



AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING
January 9, 2024 – 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. **CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 12.12.23
- B. Police Department Monthly Report – November 2023
- C. Parks Advisory Board Meeting Minutes – 10.09.23
- D. System Development Charges Annual Report – FYE 6.30.23
- E. Abstract of Votes for November 7, 2023 Election

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

4. **COMMISSIONER REPORTS**

5. **PUBLIC COMMENT**

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

6. **PUBLIC HEARINGS** - None

7. BUSINESS ITEMS

- A. NLC Service Line Warranty Program – Presentation
- B. Consideration of Safe Routes to School Phase 2 – Amendment 1
- C. Consideration of Request for Fee Waiver - Deep Sea Fishermen Benefit Fund Annual Fundraiser
- D. Consideration of Resolutions for Committee and Board Appointments

8. DISCUSSION ITEMS

- A. Nuisance Updates

9. GOOD OF THE ORDER

10. EXECUTIVE SESSION

11. ADJOURNMENT

Warrenton City Hall is accessible to the disabled. An interpreter for the hearing impaired may be requested under the terms of ORS 192.630 by contacting Dawne Shaw, City Recorder, at 503-861-0823 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

BALLOT FOR MAYOR PRO TEM

January 9, 2024

Write your name next to the Commissioner for whom you are voting.

Commissioner Gerald Poe

GERALD POE

Commissioner Mark Baldwin

Commissioner Tom Dyer

Commissioner Paul Mitchell

Mayor Henry A. Balensifer

BALLOT FOR MAYOR PRO TEM

January 9, 2024

Write your name next to the Commissioner for whom you are voting.

Commissioner Gerald Poe

Mark Baldwin

Commissioner Mark Baldwin

Commissioner Tom Dyer

Commissioner Paul Mitchell


Mayor Henry A. Balensifer

BALLOT FOR MAYOR PRO TEM

January 9, 2024

Write your name next to the Commissioner for whom you are voting.

Commissioner Gerald Poe

A handwritten signature in blue ink, appearing to read "Gerald Poe", is written over a horizontal line.

Commissioner Mark Baldwin

Commissioner Tom Dyer

Commissioner Paul Mitchell

Mayor Henry A. Balensifer

BALLOT FOR MAYOR PRO TEM

January 9, 2024

Write your name next to the Commissioner for whom you are voting.

Commissioner Gerald Poe

 _____

Commissioner Mark Baldwin

Commissioner Tom Dyer

Commissioner Paul Mitchell

Mayor Henry A. Balensifer

MINUTES
 Warrenton City Commission
 December 12, 2023
 6:00 p.m.
 Warrenton City Hall - Commission Chambers
 225 S. Main
 Warrenton, OR 97146

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

Commissioners Present: Mayor Henry Balensifer, Paul Mitchell, Tom Dyer, Gerald Poe, and Mark Baldwin

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Public Works Director Greg Shafer, Interim Harbormaster Don Beck, Library Director Josh Saranpaa, Finance Director April Clark, Accountant Jessica Barrett, Public Works Operations Manager Jim McCarthy, and City Recorder Dawne Shaw

City Manager Esther Moberg noted an addition to the consent calendar - a letter of support for the County SPIRE III grant, and several business items to be added.

Commissioner Mitchell made the motion to add 3.C, SPIRE letter of support, 7.E, John Henry Eldred Foundation grant funds, 7.F, bank stabilization, and 7.G, Iredale Culvert. Motion was seconded and passed unanimously.

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

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 11.28.23
- B. Monthly Finance Report – October 2023
- C. SPIRE Letter of Support

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

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

COMMISSIONER REPORTS – None

Ms. Moberg announced that Finance Director April Clark is retiring and gave a few comments; Mayor Balensifer presented her with a plaque. He also gave a few comments and noted his and the City's appreciation for her years of service.

PUBLIC COMMENT

Dennis Faletti noted his displeasure with the prospect of high-dollar RV parks at both marinas. He suggested involving the community in the process to allow them to see the big picture. He

noted he doesn't feel it would be a good fit. Mayor Balensifer noted it was an unsolicited proposal that was presented to the Commission and that they only voted to explore it further.

Tony Faletti also spoke in response to the RV resort proposal. He discussed his thoughts on the RV park proposal. He noted the proposal does not fit in with the livability of the city. The Hammond Marina and Seafarer's Park are gems in this town that he doesn't want to see get ruined by large RVs and a gated RV park. He noted his concerns and the need for community input.

PUBLIC HEARINGS - None

BUSINESS ITEMS

Public Works Director Greg Shafer discussed awarding the contract for the preliminary design of Tide Gate #9, to Consor North America, in the amount of \$94,835.00. He thanked the public works engineer for pursuing the grant. He noted that the preliminary design would get the project to 30%.

Commissioner Mitchell made the motion to award the contract for Professional Consulting Services to Consor North America, Inc., in the amount of \$94,835.00. Motion was seconded and passed unanimously.

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

Finance Director April Clark requested to declare the old Community Center chairs as surplus. She noted due to the condition of the chairs, staff believes they have little or no value.

Commissioner Dyer made the motion to declare the old Community Center chairs as surplus and that they be disposed of according to current administrative policies. Motion was seconded and passed unanimously.

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

City Manager Moberg requested to cancel the December 26th meeting as it is a city holiday and staff will not be available.

Commissioner Baldwin made the motion to cancel the December 26th City Commission meeting. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted nominations for the Warrenton Community Center Advisory Board. Brief discussion followed regarding the recent breakfast with Santa.

Commissioner Baldwin made the motion to appoint Penny Morris to Position #5 on the Warrenton Community Center Advisory Board. Motion was seconded and passed unanimously.

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

MINUTES

Mayor Balensifer noted nominations for the Planning Commission.

Commissioner Baldwin made the motion to appoint Karin Hopper to Position #6 and Cynthia O'Reilly to Position #7 on the Warrenton Planning Commission. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted nominations for the Warrenton Parks Advisory Board. He noted there is still a position open if anyone knows someone who might be interested.

Commissioner Mitchell made the motion to appoint Sara Long and Brooke Terry to Positions 6 and 7 on the Warrenton Parks Advisory Board. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted nominations for the Warrenton Community Library Advisory Board.

Commissioner Mitchell made the motion to appoint Abbie Johnson to Position #1 on the Warrenton Community Library Advisory Board. Motion was seconded and passed unanimously.

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

Mayor Balensifer noted nominations for the Marinas Advisory Committee. He stated the improvement and strategic planning of the marinas is a city commission goal and because he was not part of nominations or appointments of the first round of nominations for the marina advisory board earlier this year, he felt that it was important to let the commission decide the rest of the board. He noted that four applications were received and that there are only three positions available. He noted that after the deadline one member did apply for reappointment, but the chair had reminded him that there were some attendance issues and he declared him ineligible.

Commissioner Baldwin made the motion to appoint Dick Hellberg, Jennifer Fowler, and Bill Kerr to the Marinas Advisory Committee positions 1, 2, and 3 respectively.

Commissioner Mitchell asked to meet in executive session to discuss this further. Mayor Balensifer asked what the legal requirement would be to discuss appointments; Ms. Moberg stated there would need to be an ORS. City Recorder Dawne Shaw stated there is no ORS applicable to discuss in executive session. Ms. Moberg noted that there is a motion currently on the table. Mayor Balensifer asked if there was a second.

Commissioner Dyer seconded the motion the motion passed by majority.

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

Library Director Josh Saranpaa stated he has received notification that a \$5,000 grant has been awarded by the John Henry Eldred Foundation to fund the growth of the children's circulation materials. Mayor Balensifer thanked Mr. Saranpaa for pursuing grants.

Commissioner Baldwin made the motion to approve allowing the Warrenton Community Library to accept the grant funds in the amount of \$5,000 from the John Henry Eldred Foundation. Motion was seconded and passed unanimously.

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

Interim Harbormaster Don Beck requested approval for a noise variance for Big River Construction for the Hammond bank stabilization project, for the dates of December 12 through December 20 between the hours of 6 pm and 12 am. He noted that due to permit requirements, the work must take place during low tide, which occurs beyond the 6 pm cutoff for construction noise. Brief discussion followed.

Commissioner Baldwin made the motion to approve Noise Variance for Big River Construction, Inc., for the Hammond Bank Stabilization project. Motion was seconded and passed unanimously.

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

Public Works Director Greg Shafer requested emergency approval to move forward with replacing a failed section of the culvert at Iredale and 7th. He noted that a significant storm event exposed the extent of the culvert failure. He noted an error in the request to move forward with \$365,000.00 instead of \$340,000.00. Discussion continued on funding for the culvert. Public Works Operations Manager Jim McCarthy noted that the culvert size is going to be 30 inches. Commissioner Baldwin asked what culvert size is currently there; Mr. McCarthy stated that it varies from 24 inches to 36 inches with the majority being 30 inches. Commissioner Baldwin asked what percentage of the project would be completed with \$365,000.00; Mr. Shafer stated it would be a third. Commissioner Baldwin noted his concerns. Brief discussion followed on the culvert and its effect on the wastewater treatment plant.

Commissioner Poe made the motion to declare the failed Iredale culvert an emergency project and approve Public Works to proceed with replacing a section of the culvert, not to exceed the approved budgeted amount of \$365,000.00. Motion was seconded and passed unanimously.

