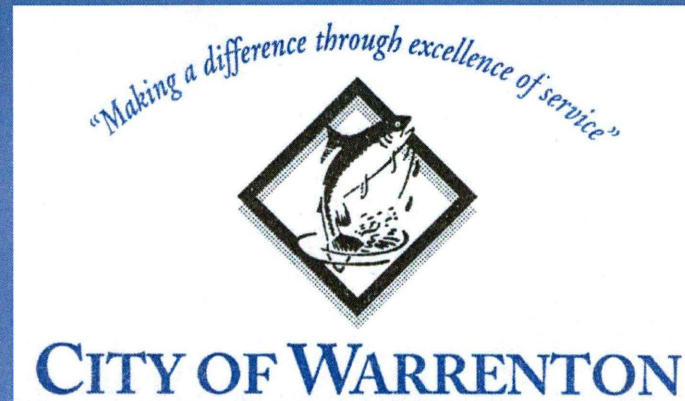


City of Warrenton



City Commission Work Session

Goal Setting: FY 19-20

January 23, 2019

Presentation Outline

- **2018 Report | Livability**
 - Nuisances
 - Housing
 - Traffic & Transportation
- **2018 Report | Economic Development**
 - N Coast Business Park
 - Downtown Task Force
 - Homestay Lodging
 - RDI: Downtown Warrenton
- **2019 Goals | Prospective Goals & Projects**
- Q/A

Livability

- **Nuisance Abatement**

- 26 cases opened and closed since March 2018
- Highly visible areas: E Harbor Drive, S Main Ave, Pacific Drive
- 2019: Derelict Building + Chronic Nuisance Ordinance Hammond/Officer's Row

- **Housing**

- Accessory Dwelling Units Code Amendment
- County Housing Task Force
- 2019: Housing Needs Assessment (DLCD Grant)
- \$2.26M in residential value permitted in 2018

Livability

- **Traffic & Transportation**

- Transportation System Plan Update (January 2019)
- New standards for drive thru businesses
- Scrutinize traffic studies and new development
- Spur 104 Zone Change: Ensign Intersection
- Ensign/Warrenton Highlands Intersection
- Downtown Landscaping: Bid Package Spring 2019
- Secure on call traffic engineer for development review

Economic Development

- **North Coast Business Park**
 - North Coast Technology & Data Center
- **Homestay Lodging**
 - Legalized homestay lodging in residential zones
 - New set of safety regulations
 - Grace period initiated - January 2019
 - Issue permits and monitor program

Economic Development...Continued

- **Downtown Warrenton**

- Fall 2018: Rural Development Initiatives Economic Vitality Road Map (Ford Family Foundation Grant)
- Created community led groups: Downtown & Workforce Development
- Downtown focused on working with owners to fill vacant spaces. EX: Mixed Use “Brown Building”
- Ideal location for a brewpub and/or coffee shop
- 2019: Arnie’s Café | Warrenton Builders Supply | Sandridge Construction

2019 Goals & Projects

- WURA: Complete substantial amendment and initiate redevelopment planning for Peterson property
- Develop feasibility study for a master plan of “Forest Rim” Park; update Parks Master Plan
- Consider a “cap & trade” policy for new mini storage units; set a maximum tied to population
- Create a signature, family friendly event for Warrenton....Sunday Streets in Summer 2020!

Questions?



“Brown Building” - 60 S Main Ave

"Making a difference through excellence of service"



CITY OF WARRENTON

To: Warrenton City Commission; Linda Engbretson, City Manager
From: Dawne Shaw, City Recorder
Date: January 23, 2019
Re: City Recorder's Annual Report - 2018

Commission Goals - 2018

- Community Building
- Visioning Update
- Downtown Improvements
- Emergency Preparedness

City Recorder's Office Update

Prior to September 2018, we struggled with not being fully staffed for over 2 years. This resulted in me performing the duties of the deputy recorder & the city recorder, in addition to working 10 hours a week in the police department, and covering for the building clerk as needed. We have since hired a new Deputy City Recorder; once she is fully trained it will be a great help and allow me to make better use of my time.

