

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING
February 28, 2017 – 6:00 P.M.
Warrenton City Commission Chambers – 225 South Main Avenue
Warrenton, OR 97146

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **COMMISSIONER COMMENTS/COMMUNICATIONS/AGENDA ADDITIONS**
5. **CONSENT CALENDAR**

- A. City Commission Town Hall Minutes – 1.05.17
- B. City Commission Work Session Minutes – 1.24.17
- C. City Commission Meeting Regular Minutes – 2.14.17
- D. Community Center Advisory Board Minutes – Nov. 2016
- E. Monthly Finance Dept. Report – Jan. 2017
- F. Police Dept. Monthly Statistics – Jan. 2017

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

6. **BUSINESS ITEMS**
 - A. Appointment to Public Safety Coordinating Council (PSCC)
 - B. Consideration of Res. No. 2476; Approving and Adopting Increases to the 2016-2017 Budget by Increasing Appropriations for Unanticipated Revenues (K-9 Donations)
 - C. Update on Nuisance at 1058 NW Warrenton Drive

7. **PUBLIC COMMENT**

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

8. **EXECUTIVE SESSION**

9. **ADJOURNMENT**

Warrenton City Hall is accessible to the disabled. If special accommodation is needed, please notify the City Recorder at 503-861-0823, at least 48 hours in advance of the meeting so appropriate assistance can be provided. TDD Users: Please call Oregon Telecommunications relay service at 1-800-735-2900.

5-A

MINUTES
Warrenton City Commission
Town Hall Meeting – January 5, 2017
7:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

Mayor Kujala called the meeting to order at 7:01 p.m.

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

Staff Present: City Manager Linda Engbretson, Legal Counsel Chad Jacobs, Finance Director April Clark and Deputy City Recorder Dawne Shaw

Mayor Kujala welcomed everyone and proceeded to introduce Chad Jacobs from Beery, Elsner and Hammond, and noted the meeting will start with a summary from Mr. Jacobs. Mr. Jacobs stated there are ambiguities that exist in Measure 4-181, noting this is where the difficulties will lie for the city moving forward. He proceeded to explain the double majority that would be needed to dispose of certain assets. Mr. Jacobs noted there are ambiguities around which assets would apply and noted typically it would be an asset with at least a value of at least \$100,000. He stated the value is in “2014 dollars” and will increase with inflation every year. Based on the language in the measure, assets include real property, leasehold interests, any tangible physical asset with a value of \$100,000 or more, any system operation or infrastructure with a combined tangible asset of \$100,000 or more, any system operation or infrastructure for which a gross value and any income stream generated by that asset is \$100,000 or more, as well as contractual obligations. He continued to outline the details in section 4 of the measure, as written by the petitioners. Mr. Jacobs noted it would be helpful to get feedback from the community to try to figure out what is the scope and what was intended by all of the terms included in the measure. Mr. Jacobs stated the city has a couple of options to move forward - the first option would be to adopt an ordinance to define the terms that are not defined in the measure, noting under the city’s charter the Commission has the authority to adopt ordinances to clear up ambiguities and to say “this is what we think this means and this is how we are going to apply it,” and again noted getting feedback from the petitioners of what the intent was would be helpful to craft the ordinance. The other option would be to place another charter amendment on the ballot to amend the language, to clarify and to present it in a way that makes sense, to clear up any ambiguities so it can be followed correctly. Commissioner Newton asked for clarification on whether the measure would include selling a quarter of a million dollars’ worth of water to a cannery. Mr. Jacobs stated water is more of a service and not an asset; however, it could be interpreted as an asset. Discussion continued on interpretation and potential consequences – they could challenge and take the city to court, so the need is to clear up ambiguities.

Mayor Kujala asked for clarification on leases, referencing the Sturgeon Paul lease for example, noting that over the 25 years of the lease the city will collect over \$100,000. If there is a sublease

or a transfer, would it have to go back to the voters? Mr. Jacobs stated again there is an ambiguity there and he would interpret the intent of the voters that when the city is divesting an asset it would need voter approval; a sublease by the current lessee would not need voter approval; if the lease ended, or if the lease requires city approval for a sublease, it would need to go to the voters. It was noted that subleases do have to come before the city for approval. Brief discussion continued on leases and the need for clarification of the voter's intent. Mayor Kujala also asked for clarification on grants, noting that sometimes, i.e. like in the case of the food bank, the city is the sponsor and takes ownership during the grant cycle. After the grant is closed out it is transferred or deeded to the other party. Mr. Jacobs stated this is another example of ambiguities in the measure language and noted there are State and Federal laws that could preempt voter approval, but it varies from grant to grant and would create a lot of public confusion. Mayor Kujala stated he would like to get public input and to hear from the voters on what the intent of the measure was.

Gil Gramson thanked the Commission for scheduling the town hall meeting. He noted the chief petitioner (Ken Yuill) submitted paperwork to the city that met the requirements to amend the city charter, and noted the city had the responsibility to prepare the ballot title to summarize the petition's intent. Mr. Gramson stated the summary prepared by the city included an inaccurate statement and noted the initiative is not related to the purchase of anything, receiving grants or monies; it is for the sale of city assets with a value of over \$100,000. He noted the measure does not affect the city's ability to vacate streets, sell water, take grants or enter into certain leases within the proposed parameters and perform other normal routine city deals. Mr. Gramson handed out a summary document which outlined the intent of the measure and noted an asset with a value of over \$100,000 could be sold with voter approval; a lease less than 25 years would not need voter approval and clarified it is not based on the total lease amount, but on the initial base property value; a lease more than 25 years, needs voter approval; the city cannot sell rights to a lease without voter approval if the value is more than \$100,000, based on the value of the asset, not on the amount of lease income. Mr. Gramson stated in his opinion this initiative will have little or no impact to normal city operations. He noted if the city intends to sell off high value property, or as an example, attempts to merge the fire department with a special district or merge water/sewer departments into a special service district, it will need voter approval. Mr. Gramson stated he feels the measure is clear without big ambiguities that create problems for the city. Mayor Kujala noted the broad language in the measure. Mr. Gramson noted instances in the past such as privatizing services, merging with a special water district and the proposal of selling the Hammond mooring basin and Tansy Point and feels that the voters have a right to vote on disposing of these significant assets. Mayor Kujala referenced the purchase of the Peterson property and noted the initial intent of the Commission was to resell the property and get revenue back, and noted half was dedicated to the Urban Renewal Agency but the other half is city owned and would be subject to voter approval, which creates a problem. Mr. Gramson stated the Urban Renewal portion would not be affected by the measure, but the city half would.

Commissioner Balensifer clarified for the record, in regards to the Hammond marina, a Water Resource Redevelopment Act was passed in 2013, to transfer the Hammond marina to the City of Warrenton's ownership, and there is a clause that anytime the property becomes closed off to the public, it immediately remands back to Federal custody, so the city would never be able to sell the property or block off public access. Mayor Kujala noted the Tansy Point issue and stated

MINUTES

Warrenton City Commission

Town Hall – 01.05.17

Page: 2

the Commission received a proposal and conducted numerous work sessions and public meetings and allowed public comment. The Commission listened to the public and decided not to move forward with the sale, so the process worked. Mr. Gramson stated the intent of the measure is for future commissions that may not be inclined to listen to the public.

Scott Widdicombe stated he had never been involved in local politics and became concerned when he heard about the Tansy Point offer. He continued to voice his concerns over there not being enough transparency and not having the opportunity to speak on the issue. Mr. Widdicombe noted the intent of the initiative was to stop major transactions from happening without the voters agreeing. Mayor Kujala stated there was a concerted effort to let the public know what was happening, with discussions during public meetings at work sessions and regular meetings with public comment and input. Brief discussion continued on Tansy Point and the matter of transparency.

