



## **AGENDA**

### **CITY COMMISSION OF THE CITY OF WARRENTON REGULAR MEETING**

February 27, 2024 – 6:00 P.M.

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

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Public Meetings will also be audio and video live streamed. Go to <https://www.warrentonoregon.us/administration/page/public-meeting-zoom-access> for connection instructions.

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. CONSENT CALENDAR**

- A. City Commission Meeting Minutes – 2.13.24
- B. Police Department Monthly Report – January 2024
- C. Parks Advisory Board Meeting Minutes – 12.11.23

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

**4. COMMISSIONER REPORTS**

**5. PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest may do so. The person addressing the Commission must complete a Public Comment Card and submit it to the City Recorder prior to the meeting. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. Public Comments may also be submitted by email to the City Recorder, at [cityrecorder@warrentonoregon.us](mailto:cityrecorder@warrentonoregon.us), no later than 4:00 p.m. the day of the meeting. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

**6. PUBLIC HEARINGS – None**

**7. BUSINESS ITEMS**

- A. Presentation – Sunset Empire Transportation District
- B. Marina Report and Power Point Presentation
- C. Consideration of Letter to Burlington Northern Railroad; Shepherd
- D. Consideration of Ordinance No. 1271; WMC Update – Emergency Work Noise Variances
- E. Consideration of Resolution No. 2666; Updating the Order of Business for City Commission Regular Meetings
- F. Consideration of Draft Exclusive Negotiation Agreement; Mission DG

8. **DISCUSSION ITEMS** - None

9. **GOOD OF THE ORDER**

10. **EXECUTIVE SESSION**

*Under the authority of ORS 192.660(2)(e); to conduct deliberations with persons designated by the governing body to negotiate real property transactions.*

11. **ADJOURNMENT**

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

MINUTES  
 Warrenton City Commission  
 February 13, 2024  
 6:00 p.m.  
 Warrenton City Hall - Commission Chambers  
 225 S. Main  
 Warrenton, OR 97146

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

Commissioners Present: Mayor Henry Balensifer (via Zoom), Mayor Pro-tem Gerald Poe, Paul Mitchell, Tom Dyer, and Mark Baldwin

Staff Present: City Manager Esther Moberg, Police Chief Mathew Workman, Public Works Director Greg Shafer, Interim Harbormaster Don Beck, Marina Accounting Clerk Jessica McDonald, and City Recorder Dawne Shaw

Mayor Balensifer requested to table item 7F until the next meeting; there were no objections. He noted the Mayor Pro-tem will take over as chair of the meeting.

CONSENT CALENDAR

- A. City Commission Meeting Minutes – 1.23.24
- B. Monthly Finance Department Report – December 2023
- C. Liquor License Application – The Hideaway Cafe & Bar
- D. Community Center Advisory Board Meeting Minutes – 11.16.23
- E. 2023 Marina Accomplishments
- F. Marina Advisory Committee Meeting Minutes – 9.18.23
- G. Marina Advisory Committee Meeting Minutes – 10.16.23
- H. Marina Advisory Committee Meeting Minutes – 11.20.23
- I. Marina Advisory Committee Meeting Minutes – 12.18.23
- J. Library Advisory Board Meeting Minutes – 9.13.23

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

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

COMMISSIONER REPORTS

Commissioner Mitchell stated he attended the Northwest Housing Council. He noted topics that were discussed.

PUBLIC COMMENT

Tony Faletti spoke in regard to the proposed RV park at the marinas and requested to put the brakes on it and get more community input.