Accomplishments

1. Managed heavy workload while being understaffed
2. Continued pursuit of my CMC certification
3. Attended multiple trainings & conferences
4. Taken on a portion of HR duties
5. Hired deputy recorder – training in process
6. Appointed as OAMR Region 1 Director
7. Serve on the OAMR Record Management Committee (RMC) – Serving on this committee helps me stay informed on records management issues, as well as emergency records management and recovery. The RMC recently updated the OAMR & State Archivists' "Disaster Preparedness & Recovery Planning Manual."
8. Got City Facebook page up and running, to provide city news & updates to the public
9. Acquired social media archival services for all departments & platforms
10. Updated the Public Records Request Policy and Fees

Challenges

1. Understaffed for over 2 years
2. Limited budget
3. Limited records storage space on site and off site
4. Lack of electronic records management software

Needs

1. Budget for a larger storage unit and the purchase of shelving to increase, combine and improve records storage and management. Also need budgeting for "map boxes" which will allow the city to get the Building & Planning department plans/blueprints out of the city hall store room and into the storage unit, which is out of the flood zone.
2. Budget for electronic records management software/program

Goals/Plan

1. Continue training of new deputy to improve work efficiency
2. Obtain larger storage unit & combine two old units; better organization of stored records, and reduction in the amount of records stored at city hall.
3. Research electronic records management program; secure funding and implement – having our records stored electronically is vital for emergency operations and records recovery in the event of a disaster.

REPORT TO COMMISSION

➤ **Community Building**

- 1- Develop closer relationships with stakeholders through informal meetings to discuss customer service expectations and improvement strategies.
- 2- Complete the handout checklists for commercial and residential projects for better expectations from customers point of view. This will provide more predictable outcome for submittals from the community in areas such as BNB, Vacation Rentals, Tiny Homes, Cluster Communities and Containerized Dwellings.
- 3- Complete the IGA's with County Building Codes for reciprocal inspections.

➤ **Visioning Update**

- 1- Develop the Building Dept staff into fully qualified team of two FTE inspectors- potentially 3rd as .5 FTE. Sustainable through 2025
- 2- Continue to provide Janice's training for certified permit tech through OPTA or ICC.
- 3- Funding is needed- budget adjustments are needed.
- 4- Have budget levels to support 2 FTE inspectors and build starting fund balance to fully fund following year.

➤ **Downtown Improvements**

- 1- Continue to work with CDD to accommodate downtown improvements that will help provide opportunities to streamline the review and permitting process.
- 2- E-Permitting will help with an easier path to provide access to permits and inspection results.

➤ **Emergency Preparedness**

- 1- Complete update of EOP by September for submittal and approval by Commission and incorporate into County EOP.
- 2- Continue with training to get Certification as Level 3 Logistics Section Chief.
- 3- Continue to support local Emergency Preparedness and Awareness Education.
- 4- Work to further City/County partnership for disaster preparedness.

What Went or is Going Well

- Staff**
- Attitudes have greatly improved
 - Many feel invested in our departments
 - We have developed a much Safer work environment (Training and Communication)
- Projects**
- \$1.6 M, Hammond Waterline
 - \$867 K, N Main and NW 7th Place
 - \$836 K, SW 4th Street
 - \$350 K, Overlays Throughout the City
 - \$308 K, 2nd Street Pump Station
 - \$180 K, SW 9th Street Intersection
 - \$100 K, Generators for Pump Stations
 - Update to our Levee EOP**
 - Levee Emergency Table Top Exercise (Planning)**
 - Downtown Landscaping**
 - Girls Build**
 - Sewer Capacity Study
 - Inflow and Infiltration Study
 - Developing a Flood Risk Assessment
 - Completed the upgrade to the Storm Water Station at 4th and Main Ave
 - Water Meter Replacement Project
 - Developed a tracking program for backflow devices
 - Installed a chlorine rectifier at the water treatment plant
 - Developed a Pavement Management Program
 - Developed a Water Master Plan

What didn't Go as Well

- Staff**
- Heavily marketed a local engineer
 - Was strung along for many months, but felt confident in the ultimate hiring of this individual.
 - Held projects for this staffing position (funded through CIP projects)
 - Ultimately this individual did not accept the position
 - Advertised/Advertising in multiple locations
 - Current round of applicants is better quality
 - Not sure if they are the right employee for the City
 - Common theme among other agencies
 - Don't want the City to hire a just a warm body
- Consultants**
- Slow demise of Local Engineering Firm – slowed hiring
 - Substantial increases in Engineering Costs (Local and non-local)
 - Searching for affordable and qualified consultants
 - Working with nearly all local consultants (CKI, Otak, A.M. Engineering)