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

DISCUSSION ITEMS - None

GOOD OF THE ORDER

Commissioner Mitchell noted the Mayor's comments and the turnout at the memorial service for Volunteer Firefighter John Sleutel. He commended the City Manager for her work in organizing the storage facility.

Commissioner Dyer commented on the Marinas Advisory Committee applicants and thanked Pam Ackley for her service.

Ms. Moberg noted that she is still looking to find the owners of 24 units and to have anyone they know who has a storage unit reach out to her. She noted the memorial service and that it was well done.

Mayor Balensifer echoed what Commissioner Mitchell said regarding the memorial service. He noted that because of everything happening on the marinas advisory committee, he decided to send it to the commission, but he reserves the right to nominate persons to boards and committees.

At 6:40 Mayor Balensifer recessed the regular meeting, to conduct the Urban Renewal Agency meeting.

At 6:43 p.m. Mayor Balensifer reconvened the meeting and announced the Commission will now meet in executive session under authority of ORS 192.660(2)(e); *to conduct deliberations with persons designated by the governing body to conduct real property transactions.*

There being no further business, Mayor Balensifer adjourned the meeting at 7:10 p.m.

Respectfully prepared and submitted by Hanna Bentley, Deputy City Recorder.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder



WARRENTON POLICE DEPARTMENT MONTHLY REPORT



TO: The Warrenton City Commission
 FROM: Chief Mathew Workman
 DATE: January 9, 2024
 RE: November 2023 Stats Report

Upcoming Dates:

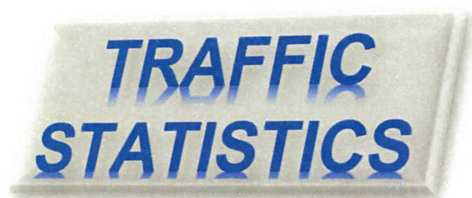
- 01/03 911 Subscriber Board
- 01/10 to 01/12 ELTS Conference
- 01/18 LEA Meeting

Highlights Since the Last Report:

- 11/28 to 12/10 Chief Workman helped sell Christmas Trees for Kiwanis
- 12/04 CERT Meeting
- 12/05 Chief Workman, Ofc. Hollaway & Ofc. Dalrymple went to Head Start for Cocoa with a Cop
- 12/06 911 Subscriber Board
- 12/07 WPD Firearms Qualification
- 12/09 2023 Shop with a Cop at Walmart
- 12/21 LEA Meeting

Traffic Statistic Highlights:

- Six (6) DUII Arrests (6-Alcohol, 0-Drugs)
- Seven (7) Driving While Suspended Citations/Arrests
- One (1) Reckless/Careless Driving Arrest/Citation
- Three (3) Speeding Citations
- Ten (10) Insurance Citations
- One (1) Interlock Device Citation
- Two (2) Driver's License Citations
- One (1) Registration Citation
- Seventy-Four (74) other Citations and Warnings
- Twenty-Nine (29) Accident Investigations



Overall Statistics:

November Statistics (% changes are compared to 2023)							
Category	2023	2022	% Chg	2021	% Chg	2020	% Chg
Calls for Service	708	525	35%	483	47%	640	11%
Incident Reports	233	170	37%	167	40%	203	15%
Arrests/Citations	102	95	7%	160	-36%	158	-35%
Traffic Stops/ Events	144	106	36%	109	32%	154	-6%
DUII's	6	3	100%	2	200%	2	200%
Traffic Accidents	29	11	164%	15	93%	21	38%
Property Crimes	83	82	1%	79	5%	115	-28%
Person Crimes	79	37	114%	43	84%	62	27%
Drug/Narcotics Calls	3	3	0%	0	300%	3	0%
Animal Calls	17	23	-26%	10	70%	20	-15%
Officer O.T.	133.5	225	-41%	119.8	11%	122.7	9%
Reserve Hours	0	0	0%	0	0%	0	0%

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	717	629	656	724	826	771	853	959	768
Incident Reports	194	182	212	190	211	206	193	232	238
Arrests/Citations	103	122	119	85	127	87	116	156	107
Traffic Stops/ Events	218	208	144	161	258	144	216	285	157
DUII's	3	1	1	2	1	2	1	5	2
Traffic Accidents	25	10	14	20	12	10	16	17	25
Property Crimes	69	94	87	77	91	117	91	102	132
Person Crimes	64	57	61	62	74	60	81	81	74
Drug/Narcotics Calls	5	1	3	5	2	9	9	5	5
Animal Calls	19	22	26	22	30	40	37	36	42
Officer O.T.	144.25	181.5	116.75	63.5	84.25	94	85.25	156.75	197.75
Reserve Hours	0	0	0	0	0	0	0	0	0

Oct	Nov	Dec	2023 YTD	2023 Estimate	2022	2023 v 2022	2021	2023 v. 2021	2020	2023 v. 2020
755	708		8366	9127	8050	13%	8669	5%	7955	15%
196	233		2287	2495	2484	0%	3160	-21%	2447	2%
85	102		1209	1319	1602	-18%	2020	-35%	1891	-30%
166	144		2101	2292	1848	24%	2088	10%	1594	44%
1	6		25	27	34	-20%	30	-9%	27	1%
9	29		187	204	168	21%	182	12%	229	-11%
97	83		1040	1135	1204	-6%	1267	-10%	1192	-5%
62	79		755	824	811	2%	1013	-19%	830	-1%
5	3		52	57	40	42%	36	58%	65	-13%
26	17		317	346	273	27%	253	37%	207	67%
217.5	133.5		1475	1609	2212.8	-27%	1503.1	7%	2075.4	-22%
0	0		0	0	0	0%	0	0%	12.5	-100%

Homeless Incidents	2023	2022	2021	2020
Code 40 (Normal)	26	12	27	19
Code 41 (Aggressive)	2	2	2	1

Elk Incidents	2023	2022	2021
Interaction:	0	3	0
Traffic Accidents:	1	2	1
Traffic Complaints:	2	0	1
Total:	3	5	2

The following is a graphic representation of statistics for **November 2023** using our **CityProtect** membership (formerly CrimeReports.com). The "Dots" represent a location of a call and if you 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 (www.cityprotect.com), 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 | | | |



MINUTES
Warrenton Parks Advisory Board
October 9, 2023
Warrenton City Hall – Commission Chambers
225 South Main Avenue, Warrenton, OR 97146

1. **CALL TO ORDER**

Parks Board Members Present: Chairperson Bert Little, Carol Snell, Ron Dyer, Brooke Terry, Sammi Beechan, Sara May Long

Parks Board Members Absent: Anya Schauermann

City Staff Present: Esther Moberg, City Manager; Greg Shafer, Public Works Director; Paige Stump, Public Works Executive Secretary, Twyla Vittetoe, Engineering Technician

2. **Pledge of Allegiance**

3. **Consent Calendar**

- a. **Review Minutes of August 14, 2023, Regular Meeting** – In the presence of a quorum of four members of the Parks Advisory Board, Ron Dyer made the motion to approve the minutes of the August 14, 2023, meeting. Carol Snell seconded the motion. All board members were in favor. Motion Passed.
- b. **Review Minutes of August 29, 2023, Special Meeting** – In the presence of a quorum of four members of the Parks Advisory Board, Carol Snell made the motion to approve the minutes of the August 29, 2023, special meeting. Brooke Terry seconded the motion. All board members were in favor. Motion Passed.

4. **Reports**

- a. **Warrenton Kids, Inc.** – Debbie Little was not in attendance, there was no report on this agenda item.
- b. **Public Works Operations** – Greg Shafer, Public Works Director, provided the following report:
 - i. Public events: Public Works tracks upcoming events. The next event on the schedule is the Fall Festival on 10/21/23. Public Works has sprayed the tennis court for weeds twice in the past two (2) months and performed maintenance with a weed eater. Crews will stock restrooms, empty garbage cans, and set up barricades in preparation for this event.
 - ii. Carruthers Dog Park caretaker: A new caretaker has been installed and is doing a great job.
 - iii. Bert Little and Ron Dyer expressed gratitude for the work Public Works has done weed eating and cleaning out ditches.

- iv. Bert Little raised the issue of cracked asphalt on the tennis courts. Greg Shafer believes that substantial work would be needed to repair the tennis courts, a simple crack fill would not suffice due to the number and size of the cracks.
- c. **Warrenton Parks Nonprofit** – Brook Terry reported that the nonprofit’s bylaws have been drafted. The next steps are to finalize Board membership, schedule meetings, approve the bylaws, and become formally registered. Sammi Beechan asked how long board member terms will be. Brook Terry responded that they will be one (1) year and that the Board will meet quarterly. Ron Dyer asked if City employees will serve on the Board. Esther Moberg expressed a preference for City employees not to serve on the non-profit board but elaborated that they may do so in their capacity as private citizens. The distinction was made between off-duty employees and elected officials.

5. **Business Items**

- a. **Chair Elections** – Ron Dyer nominated Sara Long for the position of Parks Advisory Board Chair. Sara Long accepted. Bert Little seconded this nomination. No other nominations were made. All board members were in favor.

