



AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON REGULAR MEETING

October 26, 2021– 6:00 P.M.

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

Public Meetings will be conducted in the Commission Chambers with a limited seating arrangement. To adhere to social distancing recommendations, meetings will now also be audio and video live streamed. Go to <https://www.ci.warrenton.or.us/administration/page/live-stream-public-meetings> for connection instructions.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 10.12.21
- B. Parks Advisory Board Minutes – 6.14.21
- C. Letter of Support – Connect Oregon Grant; East Mooring Basin Causeway Rehabilitation
- D. Harbormaster’s Quarterly Report; July – September 2021
- E. City Recorder’s Quarterly Report; July – September 2021
- F. Police Department Monthly Report – September 2021

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.

4. **COMMISSIONER REPORTS**

5. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest may do so. The person addressing the Commission must complete a Public Comment Card and submit it to the City Recorder prior to the meeting. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Recorder, at cityrecorder@ci.warrenton.or.us, no later than

5:00 p.m. the day of the meeting. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

6. **PUBLIC HEARINGS** – None

7. **BUSINESS ITEMS**

A. Consideration of Nuisance Hearing - Simonsen

B. Consideration of Tackle Time Lease Renewal

C. Consideration of First Reading of Ordinance No. 1255 - Repealing Ord. No. 123-A;
Official City Flower

8. **DISCUSSION ITEMS** – None

9. **GOOD OF THE ORDER**

10. **EXECUTIVE SESSION**

Under the authority of ORS 192.660(2)(e); to conduct deliberations with persons designated by the governing body to negotiate real property transactions; and 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
 October 12, 2021
 6:00 p.m.
 Warrenton City Hall - Commission Chambers
 225 S. Main
 Warrenton, OR 97146

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

Commissioners Present: Tom Dyer, Gerald Poe, and Rick Newton

Excused: Mayor Henry Balensifer and Commissioner Mark Baldwin

Staff Present: City Manager Linda Engbretson, City Attorney Spencer Parsons (via Zoom), City Recorder Dawne Shaw, Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Harbormaster Jane Sweet, and Police Chief Mathew Workman

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 9.28.21
- B. Monthly Finance Report – August 2021
- C. Marina Advisory Board Minutes – 6.21.21
- D. Marina Advisory Board Minutes – 7.06.21

Commissioner Poe made the motion to accept the meeting minutes. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe - aye

COMMISSIONER REPORTS

City Manager Linda Engbretson asked to add a request from Debbie Little and the VFW for a community Thanksgiving event to the agenda; there were no objections to add it as item 7.D.

After reading a proclamation, Mayor Pro tem Dyer declared the month of October as Domestic Violence Awareness Month. Melissa Henige, The Harbor's Health & Care Partnership Coordinator, thanked the city for supporting their efforts and explained the services they provide. Others made brief comments.

PUBLIC COMMENT

Mike Balensifer spoke about dredging and fallout pipe in the Hammond Marina. He made suggestions to correct issues. Ms. Engbretson stated she has discussed this with the

harbormaster; they are looking at a change order to address this. Harbormaster Jane Sweet discussed work in two phases.

PUBLIC HEARINGS

Mayor Pro tem Dyer opened the continued public hearing on the advanced financing district application from Dale Adams. Public Works Director Collin Stelzig reviewed his staff report and noted the information provided by the applicant was inaccurate and inadequate. He recommended denial of the application. Ms. Engbretson made clarifying comments. Commissioner Newton noted concerns. City Attorney Spencer Parsons explained the normal process versus the current situation. Mr. Parsons stated staff never made promises about the decision of the commission on this application. Commissioner Newton emphasized his concerns and feels the application fee should be refunded. Mr. Parsons clarified the commission has the authority to approve the advanced finance district application; refunding the fee is also at the discretion of the commission. Ms. Engbretson stated the fee waiver request was previously brought to the commission and denied at that time.

Mayor Pro tem Dyer asked for public testimony. Christian Zupancic, Mr. Adams' legal counsel, testified on behalf of the applicant. He explained the situation, noting the improvement process began six years ago and one lot has taken advantage of the improvements. He discussed why the advanced finance district was not applied for in advance. Commissioner Newton restated concerns about making exceptions. Mr. Zupancic noted this is still advanced because people are not there yet. He responded to staff's reasons the report could not be prepared. He requested to keep the record open for additional material submission. He continued discussion of application materials and noted it may not be fair to pay all of the expenses, but it is unfair for Mr. Adams to get nothing. He discussed the list of affected lots. He urged the commission to be fair. Commissioner Poe asked about pinpointing costs in the invoices and clarification that only one builder has taken advantage of the infrastructure. Discussion followed about the life of the advanced finance district. It was noted the city owns the infrastructure. Mr. Parson noted the WMC requirements for the life advanced finance agreement is 10 years from the date of execution. Ms. Engbretson recommended this would be for anything in the future and not retroactive. Sarah Shepherd, granddaughter of affected property owner Carolyn Shepherd, spoke in opposition of the advanced finance district. She noted lack of a retroactive clause for the agreement and agreed with the staff's recommendation. She discussed the property owner's intention to maintain forested land, noting wetlands in the area. She argued the property owner should not be responsible for paying for the improvements that will not be used and asked the commission to deny the application. Ms. Carolyn Shepherd noted she has no intention to develop her land. Mr. Parsons discussed the process for approval of the advanced financed district. Mr. Zupancic clarified that wetlands do not prohibit development. He stated the application, if approved, does not require all lot owners to contribute to the cost of improvements. Mr. Parsons agreed, noting payment is only required when connected to the infrastructure. He commented that wetlands can be a barrier but there are alternative options for development. Mr. Adams made comments, noting displeasure with requirements the city imposed on him.

