviews. There are several levels of further review, and Mr. Heir estimates at least one year process for disposal, barring any major issues.

**Commissioner Balensifer made the motion to authorize the City Manager's signature on the Agreement to Pay Administrative Fees and Costs in Connection with the Conveyance is US Government Property from the Department of the Army to the City of Warrenton, Oregon. Motion was seconded and passed unanimously.**

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

There being no further business Mayor Kujala adjourned the regular meeting at 6:52 p.m., and announced the Commission would meet in an 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.* He stated the Commission would not be returning to regular session to take action on any item considered in the executive session.

APPROVED:

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Mark Kujala, Mayor

ATTEST:

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Dawne Shaw, Administrative Assistant

5-B

WARRENTON COMMUNITY CENTER  
Advisory Board Meeting

Meeting Date: April 21, 2016

Place: Warrenton Community Center

Call to Order – Chairman, Frank Becker called the meeting to order at 4:00 PM

Roll Call: Chairman, Frank Becker; Vice Chairman, Marc Silva; Secretary, Carol Snell; Lorna Anderson; Mel Jasmin and Warrenton Finance Director, April Clark.  
Members absent and excused: None

Introduction of Guests: None

Public Comment: None

Approval of the February 2016 Regular Minutes. A motion was offered, by Lorna and seconded by Carol, to approve the minutes already noted. Motion carried.

Financial Report: Finance Director, April Clark, reviewed the quarterly financial report dated April 21, 2016. Total rental fees are \$9,680.10 with total rental hours of 308. Rental hours to date are behind last year's 3<sup>rd</sup> quarter to date by 45.5 hours.

The Easter Breakfast attendance was 142; ticket sales \$562.00; raffle \$189.00 plus donations of money coffee, pancake batter and sausage totaled \$1,601.00. After expenses of \$339.08 we netted \$1,287.02. Good job...everyone.



Old Business: The Easter Breakfast was discussed. It was decided to change the by-laws to increase the board size. A motion was made, second, and approved to cancel the scheduled meetings for May and September 2016.

New Business: It was decided not to put flyers in the Chambers monthly letter.

Correspondence: None

Next Meeting: The next meeting will be October 20, 2016.

Lorna moved & Marc seconded; to adjourn the meeting at 4:50 PM.

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Frank Becker, Chairman

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Carol Snell, Secretary

WARRENTON COMMUNITY CENTER

Regular Board Meeting Agenda

November 17, 2016

4:00 – 5:00 PM

5-C

Call to Order –

Roll Call:

Introduction of Guests:

Public Comment:

Approval of Minutes: Annual Meeting -  
Regular Meeting – October 20, 2016

Financial Report: April Clark – Finance Director,

Old Business: 1. Flyers  
2. Discuss banner, signs, promotional centerpieces  
3. By-laws (Linda's input - additional members)  
4. Christmas assignments (Frank's e-mail)

New Business: 1. Christmas Tree Decorating (Dec. 1st, 2<sup>nd</sup> or 3<sup>rd</sup>)  
2. No December meeting, however, tree decorating;  
set-up on 12/16/16 (4PM) and breakfast on the  
17<sup>th</sup>. (7AM)  
3. Set date for Easter (Easter 4/16/17)

Correspondence:

Next Meeting: December 1, 2, 3<sup>rd</sup>; December 16<sup>th</sup>, breakfast 17<sup>th</sup>  
January meeting the 19<sup>th</sup>

Meeting adjourned:

**WARRENTON COMMUNITY CENTER**  
Advisory Board Meeting

**Meeting Date: October 20, 2016**

**Place: Warrenton Community Center**

**Call to Order – Chairman, Frank Becker called the meeting to order at 4:00 PM**

**Roll Call: Chairman, Frank Becker; Secretary, Carol Snell; Mel Jasmin and Warrenton Finance Director, April Clark.**

**Members absent and excused: Vice Chairman, Marc Silva**

**Members absent and not excused: Lorna Anderson**

**Introduction of Guests: None**

**Public Comment: None**

**Approval of the April 21, 2016 Regular Minutes. A motion was offered, by Mel and seconded by Carol, to approve the minutes. Motion carried.**

**Financial Report: Finance Director, April Clark, reviewed the Annual Report effective June 30, 2016. Rental rates are \$ 30.00 per hour without kitchen and \$ 40.00 with. The Warrenton Seniors Inc. rent at \$ 1.00 annually. Total rental hours this year decreased 74.5 hours compared to the prior year. Total revenues of \$ 24,069 include a transfer from the general fund. The Center will begin the new fiscal year with a beginning fund balance of \$ 11,801 an increase of \$ 4,262.00. All funds received from the two breakfasts go directly into the General Fund. The City does not keep a separate fund just for our breakfasts. April stated that because we have done so well, with the last two events, is the reason we have a better starting balance.**

**Old Business:** Changes to our By-Laws Article III: Advisor Board: Section I; Section IV: Vacancies & Removal: Section 2; and Article VII: Meetings: Section 5 were discussed. April's thought was maybe we didn't need to make any changes. Our concern is that we need more members. April will check with Linda and report back.

We were encouraged to discuss the purpose of the Community Center whenever possible. Frank will check with the Pig and Starbucks to see if their name could appear on our flyer. No decisions were made on banners, signs, and promotional centerpieces. We should put informational flyers about the Center on the tables again this year.

Assignments for the breakfast were made. See Frank's e-mail dated 10/21/2016 attached to and a part of these minutes.

April will send out the donation letters by the 1<sup>st</sup> of November. She will, also, update the Christmas Flyer, provide everyone with a copy and will bring 875 copies of the flyers at the November meeting.

**New Business:** Mel stated a new trash barrel is need.

**Correspondence:** None      **Next Meeting:** November 17, 2016

Carol moved & Mel seconded; to adjourn the meeting at 4:50 PM.

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Frank Becker, Chairman

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Carol Snell, Secretary



Carol Snell &lt;carolssnell@gmail.com&gt;

## Summary of October 20th meeting

4 messages

Frank Becker <Frank.Becker@oceanbeauty.com>

Fri, Oct 21, 2016 at 9:13 AM

To: Carol Snell <carolssnell@gmail.com>, "mel@HouseofJasmin.com" <mel@houseofjasmin.com>, Lorna Anderson <lampsp48@gmail.com>, Marc Silva <marc.silva@waunafcu.org>

Cc: April Clark <aclark@ci.warrenton.or.us>

Since Lorna & Marc were unable to attend this meeting, I thought I would send a brief summary of the Christmas breakfast assignments we discussed.