Ron Dyer nominated Bert Little for the position of Parks Advisory Board Vice-Chair. Bert Little accepted. Carol Snell seconded the motion. Bert Little nominated Sammi Beechan for the position of Vice-Chair, Sammi Beechan accepted, Sara Long seconded the motion. Bert Little withdrew himself from consideration. All board members voted in favor of Sammi Beechan for the position of Vice-Chair.

- b. **Gold Star Memorial Placement** – Bert Little reported that the memorial is nearly finished. It is currently at Gordon Treber’s house for touchup work. Once complete, they will work with Public Works to determine the location of nearby utilities and get a more comprehensive understanding of how the memorial should be installed. Plans will need to be submitted.
- c. **Warrenton High School Trail Signs** – Bert Little reported that the High School has been unresponsive. He no longer recommends that that they develop the design for the signs. Esther Moberg suggested that staff bring several suggested sign designs to the next meeting and that the Board select one of these.

Brenda with Spruce Up Warrenton presented signage and ideas that they’ve developed on this topic. Specifically, (1) that signs be made from reflective aluminum rather than paper products, (2) small signs with information on the history and type of trees on the trails, and (3) signs roughly the size of the current Code of Conduct signs, with information about local history.

The distinction was made between the types of signs proposed by Spruce Up and the way finder signs the Board has been working on. Other items discussed included: signs with history specific to different sections of town, QR codes, a website housing local history or other information. Concerns around the cost to host and maintain websites and the need to update QR codes were discussed.

Esther Moberg suggested that PAB and Spruce Up meet to discuss what Spruce Up will do and what City staff will do. A formal decision on templates is needed before City staff can begin work. It was agreed that a Subcommittee would be formed to work on this project. The scope of the subcommittee is (1) what signs will be developed, i.e., way finding, history, plant information (2) where the signs will be placed, (3) sign priority, (4) replacement of existing signs, (5) template recommendations. The Subcommittee will partner with Spruce Up and will provide an update/recommendation to the Board at the December meeting. The Board will aim to make a final decision during the February meeting. Sara Long, Sammi Beechan and Brooke Terry will serve on the Subcommittee. Sammi Beechan to send an email to the Subcommittee members.

- d. **Community Garden Relocation** – Ron Dyer reported that everything has been finalized with the School Board. He met with Public Works and determined that the water line is on the side of the road abutting the new location. The old garden location needs to be cleaned out prior to November. The property owner has listed the property for sale and the City is there outside of an active lease agreement. It was suggested that a community clean up event be held. Public Works will level the garden after it's been cleaned out. A water meter will be installed in the Spring. A non-profit will need to apply for a grant from Home Depot for fencing and other materials. Specific measurements and material lists are needed to apply for the grant, and it needs to be applied for as soon as possible.
- e. **Additional Dog Bag Stations** – Ron Dyer reported that he and Bert Little provided a list of 15 locations to Public Works. Public Works asked that five (5) priority locations be designated. Greg Shafer will provide updates at subsequent Board meetings. Ron Dyer requested that another station be added next to the gazebo at Quincy Robinson Park.
- f. **WIKI Field Update – Pitching Mond and Infield, Field 2** – Ron Dyer reported that the turf on the bases of Field 2 is taking longer than expected. Concrete has been poured around the outside of Field 4 and gravel has been laid. The next step is for a volunteer to lay the turf, this may require a compactor.

6. Discussion Items

- a. **BMX Bike Track Update & Next Steps** – Bert Little reported that Erik Luysterborghs is still interested in this project. Esther Moberg clarified that the Commission's objections to this centered around membership fee requirements for use, as this does not provide a benefit to the community. If they were to modify their proposal, the Commission may be more inclined to approve this. Additional concerns included: monitoring requirements and digging restrictions associated with former dumps, requests for dirt to be donated, requests for water, etc.
- b. **Adopt-A-Park** – Ron Dyer began by discussing existing sponsorship signs. Sammi Beechan asked if there is a list of existing sponsors. Esther Moberg responded that there is not. Esther Moberg to confirm with Finance that there are no active sponsorship agreements. It was agreed that Public Works will audit and remove existing signs. The Board requested that the signs be photographed and that those photographs be shared with the Board. It was suggested that a Subcommittee could be established to develop

an adopt-a-park policy. It was agreed that a decision on the Subcommittee would be postponed until the next meeting. Ron Dyer asked where the funds from sponsorship would go. Esther Moberg clarified that this would go to the City and could be used for projects like resurfacing the tennis courts.

- c. **Field 4 to Grade School Trail** – Ron Dryer reported that there has been no action on this. He still hopes to get time with Greg Shafer and a representative from the School Board to walk the proposed trail. The City owns most of the land that the proposed trail would travel through. He hopes to make progress on this soon.

Additional Business Brought Before the Board

There was no further business brought before the Board.

7. ADJOURNMENT

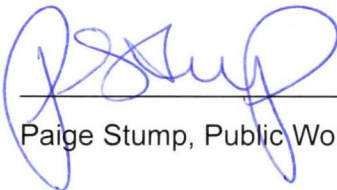
There being no further business, Chairperson Bert Little adjourned the meeting at 5:35 p.m. The next regular meeting is scheduled for December 11, 2023, at 4:00 p.m.

Approved



Bert Little, Parks Advisory Board Chair

Attest



Paige Stump, Public Works Executive Secretary

CITY OF WARRENTON, OREGON



Filing Date:
1/1/2024

System Development Charges
Annual Report

Fiscal Year Ending June 30, 2023

City of Warrenton, Oregon

SYSTEM DEVELOPMENT CHARGES

ANNUAL REPORT

This report fulfills the requirements, laid out in Oregon State Statutes, ORS.223.311, providing for an annual accounting (report), to be completed by January 1 of each year, for system development charges showing the total amount of system development charge revenues collected for each system and the projects that were funded in the previous fiscal year.

The local government shall include in the annual accounting (a) a list of the amount spent on each project funded, in whole or in part, with system development charge revenues; and (b) the amount of revenue collected by the local government from system development charges and attributed to the costs of complying with the provisions of ORS 223.297 to 223.314.

The annual accounting is on page 2.

City of Warrenton, Oregon

System Development Charges
 Annual Accounting
 For the fiscal year ended June 30, 2023

	Parks		Water		Sewer		Storm Sewer		Streets	
	Reimbursement	Improvement	Reimbursement	Improvement	Reimbursement	Improvement	Reimbursement	Improvement	Reimbursement	Improvement
Revenue										
System Development Charges		40,701	83,988		304,524		10,250		49,011	
Interest Earned		6,377	8,057		7,636		3,036		36,758	
Total Revenue	-	47,078	92,045	-	312,160	-	13,286	-	85,769	-
Uses										
Debt Service OEDD-G99001										
Debt Service DEQ R94942										
Debt Service OECDD Y04001										
SE 4th & Main Stormwater Pump Station							-			
Forest Rim Parklet		26,426								
Total Uses		26,426	-		-		-		-	
Beginning Fund Balance		211,891	230,434		174,158		96,574		1,216,418	
Net Change	-	20,652	92,045	-	312,160	-	13,286	-	85,769	-
Ending Fund Balance	-	232,543	322,479	-	486,318	-	109,860	-	1,302,187	-



Clatsop County
Clerk and Elections

820 Exchange St., Suite 220, Astoria, OR 97103
 (503) 325-8511 phone / (503) 325-9307 fax
 Website: www.co.clatsop.or.us
 Email: clerk@co.clatsop.or.us

December 1, 2023

City of Warrenton
 Attn: Dawne Shaw
 PO Box 250
 Warrenton, OR 97146

Enclosed you will find a copy of the Abstract of Votes for **City of Warrenton** relating to the Regular Election held on **November 7, 2023**.

In accordance with ORS 254.565(3), please canvass the votes and notify the Clatsop County Clerk & Elections Department within forty (40) days of receipt by signing and returning this letter to:

Tracie Krevanko, County Clerk
 Clatsop County Election Office
 820 Exchange Street, Suite 220
 Astoria, OR 97103

I appreciate your prompt reply.

With regards,

Tracie Krevanko
 Clatsop County Clerk



This is to verify receipt of the Abstract of Votes from Clatsop County Clerk & Elections. I have canvassed the votes for **City of Warrenton**, relating to the **November 7, 2023 Regular Election**.

It has been determined those persons having received the highest number of votes are qualified to hold the office, and any exceptions are noted below.

 Authorizing Signature

 Date

	STATISTICS			
	Registered Voters - Total	Ballots Cast - Total	Ballots Cast - Blank	Voter Turnout - Total
108 - Jewell	169	96	0	56.8%
112 - Warrenton East	1,293	287	0	22.2%
113 - Warrenton West	3,138	939	2	29.92%
122 - Arch Cape	263	144	0	54.75%
123 - Cannon Beach	1,147	589	0	51.35%
Totals	6,010	2,055	2	



I certify the votes recorded on this canvass correctly summarizes the tally of votes cast for the November 7, 2023 Regular Election.