MINUTES

Commissioner Newton asked for clarification on the costs and expenses. Ms. Engbretson clarified, noting an estimate for expenses, waived paving requirements, and reimbursed SDC fees to the applicant. Discussion continued on the submitted invoices. Mr. Stelzig noted clarification of invoices was requested in January; no response has been received. Mr. Adams suggested having a neutral party contractor provide an estimated itemized list. Mayor Pro tem Dyer noted the opportunity to submit additional information was already provided. There was discussion about whether or not to keep the record open; the commission decided against it. There being no further comments, Mayor Pro tem Dyer closed the public hearing.

Commissioner Poe made the motion to go with staff's recommendation that they deny the application and refund of the \$700. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye

BUSINESS ITEMS

Jeanne Smith and Mike Moha of Spruce Up Warrenton requested \$7,500 to replace the downtown holiday decorations. Ms. Engbretson noted the remaining funds in the holiday and community events budget. Discussion followed.

Commissioner Poe made the motion to approve the Christmas budget request 2021. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye

Mr. Stelzig discussed a change order for the Murraysmith contract for Raw Waterline Replacement Design Services. He reviewed his agenda memo and noted the need to complete the wetland delineation report that will increase the design contract amount by \$22,726. Commissioner Newton asked clarifying questions about the figures.

Commissioner Newton made the motion to accept the change order. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye

Ms. Sweet discussed a change order to extend the contract for Marina Engineering Services contract with Mott MacDonald for the Hammond Marina Dredging project. She noted the remaining balance on the contract.

Commissioner Poe made the motion to approve the extension. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye

MINUTES

Ms. Engbretson discussed a request from the Fort Stevens VFW Auxiliary for the community Thanksgiving dinner November 24 and 25. They requested the \$862 rental fee for the Community Center be waived. She noted, if approved, the city would cover the fee out of the business license fund.

Commissioner Poe made the motion to pay the fee for them for the two days. Motion was seconded and passed unanimously.

Newton – aye; Dyer – aye; Poe – aye

DISCUSSION ITEMS

Ms. Engbretson discussed food trucks in the Recreational - Commercial (R-C) zoning district. She noted grocery stores are permitted uses while restaurants are conditional uses. She suggested adding food trucks as an outright use in the R-C zone. The commission was in favor.

GOOD OF THE ORDER

Commissioner Poe noted he had a citizen express the same concern as Mike Balensifer about the water pipe and mud in the Hammond Marina.

Commissioner Newton noted the progress on the Warrenton Marina basin lights. He discussed a tour of the water treatment plant; he was amazed how clean everything was. He also noted a friend received a flyfishing award at 87 years old.

Ms. Engbretson noted the new carpet in city hall and stated they hope to also replace the carpet in the chambers. She noted the carpet was donated for free from the old juvenile facility.

Mayor Pro tem Dyer thanked staff and everyone behind the scenes for all they do for the city.

There being no further business, Mayor Pro tem Dyer adjourned the regular meeting at 7:22 p.m.

Respectfully prepared and submitted by Rebecca Sprengeler, Deputy City Recorder.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder

MINUTES
Warrenton Parks Advisory Board
June 14th, 2021
Warrenton City Hall – Commission Chambers
225 S. Main
Warrenton, OR 97146

Parks Board Members Present: Chairperson Sara Long, Ron Dyer, Carol Snell, Brooke Terry, Vice Chair Bert Little. Excused: Ian O'Brien, Kailee Kobe.

Staff Present: Public Works Office Assistant Hallie Sweet.

CONSENT CALANDAR

A. Minutes of April 12th Meeting

Vice Chair Bert Little made the motion to approve the minutes of the April 12th meeting minutes. Board member Ron Dyer seconded the motion, and all board members were in favor.

REPORTS

Warrenton Kids Inc. – Debbie Little reported to the board that Warrenton Kids Inc just had their annual hit a thon and it was a huge turnout, she suggested next year that they might consider having the kids eat for free.

Northwest Coast Trails Coalition – Tessa Scheller reported to the board that the brush and tree removal on Heceta Place was not done by City Workers or anyone from Northwest Coast Trails Coalition and would like to know who cleaned up the trail. Tessa also mentioned to the board of some upcoming mini grants that would become available through North Coast Trails Coalition that would help complete some parks projects.

Parks Maintenance – Kyle Sharpsteen reported to the board that the Public Works department is short staffed but did offer one of the temporary seasonal workers a full-time utility worker position, and are seeking applicants for a new public works foreman. Kyle also mentioned that Public Works recently ordered some replacement parts to make small repairs at the Quincy Robinson Park.

BUSINESS ITEMS

Spruce Up Warrenton representatives Brenda Hoxsey and Jeanne Smith presented to the board the interest in placing a gazebo in Peterson Park. The initial plan is to have it be 20 feet across and raised off the ground a minimum of 10 inches with a maximum of 30 inches. The ideal placement for the gazebo is about 100 feet from 2nd Street in the middle of the park. Phase two of this project will include picnic tables, cornhole boards, and exercise equipment. Spruce Up Warrenton is seeking support from the Parks Board

MINUTES
Warrenton Parks Advisory Board
June 14th, 2021
Warrenton City Hall – Commission Chambers
225 S. Main
Warrenton, OR 97146

prior to taking this proposal to the City Commission, and are seeking permission from the Commission before requesting bids from contractors.

The board discussed maintenance concerns as well as potential drainage concerns that may need to be addressed in the future, but were ultimately supportive of phase one of placing a gazebo at Peterson Park.