Ken Yuill presented a chart which outlined the value of \$100,000 in 2014 dollars vs. the current value, showing increases of 3% per year. Mr. Yuill noted the state mandate on property is limited to an increase of 3% per year. Mr. Jacobs clarified that the asset definition for real property is the real market value of \$100,000; the 3% increase under state law is on the assessed value not the real market value and noted assessed value differs from real market value. Mr. Yuill suggested using the Urban Renewal Agency as a sponsor for the memorial statue grant and other short term grants. Mr. Jacobs clarified there are restrictions how URA money can be used and how monies from Federal grants are used. Mr. Yuill noted the measure is referring to long term assets, not short term and stated the voters have spoken. He further discussed the Peterson property, noting Quincy Robinson Trust funds were used to buy the property. Mr. Yuill also stated that Mr. Carruthers gave the Tansy Point property to the people of Warrenton and the people are upset that the proposal to sell it was even considered; that's why the measure was made. Discussion continued on the need to find a resolution and common ground.

Dixie Dowaliby stated she trusts the Commission but does not know who will be in charge 30 years from now and stated the need to protect voter's rights. She also voiced her concerns over the Peterson property and the Tansy Point matter. Mayor Kujala and City Manager Engbretson clarified the Urban Renewal Agency took over the remaining debt on the Peterson Property and when the property is sold, Quincy Robinson will be paid back and any the remaining funds will go to the Urban Renewal Agency.

Dennis Faletti stated he likes and trusts the Commission but has concerns that if the Commission does anything with the measure they will look bad like the State government; "like a dictator and the voters' voice doesn't matter", noting this measure is what the people wanted. Mr. Faletti also voiced his concern that the Commission is doing this now instead of when the petition was brought up, noting the Commission could have proposed an alternative. Mayor Kujala stated he takes responsibility for not communicating well on the unintended consequences of the measure. The discussion continued on lease transfers versus transfer of ownership and Mr. Jacobs noted the differences of opinion are what we are trying to clarify.

Paul Mitchell stated he agrees there should have been better communication on the measure and agreed there is an issue on ambiguities and the need to determine where we go next. He noted a double majority will be difficult and could ultimately stop city business and does not want to vote every time the city wants to get rid of a piece of land. Mr. Mitchell stated we need to trust the people we vote into office and should also seriously consider whether or not we can continue to look at the city as it is and say these are all sacred grounds and noted various properties. He stated the public is allowed to attend the various committee meetings where everything is discussed in the open but very few people show up. He noted when you can't get the public to come to meetings, it will be very hard to get double majority vote.

Kathleen Adams stated she has lived here 4 years and voted yes on the measure, noting her main concern was property being sold off, and she is not concerned about water lines or fire trucks.

Loren Gramson asked the Commission how often the \$100,000 limit has affected what the city has done over the recent years. Mayor Kujala and City Manager Engbretson noted several instances in the recent past as well as several coming up in the near future, including leases. Mayor Kujala noted several leases that meet the threshold, noting the difference in interpretation of whether it is the value of the property or the value of the lease; legal counsel is under the opinion it is the value of the lease/revenue stream. Mr. Gramson also discussed the Nygaard/Tansy Point lease agreement, noting it is a deep water port and a very valuable asset to the city with a good income stream. He stated Mr. Carruthers was an honorable, honest man and did things by handshake agreement and believes that Tansy Point is something you cannot ever get rid of. Mr. Gramson stated the focus should not be on who voted for what, but on the need to hammer things out.

Commissioner Newton stated he wants to make sure he understands that the intent was not to handcuff the Commission; the intent was to weigh in on large deals and not to micro manage everything. Mr. Yuill agreed the intent was not to handcuff the Commission but to make sure the voters have their say on the selling of major assets. Mr. Yuill noted the need to sit down and clarify some things in the measure. Brief discussion continued on the interpretation differences and confusion due to the ambiguities and the possibility of litigation. Mr. Yuill asked Mr. Jacobs what the options were and Mr. Jacobs stated the city could adopt an ordinance or go back to the voters with a charter amendment. Commissioner Ackley stated there are actually 3 values - real market value, fair market value and assessed value and disagrees with a flat 3%. She noted this entire issue seems to be about real estate. The discussion continued on past issues of the Commission considering proposals to sell property and Mayor Kujala noted that things do come up and when they do, the Commission listens to the proposal, discusses them publically and allows public comment and often does not go forward. Mr. Gil Gramson noted fair market value is probably the best number to use instead of assessed or real market value. He asked Mr. Jacobs if these concerns can be addressed in ordinance to clarify what to use for the value of the property. Mr. Jacobs noted the charter now states "real market value" so it cannot be changed in an ordinance, as it would conflict with the charter. He stated each issue would have to be looked at to see if the ambiguities can be clarified by ordinance or charter amendment. Mr. Gramson stated that to go back to the voters with a whole new amendment could make the Commission look bad. He stated it makes sense to sit down and try to clarify some of the issues that have been

MINUTES

Warrenton City Commission

Town Hall – 01.05.17

Page: 4

raised, such as leases and grants. Nancy Brock stated she went out and got signatures on the petition, and the citizens said they wanted to have a voice on what is happening in the community.

Commissioner Balensifer stated they have heard a solid message from the voters, noting this meeting has helped clarify the intent of the measure. He noted there are some issues such as real market value versus assessed value, but it is clear that it is about real estate. The discussion continued on short term and long term leases. Mr. Yuill stated it would be best to sit down and work it out, noting the measure was not to handcuff anyone and further discussed lease values and lease extension options. Mr. Jacobs noted the measure talks about a leasehold interest with a \$100,000 value but what was really the intent was to affect a leasehold interest with the value of the property being over \$100,000, noting the discrepancy between what was written versus what was intended. The discussion continued on the ambiguities in the language of the measure.

Gil Gramson noted the purpose of including leases in the measure was to have a limitation so the city would not be able to go out and lease a piece of property or an asset for 99 years, which would bypass the citizens who want to have some control. Mayor Kujala noted the language in the measure does not refer to the value of the property; it refers to the value of the lease. He proceeded to conclude the meeting, noting this will be discussed again and it will be on the agenda so the public is aware and noted legal counsel will be at that meeting as well.

There being no further business Mayor Kujala adjourned the meeting at 8:56 p.m.

APPROVED:

Mark Kujala, Mayor

ATTEST:

Dawne Shaw, Deputy City Recorder

5-B

MINUTES
Warrenton City Commission
WORK SESSION – January 24, 2017
5:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

Mayor Kujala called the meeting to order at 5:08.

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

Staff Present: City Manager Linda Engbretson, Fire Chief Tim Demers, Finance Director April Clark, Public Works Director Jim Dunn, Wastewater Treatment Plant Superintendent Kyle Sharpsteen, Police Chief Mathew Workman and Deputy City Recorder Dawne Shaw

Mayor Kujala noted the purpose of the work session is goal setting and City Manager Engbretson read the 2015 Goals. Mayor Kujala suggested rather than having broad goals and concepts, it would be best to narrow it down with timelines and progress measures. He noted the demands that are being placed on the departments with the growth and development that is taking place.