Meeting with Commission and Managers
January 23, 2019

Needs / Priorities

Funding for CIP Water Projects – Years 1-5 (\$5.8 M) – Year 6-10 (\$10.6 M) – Year 11-20 (\$8.5M)

Retirement of our WTP operator

Will be searching for Efficiencies

WTP, Staffing, Staff Allotment to water tasks (currently 45%)

Funding for Sewer Projects

WWTP Expansion \$4.5 million in 2-3 years

Annual I and I Projects \$200,000

Determine Funding and funding source for drainage systems and levees

Annual Levee Maintenance \$100k -- \$200k

Stormwater Master Plan CIPs \$7.6 M

Review and Planning 2019 - 2020

ACCOMPLISHMENTS
Raised Transient Moorage Rates - 1st time in over 10 years
Raised Launch and Park Rates - 1st time in over 10 years
Facility Use Fee - Recovery of Water and Garbage Fees
Removal of Derelict American - Abandoned 2011
Removal of Derelict Dixie Lee- Abandoned 2013
Removal of Derelict Salmon - Abandoned 2010
Removal of Promiscuous - Declared Hazardous 2017
Removal of Abandoned and Derelict Utility Vehicle
South East Parking Area - 2017
Proof of Ownership All Annual Moorage Holders
Proof of Insurance All Annual Moorage Holders

STRENGTHS
Good Work Crew
Customer Service
Gaining on Work Equipment
We try very hard!
Crew is budget cautious and does projects in house to save as often as possible

CHALLENGES
Funding
Maintenance Dredging Program
Aging Docks
Proper Equipment
Garbage Dumpsters
Cost of Oil Disposal
Fishing limitations
Weather
Being a Municipal Run Marina
Crew Moral

GOALS - ON GOING
Raise and Remove Abandoned - Suzanne
Remove (Possible Burn to Learn) Abandoned /Derelict - Master Chris (2013)
Seizure and Sale of Sailing Vessel - Tigger (2017)
Pier Repair
Recycle Area Commercial Fishermen Gear
Paint Launch Ramp Restrooms
On Going Dock Repair & Maintenance
Auction/Sell off Derelict Vessels to Recoup Removal
Continue with Launch/Park A Veteran Idea
Continue with Improved Signage

OPPORTUNITIES
Raise rates on Rental Properties
Grants
Oregon Business Development
Improve Camping Area
Improve/Develop Area around Office
Sell T-shirts
Partner with Parks and Trails

PUBLIC OUTREACH
Shop the Dock
Launch/Park a Veteran Program
Create Public Pamphlet for Best Marina Practices
Become Oregon Clean Marina
Quarterly Newsletter
Update City Web Page
Social Media

Review and Planning 2019 - 2020

ACCOMPLISHMENTS
Raised Transient Moorage Rates - 1st in over 10 years
Raised Launch and Park Rates - 1st in over 10 years
Proof of Ownership All Annual Moorage Holders
Proof of Insurance All Annual Moorage Holder
New Trophy Board
Exterior Lighting Restrooms/Fish Cleaning Station
Implemented Procedures for Overnight Camping - More Privacy less hassles
Renewed USACE Lease No.DACW57-88-0033 expired 8/4/13

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Cost of Oil Disposal
Fishing limitations
Weather
Being a Municipal Run Marina
Crew Moral

GOALS - ON GOING
Continue with Marina acquisition - started 2013
Continue with Marina dredging - last completed in 2007
Continue with Launch/Park A Veteran Idea
Continue with River Beach clean up
Continue with improve signage
Paint Launch Ramp Restrooms
On Going Dock Repair & Maintenance
Add cameras to launch ramp and basin

OPPORTUNITIES
Raise rates on Rental Properties
Grants
Oregon Business Development
Improve Camping Area
Improve/Develop Area around Office
Sell T-shirts
Partner with Parks and Trails

PUBLIC OUTREACH
Shop the Dock
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Winter Storms Keep Staff Busy

While this winter's winds may not seem as bad as past years, the winds have been consistent enough to cause some dangerous damage to the docks.