City Manager Linda Engbretson brought attention to the board that Spruce Up Warrenton and the Mayor were discussing trails signs and interpretive trail signs and what was ultimately voted on. At the June 8th 2020 meeting, the board voted to use a prefab sign from Romtec which was described as a two-post sign with no roof with a trail map included on the sign with QR codes included on the sign. Chairperson Long made the motion to approve the recommendation to approve funding for this sign, Vice Chair Bert Little seconded the motion, and all board members were in favor.

DISCUSSION ITEMS

Vice Chair Bert Little presented photos to the board of a second location for the Forrest Rim Park. The board was favorable in this flat area being used as a potential dog park.

There being no further business, Chairperson Long adjourned the meeting at 5:00 p.m.

Next regular meeting is scheduled for October 11th, 2021 at 4:00 p.m.

MINUTES
Warrenton Parks Advisory Board
June 14th, 2021
Warrenton City Hall – Commission Chambers
225 S. Main
Warrenton, OR 97146

Approved



Sara Long, Chair

Attest



Hallie Sweet, Secretary



October 13, 2021

Kris Strickler,
Director
Oregon Department of Transportation
355 Capitol St, NE MS 11
Salem, OR 97301

Dear Mr. Strickler:

As the City Manager for the City of Warrenton, and on behalf of the Warrenton City Commission, I am writing in support of the Connect Oregon grant application submitted by the Port of Astoria for the rehabilitation of the East Mooring Basin Causeway – an asset of critical importance to the regional economy. The East Mooring Basin (EMB) provides safe and secure moorage for commercial, sport, and recreational marine vessels; the causeway provides foot and vehicle access to these moorage sites.

The causeway has been shut down to vehicle traffic since 2013, and to foot traffic since 2019, due to the condition of the sub-structural components of the causeway. Additionally, a portion of the causeway deck collapsed into the Columbia River on September 21, 2021 (remediation and removal efforts were underway by the 27th). Without the causeway, access to the 56 moorage sites is currently not possible except by small vessel or skiff. Further, as the east basin's moorage potential is far greater than the current dock configuration allows, and as the new causeway is the backbone for all future moorage site development, rehabilitation of the causeway is critical to the future expansion of the east basin.

Without the causeway, the east basin cannot serve its function as a critical support to the commercial fishing vessels that, in turn, support Pier 2 West fish processing operations (only 3 miles from the EMB). Pier 2 West accounts for just over half of all Astoria fish landings (171 million lbs. and \$44 million in value landed for 2019). Providing critical services to an industry with such an economic impact will help to maintain this important economic driver. Further, as fish processing operations at the Port of Astoria grow, accessible and convenient moorage for the commercial fishing vessels that make this growth possible will become a high priority; rehabilitation of the causeway will provide the necessary foundation for future expansion of commercial moorage capacity at the east mooring basin.

Thank you for your consideration of the Port of Astoria's application. Feel free to contact me with any questions.

Regards,

Linda Engbretson,
City Manager



DEPARTMENT QUARTERLY REPORT

TO: The Warrenton City Commission
 FROM: Harbormaster, Jane Sweet
 DATE: October 26, 2021
 RE: Department Quarterly Report; July 1, 2021 – September 30, 2021

Quarter in Brief: The marinas had a very busy Buoy 10 season this year. Some of the crew was hit by COVID so we were short staffed for 2+ weeks during some of the season's busiest weeks. We all rallied and finished the season strong. Sport salmon fishing, along with sport crabbing remained busy for September and into October which has been a bonus to our revenues. Below are the current years 1st Quarter figures (Buoy 10 Season) vs 2020 with the percentage increase.

BUOY 10 - FIRST QUARTER COMPARISONS 2020 VS 2021							
	BUOY 10 2021	BUOY 10 2021			BUOY 10 2021	BUOY 10 2021	
	1ST Q	1ST Q			1ST Q	1ST Q	
	7/1/20 - 9/30/20	7/1/21 - 9/30/21			7/1/20 - 9/30/20	7/1/21 - 9/30/21	
WARRENTON				HAMMOND			
ANNUAL MOORAGE	\$ 251,097.00	\$ 299,015.00	119%	ANNUAL MOORAGE	\$ 93,558.00	\$ 125,023.00	134%
MONTHLY MOORAGE	\$ 7,507.00	\$ 34,744.50	463%	MONTHLY MOORAGE	\$ 7,200.00	\$ 22,243.00	309%
TRANSIENT DAILY	\$ 39,055.00	\$ 29,198.00	75%	TRANSIENT DAILY	\$ 14,820.00	\$ 9,326.00	63%
LAUNCH RAMP	\$ 22,520.00	\$ 34,960.00	155%	LAUNCH RAMP	\$ 65,670.00	\$ 92,280.00	141%
PARKING	\$ 21,850.00	\$ 32,040.50	147%	PARKING	\$ 18,960.00	\$ 31,573.00	167%
OVERNIGHT STAY	\$ 14,600.00	\$ 30,280.00	207%	OVERNIGHT STAY	\$ 54,900.00	\$ 69,400.00	126%
TOTAL	\$ 356,629.00	\$ 460,238.00	129%		\$ 255,108.00	\$ 349,845.00	137%

Projects completed:

Much of the first quarter for staff is Buoy 10 preparation. We added many additional permanent and temporary signs in both Warrenton and Hammond along with the usual dock and facilities preparation.

The Warrenton Inner Basin lighting project in the capital improvement budget has been completed except for rerouting two corners on H Dock to follow along the main walk. This will be repaired by Bogh Electric as soon as possible. We have had many positive comments from users of the basin.

Maintenance and repair work has been done on the commercial E-Dock in Warrenton from the beginning to the end with the replacement of floats, stringers, bull rails, cleats etc.