Public Works Director Jim Dunn stated he “can’t keep his head above water” and noted he created a spreadsheet with tasks/projects and a schedule. Mr. Dunn discussed the Public Works department goals which include Hammond development constraints, noting when the new water line goes in it will help a lot as it is the first piece but there are still water lines/hydrants that need to be addressed. Mayor Kujala noted the discussion during the joint meeting with the Planning Commission on infill development in Hammond and stated he would like to see it as one of the goals, noting development codes and design standards need to be part of it. He also noted the issues about infrastructure in isolated areas. Mr. Dunn discussed sewer line extensions, noting there are isolated areas. He stated he looked into a Clean Water Services loan that is available and it may be possible for these isolated areas. Mr. Dunn stated there are so many priorities they are working on right now and the Master Plan is critical. He stated they are also working on levee certification and the I&I study, and noted after the study they will then have to fix the identified issues. He also discussed Pacific Seafoods and stated there is still indecisiveness on whether they will connect to wastewater system or not, and noted the amount of work and time associated with it if they do want to connect. Brief discussion continued on Pacific Seafoods. Commissioner Balensifer discussed the drainage ditches and the need to make sure someone cleans them up, noting the possibility of working with property owners to clean them up. Mayor Kujala noted the need to have a review or work session on the Storm Water Master Plan and stated it identifies a lot of these issues. He continued to discuss the storm water master plan, noting the levees, dikes

and ditches are all one drainage system – a drainage district. City Manager Engbretson asked if there is a maintenance program and Mr. Dunn noted there is not a lot of funding and they don't have the staff time to clean ditches. City Manager Engbretson noted a recent complaint received from a resident regarding drainage ditches. Discussion continued on the drainage ditches, possible solutions and the difficult regulations associated with storm water and drainage. Mr. Dunn stated they are working on the permit to do the ditch cleaning. Mayor Kujala stated ODOT has the nationwide permit for ditch cleaning and noted the possibility of notifying them about these issues, as all of these roads are state highways. Commissioner Balensifer stated one of the goals should be, with the least cost to the city, to provide the necessary enforcement tools for Public Works to ensure the ditches are cleaned out, and the storm water systems are as unencumbered as possible. He also noted the discussion during the joint meeting with the Planning Commission on the need to have follow-up on developments. The discussion continued on developers not following through with what was agreed upon in the application approval process and the need for check lists, follow up and enforcement. City Manager Engbretson noted at the joint meeting with the Planning Commission, it seemed the Commission is interested in holding peoples' feet to the fire for not following the code. The discussion continued on not wanting substandard subdivisions, the need of resources for code enforcement and improving internal communication. Mr. Dunn reviewed the approval process and the discussion continued on the sign off process before occupancy permits are issued.

Fire Chief Tim Demers summarized his department goals which include beginning an inspection program for current businesses, with annual visits for fire code/safety inspections. He noted this will take a part time person and suggested having a contract with Astoria & Seaside to share the cost. Chief Demers stated other goals would be the marinas and Hammond – tactically targeting spots to improve hydrant access pieces; aerial training to get all staff/volunteers to operator level and to be able to use the ladder; disaster preparation - getting a disaster plan out; and reducing some of the work load for the volunteers and to look at a volunteer intern/student program. Discussion continued on the cost and funding/reimbursement for the intern/student.

Police Chief Matt Workman noted his department is going through a “metamorphosis”, adding people/positions, and as the city changes and grows the department needs to grow as well. He stated the infrastructure, public safety and otherwise, is not pacing the growth well. He briefly discussed the need to reassess now that LNG is no longer going to happen. He noted the police department is physically at capacity (building). He stated another goal is outreach and the CERT volunteers are doing a wonderful job but the city needs to step up and make sure their efforts are increased and look at possibilities of helping the areas that will be really stranded in a "big event". He continued to discuss disaster preparation and safety and would like to see it a goal. Discussion continued on what full staff for the Police department would be and Chief Workman stated right now they should have 8 patrolmen, 1 sergeant, 1 detective, the Police Chief, plus the police secretary and 1 part time office person. Discussion continued on staffing levels, and Chief Workman stated the national average is 1.5 - 2 officers for every 1000 people. He also noted the

MINUTES

Warrenton City Commission

Work Session – 01.24.17

Page: 2

need to determine what the actual city population is, stating it varies from site to site and he believes it could be closer to 6000.

Mayor Kujala noted the good points about emergency preparedness and stated the need to update the hazard mitigation plan, having a tsunami drill, training and etc. He listed other goals as: storm water master plan, establish improved maintenance programs to levees, tide gates and ditches to protect residents from flooding and increased flood insurance costs; continue improvements to the commercial docks at the Warrenton marina and update the Hammond marina master plan; make the Warrenton downtown a more inviting and vibrant location; complete improvements to Hammond water line; facilitate/improve communication with community, Clatsop County leaders and State and Federal agencies.

Commissioner Ackley stated she would like to see goals of emergency preparedness; review of the natural hazard mitigation plan and to also look at grants for hydro/electric to keep the water and sewer systems operational in event of a natural disaster. Commissioner Balensifer stated he would like to outline what plans the various boards should have and make it a procedure. He also noted there is a need to review the continuity of government during a natural disaster. Brief discussion continued. Commissioner Ackley suggested having a Facebook page for the city, for community outreach, development news, etc. City Manager Engbretson noted the issue of public records and other potential issues with social media.

Commissioner Dyer stated his concerns about the "eye sore" out towards Hammond and the need to beautify it and noted the possibility of having students help.

Commissioner Newton would like to work on transparency to get things out to the public and would also like the 8th street dam issue "put to bed."

Mayor Kujala stated they will condense these goal suggestions into a few major priorities and will bring them back as a regular agenda items.

There being no further business Mayor Kujala adjourned the work session 6:05 p.m.

APPROVED:

Mark Kujala, Mayor

ATTEST:

Dawne Shaw, Deputy City Recorder

5-C

MINUTES
Warrenton City Commission
Regular Meeting – February 14, 2017
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, OR 97146

Mayor Kujala called the meeting to order at 6:02 p.m. and then led the public in the Pledge of Allegiance.

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

Staff Present: City Manager Linda Engbretson, Police Chief Mathew Workman, Public Works Director Jim Dunn, Finance Director April Clark, City Engineer Collin Stelzig, Library Site Manager Nettie-Lee Calog, Wastewater Treatment Plant Superintendent Kyle Sharpsteen, Police Officer Teresa McKee, Police Sergeant Jim Pierce, Police Officer Aaron Berndt, Police Officer Robert Wirt and Deputy City Recorder Dawne Shaw

Police Chief Workman and Mayor Kujala performed the Oath of Office and the Badge Pinning Ceremony for new Police Officer Teresa McKee and newly promoted Sergeant Jim Pierce.

COMMISSIONER COMMENTS

Commissioner Newton welcomed everyone and noted he recently attended the Basic Local Budget Law training.

Commissioner Dyer welcomed everyone and stated the City is very blessed to have 2 Police Officers with that kind of experience.

Commissioner Balensifer stated he had a very successful trip to Salem, noting he talked to 10 legislators, and feels he made some headway in educating them on Warrenton's levee issues. Mayor Kujala noted his appreciation for Commissioner Balensifer's efforts and also noted the March 3rd Tillamook Town Hall on Senate Bill 5530, stating he will attend with City Engineer Collin Stelzig.

Commissioner Ackley thanked Commissioner Balensifer for going to Salem. She noted the upcoming Way to Wellville community forum and gave a brief update.

City Manager Engbretson noted the Warrenton Town Hall meeting held on Measure 4-181 and offered to have legal counsel Chad Jacobs at the next meeting for follow up. She also asked if the Commission wished to have an additional meeting with primary petitioners. Commissioner Balensifer noted it would be worthwhile to meet with the petitioners again, to discuss the

measure at a public meeting and then meet with Mr. Jacobs afterwards. Ms. Engbretson also stated the next work session will be to discuss emergency operations with the Fire and Police Chiefs.