Tracie Krevanko

Tracie Krevanko, County Clerk

11/29/2023

Date

	4-225 City of Warrenton LOT					4-226 Cannon Beach Rural Fire Protection District LOT				
	VOTE FOR 1					VOTE FOR 1				
	Yes	No	Overvotes	Undervotes	Contest Total	Yes	No	Overvotes	Undervotes	Contest Total
112 - Warrenton East	204	83	0	0	287					
113 - Warrenton West	707	230	0	2	939					
122 - Arch Cape						78	66	0	0	144
123 - Cannon Beach						296	293	0	0	589
Totals	911	313	0	2	1,226	374	359	0	0	733

5-297 Mist-Birkenfeld Rural Fire Protection District LOT					
VOTE FOR 1					
	Yes	No	Overvotes	Undervotes	Contest Total
108 - Jewell	53	43	0	0	96
Totals	53	43	0	0	96

**WARRENTON CITY COMMISSION PUBLIC COMMENT FORM**NAME: Tony FalettiADDRESS: P.O. Box 188 Warrenton, Or 97146

EMAIL: _____

DOES YOUR COMMENT HAVE TO DO WITH AN AGENDA ITEM: (Y or N) (Y)BRIEFLY DESCRIBE YOUR TOPIC: pleased with 9th and main intersection,
Hammond Bank stabilization project completion**PLEASE GIVE THIS CARD TO THE CITY RECORDER PRIOR TO THE MEETING***Once this card is submitted to the City Recorder, it becomes a part of the permanent public record.*



5.B

WARRENTON CITY COMMISSION PUBLIC COMMENT FORM

NAME: Yana Ludwig

ADDRESS: 677 Alt Hwy 101 Warrenton

EMAIL: yana@northcoastfoodweb.org

DOES YOUR COMMENT HAVE TO DO WITH AN AGENDA ITEM: (Y or N) N

BRIEFLY DESCRIBE YOUR TOPIC: Quick introduction - North Coast Food web
is considering moving to Warrenton

PLEASE GIVE THIS CARD TO THE CITY RECORDER PRIOR TO THE MEETING

Once this card is submitted to the City Recorder, it becomes a part of the permanent public record.

GET INVOLVED

Volunteers are crucial to our operation of programs like the North Coast Online Farmers Market and as Board Members. If you are interested in volunteering, email us at info@northcoastfoodweb.org so we can connect with you!

SUPPORT OUR WORK

Our mission-driven work to strengthen our local food system is made possible by donations from our supporters. Consider becoming a monthly donor or making a one-time donation to help us continue to improve our programs and services.

northcoastfoodweb.org/donate
Thank you for your support!



CONTACT US

-  (503)-468-0921
-  northcoastfoodweb.org
-  1152 Marine Drive, Astoria, Oregon 97103
-  info@northcoastfoodweb.org



NORTH COAST FOOD WEB

NORTHCOASTFOODWEB.ORG

ABOUT US

We are an Astoria-based nonprofit organization dedicated to supporting our local food system.

Our mission is to cultivate a resilient and equitable food system by supporting producers and increasing access to local food.

OUR STAFF



Yana Ludwig
Executive Director



Twila Pierson
Market & Food Access Manager



Andy Catalano
Kitchen & Storage Manager



Silqet Ra
Producer Support Manager



Shelby Meyers
Grants Manager



Lila Barrett
Operations Manager

OUR PROGRAMS

ONLINE FARMERS MARKET

Our flagship program is a year round, local food market supporting small farmers and food makers within 100 miles of Astoria, Oregon. The market currently supports over 45 local food vendors and 400+ customers annually. Order local food online weekly and pick up on Thursdays!

northcoastfoodweb.localfoodmarketplace.com

FOOD BUSINESS INCUBATION

We help micro-businesses grow to small businesses and graduate to their own store fronts, catering kitchens, restaurants, and food carts. Our commercial kitchen is available for rent with highly discounted rates for local food businesses - with priority going to new food producers, people of color and renters identifying as low-income.

KITCHEN EDUCATION

Our kitchen space functions as a participatory classroom and learning center, convening stakeholders from throughout the local food system. There are two main categories of classes - Community Cooking Classes and Small Food Business Development Classes - both of which center food producers either as partner-instructors, featured producers, or students.

PRODUCER SUPPORT SERVICES

To help address the very real challenges of coastal community farmers, fishers, foragers and value added product producers, we provide or find technical, educational, and financial support, and organize peer and market-access networking events.

FOOD STORAGE

We provide access to Oregon Department of Agriculture approved food-safe dry, cold and frozen storage, allowing our producers to spend their time and resources on food production rather than excessive transportation of products.



WARRENTON CITY COMMISSION PUBLIC COMMENT FORM

NAME: MIKE AHO

ADDRESS: 33247 WOOD DUCK LN 97146

EMAIL: SLACKWATER@CHARTER.NET

DOES YOUR COMMENT HAVE TO DO WITH AN AGENDA ITEM: (Y or N) N

BRIEFLY DESCRIBE YOUR TOPIC: CLATSOP CARE HEALTH DISTRICT

NEW SKILLED CARE CENTER

PLEASE GIVE THIS CARD TO THE CITY RECORDER PRIOR TO THE MEETING

Once this card is submitted to the City Recorder, it becomes a part of the permanent public record.

Warrenton City Commission Meeting Jan. 9, 2024

Public Comment

Good evening. I'm Mike Aho, a board member of Clatsop Care Health District. I am here representing the Board - As well as the residents of the Health District. Warrenton is part of the Health District. With me tonight are fellow board members Megan Lampson, Paul Radu.

The Health District is a not-for-profit, health care district - enabled by the State of Oregon - and enacted by the voters of our community. 9% of our revenue comes from property taxes. Warrenton citizens help fund THEIR health district operations.

The District provides in-home care and operates an assisted living facility, a memory care facility (located on Dolphin Rd here in Warrenton) and the ONLY skilled care and rehabilitation center within 50 miles.

Our skilled care facility is an old, multi-story, ex-hospital building that is over 100 years old. It has served our community well but desperately needs replacing. The staffing challenges associated with the multi-level configuration along with aging infrastructure and cost-prohibitive, needed upgrades, drove the decision of the Board to retire the building as a skilled care facility.

We have hired professionals to help us find the right piece of property to locate a new, skilled care and rehabilitation center.

Easier said than done.

In the last several months the district has reviewed nearly 20 properties and all but ONE have significant issues.

Our needs are:

- Approximately 4 acres
- Utilities available or easily extended
- No wetlands or easily mitigated wetlands
- Located out of the tsunami zone
- A willing property seller

- Zoned for use or easily amended.

We have determined that the only property that suits our purpose would be in the industrial zoned area located east of Costco. We were assured by previous Warrenton City staff that the site zoning would be easily amendable for our project and we moved forward.

Purchase and sale draft agreements were drawn up. Soil tests were being scheduled and it appeared we were headed in the right direction.

Unfortunately, during this time, we found out that amending the industrial zoning was NOT a direction the City of Warrenton was amiable to after all.

It is our understanding that in the past, the zoning WAS amended to allow a medical clinic as an outright use. If this is the case, we wish to have the same consideration.

Do the citizens ONLY want property tax paying entities to build in Warrenton?

Is it the wish of the citizens of Warrenton to not have a new skilled care facility in their town that provides a valuable service to the community?

The demand for our services will only increase with our aging demographics.

The Clatsop Care Health District Board requests that the City of Warrenton allow the Health District to build a state-of-the-art, skilled nursing and rehabilitation center in an industrial zone.

Thank you for your time.

Thank you for your service to our community.

Mike Aho, CCHD Board member (503)440-2446

Don Harris, Vista Pointe - Site Consultant (503)991-6412

Still being researched as viable options

Site				
Number	Location	Acres	Zoning	Major Obstacles
1	Warrior Way, next to Middle School	3	I1-Industrial	Zoning and owner plans for site
2	SE 19th Street-industrial park	3	I1-Industrial	Zoning
3	SE Jetty Avenue-industrial park	4.5	I1-Industrial	Zoning
4	SW 18th St/Delaura Beach Ln	3.2	C1-Gen Commercial	No City sewer at the property
5	Hospital site-Industrial Park	7.7	I1-Industrial	Zoning and wetlands
6	Fort George Brewery site-industrial park	10	I1-Industrial	Zoning and wetlands
7	Industrial park site across from Costco	4.3	I1-Industrial	Zoning
	Lots 2100 and 7000, directly south of	5.64 and		
8	Harbor Freight	2.93	C-1 and A3	Zoning, shape, street vacation, wetlands and tsunami zone
9	Lot just north of Tractor Supply	11.98	C-1	Tsunami zone and soils
	4 adjacent lots in Chelsea Garden area. East of Hwy 104 Spur and between 14th Street and 14th Place. Possibly combine			
10	with 3 other adjacent lots. Vacant land west of Warren House, east	1.92+.84=2.76	CMU	Combined lots not large enough
11	of N Main Avenue	8.28	RH	Wetlands and soils
12	Multiple lots just north of Walgreens	13.1	C-1	Wetlands and tsunami zone
13	Lot 100, directly north of Costco, Site A	11.35	C-1	Wetlands, owner plans and partial tsunami zone
14	Lot 100, directly north of Costco, Site B	11.35	C-1	Wetlands and owner plans
15	Lot 7400 behind Walmart	8	C-1	Wetlands and owner plans
	3 adjacent lots east of Jetty Ave, near			
16	13th Place Lot adjacent to Clatsop Retirement	Approx 5	C-1	Shape of lots and owner approval
17	Village	Approx 3	C-3	Wetlands, terrain and shape of lot
General Areas				
	RH Zone between NW 1st Street and SW			
18	2nd Street, west of Main Street	4+	RH	Number of owners involved and street vacation
19	Airport Hill	100+	AF	No utilities to the area
	RH Zoned area east of new Middle			
20	School	Various	RH	Not enough space or owner plans
21	Astoria	4+	HC, R1, R2, & R-3	Very limited amount of land available over 4 acres

NLC Service Line Warranty Program

by



Dennis Lyon
Regional Director

Dennis.Lyon@HomeServeUSA.com

412.266.9545



NLC Service Line Warranty Program by HomeServe



Offering services for over 20 years



4.8 out of 5 stars customer satisfaction



Program endorsed since 2010

“The National League of Cities is proud to partner with this highly reputable and reliable program. Their exemplary record of customer service and transparency is what has driven the success of this partnership over the years.”