April will have the donation letters available for me to sign the first week of November. She will also have 875 flyers printed and we will have them at our next meeting Nov. 17<sup>th</sup> and get them to the schools.

Carol will take care of placing the ads in the Columbia Press and the Daily Astorian. We decided not to put them in the Chamber of Commerce mailing this time. Carol will also do the shopping for the breakfast supplies.

Lorna will talk to the Senior Center Staff about helping us out again with servers, dishwasher (Mitch), & access to silverware. We decided not to ask Warrenton High School for student volunteers. Lorna will also handle the kitchen and clean-up coordination. The final cleaning (bathrooms & vacuuming) will be done at the boards expense by Judy.

Mel will pick up the coffee supplies at Starbuck's the day of the breakfast and handle the raffle. Mel's wife Betsy will help Mel and supervise the dining room staff.

Frank will take care of the radio advertising and pick-up the keys & cash the day before the breakfast. Frank will also Arrange for our Santa Claus and coordinate with Pig 'N Pancake to set up their grill and cook the pancakes for us.

Marc, I'm not sure if you will be at the breakfast, but we put you down for advertising on Wauna's Credit Union sign. We could use your help at the breakfast for sure.

We will be setting up the community center the afternoon before the breakfast Nov. 16<sup>th</sup> at 4:00 p.m. All members will be expected to attend and help with the set up.

I would hope that all of you will be at the breakfast to help as it is the main function of our committee and we only do this two times each year.

Please contact me with any questions. And, please e-mail everyone with any suggestions you might have or if I missed something.

*Frank's wife & Diane Collier will take money!*

[Quoted text hidden]

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**Frank Becker** <Frank.Becker@oceanbeauty.com>

Fri, Oct 21, 2016 at 10:20 AM

To: Carol Snell <carolssnell@gmail.com>

Cc: Marc Silva <marc.silva@waunafcu.org>, Lorna Anderson <lamp48@gmail.com>, April Clark <aclark@ci.warrenton.or.us>, "mel@HouseofJasmin.com" <mel@houseofjasmin.com>

Just wanted to make sure someone was reading this....hahaha Thanks, Carol.

**From:** Carol Snell [mailto:carolssnell@gmail.com]

**Sent:** Friday, October 21, 2016 10:16 AM

**To:** Frank Becker

**Cc:** Marc Silva; Lorna Anderson; April Clark; mel@HouseofJasmin.com

**Subject:** Re: Summary of October 20th meeting

[Quoted text hidden]

[Quoted text hidden]

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**Carol Snell** <carolssnell@gmail.com>

Sat, Nov 5, 2016 at 3:33 PM

Draft To: Frank Becker <Frank.Becker@oceanbeauty.com>

Your summary was very good. I was jealous . good

[Quoted text hidden]

City of Warrenton  
 Attn: Linda Engbretson  
 P.O. Box 250  
 Warrenton, OR 97146

**Sign & Return to:**  
**Clatsop County Elections**  
**Attn: Sheryl Holcom**  
**820 Exchange St., Suite 220**  
**Astoria, OR 97103**

5-D

**REPLY NOT LATER THAN DECEMBER 30, 2016**

**CANVASS OF VOTES**

						VOTES	PERCENT			VOTES	PERCENT
Commissioner, Position 1 City of Warrenton											
(VOTE FOR) 1											
01 = Pam Ackley						1,120	49.65				
02 = Ryan Lampi						1,115	49.42	04 = OVER VOTES		0	
03 = WRITE-IN						21	.93	05 = UNDER VOTES		379	
-----											
	01	02	03	04	05						
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0047 47 - WARRENTON	841	859	18	0	284						
0048 48 - WARRENTON	279	256	3	0	95						

						VOTES	PERCENT			VOTES	PERCENT
Commissioner, Position 2 City of Warrenton											
(VOTE FOR) 1											
01 = Henry Balensifer						1,835	96.94	03 = OVER VOTES		0	
02 = WRITE-IN						58	3.06	04 = UNDER VOTES		742	
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	01	02	03	04							
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0047 47 - WARRENTON	1404	44	0	554							
0048 48 - WARRENTON	431	14	0	188							

						VOTES	PERCENT			VOTES	PERCENT
Commissioner, Position 3 City of Warrenton											
(VOTE FOR) 1											
01 = Thomas Dyer						1,875	98.27	03 = OVER VOTES		1	
02 = WRITE-IN						33	1.73	04 = UNDER VOTES		726	
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	01	02	03	04							
-----											
0047 47 - WARRENTON	1431	25	1	545							
0048 48 - WARRENTON	444	8	0	181							

		VOTES	PERCENT			VOTES	PERCENT
4-181 City of Warrenton	City of Warrenton						
(VOTE FOR)	1						
01 = Yes		1,329	55.72	03 = OVER VOTES		2	
02 = No		1,056	44.28	04 = UNDER VOTES		248	
		-----					
		01	02	03	04		
		-----					
0047 47 - WARRENTON		998	817	2	185		
0048 48 - WARRENTON		331	239	0	63		

I certify the votes recorded on this canvass correctly summarize the tally of votes cast for the November 8, 2016 General Election.

*Valerie Crafard*

Valerie Crafard, County Clerk  
Dated this 28<sup>th</sup> day of November 2016



This is to verify receipt of the Final Official Canvass of Votes from the November 8, 2016 General Election and our acceptance of it as the official election results.

\_\_\_\_\_  
Linda Engbretson  
City Manager

\_\_\_\_\_  
Date



6-D

"Making a difference through excellence of service"



# CITY OF WARRENTON

## Finance Department Agenda Memorandum

To: The Honorable Mayor and Members of the Warrenton City Commission  
From: April Clark  
Finance Director  
Date: December 13, 2016

**Regarding: Consideration of Resolution No. 2471 to Amend Resolution No. 640 Creating a Community Center Board and Providing Rules for Operation and Repealing Resolution No. 2372**

**SUMMARY:**

The Community Center Advisory Board wishes to make a change to its Bylaws and Rules for Operations to allow for additional members.

The Community Center Advisory Board was established in October of 1987. The goal of the Community Center is that it should be financially self-supporting and any operating deficit would be off-set by fund-raising activity so that the center would not create an additional burden on property tax rolls. Fund-raising activity has been an important function of the board. Without their efforts, the Community Center would need to rely on discretionary income through a transfer from the General Fund. A transfer was needed in fiscal year 2015-2016, but no transfer is budgeted for the current year.