Mayor Kujala noted an addition to the agenda, the Water Master Plan scope and contract for Murray, Smith & Associates, as agenda item F.

Commissioner Balensifer made the motion to add Item F to the Agenda; the consideration of scope and contract for Murray, Smith & Associates for the Warrenton Water Master Plan update. Motion was seconded and passed unanimously.

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

Mayor Kujala noted 2 letters that were emailed to the Commission for review; 1 letter to Governor Kate Brown regarding Measure 81; and 1 letter/update on the 8th Street Dam to be added to the city website. Commissioner Balensifer suggested putting both letters on the consent calendar. Mayor Kujala read the letter to Governor Kate Brown aloud.

- A. City Commission Meeting Regular Minutes – 1.10.17
- B. City Commission Meeting Regular Minutes – 1.24.17
- C. Parks Advisory Board Minutes – October 2016
- D. Liquor License Application – Amy’s Diner
- E. Development Permit Activity – 4th Quarter 2016

Commissioner Balensifer made the motion to approve the consent calendar with the addition of the letter regarding the ODFW decision and the 8th Street Dam update. Motion was seconded and passed unanimously.

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

BUSINESS

City Manager Linda Engbretson stated the City has received applications from Dawn Delacey, Dugan Jennings and Terry Webber for the Community Library Board, Position No. 7. Deputy City Recorder Dawne Shaw noted an additional application for the library board was received late last week. Mayor Kujala noted the appointment traditionally goes to first applicant. Ms. Delacey was present and gave a brief statement about her interest in the library board. Commissioner Balensifer noted the great applicants and stated the board will need dedicated people with all of the changes coming up.

Commissioner Balensifer made the motion to appoint Ms. Dawn Delacey to Position No. 7 on the Community Library Board. Motion was seconded and passed unanimously.

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

Library Site Manager Nettie-Lee Calog presented the Memorandum of Understanding between Clatsop County and Cities of Astoria, Seaside and Warrenton for cooperation in the provision of library services. Ms. Calog noted the agreement allows all three cities to work with the county to provide library services to underserved youth in Clatsop County. Brief discussion continued on grants/funding for updating and automating the library.

Commissioner Balensifer made the motion to authorize the Mayor's signature on the Memorandum of Understanding between the Cities of Astoria, Seaside and Warrenton for Cooperation in the Provision of Library Services. Motion was seconded and passed unanimously.

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

City Engineer Collin Stelzig presented the Core Conveyance/Ensign Pump Station Change Order #1, for additional work and materials that have been added. He stated Big River has encountered difficulties with unknown underground issues, which is the reason for the change order. Mr. Stelzig further explained the specifics of the changes and gave a quick update on the project. Discussion continued on the nature of change orders and City Manager Engbretson noted there were some submissions that the City did not agree with and that all change orders are reviewed.

Commissioner Ackley made the motion to approve Change Order #1 in the amount of \$50,350.95 to Big River Excavation. Motion was seconded and passed unanimously.

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

Mayor Kujala noted the work session that was held on the Commission Goals for 2017-2018, and brief discussion continued on the goals as presented in the agenda packet. Mayor Kujala proceeded to read the 2017-2018 Goals aloud. Discussion continued on ODOT jurisdictional transfers and street maintenance; and Public Works Director Jim Dunn noted he has had some preliminary discussions with ODOT and will have more information soon. Review and discussion continued on the 2017-2018 Goals. Mayor Kujala noted the good feedback he has received on the city newsletter and discussion continued on how frequent it should be published. City Manager Engbretson stated staff is gathering information on Facebook rules and guidelines. Commissioner Balensifer noted the City of Gresham had a work session on Facebook at the 2016 LOC conference and they may be able to assist with information on policies, etc.

Commissioner Balensifer made the motion to adopt the City of Warrenton Commission Goals for FY 2017-2018. Motion was seconded and passed unanimously.

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

Mayor Kujala noted Bert Little is working on Veterans' War Memorial project, which has been in the works for many years. He noted the memorial statue will go across from the recently moved Warrior statue. City Manager Engbretson noted the City has been working with the Warrenton-Hammond VFW and has indicated its support to sponsor a grant application in order

MINUTES

Warrenton City Commission

Regular Meeting – 02.14.17

Page: 3

to erect the Veteran's War Memorial. Ms. Engbretson outlined the grant application and the standard terms and conditions of the grant, and noted if awarded, it is a reimbursable grant and details and costs will need to be determined. Discussion continued on the funding source/expense and city responsibility.

Commissioner Balensifer made the motion to authorize the submission of the Veterans' War Memorial Grant with the stipulation that the city will work out details with the VFW regarding upfront costs. Motion was seconded. City Manager explained this is just approval to submit the grant. If the grant is received, an agreement will need to be in place to assure the VFW has funds to cover the upfront costs. Motion was passed unanimously.

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

Public Works Director Jim Dunn presented a contract for Murray, Smith & Associates (MSA) for the Warrenton Water Master Plan Update. Mr. Dunn stated the recent water system capacity assessment by the Oregon Health Authority and OAR 333-061-0060(5) required a 20 year update to the City's Water Master Plan (WMP). The current plan was updated in 1998, and to meet the requirements the City will need to update the WMP by the beginning of 2018. The Commission approved the WMP RFQ in the September 13, 2016 meeting and staff has received 4 submittals. Mr. Dunn stated the work may take up to a year to complete; therefore approximately half of the cost can be budgeted for the 2017-2018 fiscal year. Mayor Kujala stated for the record, he knows one of the principals at Murray, Smith & Associates.

Commissioner Newton made the motion to approve the Murray, Smith & Associates proposal and contract for engineering services in the amount of \$120,272.00 to update the Water Master Plan. Motion was seconded and passed unanimously.

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

PUBLIC COMMENT –

Scott Widdicombe asked for clarification on who is on the selection committee for contracts. City Manager Linda Engbretson noted it is an internal panel that varies depending on the department. Mr. Widdicombe noted he has seen 3 adverse stories about ODOT in the last 6 months. He also suggested setting dates to assess progress on the 2017/2018 Goals. Mayor Kujala clarified and noted they are annual goals that are achievable within this fiscal year. Mayor Kujala also stated there are state highways throughout Warrenton and the city is dependent on ODOT for maintenance and a good working relationship is necessary.

Mark Simonsen stated he is concerned about a letter he recently received from the State Forestry regarding his property/acreage and fire protection. He noted a recent article in the newspaper regarding this issue. Mr. Simonsen proceeded to read the letter aloud and discussed double taxation. He stated he will give a copy of the letter to the city manager and asked for help in researching the matter.

There being no further business Mayor Kujala adjourned the regular meeting at 7:18 p.m., and announced an executive session, under the authority of ORS 192.660(2)(h); *to consult with counsel considering the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed* and ORS 192.660(2)(e); *to conduct deliberations with persons designated by the governing body to negotiate real property transactions*. He stated the Commission is not expected to return to regular session to take action on any item considered in the executive session.

APPROVED:

Mark Kujala, Mayor

ATTEST:

Dawne Shaw, Deputy City Recorder

5-D

WARRENTON COMMUNITY CENTER
Advisory Board Meeting

Meeting Date: November 17, 2016

Place: Warrenton Community Center

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

Roll Call: Chairman, Frank Becker; Secretary, Carol Snell; Lorna Anderson and Warrenton Finance Director, April Clark.

Members absent and excused: Vice Chairman, Marc Silva and Mel Jasmin.