## PUBLIC HEARINGS - None

## BUSINESS ITEMS

Seth Hague and Mark Tolley of Mission DG (MDG) gave an updated plan on their proposed RV resort in the Warrenton and Hammond Marinas. They emphasized that Seafarer's Park will be accessible to the public. The Warrenton Marina will remain the same size and the Hammond Marina will have 191 units total including 30 park models. The park and landing will remain public. Commissioner Mitchell noted his infrastructure concerns; Mr. Tolley stated he is aware of the offsite sewer improvements needed and that they will budget for it. Mr. Tolley noted recreation vehicles have a lower rate of daily usage (sewer flow). Commissioner Mitchell asked how it benefits the citizens of Hammond; Mr. Tolley stated they will be updating the landscape in Seafarer's Park. He noted that the class A RV park will draw in people with a discretionary income that will be spent in the community. Commissioner Dyer noted his concerns with limited parking and asked Mr. Tolley if there is a need for more parking, can they create additional parking; Mr. Tolley confirmed. Mayor Balensifer asked for clarification on the lease cost. Mayor Balensifer noted that the 60-year lease would have to be voted on by the voters after they hit the second year and asked Mr. Tolley if his partners were aware of that; Mr. Tolley confirmed. Lylla Gaebel Chair of the Marinas Advisory Committee discussed the process that has taken place on the committee. She suggested returning the proposal to them to allow the committee to get opinions from community members. She stated that \$6,000 a month for rent does not seem like enough. Commissioner Baldwin asked how many staff are needed to operate the Hammond site and where will they get staff members; Mr. Tolley stated they will need at least 12 employees. He noted the RV resort will have work campers and there will also be a class-A management company that will have a manager and assistant staff. Commissioner Baldwin noted that \$6,000 a month is not enough and needs to go up over time; Mr. Tolley stated that the number will go up. Commissioner Baldwin noted his concerns: Hammond boardwalk leading to the Yacht Club docks is not adequate and there needs to be parking for both docks; the Warrenton marina peninsula has a natural boat launch and with the current Warrenton boat launch being on a dike, that boat launch will eventually have to close, leaving the peninsula as an alternative location. He noted his positives, that they are the only ones to come forward with an idea for the marinas, and noted the financial benefit from transient room tax. Commissioner Baldwin noted that they asked for help and received help. If they kick it down the road, they will not get help again. Mr. Tolley emphasized this is not the end, but the beginning and they welcome community input. Mayor Balensifer asked when the current Urban Renewal District sunsets; City Manager Esther Moberg stated the district will sunset in 3 years. Mayor Balensifer noted the possibility of a Hammond Urban Renewal District in 3 years. He discussed the potential of the Hammond Urban Renewal District and how timeframes can affect it. Commissioner Mitchell reiterated his concerns with the city's needs for additional infrastructure with fire, and police. Commissioners Baldwin and Mitchell noted the need for input from residents. Mayor Balensifer noted this is a concept and not a final plan. Mr. Tolley noted the need for an ENA (exclusive negotiation agreement). Ms. Moberg summarized the possible next steps; a joint work session with the Marina Advisory Committee was discussed. Consensus was to bring back an agenda item at the next meeting with a draft ENA with MDG. Brief discussion followed on the ENA.

## MINUTES

Interim Harbormaster Don Beck discussed the emergency pile replacements at E Dock in the Warrenton Marina. Mr. Beck discussed the significance of E Dock. He noted that thirteen of the pilings were in a critical state of failure in addition to the piles that have already collapsed. The contract is for the replacement of four piles. Ms. Moberg noted that the most they can do in the working window is four, and that the city wanted to do more. Commissioner Baldwin asked if there is another way to get more pilings replaced; Mr. Beck responded and noted that the construction company is fitting them in between jobs.

**Commissioner Mitchell made the motion to approve the contract with Bergerson Construction to complete the Warrenton Marina E Dock Pile Replacements. Motion was seconded and passed unanimously.**

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

**Commissioner Baldwin made the motion to approve a Noise Variance for Bergerson Construction, Inc, for the Warrenton E Dock Pile Replacement project.**

Mayor Balensifer asked if the commission authorized a waiver for any noise variances for emergency work. Ms. Moberg stated that it is still in the code and er need to update it by Ordinance.

**Motion was seconded and passed unanimously.**

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

Public Works Director Greg Shafer discussed a public utility easement with Roby's Furniture & Appliance. He noted the easement is for operation, access, and maintenance purposes of utilities.

**Commissioner Dyer made the motion to accept the proposed public utility easement for operation, access, and maintenance purposes of utilities as requested by the Roby's Furniture & Appliance store development. Motion was seconded and passed unanimously.**

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

Ms. Moberg explained the request for a letter of support for the NOAA grant; Mayor Balensifer explained his concerns. He noted a past incident in the City of Reedsport where FEMA did a study on sea level rise and Reedsport was required to raise their levees higher. He stated that the work is going to happen whether or not they sign the letter; the consensus was to not sign a letter of support.