Projects in progress:

Continued ongoing repairs of the inner basin in Warrenton. The search for a Marina Foreman is in full swing with interviewees being chosen and an interview panel which consists of representatives from the marina department, various departments within the city and a representative from the Marina Advisory Committee. We are very anxious to get this position filled which will help with continued maintenance and repairs.

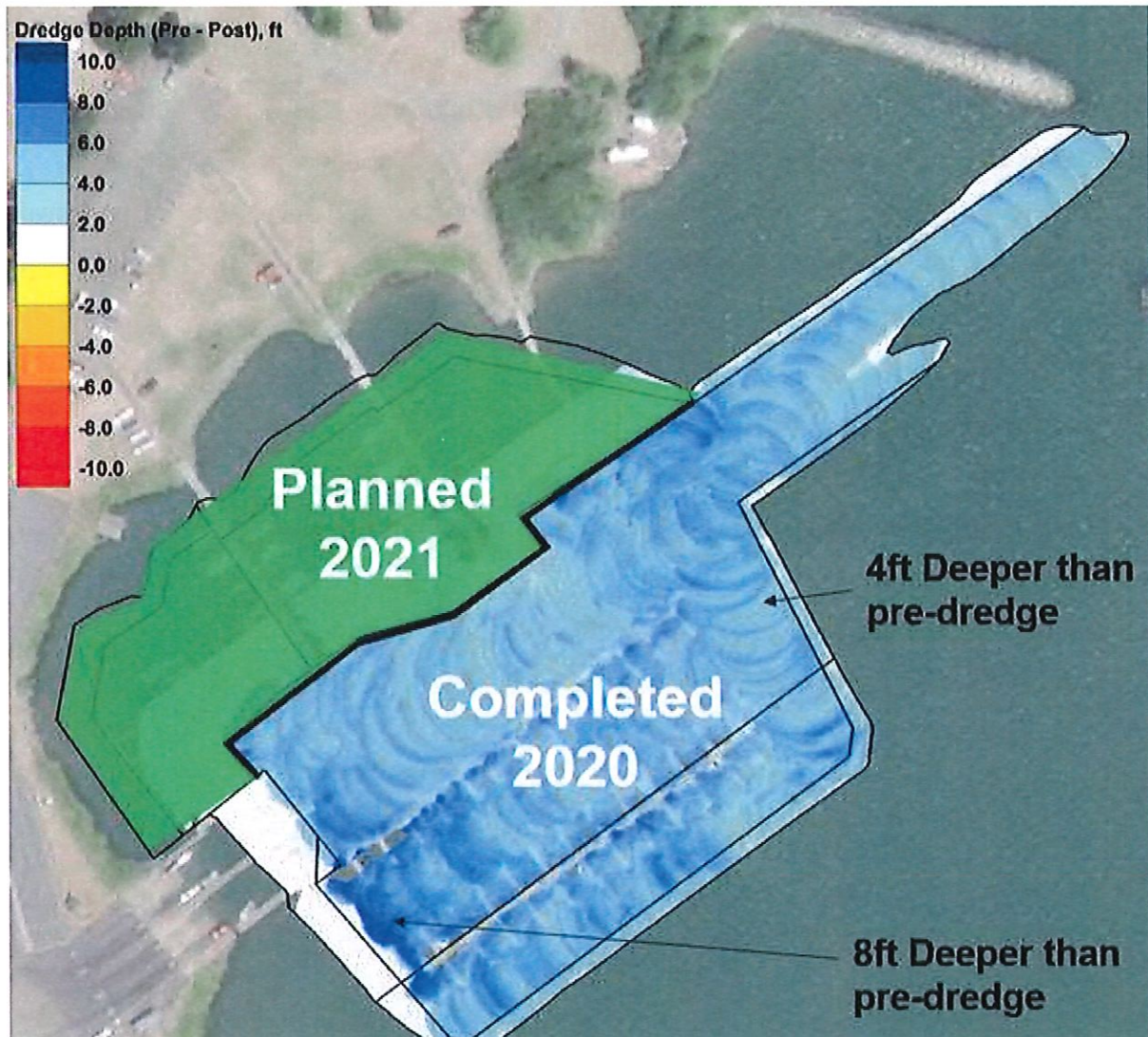
Preparation and assistance with moving customer's boats, docks or other various issues may be necessary or helpful with the upcoming Dredging Season. Below is a quick overview provided by Mott MacDonald for the upcoming dredge season; The city is exploring all avenues necessary to address the areas of the dredge prism shown in white. We are working with Bergerson Construction to determine the most feasible approach to accessing this area.

- 2020 Dredging – Season 1

- Work Schedule: Conducted Nov 1 – Dec 31. Dredging work typically conducted 5-6 days per week.
- Volume: ~35,000 CY of material removed. Met anticipated dredge volume for Season 1. See figure below for post dredge multi-beam survey showing the dredged area (deeper blue colors indicate greater dredge depth. Observable lines indicate sweeping motion of dredge equipment.
- Water Quality: No water exceedances of state water quality requirements.

- Planned 2021 Dredging – Season 2

- Work Schedule: In-water work window: Nov 1 – Dec 31.
 - Mobilization has begun
- Planned Dredging: See figure below for planned dredging area in 2021, shown in green. Marina maintenance dredging anticipated to be completed within 2021 work window.
- Volume: Planned dredging volume: ~ 23,000 CY.



Aaron Porter, PE

Principal Project Manager - Ports and Coastal

The Warrenton Pier Rehabilitation Engineers are getting started on the work pier, they are working on the final design of Phases 2 and 3 work to match the performance criteria of

with that of Phase 1. A schedule of work and project timing should soon follow.