Introduction of Guests: None

Public Comment: None

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

Financial Report: Finance Director, April Clark, reviewed the Annual Report effective September 15, 2016. The Center was rented for a total of 1,332 hours compared to 1,406.5 hours in 2015. A decrease of 74.5 hours. The Community Center will begin the new fiscal year with beginning fund balance of \$11,801, an increase from the prior year of \$ 4,262.00 which is the net gain for the year. Our Board activities not only generate some income for center operations but also provide the community with fun family activities during the holiday seasons.

Old Business:

Linda, City Manager, is working on revising our By-Laws. Our concern is that we need more members. April thinks we can have as many members as we want. April was asked to advertise for new members.

Frank will check with those businesses to see if they want information printed as to their identity. Flyers for the schools will be delivered December 12th.

Frank stated Santa will cost \$ 175.00 this year.

Lorna will check with the senior group for servers. She also stated we have lots of sausage and butter. Carol stated her daughter and 2 grandchildren will help in the dining room.

Frank will check with the Pig and Starbucks to see if their name could appear on our flyer. We will put informational flyers about the Center on the tables again this year.

New Business: We will decorate the Christmas tree on Thursday December 1st at 4 PM and set up for the Breakfast Friday the 16th at 4 PM. Please be at the Center on the 17th by 7 AM.

A motion was offered and passed to hold the Easter Breakfast on April 8th from 8:30 to 10:30 AM. Avery Iverson will be our Easter Bunny again this year.

April stated that the wood patios will be removed and replaced with concrete ones. The U S Coast Guard has volunteered to do the work.

Correspondence: None

Next Meeting: January 19, 2017

Lorna moved & Carol to adjourn the meeting at
5:05 PM.

Frank Becker, Chairman

Carol Snell, Secretary

Volume 10, Issue 7

Monthly Finance Report
January 2017

February 28, 2017

Economic Indicators

	Current	1 year ago
◆ Interest Rates:		
LGIP :	1.15%	.65%
Columbia Bank:	.05%	.05%
◆ Prime Rate:	3.75%	3.50%
◆ CPI-U change:	2.5%	1.4%
◆ Unemployment Rates:		
Clatsop County:	not avail.	5.0%
Oregon:	not avail.	5.1%
U.S.:	4.8%	4.9%

Department Statistics

◆ Utility Bills mailed	3,286
◆ New Service Connections	1
◆ Reminder Letters	495
◆ Door Hangers	126
◆ Water Service Discontinued	17
◆ Walk-in counter payments	1,198
◆ Mail payments	1,187
◆ Auto Pay Customers/pmts	547
◆ Online (Web) payments	528
◆ Checks Issued	349

Current and Pending Projects

- ◆ 2017-2018 Budget Preparation
- ◆ 2018-2023 Capital Improvement Program

Financial Narrative as of January 31, 2017

Note: Revenues and expenses should track at 7/12 or 58.3% of the budget.

General Fund: Year to date revenues amount to \$2,513,208, which is 68.5% of the budget, compared to the prior year amount of \$2,359,524, which was 67% of the budget and are up by \$153,684. Increases are shown in property taxes, franchise fees, transient room tax, police charges, leases, interest and miscellaneous and are offset by decreases in state revenue sharing, municipal court, planning charges and fire charges.

Expenses year to date amount to \$2,310,631, which is 55.5% of the budget, compared to the prior year amount of \$2,351,17, which was 59.7% of the budget. All departments are tracking under budget except the Admin/Comm/Fin department which has large expenditures at the beginning of the year and has had unexpected increased spending in Professional Services. A budget transfer from contingency is requested soon.

WBA: Business license revenue amounts to \$48,095 compared to \$45,717 last year at this time, a difference of \$2,378. The number of business licenses issued to date are 582 compared to 528 last year at this time.

Building Department: Permit revenues this month amount to \$20,140 and \$134,833 year to date, which is 63.3% of

the budgeted amount. Last year to date permit revenue was \$101,878, which was 116.5% of the budgeted amount.

State Tax Street: State gas taxes received this month amount to \$25,293 for fuel sold in December and \$159,267 year to date. City gas taxes received this month amount to \$25,427 for fuel sold in November and are \$149,573 year to date. ODOT charges the city \$120 per month for administrating collection and compliance with our city fuel tax law.

Warrenton Marina: Total revenues to date are \$443,858, 90.8% of the budgeted amount, compared to the prior year amount of \$453,484 and was 96.4% of the budgeted amount. There is \$42,606 in moorage receivables outstanding.

Hammond Marina: Total revenues to date are \$268,256, 98.7% of the budgeted amount, compared to the prior year amount of \$269,964 and was 102.7% of the budgeted amount. There is \$8,511 in moorage receivables outstanding.

Of the total outstanding receivables \$25,736 is over 90 days old.

Water Fund: Utility fees charged this month are \$120,481 and \$68,812 and \$972,088 and \$738,252 year to date, for in-city and out-city respectively and totals \$1,710,340 which is 68.9% of the budget. Last year at this time year to date fees

were \$856,374 and \$728,562, for in-city and out-city, respectively, and totaled 1,584,936 which was 66.9% of the budgeted amount.

Sewer Fund: Utility fees charged this month are \$162,491 and \$1,164,111 year to date, which is 61.7% of the budget. Last year at this time year to date fees were \$1,060,022. Shoreline Sanitary Fees year to date are \$66,538. Septage revenue year to date is \$181,516 and is 64.8% of the budget. Total revenues year to date are \$1,536,050 compared to \$1,262,177 at this time last year.

Storm Sewer: Utility Fees (20% of sewer fees) this month are \$32,488 and \$223,752 year to date and is 61.7% of the budget. Total revenues year to date revenues are \$233,075 compared to \$220,212 at this time last year.

Sanitation Fund: Service fees charged this month for garbage and recycling were \$74,724 and \$14,561, and \$523,996 and \$101,657, year to date, and are 63.1% and 60.3% of the budget, respectively.

Community Center: Rental revenue to date is \$7,616 and represents 76.2% of the budget. Total expenses are \$11,591 and total revenues are \$10,210, reducing fund balance by \$1,381. The Community Center Advisory Board raised \$1,512 at the Breakfast with Santa event in December.

Financial data as of January 2017

	General Fund				
	Current Month	Year to Date	Budget	% of Budget	
Beginning Fund Balance	1,502,671	1,269,879	950,000	133.67	
Plus: Revenues	273,613	2,513,208	3,668,832	68.50	(see details of revenue, page 4)
Less: Expenditures					
Municipal Court	8,501	61,090	126,320	48.36	
Admin/Comm/Fin (ACF)	75,676	670,257	1,006,408	66.60	
Planning	11,574	83,021	197,533	42.03	
Police	100,863	910,307	1,702,215	53.48	
Fire	97,868	477,118	833,463	57.25	
Parks	9,346	74,260	171,673	43.26	
Transfers	-	34,578	129,578	26.69	
Total Expenditures	303,828	2,310,631	4,167,190	55.45	
Ending Fund Balance	1,472,456	1,472,456	451,642	326.02	

	WBA				Building Department			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	124,827	137,741	150,850	91.31	273,840	261,655	230,000	113.76
Plus: Revenues	350	53,776	46,200	116.40	20,259	135,783	213,890	63.48
Less: Expenditures	7,881	74,221	155,047	47.87	17,937	121,276	231,551	52.38
Ending Fund Balance	117,296	117,296	42,003	279.26	276,162	276,162	212,339	130.06

	State Tax Street				Warrenton Marina			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,344,701	1,421,947	1,180,000	120.50	374,753	195,027	170,000	114.72
Plus: Revenues	51,871	316,178	799,407	39.55	20,220	443,858	489,001	90.77
Less: Expenditures	18,084	359,637	1,842,462	19.52	48,436	292,348	614,841	47.55
Ending Fund Balance	1,378,488	1,378,488	136,945	1,006.60	346,537	346,537	44,160	784.73