*Clarence Anthony, Executive Director
National League of Cities*



HomeServe Key Statistics*

- Over **4.8 million** customers
- Over **8.5 million** policies
- Over **1,200** municipal and utility partnerships
- Job serviced **every 34 seconds**
- Customer savings to date: **over \$2 Billion**

* As of January 2023



Aging Infrastructure

Challenging for cities and homeowners

Lateral lines are subjected to the same elements as public lines

- Ground shifting, fluctuating temperatures, tree root penetration, corrosion, and more

Out of sight, out of mind

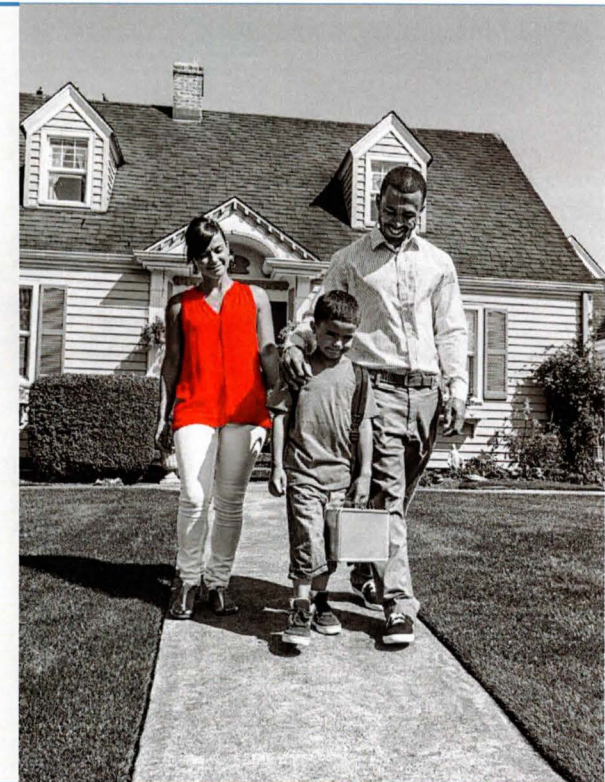
- Water and sewer lines located outside, usually underground

Failed lines waste thousands of gallons of water

- Presents a potential environmental hazard

Common homeowner misconceptions

- City is responsible for maintenance of the water and sewer lines on their property
- Repairs are covered by their homeowner's policy



Homeowners are unprepared for emergencies and expect solutions from the city/utility



78% of homeowners believe the utility provider should educate them on repairs and preventative measures. (Ipsos Public Affairs/HomeServe 2019)



56% of Americans can't cover a \$1,000 emergency expense with savings. (Bankrate 2022)

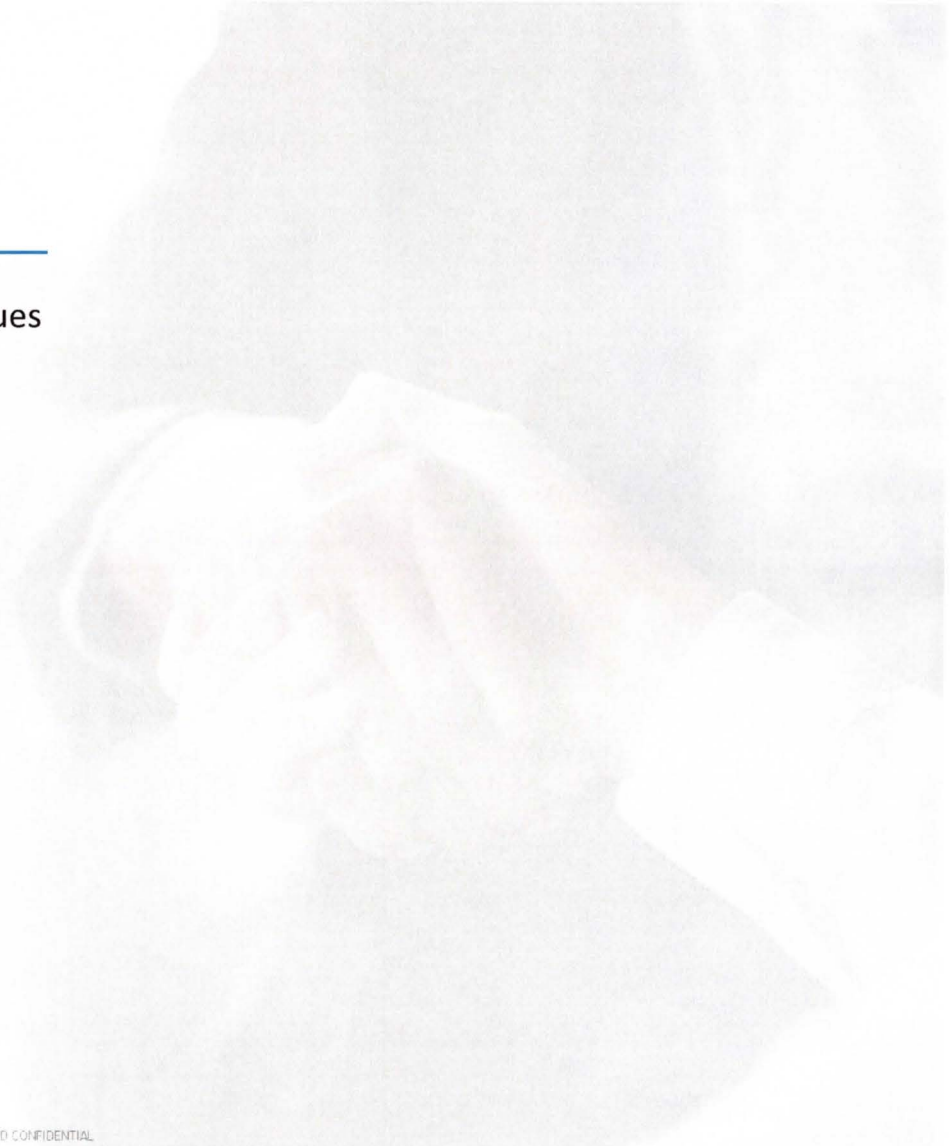


60% of homeowners with annual household incomes under \$50,000 a year reported **having \$500 or less or no money set aside** for a home repair emergency. (Harris Poll/HomeServe 2021)

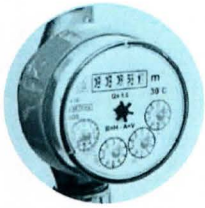


NLC Service Line Warranty Program Benefits

- Only Service Line program endorsed by NLC and multiple state leagues
- No cost to municipality. No public funds used. Administered by us
 - Billing, Claims, Customer Service, and Contractor management
- Optional revenue share for municipality
- Free public awareness campaign
 - Educates residents
- Peace of mind – one call solution
- Repairs performed to code by licensed and vetted contractors



3 Separate Products



External Water Line

Up to \$8,500 per incident to repair/replace broken, cracked, or clogged exterior lines



External Sewer Line

Up to \$8,500 per incident to repair/replace broken, cracked, or clogged exterior lines



In-home Plumbing & Drain

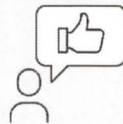
Up to \$3,000 per incident on all water, sewer, and drain lines inside the home after point of entry



No annual or lifetime limits, deductibles, service fees, forms, or paperwork



No pre-inspection - 30 day waiting period



Homeowner opt in or out at any time - no penalty



Locally based, fully licensed and vetted contractors



Toll-free emergency number available 24 hours a day, 365 days a year



Guaranteed repairs

Program-Funded Direct Mail Communications

- No public funds used in marketing, distribution, or administration of the program
- Direct mail only - no telemarketing or door-to-door sales
- Up to 3 mailing campaigns per year
- Partner must review and approve marketing material before every campaign
- Marketing clearly states city does not provide program and is voluntary for homeowner
- City role: provide logo and approve material
- Economy of scale; transparency; maximize public education
- Can enroll by mail, phone, or web

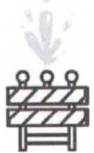


Solution for Residents and Municipalities

Residents



Educates residents about their responsibility for exterior lines



Optional low-cost protection against potentially expensive water, sewer, plumbing repairs