MARINA DEPARTMENT UPDATE

1/23/19

Accomplishments



Removal of Salmon

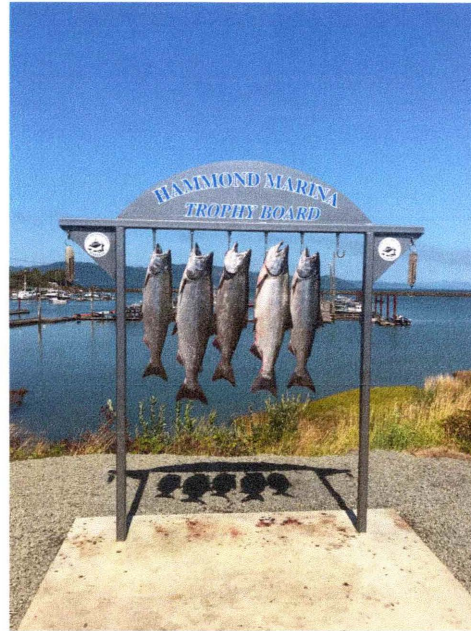


Removal of Dixie Lee and Promiscuous

In Warrenton, marina staff spent most of their time this year cleaning up years of neglect; this included the removal of 5 abandoned vessels out of the mooring basin. Staff also worked to enforce new rates and rules to better our marina for the long haul, all while building community support.

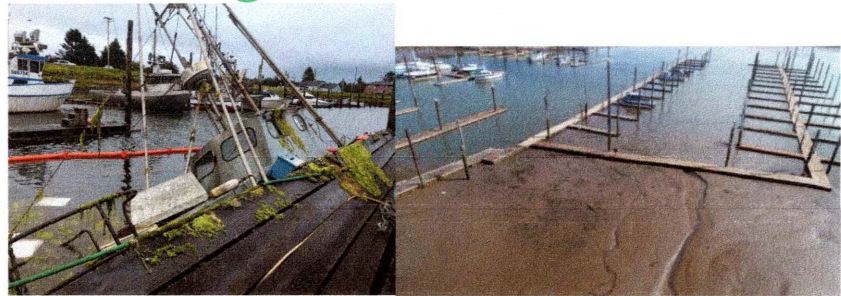
New Transient Moorage Rate

After updating our rates in 2018, we have noticed a real difference in revenues from our transient commercial fishing fleet out of the Warrenton Marina. Since Port of Astoria closed the East Basin, our department has done everything we can to fit as many commercial vessels on our docks as possible to show our support for local fisherman and it's definitely paying off!



In Hammond, staff worked to repair docks and improve overall customers experience in the basin during Buoy 10. This included a new overnight stay area with camp site markers; this made things go dramatically smoother for staff and our camp host Joe. Our new fishing trophy area was a big hit with customers, as well as our overall cleanliness of the facilities and ground maintains. New lighting, signage and reflective painting of docks helped customers to pay, launch, and get to their boats safely.

On Going Goals



Warrenton

- Raise and remove abandoned vessel Suzanne
- Removal of abandoned vessel Master Chris (hopefully a burn-to-learn)
- Seizure and sale of sailing vessel Trigger
- Pier Repair
- Update of launch ramp restrooms
- Launch/park a veteran program
- Continuing to improve signage and customer experience

Hammond – “Maintain course and speed”

- **Dredging**

Update provided by Mott McDonald:

1. We have conducted a pre-consolation with all state and federal agencies.
 2. We have coordinated with USACE and the section 408 division has concurred that the project should not affect the federal navigation channel.
 3. USACE did not have any opposition for the in-water placement site.
 4. Dredging is being permitted to be primarily hydraulic dredging with clamshell dredge as an option if needed
 5. Permit document are complete and being compiled for submittal.
 6. Permit document are complete and being compiled for submittal.
 6. Due to the fine nature of the sediment we've been pursuing options for expansion of the mixing zone
 7. No major issues with the project communicated by regulatory agencies during pre-application calls, but may take a couple of months to get permit.
 8. Final planning and preparation for bidding can be conducted in parallel to permit review by agencies. Includes whether this is bid to an intendent contractor, or a negotiated with another government agency that owns hydraulic dredge.
 9. 10/12/18 Question was asked if spoils could be used to shore up Seafarer Park - 10/23/18 Response was due to the high percentage of fine sediments the materials would not be considered as "beach-compatible"
- **Continuing with Marina acquisition**
 - **Continuing River Beach clean up**
 - **Continuing to improve signage**

Biggest goals of 2019 get Hammond marina dredged, improve safety of commercial work pier, removal of 2 remaining abandoned vessels.

Challenges

The biggest challenge is earning enough revenue to maintain both basins. Each basin has a long list of benefiting repairs and maintenance upkeep that must be done to ensure the basin remains operational long term.

