



AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING
October 11, 2022 – 6:00 P.M.
Warrenton City Commission Chambers – 225 South Main Avenue
Warrenton, OR 97146

Public Meetings will 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. **OATH OF OFFICE – PAUL MITCHELL**

4. **CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 9.13.22
- B. Warrenton Community Library Board Meeting Minutes – 6.08.22
- C. Monthly Finance Report – June 2022
- D. Monthly Finance Report – July 2022
- E. Police Department Monthly Report – August 2022
- F. Warrenton Community Library Quarterly Report – June 2022-August 2022
- G. Liquor License Application – Warrenton Mini Mart (Garibaldi Bay Inc.)

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.

5. **COMMISSIONER REPORTS**

**Proclamation – Domestic Violence Awareness Month*

6. **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

4:00 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.

7. PUBLIC HEARINGS

A. Consideration of Ordinance No. 1258, Implementing Economic Opportunity Analysis (EOA) via Comprehensive Plan Amendment and Related Development Code Amendments

8. BUSINESS ITEMS

A. Consideration of Community Center Fee – Community Thanksgiving Meal

B. Consideration of Surplus Equipment Declaration – Fire Department

C. Consideration of Amendment No. 1 – ODOT Agreement 34471; Safe Routes to School Project

D. Consideration of Change Order No. 2 – Raw Water Line Replacement Project

E. Consideration of Request for Exception to Noise Ordinance - After Hours Construction Work; Water Main Shut Down – Pacific Ave and N. Jetty St.

F. Consideration of NOAA Marine Debris Removal Grant

9. DISCUSSION ITEMS

10. GOOD OF THE ORDER

11. EXECUTIVE SESSION

12. 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
September 13, 2022
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

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

Commissioners Present: Mark Baldwin, Mayor Henry Balensifer, Tom Dyer (arrived at 6:01), and Gerald Poe

Staff Present: Interim City Manager/Police Chief Mathew Workman, City Attorney Josh Soper (Zoom), Finance Director April Clark, Library Director Kelly Knudsen (Zoom), Public Works Director Collin Stelzig, Public Works Operations Manager Kyle Sharpsteen, Public Works Engineering Technician Trisha Hayrynen, Fire Chief Brian Alsbury, and City Recorder Dawne Shaw

Others Present: Incoming City Manager Esther Moberg

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 8.23.22
- B. City Commission Special Meeting Minutes – 9.01.22
- C. Police Department Monthly Report -July 2022

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

Baldwin – aye; Balensifer - aye; Poe – aye

COMMISSIONER REPORTS

Mayor Balensifer stated that at the Oregon Mayor's Association it was brought up that the Oregon National Guard can do cyber threat assessments, and he believes they are free. He noted it might be worthwhile for us to consider us doing that. He noted more information can be brought back later.

PUBLIC COMMENT

Courtney Bangs spoke on behalf of Encore Dance Academy and the Skipanon Marine & RV lease property. She asked equal recognition of a business that is beside Lot 4. She requested equal rights to request either lease or purchase of that lot. She stated they would like to create an

outdoor space for their students. She is hoping the commission would give them potentially first rights of refusal.

Shaelyn Bangs requested that Encore Academy is given the first right to refusal to purchase Lot 4 of adjoining lease property for a play structure. She noted the need for an outside space for the students of the academy.

Denele Sweet echoed what Courtney and Shaelyn Bangs stated and reiterated the need for an outdoor play space for the students.

Mayor Balensifer stated the commission has authorized him to negotiate with legal counsel a lease to transfer that property lease to Skipanon RV to Coast Auto Repair. He noted that is the process that is currently in place and there is not a first right of refusal written into the contract. He stated the commission will be discussing Real Property Transaction in executive session. Mayor Balensifer also noted the commission issued a formal letter to ODOT requesting to designate a school zone, as it is a safety issue. He stated there is no consideration or direction, at this time for a separate lot for adjustment.

PUBLIC HEARINGS – None

BUSINESS ITEMS

Library Director Kelly Knudsen presented an Intergovernmental Agreement between Seaside, Astoria, and Warrenton for Library Services. She noted this is a five-year renewal of the existing agreement. The last time it was renewed was in 2019.

Commissioner Dyer made the motion to approve and sign the updated Intergovernmental Agreement (IGA) between the cities of Astoria, Seaside and Warrenton libraries for five more years, through 2027. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

Interim City Manager/Police Chief Mathew Workman stated there has been a date change for the Fall Festival and staff is requesting the commission update the approval for the event and amplified sound for the new date of October 15. Brief comments followed.

Commissioner Baldwin made the motion to approve the October 15, 2022 Fall Festival Event and authorize the use of amplified sound at the event. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

Mayor Balensifer noted the letter of resignation from Commissioner Rick Newton. He noted the letter is in the record and being that he resigned the City Commission must formally declare the seat vacant.

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Commissioner Baldwin made the motion to declare City Commission Position No. 4 as vacant. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

Public Works Director Collin Stelzig discussed a change order for the 7th and N Main Low Pressure Sewer System, noting the change order is to extend the substantial completion date. Brief discussion followed.

Commissioner Poe made the motion to approve Change Order #1, 7th, and N Main Low Pressure Sewer System Project, moving the substantial completion date from August 16, 2022 to September 15, 2022. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

Mr. Stelzig presented a change order for the Raw Waterline Replacement Project. He stated the change order is to increase the contract price up to \$849,462.85, for fire protection, which was not part of the original contract. Brief discussion followed.

Commissioner Dyer made the motion to approve Change Order #1 – Raw Waterline Replacement Project, to increase the contract price up to \$849,462.85, for Fire Watch Services. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

Mr. Stelzig stated the bids for the Water Treatment Plant Roof project were opened on August 23rd. Roof Toppers, Inc. was the lowest bid and the only responsive bidder at \$365,109. Discussion continued. Commissioner Baldwin noted his concerns due to the six-month work timeframe and the impact inclement weather could have on the project.

Commissioner Dyer made the motion to approve awarding the contract for the Warrenton WTP Roof Modifications to Roof Toppers, Inc. for the amount of \$365,109 and grant authority to the City Manager for approving change orders for this project, of no more than 10% of the bid amount. Motion was seconded and passed unanimously.

Baldwin – nay; Balensifer - aye; Dyer – aye; Poe – aye

Commissioner Baldwin stated he voted against it, as we are allowing too much time. He would prefer to pay more for a 90-day timeframe. Mr. Stelzig stated he will talk with the contractor and if that is possible, they will come back with a different contract. He noted 180 days was the recommendation of the architect.

Mayor Balensifer noted the Real Property Transactions business item (agenda item 7.G) will be discussed after the executive session.

Commissioner Baldwin made the motion to appoint Paul Mitchell to City Commission Position No. 4, pending attending League of Oregon Cities Basic Elected training. Motion was seconded and passed unanimously.

Baldwin – nay; Balensifer - aye; Dyer – aye; Poe – aye

DISCUSSION ITEMS

Mayor Balensifer discussed the City Commission Position No. 4 vacancy and appointing Paul Mitchell to Position No. 4, pending his completion of Basic Elected Officials training from League of Oregon Cities (LOC). There was consensus to add an action item as Business Item 7.H – vacancy appointment for Position No. 4.

Mr. Stelzig gave an update on Levee Debris Management and the process of how they deal with debris. Mayor Balensifer asked for clarification on the tide gates at Alder Creek; Mr. Stelzig stated the gates are being recast and stated the new gates are on; the repair of the old ones is not completed yet. Mayor Balensifer continued discussion on the filling in of drainage ditches. Mr. Stelzig noted letters from DSL about cleaning of the drainages and permitting. He noted applying for permits could be a lengthy process. Mayor Balensifer suggested we explore working with our legislative officials to see if there could be some regulatory relief on that - on the need to permit just to clean drainage ditches. Discussion continued. Mr. Stelzig stated they could make a decent argument to go to DSL and state this is something they have already been doing. Mayor Balensifer noted what he would support and assist with any type of effort Public Works wants to launch to try and push this along to get our rights back to clean those drainages, to avoid another flood event, like January 2022.

GOOD OF THE ORDER

Commissioner Dyer noted he was not present for Commissioner Reports and gave an update on the LCTC meeting.

Commissioner Baldwin thanked everyone for being here, and noted he was excited to have the new City Manager in place and excited to get Paul Mitchell in place.

Commissioner Poe stated he was sad to see the fishing close early.

Chief Workman noted no one is more excited to have the new City Manager on board than he is.

Mayor Balensifer thanked Paul Mitchell for his service on the Planning Commission and welcomed him to City Commission. He also welcomed Esther Moberg to the city manager position. He noted events and debates for candidates during an LOC meeting. He encouraged everyone to get out and vote.

At 6:40 p.m. Mayor Balensifer recessed the regular meeting and announced the Commission will now meet in executive session under the authority of ORS 192.660(2)(e); *to conduct*

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deliberations with persons designated by the governing body to negotiate real property transactions; ORS 192.550(2)(f); to consider information or records that are exempt by law from public inspection; and ORS 192.660(2)(h); to consult with counsel regarding the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

At 7:30 Mayor Balensifer reconvened the regular meeting.

Mayor Balensifer noted a report has been made from the potential lessee on the Skipanon RV lease, and it was discussed in executive session.

Commissioner Baldwin made the motion to cease lease negotiations and move towards consideration for sale of the property, January 1st. Motion was seconded and passed unanimously.

Baldwin – aye; Balensifer - aye; Dyer – aye; Poe – aye

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

APPROVED:

ATTEST:

Henry A. Balensifer III, Mayor

Dawne Shaw, CMC, City Recorder

Minutes

Warrenton Community Library Board Regular Meeting

June 8, 2022 - 5:30 p.m.

Warrenton City Commission Chambers
225 South Main Ave., Warrenton, OR 97146

1. Call to order: Kelsey opened the meeting at 5:30.
2. Roll call: Kelsey Balensifer, Dawn DeLacey (by Zoom), Karyn Grass, Amanda Donovan, and Eileen Purcell. Also attending: Library Director Kelly Knudsen and City Manager Linda Engbretson. Unable to attend: Joy Wheatley-Decius. Natalie Duggan has resigned.
3. Recognition of guests: Dave Zunkel and Mike Vetricek, both from the WCL Friends group.
4. Public comment: None.
5. Consent calendar
 - A. Regular Meeting Minutes 3.9.22: There were a few small updates to these minutes.
 - B. Special Meeting Minutes 4.6.2: After minor adjustments and corrections, Kelsey asked for a motion to approve both sets of minutes. Karyn moved to approve the minutes, Amanda seconded and all approved.
6. Discussion items
 - A. Library director's report: the summer reading program, Reading Beyond the Beaten Path, kicked off with over 75 in attendance. There were 6 stations featuring hotdogs and crafts. It was pouring rain, but a packed library interior accommodated the crowd.

There is a stuffed animal sleep-over planned at the library, an art day and a visit from the Regatta princesses. All these events are posted on Facebook.
 - B. Friend Group update: 16 people have signed up to become Friends. There is \$600 in the bank. There is one more scheduled Library After Dark on June 18.
 - C. Board member vacancy: Natalie Duggan has had to step down due to work and family obligations. We appreciate her service on the board. There is an application

available on the city website for those who are interested. We are a seven-member board.

7. Action items

A. Local option levy rate: we discussed what recommendation we should present to the city commissioners. The discussion centered on present economic conditions and asking for a \$0.10 increase at this point doesn't seem wise. Yet maintaining current programming levels and restoring recently curtailed staffing hours led us to agree upon recommending a more modest \$0.05 increase in the levy. Linda said that this increase in revenues might fund making a full time position out of a current part time one. The levy, if it passes this November, would fund the library from 07/2023 through 06/2028.

We discussed the building again. Linda told us that urban renewal dollars are primarily for private property owners. She also asked if the board wanted to submit a formal petition to the commissioners to look into buying the current building. There was discussion about the worthiness of the building and if buying was the best choice. We need more information before we make a formal recommendation.

Linda can look into the school's inclination to sell and what the property is assessed for now. If the city did buy it, the library would have a significant savings in rent payments that maybe could be applied to staffing shortages. We know the building isn't great, but we don't know what it will take to fix it, or what the city codes say about how the property could be altered. We should work to get the school district on board for the levy increase. We can take out an ad in the Ballot book to make clear how much the increase will raise taxes.

Kelsey asked for a motion to submit the recommendation to put the levy request at \$0.38 per thousand, an increase of \$0.05. Karyn moved to approve and Eileen seconded. All voted to approve. The recommendation will be presented at the city commission meeting on June 28, 2022 at 6:00 p.m. It would be good to have as many of us as possible be present.

8. Good of the order: Don't forget to attend the next Library After Dark featuring a reading from a local author, Melissa Eskue Ousley, on June 18.

9. Adjournment: The meeting concluded at 6:17 p.m.

Meeting Minutes were taken and recorded by Eileen Purcell, Board Secretary.

Volume 15, Issue 12

Monthly Finance Report
June 2022

October 11, 2022

Economic Indicators

	Current	1 year ago
◆ Interest Rates:		
LGIP :	.93%	.60%
Prime Rate:	4.75%	3.25%
◆ CPI-U change:	9.1%	5.4%
◆ Unemployment Rates:		
Clatsop County:	3.8%	6.0%
Oregon:	3.5%	5.4%
U.S.:	3.6%	5.9%

Department Statistics

◆ Utility Bills mailed	3,327
◆ New Service Connections	0
◆ Reminder Letters	369
◆ Door Hangers	92
◆ Water Service Discontinued	14
◆ Counter payments	538
◆ Mail payments	1,064
◆ Auto Pay Customers/pmts	706
◆ Online (Web) payments	1,196
◆ Checks issued	308

Current and Pending Projects

- ◆ ARPA Funding (2nd tranche August 2022)
- ◆ Business License Renewals
- ◆ Fiscal Year End Closing
- ◆ Audit Preparation and Reporting — Field work scheduled for week of September 26th

Financial Narrative as of June 30, 2022

Note: Revenues and expenses should track at 12/12 or 100% of the budget.

General Fund: Year to date revenues amount to \$4,939,538, which is 108.1% of the budget, compared to the prior year amount of \$4,592,333, which was 103.8% of the budget and are up by \$347,205.

Expenses year to date amount to \$4,521,068, which is 88.7% of the budget, compared to the prior year amount of \$4,168,034, which was 87.4% of the budget and are up by \$353,034. Fund balance is \$1,885,860 compared to \$1,467,390 last year; an increase of \$418,470.

WBL: Business license revenue amounts to \$63,665, compared to \$60,445 at this time last year, a difference of \$3,220. Year to date licenses issued is 754 compared to 717 at this time last year. Year to date revenues exceeded expenses by \$15,492 and increased fund balance by the same.

Building Department: Year to date permit revenues amount to \$367,585, which is 112.3% of the budgeted amount. Last year to date permit revenue was \$290,322, 61.8% of the budget. Year to date expenses exceeded revenues by \$110,974 and reduced fund balance by the same.

State Tax Street: Year to date state gas taxes received amount to \$476,151, 117.4% of the budgeted amount. City fuels are \$358,658 year to date, 99.4% of the budget. Total gas taxes received year to date are \$834,809 compared to \$752,308

last year. Revenues exceeded expenses and increased fund balance by \$170,372.

Warrenton Marina: Total revenues to date are \$730,540, 115.1% of the budgeted amount, compared to the prior year amount of \$618,938, which was 108.4% of the budgeted amount. Revenues exceeded expenses by \$57,577 and increased fund balance by the same.

Hammond Marina: Total revenues to date are \$426,193, 121.2% of the budgeted amount, compared to the prior year amount of \$341,939, which was 108.4% of the budgeted amount. Expenses exceeded revenues by \$33,142 and reduced fund balance by the same.

Water Fund: Utility fees are \$2,402,958 and \$1,424,659 year to date for in-city and out-city respectively and totals \$3,827,617 and is 100.3% of the budget. Last year to date fees were \$2,484,354 and \$1,432,024, for in-city and out-city, respectively and totaled \$3,916,378 and are down by \$88,761. Expenses exceeded revenues by \$1,221,718 and reduced fund balance by the same.

Sewer Fund: Utility fees \$2,345,215 year to date, which is 104.7% of the budget. Last year at this time, year to date fees were \$2,528,503. Shoreline Sanitary fees year to date are \$135,479. Total revenues year to date are \$2,787,104 compared to \$2,904,021 at this time last year. The reduction of \$116,917 is mostly a result of the closure

of the septage receiving station. Expenses exceeded revenue by \$47,629 and reduced fund balance by the same.

Storm Sewer: Utility fees (20% of sewer fees) are \$512,244 year to date and is 104.7% of the budget. Total revenues exceeded expenses by \$191,566 and increased fund balance by the same.

Sanitation Fund: Service fees charged for garbage and recycling were \$1,035,500 and \$211,517, year to date, and are 108.2% and 103.5% of the budget respectively. Total revenues exceeded expenses by \$76,176 and increased fund balance by the same amount.

Community Center Fund: Year to date rental revenue is \$14,015 and is 107.8% of the budget. Last year to date rental revenue was \$7,893, which was 60.7% of the budget. Total revenues exceeded expenses by \$4,961 and increased fund balance by the same.

Library Fund: Total current year property taxes collected amount to \$236,608. Total expenses exceeded revenues by \$312 and reduced fund balance by the same.

Financial data as of June 30, 2022

	General Fund			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,597,313	1,467,390	875,000	167.70
Plus: Revenues	573,840	4,939,538	4,569,509	108.10
Less: Expenditures				
Municipal Court	6,849	127,031	187,431	67.77
Admin/Comm/Fin(ACF)	70,626	1,165,524	1,223,114	95.29
Planning	28,021	232,998	287,914	80.93
Police	119,559	1,826,795	2,098,395	87.06
Fire	43,151	856,271	944,476	90.66
Parks	17,087	141,671	186,654	75.90
Transfers	-	170,778	170,778	100.00
Total Expenditures	285,293	4,521,068	5,098,762	88.67
Ending Fund Balance	1,885,860	1,885,860	345,747	545.45

(see details of revenue, page 4)

	WBL			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	71,020	53,439	40,000	133.60
Plus: Revenues	217	64,071	59,500	107.68
Less: Expenditures	2,306	48,579	77,091	63.02
Ending Fund Balance	68,931	68,931	22,409	307.60

	Building Department			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	730,213	847,148	840,000	100.85
Plus: Revenues	52,793	372,384	332,361	112.04
Less: Expenditures	46,805	483,331	491,145	98.41
Ending Fund Balance	736,201	736,201	681,216	108.07

	State Tax Street			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	2,697,723	2,608,279	1,900,000	137.28
Plus: Revenues	190,053	959,502	1,380,063	69.53
Less: Expenditures	109,125	789,130	2,983,459	26.45
Ending Fund Balance	2,778,651	2,778,651	296,604	936.82

	Warrenton Marina			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	354,548	266,345	265,000	100.51
Plus: Revenues	17,144	730,540	634,538	115.13
Less: Expenditures	47,770	672,963	741,644	90.74
Ending Fund Balance	323,922	323,922	157,894	205.15

Financial data as of June 30 2022, continued

	Hammond Marina				Water Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	232,411	239,353	250,000	95.74	1,714,133	3,100,263	2,900,000	106.91
Plus: Revenues	4,898	426,193	351,548	121.23	319,619	3,981,282	6,492,447	61.32
Less: Expenditures	31,098	459,335	483,652	94.97	155,207	5,203,000	8,425,702	61.75
Ending Fund Balance	<u>206,211</u>	<u>206,211</u>	<u>117,896</u>	<u>174.91</u>	<u>1,878,545</u>	<u>1,878,545</u>	<u>966,745</u>	<u>194.32</u>

	Sewer Fund				Storm Sewer			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	2,870,674	3,026,379	3,000,000	100.88	1,672,321	1,470,132	1,300,000	113.09
Plus: Revenues	252,306	2,787,104	2,753,900	101.21	46,563	525,427	495,220	106.10
Less: Expenditures	144,230	2,834,733	4,908,806	57.75	57,186	333,861	1,182,221	28.24
Ending Fund Balance	<u>2,978,750</u>	<u>2,978,750</u>	<u>845,094</u>	<u>352.48</u>	<u>1,661,698</u>	<u>1,661,698</u>	<u>612,999</u>	<u>271.08</u>

	Sanitation Fund				Community Center			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	503,871	428,790	425,000	100.89	21,839	16,757	15,000	111.71
Plus: Revenues	107,406	1,252,666	1,165,092	107.52	1,642	24,093	16,600	145.14
Less: Expenditures	106,311	1,176,490	1,331,479	88.36	1,763	19,132	24,771	77.24
Ending Fund Balance	<u>504,966</u>	<u>504,966</u>	<u>258,613</u>	<u>195.26</u>	<u>21,718</u>	<u>21,718</u>	<u>6,829</u>	<u>318.03</u>

	Library				Warrenton Urban Renewal Agency Capital Projects Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	173,481	162,709	168,000	96.85	12,114	13,174	16,220	81.22
Plus: Revenues	6,762	251,240	243,503	103.18	2,184	119,706	6,181,812	1.94
Less: Expenditures	17,846	251,552	283,477	88.74	5,287	123,869	6,198,032	2.00
Ending Fund Balance	<u>162,397</u>	<u>162,397</u>	<u>128,026</u>	<u>126.85</u>	<u>9,011</u>	<u>9,011</u>	<u>-</u>	<u>-</u>

Financial data as of June 30, 2022, continued

(\$) Cash Balances as of June 30, 2022

General Fund	1,924,248	Warrenton Marina	338,287	Storm Sewer	1,619,623
WBL	69,463	Hammond Marina	216,907	Sanitation Fund	466,967
Building Department	769,062	Water Fund	1,637,479	Community Center	25,285
State Tax Street	2,871,658	Sewer Fund	2,774,403	Library	160,025

Warrenton Urban Renewal Agency

Capital Projects	14,084
Debt Service	2,685,403

General Fund Revenues	Collection Frequency	Actual as a % of Current Budget				Collections/Accruals Year to date		(over) under budget
		2021-2022 Budget	Current Budget	June 2022	June 2021			
Property taxes-current	AP	1,171,282	105.07	1,230,644	1,160,445	(59,362)		
Property taxes-prior	AP	35,000	47.35	16,572	40,414	18,428		
County land sales	A	-	0.00	-	3,371	-		
Franchise fees	MAQ	598,000	104.39	624,224	618,404	(26,224)		
COW - franchise fees	M	293,269	102.24	299,851	300,191	(6,582)		
Transient room tax	Q	527,000	122.28	644,391	562,165	(117,391)		
Liquor licenses	A	500	115.00	575	500	(75)		
State revenue sharing	MQ	170,653	112.67	192,270	195,715	(21,617)		
Municipal court	M	127,800	79.88	102,086	109,518	25,714		
Planning Fees	I	65,500	150.48	98,565	71,542	(33,065)		
Police charges	I	18,000	140.40	25,272	19,595	(7,272)		
Fire charges	SM	106,630	136.68	145,742	170,590	(39,112)		
Park charges	I	-	0.00	820	645	-		
Miscellaneous	I	2,000	747.75	14,955	13,249	(12,955)		
Interest	M	8,000	133.25	10,660	7,365	(2,660)		
Lease receipts	M	222,761	101.91	227,021	219,383	(4,260)		
Proceeds from sale of assets	I	-	0.00	140,366	-	(140,366)		
Grants	I	-	0.00	-	90,545	-		
Sub-total		3,346,395	112.78	3,774,014	3,583,637	(427,619)		
Transfers from other funds	I	-	0.00	-	-	-		
Overhead	M	1,223,114	95.29	1,165,524	1,008,696	57,590		
Total revenues		4,569,509	108.10	4,939,538	4,592,333	(370,029)		

M - monthly

S - semi-annual

Q - quarterly

I - intermittently

SM - Semi-annual in November then monthly

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

AP - As paid by taxpayer beginning in November

R - renewals due in July and new licenses intermittently

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

A - annual

Note: Budget columns do not include contingencies as a separate line item but are included in the ending fund balance. Unless the Commission authorizes the use of contingency, these amounts should roll over to the following year beginning fund balance. For budget details, please refer to the City of Warrenton Adopted Budget for fiscal year ending June 30, 2022. Budget amounts reflect budget adjustments approved by the Commission during the fiscal year. Information and data presented in this report is unaudited.

Volume 16, Issue 1

Monthly Finance Report
July 2022

October 11, 2022

Economic Indicators

	Current	1 year ago
◆ Interest Rates:		
LGIP :	1.25%	.60%
Prime Rate:	5.50%	3.25%
◆ CPI-U change:	8.5%	5.4%
◆ Unemployment Rates:		
Clatsop County:	3.9%	5.7%
Oregon:	3.5%	5.1%
U.S.:	3.5%	5.4%

Department Statistics

◆ Utility Bills mailed	3,339
◆ New Service Connections	10
◆ Reminder Letters	313
◆ Door Hangers	75
◆ Water Service Discontinued	11
◆ Counter payments	503
◆ Mail payments	1,326
◆ Auto Pay Customers/pmts	706
◆ Online (Web) payments	1,139
◆ Checks issued	363

Current and Pending Projects

- ◆ ARPA Funding (2nd tranche August 2022)
- ◆ Business License Renewals-delinquency notices sent
- ◆ Fiscal Year End Closing
- ◆ Audit Preparation and Reporting — Field work scheduled for week of September 26th

Financial Narrative as of July 31, 2022

Note: Revenues and expenses should track at 1/12 or 8.3% of the budget. Expenditures on pages 2-4 include personnel services, materials and services, and debt service costs as well as transfers to the capital funds. See budget for details.

General Fund: Total revenues this month are \$240,043, which is 4.6% of the budget. Revenues exclusive of overhead are \$71,960 compared to the prior year amount of \$80,515 and are down by \$8,555. Increases are shown in prior year property taxes, fire charges, interest, and leases and are offset by decreases in franchise fees, municipal court, planning fees, police charges, parks charges, and miscellaneous.

Expenses this month are \$459,812 compared to the prior year amount of \$425,090, an increase of \$34,722. All departments are tracking at or under budget except Admin/Comm/Finance due to one time payments at the beginning of the fiscal year.

WBL: Business license revenue amounts to \$82,615, compared to \$60,990 at this time last year, a difference of \$21,625. This increase is due to an increase in the annual fee and per employee fee effective July 1, 2022. Year to date licenses issued are 486 compared to 585 at this time last year.

Building Department: Permit revenues this month amount to \$18,007, which is 5.9% of the budgeted amount. Permit revenue at this time last year was \$16,914,

which was 5.2% of the budgeted amount.

State Tax Street: City fuels tax receipts since inception to June 2022 total \$4,526,800. Projects paid in 2022 with City fuels tax funds total \$351,789 and were:

- SW Alder Ave (2nd to 1st) \$305,381
- Repair & Maintenance Overlay Projects \$41,764
- SW 9th Intersection Widening \$3,224
- N Main/NW 7th Place Improvement \$1,420

Warrenton Marina: Total revenues this month are \$374,046, compared to \$302,872 at this time last year. Annual moorage billed this month amount to \$320,719 compared to \$297,833 last year. There is \$144,901 in moorage receivables outstanding.

Hammond Marina: Total revenues this month are \$166,477, compared to \$163,212 at this time last year. Annual moorage billed this month was \$134,969 compared to \$120,558 last year. There is \$31,760 in moorage receivables outstanding.

Water Fund: Utility fees this month are \$238,606 and \$149,828, for in-city and out-city respectively and total \$388,434, which is 9.5% of the budget. Last year at this time utility fees were \$458,654, which was 12% of the budget and are

down by \$70,220.

Sewer Fund: Utility fees this month are \$219,326 and are 8.1% of the budget. Last year at this time utility fees were \$233,353 which was 9.5% of the budget and are down by \$14,027. Shoreline Sanitary fees this month are \$11,741. Total revenues year to date are \$238,672 compared to \$253,956 at this time last year.

Storm Sewer: Utility fees (20% of sewer fees) this month are \$43,850 and are 8.1% of the budget.

Sanitation Fund: Service fees charged this month for garbage and recycling were \$89,578 and \$19,153, year to date, and are 7.4% and 8.5% of the budget respectively.

Community Center Fund: Rental revenues this month are \$4,926 which is 35.2% of the budget. Last year at this time rental revenue was \$2,400, which was 18% of the budget.

Other: Total revenues and expenses as of July 31, 2022 city-wide are \$1,638,253 and \$1,393,138, respectively.

Total revenues and expenses as of July 31, 2021 city-wide were \$1,756,590 and \$1,140,252, respectively.