Challenges/Obstacles:

The challenges and obstacles the Marinas continue to be the age of our infrastructure and the financing for replacement and repairs. We continue to explore financing, possible grants and revenue resources.

Successes:

We have had a busy 1st quarter and it was a very long prior year and a half. Covid was and has been tough on all of us. Even though the revenues provided by our various fishing seasons I feel we did a did a good job at budgeting conservatively for the unknown and were able to and will continue to plan and prepare for future capital improvements.

Plans for next quarter:

- Finish Hammond Dredging
- Prepare for Warrenton Pier Rehabilitation
- Continue to work towards future planning with help from Marina Advisory Committee.
- Continue to look for funding for future improvements.
- Buoy 10 Review & Improvements for 2022



DEPARTMENT QUARTERLY REPORT

TO: The Warrenton City Commission
FROM: Dawne Shaw, City Recorder
DATE: October 26, 2021
RE: City Recorder's Office Quarterly Report; July - September 2021

Quarter in Brief: The City Recorder's office, which includes the Deputy City Recorder, has had a busy quarter. Day to day activities involve continuous records management and research; Assisting the City Manager; Human Resources Coordinator duties; Management & maintenance of the City website and social media accounts; Responding to citizens' concerns and complaints; Filing insurance claims; Records management, retention & destruction per Secretary of State guidelines; as well as Planning Commission secretary duties and significant support of the Building & Planning Departments. This report is not fully inclusive of all activities of the city recorder's office.

Projects completed: Updated website to include additional Web drawer links for public record access; Coordinated the installation of new City Hall carpet; Updated email signatures to create unity/consistency across all departments; Updated records storage unit index to improve future records searches.

Projects in progress: Coordinating Chambers carpet replacement; Continued scanning and uploading of records into ORMS electronic records system; Continued records management; Updating form and contract templates; locating chair replacements for the Chambers.

Statistics:

Meetings: 18 Meetings - includes regular City Commission meetings, work sessions, executive sessions, URA meetings, Budget meetings, Planning Commission meetings and

WURAC meetings. (includes preparing agendas, packets, staff reports, press notices, minutes, attendance, etc.)

Public Records Requests: 13 Public Records Requests

New Staff Onboarding: 7 new staff members

Notary Services: 20 Notarizations



WARRENTON POLICE DEPARTMENT MONTHLY REPORT



TO: The Warrenton City Commission
 FROM: Chief Mathew Workman
 DATE: October 26, 2021
 RE: September 2021

Upcoming Dates:

- 10-30-21 (11a to 3:30p); Fall Festival
- November 15-19; OPOA Annual Conference in Grand Ronde. Two officers and one staff attending

Month in Brief:

- October 1st: Kathi Smith retired from the WPD after working for 35-years with the City.
- October 1st: the WPD once again received OT Grant Funds of \$2,500 each for the DUII and Safety Belt grants.
- October 6th: Participated in Coffee & Hot Chocolate with a Cop at Anchor Christian Academy in Hammond. Chief Workman, Sgt. Pierce, Ofc. Berndt, and Ofc. Wirt all participated, and everyone had a great time.
- October 7th: Officers qualified with their handguns, rifles, and any off-duty weapons they carry.
- October 15th: Eight applicants took part in Oral Board Interviews at City Hall. The applicants are being ranked to establish an eligibility list and the next step will be a comprehensive background check with Sgt. Pierce.
- October 21st: All officers re-certified in CPR-First Aid-AED.
- October 23rd: Participated in DEA Drug Take-back Event at City Hall; 10am to 2pm
- October 25th: Ofc. Trujillo started Basic Police Class 411 at the Academy. She will be away for 16-weeks of training, but that will be closer to 20-weeks with the two major holidays during her class.

Challenges/Obstacles:

- Continue to be short-handed with one officer out on medical leave for a procedure and others being gone for training, vacations, etc.
- Replacing Kathi is a huge task as she has been the heart of the police front office for almost 27-years. Thank you to Valerie Carlson for stepping up to work full-time and do both the court job and the police clerk job until we replace the position.
- Still no new Ford F-150 patrol vehicle and still no luck finding a 2nd new vehicle with all orders have been closed due to production issues and chip shortages.

Successes:

- Ofc. Trujillo finally got to start the Academy moving her closer to completing her training and being released to solo patrol.
- The in-person event Coffee and Hot Chocolate with a Cop was awesome and so much fun!



Statistics:

September Statistics (% changes are compared to 2020)							
Category	2021	2020	% Chg	2019	% Chg	2018	% Chg
Calls for Service	695	727	-4%	778	-11%	913	-24%
Incident Reports	188	212	-11%	152	24%	266	-29%
Arrests/Citations	149	154	-3%	131	14%	203	-27%
Traffic Stops/ Events	106	186	-43%	182	-42%	268	-60%
DUII's	2	2	0%	2	0%	3	-33%
Traffic Accidents	7	21	-67%	14	-50%	29	-76%
Property Crimes	110	104	6%	98	12%	89	24%
Person Crimes	88	86	2%	87	1%	80	10%
Drug/Narcotics Calls	2	4	-50%	7	-71%	11	-82%
Animal Calls	25	25	0%	28	-11%	26	-4%
Officer O.T.	152	104.4	46%	228.9	-34%	135.5	12%
Reserve Hours	0	0	0%	9	-100%	26	-100%