The Board has done an excellent job, but they could use some additional help. The Board currently consists of five members. The Community Center Board would like to amend the Board rules and Bylaws to allow for two additional members.

**RECOMMENDATION:**


The Commission may move to approve the changes as recommended: *I move to approve Resolution No. 2471 Amending Resolution No. 640; Creating a Community Center Advisory Board and Providing Rules for Operation Thereof and Repealing Resolution 2372; Adopting the Warrenton Community Center Advisory Board Bylaws and Repealing all Other Resolutions in Conflict*

**ALTERNATIVE:**

Other action as deemed appropriate by the City Commission

**FISCAL IMPACT:**

None.

Approved by City Manager:   
All supporting documentation, i.e., maps, exhibits, etc., must be attached to this memorandum.

RESOLUTION NO. 2471

Amending Resolution No. 640; Creating a Community Center Advisory Board and Providing Rules for Operation Thereof and and Repealing Resolution No. 2372; Adopting the Warrenton Community Center Advisory Board Bylaws and Repealing all Other Resolutions in Conflict

Whereas, the Warrenton Community Center Advisory Board was created in 1987 by Resolution No. 640; and

Whereas, the Bylaws setting forth the operational structure of the Warrenton Community Center Advisory Board were adopted by Resolution No. 2372; and

Whereas, the Warrenton Community Center Advisory Board wishes to update their bylaws;

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Warrenton that Resolution No. 640 is hereby amended by the attached Community Center Advisory Board By-Laws, attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that Resolution No. 2372 and all other resolutions in conflict are hereby repealed.

This Resolution shall be in full force and effect immediately upon its passage.

Adopted by the City Commission of the City of Warrenton this 8<sup>th</sup> day of December, 2016.

APPROVED

\_\_\_\_\_  
Mark Kujala, Mayor

ATTEST

\_\_\_\_\_  
Dawne Shaw, Administrative Asst.

Introduced by all City Commissioners

CREATING A COMMUNITY CENTER ADVISORY BOARD AND PROVIDING RULES FOR OPERATION THEREOF

The Warrenton City Commission resolves:

There is hereby established an advisory board of the City Commission to be known as the Community Center Board, and rules therefor are:

A. The board shall consist of five (5) members. At its first meeting, the members shall draw for length of term by lot:

Position Number 1 shall expire on 31 December 1988;  
Position Number 2 shall expire on 31 December 1989;  
Position Number 3 shall expire on 31 December 1990;  
Position Numbers 4 and 5 shall expire on 31 December 1991.

B. All members of the board appointed thereafter shall serve a term of four (4) years, with the term of at least one board member expiring each year.

C. The membership of the board shall be appointed at-large by the Mayor, with the concurrence of the City Commission.

D. Membership to the board is limited to two successive terms.

E. No member of the board shall receive any compensation for service as a member of the board.

F. The board shall elect a chairman at its first meeting, to serve until January 1989. The board shall thereafter annually elect a chairman and such other officers as it may deem appropriate for conducting its business.

G. The board shall meet at least monthly, on the second Tuesday, at 12:00 Noon. The failure of any member to appear at two consecutive regular meetings of the board, without prior excuse, shall be deemed the resignation of that member. A successor shall then be appointed to complete the remaining portion of the term.

H. The board may adopt by-laws or other rules of procedure for conducting its business and may create committees, as appropriate, such as "Policy", "Building and Grounds" and "Ways and Means".

I. The quorum of the board shall be three (3) members.

The City Commission finds that the goal of the community center, as set forth in the grant applications that have led to the funding for its construction by Warrenton Senior Citizens, Inc., was that the center should be financially self-supporting. It was represented to the city and the funding agencies that any operating deficit would be off-set by fund-raising activities so that the existence of the center would not create an additional burden on property tax rolls. The Community Center Board shall conduct its activities in furtherance of these goals. The Community Center Board has the authority to approve expenditure of community center funds; however, it has no power to expend city funds or to incur indebtedness on behalf of itself or the City of Warrenton, which is solely in the province of the City Commission.

PASSED by the City Commission of the City of Warrenton, this 21st day of October 1987.

APPROVED by the Mayor of the City of Warrenton, this 21st day of October 1987.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Manager/Auditor

# Exhibit A

## CITY OF WARRENTON

### COMMUNITY CENTER ADVISORY BOARD

#### BY-LAWS

#### ARTICLE I: ORGANIZATION

The name of the organization shall be the Community Center Board (advisory board)

#### ARTICLE II: PURPOSE

The following is the stated purpose for the advisory board:

The goal of the Community Center Advisory Board is to represent the Center on Behalf of the City of Warrenton, within the local communities and to provide yearly community gatherings for breakfast at Easter and Christmas.

#### ARTICLE III: ADVISORY BOARD

SECTION 1: The advisory board shall consist of seven (7) members.

SECTION 2: The membership of the advisory board will live/work within the Warrenton School District and will be appointed at-large members by the Mayor, with the concurrence of the City Commissioners.

SECTION 3: All members of the advisory board appointed shall serve a term of four (4) years. All vacancies shall be filled for the unexpired term.

SECTION 4: Membership to the advisory board is seven (7). Members vacating their position may continue on the advisory board until their replacement has been appointed by the city.

SECTION 5: No member of the advisory board shall receive any compensation for service as a member of the board.

#### ARTICLE IV: VACANCIES AND REMOVAL

SECTION 1: A member of the advisory board may resign at any time by delivery of a written notice to the board's Chairman. All vacancies created by written resignation, death or removal will be filled by the city.

SECTION 2: Members of the advisory board may remove an individual member for the following reasons:

- a. Neglect or inefficiency of duty;
- b. Misconduct in office; or
- c. No longer resides/works within the city's jurisdiction

SECTION 3: The member being removed shall receive a written notice of their removal and the reason the action is being taken. The member will be given ten (10) days to dispute the action.

SECTION 4: The failure of any member to appear at two (2) consecutive meetings without prior excuse shall be deemed the resignation of the member.

#### ARTICLE V: CONFLICT OF INTEREST

SECTION 1: No member of the advisory board shall acquire an interest in the center, in any property included or planned to be included in the project.

#### ARTICLE VI: OFFICES

Officers of the advisory board shall be the Chairman, Vice Chairman and Secretary.

SECTION 1: Chairman: Shall preside at all meetings of the advisory board; the Chairman or designee shall provide notices of the meetings to the members, all special meetings as needed, sign meeting minutes and correspondence. The Chairman shall act as the board's contact with the Financial Manager, Mayor City Manager or the City Commissioners.

SECTION 2: Vice Chairman: Shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of a resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the advisory board shall select a new Chairman.