Financial data as of January 2017, continued

	Hammond Marina				Water Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	257,642	168,011	170,000	98.83	1,274,521	1,140,492	910,000	125.33
Plus: Revenues	3,083	268,256	271,701	98.73	198,020	1,775,223	4,236,400	41.90
Less: Expenditures	23,372	198,914	389,770	51.03	152,143	1,595,317	4,761,435	33.50
Ending Fund Balance	<u>237,353</u>	<u>237,353</u>	<u>51,931</u>	<u>457.05</u>	<u>1,320,398</u>	<u>1,320,398</u>	<u>384,965</u>	<u>342.99</u>

	Sewer Fund				Storm Sewer			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,839,568	1,369,458	1,300,000	105.34	313,228	284,330	210,000	135.40
Plus: Revenues	212,467	1,536,050	4,328,279	35.49	32,579	233,075	377,960	61.67
Less: Expenditures	133,811	987,284	4,411,210	22.38	21,438	193,036	532,049	36.28
Ending Fund Balance	<u>1,918,224</u>	<u>1,918,224</u>	<u>1,217,069</u>	<u>157.61</u>	<u>324,369</u>	<u>324,369</u>	<u>55,911</u>	<u>580.15</u>

	Sanitation Fund				Community Center			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	434,720	354,473	375,000	94.53	10,136	11,801	11,000	107.28
Plus: Revenues	89,618	637,592	1,016,132	62.75	2,010	10,210	12,515	81.58
Less: Expenditures	94,469	562,196	1,170,371	48.04	1,726	11,591	21,308	54.40
Ending Fund Balance	<u>429,869</u>	<u>429,869</u>	<u>220,761</u>	<u>194.72</u>	<u>10,420</u>	<u>10,420</u>	<u>2,207</u>	<u>-</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	52,758	31,129	21,000	148.23	1,169,966	42,123	19,154	219.92
Plus: Revenues	843	50,613	55,727	90.82	1,002	2,201,988	4,222,122	52.15
Less: Expenditures	5,224	33,365	60,172	55.45	211,914	1,285,057	4,241,276	30.30
Ending Fund Balance	<u>48,377</u>	<u>48,377</u>	<u>16,555</u>	<u>292.22</u>	<u>959,054</u>	<u>959,054</u>	<u>-</u>	<u>-</u>

Financial data as of January 2017, continued

(\$) Cash Balances as of January, 2017

General Fund	1,663,859	Warrenton Marina	314,624	Storm Sewer	272,849
WBA	120,096	Hammond Marina	231,980	Sanitation Fund	325,536
Building Department	277,198	Water Fund	970,163	Community Center	13,193
State Tax Street	1,387,281	Sewer Fund	1,567,424	Library	49,300

Warrenton Urban Renewal Agency

Capital Projects	1,213,007
Debt Service	1,149,048

General Fund Revenues	Collection Frequency	2016-2017 Budget	Actual as a	Collections/Accruals		(over) under budget
			% of Current Budget	Year to date		
				January 2017	January 2016	
Property taxes-current	AP	884,586	93.10	823,521	800,478	61,065
Property taxes-prior	AP	35,000	52.08	18,229	21,142	16,771
County land sales	A	-	0.00	-	-	-
Franchise fees	MA	534,000	55.53	296,524	205,852	237,476
COW - franchise fees	M	124,338	64.19	79,808	72,374	44,530
Transient room tax	Q	462,109	67.97	314,110	299,044	147,999
Liquor licenses	A	625	104.00	650	650	(25)
State revenue sharing	MQ	125,559	36.36	45,651	45,832	79,908
Municipal court	M	127,175	45.37	57,705	63,298	69,470
Planning charges	I	55,000	30.32	16,675	83,241	38,325
Police charges	I	6,000	95.37	5,722	2,629	278
Fire charges	SM	92,481	49.73	45,990	59,592	46,491
Park charges	I	-	0.00	275	100	-
Housing rehab loans	I	-	0.00	-	689	-
Miscellaneous	I	1,300	731.62	9,511	7,414	(8,211)
Interest	M	5,000	116.58	5,829	3,568	(829)
Lease receipts	M	209,251	58.66	122,750	97,767	86,501
Donations	I		0.00	-	3,325	-
Sub-total		2,662,424	69.22	1,842,950	1,766,995	819,474
Overhead	M	1,006,408	66.60	670,258	592,529	336,150
Total revenues		3,668,832	68.50	2,513,208	2,359,524	1,155,624

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

MA - pacificorp-monthly, Century Link-quarterly, others annually in March 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, 2017. Budget amounts reflect budget adjustments approved by the Commission during the fiscal year. Information and data presented in this report is unaudited.

5-F



WARRENTON POLICE DEPARTMENT JANUARY 2017 STATISTICS



FEBRUARY 28, 2017

News & Events:

- The first police officer candidate has completed all of his conditional hire items except for the psychological examination. He is scheduled for the first week of March and upon successful completion we hope to have him hired on by mid or late March. Candidate #2 and #3 have both completed their back ground packets and are working on their medical forms.
- Chief Workman attended the Police Policy Committee meeting first quarter meeting at the Public Safety Academy on February 16th. Chief Workman is the current Committee Chair.
- Chief Workman and Officers Wirt, Berndt, and McKee all attended the "Dance Now!" dance at the Warrenton Grade School. The dance was for special-needs children and adults. Chief Workman had a booth set up and was handing out badge stickers, rubber bracelets, reflectors, and keys chains. It was a great event and everyone had a great time!
- Chief Workman will be attending the CIS Annual Conference in Salem the 22nd to the 24th.
- Officer Wirt and Officer Johnston will have a booth at the Clatsop County Career Fair on the 23rd talking to both high school students and adults interested in a career in Law Enforcement.
- Representatives from the Federal LESO 1033 program will be here on the 27th to inventory our federal surplus weapons and our Humvee.

January Statistics (% changes are compared to 2017)							
Category	2017	2016	% Chg	2015	% Chg	2014	% Chg
Calls for Service	571	637	-10%	606	-6%	624	-8%
Incident Reports	138	124	11%	116	19%	156	-12%
Arrests/Citations	58	64	-9%	73	-21%	82	-29%
Traffic Events	185	254	-27%	197	-6%	193	-4%
DUII Calls	2	2	0%	1	100%	0	200%
Traffic Accidents	13	16	-19%	21	-38%	58	-78%
Property Crimes	50	46	9%	64	-22%	163	-69%
Disturbances	49	66	-26%	40	23%	115	-57%
Drug/Narcotics Calls	6	8	-25%	3	100%	9	-33%
Animal Complaints	15	19	-21%	23	-35%	19	-21%
Officer O.T.	104	148.3	-30%	59.5	75%	89.5	16%
Reserve Hours	34.5	30	15%	19	82%	40	-14%

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	571								
Incident Reports	138								
Arrests/Citations	58								
Traffic Events	185								
DUII Calls	2								
Traffic Accidents	13								
Property Crimes	50								
Disturbances	49								
Drug/Narcotics Calls	6								
Animal Complaints	15								
Officer O.T.	104								
Reserve Hours	34.5								

Oct	Nov	Dec	2017 YTD	2017 Estimate	2016	2017 v 2016	2015	2017 v. 2015	2014	2017 v. 2014
			571	6852	7982	-14%	8239	-17%	8317	-18%
			138	1656	1739	-5%	1749	-5%	1515	9%
			58	696	961	-28%	925	-25%	994	-30%
			185	2220	2407	-8%	2353	-6%	2220	0%
			2	24	37	-35%	15	60%	14	71%
			13	156	219	-29%	291	-46%	408	-62%
			50	600	850	-29%	805	-25%	1374	-56%
			49	588	855	-31%	781	-25%	1359	-57%
			6	72	73	-1%	42	71%	80	-10%
			15	180	294	-39%	311	-42%	318	-43%
			104	1248	1789	-30%	1249	0%	997.5	25%
			34.5	414	577	-28%	901.75	-54%	804.75	-49%