Aging docks will need to be replaced, equipment updated and we are always exploring new revenue options (T-shirts, expanded camping).

Community Outreach Projects

- Shop the docks
- Clean Marina Booklets
- Park/Launch a Vet Program
- Possible removal of launch restrooms with added visitor & trophy area

Thank you for all your support!



CITY OF WARRENTON MARINAS - REPORT 7/1/18 - 12/31/18

CITY OF WARRENTON MARINAS - REVENUE COLLECTED THROUGH DECEMBER 31, 2018

WARRENTON

HAMMOND

REVENUE	BUDGET	YTD	%	REVENUE	BUDGET	YTD	%
OSMB - MAP GRANT	\$ 1,200.00	\$ -	0%	OSMB - MAP GRANT	\$ -	\$ -	0%
MOORAGE CREDITS		\$ (22,409.17)		MOORAGE CREDITS		\$ (2,167.50)	
ANNUAL MOORAGE	\$ 270,000.00	\$ 262,780.00	97%	ANNUAL MOORAGE	\$ 125,000.00	\$ 105,730.00	85%
TRANSIENT DAILY	\$ 54,000.00	\$ 37,143.00	69%	TRANSIENT DAILY	\$ 16,200.00	\$ 10,980.00	68%
UTILITIES	\$ 96,000.00	\$ 59,632.12	62%	UTILITIES	\$ 12,000.00	\$ 16,284.38	136%
BOAT STORAGE	\$ 25,000.00	\$ 11,585.00	46%	BOAT STORAGE	\$ 150.00	\$ -	
LAUNCH RAMP	\$ 34,000.00	\$ 24,205.00	71%	LAUNCH RAMP	\$ 120,000.00	\$ 88,910.00	74%
HOIST/SHOWER	\$ 15,000.00	\$ 7,350.00	49%	HOIST/SHOWER	\$ -	\$ -	
FUEL CHARGES	\$ -	\$ -		FUEL CHARGES	\$ -	\$ -	
MONTHLY MOORAGE	\$ 35,000.00	\$ 27,869.00	80%	MONTHLY MOORAGE	\$ 20,000.00	\$ 19,800.00	99%
TRANSIENT DEPOSIT	\$ -	\$ -		TRANSIENT DEPOSIT	\$ -	\$ -	
PARKING	\$ 28,000.00	\$ 20,110.00	72%	PARKING	\$ 30,000.00	\$ 24,495.00	82%
PUMP OUT	\$ -	\$ 100.00		PUMP OUT	\$ -	\$ -	
OVERNIGHT STAY	\$ 14,000.00	\$ 10,950.00	78%	OVERNIGHT STAY	\$ 52,000.00	\$ 48,980.00	94%
LIVEABOARD FEES	\$ 6,000.00	\$ 3,000.00	50%	LIVEABOARD FEES	\$ -	\$ -	
WORK SLIP	\$ 12,500.00	\$ 4,900.00	39%	WORK SLIP	\$ -	\$ -	
REPAIR CHARGES	\$ -	\$ -		REPAIR CHARGES	\$ -	\$ -	
PIER USE	\$ -	\$ -		PIER USE	\$ -	\$ -	
PIER PRODUCT CHARGES	\$ -	\$ -		PIER PRODUCT CHARGE	\$ -	\$ -	
MISCELLANEOUS	\$ 5,000.00	\$ 3,958.00		MISCELLANEOUS	\$ 3,500.00	\$ 2,288.00	
INTEREST EARNINGS	\$ 6,000.00	\$ 1,122.00	19%	INTEREST EARNINGS	\$ 8,000.00	\$ 300.00	4%
LEASE RECIPITS	\$ 30,000.00	\$ 11,668.88	39%	LEASE RECIPITS	\$ 12,901.00	\$ 4,380.44	34%
TOTALS	\$ 631,700.00	\$ 463,963.83	73%	TOTALS	\$ 399,751.00	\$ 319,980.32	80%

Accounts Receivable	Current	30-60	60-90	Over 90	Total
	\$ 19,508.00	\$ 4,551.12	1,752.65	\$ 14,443.77	\$ 40,255.54

Receivable Breakdown Warrenton:\$36932.98 Hammond : \$3,322.56

Current Occupancy Report	Total Slips	Annual Commercial	Annual Guide/Ch:	Annual Pleasure/Sail	Occupancy Total	% Occupancy
Warrenton	360	70	4	93	167	46%
Hammond	180	5	13	74	86	48%