Financial data as of July 31, 2022

	General Fund			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,885,860	1,885,860	1,100,000	171.44
Plus: Revenues	264,356	264,356	5,691,876	4.64
Less: Expenditures				
Municipal Court	16,036	16,036	188,871	8.49
Admin/Comm/Fin(ACF)	192,396	192,396	1,385,311	13.89
Planning	18,576	18,576	439,126	4.23
Police	162,671	162,671	2,189,639	7.43
Fire	59,794	59,794	1,034,854	5.78
Parks	10,339	10,339	160,746	6.43
Transfers	-	-	891,451	-
Total Expenditures	459,812	459,812	6,289,998	7.31
Ending Fund Balance	1,690,404	1,690,404	501,878	336.82

(see details of revenue, page 4)

	WBL			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	68,931	68,931	59,000	116.83
Plus: Revenues	82,688	82,688	61,350	134.78
Less: Expenditures	10,753	10,753	66,307	16.22
Ending Fund Balance	140,866	140,866	54,043	260.66

	Building Department			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	736,201	736,201	640,000	115.03
Plus: Revenues	19,025	19,025	309,088	6.16
Less: Expenditures	61,447	61,447	455,954	13.48
Ending Fund Balance	693,779	693,779	493,134	140.69

	State Tax Street			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	2,778,651	2,778,651	2,100,000	132.32
Plus: Revenues	2,980	2,980	2,738,420	0.11
Less: Expenditures	35,674	35,674	4,739,670	0.75
Ending Fund Balance	2,745,957	2,745,957	98,750	2,780.72

	Warrenton Marina			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	323,922	323,922	300,000	107.97
Plus: Revenues	374,046	374,046	716,879	52.18
Less: Expenditures	57,205	57,205	818,225	6.99
Ending Fund Balance	640,763	640,763	198,654	322.55

Financial data as of July 31 2022, continued

	Hammond Marina				Water Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	206,211	206,211	290,000	71.11	1,878,545	1,878,545	2,000,000	93.93
Plus: Revenues	166,477	166,477	384,552	43.29	401,496	401,496	6,708,062	5.99
Less: Expenditures	38,863	38,863	534,261	7.27	174,110	174,110	7,747,678	2.25
Ending Fund Balance	<u>333,825</u>	<u>333,825</u>	<u>140,291</u>	<u>237.95</u>	<u>2,105,931</u>	<u>2,105,931</u>	<u>960,384</u>	<u>219.28</u>

	Sewer Fund				Storm Sewer			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	2,978,750	2,978,750	2,700,000	110.32	1,661,698	1,661,698	1,500,000	110.78
Plus: Revenues	238,672	238,672	2,904,261	8.22	44,967	44,967	844,912	5.32
Less: Expenditures	205,127	205,127	4,748,317	4.32	20,775	20,775	1,947,361	1.07
Ending Fund Balance	<u>3,012,295</u>	<u>3,012,295</u>	<u>855,944</u>	<u>351.93</u>	<u>1,685,890</u>	<u>1,685,890</u>	<u>397,551</u>	<u>424.07</u>

	Sanitation Fund				Community Center			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	504,966	504,966	445,000	113.48	21,718	21,718	18,500	117.39
Plus: Revenues	109,296	109,296	1,449,344	7.54	4,966	4,966	18,800	26.41
Less: Expenditures	100,474	100,474	1,633,871	6.15	1,484	1,484	29,096	5.10
Ending Fund Balance	<u>513,788</u>	<u>513,788</u>	<u>260,473</u>	<u>197.25</u>	<u>25,200</u>	<u>25,200</u>	<u>8,204</u>	<u>307.17</u>

	Library				Warrenton Urban Renewal Agency Capital Projects Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	162,397	162,397	160,000	101.50	9,011	9,011	12,184	73.96
Plus: Revenues	6,144	6,144	254,179	2.42	3,138	3,138	6,141,636	0.05
Less: Expenditures	29,496	29,496	303,013	9.73	3,177	3,177	6,153,820	0.05
Ending Fund Balance	<u>139,045</u>	<u>139,045</u>	<u>111,166</u>	<u>125.08</u>	<u>8,972</u>	<u>8,972</u>	<u>-</u>	<u>-</u>

Financial data as of July 31, 2022, continued

(\$) Cash Balances as of July 31, 2022

General Fund	2,014,956	Warrenton Marina	510,046	Storm Sewer	1,640,382
WBL	122,076	Hammond Marina	311,913	Sanitation Fund	487,718
Building Department	758,758	Water Fund	1,776,447	Community Center	27,189
State Tax Street	2,886,378	Sewer Fund	2,813,926	Library	139,315

Warrenton Urban Renewal Agency

Capital Projects	16,316
Debt Service	2,702,798

General Fund Revenues	Collection Frequency	Actual as a % of		Collections/Accruals		(over) under budget
		2022-2023 Budget	Current Budget	Year to date		
				July 2022	July 2021	
Property taxes-current	AP	1,229,211	0.00	-	-	1,229,211
Property taxes-prior	AP	30,000	50.00	15,001	-	14,999
County land sales	A	-	0.00	-	-	-
Franchise fees	MAQ	612,000	0.03	164	374	611,836
COW - franchise fees	M	330,319	8.19	27,037	29,504	303,282
Transient room tax	Q	622,492	0.00	-	425	622,492
Liquor licenses	A	575	0.00	-	-	575
State revenue sharing	MQ	195,819	0.00	-	-	195,819
Municipal court	M	128,700	3.79	4,879	12,088	123,821
Planning Fees	I	110,500	0.45	495	5,325	110,005
Police charges	I	18,000	13.77	2,478	3,157	15,522
Fire charges	SM	112,329	0.24	275	150	112,054
Park charges	I	-	0.00	50	200	-
Miscellaneous	I	3,000	16.87	506	10,245	2,494
Interest	M	8,000	27.50	2,200	444	5,800
Lease receipts	M	220,002	8.58	18,876	18,602	201,126
Proceeds from sale of assets	I	-	0.00	-	-	-
Grants	I	-	0.00	-	-	-
Sub-total		3,620,947	1.99	71,961	80,514	3,548,986
Transfers from other funds	I	685,618	0.00	-	-	685,618
Overhead	M	1,385,311	13.89	192,395	159,529	1,192,916
Total revenues		5,691,876	4.64	264,356	240,043	5,427,520

M - monthly

Q - quarterly

SM - Semi-annual in November then monthly

AP - As paid by taxpayer beginning in November

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

S - semi-annual

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

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WARRENTON POLICE DEPARTMENT MONTHLY REPORT



TO: The Warrenton City Commission
 FROM: Chief Mathew Workman
 DATE: September 27, 2022
 RE: August 2022 Report

Upcoming Dates:

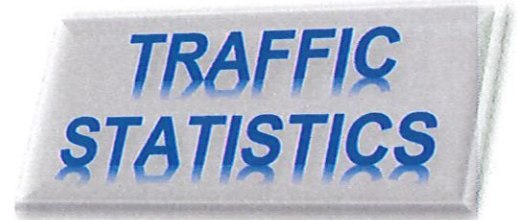
- October 4th & 18th Municipal Court
- October 8th Get Ready Event @ Camp Rilea
- October 15th to 18th IACP Dallas, TX
- October 26th 911 Subscriber Board Meeting
- October 29th Drug Take-Back Event (WPD)

Month in Brief:

- August 4th: Clatsop County Citizens Corps Meeting
- August 11th: Regatta Festival, BBQ, Kids Parade, & Movie in the Park
- August 18th: WPD Officers attended EVOG Training at the Airport
- August 24th to 26th: CIS Annual Conference in Salem
- August 24th: 911 Subscriber Board Meeting.
- August 31st: Chief attended a Supporting Family for Officer Resilience Training
- Ofc. Alvarez is doing well at the Basic Academy
- Officers qualified on the new rifles and are now carrying them in the patrol vehicles
- New officer is scheduled to start in September after completing one last step in the hiring process.

Traffic Statistic Highlights:

- Three (3) DUI Arrests – (2) Alcohol, (1) Drugs
- Seven (7) Driving While Suspended Citations/Arrests
- One (1) Careless/Reckless Driving Citations/Arrests
- Five (5) Speeding Citations
- Two (2) Fail to Yield Citations
- Eight (8) Insurance Citations
- One (1) Fail to Install Interlock Device Citation
- Two (2) No Driver's License Citations
- One Hundred Twenty-Seven (127) other Citations and Warnings
- Fourteen (14) Accident Investigations



Overall Statistics:

August Statistics (% changes are compared to 2021)							
Category	2022	2021	% Chg	2020	% Chg	2019	% Chg
Calls for Service	824	834	-1%	856	-4%	994	-17%
Incident Reports	224	207	8%	216	4%	212	6%
Arrests/Citations	154	160	-4%	172	-10%	176	-13%
Traffic Stops/ Events	156	159	-2%	236	-34%	270	-42%
DUI's	3	4	-25%	2	50%	4	-25%
Traffic Accidents	23	22	5%	30	-23%	28	-18%
Property Crimes	133	115	16%	130	2%	144	-8%
Person Crimes	87	91	-4%	73	19%	95	-8%
Drug/Narcotics Calls	6	1	500%	7	-14%	5	20%
Animal Calls	25	31	-19%	21	19%	39	-36%
Officer O.T.	238	169.5	40%	137.16	74%	171.73	39%
Reserve Hours	0	0	0%	0	0%	40.75	-100%

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	592	562	651	590	630	724	783	824	
Incident Reports	217	193	217	196	197	204	210	224	
Arrests/Citations	167	116	133	132	105	141	168	154	
Traffic Stops/ Events	146	123	102	118	112	164	167	156	
DUII's	4	2	3	4	1	5	4	3	
Traffic Accidents	9	8	13	12	13	12	21	23	
Property Crimes	97	91	116	59	102	111	110	133	
Person Crimes	60	54	68	68	62	66	90	87	
Drug/Narcotics Calls	0	6	1	4	1	2	2	6	
Animal Calls	8	14	38	13	18	33	34	25	
Officer O.T.	126.25	158	193.75	218.5	213	150.83	178.75	238	
Reserve Hours	0	0	0	0	0	0	0	0	

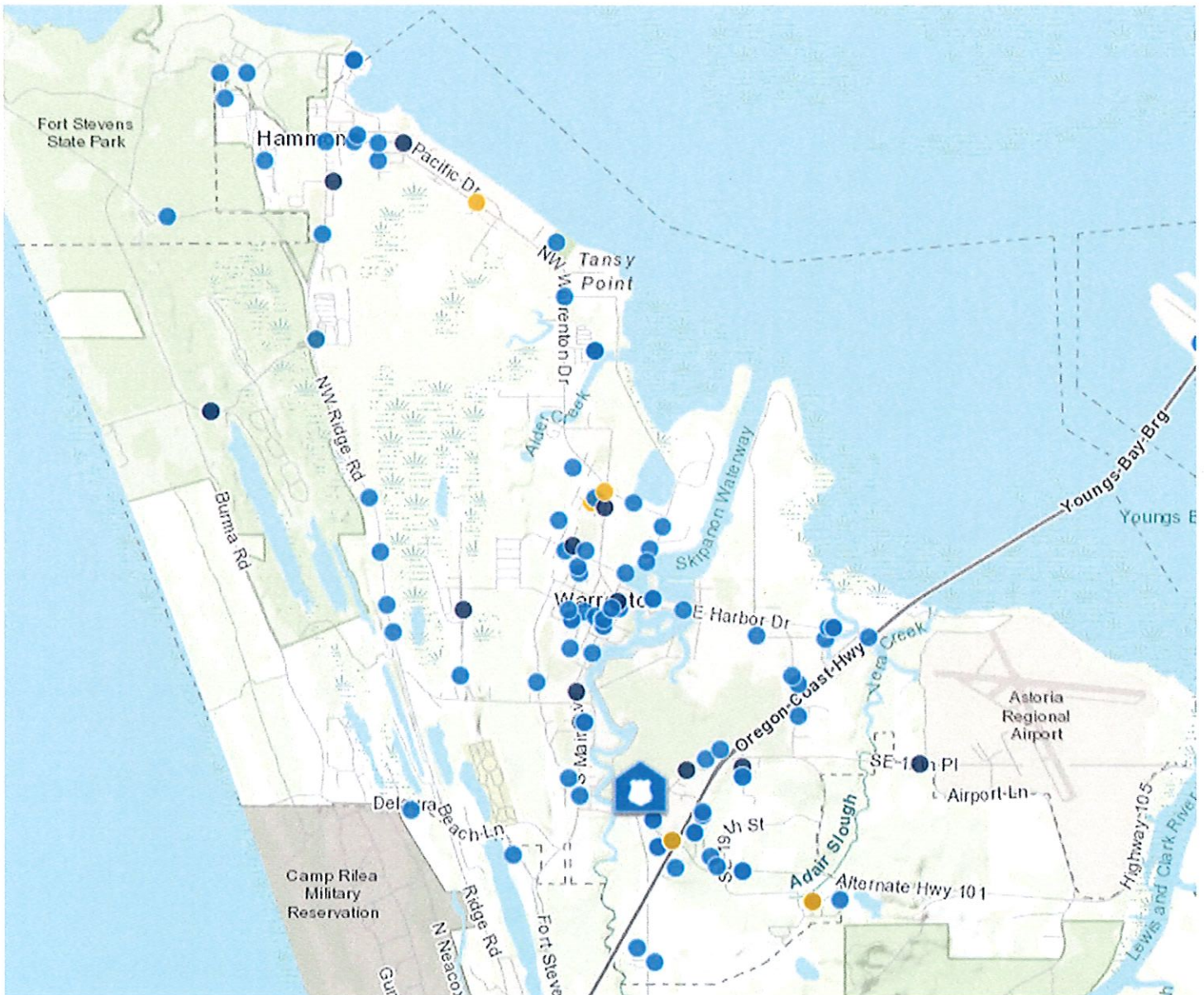
Oct	Nov	Dec	2022 YTD	2022 Estimate	2021	2022 v 2021	2020	2022 v. 2020	2019	2022 v. 2019
			5356	8034	7955	1%	9270	-13%	9819	-18%
			1658	2487	2442	2%	2469	1%	2608	-5%
			1116	1674	1891	-11%	2095	-20%	1731	-3%
			1088	1632	2000	-18%	2489	-34%	2627	-38%
			26	39	27	44%	36	8%	33	18%
			111	167	228	-27%	246	-32%	275	-39%
			819	1229	1191	3%	1230	0%	1094	12%
			555	833	830	0%	863	-4%	849	-2%
			22	33	58	-43%	86	-62%	117	-72%
			183	275	207	33%	289	-5%	271	1%
			1477.08	2216	2075.39	7%	2194.52	1%	1731.68	28%
			0	0	12.5	-100%	259.5	-100%	359.5	-100%

Homeless Incidents	2022	2021	2020
Code 40 (Normal)	40	42	36
Code 41 (Aggressive)	8	3	2

Elk Incidents	2022	2021
Interaction:	3	2
Traffic Accidents:	1	0
Traffic Complaints:	0	1
Total:	4	3

The following is a graphic representation of statistics for **August 2022** using our **CityProject** membership (formerly [CrimeReports.com](https://www.crimereports.com)). The "Dots" represent a location of a call and if you would zoom in on the map you would see an icon for the type of call and some basic time/date details. Some dots represent multiple calls at one location. If you go to the website, you can zoom in on each incident for more details.

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





DEPARTMENT QUARTERLY REPORT

TO: Library Advisory Board and Warrenton City Commission
 FROM: Warrenton Community Library
 DATE: September 14, 2022
 RE: Department Quarterly Report; June 2022—August 2022

Quarter in Brief:

June—75 families attended the summer reading kickoff party 06/04/22 and 201 youth signed up to participate. Twice monthly bi-lingual StoryTime started 06/15/22 with Adrianna Guerrero from Consejo Hispano. Guerrero also led financial literacy classes for juniors grades 1-5 in Spanish and provided food boxes twice a month. The library started as a free lunch site in June, Monday-Thursday 11-11:30. The library transitioned to a new and updated Integrated Library System (ILS) along with Astoria and Seaside libraries as part of our Northwest Library Cooperative 06/01/22.

July—The hood (from when the building was a restaurant) was removed on 07/12/22; New fiber and Internet provider LS NETWORKS installed 07/12/2022 because of consistent Internet outages with Spectrum.

August—Bogh Electric at library 08/22/22 to close off some electrical on wall where hood was when building was a restaurant.

Projects completed:

- Summer Reading Program 2022—Summer reading wrapped up and raffle winners announced: Jesse Efinger age 4, Leo Efinger, age 7, Emilea Molloy age 16, and John Blackwell age 43. Readers read a total of 117,978 minutes this summer, almost 82 days of straight reading!
- Outside of library painted (by school district) in August
- Updated Website & Domain host transition from Drupal (TechServerHost) to WIX complete 07.12.22.

Projects in progress:

- Play & Learn collaboration with NW Regional Education Service District

Upcoming Dates:

- Drop in Technology Help—Wednesdays
Noon-6PM
- Storytime with Courtney—
EVERY Wednesday & Saturday@10:30AM
- SHHH! Quiet homework time—
1st and 3rd Tuesdays @ 4PM
- Lego Club—
2nd and 4th Tuesdays @4PM
- Family Game Club—
2nd Thursdays @4PM
- Anime Club—
3rd Thursdays@4PM
- Teen Advisory Board—
4th Thursdays@4PM
- FRIENDS of WCL—
3rd Thursdays@6PM
- Play & Learn starting Fridays in October
- Library After Dark w/ LOCAL authors:
Sept. 10 Marianne Worth Rudd
Oct. 15 Ann Ornie
Nov. 12 TBD
Dec. 10 Jo Pomeroy-

- New library sign installation turned over to Spruce Up Warrenton for assistance with permitting and erecting
- Back room of library has drywall in process by the city contracted maintenance service, who started to assist with fixing the wall after the hood came down from the back room as it was covered with glue and grease. (see image 1 page 3) The maintenance service removed the section of the wall that was damaged and replaced it with new drywall. Please see image 2 on page 3. Items required for completion of Library backroom project: finish drywall & patch holes, paint, install baseboards/trim, install door, mount TV, attach book sale shelving (3) to wall in corner by back door, attach storage shelves to staffing area. We are hoping to set up the library back room as a quiet study space and meeting space for up to 10 people. We hope to also use this space for some of the youth programming and clubs as needed.
- The youth DnD club was transitioned into a gaming club – an open time at the library for teens and tweens to come with their families and play games. We tested the new club with a soft launch during Summer Reading and had strong interest and participation- many youth and patrons enjoy the idea of bringing their favorite games from home to share as well as trying out games from WCL's Library of Things collection.

Challenges/Obstacles:

- Getting assistance with library building maintenance and determining who (landlord or tenant) is required to pay for repurposing and updates. There are some safety issues that need maintenance attention.

Successes:

- Library Assistant Cass Williams recruited and trained six new volunteers this quarter.
- The library continues to offer six ongoing monthly programs for the community as well as "Drop-in" technology help Wednesdays from 12PM to 6PM.

Statistics

Community Computer users:

June= 196
 July= 182
 Aug= 193

Volunteer hours:

June= 66
 July= 63
 Aug= 91.75

StoryTime Attendees

June= 68
 July= 161
 Aug= 102

Anime Club

June= 0 (club cancelled due to illness)
 July= 5
 Aug= 0 (club cancelled due to programming conflict)

Teen Advisory Board

June= 5
 July= 3
 Aug= 3

LEGO Club

June= 29
 July= 12
 Aug= 18

Total Library users:
 June=831
 July=803
 August=780



Special Programming Attendance:

- 06/21/22—Stuffed Animal Sleepover: 21
- 06/21/22—Messy Art Day: 20
- 07/07/22—Zine Making: 6
- 07/14/22—Family Game night: 10
- 07/29/22—Fort Stevens Jr. Ranger Program: 10
- 08/03/22—Juggler: 23
- 08/18/22—Lewis & Clark Ranger visit: 9
- 08/24/22—Owl Pellet Dissection: 3

Circulation	6/1/2022-8/31/22
Transactions	
Check IN	6,384
Check OUT	7,315
Holds Processed	894
Renewal	1050
Borrowers Added	94
Items added	401

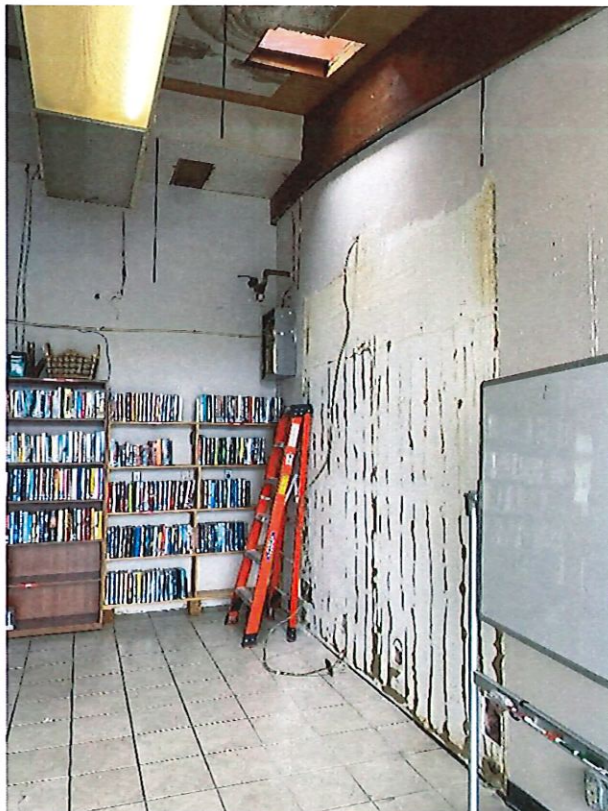


Image 1: wall after Diamond Heating removed hood.



Image 2: Library backroom as of 9/7/22 waiting for finishing touches and paint.



**WARRENTON POLICE DEPARTMENT
OFFICE MEMORANDUM**



TO: DAWNE SHAW, CITY RECORDER

FROM: MATHEW J. WORKMAN, CHIEF OF POLICE

DATE: SEPTEMBER 27, 2022

SUBJECT: OLCC LICENSE APPLICATION

CC:

I have reviewed the new application for an OLCC Liquor license for the Mini Mart (Garibaldi Bay, Inc.). I find nothing that would preclude the approval of this application by the City.



LIQUOR LICENSE APPLICATION

PRINT FORM

RESET FORM

1. Application. **Do not include** any OLCC fees with your application packet (the license fee will be collected at a later time). Application is being made for:

License Applied For:	CITY AND COUNTY USE ONLY
<input type="checkbox"/> Brewery 1 st Location	Date application received and/or date stamp: Name of City or County: Recommends this license be: <input type="checkbox"/> Granted <input type="checkbox"/> Denied By: _____ Date: _____
Brewery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Brewery-Public House (BPH) 1 st location	
BPH Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Distillery	
<input type="checkbox"/> Full On-Premises, Commercial	
<input type="checkbox"/> Full On-Premises, Caterer	
<input type="checkbox"/> Full On-Premises, Passenger Carrier	
<input type="checkbox"/> Full On-Premises, Other Public Location	
<input type="checkbox"/> Full On-Premises, For Profit Private Club	
<input type="checkbox"/> Full On-Premises, Nonprofit Private Club	
<input type="checkbox"/> Grower Sales Privilege (GSP) 1 st location	
GSP Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/>	
<input type="checkbox"/> Limited On-Premises	
<input checked="" type="checkbox"/> Off-Premises	OLCC USE ONLY
<input type="checkbox"/> Warehouse	Date application received: <u>5-16-22</u>
<input type="checkbox"/> Wholesale Malt Beverage & Wine	Date application accepted: <u>5-16-22</u>
<input type="checkbox"/> Winery 1 st Location	License Action(s):
Winery Additional location (2 nd) <input type="checkbox"/> (3 rd) <input type="checkbox"/> (4 th) <input type="checkbox"/> (5 th) <input type="checkbox"/>	C/O

2. Identify the applicant(s) applying for the license(s). **ENTITY (example: corporation or LLC) or INDIVIDUAL(S)¹** applying for the license(s):

GARIBALDI BAY INC

App #1: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #2: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #3: NAME OF ENTITY OR INDIVIDUAL APPLICANT

App #4: NAME OF ENTITY OR INDIVIDUAL APPLICANT

3. Trade Name of the Business (Name Customers Will See)		
WARRENTON MINI MART		
4. Business Address (Number and Street Address of the Location that will have the liquor license)		
58 E HARBOR DR		
City	County	Zip Code
WARRENTON	CLATSOP	97146

¹ Read the instructions on page 1 carefully. If an entity is applying for the license, list the name of the entity as an applicant. If an individual is applying as a sole proprietor (no entity), list the individual as an applicant.



LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See)

WARRENTON MINI MART

6. Does the business address currently have an OLCC liquor license? YES NO

7. Does the business address currently have an OLCC marijuana license? YES NO

8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in OAR 845-004-0065[1].)

City VANCOUVER	State WA	Zip Code 98684
9. Phone Number of the Business Location 360-450-7143	10. Email Contact for this Application and for the Business	
11. Contact Person for this Application HINDPREET SINGH		Phone Number
Contact Person's Mailing Address (if different)	City VANCOUVER	State WA
		Zip Code 98684

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.


ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

<u>GARIBALDI BAY INC</u> App. #1: (PRINT NAME)	 App #1: (SIGNATURE)	<u>05/10/2022</u> App #1: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #2: (PRINT NAME)	_____ App #2: (SIGNATURE)	_____ App #2: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #3: (PRINT NAME)	_____ App #3: (SIGNATURE)	_____ App #3: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #4: (PRINT NAME)	_____ App #4: (SIGNATURE)	_____ App #4: Signature Date	_____ Atty. Bar Information (if applicable)



Oregon Liquor Control Commission
CORPORATE QUESTIONNAIRE

PRINT FORM
RESET FORM

Corporation or Foreign Corporation Name GARIBALDI BAY INC

Trade Name of Business (Name Customers Will See) WARRENTON MINI MART

LIST OFFICERS (Please follow directions on page 1. You may include information on a separate sheet.)

Title	Name (please print)
President (if required)	GURJIT SINGH
Secretary (if required)	SUKHMANJIT SINGH
Treasurer (list only if have one)	HINDPREET SINGH
Vice president with responsibility over the operation of the business (list only if have one)	JASSI AKKAL

LIST BOARD OF DIRECTORS (Please follow directions on page 1. You may include information on a separate sheet.)

Name (please print)	Name (please print)
1. HINDPREET SINGH; 2. GURJIT SINGH	3. JASSI AKKAL; 4. SUKHMANJIT SINGH
5. RAVINDER KAUR	

LIST SHAREHOLDERS (Please follow directions on page 1. You may include information on a separate sheet.)

Name (please print)	Percentage of issued shares held
HINDPREET SINGH	16%
JASSI AKKAL	16%
GURJIT SINGH	16%
SUKHMANJIT SINGH	27%
RAVINDER KAUR	25%

SERVER EDUCATION DESIGNEE (Please follow directions on page 1)

Name (please print)	Date of Birth
HINDPREET SINGH	11/07/1969

OFFICER'S SIGNATURE (Please follow directions on page 1)

NAME of Signing Officer (please type or print) **HINDPREET SINGH**

DATE **05/10/2022**

SIGNATURE of signing officer (may electronically sign)

This box OLCC use ONLY

Only for an applicant of record: SOS Number _____ Current at the time of issuing the license (yes/no) _____

Does the entity hold, or has it ever held, an OLCC-issued liquor license? _____



LIQUOR LICENSE APPLICATION

5. Trade Name of the Business (Name Customers Will See)

WARRENTON MINI MART

6. Does the business address currently have an OLCC liquor license? YES NO

7. Does the business address currently have an OLCC marijuana license? YES NO

8. Mailing Address/PO Box, Number, Street, Rural Route (where the OLCC will send your license certificate, renewal application and other mailings as described in OAR 845-004-0065[1].)

City VANCOUVER	State WA	Zip Code 98684	
9. Phone Number of the Business Location		10. Email Contact for this Application and for the Business	
11. Contact Person for this Application HINDPREET SINGH		Phone Number	
Contact Person's Mailing Address (if different)	City VANCOUVER	State WA	Zip Code 98684

Please note that liquor license applications are public records. A copy of the application will be posted on the OLCC website for a period of several weeks.


ATTESTATION: **READ CAREFULLY AND MAKE SURE YOU UNDERSTAND BEFORE SIGNING THIS FORM**

I understand that marijuana is **prohibited** on the licensed premises. This includes marijuana use, consumption, ingestion, inhalation, samples, give-away, sale, etc. I attest that all answers on all forms and documents, and all information provided to the OLCC as a part of this application are true and complete.

I affirm that I have read OAR 845-005-0311 and all individuals (sole proprietors) or entities with an ownership interest (other than waivable ownership interest per OAR 845-005-0311[6]) are listed as license applicants in #2 above. I understand that failure to list an individual or entity who has an unwaivable ownership interest in the business may result in denial of my license or the OLCC taking action against my license in the event that an undisclosed ownership interest is discovered after license issuance.

Applicant(s) Signature

- Each individual (sole proprietor) listed as an applicant must sign the application below.
- If an applicant is an entity, such as a corporation or LLC, at least one **INDIVIDUAL who is authorized to sign for the entity** must sign the application.
- An individual with the authority to sign on behalf of the applicant (such as the applicant's attorney or an individual with power of attorney) may sign the application. If an individual other than an applicant signs the application, please provide written proof of signature authority. Attorneys signing on behalf of applicants may list the state of bar licensure and bar number in lieu of written proof of authority from an applicant. **Applicants are still responsible for all information on this form.**

<u>GARIBALDI BAY INC</u> App. #1: (PRINT NAME)	 App. #1: (SIGNATURE)	<u>05/10/2022</u> App. #1: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #2: (PRINT NAME)	_____ App. #2: (SIGNATURE)	_____ App. #2: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #3: (PRINT NAME)	_____ App. #3: (SIGNATURE)	_____ App. #3: Signature Date	_____ Atty. Bar Information (if applicable)
_____ App. #4: (PRINT NAME)	_____ App. #4: (SIGNATURE)	_____ App. #4: Signature Date	_____ Atty. Bar Information (if applicable)



OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY FORM

PRINT FORM

RESET FORM

1. Name (Print):	Singh	Gurjit	
	Last	First	Middle
2. Other names used (maiden, other):			
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN:			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p>			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>			
5. Date of Birth (DOB):			
	(mm)	(dd)	(yyyy)
6. Driver License or State ID#			7. State Washington
8. Contact Phone:			
9. E-mail Address:			
10. Mailing Address:			
	(Number and Street)	(City)	(State) (Zip Code)
11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon?			
No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.			



**OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM**

12. Do you, or any entity that you are a part of, currently hold or have you previously held a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

1. Vancouver Petroleum Group Inc.- WSLCB Beer/Wine retail sales license, Dec 2003
WSLCB Spirits retail sales license, March 2018
2. Prabhroop Inc.- WSLCB Beer/Wine retail sales license, May 2008
3. Jeev Petro Inc.- WSLCB Beer/Wine retail sales license, August 2017
4. Amaan Petro Inc.- WSLCB Beer/Wine retail sales license, March 2018
5. North West Fueling LLC- WSLCB Beer/Wine retail sales license, April 2021

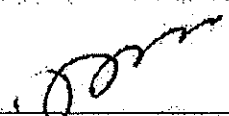
14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No Yes Please list applications below Unsure Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, **may not** sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	Singh	Last	Gurjit	First	Middle
Signature:					Date: 5/09/22

This box for OLCC use ONLY

Does the individual currently hold, or has the individual previously held, an OLCC-issued liquor license?



**OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM**

**PRINT FORM
RESET FORM**

1. Name (Print):	Singh Last	Hindpreet First	 Middle
2. Other names used (maiden, other):			
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN:			
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p>			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>			
5. Date of Birth (DOB):	 (mm)	 (dd)	 (yyyy)
6. Driver License or State ID #:			7. State Washington
8. Contact Phone:.			
9. E-mail Address: hi			
10. Mailing Address:	 (Number and Street)	 (City)	WA (State) (Zip Code)
11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.			



**OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM**

12. Do you, or any entity that you are a part of, currently hold or have you previously held a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below. Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

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WSLCB Spirits retail sales license, March 2018
2. Prabroop Inc.- WSLCB Beer/Wine retail sales license, May 2008
3. Jeev Petro Inc.- WSLCB Beer/Wine retail sales license, August 2017
4. Amaan Petro Inc.- WSLCB Beer/Wine retail sales license, March 2018
5. North West Fuelling LLC- WSLCB Beer/Wine retail sales license, April 2021

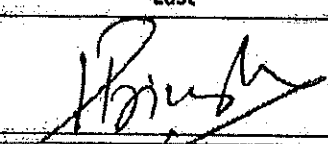
14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

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Affirmation

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Name (Print):	Singh	Last	Hindpreet	First	Middle
Signature:					Date: 5/09/22

This box for OLCC use ONLY

Does the individual currently hold, or has the individual previously held, an OLCC-issued liquor license?



**OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM**

PRINT FORM

RESET FORM

1. Name (Print):	akkal		jassi	
		Last	First	Middle
2. Other names used (maiden, other):				
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN				
<p>SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.</p> <p>Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).</p>				
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>				
5. Date of Birth (DOB):		(mm)	(dd)	(yyyy)
6. Driver License or State ID:			7. State Oregon	
8. Contact Phone:				
9. E-mail Address: ja				
10. Mailing Address:		(Number and Street)	(City)	OR (State) (Zip Code)
<p>11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon?</p> <p>No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example, you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.</p>				



OREGON LIQUOR CONTROL COMMISSION INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, currently hold or have you previously held a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No Yes Please list applications below Unsure Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, *may not* sign your form.

Affirmation:

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	akkal	Last	Jassi	First	Middle
Signature:					Date: 05-08-2022

This box for OLCC use ONLY

Does the individual currently hold, or has the individual previously held, an OLCC-issued liquor license?



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

PRINT FORM

RESET FORM

1. Name (Print):	Kaur	Ravinder	
	Last	First	Middle
2. Other names used (maiden, other):			
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN:			
SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below. Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your voluntary consent to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a)).			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>			
5. Date of Birth (DOB):			
	(mm)	(dd)	(yyyy)
6. Driver License or State ID #:	7. State Washington		
8. Contact Phone: 3			
9. E-mail Address: 1			
10. Mailing Address:			
	(Number and Street)	(City)	(State) (Zip Code)
11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below). Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.			



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, currently hold or have you previously held a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No Yes Please list licenses (and year(s) licensed) below Unsure Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No Yes Please list applications below Unsure Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, *may not* sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	Kaur	Lact	Ravinder	First	Middle
Signature:					Date: 5-09-22

This box for OLCC use ONLY

_____ Does the individual currently hold, or has the individual previously held, an OLCC-issued liquor license?



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

PRINT FORM

RESET FORM

1. Name (Print):	Singh	Sukhmanjit	
	Last	First	Middle
2. Other names used (maiden, other):			
3. Do you have a Social Security Number (SSN) issued by the United States Social Security Administration? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, you must list your SSN:			
SOCIAL SECURITY NUMBER DISCLOSURE: As part of your application for an initial or renewal license, Federal and State laws require you to provide your Social Security Number (SSN) to the Oregon Liquor Control Commission (OLCC) for child support enforcement purposes (42 USC § 666(a)(13) & ORS 25.785). If you are an applicant or licensee and fail to provide your SSN, the OLCC may refuse to process your application. Your SSN will be used only for child support enforcement purposes unless you indicate below.			
Based on our authority under ORS 471.311 and OAR 845-005-0312(6), we are requesting your <u>voluntary consent</u> to use your SSN for the following administrative purposes only: to match your license application to your Alcohol Server Education records (where applicable), and to ensure your identity for criminal records checks. OLCC will not deny you any rights, benefits or privileges otherwise provided by law if you do not consent to use of your SSN for these administrative purposes (5 USC § 552(a).			
4. Do you consent to the OLCC's use of my SSN as described above? Check this box: <input checked="" type="checkbox"/>			
5. Date of Birth (DOB):			
	(mm)	(dd)	(yyyy)
6. Driver License or State ID #:		7. State Washington	
8. Contact Phone: 3			
9. E-mail Address: s			
10. Mailing Address:		WA	
	(Number and Street)	(City)	(State) (Zip Code)
11. In the past 10 years, have you been convicted of a felony or a misdemeanor in a U.S. state outside of Oregon? No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> (If yes, explain in the space provided, below) Unsure <input type="checkbox"/> Choose this option and provide an explanation if, for example: you were arrested or went to court, but are unsure of whether there was a conviction; you paid a fine or served probation or parole, but are unsure of whether there was a conviction; or if you know you had a conviction, but you are unsure of whether the conviction has been removed from your record, etc.			



OREGON LIQUOR CONTROL COMMISSION
INDIVIDUAL HISTORY FORM

12. Do you, or any entity that you are a part of, currently hold or have you previously held a recreational marijuana license in Oregon? (Note: marijuana worker permits are not marijuana licenses.)

No Yes Please list licenses (and year(s) licensed) below: Unsure Please include an explanation:

13. Do you, or any entity that you are a part of, hold an alcohol license in a U.S. state outside of Oregon?

No Yes Please list licenses (and year(s) licensed) below: Unsure Please include an explanation:

14. Do you or any entity that you are a part of, have any other liquor license applications pending with the OLCC?

No Yes Please list applications below: Unsure Please include an explanation:

You must sign your own form (electronic signature acceptable). Another individual, such as your attorney or an individual with power of attorney, *may not* sign your form.

Affirmation

Even if I receive assistance in completing this form, I affirm by my signature below, that my answers on this form are true and complete. I understand the OLCC will use the above information to check my records, including but not limited to my criminal history. I understand that if my answers are not true and complete, the OLCC may deny my license application.

Name (Print):	Singh	Last	Sukhmanjit	First		Middle
Signature:					Date:	5/09/22

This box for OLCC use ONLY

Does the individual currently hold, or has the individual previously held, an OLCC- issued liquor license?



OREGON LIQUOR CONTROL COMMISSION
BUSINESS INFORMATION

Please Print or Type

Applicant Name: GARIBALDI BAY INC Phone: 360-450-7143

Trade Name (dba): WARRENTON MINI MART

Business Location Address: 58 E HARBOR DR

City: WARRENTON ZIP Code: 97146

DAYS AND HOURS OF OPERATION

Business Hours:

Sunday 12 am to 11:59 pm
Monday 12 am to 11:59 pm
Tuesday 12 am to 11:59 pm
Wednesday 12 am to 11:59 pm
Thursday 12 am to 11:59 pm
Friday 12 am to 11:59 pm
Saturday 12 am to 11:59 pm

Outdoor Area Hours:

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

The outdoor area is used for:

- Food service Hours: to
Alcohol service Hours: to
Enclosed, how

The exterior area is adequately viewed and/or supervised by Service Permittees. (Investigator's Initials)

Seasonal Variations: Yes No If yes, explain:

ENTERTAINMENT

Check all that apply:

- Live Music Karaoke
Recorded Music Coin-operated Games
DJ Music Video Lottery Machines
Dancing Social Gaming
Nude Entertainers Pool Tables
Other:

DAYS & HOURS OF LIVE OR DJ MUSIC

Sunday to
Monday to
Tuesday to
Wednesday to
Thursday to
Friday to
Saturday to

SEATING COUNT

Restaurant: Outdoor:
Lounge: Other (explain):
Banquet: Total Seating: 0

OLCC USE ONLY
Investigator Verified Seating: (Y) (N)
Investigator Initials:
Date:


I understand if my answers are not true and complete, the OLCC may deny my license application.

Applicant Signature: [Signature] Date: 05/10/2022



AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Jay Blake, Planning Director 

DATE: October 13, 2022

SUBJ: Type IV Public Hearing: Ordinance 1258 Implementing Economic Opportunity Analysis (EOA) via Comprehensive Plan Amendment and Related Development Code Amendments

SUMMARY

In 2021, the City of Warrenton completed an economic analysis that addressed changes to the local business, employment, and economic situation. In July of 2022, the City Commission reviewed the findings and a draft code amendment that reflected some of the recommendations in the report. However, the Oregon Department of Land Conservation and Development did not receive the required notification of the proposed Comprehensive Plan and Code changes. The item was referred back to the Planning Commission which, after proper notification, conducted a public hearing on September 9, 2022.

The Planning Commission conducted the hearing, where no additional public testimony was received. After spirited debate, the Commission unanimously recommended approval of the attached Comprehensive Plan Goal 9 amendments and the Warrenton Municipal Code amendments.

Here are several highlights of the code changes:

Mixed Use in Downtown C-1 Zone

In the C-MU zone, WMC allows Mixed or Multiple Uses on the same lot without conditions of where the residential use must be located. In the C-1 zone (downtown) we allow "Commercial uses with a second-floor residential use(s) [apartment(s)] or on same lot with existing single-family detached built prior to April 2, 1997."

While this seems like a very specific reaction to a situation, the language is confusing. The "or on the same lot with existing residential use..." appears to be missing some language. Secondly, the typical intent of these types of statements is to allow mixed (both commercial and residential) uses. In our downtown area, this historically would include a business on the first floor and a residence on the top floor(s). The underlying goal is to increase housing options in and around our core commercial area. This should be clarified in this code amendment.

Staff would encourage the following option:

Commercial uses with a ~~second-floor~~ residential use(s) [apartment(s)] located either above or behind the commercial use so that the commercial use is the predominate use on the property. ~~or on same lot with existing single-family detached built prior to April 2, 1997.~~

The Planning Commission agreed with this and included this change in the code.

Temporary Food Carts

Staff identified an issue related to food carts that should be addressed in a code update regulating food carts. First, the terms "food cart", "food pod", and "temporary food vendor" should be clearly defined by the code. Second, an issue related to mobile or self-contained food carts should be addressed. These are carts that are routinely set-up and taken down after shorter periods of time and that does not require a connection to city sewer or water services.

The Planning Department completed research on what other Oregon cities have done to manage this issue. Some communities including the City of Cascade Locks use Oregon Revised Statutes language to regulate them. They require a

business license and then a food vendor license to address several very specific concerns with the mobile operations.

Staff incorporated a draft permitting requirement for mobile food carts that has been added to the draft Code amendment.

Staff also added definitions for Cottage Industry, Food Cart, Food Pods, Temporary Food Vendor for clarity in administration of the regulations.

The Planning Commission agreed with this modification.

Mini-Storage Buildings Clerical Error

Ordinance 1220, adopted in 2020 amended the code to increase development design standards for mini storage buildings. The ordinance incorrectly identified other sections of the design standards as Section 16.131. It should have been Section 16.116. These clerical errors are being corrected by this ordinance.

Community Colleges in Industrial Zones

Staff initially supported removing community colleges from the Industrial zones. During our debate, we agreed that certain programs that are offered at Community and Technical Colleges could have a place in an industrial area, including auto/diesel repairs, welding, etc. The Commission agreed to allow these uses as a conditional use in the I-1 zone.

Staff Recommends that the City Commission approve The Goal 9 Comprehensive Plan Amendments and Ordinance 1258 implementing recommendations from the Plan Amendment.

RECOMMENDATION/SUGGESTED MOTION

"I move to approve Ordinance 1258 Amending the Warrenton Comprehensive Plan Goal 9 Economic Development and Amending the Warrenton Municipal Code relating to commercial and industrial uses as a first reading. The second reading shall be completed on October 25, 2022. The motion is based on public input

during the Plan Amendment process, the public hearing, and discussion from the Planning Commission."

ALTERNATIVE

- 1) The Warrenton City Commission may modify the draft ordinance to reflect any changes deemed necessary.
- 2) The Warrenton City Commission can table the item for further clarification or modification.
- 3) Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by City Manager: _____



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

Ordinance 1258
Introduced by All Commissioners

**AN ORDINANCE AMENDING ARTICLE 9 OF THE COMPREHENSIVE PLAN,
ADOPTING THE ECONOMIC OPPORTUNITIES ANALYSIS AND AMENDING
WARRENTON MUNICIPAL CODE CHAPTER 16.40, 16.44, and 16.60**

WHEREAS, the City of Warrenton received generous support from the Department of Land Conservation & Development to update Goal 9: Economic Development of the Comprehensive Plan in 2020, which needs to be updated periodically to reflect changing economic conditions in the community; and

WHEREAS, the City of Warrenton supports traded sector industries and small businesses while creating local economic development opportunities through sound policies, supportive regulations, quality infrastructure, and focused public private partnerships; and

WHEREAS, the City of Warrenton completed a required Economic Opportunities Analysis in September 2021, held multiple public meetings, open to public comment, to shape economic development policies and strategies; and

WHEREAS, the Planning Commission held a public hearing on April 14, 2022 and recommended it for consideration by the City Commission on May 12, 2022.

NOW, THEREFORE, the City of Warrenton ordains as follows: (Key: new remove)

Section 1. Article 9 of the Comprehensive Plan shall include the Economic Opportunities Analysis by reference and the policies shall be revised with the following:

ARTICLE 9 ECONOMY ~~(2007 Buildable Lands Inventory does not apply to a developer/property owner's right to development. The Zoning and Wetland Maps apply to ability to develop.)~~

SECTION 9.100 FINDINGS

Statewide Planning Goal 9 is intended to identify existing and emerging economic opportunities within the Warrenton Urban Growth Boundary (UGB). This work includes a buildable lands inventory and an Economic Opportunities Analysis consistent with the rules and requirements of Oregon Land Use Planning Goal 9 (Economy), OAR 660-009-0015, and the "Industrial and Other Employment Lands Analysis Guidebook." A goal is to establish a clear economic development direction for Warrenton that is consistent with local, regional, and state market trends and planning policies. To this end, the City was awarded a grant from the Department of Land Conservation & Development in 2020 to update its Comprehensive Plan Economic Element. The Economic Opportunities Analysis was completed in 2021 hereby referenced. The EOA verified the City has an adequate supply of commercial and industrial lands. It also provided an opportunity for policymakers and stakeholders to review economic development policies, strategies, and potential implementation measures to support a more diverse economic future that is resilient to global market fluctuations.

The following steps have been taken to ensure that the City of Warrenton meets these objectives:

- Identify employment opportunities and trends for the next 20 years.
- Ensure an adequate supply of land within the City's urban growth boundary (UGB) to meet 20-year employment needs.
- Identify long-term (20-year) land needs for additional employment, considering the following factors:
 - Projected 20-year employment forecasts, considering population projections, current mix of employment, projected future industry trends and other factors.
 - Factors that determine land needs for specific types of employment uses.
 - Locational factors related to different types of businesses and employment areas.
 - Identify amount of land in each zoning designation needed to accommodate projected employment.
- Conduct an inventory of "buildable" land within the City's UGB that is zoned to allow for employment development.
- Compare the supply of land in different employment zones to the estimated need for employment in each zone to ensure that there is enough land within the City's UGB and that it is zoned appropriately to meet long term employment needs.

SECTION 9.200 GOAL

- (1) Retain, strengthen and expand the City's economic development activities to ensure that adequate land, capital, infrastructure, and services are available to meet the needs for jobs and industry.
- (2) Promote cooperative economic development partnerships.
- (3) Strengthen and enhance a strong commercial core **in the traditional downtown, Hammond, as well as the commercial corridor along Highway 101.**

SECTION 9.300 POLICIES

Section 9.310 City Economy

- (1) Ensure sufficient land is zoned for business development, expanding public facilities and services, carrying out various economic growth projects, obtaining adequate funding for activities to achieve economic gains, and undertaking other appropriate economic development actions.
- (2) Encourage and support local industrial development in order to diversify beyond the City's three predominant industrial sectors (wood processing, seafood processing, and commercial fishing), while maintaining strong support for these sectors. **These traded sectors could include metal fabrication, fermentation, and small-scale consumer product manufacturing.**

- (3) Work closely with individuals and organizations to increase desired industrial, general commercial and tourist commercial activities in Warrenton. Tourist-oriented establishments shall be encouraged to locate in Warrenton **and Hammond to support a thriving and healthy downtown core.**
- (4) Encourage present employers to expand their operations and aid them in doing what is necessary to maintain an economic base for employment within the City.
- (5) Work with the local business community and community partners to strengthen the downtown commercial area as an important tourist and commercial center.
- (6) Maintain an adequate supply of vacant commercial, industrial and waterfront development property to provide for the economic growth of the community.
- (7) Work with the ~~Clatsop county Economic Development Council~~ **economic development organizations, such as Clatsop Economic Development Resources (CEDR)** and other related non-profits and agencies and to strengthen Warrenton's economy.
- (8) Encourage residents, businesses and civic organizations to shop locally.
- (9) Encourage successful home-based businesses **through sensible regulations that protect neighborhoods while encouraging cottage industries.**
- ~~(10) — Institute a business license requirement for individuals and companies conducting business in Warrenton.~~
- (11) Ensure public facilities and services are available to serve existing and prospective new businesses.
- (12) Work with the Port of Astoria, community groups, and local businesses to identify and implement effective economic development strategies **to support the airport business park and other Port owned property.**
- (13) Maintain and enhance all public infrastructure to create a pleasant and convenient business environment (from signage and pocket parks to sidewalks and parking lots).
- (14) Concentrate/encourage small business and infill development in the core and not on the edges of the community.
- (15) Ensure zoning allows for higher density, mixed-use development in the commercial core.
- (16) **Continue to** protect the remaining historic resources such as downtown buildings

to maintain local character and attract visitors.

~~(17) Support the development and maintenance of a property inventory.~~

Section 9.320 Strategies

- (1) Sufficient space shall be zoned for business growth and development activities and, to the extent practical, the capacity of streets and public facilities and services will be expanded to meet their needs. Expansion of water and sewer system capacity and the efficient use of the present capacity will be particularly critical for some establishments, such as fish processing firms.
- (2) The City will encourage the development of the area between East Harbor Drive, Marlin Avenue and US Highway 101 as a regional shopping center complex.
- (3) Undertake activities to provide, protect, and enhance scenic and recreational attractions in the area. The City Commission will choose a committee or organization to help evaluate, initiate and carry out appropriate tourist-oriented projects.
- (4) A group will be appointed by the City Commission to assist in selecting economic development projects for the COL-PAC sponsored federal Economic Development Administration (EDA) funding list. It should also investigate other potential sources of non-local funds for these projects.
- (5) Fees from business licenses and/or transient lodging taxes should be used primarily to benefit the local economy, including helping to pay for tourist-oriented projects **and support implementation of an economic development strategy.**
- (6) The City will cooperate with the Port of Astoria to improve road access, utility service levels and other infrastructure to help develop the airport industrial park **and maintain a viable and competitive master plan.**
- (7) ~~The City supports efforts by Clatsop County to develop a new county fairgrounds site and light industrial park at the Alumax property in the UGB.~~ **The City will support a collaborative effort by Clatsop County to master plan and develop a new light industrial park on County owned land. Any strategy developed by the County should be aligned with City economic development policies and strategies.**
- (8) Prepare and keep updated a current inventory of available buildings and land with complete data, including price, features, utilities, infrastructure, maps, photos or contact information. If selected properties are known to soon be vacant, include those in the review.
- (9) Determine which properties are ready for occupancy and which need renovation or complete site prep and development. Evaluate the condition, property owner tenure, price competitiveness and other factors to assess true market readiness.

(10) Select and target the top five properties for tenants and property improvements. Work with property owners on an action plan for improvement and/or to sell the property. Identify incentives for ~~rapid change~~ **new private investment using available urban renewal tools and financing.**

(11) The City will work through ~~CEEDC~~ **CEDR** to achieve many **regional** economic objectives beneficial to the City and County as a whole, such as:

- (a) Increasing the emphasis on production of lumber and **value added** wood products in the County instead of log exports;
- (b) Expanding ~~CEEDC and other~~ fish hatchery, **research and development, and habitat restoration programs** in the Columbia River Estuary area;
- (c) Relieving the shortage of moorage spaces, particularly moorages for commercial fishing boats;
- (d) Improving the understanding of, and commitment to, the sustained yield concept, a concept which, when applied, means that resources (forestry, fishing or others) will not be overused for short-term gains;
- (e) Increasing the number of tourists that visit Clatsop County during the off-season, including development of motels and tourist-oriented shopping facilities;
- (f) Provide and support more training opportunities for people who want to learn skills needed for local economic activities, **including Warrenton High School's Career Technical Education program;** and
- (g) Expanding existing business operations and encouraging other firms to locate in the area.

(12) Enhance urban design of the downtown core, while still recognizing the city's historic character through the provision of street furnishings, planters, way-finding and directional signage, paving and other features.

(13) Continue a strong partnership with Spruce Up Warrenton to revitalize the downtown and attract more private investment and visitors.

(14) Develop an economic development strategy with a five year action plan based on the results of the EOA and to grow and expand specific traded sector industries.

(15) In general, the City will strive to support traded sector industries (export-based economy) that facilitate skill advancement and career ladder opportunities for local youth and residents as well as circulate resources back to the local community through supply chain opportunities.

(16) The City will strive to add a feasible conference center at the Hammond Marina to support tourism related investments and additional visitors to the Hammond neighborhood.

(17) The City will explore innovative strategies for wetland mitigation and enhancement to support economic development activities while protecting critical Goal 5 resources.

Section 2. The Warrenton Municipal Code shall be revised with the following:

Underline/Bold – New Language

~~Strikethrough~~ – Deleted Language

16.12.010 Definitions

Cottage Manufacturing - a small-scale, decentralized manufacturing business often operated out of a home rather than a purpose-built facility.

Food Cart – a vehicle from which food stuffs and/or refreshments are sold or offered for sale for human consumption, primarily operating from a single location for more than a month;

Food Pod - a site containing two or more food carts and associated amenities on private or public property.

Temporary Food Vendor - Temporary Restaurant, Seasonal Temporary Restaurant, Single Event Temporary Restaurant, or Mobile Unit as regulated by WMC. 16.240.010.D

Chapter 16.40 GENERAL COMMERCIAL (C-1) DISTRICT

16.40.010 Purpose.

The purpose of the General Commercial Zone is to allow a broad range of commercial uses providing products and services in the Warrenton downtown area, the Hammond business district and marina, and along the Highway 101 corridor.

16.40.020 Permitted Uses.

The following uses and their accessory uses are permitted in the C-1 zone if the uses conform to the standards in Sections 16.40.040 through 16.40.060, Chapters 16.124, 16.212 and other applicable Development Code standards, and other City laws:

- A. Only the following uses and their accessory uses are permitted along Highway 101, SE Marlin, SE Ensign Drive, SE Discovery Lane, and SE Dolphin Avenues and shall comply with the above noted sections as well as Chapter 16.132:
 1. Personal and business service establishments such as barber or beauty shop, clothes cleaning, funeral home and pet grooming.
 2. Professional, financial, business and medical offices.
 3. Retail business establishments.

4. Amusement enterprises such as theater or bowling alley.
5. Technical, professional, vocational and business schools.
6. Membership organizations such as unions, lodge hall, club or fraternal buildings.
7. Eating and drinking establishment.
8. Hotel, motel or other tourist accommodation, including bed and breakfast.
9. Automobile sales, and/or service and parts establishment.
10. Boat and marine equipment sales, service or repair facilities.
11. Building material sales yard.
12. Government buildings and uses.
13. Transportation facilities and improvements subject to the standards of Section 16.20.040.
14. Dredge material disposal (DMD) subject to Section 16.40.050 (site 27S located within this area zoned C-1) and Chapter 16.104.
15. Community garden(s) (see definitions).
16. Hospital, medical offices, sanitarium, rest home, nursing or convalescent home.
17. Congregate care or assisted living facility.
18. Public utilities, including pipelines, cables, and utility crossings but not structures.
19. Commercial uses with second floor residential use(s) [apartment(s)] or on the same lot with existing single family detached built prior to April 2, 1997.
20. Homestay lodging subject to the standards in Chapter 8.24.
21. Vacation rental dwelling subject to the safety regulations in Section 8.24.030.
22. Similar uses as those stated above.

B. For all other C-1 zoned areas within the City limits of Warrenton, the following uses and their accessory uses are permitted and shall comply with the above noted sections:

1. Personal and business service establishments such as barber or beauty shop, clothes cleaning, ~~or~~ funeral home, **or pet grooming.**
2. Professional, financial, business and medical offices.
3. Retail business establishments.
4. Amusement enterprises such as theater or bowling alley.
5. Technical, professional, vocational and business schools.
6. Membership organizations such as unions, lodge hall, club or fraternal buildings.
7. Eating and drinking establishment, **including food carts and food pods.**
8. Hotel, motel or other tourist accommodation, including bed and breakfast.
9. Automobile sales, service or repair establishment.
10. Boat and marine equipment sales, service or repair facilities.

11. Building material sales yard.
12. Residential home.
13. Residential (care) facility.
14. Home occupations (must comply with paragraph 19 of this subsection).
15. Child care center.
16. Government buildings and uses.
17. Public utilities, including structures, pipelines, cables, and utility crossings.
18. Hospital, medical offices, sanitarium, rest home, nursing or convalescent home.
19. Congregate care or assisted living facility.
20. Single-family residences existing prior to April 2, 1997 may be repaired, remodeled, expanded, or replaced if damaged.
21. Transportation facilities and improvements subject to the standards of Section 16.20.040.
22. Community garden(s) (see definitions).
23. Commercial uses with second floor residential use(s) [apartment(s)] or on the same lot with existing single-family detached built prior to April 2, 1997.
24. Homestay lodging subject to the standards in Chapter 8.24.
25. Vacation rental dwelling subject to the safety regulations in Section 8.24.030.
26. Similar uses as those stated in this section. (Ord. 1248 § 2, 2021; Ord. 1234 § 1, 2020; Ord. 1196-A § 1, 2015; Ord. 1186-A § 1, 2014; Ord. 1177-A § 2, 2013)

16.40.030 Conditional Uses.

The following uses and their accessory use may be permitted in the C-1 zone when approved under Chapter 16.220 and shall comply with Sections 16.40.040 through 16.40.060 and Chapters 16.124 (Landscaping) and 16.212 (Site Design Review):

- A. Only the following uses and their accessory uses are permitted along Highway 101, SE Marlin and SW Dolphin Avenues, and shall comply with the above noted sections and Chapter 16.132:
 1. Cabinet, carpenter, woodworking or sheet metal shops.
 2. Processing uses such as bottling plants, bakeries and commercial laundries.
 3. Research and development establishments, **laboratories, and similar facilities.**
 4. Wholesale storage and distribution facilities, including cold storage.
 5. RV Park.
 6. New drive-through/drive-up facility or substantially improved as defined by 25% of assessed value.
 7. Medical marijuana dispensaries and recreational marijuana retail outlets licensed by the State of Oregon and subject to Section 16.40.060(I).

8. Similar uses as those stated in this section.
- B. The following uses and their accessory uses are permitted in all other C-1 zoned areas within the City limits of Warrenton:
 1. Cabinet, carpenter, woodworking or sheet metal shops.
 2. Building contractor shops, including plumbing, electrical and HVAC.
 3. Fuel oil distributor.
 4. Processing uses such as bottling plants, bakeries, **coffee roasters**, and commercial laundries.
 5. Research and development establishments, **laboratories, and similar uses**.
 6. Wholesale storage and distribution facilities, including cold storage.
 7. Veterinary clinic, kennels.
 8. Tool and equipment rental.
 9. Mini-warehouses or similar storage uses, subject to the requirements in Section 16.116.030(G).
 10. Church, synagogue, or other place of worship.
 - ~~11. Commercial uses with 2nd floor residential use(s) [apartment(s)].~~
 12. RV Park.
 13. Multifamily housing development subject to the development and other applicable standards of Chapter 16.36, Section 16.124.070 generally and Section 16.124.070(C)(1) specifically, and Chapter 16.188.
 14. **Cottage manufacturing that occurs in tenant spaces or structures that are less than 2,000 SF.**
 15. **Fermentation enterprises, such as breweries and distillers, may also include a taproom as an accessory use.**
 16. Similar uses to those listed in this section. (Ord. 1242 § 1, 2020; Ord. 1225 § 3, 2019; Ord. 1211-A § 1, 2017)

16.040.050 Design Standards

F. The following standards shall be met by all food cart placements in the C-1 Zoning District

1. **Prior to operation, the owner shall obtain a city business license and complete the required food cart application**
2. **The placement and operation of the cart shall meet the operational requirements found in Section 16.240.010.D**

Chapter 16.44 COMMERCIAL MIXED USE (C-MU) DISTRICT

16.44.010 Purpose and Applicability.

- A. **Purpose.** A City goal is to strengthen certain established residential areas having frontage on state highways as transition areas between commercial centers and outlying

residential areas. The district is intended to support this goal through elements of design and appropriate mixed-use development. Mixed-use development features design standards that allow residential and commercial uses to occur simultaneously on the same lot. This chapter provides standards for the orderly improvement of mixed-use commercial areas based on the following policies:

1. Use land and urban services efficiently;
2. Support a mixture of land uses to encourage walking as an alternative to driving, and provide more employment and housing options; and
3. Allow certain commercial uses amongst existing residential uses that are compatible with, and add interest to, the established residential character of the area.

B. The Commercial Mixed-Use District applies to the following area: those properties bounded by 4th and 9th Streets along S. Main Avenue (Fort Stevens Highway/State Highway 104) extending west to, and including, the easterly half of the old railroad right-of-way and extending east to the Skipanon River's A-2 (Aquatic Conservation) Zoning District.

16.44.020 Permitted Uses.

The following uses and their accessory uses are permitted in the C-MU district if the Community Development Director determines that the uses conform to the standards in Sections 16.44.040 and 16.44.050, applicable Development Code standards, and other City laws. All new sewer and water connections for a proposed development shall comply with all City regulations:

A. Residential.

1. Single-family detached dwelling with covered parking in accordance with Chapter 16.180 on lots not having direct frontage on, or taking direct access from, a State highway.
2. Duplex, townhome, triplex, multifamily and rowhouse with garage (attached or detached) in accordance with Chapter 16.180 and subject to standards of Chapter 16.184.
3. Daycare center.
4. Home occupation, shall comply with Section 16.44.020(A)(5).
5. Single-family residences existing prior to April 2, 1997 may be repaired, remodeled, expanded, or replaced if damaged so long as building permits are obtained within 12 months of the date of discontinuance.
6. Homestay lodging subject to the standards in Chapter 8.24.
7. **Accessory dwelling subject to standards of Section 16.180.040.**
8. Similar uses as those listed in this section.

B. Public and Institutional.

1. Church, synagogue, or other place of worship.
2. Clubs, lodges, similar uses.
3. Government buildings and uses.
4. Libraries, museums, community centers, and similar uses.
5. Public parking lots and garages, subject to design standards in Chapter 16.128.