SECTION 3: Secretary: Shall keep records of the advisory board and perform duties incident to this office.

SECTION 4: Financial Manager: at least once a year, November through May, the City's Financial Manager shall prepare, for the advisory board and the City Commissioners, a financial report of the center's activities for the preceding year.

SECTION 5: Election of Officers: Officers of the advisory board shall be elected from the current members, by vote, at the annual meeting. The elected officers shall hold office for one year or until their successors have been elected. Individual officers will be nominated; a slate of officers may be presented and approved by "unanimous acclamation".

SECTION 6: Vacancies: Should the offices of the Chairman, Vice Chairman, or Secretary become vacant, the board shall elect a successor from the current membership at the next regular meeting, and such election shall be for the unexpired term of the office.

## ARTICLE VII: MEETINGS

SECTION 1: The annual meeting of the advisory board shall be held, prior to the regularly scheduled monthly meeting, in January of each year for the purpose of electing officers.

SECTION 2: The regular meetings shall be held at the Warrenton Community Center unless the center has been rented for that time period. If the center has been rented, the meeting will be held at the City of Warrenton offices or a designated place as may from time to time be determined by the membership.

SECTION 3: Special meetings may be called by the Chairman or the City of Warrenton's Financial Director when deemed expedient or upon a request of two (2) members of the advisory board.

SECTION 4: The Chairman or designee shall give notice of each meeting to the members not less than seven to ten (7-10) days before the meeting.

SECTION 5: The board shall meet the months of November, December, January, February, March, April and May, on the third Thursday, at 4:00 PM.

SECTION 6: A majority of the members of the board shall constitute a quorum for its business. If a vote is required, the concurrence of a majority of the members of the board present at a board meeting shall be necessary to decide any question before the board.

SECTION 7: Order of Business: The following shall be the order of business at regular meetings of the advisory board: Call to Order, Roll Call, Approval of the Minutes, Public Comment, Finance Report, Old Business, New Business, Correspondence, Next Meeting, and Adjourned.

Revised 12/08/16

**RESOLUTION NO. 2372**

INTRODUCED BY COMMISSIONER Mark Baldwin

ADOPTING THE WARRENTON COMMUNITY CENTER ADVISORY BOARD  
BYLAWS AND REPEALING ALL OTHER RESOLUTIONS IN CONFLICT

WHEREAS, the Warrenton Community Center Advisory Board has reviewed and recommended changes to its Bylaws; and

WHEREAS, the City Commission deems it appropriate to adopt bylaws for purposes of setting forth the operational structure of the Community Center Advisory Board and generally providing for the governance of its activities.

NOW, THEREFORE, BE IT RESOLVED, that the City Commission of the City of Warrenton hereby adopts the Bylaws of the Warrenton Community Center Advisory Board as attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, that all other Resolutions in conflict are hereby repealed.

This Resolution shall be in full force and effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton this 26<sup>th</sup> day of June, 2012.

Mark Kujala  
Mark Kujala, Vice-Chair

ATTEST

Linda Engbretson  
Linda Engbretson, City Recorder

Resolution for Bylaws



CITY OF WARRENTON  
COMMUNITY CENTER ADVISORY BOARD  
BY-LAWS

ARTICLE I: ORGANIZATION

The name of the organization shall be the Community Center Board (advisory board).

ARTICLE II: PURPOSE

The following is the stated purpose for the advisory board:

The goal of the Community Center Advisory Board is to represent the Center on Behalf of the City of Warrenton, within the local communities and to provide yearly community gatherings for breakfast at Easter and Christmas.

ARTICLE III: ADVISORY BOARD

SECTION 1: The advisory board shall consist of <sup>seven (7)</sup> ~~five (5)~~ members.

SECTION 2: The membership of the advisory board will <sup>live/work</sup> ~~live~~ within the Warrenton School District and will be appointed at-large members by the Mayor, with the concurrence of the City Commissioners.

SECTION 3: All members of the advisory board appointed shall serve a term of four (4)

years. All vacancies shall be filled for the unexpired term.

SECTION 4: Membership to the advisory board is <sup>seven (7)</sup> ~~five (5)~~. Members vacating their position may continue on the advisory board until their replacement has been appointed by the city.

SECTION 5: No member of the advisory board shall receive any compensation for service as a member of the board.

#### ARTICLE IV: VACANCIES AND REMOVAL

SECTION 1: A member of the advisory board may resign at any time by delivery of a written notice to the board's Chairman. All vacancies created by written resignation, death or removal will be filled by the city.

SECTION 2: Members of the advisory board may remove an individual member for the following reasons:

- a. Neglect or inefficiency of duty;
- b. Misconduct in office; or
- c. No longer ~~resides~~ within the ~~city's~~ jurisdiction

*resides/works*      *city's*

SECTION 3: The member being removed shall receive a written notice of their removal and the reason the action is being taken. The member will be given ten (10) days to dispute the action.

SECTION 4: The failure of any member to appear at two (2) consecutive meetings without prior excuse shall be deemed the resignation of the member.

ARTICLE V: CONFLICT OF INTEREST

SECTION 1: No member of the advisory board shall acquire an interest in the center, in any property include or planed to be included in the project.

ARTICLE VI: OFFICES

Officers of the advisory board shall be the Chairman, Vice Chairman and Secretary.

SECTION 1: Chairman: Shall preside at all meetings of the advisory board; the Chairman or designee shall provide notices of the meetings to the members, call special meetings as needed, sign meeting minutes and correspondence. The Chairman shall act as the board's contact with the Financial Manager, Mayor, City Manager or the City Commissioners.

SECTION 2: Vice Chairman: Shall perform the duties of the Chairman in the absence or incapacity of the Chairman; and in case of a resignation or death of the Chairman, the Vice Chairman shall perform such duties as are imposed on the Chairman until such time as the advisory board shall select a new Chairman.

SECTION 3: Secretary: Shall keep the records of the advisory board and perform duties incident to this office.

SECTION 4: Financial Manager: At least once a year, November through May, the City's Financial Manager shall prepare, for the advisory board and the City Commissioners, a financial report of the center's activities for the proceeding year.

*preceding*

SECTION 5: Election of Officers: Officers of the advisory board shall be elected from the current members, by vote, at the annual meeting. The elected officers shall hold office for one year or until their successors have been elected. Individual officers will be nominated; a slate of officers may be presented and approved by “unanimous acclamation”.