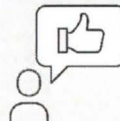
Municipalities



Reduces calls to the City



Timely repairs reduce water loss from line breaks - use of local contractors infuses money into your local economy



Money saved by residents can be reinvested in your local economy



No cost for the City to participate, optional non-tax 10% revenue share per product, per month

HomeServe in Oregon



Key Statistics



26

municipal partners



6K

customers with 11K
protection plans



3K

jobs performed



\$3M

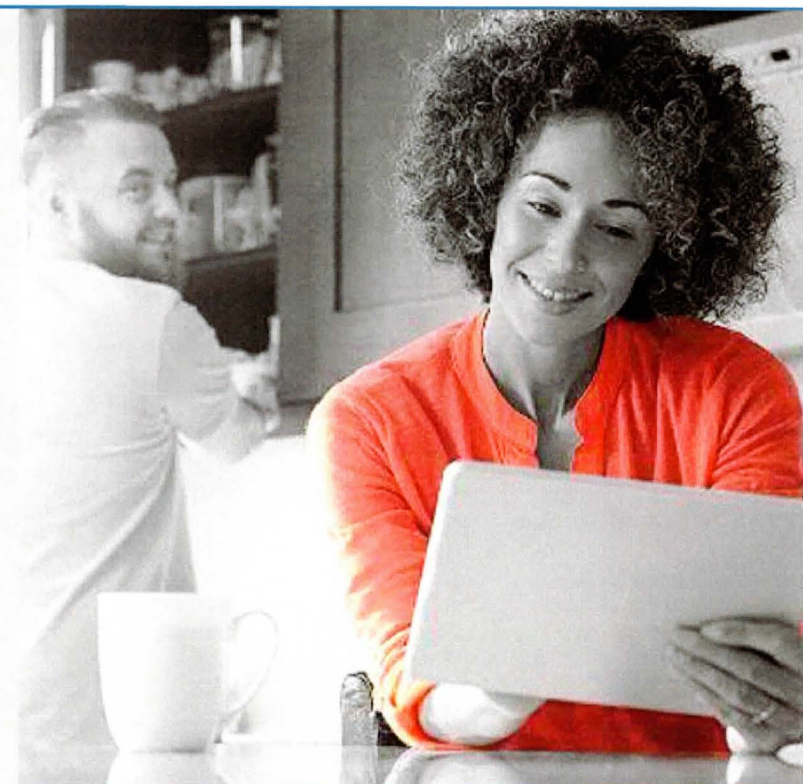
savings for Oregon homeowners

Partners:

- City of Cottage Grove
- City of Hermiston
- City of Bandon
- City of Hines
- City of Estacada
- City of Coos Bay
- City of Winston
- City of Reedsport
- City of Glendale
- City of Umatilla
- City of Aurora
- City of Jefferson
- City of Oakridge
- City of Rainier
- City of Ashland
- City of Newport
- City of Stanfield
- City of Dayton
- City of Paisley
- City of Toledo
- City of Myrtle Point
- City of North Bend
- City of Tillamook
- City of Keizer
- City of Chiloquin
- City of Gold Beach

NLC Service Line Warranty Program Summary

The NLC Service Line Program helps residents understand their lateral line responsibilities *before* they have an unexpected issue and allows them to choose how they wish to prepare for these potentially expensive incidents. Our program increases the quality of life within your community by helping residents when they need it the most, while also reducing the number of distress calls made to the City.



Our Promise:

We will be a trusted steward
of your brand and reputation.

Questions?

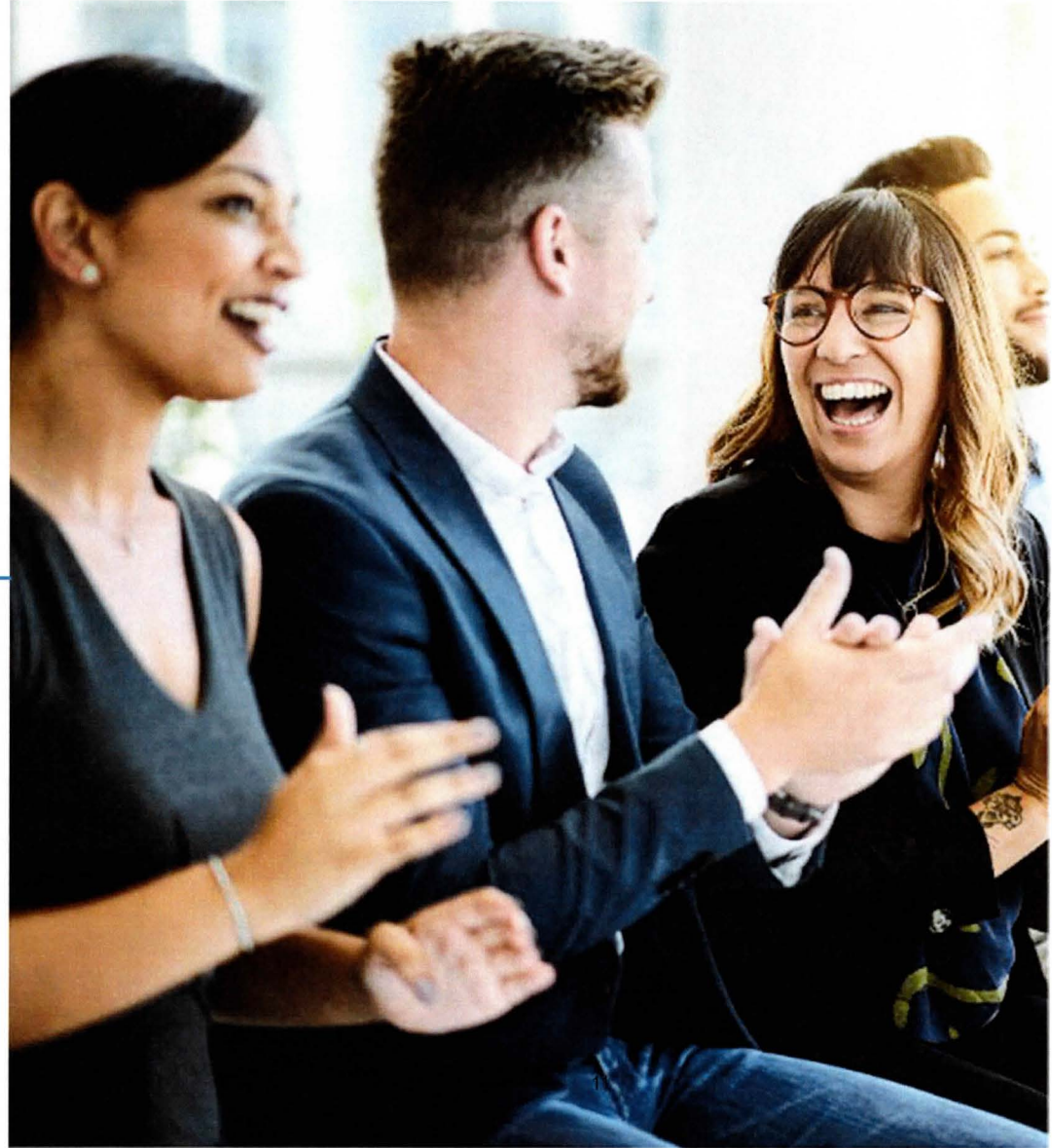
For more information contact:

Dennis Lyon

Regional Director

Dennis.Lyon@HomeServeUSA.com

412.266.9545





AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: Greg Shafer, Public Works Director
 DATE: January 12th, 2024
 SUBJ: Safe Routes to School Phase 2- Amendment 1

SUMMARY

On May 18, 2023, the City and ODOT officially engaged in a grant agreement (SRTS23-20) pertaining to Safe Routes to School Phase 2. During the grantee orientation conducted by ODOT, it was communicated that an amendment to the obligation language should be anticipated, specifying a commitment of 20 years for project segments situated within ODOT right-of-way. Conversely, sections entirely off the ODOT system will have a maintenance requirement limited to seven years.

RECOMMENDATION/SUGGESTED MOTION

"I move to approve Amendment #1 — Safe Routes to School Phase 2 Grant agreement to update Exhibit B. Section 3."

ALTERNATIVE

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

FISCAL IMPACT

This change order is within the budgeted amount for this project fund.

Approved by City Manager: _____

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

**AMENDMENT NUMBER 01
SAFE ROUTES TO SCHOOL PROGRAM (SRTS) GRANT AGREEMENT
Warrenton Grade to High School Main Avenue Safe Walkway Project (Phase 2)
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 "State" or "ODOT," and **City of Warrenton**, acting by and through its Governing Body, hereinafter referred to as "Recipient," entered into on May 18, 2023.

It has now been determined by State and Recipient that the Agreement referenced above shall be amended to update Exhibit B. Section 3.