6. Public utilities, including structures, pipelines, cables, and utility crossings.
 7. Transportation facilities and improvements subject to the standards of Section 16.20.040.
 8. Community garden(s) (see definitions) **and public parks.**
 9. Similar uses as those listed in this section.
- C. **Commercial.**
1. Personal and business service establishments such as a barber or beauty shop, clothes cleaning or a funeral home.
 2. Professional, financial, business and medical offices. Drive-through facilities are not permitted within the C-MU district.
 3. Retail business establishments and processing uses (e.g., bakery) of goods sold on site.
 4. Amusement enterprises such as a theater or bowling alley.
 5. Technical, professional, vocational and business schools.
 6. Eating and drinking establishments. Drive-through facilities are not permitted within the C-MU district.
 7. Hotel, motel or other tourist accommodation, including bed and breakfast.
 8. **Multiple (or mixed) uses on the same or adjoining lot or parcel.**
 9. Similar uses as those listed in this section. (Ord. 1248 § 2, 2021; Ord. 1186-A § 2, 2014)

16.44.030 Conditional Uses.

The uses listed under Section 16.44.020 and their accessory uses may be permitted in the C-MU district when approved under Chapter 16.220, Conditional Use Permits:

- A. Cabinet, carpenter, woodworking or sheet metal shops, fully enclosed in a building.
- B. Building contractor shops, including plumbing, electrical and HVAC.
- C. **Cottage manufacturing that occurs in tenant spaces or structures that are less than 2,000 SF.**
- D. Research and development establishments, **laboratories, and similar facilities.**
- E. ~~Drive-through/drive-up facility.~~
- F. Accessory dwelling subject to standards of Section 16.180.040.
- G. Vacation rental dwelling subject to the safety regulations in Section 8.24.030.
- H. Fermentation enterprises, such as breweries and distillers, may also have a Taproom as an accessory use.**
- I. Food carts and pods.**
- J. Similar uses as those listed in this section. (Ord. 1248 § 2, 2021; Ord. 1225 § 4, 2019)

16.044.050 Other Applicable Standards

I. The following standards shall be met by all food cart placements in the C-1 Zoning District

1. Prior to operation, the owner shall obtain a city business license and complete the required food cart application
2. The placement and operation of the cart shall meet the operational requirements found in Section 16.240.010.D

Chapter 16.60 GENERAL INDUSTRIAL (I-1) DISTRICT

16.60.010 Purpose.

The purpose of the General Industrial Zone is to provide sites for employment related industries such as light, heavy, and airport-related industrial activities in the City of Warrenton. These areas are suitable for uses involving manufacturing, fabrication, processing, transshipment and bulk storage. General Industrial areas are near or adjacent to arterial transportation corridors.

16.60.020 Permitted Uses.

The following uses and activities and their accessory uses and activities are permitted in the I-1 zone if the Community Development Director determines that the uses conform to the standards of Section 16.60.040, applicable Development Code standards, and other City regulations:

- A. Production, processing, assembling, packaging or treatment of such products as food and beverage products, pharmaceutical, hardware and machine products. Retail of products made on site is permitted as an accessory use.
- B. Production, processing, assembling, packaging or treatment of articles and products from previously-prepared or semi-finished materials, such as paper, wood, rubber, plastics, fibers and sheet metal.
- C. Research and development laboratories and similar uses.
- D. Printing facilities.
- E. Public utility facilities such as power stations, sewage and water treatment plants.
- F. Storage and distribution services and facilities (i.e., truck terminals, warehouses and storage buildings and yards, contractor's establishments, lumber yards and sales) or similar uses.
- G. Vehicle repair (welding, painting and service, and parts facilities).
- H. Airport support structures: hangars, weather stations, fuel terminals and storage buildings, etc.
- I. ~~Mini-warehouses or similar storage uses.~~
- J. Contractor shop or equipment storage yard for storage and rental of equipment commonly used by a contractor.
- K. Cabinet, carpenter, woodworking, metal fabrication shops or similar establishments.
- L. Professional, financial, medical, or business offices.
- M. Public utilities, including structures, pipelines, cables, and utility crossings.
- N. ~~Government buildings and uses.~~
- O. Passive restoration.

- P. Government buildings and uses.
- Q. Transportation facilities and improvements subject to the standards of Section 16.20.040.
- R. Dredge material disposal (DMD) subject to Section 16.60.040 (site 20S), and Chapter 16.104.
- S. Community garden(s) (see definitions).
- T. Food and/or beverage trucks or carts.
- U. Similar uses to those listed in this section. (Ord. 1605-A § 1, 2016; Ord. 1196-A § 3, 2015; Ord. 1186-A § 5, 2014)

16.60.030 Conditional Uses.

The following uses and activities and their accessory uses and activities may be permitted in the I-1 zone when approved under Chapter 16.220, and subject to the provisions in Section 16.60.040, Development Standards:

- A. Heavy fabrication of finished or semi-finished products from raw materials.
- B. Airport runway extensions or relocations.
- C. One caretaker unit for each primary industrial use on a lot or parcel subject to the following conditions:
 1. The unit shall be served with public water and sanitary sewerage disposal, in conformance with City engineering and public works requirements.
 2. The unit shall meet all applicable fire, safety, and building code requirements.
 3. The unit shall be located no closer than 10 feet to any property line.
- D. **New community or technical college or similar campus type facilities subject to institutional master plan standards in Section 16.224.**
- E. **Mini warehouse or similar storage facilities.**
- F. Recreational marijuana production, recreational marijuana processing, or recreational marijuana wholesale activities, subject to Section 16.60.040(N).
- G. Similar uses as those listed in this section.

16.116.030 Architectural and Site Design Standards.

G. Storage Unit Facilities. Where allowed, storage unit facilities shall be subject to the following design, siting, and location standards:

1. Setbacks. New storage unit facilities shall be constructed no closer than 100 feet from the East Harbor Drive right-of-way line. This setback area shall be used for landscaping, open space, public or private amenities, off-street parking, other businesses allowed in the zone; or a combination thereof.
2. Design Standards. New storage unit facilities shall be subject to the following design standards:

- a. Building material requirements in Section 16.134. ~~116.~~030(C)(3);
- b. Building color standards in Section 16.134. ~~116.~~030(C)(5);
- c. Mechanical equipment, outdoor storage and service area standards in Section 16.134 ~~116.~~030(C)(6);
- d. Building mass requirements in Section 16.134 ~~116.~~030(C)(7);
- e. Outdoor lighting standards in Section 16.134 ~~116.~~030(E); and
- f. Other applicable design requirements of this section.

16.240.010 Temporary Use Permits.

Temporary uses are characterized by their short term or seasonal nature and by the fact that permanent improvements are not made to the site. Temporary uses include, but are not limited to: construction trailers, leasing offices, temporary carnivals and fairs, parking lot sales, retail warehouse sales, and seasonal sales such as Christmas tree sales and vegetable stands, and temporary food vendors. ~~Three-~~ **Four** types of temporary uses require permit approval (see subsections A, B, and C, and D of this section):

D. Temporary Food Vendors (Food Carts)

1. Definitions. Temporary Food Vendor. A person or persons, including a business entity, who operates an Intermittent Temporary Restaurant, Seasonal Temporary Restaurant, Single Event Temporary Restaurant, or Mobile Unit as defined below:

a) Intermittent Temporary Restaurant. An establishment that operates temporarily at a specific location in connection with multiple public gatherings, entertainment events, food product promotions or other events, at least two of which are arranged for by different oversight organizations; and where food is prepared or served for consumption by the public.

b) Seasonal Temporary Restaurant. An establishment that operates at a specific location in connection with multiple public gatherings, entertainment events, food product promotions or other events that are arranged for by the same oversight organization; and where food is prepared or served for consumption by the public.

c) Single Event Temporary Restaurant. An establishment that operates in connection with a single public gathering, entertainment event, food product promotion or other event; and where food is prepared or served for consumption by the public.

d) Mobile Unit. Any vehicle on which food is prepared, processed or converted or which is used in selling and dispensing food to the ultimate consumer.

2) Registration Required. No person shall operate as a Temporary Food Vendor without first registering with the City of Warrenton. Registration shall be on forms provided by the City. All Temporary Food vendors shall be required to provide the following information:

a) Official picture identification in the form of a valid state issued driver's license, state issued identification card, or valid passport;

b) Current contact information, including a valid mailing address and phone number;

c) A current Oregon State food handler's certification if handling food;

d) The location of vending;

e) If vending on private property, the street vendor must provide a copy of the affected property owner's written permission for placement of a temporary shelter, stand, vehicle or cart; and

f) Any other information deemed necessary to enforce this Ordinance.

3) Oregon Revised Statutes Chapter 624 requires all food service vendors to be licensed in advance of operation. In accordance with ORS 624.020, all food service vendors shall display their license in clear view of the public during any food service. The following restaurant activities shall operate as set forth below:

a) Intermittent Temporary Restaurant (ORS 624.082): A person may not operate an intermittent temporary restaurant without first procuring a license to do so from the Oregon Health Authority. The intermittent temporary restaurant license shall be posted in a conspicuous place on the premises of the licensee.

b) Seasonal Temporary Restaurant (ORS 624.084): A person may not operate a seasonal temporary restaurant without first procuring a license to do so from the Oregon Health Authority. The seasonal temporary restaurant license shall be posted in a conspicuous place on the premises of the licensee.

c) Single Event Temporary Restaurant (ORS 624.086): A person may not operate a single-event temporary restaurant without first procuring a license to do so from the Oregon Health Authority. The single-event temporary restaurant license shall be posted in a conspicuous place on the premises of the licensee.

d) Mobile Unit (ORS 624.320): A person may not operate mobile unit without first procuring a license to do so from the Oregon Health Authority. The operator shall post the license in a conspicuous place on the mobile unit; or, if the operator has multiple mobile units, the operator shall affix a card, emblem or other device clearly showing the name and address of the licensee to each mobile unit.

e) Mobile Unit Carts/Trucks/Units may move around Oregon. Out-of-state licenses are not transferable to Oregon. Mobile Units from out-of-state, do not have license reciprocity in Oregon. Out-of-state mobile units shall contact the Clatsop County Public Health Office and get an Oregon license before operating.

f) Mobile Food Carts/Trucks/Units may be licensed in other Oregon Counties, but they are still required to contact the Clatsop County Public Health Office prior to arrival at any location to discuss their operations.

4) All temporary food vendors cooking with propane shall obtain a Portable Propane Cooking Devices Permit from the Warrenton Fire and Rescue Department.

5) Standards of Operation.

A) No Temporary Food Vendor shall:

1) Occupy an area within ten (10) feet of a crosswalk, alleyway or building doorway;

2) Obstruct or impede vehicular or pedestrian traffic;

3) Leave a location without first picking up, removing and disposing of all trash and refuse remaining within a twenty-five foot (25') radius of their vending area. Each vendor shall be responsible for maintaining a twenty-five foot (25') radius around their vending area clean of any trash or debris;

4) Make any loud noise for the purpose of advertising or attracting attention to their wares;

5) Leave their shelter, stand, vehicle or cart unattended;

6) Sell from any location other than the registered location;

7) Solicit or conduct business with any persons in motor vehicles located within any traffic lane on a public street;

8) Unreasonably interfere with or obstruct the free flow of pedestrian traffic or access to businesses; or

9) Violate any federal, state or local ordinance, statute or regulation.

B) If vending on private property, the street vendor must prominently display a copy of the affected property owner's written permission for placement of the street vendor's temporary shelter, stand, vehicle or cart at the vending location.

C) Signage. No street vendor shall:

- 1) Place signs anywhere other than the street vendor's place of business;
- 2) Place more than one sign on each of four sides of the street vendor's temporary shelter, stand, vehicle or cart.
- 3) Place a sign greater than ten square feet on any side of the street vendor's temporary shelter, stand, vehicle or cart.
- 4) Place signs on vehicles other than the vendor's registered sales structure or within the road right-of-way;
- 5) Place signs within ten feet (10') of a crosswalk, alleyway, or fire hydrant; or
- 6) Place signs in any way that obstructs or impedes vehicular or pedestrian traffic.
- 7) One hand held sign is allowed for each approaching travel direction but in no instance shall more than two hand held signs be allowed.
- 8) Hand held signs may only be used on the sidewalk; they shall not be used in the vehicular right of way; including travel lanes, bike lanes, or parking areas.

6) Violation of this Section. Any temporary shelter, stand, vehicle, cart or sign in violation of this ordinance may be removed by the City Administrator or designee twenty-four (24) hours after written notice is delivered to the vendor in person or five (5) days after written notice is mailed to the address registered with the City.

A) Any item(s) removed may be stored by the City up to 30 days or until the owner redeems the property by paying a storage and removal charge as established by the City Administrator. The City may dispose of items left longer than 30 days from the date of notice provided in this section.

B) Written notice shall include at least the following:

- 1) A statement that the item(s) are in violation of this ordinance;
- 2) The approximate location of the violation;
- 3) Date the item(s) will be removed;
- 4) Statement that the removal and storage costs are the responsibility of the owner or vendor;
- 5) Statement that the item(s) shall be disposed of after thirty (30) days of storage;
- 6) Cost of removal and storage;

7) Location of storage or person to contact concerning storage;

8) Statement that the owner or vendor may remove the item(s) at their own expense prior to the date of removal; and

9) Statement that further violation will result in immediate removal without prior notification.

7) Exemption. This section does not apply to non-public events. Non-public events include sporting events where only the participants, support staff, and invited guests are served food. This section does not apply to food carts placed within approved food pods in the C-1 zoning district.

Section 3. This Ordinance being necessary for the immediate protection of the health, safety and welfare of the citizens and residents of the City of Warrenton, an emergency hereby is declared to exist and this Ordinance shall take full force and effect immediately upon its adoption by the Commission of the City of Warrenton.

First Reading: _____, 2022

Second Reading: _____, 2022

ADOPTED by the City Commission of the City of Warrenton, Oregon this ___ day of _____ 2022.

APPROVED:

Henry A. Balensifer, Mayor

ATTEST:

Dawne Shaw, City Recorder

All-In Warrenton

FINAL DRAFT Economic Opportunities Analysis

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BACKGROUND AND PURPOSE

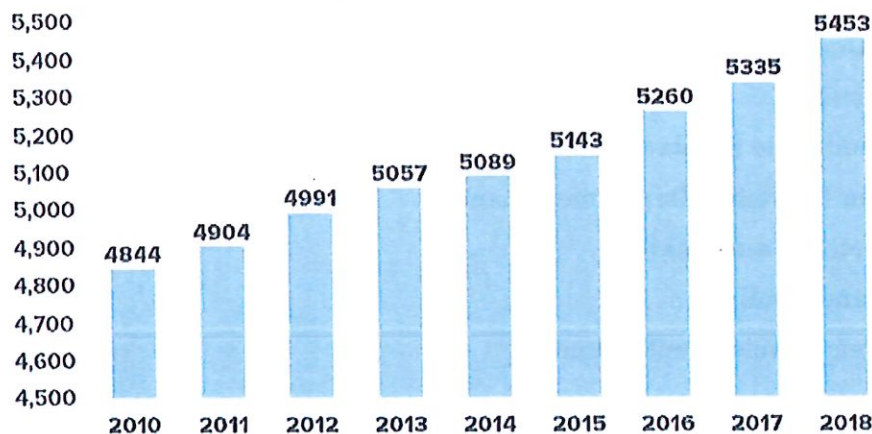
This Economic Opportunities Analysis (EOA) for the City of Warrenton evaluates global, national and regional economic trends to inform a forecast-based estimate of the demand for developable and redevelopable employment land. This estimate of demand is compared with an estimate of the supply based on the City of Warrenton's inventory of parcels. In synthesizing economic trends and reconciling the supply and demand of employment land, this document helps to prepare Warrenton to seize critical economic development opportunities as they arise in the future.

About Warrenton

Warrenton is a town of about 5,400 people (Exhibit 1) in northwest Oregon, situated at the confluence of the Skipanon and Columbia Rivers, near where the Columbia enters the Pacific Ocean. U.S. Highway 101 runs through Warrenton and connects it, across Youngs Bay, to Astoria (population: 10,000). The area boasts historic resources, such as Fort Stevens State Park and the Lewis and Clark National Historical Park, as well as natural amenities, including vast ocean beaches, that draw tourists to the region.

Warrenton's population has been growing steadily, along with Clatsop County's population as a whole.

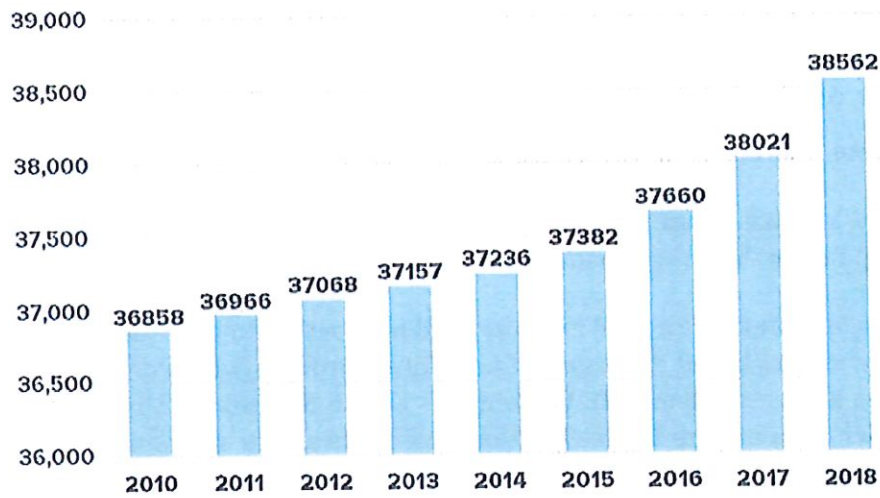
Exhibit 1. Population, City of Warrenton, 2010-2018



Source: US Census Bureau, 2020

The town has grown slightly every decade since 1970, and its average annual growth rate since 2010 (1.49%) is higher than Clatsop County's average annual growth rate (.57%) over that period.

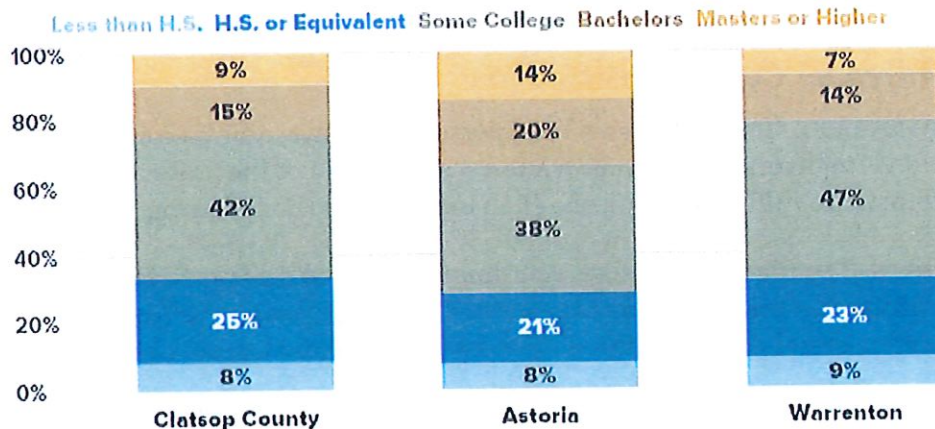
Exhibit 2. Population, Clatsop County, 2010-2018



Source: US Census Bureau, 2020

A larger portion of Warrenton's residents have taken some college courses than in Clatsop County or Astoria. However, Warrenton has a lower percentage of residents with a bachelors or higher than the County and Astoria. Though Warrenton lags behind Astoria in the portion of residents with higher levels of educational attainment, this may not be a critical economic development constraint given that Warrenton employers can easily access labor in either city.

Exhibit 3. Educational Attainment, Cities of Astoria and Warrenton and Clatsop County, 2018



Source: US Census Bureau, 2020

Warrenton has generated momentum in economic development through recent efforts by groups like the Warrenton Urban Renewal Authority, Spruce Up Warrenton, and City staff. The City now seeks a strategic assessment of new economic

opportunities and an action plan for economic development. This document meets the State of Oregon's requirements in Statewide Planning Goal 9, while also informing this broader strategic planning effort.

Summary of Findings

The following are key findings from the analysis.

Warrenton is a small, growing community that has grown, and is expected to continue growing, faster than the broader Clatsop County and Northwest Oregon rates.

Retail is the largest industry sector in Warrenton and is expected to grow faster than most industry sectors based on projected population growth (which drives consumer spending and retail demand). Warrenton's Urban Renewable District covers its downtown area and its Urban Renewal Agency is active in business and economic development.

Extractive and resource-related industries, including forestry, commercial fishing, seafood processing and boat building, are legacy industries that, while not expected to grow rapidly, are culturally significant for Warrenton and the region and may offer opportunities for innovation.

Warrenton's supply of land is heavily impacted by wetlands, making development challenging in certain locations due to additional costs associated with mitigation and the complexity of the regulatory arena. Nonetheless, the available land to meet the needs of growing employment is sufficient; the City has significantly more industrial, commercial and mixed-use land than is likely to be needed based on forecasted employment growth.

Existing Plans and Policies

Warrenton Comprehensive Plan

Goal 9 of the Warrenton Comprehensive Plan pertains to Warrenton's economy. The stated goal is "to diversify and improve the economy and of the state and Clatsop County." To fulfill this goal, the Plan emphasizes the following:

Forest Products. The Plan Emphasizes coordination toward continued forestation, reforestation and forest management. There is an extensive focus on small woodlot owners and identified roles for local, regional, state and federal actors.

Marine Resources. The Plan identifies the maritime sector as broadly significant, with a focus on commercial fishing, expansion of fisheries, and on-shore facilities like cold storage, land and moorage, and boat building.

Travel Industry. The Plan recognizes the importance of tourism for the local economy and intends to concentrate tourism-related development in the existing Urban Growth

Boundary (UGB). It emphasizes the need to improve seasonal balance and develop new, indoor offseason activities and to provide technical assistance to small businesses in the travel and hospitality sector.

Human and Community Resources. The Plan contains a variety of policies and potential actions related to coordination amongst regional stakeholders and potential partners. These include workforce development partnerships with Clatsop Community College (CCC) and coordination for industrial development with the Port of Astoria.

Warrenton Urban Renewal District

Warrenton has an urban renewal district that encompasses 875 acres in downtown Warrenton. The district is managed by the Warrenton Urban Renewal Agency (WURA), which was created in 2007 with a mission to revitalize downtown. In 2019, the City approved a new urban renewal plan and increased WURA's maximum indebtedness from \$1.7M to \$4.8M. Also in 2019, the WURA revamped an existing façade improvement program, resulting in four façade improvement grants given to downtown businesses. Other initiatives potentially within the purview of the WURA include:

- Downtown branding and marketing
- Gateway improvements
- Physical upkeep and street and building improvements
- Property acquisition for redevelopment
- Signage and wayfinding
- Planning and coordination

To the extent that downtown Warrenton is and will continue to be an economic anchor for the town, the WURA will be a critical economic development partner.



*Above: a building renovation in downtown Warrenton, funded in part by funds from the WURA.
Source: City of Warrenton*

Clatsop County Comprehensive Plan

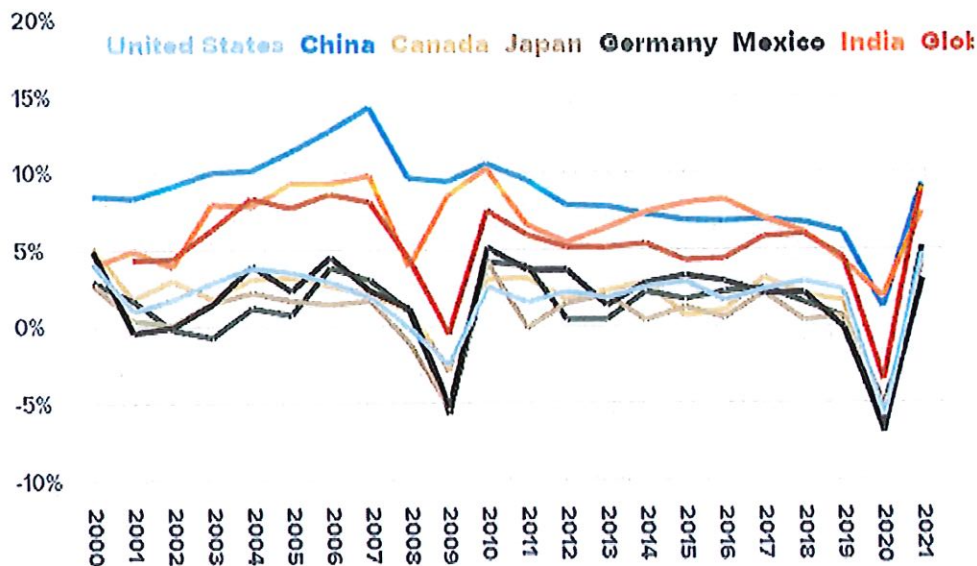
The Clatsop County Comprehensive Plan guides growth and development in the unincorporated areas of Clatsop County. Goal 9 of the Comprehensive Plan pertains to the economy, but the goal has not been updated since the Plan was adopted in the early 1980s. A full update of the Plan is currently underway.

ECONOMIC TRENDS

The Global Economy

Global gross domestic product (GDP) growth held steady around 5% per year following the Great Recession before contracting by 3.5% in 2020 (Exhibit 4). The International Monetary Fund (IMF) projects global GDP will bounce back with 9% growth in 2021. This level of economic growth is partially dependent on the course of the COVID-19 pandemic and government policies aimed at controlling it, making predictions difficult. In general, countries that were poorer per capita grew faster than the U.S. and most other Organization for Economic Co-operation and Development (OECD) economies. The United States' GDP grew slower than the global rate at 2.3% annually from 2010 to 2019 before contracting an expected 5.9% this year. China and India averaged 7.7% and 7% growth, respectively, over that span, and did not enter recession in 2020.

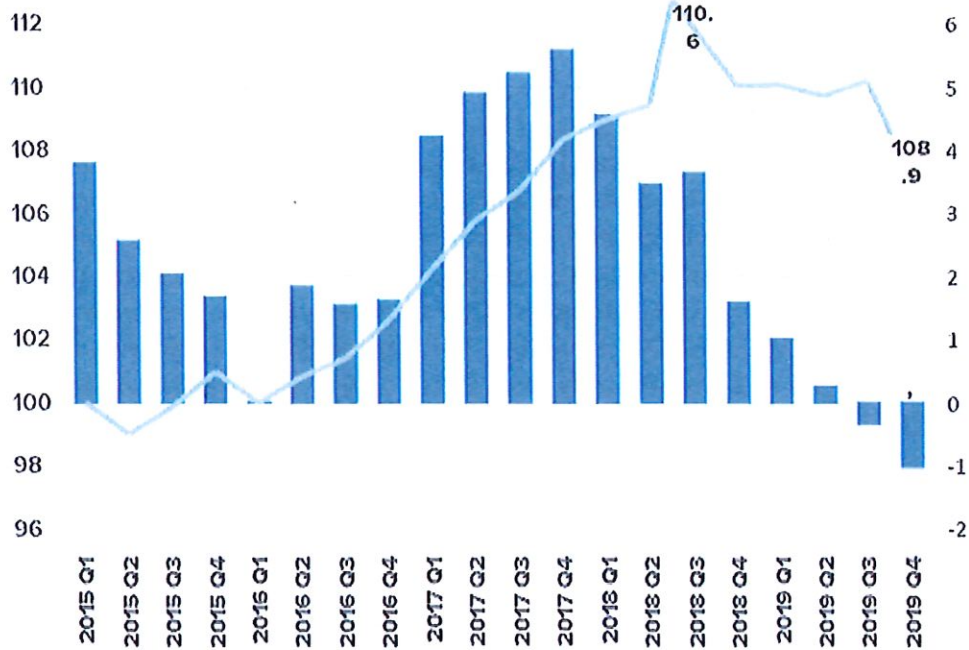
Exhibit 4. GDP Growth, Select Large Economies



Source: International Monetary Fund, 2020

Global trade growth has fallen since the end of 2017. Exhibit 5 shows that growth turned negative midway through 2019. This contraction preceded the pandemic's onset, and negative growth has likely continued in 2020 given the pandemic's impact.

Exhibit 5. Global Merchandise Trade Volume

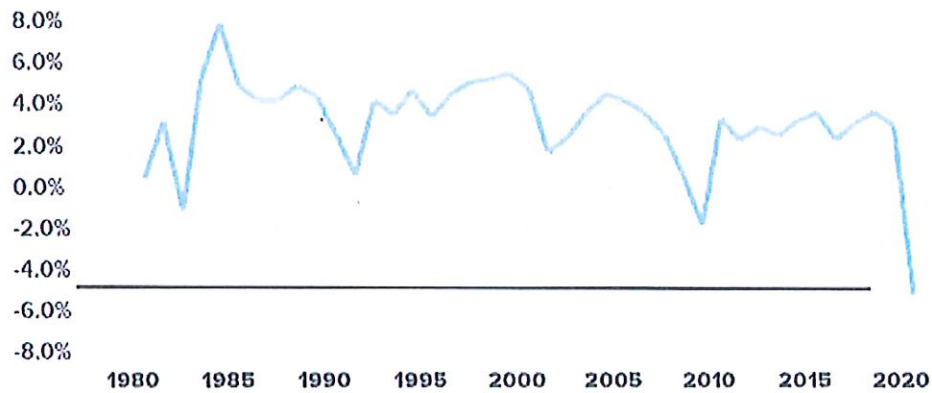


Source: World Trade Organization, 2020

National and Regional Trends

The United States' economy's long run of consistent growth has been significantly disrupted by the impacts of COVID-19. Growth has turned sharply negative. Exhibit 6 shows the IMF has projected a 5.9% drop in U.S. GDP in 2020, which would represent the largest contraction since the Great Depression. The IMF predicts some recovery in 2021 with 4.7% growth, but the exogenous nature of the recession makes the pace of recovery difficult to predict.

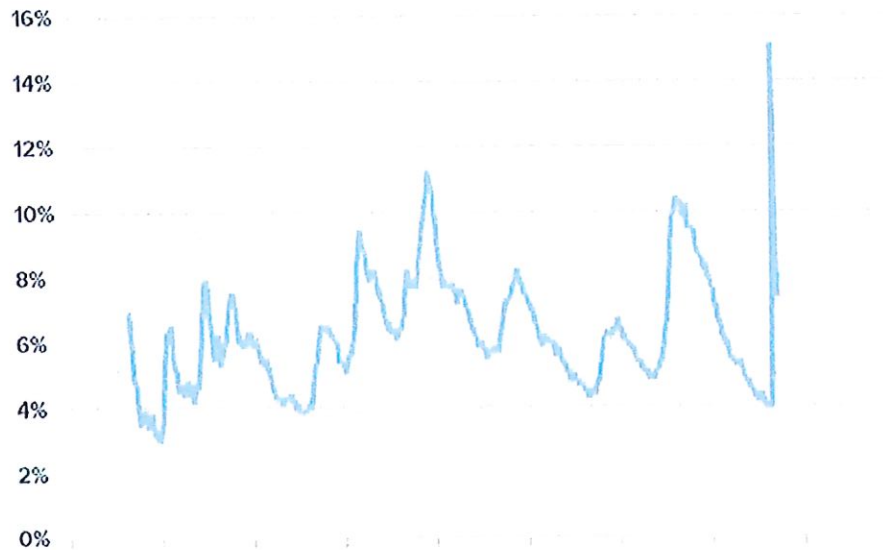
Exhibit 6. Gross Domestic Product Growth, United States, 1980-2020



Source: International Monetary Fund, 2020

The pandemic-induced recession has also caused a sharp rise in unemployment this year. Furthermore, varying shutdown and opening strategies around the country as well as other pandemic response policies have caused unemployment to become extremely erratic in 2020. The U.S. unemployment rate spiked from a 50 year low of 3.5% at the year's outset to 14.7% in April (**Exhibit 7**), and the rate has since fallen to 6.9% as of October. The pace of both job loss and re-hiring is unprecedented in the postwar era, and the timetable for a return to full employment is difficult to predict.