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	682	626	772	776	736	783	868	834	695
Incident Reports	218	218	224	222	208	191	205	207	188
Arrests/Citations	214	196	181	188	143	169	167	160	149
Traffic Stops/ Events	107	107	142	208	153	167	173	159	106
DUII's	1	1	6	2	1	4	4	4	2
Traffic Accidents	17	17	9	17	11	15	17	22	7
Property Crimes	111	111	96	93	107	106	112	115	110
Person Crimes	109	78	80	84	68	97	112	91	88
Drug/Narcotics Calls	9	10	2	1	3	3	4	1	2
Animal Calls	19	17	22	21	14	27	28	31	25
Officer O.T.	19.5	72.25	63.25	69.25	79.5	272.64	129	169.5	152
Reserve Hours	0	0	0	0	0	0	0	0	0

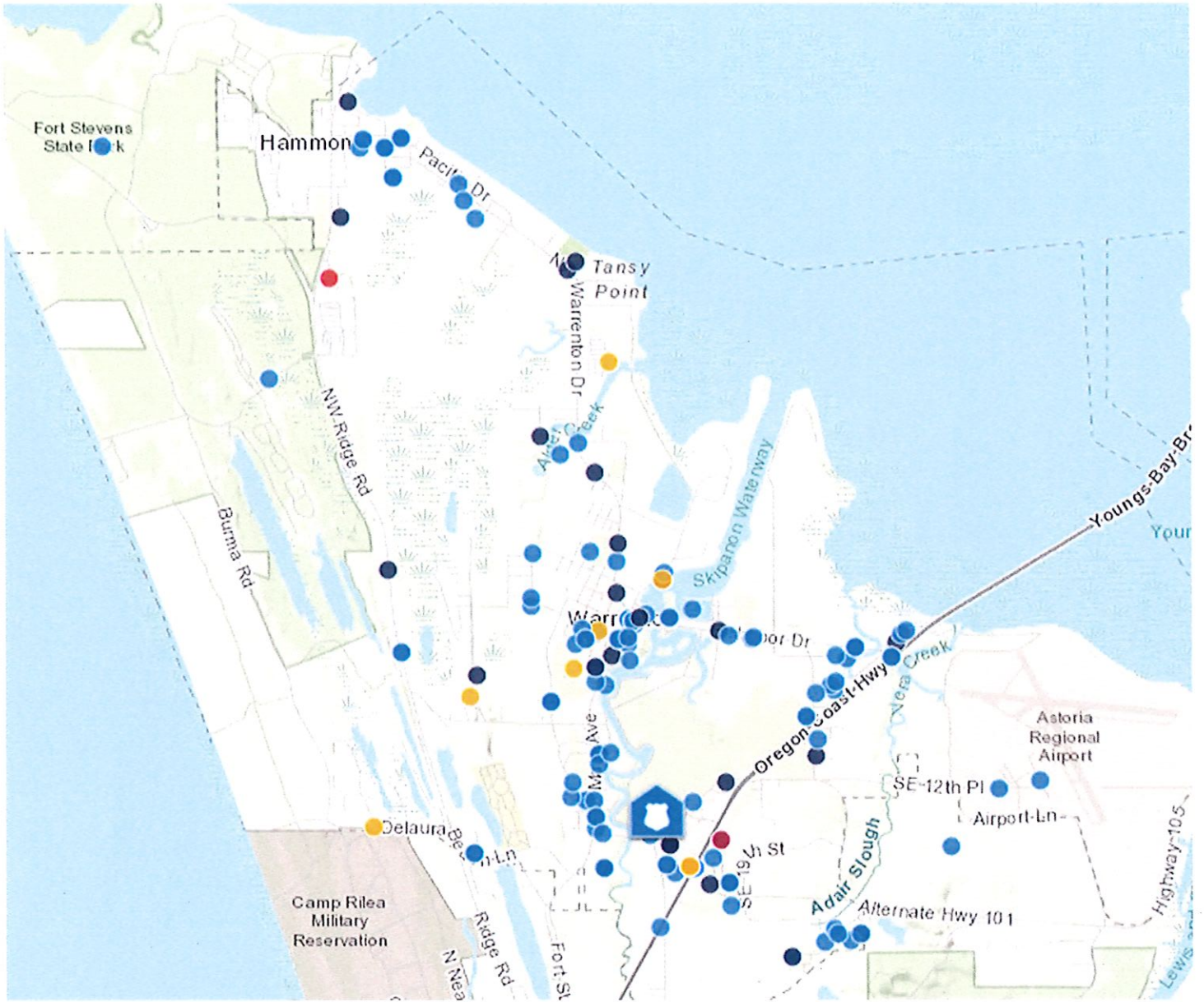
Oct	Nov	Dec	2021 YTD	2021Estimate	2020	2021v. 2020	2019	2021v. 2019	2018	2021v. 2018
			6772	9029	7955	14%	9270	-3%	9819	-8%
			1881	2508	2442	3%	2469	2%	2608	-4%
			1567	2089	1891	10%	2095	0%	1731	21%
			1322	1763	2000	-12%	2489	-29%	2627	-33%
			25	33	27	23%	36	-7%	33	1%
			132	176	228	-23%	246	-28%	275	-36%
			961	1281	1191	8%	1230	4%	1094	17%
			807	1076	830	30%	863	25%	849	27%
			35	47	58	-20%	86	-46%	117	-60%
			204	272	207	31%	289	-6%	271	0%
			1026.9	1369	2075.4	-34%	2194.5	-38%	1731.7	-21%
			0	0	12.5	-100%	259.5	-100%	359.5	-100%

Homeless Incidents	2021	2020
Code 40 (Normal)	26	14
Code 41 (Aggressive)	1	1

Elk Incidents	2021
Interaction:	1
Traffic Accidents:	0
Traffic Complaints:	0
Total:	1

The following is a graphic representation of statistics for **September 2021** using our **CityProject** membership (formerly [CrimeReports.com](https://www.cityproject.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
 - Fire
 - Police Calls





AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: Scott Hazelton, Planning Director
 DATE: October 26, 2021
 SUBJ: Nuisance Hearing

SUMMARY

On September 9th, 2021 the Planning Department received a complaint that a Recreational Vehicle was parked and occupied on a vacant portion of a property owned by Mark and Kelly Simonsen at 876 5th Ave. Hammond, OR 97121 in the Commercial-Mixed Use (CMU) zone. The complaint also cited junk vehicles and vehicles parked in the right of way.