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.** Deleted information is shown in ~~strikethrough~~ and added information is shown in underline.

a. Exhibit B, Section 3

3. Recipient shall, at its own expense, maintain, ~~and operate, repair, and replace~~ the Project upon completion and throughout the useful life of the Project at a minimum level that is consistent with normal depreciation or service demand or both. The Parties agree that the useful life of the Project is defined as seven (7) years from its completion date (the "Project Useful Life"). ~~After the Project Useful Life, maintenance of the Project shall conform to any maintenance agreement in place between the Parties. If no maintenance agreement exists, ODOT will maintain that portion of the Project that is within its jurisdiction unless otherwise provided in Exhibit A to this Agreement.~~ Recipient shall maintain those portions of the Project that are within state highway right of way for an additional thirteen (13) years after the Project Useful Life. Recipient's obligations under the Contribution and Contract-Related Indemnification provisions in Section 10.a and 10.b, respectively, and Exhibit C, Subagreement Insurance Requirements apply to ongoing maintenance work.

Recipient shall notify the appropriate ODOT District Office two (2) business days prior to performing any maintenance work on ODOT's system.

Recipient's maintenance work on or along state highway right of way, including work performed by Recipient contractors, shall be protected in accordance with the versions of the MUTCD, Oregon Supplement to the Manual on Uniform Traffic Control Devices, and the Oregon Temporary Traffic Control Handbook which are in place at the time the work is conducted.

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.
5. **Electronic Signatures**. The Parties agree that signatures showing on PDF documents, including but not limited to PDF copies of the Agreement and amendments, submitted or exchanged via email are "Electronic Signatures" under ORS Chapter 84 and bind the signing Party and are intended to be and can be relied upon by the Parties. State reserves the right at any time to require the submission of the hard copy originals of any documents.

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.

The Project was approved January 12, 2023 by the Strategic Investment Manager.

SIGNATURE PAGE TO FOLLOW

CITY OF WARRENTON, by and
through its Elected Officials.

By _____
Name _____
(printed)
Date _____

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

By _____
Recipient's Legal Counsel
Name _____
(printed)
Date _____

STATE OF OREGON, by and through
its Department of Transportation

By _____
Public Transportation Division Administrator
Name _____
(printed)
Date _____

APPROVAL RECOMMENDED

By _____
Safe Routes to School Program Manager
Name _____
(printed)
Date _____

By _____
State Traffic-Roadway Engineer
Name _____
(printed)
Date _____

By _____
District Manager
Name _____
(printed)
Date _____

APPROVED AS TO LEGAL SUFFICIENCY

By Sam Zeigler via email
Assistant Attorney General
Date November 22, 2023



AGENDA MEMORANDUM

TO: The Warrenton City Commission
 FROM: City Manager, Esther Moberg
 DATE: January 9, 2024
 SUBJ: Request for Deep Sea Fishermen Benefit Fund - Lighthouse Park annual fundraiser.

SUMMARY

The Deep Sea Fishermen Benefit Fund is requesting the fees for the community center be paid by the City. In the past, the City Commission has paid for one day from licensing fees. Last year, the Commission approved paying for two days.

RECOMMENDATION/SUGGESTED MOTION

I move to pay the Deep Sea Fishermen Benefit funds fees for one day rental of the City Community Center from the Business license fund.

ALTERNATIVE

- 1) I move to pay the Deep Sea Fishermen Benefit funds fees for two days rental of the City Community Center from the Business license fund.
- 2) None recommended

FISCAL IMPACT

\$449 per day, Funded from the Business license fund.

Approved by City Manager: _____

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



Deep Sea Fishermen's Benefit Fund
P.O. Box 1062
Warrenton, OR 97146

December 19, 2023

City of Warrenton
Manager Esther Moberg
225 S Main
Warrenton, Oregon 97146

RE: Request for discount on Community center

The Deep Sea Fishermen's Benefit Fund, Lighthouse Park has reserved the Community Center for February 16th and 17th for our annual fund raising crab feed. As in the past, we are requesting the Warrenton Commission for support in our event, in reduced rental fees. Our event relies on community volunteers, fishermen and processors donation products and services to make our event successful. We hope that you can assist us in our efforts for our 34th annual crab feed. Thanks in advance for your consideration.

Respectfully

Deep Sea Fishermen Benefit Fund Board.



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Hanna Bentley, Deputy City Recorder
DATE: January 9, 2024
SUBJ: Committee and Board Appointments

SUMMARY

Several terms on the City volunteer committees and boards ended on December 31, 2023. Appointments to fill the position were made at the December 12, 2023 meeting. Attached are resolutions confirming the appointments and setting the terms of office for the Community Center Board, Planning Commission, and Marinas Advisory Committee.

The remaining board and committee vacancies are as follows:

- Budget Committee, Position 2, term end 12/31/2026
- Parks Advisory Board, Position 5, term end 12/31/2026
- Community Library Board, Position 2, term end 12/31/2027

RECOMMENDATION/SUGGESTED MOTION

"I move to adopt Resolution No. 2661; authorizing appointments to fill positions on the Warrenton Planning Commission and setting terms of office."

"I move to adopt Resolution No. 2662; authorizing appointments to fill positions on the Marinas Advisory Committee and setting terms of office."

"I move to adopt Resolution No. 2663; setting terms of office on the Warrenton Community Center Advisory Board."

"I move to adopt Resolution No. 2664; authorizing appointments to fill positions on the Warrenton Parks Advisory Board and setting terms of office."

"I move to adopt Resolution No. 2665; authorizing appointments to fill positions on the Warrenton Community Library Board and setting terms of office"

ALTERNATIVE

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by City Manager:

A handwritten signature in blue ink, appearing to read "Esther Moberg", is written over a horizontal line.

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

RESOLUTION NO. 2661

INTRODUCED BY: All Commissioners

**AUTHORIZING APPOINTMENTS TO FILL POSITIONS ON
THE WARRENTON PLANNING COMMISSION
AND SETTING TERMS OF OFFICE**

BE IT RESOLVED, by the City Commission that the Warrenton Planning Commission Members and their terms of office are as follows:

Position No. 1	Kevin Swanson	Term Ending 31, December 2024
Position No. 2	Christine Bridgens	Term Ending 31, December 2024
Position No. 3	Chris Hayward	Term Ending 31, December 2025
Position No. 4	Michael Moha	Term Ending 31, December 2026
Position No. 5	Jessica Sollacio	Term Ending 31, December 2026
Position No. 6	Karin Hopper	Term Ending 31, December 2027
Position No. 7	Cynthia O'Reilly	Term Ending 31, December 2027

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this _____ day of _____, 2024.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder

RESOLUTION NO. 2662

INTRODUCED BY: All Commissioners

**AUTHORIZING APPOINTMENTS TO FILL POSITIONS ON
THE MARINAS ADVISORY COMMITTEE
AND SETTING TERMS OF OFFICE**

BE IT RESOLVED, by the City Commission that the Marinas Advisory Committee Members and their terms of office are as follows:

Position No. 1	Karl "Dick" Hellberg	Term Ending 31, December 2025
Position No. 2	William Kerr	Term Ending 31, December 2025
Position No. 3	Jennifer Fowler	Term Ending 31, December 2025
Position No. 4	Lylla Gaebel	Term Ending 31, December 2024
Position No. 5	Mike Balensifer	Term Ending 31, December 2024

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this ____ day of _____, 2024.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder

RESOLUTION NO. 2663

INTRODUCED BY: All Commissioners

**SETTING TERMS OF OFFICE ON THE WARRENTON
COMMUNITY CENTER ADVISORY BOARD**

BE IT RESOLVED, by the City Commission that the Warrenton Community Center Advisory Board Members and their terms of office are as follows:

Position No. 1	Cynthia O'Reilly	Term Ending 31, December 2024
Position No. 2	Dennis O'Reilly	Term Ending 31, December 2025
Position No. 3	Carol Snell	Term Ending 31, December 2026
Position No. 4	Debbie Little	Term Ending 31, December 2024
Position No. 5	Penny Morris	Term Ending 31, December 2027

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this ____ day of _____, 2024.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder

RESOLUTION NO. 2664

INTRODUCED BY: All Commissioners

**AUTHORIZING APPOINTMENTS TO FILL POSITIONS ON
THE WARRENTON PARKS ADVISORY BOARD
AND SETTING TERMS OF OFFICE**

BE IT RESOLVED, by the City Commission that the Warrenton Parks Advisory Board Members and their terms of office are as follows:

Position No. 1	Anya Schauer mann	Term Ending 31, December 2024
Position No. 2	Ron Dyer	Term Ending 31, December 2024
Position No. 3	Sammi Beechan	Term Ending 31, December 2025
Position No. 4	Bert Little	Term Ending 31, December 2025
Position No. 5	Vacant	Term Ending 31, December 2026
Position No. 6	Sara Long	Term Ending 31, December 2026
Position No. 7	Brooke Terry	Term Ending 31, December 2026

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this _____ day of _____, 2024.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder

RESOLUTION NO. 2665

INTRODUCED BY: All Commissioners

**AUTHORIZING APPOINTMENTS TO FILL POSITIONS ON
THE WARRENTON COMMUNITY LIBRARY BOARD
AND SETTING TERMS OF OFFICE**

BE IT RESOLVED, by the City Commission that the Warrenton Community Library Board Members and their terms of office are as follows:

Position No. 1	Abbie Johnson	Term Ending 31, December 2027
Position No. 2	Vacant	Term Ending 31, December 2027
Position No. 3	Brenda Atwood	Term Ending 31, December 2024
Position No. 4	Eileen Purcell	Term Ending 31, December 2024
Position No. 5	Karyn Grass	Term Ending 31, December 2025
Position No. 6	Amanda Donovan	Term Ending 31, December 2026
Position No. 7	Andrew Walker	Term Ending 31, December 2026

This Resolution shall take effect immediately upon its passage.