SECTION 6: Vacancies: Should the offices of the Chairman, Vice Chairman, or Secretary become vacant, the board shall elect a successor from the current membership at the next regular meeting, and such election shall be for the unexpired term of the office.

ARTICLE VII: MEETINGS:

SECTION 1: The annual meeting of the advisory board shall be held, prior to the regularly scheduled monthly meeting, held in January of each year for the purpose of electing officers.

SECTION 2: The regular meetings shall be held at the Warrenton ~~Senior~~ <sup>Community</sup> Center unless the center has been rented for that time period. If the center has been rented, the meeting will be held at the City of Warrenton offices or a designated place as may from time to time be determined by the membership.

SECTION 3: Special meetings may be called by the Chairman or the City of Warrenton’s Financial Director when deemed expedient or upon a request of two (2) members of the advisory board.

SECTION 4: The Chairman or designee shall give notice of each meeting to the members not less than seven to ten (7-10) days before the meeting.

SECTION 5: The board shall meet the months of November, December, January, February, March, April and May on the third Thursday, at 4:00 PM.

SECTION 6: A quorum of the advisory board shall be three (3) members.

SECTION 7: Order of Business: The following shall be the order of business at regular meetings of the advisory board: Call to Order, Roll Call, Approval of the Minutes, Public Comment, Finance Report, Old Business, New Business, Correspondence, Next Meeting, Adjourned.

A majority of the members of the board shall constitute a quorum for its business.  
If a vote is required, the concurrence of a majority of the members of the board present at a board meeting shall be necessary to decide any question before the board.

Revised 5/22/12

6-E

*"Making a difference through excellence of service"*



**CITY OF WARRENTON**

## AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Dawne Shaw, Administrative Assistant

DATE: December 13, 2016

SUBJ: Committee Applications/Appointments

### SUMMARY

Various terms on City Volunteer Committees are terminating on December 31, 2016. In addition to applications for new terms and vacancies, I have included the current roster for each committee:

1. Warrenton Budget Committee – There are two positions with terms ending on December 31 – Positions 1 and 5. Mr. Ed Wegner has applied for reappointment to Position 5.
2. Warrenton Planning Commission – There are two positions with terms ending on December 31 – Positions 1 and 2. Mr. Vince Williams (Position 1) and Ms. Christine Bridgens (Position 2) have applied for reappointment.

3. Warrenton Community Center Board – two positions with term endings on December 31 – Position 1 and Position 4. Mr. Frank Becker (Position 1) and Ms. Lorna Anderson (Position 4) have applied for reappointment and we have also received an application from Ms. Melissa Witt, a new applicant.
4. Warrenton Parks Advisory Board – there are two positions with terms ending on December 31 – Positions 3 and 4. There is also one vacancy – Position 7, with a term-ending of December 31, 2017. We have received one application from Mr. Bert Little for reappointment to Position 4. We have received no other applications to date.
6. Warrenton Community Library Board – There are four positions with terms ending on December 31 – Positions 4, 5, 6 and 7. We have received one application from Ms. Baret Murphy-Becker for reappointment to Position 5. No other applications have been received.
7. Warrenton Business Association – There are 3 positions with terms ending on December 31 – Positions 4, 5 and 6. No applications have been received.
8. Urban Renewal Advisory Board – Applications and appointments will be considered at the Urban Renewal Agency meeting.

#### **RECOMMENDATION/SUGGESTED MOTION**

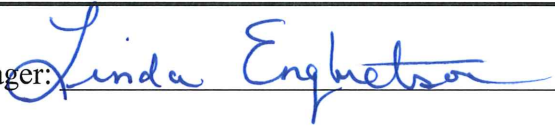
If the Commission chooses to make appointments/reappointments at this time, motions appointing individuals for each committee is appropriate.

#### **ALTERNATIVE**

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

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



## 2016 Upcoming Committee/Board Vacancies

<u>Seat</u>	<u>Name</u>	<u>Term</u>	<u>New Term End Date</u>
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### Budget Committee

1.	Debbie Morrow	12/31/16	12/31/19
√ 5.	Ed Wegner	12/31/16	12/31/19

### Planning Commission Board

√ 1.	Vince Williams	12/31/16	12/31/20
√ 2.	Christine Bridgens	12/31/16	12/31/20

### Community Center Board

√ 1.	Frank Becker, <b>Chair</b>	12/31/16	12/31/20
√ 4.	Lorna Anderson	12/31/16	12/31/20

### Warrenton Parks Advisory Board

3.	<b>VACANT</b>	12/31/16	12/31/19
√ 4.	Bert Little	12/31/16	12/31/19
7.	<b>VACANT</b>	<u>12/31/17</u>	

### Warrenton Community Library Board

4.	Jill Benish	12/31/16	12/31/20
√ 5.	Baret Murphy-Becker	12/31/16	12/31/20
6.	Douglas Rich	12/31/16	12/31/20
7.	Judy Sivley	12/31/16	12/31/20

### Warrenton Business Association

4.	Kristin Talamantez	12/31/16	12/31/19
5.	Pat O'Grady	12/31/16	12/31/19
6.	Steve Fulton	12/31/16	12/31/19

### Urban Renewal Advisory Committee

√ 1.	Bob Bridgens	12/31/2016	12/31/18
√ 2.	Gerald Poe	12/31/2016	12/31/18
√ 3.	Frida Fraunfelder	12/31/2016	12/31/18