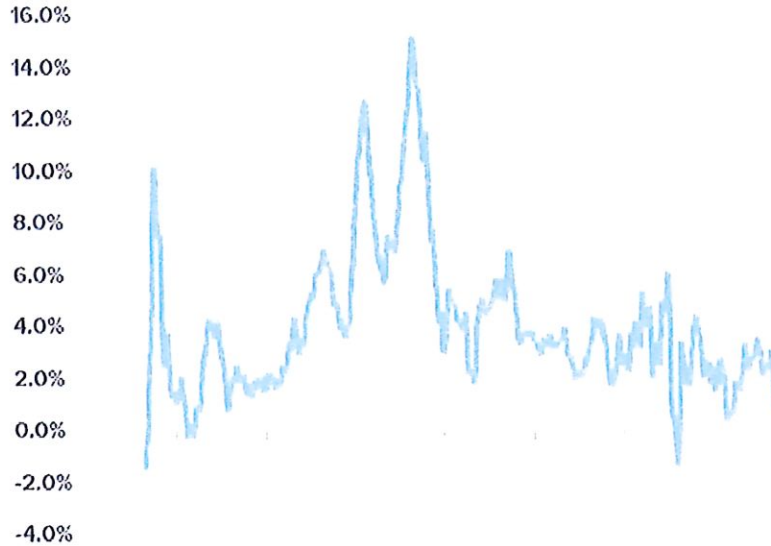
Exhibit 7. Unemployment Rate, United States, 1950-2020



Source: Federal Reserve Economic Data (FRED), 2020

Exhibit 8 shows that inflation has fallen below 2% and is currently near zero despite the Federal Reserve maintaining interest rates at .25%, near its historic low.

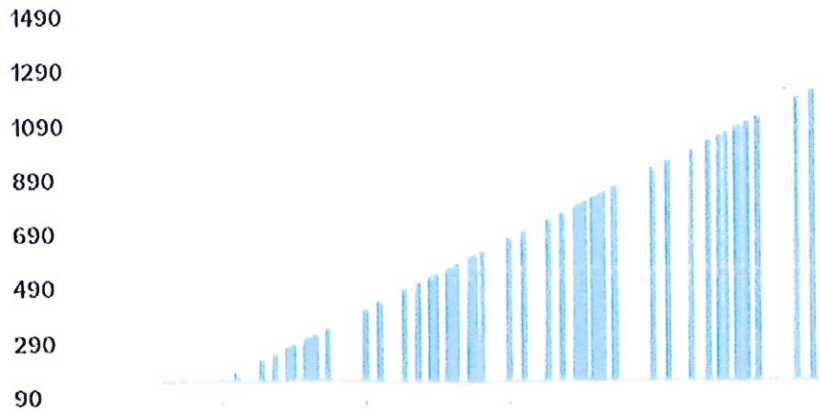
Exhibit 8. Inflation Rate, United States, 1950-2020



Source: Federal Reserve Economic Data (FRED), 2020

Through the recession, the U.S. Dollar has largely maintained its strength against a basket of major currencies. This is in large part due to the Dollar's status as a reserve currency. The 2020 spike seen in **Exhibit 9** shows that investors have invested in U.S. Treasury securities as a safe haven during the recession, keeping the currency strong.

Exhibit 9. US Dollar Strength Index, 2016-2020

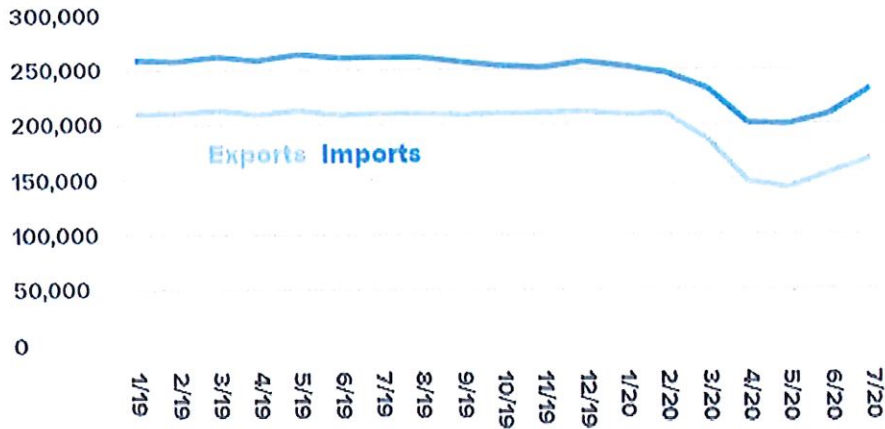


Source: Federal Reserve Economic Data (FRED), 2020

Overall trade volumes are down since the pandemic began, with exports of goods and services having fallen by 33% from their 2019 peak to their April low and imports down 24% over the same span. **Exhibit 10** shows that like unemployment, trade

volume has partially reverted to pre-pandemic levels since their April floor. Exports and Imports are still 21% and 12% below their 2019 peaks, respectively.

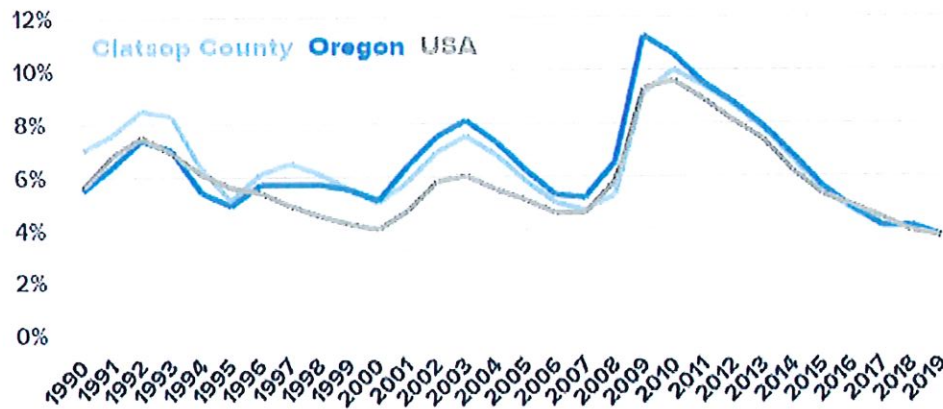
Exhibit 10. Trade Volume, United States, 2019-2020



Source: Bureau of Economic Analysis, 2020

Exhibit 11 shows that the national unemployment rate was consistently lower than in Clatsop County and Oregon as a whole from the mid-1990s until the Great Recession, when Clatsop started to track very closely to the national rate. The Oregon unemployment rate spiked above the national and Clatsop County rates in 2009, and then all three unemployment rates declined steadily through the 2010s and converged at about 4% in 2019. Rates have increased since then, but annual 2020 data is not yet available.

Exhibit 11. Clatsop, Oregon, and National Unemployment Rate, 1990-2019



Source: Bureau of Labor Statistics, 2020

State, regional, and local unemployment rates have risen in 2020 because of the COVID-19 pandemic and the multiple measures taken against it at the state and county

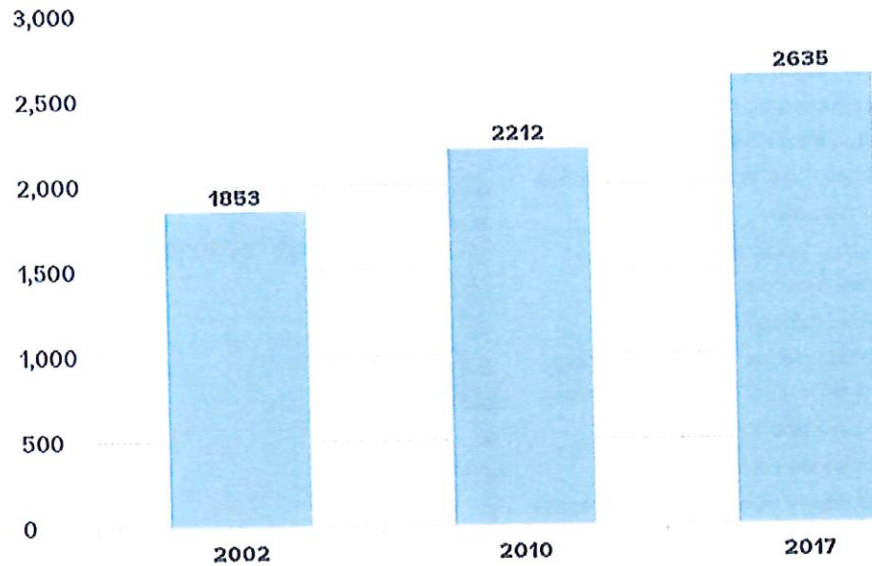
levels. On March 23, Governor Kate Brown declared a statewide stay at home order, which Clatsop County remained under until entering Phase 1 reopening on May 15th. Phase 1 allowed for restaurants and bars, barber shops, salons, spas, tattoo parlors, and gyms to reopen provided mask wearing and social distancing were enforced. Clatsop County entered Phase 2 reopening on June 6th, which allowed for sports facilities, theaters, and churches to reopen and removed the remote office work requirement. Phase 2 also allowed hotels, campgrounds, and short-term vacation rentals to reopen at 60% capacity. It permitted gatherings of up to 50 people indoors and 100 people outdoors. Travel Astoria created a page on its website with a video promoting area outdoor attractions and instructions on businesses' operating status and what to expect through the summer. Travel Astoria still sought visitors but also tried to educate people coming to the County on local safety rules. They also reported that all lodging in Astoria and Warrenton was operating at 100% capacity as of July 23rd.

After a spring and summer of relatively low case numbers, cases began rising in late October and November. Oregon entered a "Two-Week Statewide Freeze" on November 18th. This limits social gatherings to six people and caps faith-based organization gatherings at 25 people indoors and 50 people outdoors. It requires offices to close, restaurants to operate take-out and delivery only, and limits grocery stores and retail to 75% capacity. Gyms, indoor recreational facilities, zoos, venues that host events, and other similar businesses have been forced to close. Further restrictions are possible in the coming weeks and months.

Local Economic Trends

Employment has been steadily increasing in Warrenton, and the City added nearly as many jobs (423) as it added residents (609) between 2010 and 2017. Job growth from 2010 to 2017 also outpaced job growth in the previous eight years (total new jobs) while nearly equaling it in percentage terms (Exhibit 12).

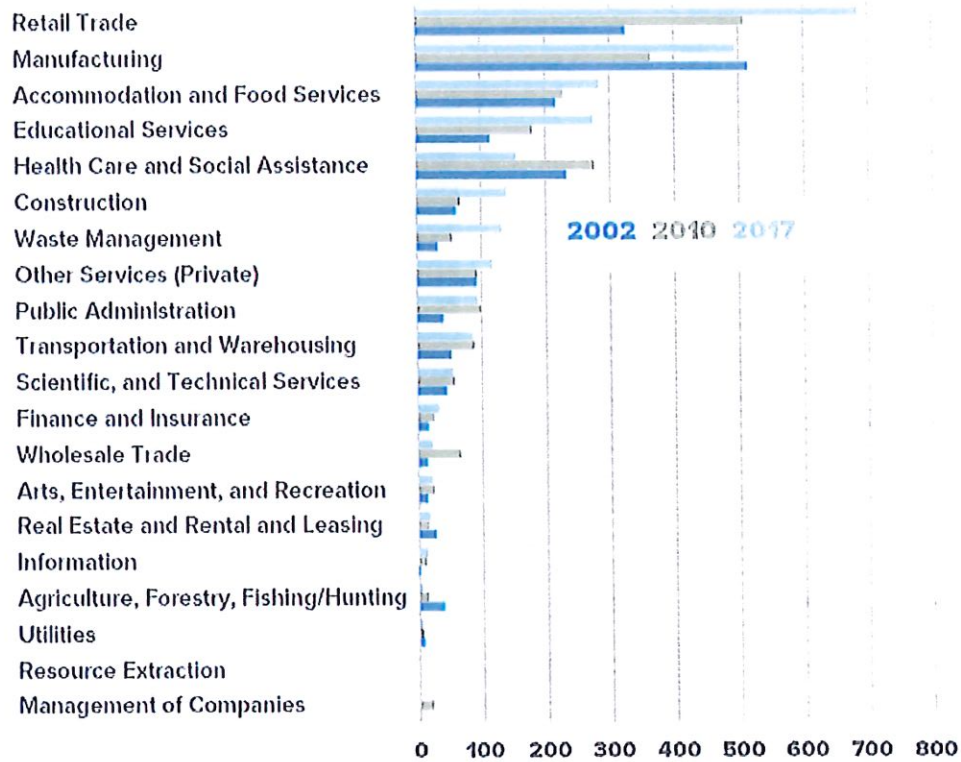
Exhibit 12. Total Employment, City of Warrenton, 2002-2017



Source: LEHD OnTheMap, 2017 (accessed 2020)

The City's top industries are Retail and Manufacturing. Accommodation and Food Services and Educational Services are also major drivers of employment, as shown in Exhibit 13. Educational Services and Retail have grown rapidly, with the two sectors combined accounting for about 64% of the decade's new jobs.

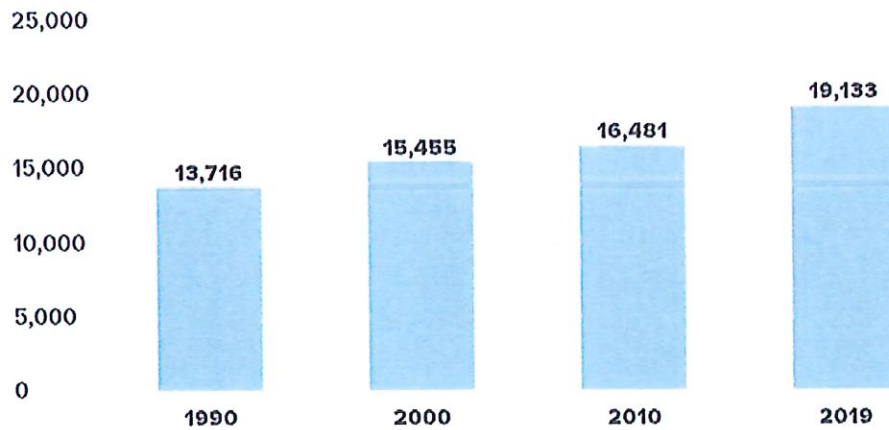
Exhibit 13. Employment by Industry, City of Warrenton, 2002-2017



Source: LEHD OnTheMap, 2020

Clatsop County's job base has also grown steadily over time, but Warrenton's employment growth has outpaced Clatsop County's in the past decade.

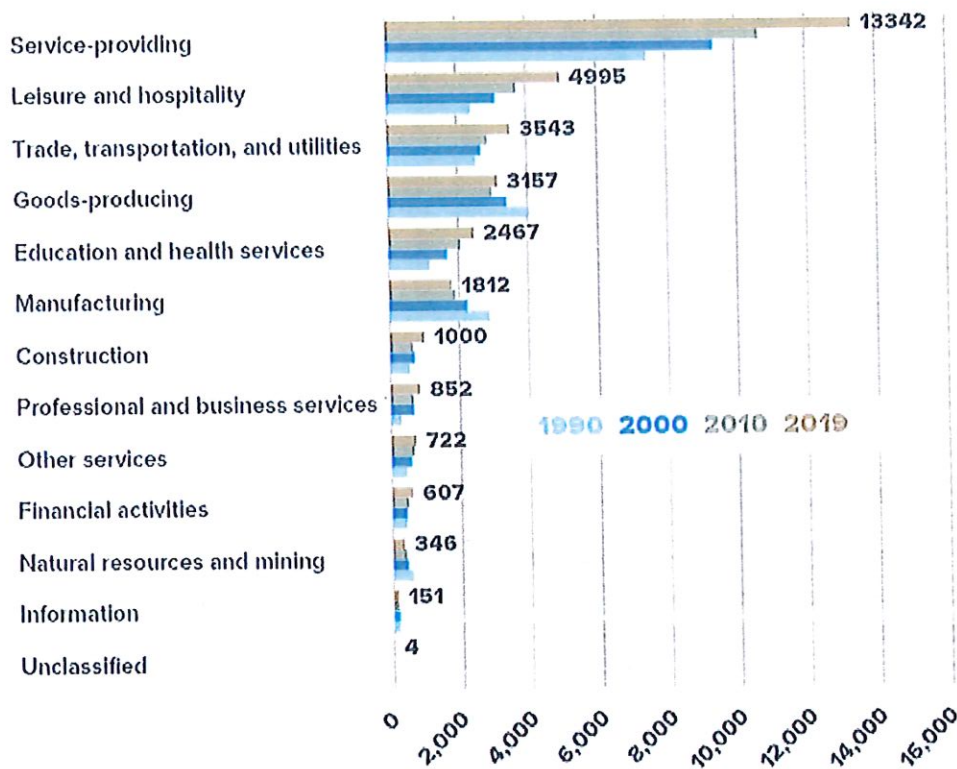
Exhibit 14. Total Employment, Clatsop County, 1990-2019



Source: Bureau of Labor Statistics, 2020

Employment growth in Clatsop County bears some significant differences with Warrenton. As seen in Exhibit 15, Services and Leisure and Hospitality are the two largest growth-drivers. Conversely, employment in Goods-Producing, Manufacturing and Natural Resources-related sectors have been steadily declining since 1990.

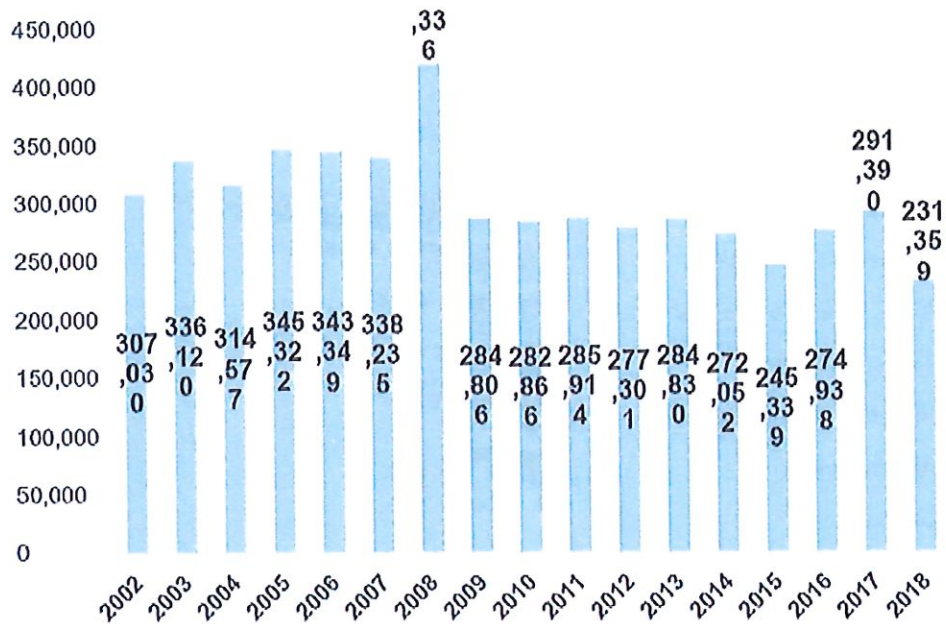
Exhibit 15. Private Employment by Sector, Clatsop County, 1990-2019



Source: Bureau of Labor Statistics, 2020

Resource-related industries, including in forestry and commercial fishing, have traditionally been important industry sectors for northwest Oregon. The Clatsop County timber harvest has been slowly declining since its peak of 417,336 thousand board feet in 2008 as seen in Exhibit 16. The latest reported harvest was 231,359. The harvest will likely decline to some extent in 2020 due to the COVID-19 pandemic, but timber may have been less impacted than other industries due to the relative persistence of construction activity through the year.

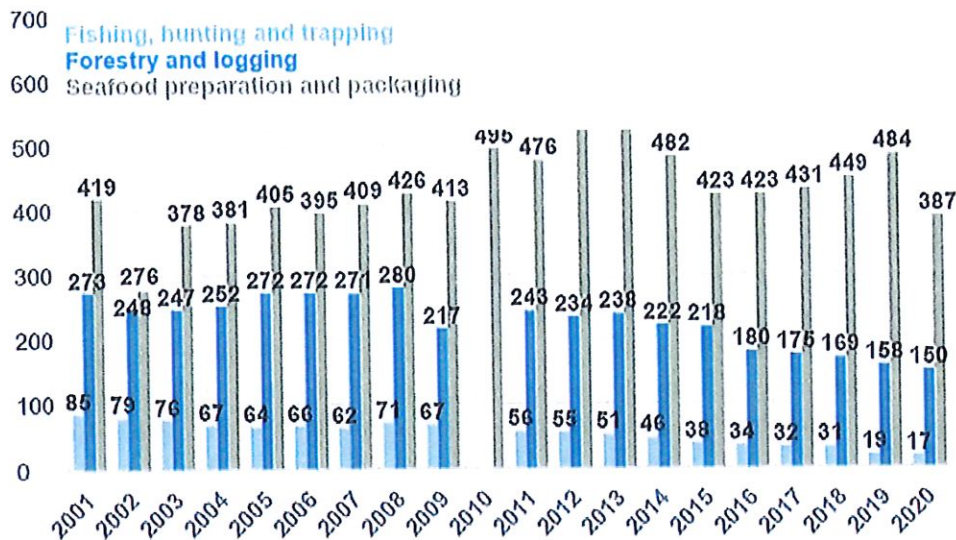
Exhibit 16. Timber Harvest, Clatsop County, 2002-2018



Source: University of Montana, 2020

Employment levels in Oregon’s resource related industries appear to be diverging, with **Exhibit 17** showing seafood preparation oscillating but generally higher in the past decade than the 2000s while forestry and logging and fishing, hunting and trapping both declining steadily. Overall resource related employment has fallen nearly 25% from 877 in 2013 to 661 in 2019. Only 554 jobs were recorded in 2020, but it should be noted that the data only covers the first two quarters of 2020 and is in the midst of the pandemic.

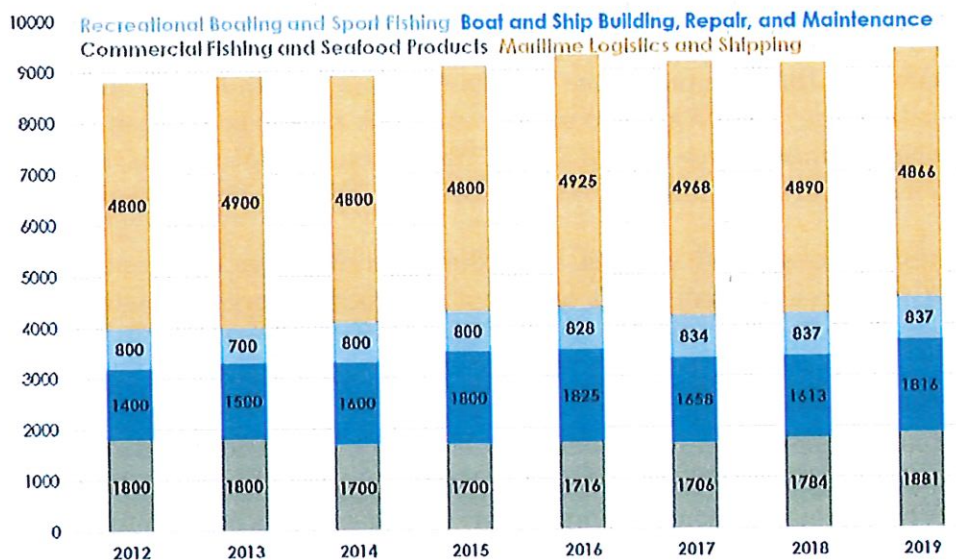
Exhibit 17. Historical Employment in Resource Related Industries, Oregon, 2001-2020



Source: Bureau of Labor Statistics, 2020

Maritime related employment has been slowly growing since 2012. All four major sub-industries grew slightly, with boat and ship building, repair, and maintenance growing the fastest at 30% over the 8-year period as seen in Exhibit 18. The industry overall grew from 8,800 to 9,400 jobs or 7%.

Exhibit 18. Maritime Related Employment by Sector, 2015-2019



Source: Bureau of Labor Statistics, 2020

Local Employment Forecast

A local employment forecast is a required component of an Economic Opportunities Analysis. This section summarizes the forecast methodology and outputs.

Methodology

Employment forecasts for Warrenton through 2040 involved a multistage approach, leveraging updated baseline employment data by industry, population projections, and forecasts for the broader Northwest Oregon region. The latest data by industry for Warrenton, Oregon is for 2017 and published by the U.S. Census Bureau's *Longitudinal Employer-Household Dynamics (LEHD)* data series, available through the Census Bureau's OnTheMap webtool. These employment figures by industry were estimated for 2019 by applying the Clatsop County countywide covered employment growth rates from 2017 to 2019 by matching industry available through the *Quarterly Census of Employment and Wages (QCEW)* series, published by the U.S. Bureau of Labor Statistics.

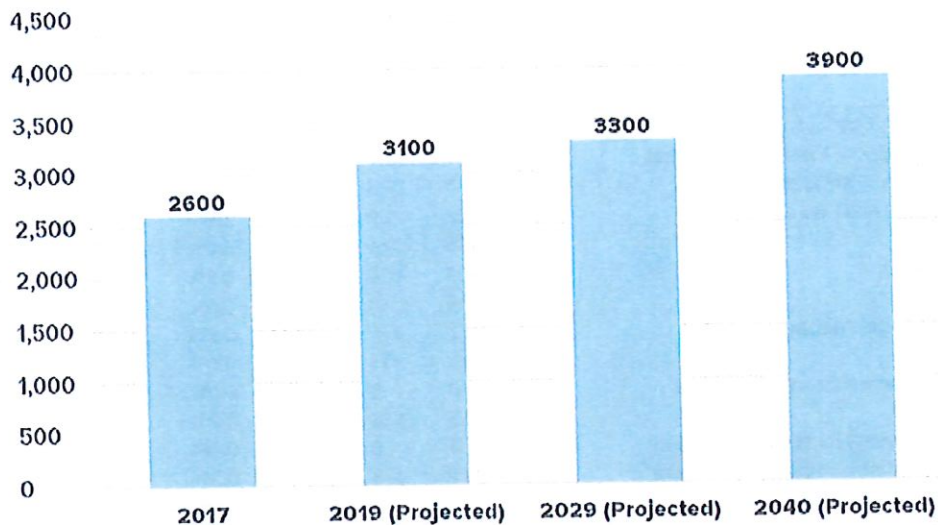
Forecast growth rates through 2029 were determined from existing employment forecasts by matching each industry to the same or nearest industry in the baseline. These growth rates came from two sources: 1) State of Oregon Employment Department's *Northwest Oregon Industry Employment Projections 2019-2029*; and 2) population projections for Warrenton included in the most recent Warrenton comprehensive plan, for 2027. Regional employment growth rates were applied to the non-consumer-based industries, such manufacturing, the belief being that industry growth among these industries in Warrenton should not meaningfully diverge from industry growth rates in the region overall. For so-called "non-basic" industries, i.e., industries that depend on local consumer spending, instead the imputed Warrenton population growth rate was applied. This was based on the assumption that, because these industries—such as retail—rely on household spending, they should grow at or near the same rate as population. The imputed compound annual growth rate for the Warrenton population was then applied for two more years to arrive at 2029 employment estimates for these industries.

Further projections through 2040 were based on the same growth rates extended from 2029 to 2040. These estimates thus represent a scenario whereby growth does not change between the first and second decade into the future.

Forecast Details

Warrenton has seen steady job growth from a low base over time, and Exhibit 16 points toward this trend continuing over the long term. It should be noted that COVID-19 related economic impacts are ongoing and difficult to fully assess as they occur. Whatever the full extent of the damage, the region's economy will eventually return to growth, and pre-COVID trends may reassert themselves.

Exhibit 16. Warrenton Projected Employment Through 2040



Source: LEHD OnTheMap, 2020; Oregon Employment Department, 2020; Community Attributes, Inc., 2020

Warrenton's location near Astoria and recent planning initiatives such as at Chelsea Gardens are likely to affect how the community grows going forward. With Astoria becoming supply-limited, second home buyers from outside the region may increasingly look to Warrenton.¹ They could become a significant demand driver for local businesses, but housing prices could rise faster than wages if large numbers of second home buyers begin looking to Warrenton. The Chelsea Gardens neighborhood's use of varying housing typologies and sizes in a relatively dense, mixed use setting may allow housing that meets the price requirements of both second home and local buyers.² It will likely also support retail growth downtown and in the neighborhood itself.

Warrenton's population growth will likely support concomitant growth in retail, and Exhibit 17 demonstrates how that reality should allow retail to outperform its projected regional growth rate. Warrenton's other industries are more dependent on regional conditions than local ones, and so they will probably grow similarly to the rest of northwest Oregon. This may cause retail trade to expand its position as the City's leading employer by 2040.

¹ The Daily Astorian, "Population Growth Slows with Economy: Jobs, Housing Costs are Factors." December 24, 2019. [Population growth slows with economy: Jobs, Housing Costs are Factors](#)

² The Daily Astorian, "Warrenton Approves Chelsea Gardens Neighborhood: Project Rebranded from Spur 104." February 12, 2020. [Warrenton Approves Chelsea Gardens Neighborhood: Project Rebranded from Spur 104](#)

Exhibit 17. Projected Periodic and Cumulative Employment Growth by Industry Sector, City of Warrenton, 2019-2040

Industry Sector	2017	2019	2029	2040	CAGR, '19-'29	CAGR, '29-'40	Net New Jobs '19-'40
Accommodation and Food Services	284	294	318	345	0.8%	0.8%	51
Administration & Support, Waste Management...	132	137	140	143	0.2%	0.2%	6
Agriculture, Forestry, Fishing and Hunting	4	4	4	5	0.4%	0.4%	0
Arts, Entertainment, and Recreation	21	22	26	32	1.8%	1.8%	10
Construction	140	145	164	187	1.2%	1.2%	42
Educational Services	274	284	310	342	0.9%	0.9%	58
Finance and Insurance	33	34	36	38	0.5%	0.5%	4
Health Care and Social Assistance	155	161	176	193	0.9%	0.9%	33
Information	14	15	15	15	0.0%	0.0%	0
Management of Companies and Enterprises	0	0	0	0	0.0%	0.0%	0
Manufacturing	495	513	521	530	0.2%	0.2%	17
Mining, Quarrying, and Oil and Gas Extraction	0	0	0	0	0.0%	0.0%	0
Other Services (excluding Public Administration)	117	121	125	129	0.3%	0.3%	8
Professional, Scientific, and Technical Services	56	58	64	72	1.0%	1.0%	14
Public Administration	94	97	102	107	0.4%	0.4%	10
Real Estate and Rental and Leasing	18	19	21	23	1.0%	1.0%	4
Retail Trade	1,035	1,073	1,283	1,561	1.8%	1.8%	488
Transportation and Warehousing	87	90	92	94	0.2%	0.2%	4
Utilities	4	4	4	4	0.2%	0.2%	0
Wholesale Trade	22	23	23	24	0.3%	0.3%	1
Total	2,990	3,100	3,420	3,840	1.0%	1.1%	740

Source: LEHD OnTheMap, 2020; Oregon Employment Department, 2020; Community Attributes Inc., 2020

Key Trends and Forecasts Findings

The data points to several trends going forward, but it is important to first note that the COVID-19 pandemic will likely have significant impacts in the short and perhaps medium term. Some of Warrenton's top industries like Retail, Accommodation and Food Services, and Educational Services have been significantly impacted nationally by shutdowns and lost business. While Oregon has weathered the pandemic better than many states, those industries are still likely to contract this year, and it will take some time for them to recover.