Warrenton Marina 2018-2019 - Achieved Goals

- Raised Transient Moorage Rates - Had not been raised in over 10 years
- Raised Launch and Park Rates - Had not been raised in over 10 years
- Implemented Facility Use Fee - For recovery of Water and Garbage Fees
- Removal of Derelict Vessel American - Abandoned since 2011
- Removal of Derelict Vessel Dixie Lee - Abandoned since 2013
- Removal of Derelict Vessel Salmon - Abandoned Since 2010
- Removal of Derelict Vessel Promicous - Declared Hazardous 2
- Removal of Abandoned and Derelict Utility Vehicle South East Parking Area - 2017
- Proof of Ownership All Current Annual Moorage Holders
- Proof of Insurance All Current Annual Moorage Holders

Wafrenton Marina On Going Goals 2019 - 2020

Raise and Remove Abandoned/Derelict Vessel - Suzanne
Remove(Possible Burn to Learn Abandoned /Derelict Vessel - Master Chris (2013)
Seizure and Sale of Sailing Vessel - Tigger (2017)
Pier Repair
Recycle Area Commercial Fishermen Gear
Paint Launch Ramp Restrooms
On Going Dock Repair & Maintenance
Auction/Sell parts off of Derelict Vessels to Recoup cost of Removal
Continue with Launch/Park A Vetran Idea
Continue with Improved Signage

Hammond Marina - Achieved Goals 2018-2019

Raised Transient Moorage Rates - Had not been raised in over 10 years
Raised Launch and Park Rates - Had not been raised in over 10 years
Proof of Ownership All Current Annual Moorage Holders
Proof of Insurance All Current Annual Moorage Holder
New Trophy Board
New Exterior Lighting Restrooms/Fish Cleaning Station
Implemented Procedures for Overnight Camping - Allows for more Privacy less hassles
Renewed USACE Lease No.DACW57-88-0033 expired 8/4/13 with Lease No. DACW57-18-0033 signed 8/31/18

Dredging Achieved Goals - Update provided by Mott MacDonald 12/3/18

1. We have conducted pre-consultation with all state and federal agencies.
2. We have coordinated with USACE and the Section 408 Division has concurred that the project should not affect the federal navigation channel.
3. USACE did not have any opposition for the in-water placement site.
4. Dredging is being permitted to be primarily hydraulic dredging with clamshell dredge as an option if needed
5. Permit document are complete and being compiled for submittal.
6. Due to the fine nature of the sediment we've been pursuing options for expansion of the mixing zone boundary through discussions with agencies and expect a more formal discussion with the agencies regards to this topic upon their review of the permit application.
7. No major issues with the project communicated by regulatory agencies during pre-application calls , but , may take a couple months to get the permit.
8. Final planning and preparation for bidding can be conducted in parallel to permit review by agencies. Includes whether this is bid to an intendent contractor, or a negotiated with another government agency that owns a hydraulic dredge.
9. 10/12/18 Question was asked if spoils could be used to shore up Seafarer Park - 10/23/18 Response was due to the high percentage of fine sediments the materials would not be considered as "beach-compatible"

Hammond Marina On Going Goals 2019 - 2020

Continue with Marina acquisition - started 2013
Continue with Marina dredging - last completed in 2007
Continue with Launch/Park A Veteran Idea
Continue with River Beach clean up
Continue with improve signage



WARRENTON POLICE DEPARTMENT REPORT TO COMMISSION



January 23, 2019

2018 Goals: (Community Building, Visioning Update, Downtown Improvements, Emergency Preparedness)

Community Building

- Participated in several safety events (Home Depot, Costco, Providence Health at Lum's, Community Event at Warrenton Grade School)
- Gave several guided tours of the police department and participated in the government day at City Hall
- Gave various presentations at local schools on a variety of topics
- Participated in the Clatsop Career Fair
- Helped with several community events to not only ensure their safety but to help with their success (4th of July Parade, Autism Color Run, Movie in the Park, Concert in the Park, etc.)
- Allowed officers to volunteer with sports teams, scout groups, etc. in an effort to give back to the community
- Made a conscientious effort to get out and interact at community events to be a positive representative for the City

Emergency Preparedness

- Participated in several events that focused on Emergency Preparedness
- Took multiple trainings from FEMA and other organizations geared toward Emergency Preparedness
- Leading the effort to get all City Department's (beside the Fire Department) the baseline training recommended by FEMA
- Acts as the liaison department for the Warrenton CERT Team and has been helping with ongoing training and public outreach efforts
- Help with the application for various Emergency Preparedness grants and initiatives like Wayfinding