√ = **Application received**

# City of Warrenton

## Budget Committee Roster

1. Debbie Morrow  
151 SW Gardenia  
Warrenton, OR 97146  
861-1713(h) 791-5973© 738-6444(w)  
cdmorrow@charter.net  
Term Ends: 12/31/16
2. Paul Mitchell  
955 SW Cedar  
Warrenton, OR 97146  
861-0707 (h)  
PMitchell32@aol.com  
Term Ends: 12/31/17
3. Gerald Poe  
P.O. Box 287  
959 Fifth Ave.  
Hammond, OR 97121  
503/861-3798 (H)  
503/338-8742 ©  
[gpoe11@ICloud.com](mailto:gpoe11@ICloud.com)  
Term Ends: 12/31/18
4. Flint Carlson  
P.O. Box 171  
Warrenton, OR 97146  
861-2408(h) 503/741-0409(c)  
carcon@pacifier.com  
Term Ends: 12/31/17
5. Ed Wegner  
284 8<sup>th</sup> Ave.  
Hammond, OR 97121  
(503) 887-6309(c)  
[fishinghusker@gmail.com](mailto:fishinghusker@gmail.com)  
Term Ends: 12/31/16
6. Mayor Mark Kujala  
P.O. Box 400  
Warrenton, OR 97146  
861-7634(h) 791-2513©  
mkujala@ci.warrenton.or.us  
Term Ends: 12/31/18
7. Commissioner Henry A Balensifer III  
845 NW Warrenton Drive  
Warrenton, OR 97146  
338-9456©  
[hbalsifer@ci.warrenton.or.us](mailto:hbalsifer@ci.warrenton.or.us)  
[www.facebook.com/HenryBalensifer](http://www.facebook.com/HenryBalensifer)  
Term Ends: 12/31/16
8. Commissioner Tom Dyer  
P.O. Box 1057  
Warrenton, OR 97146  
861-3984(h) 440-6300©  
[tdyer@ci.warrenton.or.us](mailto:tdyer@ci.warrenton.or.us)  
Term Ends: 12/31/16
9. Commissioner Rick Newton  
P.O. Box 487  
Warrenton, OR 97146  
503-861-2879(h)  
503-338-2279©  
[rnewton@ci.warrenton.or.us](mailto:rnewton@ci.warrenton.or.us)  
Term Ends: 12/31/18
10. Commissioner Pam Ackley  
1570 SW Pine Court  
Warrenton, OR 97146  
503-861-3914 (h) 503-738-4840 (w)  
503-717-3796 ©  
[packley@ci.warrenton.or.us](mailto:packley@ci.warrenton.or.us)  
Term Ends: 12/31/16

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# CITY OF WARRENTON

## Application for Committee Appointment

To: **Warrenton City Commission and Warrenton City Manager**

I, ED WEGNER, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

I HAVE EXPERIENCE IN GOVERNMENT BUDGETING  
& WATER & SEWER RATES

What experience or qualifications do you have for this position?

30 PLUS YEARS IN PUBLIC WORK ADMIN.  
PREVIOUS BUDGET COMM. EXPERIENCE

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

Weekly  Monthly  Quarterly

ED WEGNER

10-30-16

Full Name (please print)

Date

# Warrenton Planning Commission ROSTER

## Position 1

Vince Williams \*Chair\*  
89880 Ocean Drive  
Warrenton, OR 97146  
**Term Ends: 12/31/2016**

503/ 861-4277(h)  
503/ 861-3422(w)  
503/ 351-5040©  
[vince@warrentonkia.net](mailto:vince@warrentonkia.net)

## Position 2

Christine Bridgens  
1255 SW 9<sup>th</sup> St.  
Warrenton, OR 97146  
**Term Ends: 12/31/2016**

503/861-2428 (h)  
503/338-9331©  
[cbridgens776@gmail.com](mailto:cbridgens776@gmail.com)

## Position 3

Chris Hayward\*Vice Chair\*  
1202 SW Pine Drive  
Warrenton, OR 97146  
**Term Ends: 12/31/2017**

503/ 861-9267(h)  
503/ 791-5468©  
503/325-2711 (w)  
[chayward@haywardautogroup.com](mailto:chayward@haywardautogroup.com)

## Position 4

Mike Moha  
351 SW Kalmia Ave  
Warrenton, OR 97146  
**Term Ends: 12/31/2018**

503/861-9342 (h)  
503/861-2281 (w)  
503/298-0470 ©  
[moham@whsd.k12.or.us](mailto:moham@whsd.k12.or.us)

## Position 5

Ken Yuill  
580 Hwy 101 Alt.  
Warrenton, OR 97146  
**Term Ends: 12/31/18**

503/861-3887(h)  
503/440-1202©  
[kjyuill@msn.com](mailto:kjyuill@msn.com)

## Position 6

Paul Mitchell  
955 SW Cedar  
Warrenton, OR 97146  
**Term Ends: 12/31/2019**

503/ 861-0707(h)  
503/ 338-7505(w)  
503/ 791-1675©  
[PMitchell32@aol.com](mailto:PMitchell32@aol.com)

## Position 7

Ryan Lampi  
1441 S. Main Ave  
Warrenton, OR 97146  
**Term Ends: 12/31/2019**

503-741-0765 (h)  
503-338-0371 (w)  
[rlampi3@gmail.com](mailto:rlampi3@gmail.com)

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CITY OF WARRENTON

Application for Committee Appointment

Rec'd 10/27/16

To: Warrenton City Commission and Warrenton City Manager

I, VINCENT J WILLIAMS, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

Helping Warrenton to grow family wage jobs.  
Good schools and good city services.

What experience or qualifications do you have for this position?

Being a Auto Dealer since 1974 making payroll and  
supporting employees & families. Over 14 years on  
our Planning Commission as Chairman & Vice Chair Member.

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

Weekly  Monthly  Quarterly  As much is necessary

VINCENT J. WILLIAMS (VINCE) 27 OCT 2016  
Full Name (please print) Date

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CITY OF WARRENTON

Application for Committee Appointment

To: Warrenton City Commission and Warrenton City Manager

I, Christine Bridgens, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

I would like to continue to serve Warrenton!

What experience or qualifications do you have for this position?

Currently serving on Warr. Planning Comm.

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

Weekly  Monthly  Quarterly

Christine Royce Bridgens 10/25/16  
Full Name (please print) Date

Rec'd 10/25/16

**Community Center Board  
ROSTER**

<b><u>Seat</u></b>	<b><u>Term</u></b>	<b><u>Phone/Email</u></b>
<b>Position 1</b>		
Frank Becker *CHAIR 92267 Whiskey Rd. P.O. Box 836 Warrenton, OR 97146	12/31/16	861-2484 (h) 325-0656 (w) 440-6144 ©
<b>Position 2</b>		
Marc Silva P.O. Box 66 Hammond, OR 97121	12/31/17	754-1095(h) 338-1802 (w)
<b>Position 3</b>		
Carol Snell 100 SE 11 <sup>th</sup> Warrenton, OR 97146	12/31/18	861-1443
<b>Position 4</b>		
Lorna Anderson 200 SW 2 <sup>nd</sup> St. Apt 26 Warrenton, OR 97146	12/31/16	503-298-3437 ©
<b>Position 5</b>		
Melvin Jasmin 701 NW Warrenton Dr. #10 P.O. Box 1029 Warrenton, OR 97146	12/31/19	861-2030(h) 440-0086 ©

**Meets 3<sup>rd</sup> Thursday of each month at 4:00 pm**

4 YR. TERMS / Updated 01/2016

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CITY OF WARRENTON

Application for Committee Appointment

DEC 31 2010  
WARRENTON, OR 97146

To: Warrenton City Commission and Warrenton City Manager

I, FRANK SECKER, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

Public service to my community

What experience or qualifications do you have for this position?