The Planning Department mailed notice to the Simonsen's on September 14th, 2021 and requested abatement of the issue by September 29th, 2021.

Considering that this illegal use has continued to occur on the property, and the Simonsens' have had constructive notices to cease the use since that time, and have not ceased the violation, it is prudent to continue to the next step in the violation enforcement procedure, which is a Nuisance Determination Hearing described in Warrenton Municipal Code (WMC) 8.16.150 and WMC 8.16.160.

WMC 8.16.020 states that "No person shall cause or permit a nuisance affecting public health on property owned or controlled by the person." Nuisances listed in this section include accumulations of debris, rubbish, manure and other refuse that are not removed within a reasonable time and that affect the health of the City.

WMC 8.16.040 Attractive Nuisances states that no owner, or person in charge of property shall permit "unguarded machinery, equipment or other devices that are attractive, dangerous and accessible to children.

WMC 8.16.060 Scattering rubbish prohibits persons from depositing on public or private property, rubbish, trash, debris, refuse or any substance that would mar the appearance, create a stench or fire hazard, detract from the cleanliness or safety of the property or would be likely to injure a person, animal or vehicle traveling on a public way.

WMC 8.16.120 Junk prohibits keeping junk outdoors on a street, lot, or premises. "Junk" means and includes all old motor[s], old motor vehicle parts, abandoned automobiles, old machinery, old machinery parts, old appliances, parts, old iron or other metal, glass paper, lumber, wood or other waste or discarded material.

WMC 8.16.140 declares that the conditions described above are public nuisances and may be abated as established in WMC 8.16.150 through 8.16.210. In addition to the nuisances specifically enumerated in this chapter, every other thing, substance or act that is determined by the City Commission to be injurious or detrimental to the public health, safety or welfare of the City can be declared a nuisance and may be abated.

CONCLUSION AND RECOMMENDATION

Since the “work” may not be resumed in the CMU District, staff recommends that the City Commission approve and adopt the following findings to facilitate a resolution of the violation.

FINDINGS

1. **WMC Section 16.16.020** Violation of Code Prohibited states that, “No person shall erect, construct, alter, maintain or use any building or structure or shall use, divide or transfer any land in violation of this Code or any amendment thereto.”
2. A violation has occurred in that the Simonsen property has allowed the occupation of a recreation vehicles on their property at 876 5th Ave. Hammond, OR 97121 in violation of **WMC 12.28.030.A** for more than 48 hours:

“No recreational vehicle or trailer shall be used for sleeping or lodging purposes outside of designated camping areas except by special permit from the City, said permit to be limited to one vehicle only at any one time. Permits may be obtained from City Hall for a period of up to 48 hours for parking of recreational vehicles on private residential property that is not designated as a camping area. Permits must be obtained in advance of parking the recreational vehicle or trailer in residential areas.”

3. A violation has occurred in that junk has began to accumulate on the property extending onto the public right of way. This is a violation of **WMC 8.16.120**.
 - A. *No person shall keep junk outdoors on a street, lot, or premises or in a building that is not wholly or entirely enclosed except for doors used for ingress and egress.*
 - B. *The term “junk,” as used in this section, means and includes all old motor, old motor vehicle parts, abandoned automobiles, old machinery, old machinery parts, old appliances, parts, old iron or other metal, glass, paper, lumber, wood or other waste or discarded material.*
 - C. *The term “abandoned automobiles”, as used in this section, means inoperable and/or unregistered vehicles on private property. (Ord. 1229 § 1, 2019; Ord. 848-A § 22, 1989)*
4. If the violation is not abated, it is necessary and appropriate to proceed to the penalty phase and apply fines per **WMC 16.16.030 A-C**:
 - A. *A person violating a provision of this Code shall, upon conviction, be subject to a fine of not less than \$100.00, nor more than \$1,000.00.*
 - B. *Each Violation a Separate Infraction. Each violation of a separate provision of this Code shall constitute a separate infraction, and each*

day that a violation of this Code is committed or continued shall constitute a separate infraction.

- C. Abatement of Violation Required. *A finding of a violation of this Code shall not relieve the responsible party of the duty to abate the violation. The penalties imposed by this section are in addition to and not in lieu of any remedies available to the City.*

Suggested Motion:

I motion to adopt the findings in the staff report and direct staff to provide notice to the violator of the findings and to consult with the City Manager and the City Attorney to identify the proper procedure to levy and accrue fines of \$_per violation per day if the issue has not been abated by this date_____. [The Commission will determine the amount and date for abatement]

ATTACHMENTS

- Stop Work Letter

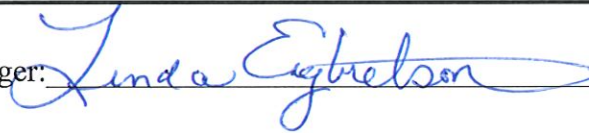
ALTERNATIVE

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

FISCAL IMPACT

N/A

Approved by City Manager:



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



September 14, 2021

Mark and Kelly Simonsen
PO Box 34
Hammond, OR 97121

Dear Mark and Kelly Simonsen,

The City has received a complaint regarding junk being kept on your property and an unlawful occupation of a vehicle as a residence which is a violation of Warrenton Municipal Code. Your home is located in the CMU zoning district, and does not allow the keeping of junk. There is no zoning code that allows for occupation of a vehicle.