Beyond the pandemic, the regional economy is projected to grow, but at a modest rate, while Warrenton's population is projected to grow at a steady clip. This divergence between local population growth and regional economic performance means that local industries that are population dependent, such as Retail, are likely to outperform industries tied more closely to the regional economy, such as manufacturing. Retail is therefore likely to extend its lead in jobs significantly and possibly become the predominant source of local employment.

Even though retail is likely to add more jobs than other sectors, current major jobs providers like manufacturing and construction are expected to remain viable and grow slowly. Warrenton's economy should continue to see some diversity in its job base going forward.

SUPPLY AND DEMAND OF EMPLOYMENT LAND

Employment lands in Warrenton consist of parcels located within six different commercial, industrial and mixed-use zoning categories, and impacted by various constraints such as wetlands, flood zones, and steep slopes. This section of the report surveys these lands to quantify the supply of vacant, partially vacant, and redevelopable parcels (or portions of parcels) that could reasonably accommodate future economic and spatial growth in the City of Warrenton for the 20-year planning time horizon and attempts to quantify the impact of various constraints.

Land Supply Methods and Analysis

Any analysis of buildable lands requires an estimate of the supply of land to meet expected growth. This EOA focuses only on employment lands, and therefore provides an estimate of the supply of land available to house employment-generating uses. To prepare this estimate, CAI assessed the City of Warrenton's zoning code to identify the subset of zones that allow for commercial and industrial enterprises and other employment-generating uses. Of the City's 16 zoning categories (Exhibits 18 and 19), six were selected based on their allowable uses and other factors as those that could accommodate "employment" uses. Non-employment zones, such as residential or conservation and habitat zones, were excluded. This selection process is summarized in Exhibit 18.

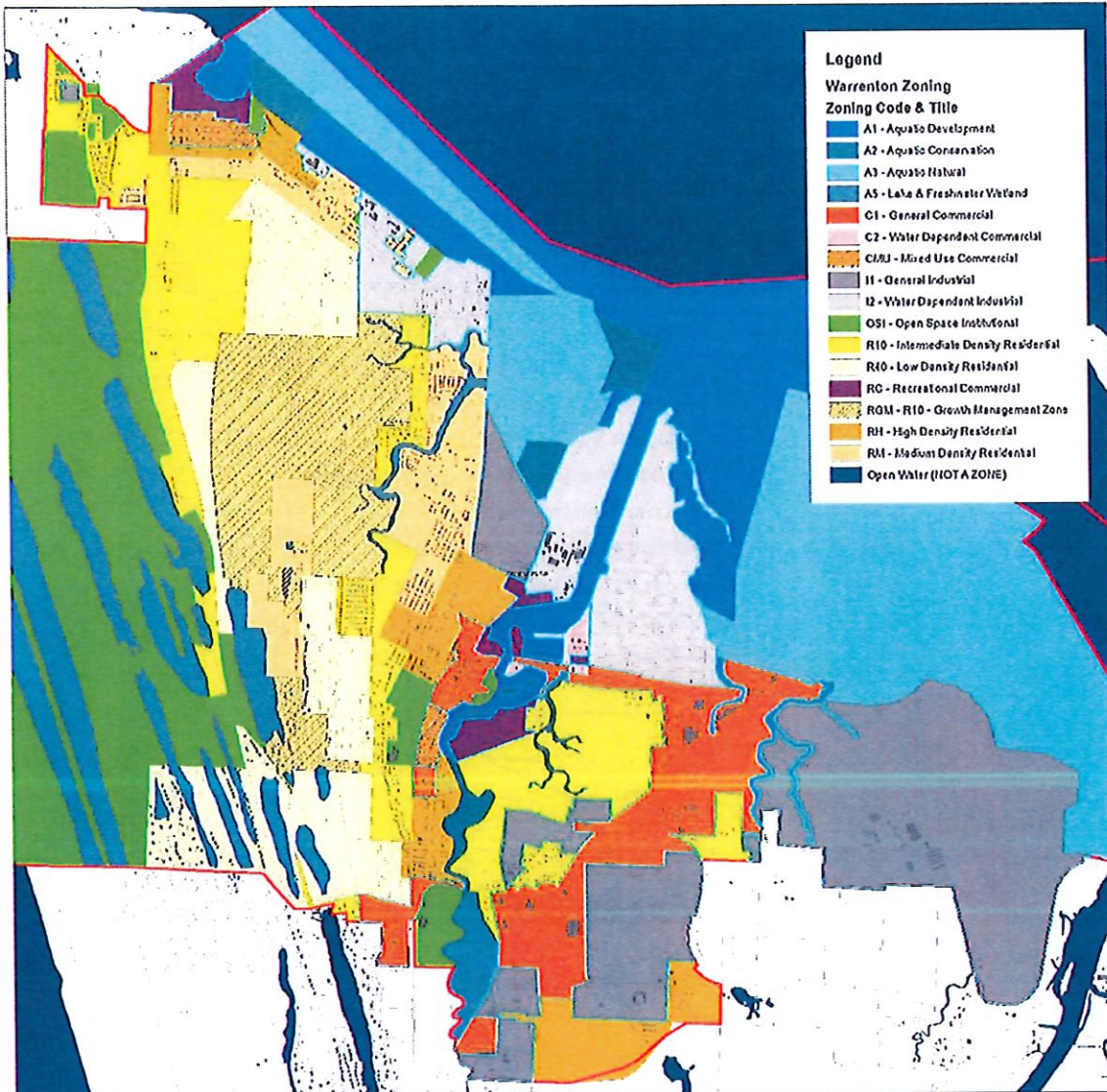
Exhibit 18. Warrenton Employment Zone Selection, 2020

Zone Code	Zoning Category	Acres
A1	A1 - Aquatic Development	987.2
A2	A2 - Aquatic Conservation	160.6
A3	A3 - Aquatic Natural	1,725.6
A5	A5 - Lake & Freshwater Wetland	1,031.6
C1	C1 - General Commercial	552.2
C2	C2 - Water Dependent Commercial	20.6
CMU	CMU - Mixed Use Commercial	55.4
I1	I1 - General Industrial	1,275.1
I2	I2 - Water Dependent Industrial	570.2
OSI	OSI - Open Space Institutional	1,746.3
R10	R10 - Intermediate Density Residential	960.8
R40	R40 - Low Density Residential	709.5
RC	RC - Recreational Commercial	102.2
RGM	RGM - R10 - Growth Management Zone	614.9
RH	RH - High Density Residential	376.8
RM	RM - Medium Density Residential	417.5



Type	Selected "Employment" Zones	Zoned Acres
Mixed Use Zones		
	CMU - Mixed Use Commercial	55.4
Commercial Zones		
	C1 - General Commercial	552.2
	C2 - Water Dependent Commercial	20.6
	RC - Recreational Commercial	102.2
Industrial Zones		
	I1 - General Industrial	1,275.1
	I2 - Water Dependent Industrial	570.2
		2,575.6

Exhibit 19. Map of City of Warrenton Zoning Districts, 2020



Source: Clatsop County, 2020; Community Attributes, Inc., 2020

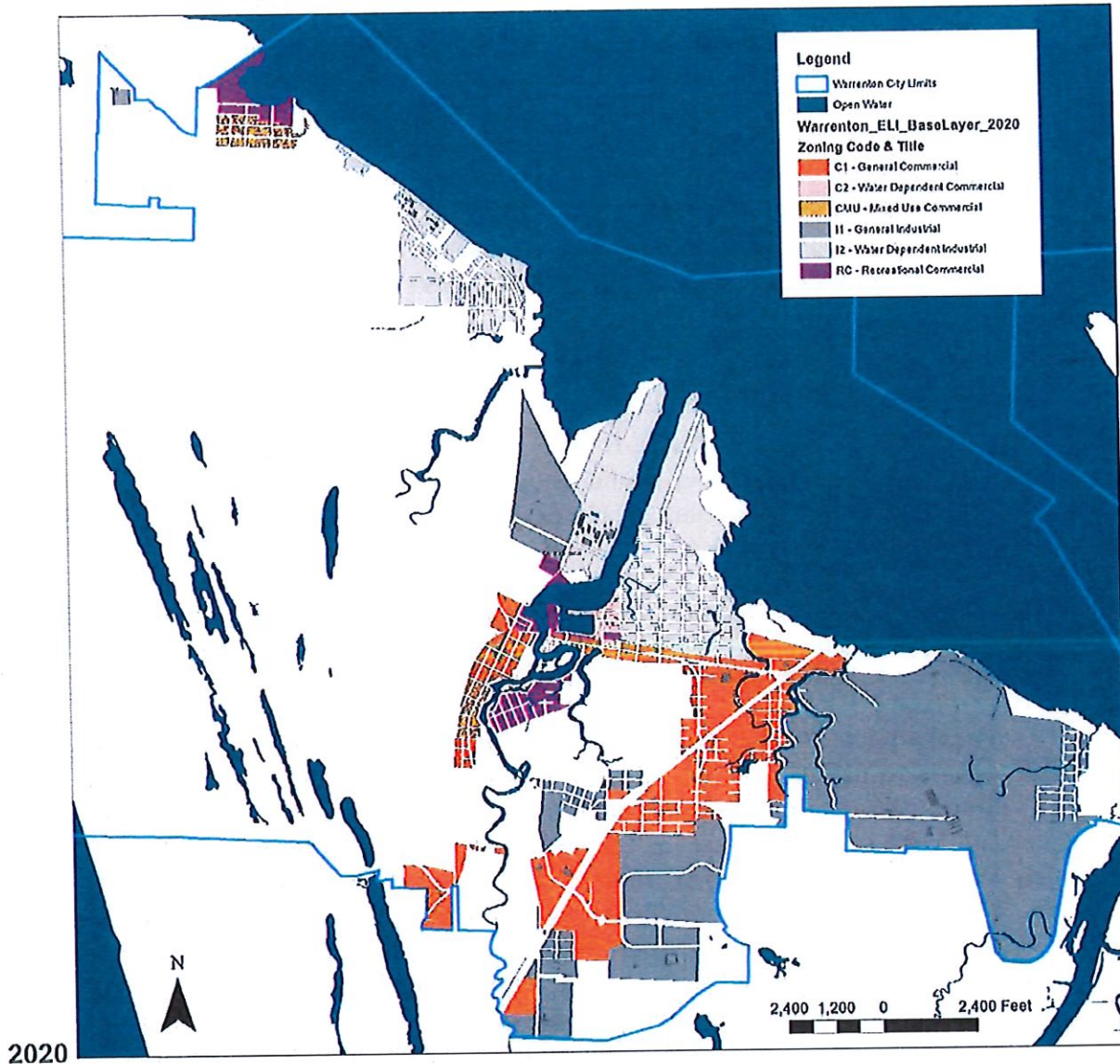
Employment Zones

The six selected “employment” zones include the: General Commercial, Water Dependent Commercial, and Recreational Commercial zones; the General Industrial and Water Dependent Industrial zones; and the Mixed-Use Commercial Zone.

Industrial employment lands are located predominantly along the Columbia riverfront, and along the southern border of the City; while commercial and mixed-use commercial zones are found in central Warrenton along the Skipanon River waterway, and in Hammond. The map and table in Exhibits 20 and 21,

respectively, illustrate and summarize all parcels comprising these employment lands, including both built and unbuilt or potentially redevelopable parcels.

Exhibit 20. Map of All (Built and Unbuilt) Employment Land Parcels by Zone, City of Warrenton,



Source: Clatsop County, 2020; Community Attributes, Inc., 2020

**Exhibit 21. Summary of All Employment Land Parcels by Zone, City of Warrenton,
2020**

Warrenton Zoning Category	Square Feet	Acres	Number of Parcels / Portions
I1 - General Industrial	51,439,015	1,180.9	180
I2 - Water Dependent Industrial	19,891,931	456.7	217
C1 - General Commercial	18,155,211	416.8	671
RC - Recreational Commercial	4,406,478	101.2	110
CMU - Mixed Use Commercial	1,485,464	34.1	211
C2 - Water Dependent Commercial	581,907	13.4	44
All Employment Zones	95,960,005	2,202.9	1,433

Source: Clatsop County, 2020; Community Attributes, Inc., 2020

Gross Buildable Land Supply

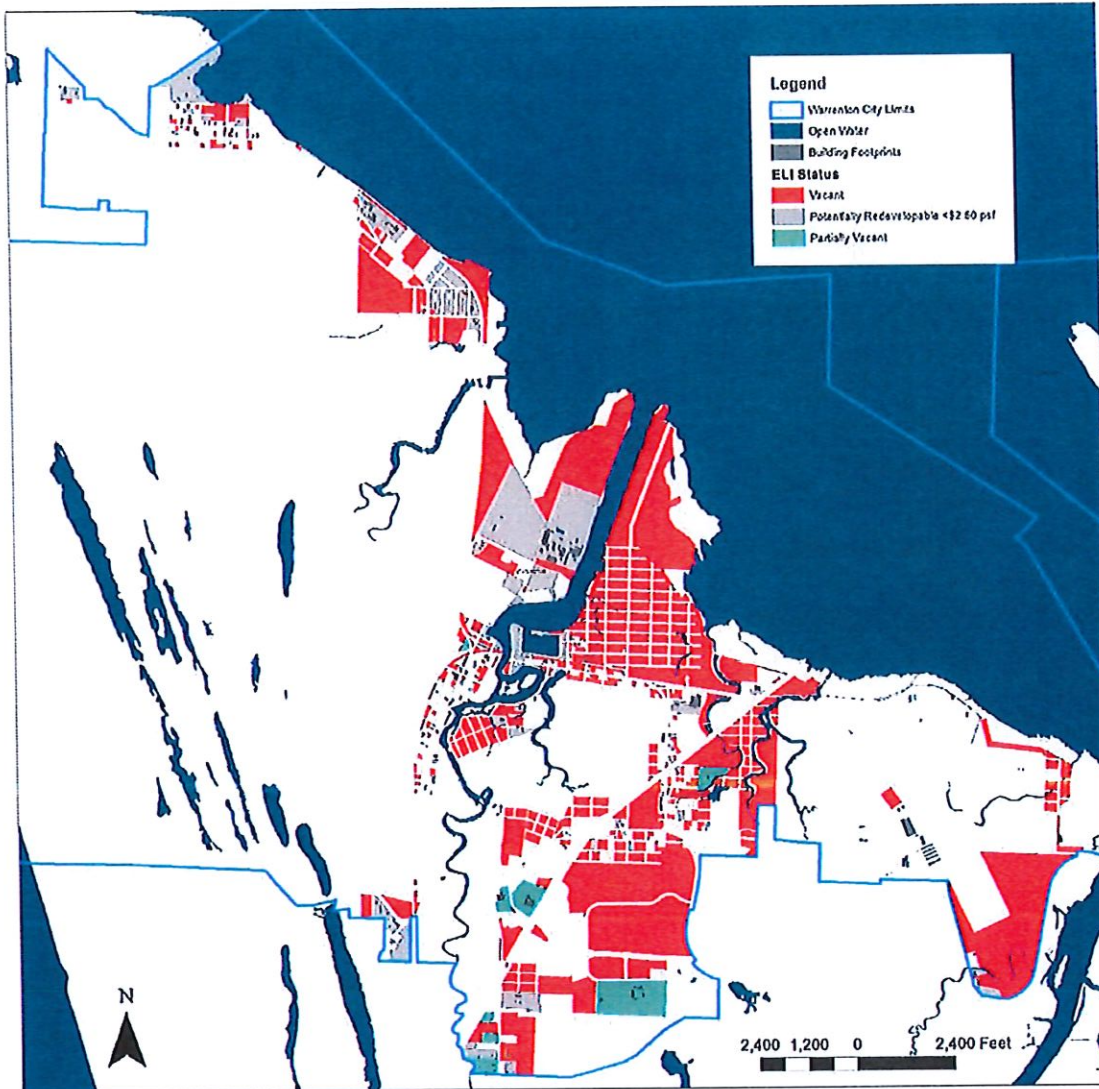
Of the employment lands identified in **Exhibit 20**, many parcels have already been developed, or are otherwise encumbered by critical areas, such that they cannot support additional employment. Other parcels are either vacant, partially vacant, or potentially redevelopable.

Using parcel-based data from the Clatsop County Assessor, CAI identified these vacant, partially vacant, and redevelopable employment lands from the six zones selected for the employment land inventory. The different categories were defined as such:

- **Vacant** lands are completely or almost completely unbuilt. Vacant lands were defined as parcels with very little or no improvement value per the Clatsop County assessor and are identified within the data by selecting parcels with \$.001 or less Real Market Improvement Value per square foot of land.
- **Partially Vacant** lands are identified on parcels that, while built, still contain significant unbuilt portions of land that could be further developed or subdivided and developed. These were manually identified parcels using a current building footprints layer, and checking against satellite imagery.
- **Potentially Redevelopable** lands are defined as parcels with limited improvements in terms of building value per square foot of land and are identified within the data by selecting parcels with \$.001 to \$2.50 Real Market Improvement Value per square foot of land.

Rights-of-way, parks, condominiums, and parcel remnants were removed the employment lands inventory, as were lands comprising the active use areas of the Astoria Regional Airport. The parcels resulting from this tiering and analysis are summarized and mapped in **Exhibits 22 and 23**.

Exhibit 22. Buildable Employment Lands Inventory by Type, City of Warrenton, 2020



Source: Clatsop County, 2020; Community Attributes, Inc., 2021

Exhibit 23 Buildable Employment Lands Inventory by Zoning Category, City of Warrenton, 2020

Source: Clatsop County, 2020; Community Attributes, Inc., 2021



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The resulting parcels, in aggregate, were additionally segmented by size to further characterize the supply of buildable employment lands in Warrenton. Exhibit 24 illustrates the total number of vacant, partially vacant, and potentially redevelopable parcels segmented by size and current City of Warrenton zoning designation. Most of the City's medium-large and large buildable employment land sites are found in the industrial zones. While sub-one-acre sites can be found in every commercial and industrial zone in the City, and 1-5 acre sites can be found in all zones but CMU, Warrenton has only 11 large (20 acre +) sites and these are located in the I1, I2, and RC zones.

Exhibit 24 Buildable Employment Lands by Parcel Size, City of Warrenton, 2020

	Parcel Size				Total
	<1 Acre	1-5 Acres	5-20 Acres	>20 Acres	
C1 - General Commercial	310	40	12		362
C2 - Water Dependent	26	5			31
CMU - Mixed Use Commercial	63				63
I1 - General Industrial	68	36	15	6	125
I2 - Water Dependent Industrial	93	72	12	3	180
RC - Recreational Commercial	58	18	1	2	79
Total	618	171	40	11	840

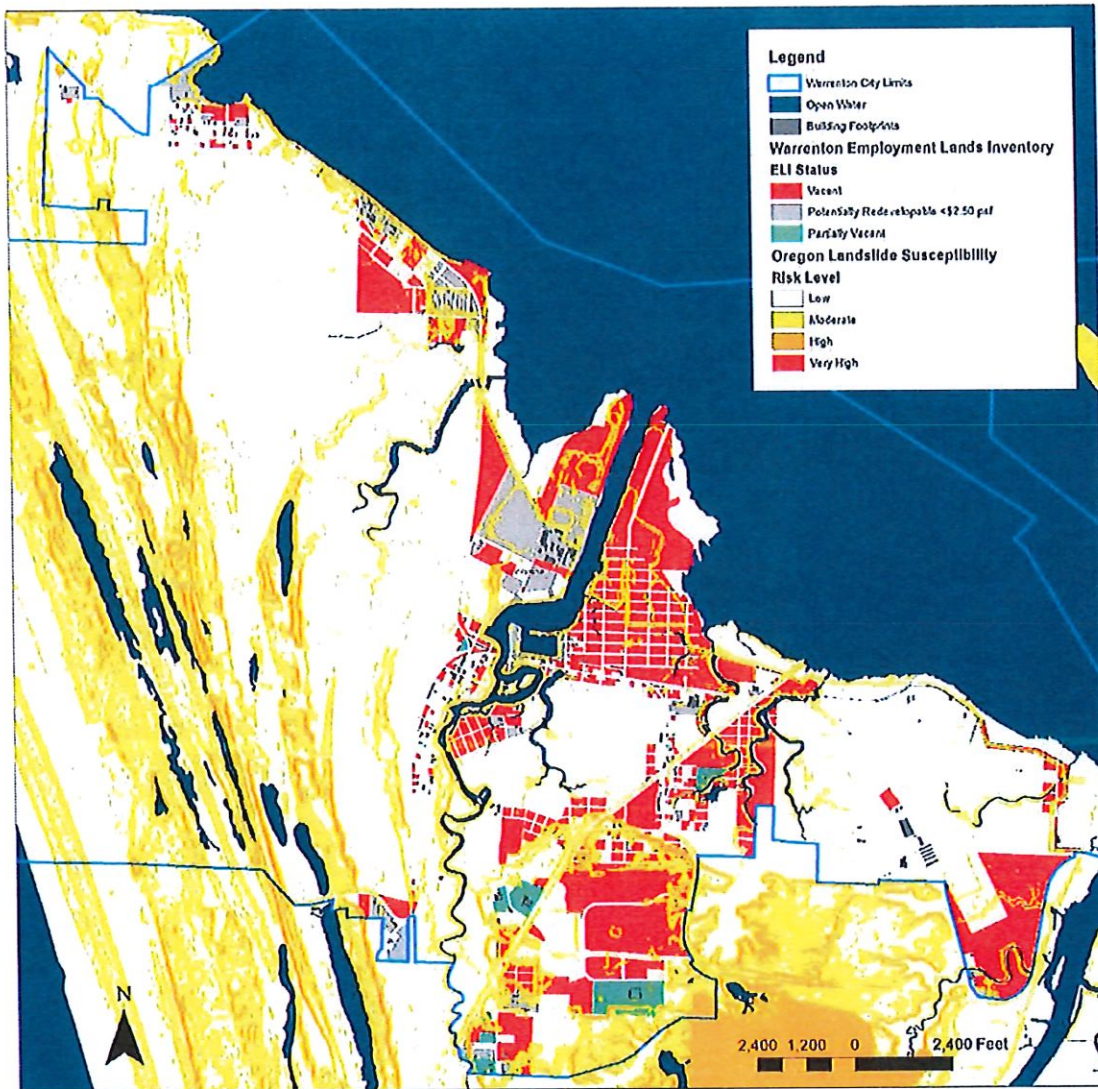
Source: Clatsop County, 2020; Community Attributes, Inc., 2021

Deductions from Buildable Employment Lands

Using geographic information systems (GIS) a calculated "gross supply" figure (in terms of number of parcels, and parcel acres) of Vacant, Partially Vacant, and Potentially Redevelopable employment lands was converted to a "net supply" figure by deducting all or portions of land area that may not be buildable.

Deductions were made for critical areas including wetlands, steep slopes, and landslide prone areas. As it happened, the City of Warrenton contained no significant steep slope or landslide susceptibility encumbrances of the inventoried buildable employment lands (Exhibit 25), so only wetland deductions were made.

Exhibit 25. Buildable Employment Lands Inventory and Landslide Susceptibility, City of Warrenton, 2020



Source: Clatsop County, 2020; Community Attributes, Inc., 2020

In the City of Warrenton, inventoried wetlands are categorized as either locally significant, or non-locally significant wetlands. While for the most part new development is not permitted on locally significant wetlands (exceptions are possible with a City of Warrenton Hardship Variance (see Section 16.156.080)), development is permitted, with conditions, on non-locally significant wetlands. To develop such areas, the following are required:

1. A State of Oregon Wetland Removal-Fill Authorization.
2. Written verification from the Warrenton Community Development Director, or designee, that the affected wetland area is classified as “non-significant”

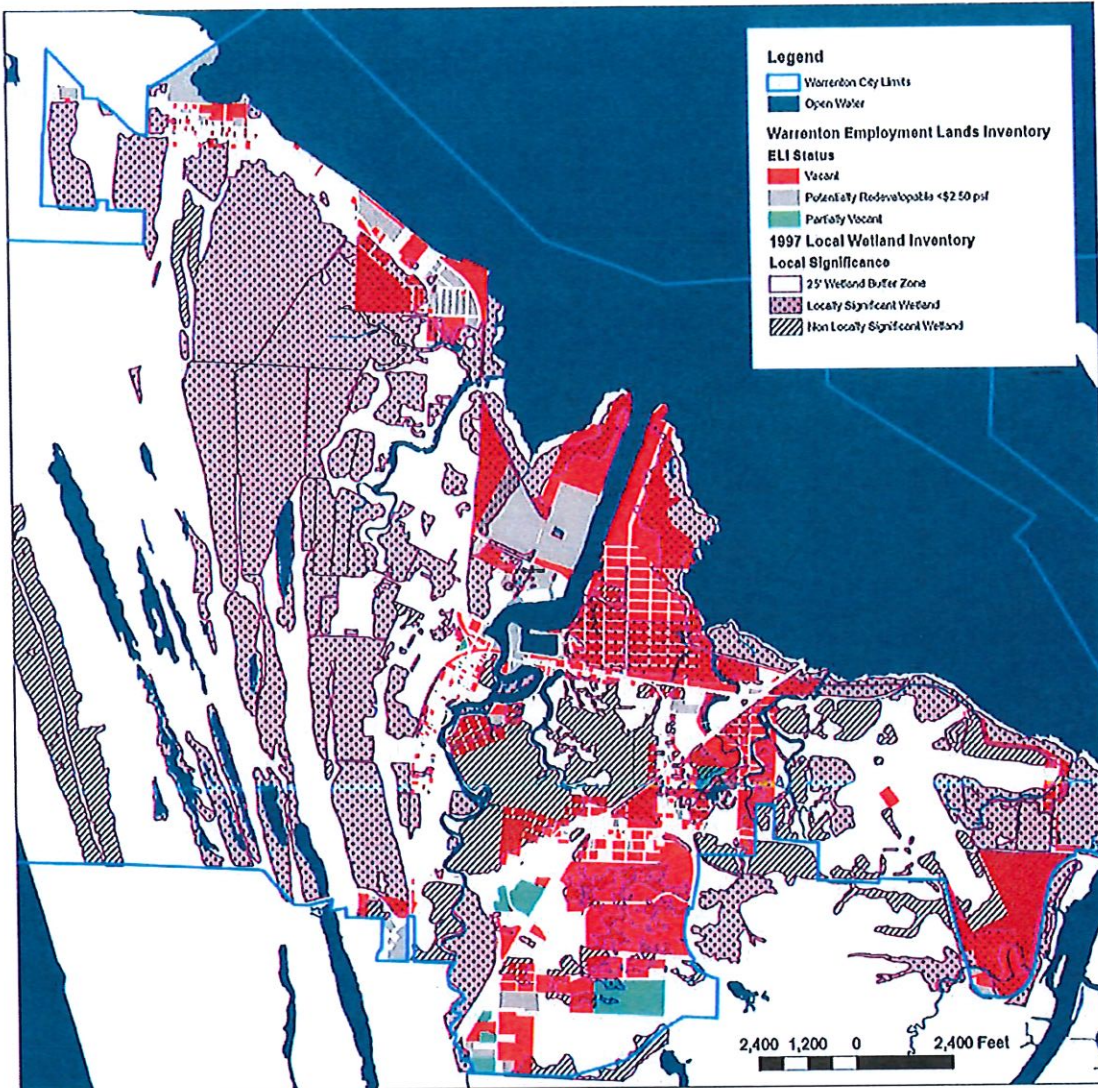
per the City of Warrenton Locally Significant Wetland Map dated October 17, 1997.

In addition, development within a 25' buffer around any wetland is also subject to:

1. A delineation of the wetland boundary, approved by the Oregon Division of State Lands.
2. A to-scale drawing that clearly delineates the wetland boundary, the proposed setback to the wetland area (if any), and existing trees and vegetation in the mapped wetland area.

For the purposes of this analysis, the additional expense imposed on a developer due to the encumbrances on development within non-locally significant wetlands was approximated by applying a 25% reduction to gross buildable parcel area lying within them, as calculated using GIS-based spatial analysis. Wetland buffers, developable with a wetland delineation only, were not reduced. Exhibit 26 illustrates where the buildable employment lands overlap with wetlands and wetland buffers.

Exhibit 26. Buildable Employment Lands Inventory and Wetland Status, City of Warrenton, 2020



Source: Clatsop County, 2020; Community Attributes, Inc., 2020

Once all applicable wetlands-related deductions were made, an additional deduction of 17.5% (in line with County averages of 15%-20%) of the remaining parcel area was applied to account for the development of future public facilities and rights-of-way that would be required for new development.

Net Land Supply by Zone

After deductions, a net land supply is expressed in acres and represents an estimate of the amount of land within each set of zones that can accommodate additional employment through new, greenfield development or redevelopment of lower-intensity or lower-value uses. A summary of net land supply for each zone,

including an overview of the deductions applied to gross land supply to arrive at the final figure, is provided in Exhibit 27.