2019 WPD Priorities

- Fill open positions and increase efforts to maintain them.
- Make half-time admin position full-time and maintain half-time position as well.
- Start thinking toward a long-term solution for a facility, we have already outgrown the current facility.
- Storage. Look at options to redesign the station for more efficient use of space and critical storage issues. Possibly look at off-site storage for property, equipment, vehicles, etc.
- Work on a comprehensive plan to address the homeless population and the resource drain/crime increase it seems to be causing.
- Explore ways have the WPD place personnel on the Drug Task Force and look at addressing the continued drug issues in the area.

WARRENTON

FIRE DEPARTMENT

CALL VOLUME

2018	Total	1239
	Most in month	139
	Most in day	9
	Most back to back	4
	Back to back	1 time per week
2013	Total	886
	Most in month	115
	Most in day	6
	Most back to back	2
	Back to back	1 time per month

Comparison

- **Warrenton Fire Department**

- \$ 852,775 total \$449,993 personnel services 52.7%
- 3 staff 3 on duty during day
- 35 volunteers

- **Astoria Fire Department**

- \$ 1,993,415 total \$1,724,080 personnel serv 86.5%
- 11 staff Only 3 on duty per 24 hours
- 12 volunteers

CHALLENGES

- Meeting our call volume
- Little staff support after business hours
- Both stations are in the inundation zone
- Increasing number of required recertification hours for Fire and EMS
- Time spent on development & fire code issues
- Increasing population
- Wages available and housing price mismatch to keep volunteers

CHALLENGES cont.

- No crew for shift work such as student program
- No crew quarters for shift work
- No area for the volunteers to congregate and team build or wait for calls
- We are out of room for bays, meeting room size, equipment, tools and personnel
- We are behind technologically
- We are getting structures that are more complex than a single family dwelling to fight fire in
- A very busy highway that separates our fastest growing population center

CHALLENGES cont.

- We are all working at capacity with the staff we have and everything else is growing faster than we are.
- Keeping a community relatively safe from a tsunami when we are 6 feet below sea level already

ACCOMPLISHMENTS

- We answered over 1200 calls for service
- We have been able to maintain a strong force of volunteers
- The entire department has completed training to work with our new ladder truck
- We certified 10 new aerial operators
- We certified 5 new Emergency Medical Responders

ACCOMPLISHMENTS cont.

- The department was able to provide the volunteers with over 150 hours of Fire Service classes annually
- The department was able to provide the volunteers with over 60 additional hours of EMT training annually
- The volunteers have over 3000 personnel hours last year in training

ACCOMPLISHMENTS cont.

- We continue to participate with the Building Department to see that new development meets the Fire Code
- We participated in Fire Prevention at the Clatsop County Fair
- We provided fire prevention presentations to the entire Warrenton Grade School (over 600 children)

ACCOMPLISHMENTS cont.

- We provided Fire Truck rides to school for 20 winning students at the Warrenton Grade School

ACCOMPLISHMENTS cont.

- We provide medical stand-by for all Warrenton High School Football games
- We provide medical stand-by for the concerts in the park
- We participated in the COSTCO Safety Days
- We participated in the Safety Fair at Home Depot
- We participated in the welcome event at Walmart

ACCOMPLISHMENTS cont.

- With Community help we had a successful 4th of July BBQ
- With Community help we had a successful food basket program at Christmas
- We support the food donation programs at the Warrenton schools
- We partner with the Scouts for canned food drive

ACCOMPLISHMENTS cont.

- We participated in the Warrenton CERT preparedness drill
- We were able to send an engine and crew out as part of the Clatsop County Wildland Taskforce to wildland conflagrations to help other communities
- We were able to win a \$333,000 Assistance to Firefighters Grant for a new Water Tender

ACCOMPLISHMENTS cont.

New Tender



Original Tender



ACCOMPLISHMENTS cont.

- We have a cell phone based Active 911 system to help us respond to calls more effectively
- We have secured 6 sirens to provide early disaster warnings
- We have secured a grant with the county to mount 2 sirens

VISION

- Find quarters for 24 hour personnel
- Start a student program
- Hire another person to manage students and volunteer recruitment
- Build another station East that would have quarters and a dayroom for volunteers
- Expand our existing facility

VISION cont.