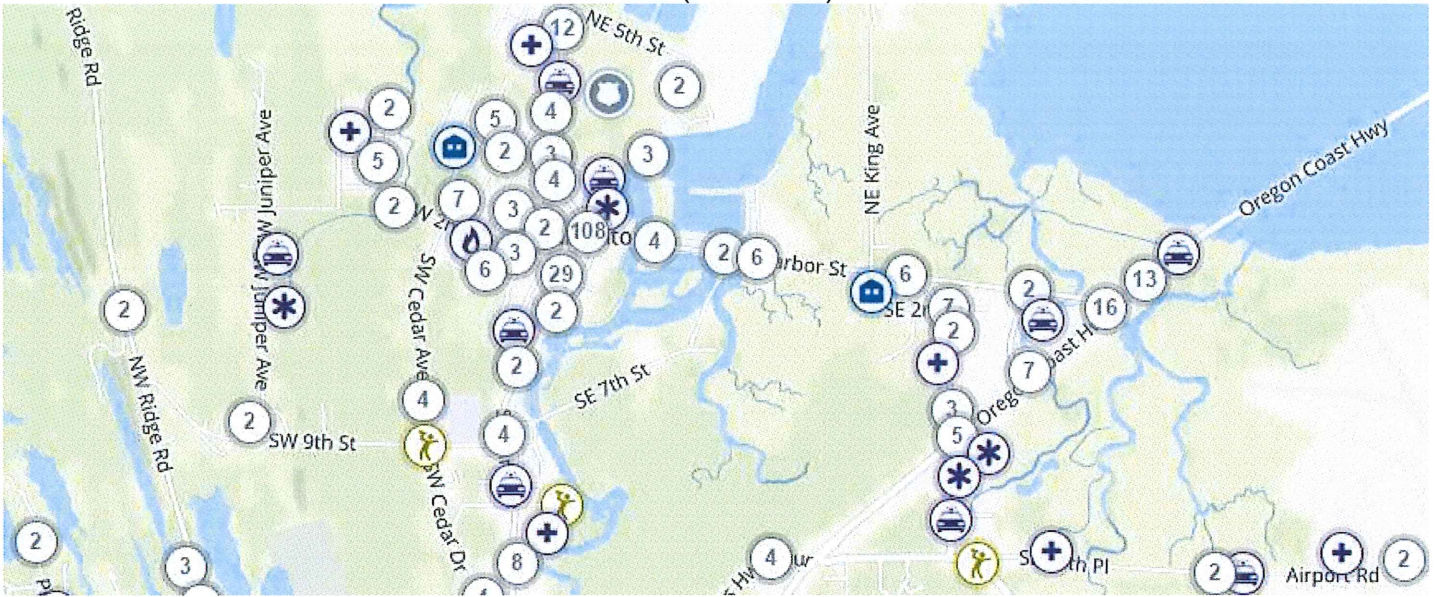
The following is a graphic representation of statistics for December 2016 using our CrimeReports.com membership. If you go to the website you can zoom in on each incident for more details.

- Violent**
- Property**
- Quality Of Life**
- 911 & Other**
- Assault
- Breaking & Entering
- Disorder
- Alarm
- Vehicle Stop
- Assault with Deadly Weapon
- Property Crime
- Quality of Life
- Arson
- Weapons Offense
- Homicide
- Property Crime Commercial
- Drugs
- Death
- Community Policing
- Kidnapping
- Property Crime Residential
- Liquor
- Family Offense
- Proactive Policing
- Robbery
- Theft
- Missing Person
- Emergency
- Other Sexual Offense
- Theft from Vehicle
- Other
- Fire
- Sexual Assault
- Theft of Vehicle
- Pedestrian Stop
- Traffic
- Sexual Offense
- Vehicle Recovery

Incident trends



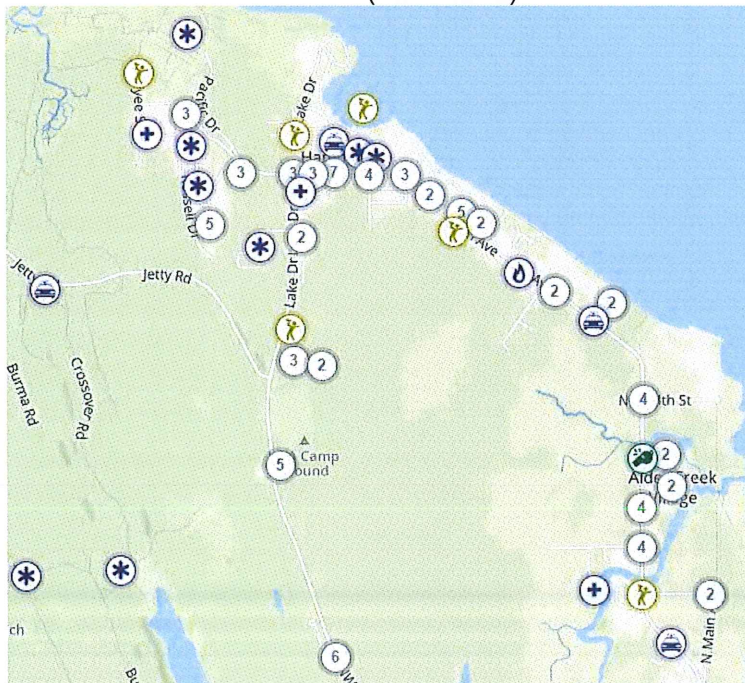
Incidents (Warrenton) #1



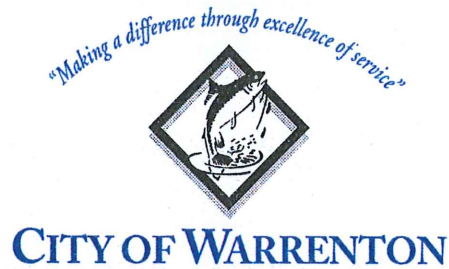
Incidents (Warrenton) #2



Incidents (Hammond)



6-A



AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Linda Engbretson, City Manager
DATE: February 22, 2017
SUBJ: Public Safety Coordinating Council (PSCC) Appointment

SUMMARY

Jason Schermerhorn, Chief of Police, Cannon Beach, sent the attached correspondence to request an appointment to the PSCC. The PSCC is an advisory board to the County Commission that makes recommendations regarding the use of state resource to serve the local offender population. Commissioner Newton has indicated his interest in this appointment.

RECOMMENDATION/SUGGESTED MOTION

" I move to appoint Commissioner Rick Newton to serve on the PSCC."


ALTERNATIVE

Other action as deemed appropriate by the City Commission

FISCAL IMPACT

N/A

Approved by City Manager:

A handwritten signature in blue ink, reading "Linda Egbertson", is written over a horizontal line. The signature is cursive and fluid.