I am currently the chairman of this board

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

Weekly  Monthly  Quarterly

FRANK N. SECKER 11/9/10  
Full Name (please print) Date



CITY OF WARRENTON  
DEC 01 2016  
37145

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# CITY OF WARRENTON

## Application for Committee Appointment

To: **Warrenton City Commission and Warrenton City Manager**

I, LORNA ANDERSON hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

I would like to see better maintenance  
of bldg. & accountability

What experience or qualifications do you have for this position?

14 years deli/bakery ownership

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

Weekly  Monthly  Quarterly

LORNA R. ANDERSON

Full Name (please print)

12/1/16

Date

"Making a difference through excellence of service"



## CITY OF WARRENTON

### Application for Committee Appointment

To: Warrenton City Commission and Warrenton City Manager

I, Melissa A Whitt, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

I would like to become more involved  
in the community.

What experience or qualifications do you have for this position?

Before relocating I was very involved in  
local planning activities and community  
functions. I have great organizational skills

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

Weekly  Monthly 10 Quarterly

Melissa Whitt

Date

11/30/16

Rec'd 11/30/16

# Warrenton Parks Advisory Board ROSTER

## Position 1

Christie Schreckengost  
734 NW Date Ave  
Warrenton, OR 97146  
**Term Ends: 12/31/2018**

814-937-4000 ©  
503-325-4289 (w)/503-298-8369(work cell)  
[caschreckengost@yahoo.com](mailto:caschreckengost@yahoo.com)

## Position 2

Chris Palmer  
360 SW Juniper Ave  
Warrenton, OR 97146  
**Term Ends: 12/31/2018**

503-861-8518(h) 503-440-4108 (c)  
503-738-8400(w)  
[cpalmer@campbellpopkin.com](mailto:cpalmer@campbellpopkin.com)

## Position 3

**Vacant**  
**Term Ends: 12/31/2016**

## Position 4

Bert Little  
91727 Sunnyside Road  
Warrenton, OR 97146  
**Term Ends: 12/31/2016**

503/ 861-3697 (h)  
503/ 739-1071 ©  
[bdlittle1020@gmail.com](mailto:bdlittle1020@gmail.com)

## Position 5

Carol Snell \*Chair\*  
100 SE 11<sup>th</sup>  
Warrenton, OR 97146  
**Term Ends: 12/31/17**

861-1443(h)  
[carolssnell@gmail.com](mailto:carolssnell@gmail.com)

## Position 6

Craig Yamasaki  
965 Peacock St.  
P.O. Box 208  
Hammond, OR 97121  
**Terms Ends: 12/31/2017**

971-221-4445  
[cymasaki541@gmail.com](mailto:cymasaki541@gmail.com)

## Position 7

**Vacant**  
**Term Ends: 12/31/2017**

Meets 2<sup>nd</sup> Monday @ 4:00, Quarterly (Jan/Apr/Jul/Oct)  
3 year term

Updated 05/2016

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CITY OF WARRENTON

CITY OF WARRENTON  
FINANCE DEPT  
OCT 25 2016  
RECEIVED  
WARRENTON, OR 97146

Application for Committee Appointment

To: Warrenton City Commission and Warrenton City Manager

I, Albert Little, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

To help keep parks up to state standards and insure parks can be utilized for more events throughout the year like the Regatta held this year.

What experience or qualifications do you have for this position?

I have been on the parks board this last term and have lived in the Warrenton area since 1962. I have the Warrenton interest in keeping the parks open for all of the community.

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

Weekly  Monthly  Quarterly

Albert A. Little

24 OCT 2016

Full Name (please print)

Date

**CITY OF WARRENTON  
COMMUNITY LIBRARY BOARD**

<b><u>Position</u></b>	<b><u>Phone Number</u></b>	<b><u>Term Ending</u></b>
<b>Position No. 1</b> Kelsey Balensifer 845 NW Warrenton Drive Warrenton, OR 97146	503-231-6072 © * 503-325-6311 (w) <a href="mailto:kbalensifer@gmail.com">kbalensifer@gmail.com</a>	12/31/2018
<b>Position No. 2</b> Rochelle Coulombe 90496 Sunset Lake Road Warrenton, OR 971416	503-961-3217	12/31/2018
<b>Position No. 3</b> Natalie Duggan 82 SW Elm Ave Warrenton, OR 97146	503-440-5348 © 503-861-1661 (w) <a href="mailto:jasper.03@hotmail.com">jasper.03@hotmail.com</a>	12/31/2018
<b>Position No. 4</b> Jill Benish 815 5 <sup>th</sup> Ave. Hammond, OR 97121	503-861-9383	12/31/2016
<b>Position No. 5</b> Baret Murphy-Becker 92267 Whiskey Road PO Box 836 Warrenton, Or 97146	503-861-2484 (h) 503-502-9103 (c) <a href="mailto:ardnacree@msn.com">ardnacree@msn.com</a>	12/31/2016
<b>Position No. 6</b> Douglas Rich 91703 South Lake Rd. Warrenton, OR 97146	503/ 861-3191 503/ 791-3720	12/31/2016
<b>Position No. 7</b> Judy Sivley 60 SW Alder Ave P.O. Box 582 Warrenton, OR 97146	503/791-2362 <a href="mailto:sivleys@yahoo.com">sivleys@yahoo.com</a>	12/31/2016

**Meets 2<sup>nd</sup> Friday 10:00 am Quarterly (Mar/Jun/Sept/Dec)**

**4 yr. term**  
Updated 03/2016

"Making a difference through excellence of service"



CITY OF WARRENTON

Application for Committee Appointment

CITY OF WARRENTON  
DEC 31 2013  
WARRENTON, OR 97146

To: Warrenton City Commission and Warrenton City Manager

I, Caret Murphy-Becker, hereby apply for appointment to serve on the following:

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

What is your interest in applying for this position?

Public service to the community

What experience or qualifications do you have for this position?

I am currently a board member.