ADOPTED by the City Commission of the City of Warrenton, Oregon, this _____ day of _____, 2024.

APPROVED:

Henry A. Balensifer III, Mayor

ATTEST:

Dawne Shaw, CMC, City Recorder



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Scott Fregonese, City Planner
DATE: 01/09/2024
SUBJ: Nuisance Update

SUMMARY

The City Commission has asked for a report and update on current code violations. This memo and the attachments serve as an update and lists nuisance related violations and their current status.

CURRENT HIGH PRIORITY NUISANCE VIOLATIONS

925 NE Harbor (Leitch)

Mr. Leitch has had his property declared a nuisance by City Commission. He had his first court date where he pleaded not guilty. His next court date has not been scheduled yet. He continues to keep vehicles and debris on his property, so we expect this to continue with the court. We have had multiple other issues with him regarding the right of way/his properties as we untangle from his previous tenancy on the adjoining property and use of the City Right of Way.

158 SE Anchor (Newton)

Mr. Newton has had his property declared a nuisance by City Commission. Mr. Newton had his court date and the Judge set a 60 day timeline for remediation. City staff followed up and gave clear direction for what needs to be remediated so Mr. Newton's property may no longer be considered a nuisance (North, South and West sides of building fully sided, East side of building covered with weather proofing). His next court date (end of 60 days) is January 23rd. At 30 days, we

had not seen significant progress, Mr. Newton has completed the west side but progress is slow to the North and South sides of building and he has yet to put up weather proofing on back.

9th and Main Ave (Tapales)

We are working with Mr. Tapales who is currently cooperating, (and if dealt within a reasonable timeline will not be declared a nuisance). He has been given directions as well as a grant from Urban Renewal on removal of items. The Fire Chief has approved a possible burn of buildings once all hazardous materials and vehicles are removed from the property. The goal would be to burn no later than February/March while still in the wet season. He hired a contractor last week to remove the items that staff told him must be moved before the buildings can be burned.

If, at a later date, he is not moving forward, at that time will need to start nuisance declaration with Commission.

ATTACHMENTS

Attachment 1: A list of all code enforcement activities from the 2023 calendar year.

Approved by City Manager: _____

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

Planning Department Annual Activities Report

Activity

Control Enforcement

Concern	Address	Direction	Street Name	City	Parcel	
Elevation difference between paving and existing driveway	1335 SE		JETTY	AVE	WARRENTON	Closed
Derelect vehicles	925		HARBOR			Citation
Property Maintenance - Siding	158 SE		ANCHOR	AVE	WARRENTON	Citation
Sign maintenance	180 SE		NEPTUNE	DR	WARRENTON	Closed
Lack of notice before private paving	1335 SE		JETTY	AVE	WARRENTON	Closed
Concern about unpermitted fill						Closed
Camping on property of a recently burned home.	1080		KING SALMON	PL	HAMMOND	Closed
Living in RV on vacant private property. New gravel placed.	354		PACIFIC	DR	HAMMOND	Closed
Odor from Shoular fishmeal plant	2090 SE		12TH	PL	WARRENTON	Closed
Repeated dumping of truckloads of sand is causing repeated flooding in the neighboring properties.	135 SW		1ST	ST	WARRENTON	Closed
Free-range chickens in neighbor's yard.	65 NW		BIRCH	AVE	WARRENTON	Closed
OPEN MANHOLE	1335 SE		JETTY	AVE	WARRENTON	Closed
Construction junk, debris, and fallen speed sign	1335 SE		JETTY	AVE	WARRENTON	Closed
Condition of the rear yard - Junk, debris	959		5TH	AVE	HAMMOND	Closed
Small structure placed in SE Anchor ROW	269 SE		ANCHOR	AVE	WARRENTON	Closed
Fill into wetlands	980 NW		WARRENTON	DR	WARRENTON	Closed
Grass along NW Warrenton Dr near 11th.	1100 NW		WARRENTON	DR	WARRENTON	Closed
Sign maintenance	1609 E		HARBOR	DR	WARRENTON	Closed
Complaint about street parking and frequent ambulance visits - also possible business. Neighbor feels is disrupting the neighborhood.	1083		NAUTICAL	DR	HAMMOND	Closed
School operated at church - Conditional Use Permit needed.	1375 S		MAIN	AVE	WARRENTON	Closed
Unpermitted short term rental	1130 SE		ANCHOR	AVE	WARRENTON	Closed
Polevoi unpermitted short term rental	1470 S		MAIN	AVE	WARRENTON	Closed
Perry unpermitted short term rental	1090 E		HARBOR	DR	WARRENTON	Closed
Sign						Closed
Chickens	676 NW		9TH	ST	WARRENTON	Closed
Property Maintenance - Power Pole						Closed
Junk / unscreened exterior storage	565 N		MAIN	AVE	WARRENTON	Closed
Inoperable vehicles stored outside at 770 SE 13th Street.	770 SE		13TH	ST	WARRENTON	Closed
Unpermitted use	770 SE		13TH	ST	WARRENTON	Closed
New shed setback encroachment	586 NW		1ST	ST	WARRENTON	Closed
RV Complaint	1581 S		MAIN	AVE	WARRENTON	Closed
Material/debris in yard	1500 SW		ALDER	AVE	WARRENTON	Closed
Fire hazard, run down RV's, unsafe building, people digging in trash, and dogs trespassing.	247		TYEE	ST	HAMMOND	Complaint submitted
Unlicensed and inoperable vehicles, junk, and debris.	45 SW		4TH	ST	WARRENTON	In-Progress
Storm water runoff from a zero lot line structure.	115 SW		CEDAR	AVE	WARRENTON	In-Progress

Continued unpermitted work / work not in compliance with approved plans.	931 SE	MARLIN	AVE	WARRENTON	In-Progress
Fill in wetland stop work order					In-Progress
Fill in wetland					In-Progress
Derelict vehicles	1275 SE	KING	AVE	WARRENTON	In-Progress
Apartment in metal garage.	51 N	MAIN	AVE	WARRENTON	In-Progress
Property Maintenance	235 N	MAIN	AVE	WARRENTON	In-progress.
Property Maintenance - Unsafe Building	42 SE	9TH	ST	WARRENTON	In-Progress. Property owner hired contractor to clear building and burn with WFD.
Parking in a "no parking" area	1609 S	MAIN	AVE	WARRENTON	In-Progress
Unsafe and dangerous building	667	PACIFIC	DR	HAMMOND	In-Progress
Property Maintenance	365 N	MAIN	AVE	WARRENTON	Nuisance Declared, making good progress Stockpiling allowed (WMC 16.152.040). Property owner submitted for redevelopment.
Stockpiling of dirt on Main Avenue South					On Hold
Dangerous building (Vitko)					On hold for potential redevelopment
Complaint of semi truck parking					
Exterior storage of material & ROW encroachment of storage/equipment	1015 S	MAIN	AVE	WARRENTON	On hold for site redevelopment- review with Scott, property/ROW boundary not known

45 SW 4th Street (junk cars / tents covering)



1015 S Main Avenue (orange coils - temporary utility company doing work in the area. The property owner recently passed away but was working on redevelopment plans for the site for housing).



1015 S Main Avenue (orange coils - temporary utility company doing work in the area. The property owner recently passed away but was working on redevelopment plans for the site for housing).



1015 S Main Avenue (orange coils - temporary utility company doing work in the area. The property owner recently passed away but was working on redevelopment plans for the site for housing).



81028AC01703 (Stockpile on S Main. Not a code issue because stockpile is exempt from a permit/allowed under current code WMC 16.152.040. Site was previously approved for residential redevelopment of two four-plexes. Site design review approval expired. The property owner resubmitted for the same development and is working on revised plans.)



1609 S Main Avenue (Clear Choice Dermatology has a parking area that still needs to be brought up to current code standards. 4 parking spaces are not allowed to back directly out onto the road WMC 16.128.030.A.1. They place temporary plants but need to make more permanent improvements to prevent parking here in the future. They still have active building permit other items for correction)



1335 SE 13th - ongoing multifamily development projects. This is resolved. The original paving was claimed to be 5-inch difference between the existing driveway and new pavement surface. Contractor appears to have resolved the issue with additional gravel.



1275 SE King Avenue - inoperable/unlicensed vehicles and possible structure in ROW. Staff are no able to determine ROW and private property boundary at this time. No clear markers available. Ongoing construction in the area. Have been waiting for this to resolve. Unsure which vehicles are property owners, and which are contractors.



180 SE Neptune Drive -
Resolved! New sign was
installed



365 N Main Avenue (Yellow/blue house. Was declared a nuisance and property owner has been making active progress.)



667 Pacific Drive - declared a nuisance. Spruce Up Warrenton pitched in and took a morning to clean up the vegetation and debris on the property. Property owner repainted.



247 Tye Street - Complaint submitted. One letter sent to property owners. City is currently following up on the complaint.



81021AC08900 - wetland fill, follow-up needed for wetland delineation



115 SW Cedar Ave - property owners will be working together to address stormwater running off onto adjacent property.