DISCUSSION ITEMS – None

GOOD OF THE ORDER

Commissioner Baldwin asked Mr. Shafer if any work is being done in SW Cedar area; he has noticed water aeration issues. Mr. Shafer stated he will have staff look into the issue.

Ms. Moberg noted the upgrade to the AV equipment; the community center received new chairs.

Mayor Balensifer noted the crab feed; Baldwin noted he is volunteering again, and he recommended other commissioners also sign up.

There being no further business, Mayor Pro-tem Poe adjourned the meeting at 7:40 p.m.

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

APPROVED:

ATTEST:

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder



# WARRENTON POLICE DEPARTMENT MONTHLY REPORT



TO: The Warrenton City Commission  
FROM: Chief Mathew Workman  
DATE: February 27, 2024  
RE: January 2024 Stats Report

## Upcoming Dates:

- 02/28 – 03/01 CIS Conference in Salem
- 03/04 CERT Meeting
- 03/07 Citizens Corps Meeting
- 03/14 Trauma Informed Training
- 03/21 LEA Meeting
- 03/27 911 Subscriber Board

## Highlights Since the Last Report:

- 02/01 Citizens Corps Meeting
- 02/05 CERT Meeting
- 02/07 911 Subscriber Board
- 02/15 LEA Meeting
- 02/21 Integrated Planning Workshop @ Camp Rilea
- 02/24 Providence Health Fair @ Lum's

## Traffic Statistic Highlights:

- Three (3) DUI Arrests (3-Alcohol, 0-Drugs)
- Two (2) Hit & Run Citations/Arrests
- Fourteen (14) Driving While Suspended Citations/Arrests
- One (1) Reckless/Careless Driving Citations/Arrest
- Eight (8) Speeding Citations
- Two (2) Failure to Yield/Traffic Control Device Citations
- One (1) Following Too Closely Citation
- Seventeen (17) Insurance Citations
- One (1) Distracted Driving Citation
- Eight (8) Driver's License Citations
- One Hundred and One (101) other Citations and Warnings
- Thirteen (13) Accident Investigations
- **Citation vs Warning:** 158 Traffic Stops: 57 Citations, 101 Warnings; Warning **60%** of the time.

## TRAFFIC STATISTICS

## Overall Statistics:

| January Statistics (% changes are compared to 2024) |       |       |       |       |       |       |       |
|-----------------------------------------------------|-------|-------|-------|-------|-------|-------|-------|
| Category                                            | 2024  | 2023  | % Chg | 2022  | % Chg | 2021  | % Chg |
| Calls for Service                                   | 666   | 717   | -7%   | 717   | -7%   | 592   | 13%   |
| Incident Reports                                    | 206   | 194   | 6%    | 194   | 6%    | 218   | -6%   |
| Arrests/Citations                                   | 123   | 103   | 19%   | 103   | 19%   | 167   | -26%  |
| Traffic Stops/Events                                | 188   | 218   | -14%  | 218   | -14%  | 127   | 48%   |
| DUI's                                               | 3     | 3     | 0%    | 3     | 0%    | 4     | -25%  |
| Traffic Crashes                                     | 13    | 25    | -48%  | 25    | -48%  | 9     | 44%   |
| Property Crimes                                     | 79    | 69    | 14%   | 69    | 14%   | 97    | -19%  |
| Person Crimes                                       | 60    | 64    | -6%   | 64    | -6%   | 56    | 7%    |
| Drug/Narcotics Calls                                | 8     | 5     | 60%   | 5     | 60%   | 0     | 800%  |
| Animal Calls                                        | 19    | 19    | 0%    | 19    | 0%    | 8     | 138%  |
| Officer O.T.                                        | 82.25 | 144.3 | -43%  | 144.3 | -43%  | 126.3 | -35%  |
| Reserve Hours                                       | 0     | 0     | 0%    | 0     | 0%    | 0     | 0%    |