Exhibit 27. Gross & Net Buildable Employment Lands by Employment Zone, City of Warrenton,

1 Zoning Category		Tier 1	Tier 2	Tier 3	Total	
		Vacant Lands***	Partially Vacant Lands***	Potentially Redevelopable Lands***	Vacant + Partially Redevelopable Lands	
CMU - Mixed Use Commercial						
Total Zone Area (Acres)	55.39	Total Parcel Area (Acres)	6.89	0.00	2.45	9.34
Rights-of-Way / Parks / Condos / Slivers (Acres)**	21.29	a. Portion in Locally-Significant Wetlands****	2.09	0.00	0.00	2.09
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	34.10	b. Portion in Non Locally-Significant Wetlands	0.00	0.00	0.00	0.00
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	0.23	0.00	0.00	0.23
		d. Portion Unencumbered / No Wetland or Buffer	4.57	0.00	2.45	7.02
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	4.80	0.00	2.45	7.25
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	0.84	0.00	0.43	1.27
		Total Net Buildable Parcel Area (Acres)	3.96	0.00	2.02	5.98
		Percent of Total Net Parcel Area in Zone (Acres)	12%	0%	6%	16%
		Number of Net Buildable Parcels (or portions if split-zoned)	47	0	16	63
2 Zoning Category						
		Tier 1	Tier 2	Tier 3	Total	
		Vacant Lands**	Partially Vacant Lands**	Potentially Redevelopable Lands**	Vacant + Partially Redevelopable Lands	
C1 - General Commercial						
Total Zone Area (Acres)	552.16	Total Parcel Area (Acres)	202.48	20.01	29.98	252.48
Rights-of-Way / Parks / Condos / Slivers (Acres)**	135.37	a. Portion in Locally-Significant Wetlands****	63.74	0.47	0.36	64.57
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	416.79	b. Portion in Non Locally-Significant Wetlands	22.30	2.57	3.50	28.37
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	13.06	0.51	0.10	13.67
		d. Portion Unencumbered / No Wetland or Buffer	109.38	16.46	26.02	145.87
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	133.17	18.90	28.75	180.81
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	23.30	3.91	5.03	31.64
		Total Net Buildable Parcel Area (Acres)	109.86	15.59	23.72	149.17
		Percent of Total Net Parcel Area in Zone (Acres)	26%	4%	6%	36%
		Number of Net Buildable Parcels (or portions if split-zoned)	309	6	47	362
3 Zoning Category						
		Tier 1	Tier 2	Tier 3	Total	
		Vacant Lands***	Partially Vacant Lands***	Potentially Redevelopable Lands***	Vacant + Partially Redevelopable Lands	
C2 - Water Dependent Commercial						
Total Zone Area (Acres)	20.56	Total Parcel Area (Acres)	0.71	0.00	3.99	12.70
Rights-of-Way / Parks / Condos / Slivers (Acres)**	7.20	a. Portion in Locally-Significant Wetlands****	2.70	0.00	0.00	2.70
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	13.36	b. Portion in Non Locally-Significant Wetlands	0.00	0.00	0.00	0.00
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	0.50	0.00	0.01	0.51
		d. Portion Unencumbered / No Wetland or Buffer	5.51	0.00	3.98	9.49
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	6.01	0.00	3.99	10.00
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	1.05	0.00	0.70	1.75
		Total Net Buildable Parcel Area (Acres)	4.96	0.00	3.30	8.25
		Percent of Total Net Parcel Area in Zone (Acres)	37%	0%	25%	62%
		Number of Net Buildable Parcels (or portions if split-zoned)	24	0	7	31

2020

4 Zoning Category

RC - Recreational Commercial

			Tier 1 Vacant Lands**	Tier 2 Partially Vacant Lands**	Tier 3 Potentially Redevelopable Lands**	Total Vacant + Partially Vacant + Potentially Redevelopable Lands
Total Zone Area (Acres)	102.24	Total Parcel Area (Acres)	93.40	0.00	62.52	95.93
Rights-of-Way / Parks / Condos / Slivers (Acres)**	1.08	a. Portion in Locally-Significant Wetlands****	1.12	0.00	2.50	3.62
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	101.16	b. Portion in Non Locally-Significant Wetlands	16.56	0.00	5.20	21.76
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	1.65	0.00	1.06	2.71
		d. Portion Unencumbered / No Wetland or Buffer	14.07	0.00	53.76	67.84
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	20.14	0.00	58.72	66.07
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	4.93	0.00	10.20	15.20
		Total Net Buildable Parcel Area (Acres)	23.22	0.00	48.45	71.56
		Percent of Total Net Parcel Area in Zone (Acres)	23%	0%	48%	71%
		Number of Net Buildable Parcels (or portions if split-zoned)	64	0	15	79

5 Zoning Category

I1 - General Industrial

			Tier 1 Vacant Lands**	Tier 2 Partially Vacant Lands**	Tier 3 Potentially Redevelopable Lands**	Total Vacant + Partially Vacant + Potentially Redevelopable Lands
Total Zone Area (Acres) (See NOTE)	683.05	Total Parcel Area (Acres)	432.02	34.37	76.53	542.92
Rights-of-Way / Parks / Condos / Slivers (Acres)**	94.17	a. Portion in Locally-Significant Wetlands****	89.74	2.25	21.26	113.25
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	588.88	b. Portion in Non Locally-Significant Wetlands	154.82	1.15	16.84	174.81
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	47.17	1.15	3.37	51.69
		d. Portion Unencumbered / No Wetland or Buffer	140.29	29.82	93.06	209.17
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	303.57	31.83	50.56	365.96
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	53.13	5.57	8.65	67.54
		Total Net Buildable Parcel Area (Acres)	250.45	26.26	41.71	318.42
		Percent of Total Net Parcel Area in Zone (Acres)	43%	4%	7%	54%
		Number of Net Buildable Parcels (or portions if split-zoned)	111	9	11	125

NOTE: The area zoned General Industrial comprising the Astoria Regional Airport has been removed from this figure.

6 Zoning Category

I2 - Water Dependent Industrial

			Tier 1 Vacant Lands**	Tier 2 Partially Vacant Lands**	Tier 3 Potentially Redevelopable Lands**	Total Vacant + Partially Vacant + Potentially Redevelopable Lands
Total Zone Area (Acres)	570.21	Total Parcel Area (Acres)	355.54	0.00	90.99	446.53
Rights-of-Way / Parks / Condos / Slivers (Acres)**	113.55	a. Portion in Locally-Significant Wetlands****	185.25	0.00	1.90	187.15
Total Parcel Area, Exclusive of R.O.W., Parks, Condos, Slivers (Acres)	456.66	b. Portion in Non Locally-Significant Wetlands	3.39	0.00	0.00	3.39
		c. Portion in Wetland Buffer Areas (25' around all wetlands)	11.27	0.00	1.37	12.64
		d. Portion Unencumbered / No Wetland or Buffer	155.63	0.00	87.72	243.35
		e. Portion in Steep Slopes and Slide Areas	0.00	0.00	0.00	0.00
		Total Gross Developable Area (d. + (b-.25%) + c.)	169.44	0.00	89.09	258.53
		Less Future Public Facilities & Infrastructure Set-Aside (17.5%)	29.65	0.00	15.59	45.24
		Total Net Buildable Parcel Area (Acres)	139.79	0.00	73.50	213.29
		Percent of Total Net Parcel Area in Zone (Acres)	31%	0%	16%	47%
		Number of Net Buildable Parcels (or portions if split-zoned)	167	0	13	180

Total Parcel Area Exclusive of R.O.W.,
Parks, Condos, Slivers & Airport (Acres) 1,610.94

Total Net Supply
Total Net Supply as Percentage of Total Parcel Area

766.77
48%

* See Methodology for Collapsed Zone definitions
 ** Rights-of-Way include roads, highways, a.c. as delineated in the source data
 *** See Methodology for definitions of "Vacant", "Partially Vacant", and "Potentially Redevelopable" lands
 **** Not Developable. See Methodology for detailed explanation of Critical Deductions.

Source: Clatsop County, 2020; Community Attributes, Inc., 2020

Land Demand Methods and Analysis

Translating a growth forecast into demand for employment land requires an understanding of how much square footage can be built on any given parcel and an understanding of how many square feet are required to house each employee. These variables are expressed below in a series of equations, each of which is explained to clarify the process of calculating demand for employment land.

$$(new\ employment\ by\ zone) \times (square\ feet\ per\ employee) = (built\ square\ feet\ demanded\ by\ zone)$$

New employment is given in the forecast. **Exhibit 28** illustrates the allocation of new jobs from each industry sector to an aggregate zone category used in the land supply analysis. Because mixed-use zones are designed to capture a broad array of uses, and because the City does not have a significant amount of developable mixed-use-zoned land, it is assumed that the majority of all jobs will be accommodated on either commercial or industrial lands.

Exhibit 28. Allocation of Forecasted Jobs to Zone Categories

Industry Sector	2019	2040	Net New Jobs '19-'40	Zone Category
Accommodation and Food Services	294	345	51	Commercial
Administration & Support, Waste Management...	137	143	6	Commercial
Agriculture, Forestry, Fishing and Hunting	4	5	0	Industrial
Arts, Entertainment, and Recreation	22	32	10	Commercial
Construction	145	187	42	Industrial
Educational Services	284	342	58	Commercial
Finance and Insurance	34	38	4	Commercial
Health Care and Social Assistance	161	193	33	Commercial
Information	15	15	0	Commercial
Management of Companies and Enterprises	0	0	0	Commercial
Manufacturing	513	530	17	Industrial
Mining, Quarrying, and Oil and Gas Extraction	0	0	0	Industrial
Other Services (excluding Public Administration)	121	129	8	Commercial
Professional, Scientific, and Technical Services	58	72	14	Commercial
Public Administration	97	107	10	Commercial
Real Estate and Rental and Leasing	19	23	4	Commercial
Retail Trade	1,073	1,561	488	Commercial
Transportation and Warehousing	90	94	4	Industrial
Utilities	4	4	0	Industrial
Wholesale Trade	23	24	1	Commercial
Total	3,100	3,640	740	

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Community Attributes, Inc., 2020

The number of built square feet per employee varies greatly across industry sectors and geographies. For example, office uses in major metropolitan areas are seeing

reductions in the number of square feet needed per employee due to changes in office design and employee preference; an assumption for the square footage needed per office employee in downtown Portland may range from 200-300 square feet, while smaller or rural communities, where high-rise, technology-centered offices and tenants are less common, may require a higher and more traditional number of square feet. Other commercial uses, such as retail, generally require a more moderate 500-700 square feet per employee, while some industries, like wholesale trade, may need more than 1,000 square feet per employee. Because of this broad range, and because Warrenton's employment forecast shows significant increases in retail jobs, the assumption used in this study is 500 square feet per employee as an average across all commercial uses.

Multiplying new employment in each industry by the square footage required to house an average employee across the industries in each zone category yields the number of building square feet needed to accommodate the forecasted employment growth.

$$(built\ square\ feet\ demanded\ by\ zone) / (FAR) = (land\ square\ feet\ demanded\ by\ zone)$$

To obtain an estimate of how much square footage can be built on any given parcel, a representative floor-to-area ratio (FAR) is applied to each zone category. FAR is the ratio of total built square footage to total land square footage, and is expressed as a decimal. For the purposes of this analysis, broadly representative assumptions are used for FAR, informed by a literature review and past buildable lands experience. This study estimates commercial FAR at .25, with a lower FAR for industrial development, and a higher FAR for mixed-use (which, if present, may be more likely to feature two- or three-story buildings as a means to integrate the different uses).

Dividing the built square feet demanded by the FAR yields the number of land square feet needed to accommodate the forecasted employment growth.

$$(land\ square\ feet\ demanded\ by\ zone) / 43,560 = (acres\ demanded\ by\ zone)$$

There are 43,560 square feet in each acre. Dividing the land square feet demanded by zone by 43,560 converts the land demand estimate into acres needed to accommodate the forecasted employment growth in each zone category. **Exhibit 29** provides a summary of land demand, based on forecasted employment growth, by the general commercial and industrial zone categories used in the land supply analysis.

Exhibit 29. Employment Land Demand Summary

Zone Category	Net New Jobs '19-'40	Assumed SF per Job	Assumed FAR	Land Demand (acres)
Commercial	686	500	0.25	31.5
Industrial	63	1,500	0.15	14.5
Mixed-Use	0	500	0.35	0

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Community Attributes, Inc., 2020

Reconciling Land Supply With Demand

In total, the foregoing analyses indicates indicate a supply of **767 acres** of vacant, partially vacant, or redevelopable employment land spread across 840 parcels in Warrenton to accommodate future employment growth for the 20-year planning time horizon. This represents about 48% of the total current land area in Warrenton's six employment-supporting zones.

The total projected demand for all types of employment land for the same period totals only **46 acres**. These analyses indicate that the City of Warrenton has more than enough land – a total surplus of **649 acres** – to meet its forecast growth and would have enough even if growth were to significantly outpace current forecasts. **Exhibit 30** compares this demand with supply by commercial and industrial zone categories, indicating the surpluses for each.

Exhibit 30. Comparison of Employment Land Demand with Supply

Zone Category	Net New Jobs '19-'40	Assumed SF per Job	Assumed FAR	Land Demand (acres)	Land Supply (acres)	Surplus (Shortage)
Commercial	686	500	0.25	31.5	157.4	125.9
Industrial	63	1,500	0.15	14.5	531.7	517.2
Mixed-Use	0	500	0.35	0	6.0	6.0

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Community Attributes, Inc., 2020

While it would appear that Warrenton has more than sufficient supply in terms of raw land acreage to accommodate forecasted growth, wetlands and infrastructure provision represent significant challenges to real-world development of these lands. Given the additional regulatory complexity around development in non-significant wetland areas and wetland buffers (including oversight by multiple federal and state agencies such as the Army Corps of Engineers and the Oregon Department of State Lands (DSL)), the City of Warrenton would do well to consider specific policies or regulatory changes in the future to address these constraints and other barriers to development.

Site Size Considerations

In addition to wetlands, infrastructure and other constraints, site size and configuration are also important factors to consider when assessing the suitability of Warrenton's employment land supply for projected demand for the 20-year planning period.

In order to model the segmentation of demand for Warrenton's employment land by site size, a job density figure was first calculated for each zone category (commercial and industrial) based on existing employment and developed parcel statistics for Warrenton as of 2019 (Exhibit 31).

Exhibit 31. Job Density by Zone Category, City of Warrenton, 2019

Zone Category	Total Jobs (2019)	Total Developed Parcel Area per Category, 2019 (Ac)*	2019 Job Density (Jobs per Developed Acre)
Commercial (& CMU)	8,275	195.0	42.4
Industrial	94	56.1	1.7

* Total developed parcel area is exclusive of rights-of-way, parks, condominiums, and parcel remnants.

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Clatsop County Assessor, 2019; Community Attributes, Inc., 2020

In Exhibit 32, this job density figure by category was combined with a measure of the average size of developed sites by zone to estimate the number of new sites needed at that average size for each zone. Forecast employment was apportioned by zone based on land supply available for each. As an example, the average size of developed sites in Warrenton's C1 General Commercial Zone was .61 acres in 2019. To accommodate a growth of 554 jobs in that zone at an average commercial job density of 42.4 jobs per acre, Warrenton would need around 21 sites of that size.

Exhibit 32. Existing Average Site Size & Projected New Sites Needed

Existing Zone	Average Size of Developed Sites (Ac)	Net Employment Land Supply (%)*	New Employment by Zone*	2019 Job Density (Jobs per Developed Ac)	Number of New Sites Needed
Commercial					
C1 - General Commercial	0.61	63%	554		21
C2 - Water Dependent Commercial	0.22	4%	31	42.4	3
CMU - Mixed Use Commercial	0.18	3%	22		3
RC - Recreational Commercial	0.51	30%	266		12
Industrial					
I1 - General Industrial	0.77	60%	2	1.7	2
I2 - Water Dependent Industrial	1.66	40%	2		1

* Percent figure refers to percent of total commercial or industrial net employment land inventory acreage for each zone. See Exhibit 27.

** Apportioned by zone according to proportions of net employment land inventory supply available to accommodate remaining growth for the period 2019-2040.

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Clatsop County Assessor, 2019; Community Attributes, Inc., 2020

The average size of developed sites ranges from .18 acres for the CMU Commercial Mixed-Use zone up to .61 for the General Commercial zone, and from .77 acres for I1 General Industrial sites up to 1.66 acres for I2 Water Dependent sites. In total, the exercise estimates a demand of almost 40 parcels under one acre in size for Warrenton's commercial zones, compared with a supply of almost 457 (see Exhibit 24 in the Land Supply section) commercially-zoned parcels of that size. For industrial lands, two three-quarter acre sites and one 1.66 acre site could be easily accommodated given the supply of 68 and 72 sites of those sizes in Warrenton's land supply, respectively (Exhibit 24).

Average parcel sizes are, of course, based on a range of developed parcel sizes and this too can be illustrative in considering the size of sites likely to be needed for future growth. Exhibit 33 illustrates demand by a range of sizes based on the actual distribution (histogram) of currently developed site sizes. For commercially-zoned (including CMU) lands in Warrenton in 2019, developed site sizes ranged from .04 to 17.3 acres. For industrially-zoned lands, developed site sizes ranged from .03 to 4.7 acres. If the aggregate demand of 39 commercial sites and 3 industrial sites were mapped to the current distribution of site sizes, the results would approximate those in Exhibit 33 – again with a significant surplus of each site size in supply.

Exhibit 33. Land Demand by Current Developed Site Distribution, City of Warrenton, 2019

Zone Category	Range of Site Sizes				Total
	<1 Acre	1-5 Acres	5-20 Acres	>20 Acres	
Commercial Demand	36	2	1	0	39
Commercial Supply	457	63	13	2	535
Surplus (Shortage)	421	61	12	2	496
Industrial Demand	2	1	0	0	3
Industrial Supply	161	108	27	9	305
Surplus (Shortage)	159	107	27	9	302

Source: U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD), 2020; Clatsop County Assessor, 2019; Community Attributes, Inc., 2020

Commercial Zones Discussion

Demand for commercial land is forecast to total 31.5 acres through 2040. That is a small percentage of all vacant and redevelopable commercial land in Warrenton and

suggests that Warrenton has more than 204 acres of surplus potentially buildable commercial land available (plus some mixed-use land that could accommodate commercial uses) should commercial employment increase faster than the forecast suggests. One consideration is the availability of water-dependent commercial land; if a significant portion of the commercial demand requires water access, then it may exceed the number of water-dependent acres available, even if there are other non-water-dependent commercial lands available.

- **Commercial Mixed-Use Zone** includes about 55 acres of parcel area. Of that sum, 21 acres are excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 34 acres of total parcel area. After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 63 parcels totaling approximately 6 acres is buildable – either vacant, partially vacant, or potentially redevelopable.
- **General Commercial Zone** includes about 552 acres of parcel area. Of that sum, 135 acres are excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 417 acres of total parcel area. After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 362 parcels totaling approximately 149 acres is buildable – either vacant, partially vacant, or potentially redevelopable.
- **Water Dependent Commercial Zone** includes about 21 acres of parcel area. Of that sum, 7 acres are excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 13 acres of total parcel area. After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 31 parcels totaling approximately 8.25 acres is buildable – either vacant, partially vacant, or potentially redevelopable.
- **Recreational Commercial Zone** includes about 102 acres of parcel area. Of that sum, 1 acre is excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 101 acres of total parcel area. After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 79 parcels totaling approximately 72 acres is buildable – either vacant, partially vacant, or potentially redevelopable.

Industrial Zones Discussion

Demand for industrial land is anticipated to total 14.5 acres through 2040. That is a small percentage of all vacant and redevelopable industrial land in Warrenton and suggests that Warrenton has more than 532 acres of surplus potentially buildable industrial land available should industrial employment increase faster than the forecast suggests. As with the commercial categories, a consideration is the availability of water-dependent industrial land; if a significant portion of the industrial demand requires water access, then it may exceed the number of water-dependent acres available, even if there are other non-water-dependent industrial lands available.

- **General Industrial Zone** includes about 1683 acres of parcel area. Of that sum, 94 acres are excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 589 acres of total parcel area (the presently active Astoria Regional Airport parcels were also removed from this analysis). After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 125 parcels totaling approximately 318 acres is buildable – either vacant, partially vacant, or potentially redevelopable.
- **Water Dependent Industrial Zone** includes about 570 acres of parcel area. Of that sum, 114 acres are excluded from gross land supply due to rights of way, parks and other parcel limitations, resulting in 456 acres of total parcel area. After deductions for critical areas and future public facilities (described in Methods section, above), a net supply of 180 parcels totaling approximately 213 acres is buildable – either vacant, partially vacant, or potentially redevelopable.

Land Supply and Demand Summary

Warrenton's available lands span a range of site sizes. For commercial uses, most of the employment forecasted is in retail or accommodation and food services. Warrenton has expressed a desire to focus growth in these sectors on smaller-footprint, non-big box retail in downtown. To that end, there are no fewer than 19 parcels of less than one acre and zoned for commercial use in downtown Warrenton alone. Larger retail development can be accommodated as well, as Warrenton has several contiguous redevelopable commercial parcels of three to five acres, which could be assembled for larger projects. Only 14.5 acres of commercial land are projected to be needed to meet demand, and Warrenton has multiple industrial sites of less than five acres, five to 10 acres, and more than 10 acres, many of which are contiguous and could be assembled to accommodate larger projects.

COMMUNITY ECONOMIC DEVELOPMENT POTENTIAL

Initial stakeholder engagement – including advisory committee meetings, stakeholder interviews, and four industry focus group meetings – conducted in the first months of 2021 generated a broad array of insights and ideas around the direction and types of economic growth that may be possible for the City of Warrenton.

The following major themes derive from a synthesis of the foregoing data-driven analysis of economic opportunities, as well as from these rich discussions with area stakeholders, residents, officials, and businesses.

Infrastructure is both a challenge and an opportunity.

Water, water, everywhere. Parts of Warrenton are undevelopable or present challenges due to the extensive presence of wetlands and flood zones and related cost burdens associated with mitigation and / or new infrastructure provision. At the same time, wetlands confer incalculable benefits to the city and its economy via the provision of valuable ecosystem services and as eco-tourism and recreation assets. In addition, proximity to maritime industry infrastructure, access to supplies of pristine freshwater, and related economic assets and anchors in the shipping, fishing, tourism and other industries represent tremendous, underutilized potential for sustainable economic growth in legacy and emerging industries.

Creative solutions to revenue can drive unique growth.

Tax revenues for the City of Warrenton are not sustainable. Significant growth may be difficult to achieve through new development alone. Warrenton cannot build its way out of a fiscally constrained tax structure (1.6 tax rate) However, creative development solutions such as licensing, payment in lieu of taxes, and public-private partnerships could yield both new sources of revenue, as well as result in unique, creative economic assets to further differentiate the City's offerings from those of its neighbors in Clatsop County.

Development should provide for visitors while remaining focused on residents.

We heard time and again that while tourism, hospitality, and entertainment are key and valued pieces of the local economy and represent important avenues of growth, it is imperative that economic development in Warrenton also remain focused on local residents and businesses and what they value most about their communities. This may also include a shift away from big-box retail growth in favor of opportunities in other industries with broader benefits to local residents.

Local workforce development and retention is key.

Local industries, including commercial fishing and processing, logging and timber, retail, and tourism / hospitality all speak of the need to better transition and retain increasingly skilled workers from local educational institutions into needed roles in their sectors – and to find ways to retain them. Strengthening partnerships among Career Technical Education programs and Clatsop Community College is a key opportunity for the region to be economically competitive.

Apart from strengthening the linkages between schools or training and industry, housing is a key part of the puzzle for greater Warrenton.

Local natural resources provide quality of life *and* economic sustenance.

While half of Warrenton’s economy is still “fish and trees,” these same resources are also at the source of the region’s tremendous and unique quality of life. As such, they must be both closely managed for sustainability, and effectively leveraged to attract and retain new and expanded economic opportunities in the form of skilled workers, residents, new companies, entrepreneurs, and private investment.



AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Esther Moberg, City Manager

DATE: 10/11/2022

Honorable Mayor and City Commissioners,

The City of Warrenton has received a request to waive fees for use of the Community Center during the annual free community Thanksgiving Dinner. Fort Stevens VFW Post and Auxiliary 10580 will be managing the dinner again this year. They are requesting use of the center for Wednesday and Thursday, November 23 and 24, 2022. The cost of last year's rental fee was covered by the Commission approving using funds from the Warrenton Business License fund.

It is the recommendation of the City Manager not to waive the fee but pay for the \$898 fee from the Warrenton Business License fund.

RECOMMENDATION/SUGGESTED MOTION

"I move the City cover the cost of use of the Community Center for the annual free Community Thanksgiving Dinner by using funds in the Warrenton Business License fund.

ALTERNATIVE

"I move to waive the fee for use of the Community Center for the annual free Community Thanksgiving Dinner."

FISCAL IMPACT

There is room in the Warrenton Business License fund to pay for the use of the center. If the fee is waived, the Community Center Budget will have to absorb the cost of the event. The Community

Center will have to cover the cost of staff, utilities, and cleaning costs even if the fee is waived which does have impact on the small operating budget of the Community Center.

Approved by City Manager:



**Fort Stevens 10580 VFW Auxiliary
PO Box 233
Warrenton, Oregon 97146**

September 23, 2022

City of Warrenton
170 SW 3rd Street
Warrenton, OR 97146

RE: Community Thanksgiving

Greetings,

We would like to use the Community Center to prepare the Annual Community Thanksgiving Dinner. We would like to use the Community Center on Wednesday November 23, 2022, for food preparation and Thursday, November 24, 2022, for Thanksgiving Day.

It is our intention to have in house seating as well as delivery and curbside pickup. We are asking that the City of Warrenton waive the Community Center rental fees as you have done in previous years. Please advise your decision as soon as possible so we may begin our action plan.

Thank you for your consideration of our request.

Debbie Little, President
Fort Stevens 10580 VFW Auxiliary

Warrenton Community Center

(503) 861-2233

LOCATION: 170 SW 3RD ST
WARRENTON, OR 97146

MAILING ADDRESS: PO BOX 250
WARRENTON, OR 97146

Rental Application

DATE(S) RESERVED: 11-23-22 TIME(S) RESERVED: 8 AM - 8 PM
11-24-22 6 AM - 8 PM

TYPE OF EVENT: Community Thanksgiving

ESTIMATED ATTENDANCE: 300+ (MAXIMUM CAPACITY = 135)

NAME OF ORGANIZATION, GROUP, OR INDIVIDUAL: Fort Stevens VFW Post & Auxiliary 10580

CONTACT PERSON: Debbie Little
NAME: Debbie Little HOME PHONE: 503) 739-0661
MAILING ADDRESS: 9127 Sunnyside Rd Warrenton, OR 97146
BUSINESS PHONE: _____ CELL: AS above

ALTERNATE CONTACT PERSON: Bert Little
NAME: Bert Little HOME PHONE: 503) 739-1071
MAILING ADDRESS: as above
BUSINESS PHONE: _____ CELL: _____

PERSON RESPONSIBLE FOR CLEANING: _____ PHONE: _____
(SEE CLEANING INSTRUCTIONS ATTACHED)

Check here if you would like us to clean and deduct the fee from your deposit

SEE ATTACHED RATE STRUCTURE		
CLEANING AND KEY DEPOSIT FEE:	FEE	TOTAL

KEYS: _____ X \$10.00
(quantity)
CLEANING: _____ or _____
(regular) \$76.00 (alcohol) \$200.00
TOTAL DEPOSIT: _____

RENTAL FEES:				
Check One	HOURS RENTED	X	RATE	RENTAL FEE
<input type="checkbox"/> Meeting Room, food in Center	ALL DAY		\$449 per day	
<input type="checkbox"/> Meeting Room Only, no food	ALL DAY		\$321 per day	
<input type="checkbox"/> Meeting Room, food in Center			\$50 per hr	
<input type="checkbox"/> Meeting Room Only, no food			\$40 per hr	

LIST SUPPLIES WANTED TO RENT

TOTAL RENT: _____
GRAND TOTAL FEES: _____

Rental Fees are due 5 days prior to rental date.

I/we hereby apply for the use of the above facility and agree to assume full responsibility for the conduct of guests and any damage done to the premises during the period of use. I understand the deposit will be refunded only if the building is clean and in the same condition as I/we found it. Upon notification, refunds of the deposit, for cancellation, will be due as per the schedule in the Community Center Rate Schedule. I have read the attached "General Rules and Guidelines and "Cleaning Instructions" and agree to those conditions of use.

Signature: Debbie Little
Date: 9-23-22

MAKE CHECKS PAYABLE TO: CITY OF WARRENTON
226 S. MAIN
P. O. BOX 280
WARRENTON, OR 97146

Please return all completed applications to City Hall at the above address.

Internal use only			
	Amount	Receipt #	Date
Deposit fee paid:	_____	_____	_____
Rental fee paid:	_____	_____	_____
fee paid:	_____	_____	_____
fee paid:	_____	_____	_____
Staff:	_____	_____	_____
Calendar:	_____	_____	_____



AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: Brian Alsbury, Fire Chief
 DATE: October 3, 2022
 SUBJ: Request to Declare Decommissioned Portable and Mobile Radios

SUMMARY:

The city of Warrenton has taken delivery of a new Kenwood mobile and portable radios.

Currently, staff is seeking City Commissions approval to declare our old portable and mobile radios as surplus in accordance with Warrenton Municipal Code 3.28.080-

General Methods- Surplus property may be disposed of by any of the following methods upon a determination by the City Commission that the method of disposal is in the best interest of the City of Warrenton. Factors that may be considered by the Solicitation Agent include costs of sale, administrative costs, and public benefits to the City of Warrenton. The Solicitation Agent shall maintain a record of the reason for the disposal method selected, and the manner of disposal, including the name of the person to whom the surplus property

- a. **Governments. Without competition, by transfer or sale to another City of Warrenton department or public agency.**

Warrenton Fire Department has been contacted by Columbia River Fire & Rescue's Fire Marshal, Tad Pederson. He explained that their fire district is using old technology that can hamper their ability to safely communicate with other during an incident. Fire Marshal Pederson asked if we would consider passing along our old radios to Columbia River Fire & Rescue.

Our surplus of radios are in good working order, but unfortunately, they are longer serviceable with the manufacture. Keeping these surplus radios at Warrenton Fire Department will only take up storage room, we do not have a need for them any longer.

Please see attached letter from Columbia River Fire & Rescue's Fire Chief Medina asking City of Warrenton's Commissioners for the acquisition of our surplus radios.

RECOMMENDATION:

Staff is recommending the City of Warrenton Commission declare the above noted fire equipment as surplus and to pass along old radios to Columbia River Fire & Rescue.

ALTERNATIVE:

Staff is not recommending an alternative currently.

FISCAL IMPACT:

None-Surplus radios are from a grant award-FEMA AFG

Approved by City Manager:

A handwritten signature in black ink, appearing to read "Ethan Moberg", written over a horizontal line.

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



Columbia River Fire & Rescue

ADMINISTRATION OFFICES

270 Columbia Blvd * St Helens, Oregon * 97051
Phone (503)-397-2990 * www.crrf.com * FAX (503)-397-3198

17 August 2022

To: Warrenton City Council

From: Chief Joel Medina, Columbia River Fire & Rescue

Re: Surplus radio donation

Dear members of the Warrenton City Council,

Recently the Warrenton Fire Department had the good fortune to receive an Assistance to Firefighters Act grant to upgrade their radios, we are hoping that you will declare their old radios surplus and continue that good fortune to Columbia County.

Columbia County is at a crossroads regarding their radio system, our radios are severely outdated, and are failing at an increasing rate. The reason we are requesting your surplus radios is that we do not know what direction the county radio system is going, we just completed a study that encourages us to go to an 800mz system, this would be very expensive, we are also looking at a 700mz system or staying with our VHF system, all our neighbors except Clatsop County are currently using 800mz.