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



POLICE DEPARTMENT CITY OF CANNON BEACH

Chief Jason C. Schermerhorn

163 E. GOWER STREET
P.O. BOX 368 • CANNON BEACH, OREGON 97110

(503) 436-2811

FAX (503) 436-1584

TTY (503) 436-8097

E-Mail: police@ci.cannon-beach.or.us

February 15, 2017

TO: All City Mayors and City Council Members
FR: Chief Jason Schermerhorn, Cannon Beach Police Department and
Chair of the PSCC
RE: Public Safety Coordinating Council (PSCC), "Membership Drive"

Dear Honorable Mayors and City Council Members:

As you may know, the Oregon Revised Statutes (at ORS 423.560) requires the County Board of County Commissioners to form a Public Safety Coordinating Council (PSCC). The PSCC is an advisory council to the Board. We are charged with the duty, at a minimum, of helping develop and make recommendations to the Board regarding the use of our state resources to serve the local offender population, including youthful offenders.

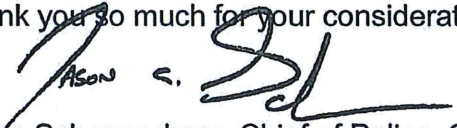
Our focus has been on coordinating community-wide resources for prevention, intervention, education and treatment and to address specific public safety topics of local concern.

I am writing to you because the statute requires that we have a City Mayor and or a City Council member appointed to the PSCC. We were very fortunate to have former Seaside Mayor Don Larson on the PSCC and it is time to replace him with a new City Mayor or City Council Member.

Over the next several weeks, will you discuss amongst your peers and elect a City Mayor or City Council member to serve on the PSCC? We generally meet the first Friday of every month in Astoria from 2:30 p.m. to 4:00 p.m. Our next PSCC meeting is on March 3, 2017 and we would love to have a nominee by then.

If you have any questions or concerns, please do not hesitate to contact me by calling (503) 436-2811.

Thank you so much for your consideration,


Jason Schermerhorn, Chief of Police, Cannon Beach Police Department

Cc: PSCC Members



6-B



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Mathew J. Workman, Chief of Police
DATE: February 28, 2017
SUBJ: Budget Resolution for Amendment for the Police K9 Donations

SUMMARY

A few months ago the Warrenton Police Department started looking into starting a police K9 program with the goal of obtaining a drug-sniffing, drug-detection dog that also could have some tracking capability for search and rescue operations. The promotional efforts by Officer Robert Wirt have resulted in overwhelming support from community members, businesses, community service organizations, volunteer groups, etc. Though we have a ways to go toward our goal of \$15,000 we have had enough donated to start getting the infrastructure in place so we are ready to hit the ground running when we find the right K9.

To get access to the donated funds we will need to do a budget amendment and create both a revenue and expenditure line items. Officer Wirt provided the following estimates for the K9 Expenditures:

Unanticipated Revenues (Donations)

Police K9 Program Donations	\$15,000
Total	\$15,000

Expenditures (Materials and Services)

Purchase K9	\$9,000
K9 Training Conference	\$450
Conference Hotel	\$550
Dog Kennel	\$800
Gravel for building Kennel	\$475
Concrete for building Kennel	\$325
Dog Equipment (leashes, bowls, toys, training equipment, etc.)	\$400
K9 Trainer	\$3000
Total	\$15,000.00

RECOMMENDATION/SUGGESTED MOTION

"I move to approve resolution #2476 amending the current budget to receive the unanticipated revenue from the donations to the Police K9 program and the subsequent expenditures associated with the K9 program."

ALTERNATIVE

The alternative would be to not accept the donations for the K9 program and to attempt to fund the K9 program through the City Budget which is not possible this budget year.

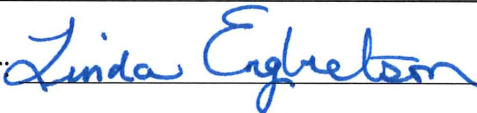
FISCAL IMPACT

Though approving this budget amendment will allow the City to start the K9 program and pay for the K9 all of the associated equipment, there will be an impact on the Police Budget to pay for the 5% enhancement the K9 handler will receive per the current Association contract. The WPD will also pay for the K9 handler's meals and per diem while at the K9 Conference out of the currently budgeted training line item. There may also be some OT expenditures by other officers to back-fill some of the K9 training hours and while the team is at the conference but I will attempt to keep this at a minimum as much as possible.

ATTACHMENTS:

Resolution #2476.

Approved by City Manager:

_____

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

RESOLUTION NO. 2476

Introduced by All Commissioners

**APPROVING AND ADOPTING INCREASES TO THE 2016-2017 BUDGET BY
INCREASING APPROPRIATIONS FOR UNANTICIPATED REVENUES**

BE IT RESOLVED that the City Commission of the City of Warrenton hereby adopts the following 2016-2017 budget changes for unanticipated revenues and expenses, which were unforeseen at the time of the preparation of the budget.

Whereas, the city has been receiving donations for the purpose of starting a police K-9 program and those donations are expected to amount to \$15,000.00.

Whereas, these funds will be recorded in the Grants Fund along with the associated expenditures, and

Whereas, these funds totaling \$15,000.00 will be used to purchase, provide training, and house a K-9 during this budget year:

<u>Grants Fund</u>	<u>Existing</u>	<u>Changes</u>	<u>Adjusted</u>
Total Resources	\$ 73,359	15,000	\$ 88,359
Police Department	70,324	15,000	85,324
Total Expenditures	70,324	15,000	85,324

PASSED by the City Commission of the City of Warrenton this ____ day of _____, 2017

APPROVED by the Mayor of the City of Warrenton this ____ day of _____, 2017

This resolution is effective on February 28, 2017.

Mayor

ATTEST:

City Recorder


6-C

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: The Warrenton City Commission
FROM: Skip Urling, Community Development Director 
DATE: For Agenda of February 28, 2017
SUBJ: Robert Bork Nuisance--1058 NW Warrenton Drive

SUMMARY

At your January 10, 2017 meeting, the City Commission declared the property at 1058 NW Warrenton Drive to be a nuisance pursuant to Warrenton Municipal Code 8.16. We sent Notice of the Commission's action to Robert Bork, the tenant, and Andrew Sendgeorge on January 12th. Pursuant to WMC 8.13.170.B, Mr. Bork timely filed a protest January 20th. The protest provides for Mr. Bork to appear before the Commission to explain his situation. Chief Workman and I inspected the site February 17th.

Since receiving the notice, Mr. Bork has made limited improvements to the clutter and nuisance situation. The scrap materials in the utility trailer shown in the original complaint photograph have been disposed of and the two utility trailers have been tarped so as to obscure their contents from view. However, the number of parked vehicles appears not to have changed, and their viability in several cases is questionable. Mr. Bork told me the panel van in front of the house is used for storage, as is the 5th-wheel trailer on the east side of the house, behind a chain-link fence. The east side yard is also accumulating various scrap building materials, tires, and other stuff that meets the definition of junk in the code.

That said, Mr. Bork told me in person on February 21th that he is no longer

Warrenton City Commission
Bork Nuisance—1058 NW Warrenton Drive
For Agenda of February 28, 2017
Page 2

operating a scrap business (although I saw scrap materials in the utility trailers under the tarps) and that the trailers would be relocated by February 24th. He also said the parked travel trailer, which he said was not his, also would soon be moved off the premises.

In consultation with Chief Workman, declaring the vehicles as junk is not clear cut because of the city's code structure and language and the statutory language.

Staff will provide an update at the February 28 meeting.

RECOMMENDATION/SUGGESTED MOTION

Pending.

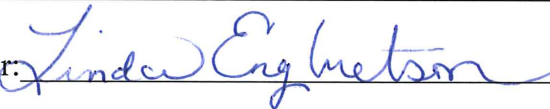
ALTERNATIVE

None recommended

FISCAL IMPACT

Pending.

Approved by City Manager:



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

Attachments

Cc: Robert Bork, 1058 NW Warrenton Drive, Warrenton OR 97146







HIT CHAIKER
EST. 1966