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

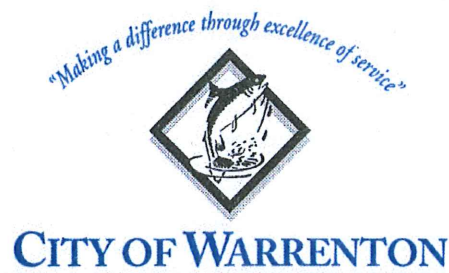
Weekly  Monthly  Quarterly

Caret Murphy-Becker 11/9/10  
Full Name (please print) Date

## Warrenton Business Association Roster / WBA

<u>Member</u>	<u>Position No.</u>
Darlene Warren 355 SW Kalmia Ave. Warrenton, OR 97145 <a href="mailto:dwarren@farmersagent.com">dwarren@farmersagent.com</a>	Position No. 1 Term Ends: <b>12/31/18</b> 503/739-2033(c)861-2672(w)
Christine Bridgens 1255 SW 9 <sup>th</sup> St. Warrenton, OR 97146 <a href="mailto:cbridgens776@gmail.com">cbridgens776@gmail.com</a>	Position No. 2 Term Ends: <b>12/31/18</b> 503/338-9331© 861-2428(H)
Jerry McGuffin 965 Bride View Ct. Astoria, OR 97103 <a href="mailto:jerry@americasmatt.com">jerry@americasmatt.com</a>	Position No. 3 Term Ends: <b>12/31/18</b> 678-231-7066 (c) 503-861-6085 (w)
Kristin Talamantez 517 SW Harbor Place Warrenton, OR 97146 <a href="mailto:ktalamantez@columbiabank.com">ktalamantez@columbiabank.com</a>	Position No. 4 Term Ends: <b>12/31/16</b> 503/298-2034© 861-6487(h)
Pat O'Grady P.O. Box 471 Warrenton, OR 97146 <a href="mailto:pat@warrauto.com">pat@warrauto.com</a>	Position No. 5 Term Ends: <b>12/31/16</b> 503/861-2791(w) 325-4513(h)
Steve Fulton P.O. Box 1303 Astoria, OR 97146 <a href="mailto:scf@pacifier.com">scf@pacifier.com</a>	Position No. 6 Term Ends: <b>12/31/16</b> 503/791-1060© 861-3305
Roxanne Williams 90152 Hwy. 101 Warrenton, OR 97146 <a href="mailto:roxanne@warrentonkia.net">roxanne@warrentonkia.net</a>	Position No. 7 Term Ends: <b>12/31/17</b> 858-5506© 717-5361(h)861-3422(w)
Mike Moha 351 Kalmia Ave Warrenton, OR 97146 <a href="mailto:moham@whsd.k12.or.us">moham@whsd.k12.or.us</a>	Position No. 8 Term Ends: <b>12/31/17</b> 298-0470© 861-9342(h)861-2281(w)
Paul Mitchell 955 SW Cedar Warrenton, OR 97146 <a href="mailto:Pmitchell32@aol.com">Pmitchell32@aol.com</a>	Position No. 9 Term Ends: <b>12/31/17</b> 861-0707(h)791-1675©338-4504(w)

6-F



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Dawne Shaw, Administrative Assistant  
DATE: December 13, 2016  
SUBJ: Library Board Recommendation

### SUMMARY

The Warrenton Community Library Advisory Board will meet on December 9, 2016 and we may or may not have an updated report.

### RECOMMENDATION/SUGGESTED MOTION

N/A

### ALTERNATIVE

N/A

### FISCAL IMPACT

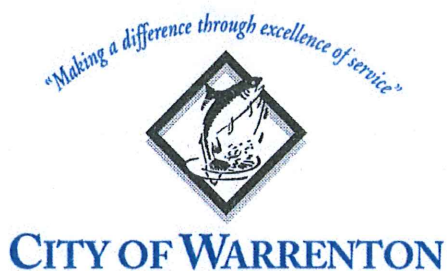
N/A



Approved by City Manager: Linda Engle

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

6-6



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Dawne Shaw, Administrative Assistant  
DATE: December 13, 2016  
SUBJ: Ordinance No. 1210A

### SUMMARY

The Commission conducted the first reading by title of Ordinance No. 1210-A at the November 22, 2016 meeting. It is presented for second reading and adoption.

### RECOMMENDATION/SUGGESTED MOTION

*"I move to conduct the second reading of Ordinance No. 1210A, by title only.*

*"Ordinance No. 1210A; Vacating a Portion of SE Galena Avenue in Warrenton, Oregon."*

*"I move to adopt Ordinance No. 1210A."*

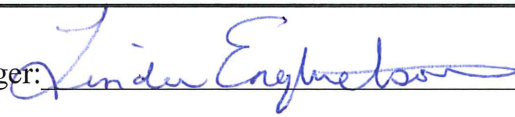
ALTERNATIVE

N/A

FISCAL IMPACT

Property will go on County Tax Rolls

Approved by City Manager:

A handwritten signature in blue ink, appearing to read "Linda Engle", is written over a horizontal line. The signature is cursive and extends to the right of the line.

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

ORDINANCE NO. 1210A

INTRODUCED BY ALL COMMISSIONERS

VACATING A PORTION OF SE GALENA AVENUE  
IN WARRENTON, OREGON

WHEREAS, The Warrenton City Commission deems it to be in the best interest of the City to vacate a portion of SE Galena Avenue in the City of Warrenton, County of Clatsop, State of Oregon; and

WHEREAS, a public hearing on the petition was held at the hour of 6:00 p.m. on Tuesday, November 8, 2016, in the Commission's Chambers at Warrenton City Hall; and

WHEREAS, due notice of time and place for said hearing was given, as by law required;

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

**Section 1.** The public right-of-way in the City of Warrenton, Clatsop County, State of Oregon, described as:

That portion of SE Galena Avenue that runs from SE 14th Place south for a distance of 361.2 feet in Block 2, Sub Tract 3 of Chelsea between tax lots 81027BC 01700 81027 BC 01600; 81027BC 02100, 81027BC 02200 and 81027BC 01500

is hereby vacated. Nothing contained herein shall cause or require the removal or obstruction of any drainage ditch, abandonment of any sewer, water main conduit, utility line, pole or any other thing used or intended to be used for any public service.

**Section 2.** The City Recorder of the City of Warrenton is hereby ordered to make this vacation a matter of public record; and it is expressly provided that the petitioner shall forthwith pay the costs of the necessary changes of public records, as required by law, and it is hereby provided that the City Recorder shall file with the clerk, the assessor, and the surveyor of Clatsop County, a certified copy of this ordinance.

**Section 3.** This ordinance will take effect 30 days after its adoption by the Warrenton City Commission.

Adopted by the City Commission of the City of Warrenton, Oregon this \_\_\_\_\_ day of December, 2016.

First Reading: November 22, 2016

Second Reading: December , 2016

APPROVED:

\_\_\_\_\_  
Mark Kujala, Mayor

ATTEST:

\_\_\_\_\_  
Dawne Shaw, Administrative Assistant