If you see fit to donate the surplus radios to us, we will be safer and more effective for the next few years until decisions are made and funding is located. It is our intention to also support our other departments in Columbia County by forwarding radios to them as their radios are the same age as ours.

Thank you for your Consideration in this Matter.

Sincerely,

A handwritten signature in blue ink that reads 'Joel Medina'.

Joel Medina
Fire Chief



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Collin Stelzig, Public Works Director
DATE: October 11, 2022
SUBJ: Amendment Number 01 - ODOT Grant Agreement 34471- Warrenton
Grade School-Main Ave Safe Pedestrian Walkway

SUMMARY:

At the July 12th, 2022, Commission meeting we discussed a change in the scope of work for the current Safe Routes To School project. The change removes the east side walkway from the design and bid documents due to the increase in construction costs.

Attached is the Revised Exhibit A to the grant agreement between the City and the Oregon Department of Transportation's Safe Routes to School Program (SRTS) for the Warrenton Grade School-Main Avenue Safe Pedestrian Walkway project. The revised exhibit updates the project description as well as the project completion date.

RECOMMENDATION/SUGGESTED MOTION

"I move to approve the Mayor's signature for the Revised Exhibit A on Amendment Number 01 – for the grant agreement 34471 between the City and State of Oregon for the Safe Routes To School - Warrenton Grade School-Main Avenue safe pedestrian walkway."

ALTERNATIVE

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

FISCAL IMPACT

This project is included in the City of Warrenton 2022-2023 Adopted Budget.

Approved by City Manager: Esther Melny 9-29-22

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

**AMENDMENT NUMBER 01
GRANT AGREEMENT
SAFE ROUTES TO SCHOOL PROGRAM (SRTS)
Warrenton Grade School – Main Avenue Safe Pedestrian Walkway
City of Warrenton**

This is Amendment No. 01 to the Agreement between the **State of Oregon**, acting by and through its Department of Transportation, hereinafter referred to as "ODOT," and **City of Warrenton**, acting by and through its Governing Body, hereinafter referred to as "Recipient," entered into on June 10, 2021.

It has now been determined by ODOT and Recipient that the Agreement referenced above shall be amended for an extension of time and change in obligations.

1. **Effective Date.** This Amendment shall become effective on the date it is fully executed and approved as required by applicable law.
2. **Amendment to Agreement.**
 - a. **Exhibit A shall be deleted in its entirety and replaced with the attached Revised Exhibit A. All references to "Exhibit A" shall hereinafter be referred to as "Revised Exhibit A."**
3. **Counterparts.** This Amendment may be executed in two or more counterparts (by facsimile or otherwise) each of which is an original and all of which when taken together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.
4. **Original Agreement.** Except as expressly amended above, all other terms and conditions of the original Agreement are still in full force and effect. Recipient certifies that the representations, warranties and certifications in the original Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the time of this Amendment.

Signature Page to Follow

THE PARTIES, by execution of this Agreement, hereby acknowledge that their signing representatives have read this Agreement, understand it, and agree to be bound by its terms and conditions.

CITY OF WARRENTON, by and through its Governing Body

By _____
(Legally designated representative)

Name _____
(printed)

Date _____

By _____
(Legally designated representative)

Name _____
(printed)

Date _____

LEGAL REVIEW APPROVAL (If required in Recipient's process)

By _____
Recipient's Legal Counsel

Date _____

Recipient Contact:
Collin Stelzig
45 SW 2nd Street, PO Box 250
Warrenton, Oregon 97146
(503) 861-0912
rstelzig@ci.warrenton.or.us

STATE OF OREGON, by and through its Department of Transportation

By _____
Public Transportation Division
Administrator

Name _____
(printed)

Date _____

APPROVAL RECOMMENDED

By _____
SRTS Program Manager

Date _____

APPROVED AS TO LEGAL SUFFICIENCY

By _____
Assistant Attorney General

Date: _____

ODOT Contact:
LeeAnne Fergason
555 13th Street NE
Salem, Oregon 97301
(503) 986-5805
LeeAnne.Fergason@odot.oregon.gov

REVISED EXHIBIT A
Project Description, Key Milestones, Schedule and Budget
Agreement No. 34471

Project Name: Warrenton Grade School – Main Avenue Safe Pedestrian Walkway

A. PROJECT DESCRIPTION

Oregon Route 104 (Main Street) from approximately 8th Street to 10th Place.

Recipient shall construct a pedestrian walkway on the west side of Main Avenue/OR 104 with enhanced crosswalks at 9th Street and 10th Place.

Recipient acknowledges that such Project improvements funded under this Agreement may trigger other Recipient responsibilities under the Americans with Disabilities Act. Recipient agrees that it is solely responsible for ensuring Americans with Disabilities Act compliance pursuant to Exhibit B, Recipient Requirements, Section 4.

B. PROJECT KEY MILESTONES AND SCHEDULE

The Project has two (2) Key Milestone(s). Key Milestones are used for evaluating performance on the Project as described in the Agreement. Neither Key Milestone 1, Scoping and planning, nor Key Milestone 2, Project completion, can be changed without an amendment to the Agreement.

If Recipient anticipates either that Key Milestone 1 will require material changes or that Key Milestone 2 will be delayed by more than ninety (90) days, Recipient shall submit a Request for Change Order, as described in Section 4(c) of the Agreement, to SRTSProgramMailbox@odot.oregon.gov as soon as Recipient becomes aware of any possible change or delay. Recipient must submit the Request for Change Order before materially changing the project scope (Key Milestone 1) or delaying the Project completion (Key Milestone 2).

Table 1: Key Milestones

Key Milestone	Description	Estimated Due Date
1	Scoping and planning	3/28/2021
2	Project completion (Project must be completed within 5 years of agreement execution.)	8/31/2023



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Kyle Sharpsteen, Acting Public Works Director
DATE: October 11, 2022
SUBJ: Change Order #2 – Raw Waterline Replacement Project

SUMMARY

The Raw Waterline project was awarded to Big River Construction, Inc. and a notice to proceed was given on July 20th, 2022. During project construction it was determined that the existing pipe configuration at the north connection of the project is different than indicated on the record drawings/construction plans. This change order adds HDPE bends/fittings, spacers to the butterfly valves, and labor necessary to transition the new pipe to the existing. This change order will increase the contract price by \$9,814.82.

RECOMMENDATION/SUGGESTED MOTION


"I move to approve the Change Order #2– Raw Waterline Replacement Project, to increase the contract price up to \$859,277.67, for HDPE bends/fittings and labor for the north tie-in."

ALTERNATIVE

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

FISCAL IMPACT

This project has been approved by the City Commission and is included in the City of Warrenton 2022-2023 Adopted Budget.

Approved by City Manager:  _____

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



Change Order No. 02

Date of Issuance: 10/03/22	Effective Date: 10/03/22
Owner: City of Warrenton, Oregon	Owner's Contract No.: 620094
Contractor: Big River Construction, Inc.	Contractor's Project No.: 22140
Engineer: Murraysmith, Inc.	Engineer's Project No.: 21-3108
Project: Raw Waterline Replacement	Contract Name: Raw Waterline Rep.

The Contract is modified as follows upon execution of this Change Order:

Description:

The existing pipe configuration at North Connection of the project is different than indicated on record drawings/construction plans. This Change Order adds HDPE bends/fittings and labor necessary to transition the new HDPE pipe to existing pipe alignment. The CO also adds HDPE spacers to the butterfly valves for transitioning to the HDPE pipe (RFI #1).

Attachments: Contractor's supporting documentation of materials and labor

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 818,110.00</u>	Original Contract Times: Substantial Completion: <u>120</u> Ready for Final Payment: <u>150</u> days
Increase from previously approved Change Orders No. <u>01</u> to No. <u>01</u> : <u>\$ 31,352.85</u>	No Change from previously approved Change Orders No. <u>01</u> to No. <u>01</u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days
Contract Price prior to this Change Order: <u>\$ 849,462.85</u>	Contract Times prior to this Change Order: Substantial Completion: <u>120</u> Ready for Final Payment: <u>150</u> days
Increase of this Change Order: <u>\$ 9,814.82</u>	No Change of this Change Order: Substantial Completion: <u>120</u> Ready for Final Payment: <u>150</u> days
Contract Price incorporating this Change Order: <u>\$ 859,277.67</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>120</u> Ready for Final Payment: <u>150</u> days

<p style="text-align: center;">RECOMMENDED:</p> <p>By: <u><i>Andy Mc</i></u> Engineer</p> <p>Title: <u>Senior Project Manager</u></p> <p>Date: <u>10/03/22</u></p>	<p style="text-align: center;">ACCEPTED:</p> <p>By: _____ Owner (Authorized Signature)</p> <p>Title: _____</p> <p>Date: _____</p>	<p style="text-align: center;">ACCEPTED:</p> <p>By: _____ Contractor (Authorized Signature)</p> <p>Title: _____</p> <p>Date: _____</p>
---	--	---

2 HDPE Spacers for Valves

		1	LS				
Material:		Quant	Unit		Unit Price		Total
	HDPE Spacers	1	LS	*	\$ 2,078.00	\$	2,078.00
22* flg adp.	HDPE Fittings/Bends	1	LS	*	\$ 1,130.18	\$	1,130.18
sub total						\$	3,208.18
Equipment:		Quant	Unit		Unit Price		Total
	Excavator JD 210	12	HR	*	\$ 95.00	\$	1,140.00
sub total						\$	1,140.00
Labor:		Quant	Unit		Unit Price		Total
	Operator	12	HR	*	\$ 75.00	\$	900.00
	Laborer	12	HR	*	\$ 55.00	\$	660.00
	Supervisor	2	HR	*	\$ 80.00	\$	160.00
sub total						\$	1,720.00
Sub & Misc.:		Quant	Unit		Unit Price		Total
	Fusion Tech/Rental	1	DAY	*	\$ 2,250.00	\$	2,250.00

NOTES: Per RFI #1 Response - install fusion spaces where butterfly valves are proposed to ensure proper operation of valves without conflict. Machine and Labor time is to assist with fusion operations, moving machine, and fusion time to weld. Also, includes fittings/bends to adjust existing alignment of tie-in point at the North end to new proposed alignment. Existing tie-in point is skewed in the wrong directions creating constructability issues and needs to be adjusted.

Cost		\$	8,318.18
Markups			
<i>Materials</i>	17%	\$	545.39
<i>Equipment</i>	17%	\$	193.80
<i>Labor</i>	22%	\$	378.40
<i>Subcontractor</i>	8%	\$	180.00
Total		\$	1,297.59
Add-On			
Bond	1.5%	\$	144.24
OR Serv. Crg.	0.570%	\$	54.81
Total		\$	199.05
Grand Total		\$ 9,814.82	

Run Date: 8/19/22

Preshipment Notification



Customer #	147332
Order #	R436664
Date Ordered	08/18/22
Job #	22140
Job Name	RAW WATERLINE
Purchase Order #	22140
Method of Shipment	DIRECT
Contract Order #	R148364
Ordered By	RYAN/HDPE VALVE SPACERS
Ship Via	UPS GROUND

Sold To:
 BIG RIVER CONSTRUCTION INC
 LAKE OSWEGO
 ACCOUNTS PAYABLE
 35064 HWY 101
 ASTORIA, OR 97103 5532

Ship To:
 BIG RIVER CONSTRUCTION INC
 35064 HWY 101 BUSINESS
 CONTACT: RYAN
 (503) 338-3878
 ASTORIA, OR 97103

Branch:
 PUYALLUP WA HDPE
 Branch - 820
 602 Valley Avenue NE
 Puyallup, WA 98372 2518
 Phone: 253-840-8558

Bid Seq#	Product Code	Description	Qty Ordered	Qty Shipped	Qty B/O	Net Price	UOM	Ext Price
	09PE1602VS	16X2 IPS PE VALVE SPACER	2		2	129.00000	EA	.00
	/05617087285	18X2 IPS PE VALVE SPACER	2		2	335.00000	EA	.00
	09PE2403VS	24X3 THICK HDPE VLV SPACER	2		2	575.00000	EA	.00
		***** FREIGHT CHARGE: *****						

Terms in accordance with shipping manifest.

Special Instructions/Comments:

BID # 2329830 C/O # R148364
 BID NM: RAW WATERLINE REPLACEMENT

Total Shipped:		.00
Total Ordered:	2078.00	



Bid Proposal for Raw Waterline 24" Flange

BIG RIVER CONSTRUCTION INC
Job Location: Warrenton, OR
Bid Date: 09/23/2022
Core & Main 2550558

Core & Main
9115A NE 117th Ave
Vancouver, WA 98662
Phone: 360-256-6151
Fax: 360-256-6225

Seq#	Qty	Description	Units	Price	Ext Price
DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.					
10	1	24 IPS DR17 HDPE FAB 22-1/2	EA	332.28	332.28
20	1	24 SDR11 IPS DI BACK-UP RING EPXY COATED	EA	197.10	197.10
30	1	24 IPS DR17 HDPE FLG ADPT	EA	218.79	218.79
40	1	24" HDPE X DI FLANGE BOLT KIT	BX1	136.91	136.91
50	1	24X1/8 GARLOCK GSKT 150# FF 98206	EA	245.10	245.10
				Sub Total	1,130.18
				Tax	0.00
				Total	1,130.18

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>



SUBMITTAL REVIEW FORM

PROJECT: Raw Waterline Replacement

MURRAYSMITH JOB NO: 21-3108

OWNER: City of Warrenton
225 South Main Street
Warrenton OR 97146

CONTRACTOR: Big River Construction Inc.
3504 Hwy 101 Business
Astoria OR 97103

ENGINEER: Murraysmith, Inc.
400 E Mill Plain Blvd, Suite 400
Vancouver WA 98660

SUBMITTAL NO: 012

SPEC SECTION: 33 11 10.30, 2.2

ITEM: 16-, 18-, 24-in Valve Spacers

Murraysmith, Inc.	
<input checked="" type="checkbox"/> NO EXCEPTION TAKEN	<input type="checkbox"/> MAKE CORRECTIONS NOTED
<input type="checkbox"/> REJECTED	<input type="checkbox"/> REVISE AND RESUBMIT
<input type="checkbox"/> SUBMIT SPECIFIED ITEM	<input type="checkbox"/> SEE COMMENTS BELOW
<p>THIS REVIEW IS ONLY FOR GENERAL CONFORMANCE WITH THE DESIGN CONCEPT OF THE PROJECT AND GENERAL COMPLIANCE WITH THE INFORMATION GIVEN IN THE CONTRACT DOCUMENTS. CORRECTIONS OR COMMENTS MADE ON THE SHOP DRAWINGS DURING THIS REVIEW DO NOT RELIEVE CONTRACTOR FROM COMPLIANCE WITH THE REQUIREMENTS OF THE PLANS AND SPECIFICATIONS. APPROVAL OF A SPECIFIC ITEM SHALL NOT INCLUDE APPROVAL OF AN ASSEMBLY OF WHICH THE ITEM IS A COMPONENT. CONTRACTOR IS RESPONSIBLE FOR DIMENSIONS TO BE CONFIRMED AND CORRELATED AT THE JOBSITE; INFORMATION THAT PERTAINS SOLELY TO THE FABRICATION PROCESSES OR THE MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES OF CONSTRUCTION; COORDINATION OF THE WORK OF ALL TRADES; AND FOR PERFORMING ALL WORK IN A SAFE AND SATISFACTORY MANNER.</p>	
DATE: <u>08/31/2022</u>	BY: <u></u> Andy Miles

COMMENTS/CORRECTIONS:
None.

SUBMITTAL TRANSMITTAL / SOURCE APPROVAL



TO: Murray Smith

FROM: Big River Construction
 35064 Hwy. 101 Business
 Astoria, OR 97103
 (503)338-3878
 (503)325-3119

Resubmittal
 Previous Submittal No.

DATE: 8/30/2022

PROJECT: City of Warrenton Raw Water Line

This section to be completed by contractor:

This section to be completed by :

Submittal No.
12

Bid Item Number(s)	Drawing Sheet No.	Description - Manufacturer's Specific Product*	Type** Code	Local Supplier	Manufacturer / Brand / Pit #	Review Action	Notes
		16" Valve Spacer	B	Core & Main			
		18" Valve Spacer	B	Core & Main			
		24" Valve Spacer	B	Core & Main			

Contractor shall submit 3 copies of each attachment, and shall write bid item number(s) on each attached page.	* one component per line	** Type Codes: A - Source approval only E - Cert. of Compliance B - Catalog Cut/Data Sheet F - Sample C - Mix Design G - Shop Drawings D - QPL H - Other
--	--------------------------	---

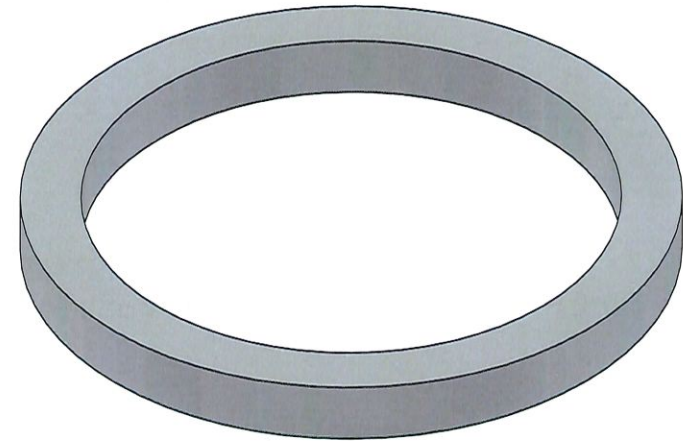
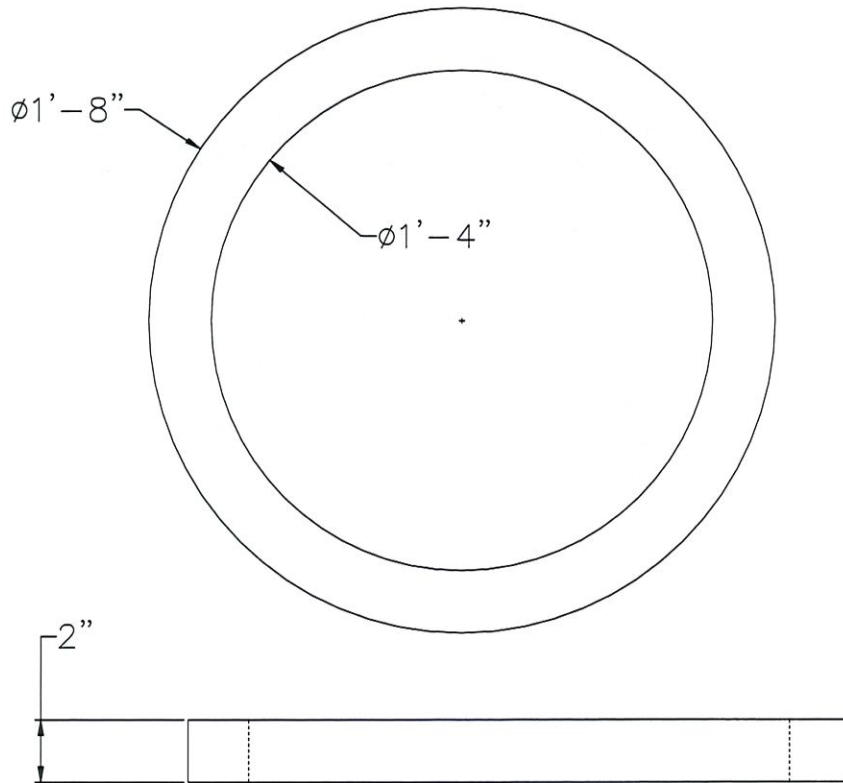
Contractor certifies compliance with Contract Documents.
 By: _____

Comments:

Legend: Review Action	Distribution	Review Target Date	Initial	Date
1 No exceptions taken <input type="checkbox"/>	Reviewed by:			
2 Note markings <input type="checkbox"/>	Reviewed by:			
3 Comments attached-Resubmit <input type="checkbox"/>	Reviewed by:			
4 Rejected <input type="checkbox"/>	Reviewed by:			
5 Submit WSDOT Pit # <input type="checkbox"/>	COV, Construction			
	Returned to contractor			

Contractor ___ Project File ___ Project Inspector ___ Testing Lab ___

16" VALVE SPACERS



16" VALVE SPACER MACHINED FROM 2" HDPE PLATE

Approved
 By: _____
 Date: _____

Drawing Approval must be signed and dated before fabrication can begin.

CORE and MAIN shall maintain a tolerance of $\pm .5''$ for all dimensions shown for fabricated items. CORE and MAIN shall maintain a tolerance of ± 2 degrees for fabricated elbows, tees, and wyes. Any changes to these tolerances requested by the customer, must be approved by CORE and MAIN. Tolerances on parts with required machining will vary and should be requested by the customer and confirmed by CORE and MAIN prior to fabrication beginning.

Fabricated High Density Polyethylene fittings are constructed by heat fusing sections of pipe and/or fittings to produce the desired configuration. Fittings fabricated by CORE and MAIN that are 4" OD and larger utilize HDPE pipe feedstock that is made to ASTM F714, AWWA C906, and meets the requirements of NSF/ANSI-61 (NSF/ANSI-14 where noted). The pipe is manufactured from HDPE PE4710 resin having minimum cell classification of PE445574C, in accordance with ASTM D3350. For direct submittals from the actual pipe manufacturer please contact our office.

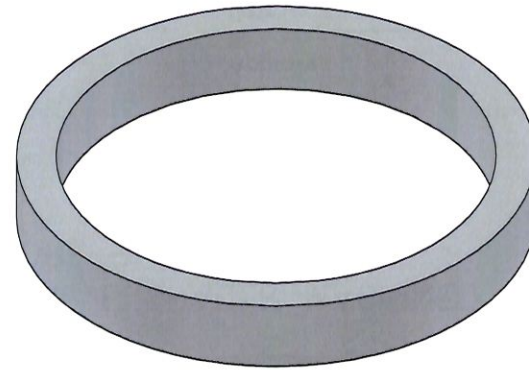
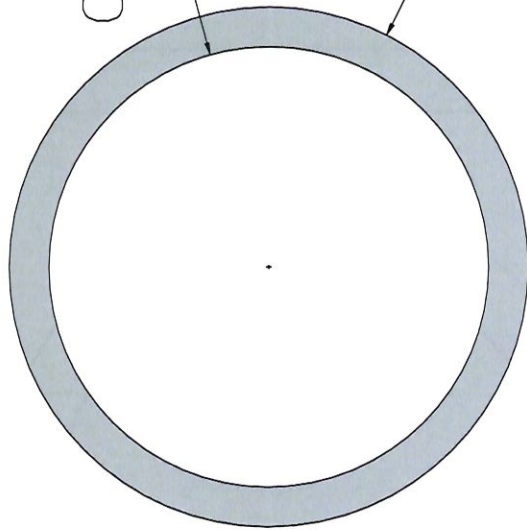
Project Name and Address

CORE & MAIN
 98 Black Betsy Btm Rd
 Poca, WV 25159

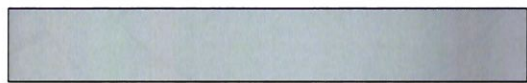
Scott Boden
 4-3-2019

CORE & MAIN

$\varnothing 1' - 5\frac{7}{8}''$ $\varnothing 1' - 9\frac{1}{8}''$



3''



VALVE SPACER MACHINED FROM HDPE 4710 RESIN SHEET STOCK

Approved

By: _____

Date: _____

Drawing Approval must be signed and dated before fabrication can begin.

CORE and MAIN shall maintain a tolerance of +/- .5" for all dimensions shown for fabricated items. CORE and MAIN shall maintain a tolerance of +/- 2 degrees for fabricated elbows, tees, and wyes. Any changes to these tolerances requested by the customer, must be approved by CORE and MAIN. Tolerances on parts with required machining will vary and should be requested by the customer and confirmed by CORE and MAIN prior to fabrication beginning.

Fabricated High Density Polyethylene fittings are constructed by heat fusing sections of pipe and/or fittings to produce the desired configuration. Fittings fabricated by CORE and MAIN that are 4"OD and larger utilize HDPE pipe feedstock that is made to ASTM F714, AWWA C906, and meets the requirements of NSF/ANSI-61 (NSF/ANSI-14 where noted). The pipe is manufactured from HDPE PE4710 resin having minimum cell classification of PE445574C, in accordance with ASTM D3350. For direct submittals from the actual pipe manufacturer please contact our office.

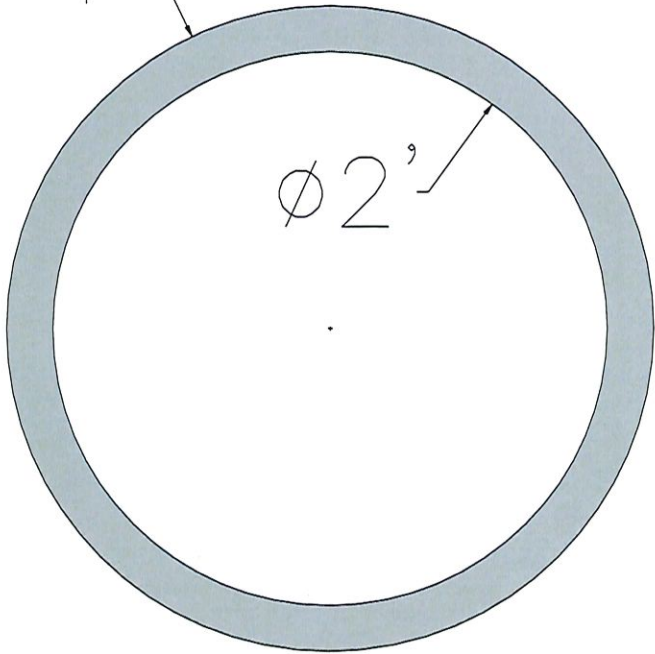
Project Name and Address

18" x 3" VALVE SPACER

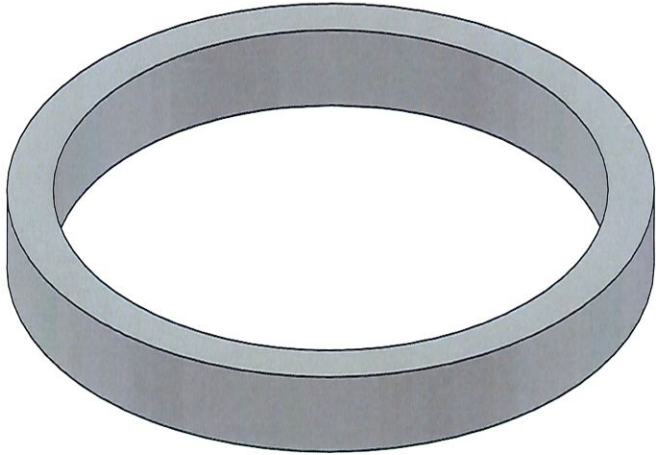
	
98 Black Betsy Btm Rd Poca, WV 25159	
Scott Boden	Date:
7-26-2022	_____

1 2 3 4 5 6 7 8 9 10 11 12	
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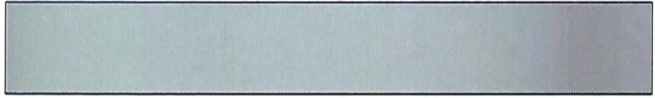
$\phi 2' - 4''$



$\phi 2'$



3''



Approved
 By: _____
 Date: _____

Drawing Approval must be signed and dated before fabrication can begin.

CORE and MAIN shall maintain a tolerance of +/- .5" for all dimensions shown for fabricated items. CORE and MAIN shall maintain a tolerance of +/- 2 degrees for fabricated elbows, tees, and wyes. Any changes to these tolerances requested by the customer, must be approved by CORE and MAIN. Tolerances on parts with required machining will vary and should be requested by the customer and confirmed by CORE and MAIN prior to fabrication beginning.

Fabricated High Density Polyethylene fittings are constructed by heat fusing sections of pipe and/or fittings to produce the desired configuration. Fittings fabricated by CORE and MAIN that are 4"OD and larger utilize HDPE pipe feedstock that is made to ASTM F714, AWWA C906, and meets the requirements of NSF/ANSI -61(NSF/ANSI -14 where noted). The pipe is manufactured from HDPE PE4710 resin having minimum cell classification of PE445574C, in accordance with ASTM D3350. For direct submittals from the actual pipe manufacturer please contact our office.

Project Name and Address
 24" X 3" THK
 VALVE SPACER

CORE & MAIN
 98 Black Betsy Btm Rd
 Pooca, WV 25159

Scott Boden
 2-15-2022





AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Kyle Sharpsteen, Acting Public Works Director
DATE: October 11, 2022
SUBJ: Request to work after hours – Water main tie-in

SUMMARY

Jetty View Townhomes, a development of a 9-lot subdivision on Jetty St and Fourth Ave, is requesting to work during the evening hours of Monday, October 17th 2022. The work being requested includes a water shut down of approximately 90 water customers, including residents, businesses, and marina. It is suggested that completing the shutdown at night would provide for less disruption for the neighbors and businesses. The work would include adding two isolation valves on an existing 8" water line while also connecting the new 8" water main on the north side of Jetty St. An excavator, small plate compactor, as well as lights and traffic control will be involved at the Jetty St and Sixth Ave intersection. It is anticipated to take approximately four hours for completion.

The current infrastructure doesn't have in-line isolation valves to provide for a smaller shut down. The Engineering Design Standards require a three-way valve cluster for all new water mains. The approved civil plans for the development show the three-way valve cluster at this tie-in location. Adding this valve configuration will allow smaller sections of water customers to be without water during planned or emergency shutdowns.

RECOMMENDATION/SUGGESTED MOTION

"I move to approve to permit the developer of the Jetty View Townhomes project to work after 6 pm on Monday, October 17th, 2022 until 7 am Tuesday, October 18th, 2022"


ALTERNATIVE

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

FISCAL IMPACT

Public Works staff will be onsite to assist with valve turning. Overtime pay rate will apply to any staff onsite.

Approved by City Manager:



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



AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: Jane Sweet, Harbormaster
 DATE: October 11, 2022
 SUBJ: NOAA Marine Debris Removal under the Infrastructure Investment and Jobs Act grant opportunity.

SUMMARY

The Warrenton Marinas would like permission to apply for the NOAA Marine Debris Removal Grant.

This grant would be used for removal of the F/V Suzanne and the F/V Master Chris. Both vessels were abandoned in the Warrenton Marina. There are no requirements for this funding. However, cost sharing, leveraged funds and in-kind will make projects more competitive and is an element in the evaluation criteria. The application deadline is October 14, 2022

RECOMMENDATION/SUGGESTED MOTION

Staff recommends the following motions;

"I move to authorize the Marina Department to apply for the NOAA Marine Debris Removal Grant."

ALTERNATIVE

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

FISCAL IMPACT

Possible funding to assist with removing 2 ADV's in the Warrenton Marina.

Approved by City Manager: _____

Esther Moberg

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