Property owner(s) are the responsible party for any violation occurring on their property. The keeping of junk and residing in the vehicle shall cease within 10 business days of delivery (today's date September 15, 2021). Failure to comply by **September 29th, 2021** will result in the alleged violation being heard at the **October 14th, 2021** Planning Commission meeting. The Planning Commission will vote to determine if a nuisance has occurred. Property owner(s) can be assessed fines, depending on determination if a nuisance has occurred or not in accordance with the Warrenton Development Code Section 16.16.030 (Enforcement).

16.16.030 Penalty.

- A. A person violating a provision of this Code shall, upon conviction, be subject to a fine of not less than \$100.00, nor more than \$1,000.00.
- B. Each Violation a Separate Infraction. Each violation of a separate provision of this Code shall constitute a separate infraction, and each day that a violation of this Code is committed or continued shall constitute a separate infraction.

If you have any further questions, or if we can be of further assistance, please do not hesitate to call 503-861-0920, or email me at shazelton@ci.warrenton.or.us.

Sincerely,

Scott Hazelton
Community Development Director



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Linda Engbretson, City Manager
DATE: October 26, 2021
SUBJ: Tackle Time Lease Amendment

SUMMARY

Staff discussed the lease amendment between Linda and Eugene Kane, dba Tackle Time, with the Commission in August. Staff met with the Kanes, and they requested a 10-year extension. In consideration of the appraisal, staff determined the rent to be fair and put together a rent schedule allowing for a small annual increase.

The leased parcel consists of approximately 7,500 sq. ft., C2(Water Dependent Commercial) with a land only RMV of \$48,279 and estimated annual market rent of \$4,500. Lessee pays property tax on the parcel.

RECOMMENDATION/SUGGESTED MOTION

"I move to authorize the Mayor's signature on the Lease Agreement Amendment between the City of Warrenton and Linda and Eugene Kane, dba, Tackle Time."

ALTERNATIVE

None recommended.

FISCAL IMPACT

Rent payments for Marina-related property are included in the Marina's budget. \$5,400 annual income to the Warrenton Marina Budget through 2023.



AMENDMENT TO LEASE AGREEMENT
BETWEEN
Eugene and Linda Kane
dba
TACKEL TIME
AND THE CITY OF WARRENTON

The lease agreement between the City of Warrenton and Eugene and Linda Kane, dba Tackle Time, is amended as follows:

Section 1.- Term of Lease The new term of lease shall run from July 1, 2021 through June 30, 2031, or until terminated by either party giving thirty (30) days written notice to the other.

Section 3. – Rent Lessee agrees to pay Lessor on the first of each month, in advance, for the use of said premises. Rent shall be as follows:

- The sum of \$450 per month commencing November 1, 2021 through June 30, 2023
- The sum of \$475 per month commencing July 1, 2023 through June 30, 2025
- The sum of \$500 per month commencing July 1, 2025 through June 30, 2027
- The sum of \$525 per month commencing July 1, 2027 through June 30, 2029
- The sum of \$550 per month commencing July 1, 2029 through June 30, 2031

Section 19. – Penalty Clause Rent is due and payable on the first of each month. A \$20 late fee will be assessed if not received by the 10th of the month, and for each month thereafter that rent is delinquent, an additional \$20 will be assessed.”

All other terms as written in the Lease Agreement dated June 28th, 2011, remain in full force and effect.

approved by the City Commission this ___ day of October, 2021.

Henry A. Balensifer, III, Mayor

Eugene Kane, Lessee

Linda Kane, Lessee

ATTEST

Dawne Shaw, CMC, City Recorder



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Dawne Shaw, City Recorder
DATE: October 26, 2021
SUBJ: First Reading of Ordinance No. 1255; Repealing Ordinance No. 123-A –
Official City Flower

SUMMARY

The City Commission was approached by the volunteer group Spruce Up Warrenton with a request to adopt the Daffodil as the official city flower of the City of Warrenton. In 1927, the City Commission adopted Ordinance No. 123-A, declaring the Phlox as the official city flower. It is necessary to repeal this ordinance to formally remove the Phlox as the official flower. A separate resolution will be prepared for the designation of the Daffodil as the new official city flower. Ordinance No. 1255 is presented this evening for its first reading.

RECOMMENDATION/SUGGESTED MOTION

"I move to conduct the first reading, by title only, of Ordinance No. 1255; an Ordinance Repealing Ordinance No. 123-A."

ALTERNATIVE

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by City Manager:

ORDINANCE NO. 1255

Introduced by All Commissioners

AN ORDINANCE REPEALING ORDINANCE NO. 123-A

WHEREAS, the Warrenton City Commission adopted Ordinance No. 123-A on April 19, 1927, declaring the official flower of the City of Warrenton to be the Phlox; and

WHEREAS, the volunteer group Spruce Up Warrenton has requested that the Daffodil replace the Phlox as the official flower of the City of Warrenton; and

WHEREAS, a housekeeping Ordinance is in order to change the official flower of the City of Warrenton; and

WHEREAS, the City will adopt a new official flower by Resolution.

NOW THEREFORE, the City of Warrenton ordains as follows:

Ordinance No. 123-A is hereby repealed, and a separate resolution will designate the Daffodil as the new official flower of the City of Warrenton .

This Ordinance shall take effect 30 days after its adoption.

First Reading:

Second Reading:

ADOPTED by the City Commission of the City of Warrenton, Oregon this ___ day of _____, 2021.

Approved

Henry A. Balensifer III, Mayor

Attest

Dawne Shaw, CMC, City Recorder