- Begin to use a more active vehicle replacement matrix
- Continue to partner with area agencies using automatic and mutual aid models
- Expand our technology to store our essential documents and archives off site
- Continue to disaster plan and make use of early warning technologies

VISION cont.

- Secure several satellite phones
- Secure a portable water desalination unit for disaster operations
- Develop a procedure for crossing our rivers without bridges in a disaster
- Continue to partner with the industrial park big box stores to shelter disaster refugees
- Secure a portable cell tower system for the City

VISION cont.

- Contract with an outside entity to begin and maintain Fire Inspections of all businesses within the City

CHALLENGES

The biggest challenge we faced this last year was storage. We are still trying to work out how to get a shed at the current location so that we will have more room inside the building. This is even more problematic since we've hired a third employee because she needs a desk, with a computer. We are probably going to have to haul our summer reading materials out to the shed in Hammond.

Another challenge has been getting the school board to respond to emails concerning issues with the building. We are still short a few ceiling lights, especially over the junior and young adult sections. They did send a plumber to install a donated faucet for the break room. One of the toilets had a bit of a leak, but I haven't checked to see if this has been fixed and I haven't been notified one way or the other. I called a locksmith, with the landlord's permission, to fix the lock on the panic bar and that's been taken care of. While he was there he also installed a different lock on the back door so volunteers and employees can be safe, but exit rapidly if necessary.

Not having enough paid staff has been a challenge for a while now, but we just hired someone for 11.5 hours a week, which will lift some of the burden.

Taking care of the landscape around the library has been challenging. We have one volunteer who comes occasionally to take care of the hanging baskets, but the perimeter is a bit neglected.

The automation has been VERY challenging!

SUCSESSES

I finally got a door!

We now have a third employee, additionally we have a participant in the Easter Seals Program, who works 24 hours per week.

Our summer reading program was a success and we had nine teens assisting us.

The library parking lot was resurfaced, gratis, by Olson Asphalt Maintenance.

The levy passed!

The Mayor's Corner has been popular.

We held a volunteer recruitment drive and got several new volunteers. Now we have about 25 people.

The hanging baskets were beautiful and were commented upon frequently.

Volunteers revamped the break room and the sales area.

Our Wi-Fi system was upgraded by our tech volunteer.

We created an employee handbook and a volunteer handbook.

We recently received free shelving units from George Fox University, although it did cost to have them delivered from Hillsboro.

We won a grant to automate and that is nearly done. We will probably be going live on February 10th.

2019-20 GOALS

I am retiring on October 31st.

The library will be hooking into the city's computer system in the very near future. We are also purchasing two new computers.

Storage problems solved.

More programs for children and adults.

Several grants pursued to make that happen.

Tuesday morning toddler story times and a middle school book club.

A Friend's group is on the wish list.

Free summer lunches for children at the library.

More hanging baskets!

Landscaping maintained on a regular basis.

LIBRARIAN'S IN OREGON

AS OF 2017

I looked up a few sources for how much librarians in Oregon are paid.

One site reported the median pay as \$28.14/hr. or \$58,520/yr.

Another site was a bit more reasonable at \$43,435 average and \$41,240 median. The range was reported as \$31,000 to \$70,000.

The 2017 statistical report from the state library lists, for all Oregon libraries, the number of registered borrowers, government revenue, total number of items in collection, and hourly wages of library directors. I've compiled four of them that are comparable to Warrenton.

	# Patrons	Rev.	# Items	Hourly Wage
Astoria	10,978	\$531,275	46,556	\$34.65
Seaside	6,836	\$689,778	48,510	\$45.48
Vernonia	1,019	\$97,107	18,490	\$16.16
Warrenton	4,363	\$84,648	22,631	\$14.77

timeline

From: Michelle Lenox (michellenlenox@gmail.com)

To: nlcwcl@yahoo.com

Date: Tuesday, January 22, 2019, 5:44 PM PST

Nettie,

Based on how the DVD cataloging has been progressing, this is my tentative timeline. Let me know what you think!

Week of January 27: Last week of large-scale cataloging

Week of February 3: Staff and volunteer training

Week of February 10: Go live and public outreach / "meet your catalog" sessions

Week of February 17: Library2Go training for staff and public outreach sessions (dependent on Oregon Digital Library Consortium timeline, this may be pushed back a bit)

I just need to bother Jayson some more about the website, but I think the basic site should be available for go-live.

Thanks!

Michelle