| Category                     | Jan   | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|------------------------------|-------|-----|-----|-----|-----|-----|-----|-----|-----|
| <b>Calls for Service</b>     | 666   |     |     |     |     |     |     |     |     |
| <b>Incident Reports</b>      | 206   |     |     |     |     |     |     |     |     |
| <b>Arrests/Citations</b>     | 123   |     |     |     |     |     |     |     |     |
| <b>Traffic Stops/ Events</b> | 188   |     |     |     |     |     |     |     |     |
| <b>DUII's</b>                | 3     |     |     |     |     |     |     |     |     |
| <b>Traffic Crashes</b>       | 13    |     |     |     |     |     |     |     |     |
| <b>Property Crimes</b>       | 79    |     |     |     |     |     |     |     |     |
| <b>Person Crimes</b>         | 60    |     |     |     |     |     |     |     |     |
| <b>Drug/Narcotics Calls</b>  | 8     |     |     |     |     |     |     |     |     |
| <b>Animal Calls</b>          | 19    |     |     |     |     |     |     |     |     |
| <b>Officer O.T.</b>          | 82.25 |     |     |     |     |     |     |     |     |
| <b>Reserve Hours</b>         | 0     |     |     |     |     |     |     |     |     |

| Oct | Nov | Dec | 2024 YTD | 2024 Estimate | 2023 | 2024 v 2023 | 2022   | 2024 v. 2022 | 2021   | 2024 v. 2021 |
|-----|-----|-----|----------|---------------|------|-------------|--------|--------------|--------|--------------|
|     |     |     | 666      | 7992          | 9084 | -12%        | 8050   | -1%          | 8669   | -8%          |
|     |     |     | 206      | 2472          | 2529 | -2%         | 2484   | 0%           | 3160   | -22%         |
|     |     |     | 123      | 1476          | 1335 | 11%         | 1602   | -8%          | 2020   | -27%         |
|     |     |     | 188      | 2256          | 2369 | -5%         | 1848   | 22%          | 2088   | 8%           |
|     |     |     | 3        | 36            | 30   | 20%         | 34     | 6%           | 30     | 20%          |
|     |     |     | 13       | 156           | 217  | -28%        | 168    | -7%          | 182    | -14%         |
|     |     |     | 79       | 948           | 1127 | -16%        | 1204   | -21%         | 1267   | -25%         |
|     |     |     | 60       | 720           | 825  | -13%        | 811    | -11%         | 1013   | -29%         |
|     |     |     | 8        | 96            | 60   | 60%         | 40     | 140%         | 36     | 167%         |
|     |     |     | 19       | 228           | 335  | -32%        | 273    | -16%         | 253    | -10%         |
|     |     |     | 82.25    | 987           | 1572 | -37%        | 2212.8 | -55%         | 1503.1 | -34%         |
|     |     |     | 0        | 0             | 0    | 0%          | 0      | 0%           | 0      | 0%           |

| <b>Homeless Incidents</b> | <b>2024</b> | 2023 | 2022 | 2021 |
|---------------------------|-------------|------|------|------|
| Code 40 (Normal)          | 27          | 9    | 19   | 36   |
| Code 41 (Aggressive)      | 4           | 0    | 0    | 3    |

| <b>Elk Incidents</b> | <b>2024</b> | 2023     | 2022     | 2021     |
|----------------------|-------------|----------|----------|----------|
| Interaction:         | 0           | 1        | 1        | 1        |
| Traffic Accidents:   | 0           | 3        | 0        | 0        |
| Traffic Complaints:  | 0           | 0        | 1        | 1        |
| <b>Total:</b>        | <b>0</b>    | <b>4</b> | <b>2</b> | <b>2</b> |

The following is a graphic representation of statistics for **January 2024** using our **CityProtect** membership (formerly [CrimeReports.com](https://www.cityprotect.com)). The “Dots” represent a location of a call and if you zoom in on the map you would see an icon for the type of call and some basic time/date details. Some dots represent multiple calls at one location. If you go to the website ([www.cityprotect.com](https://www.cityprotect.com)), you can zoom in on each incident for more details.

- ▼ ☒ Assault

☒ Assault

☒ Assault with Deadly Weapon

▼ ☒ Sexual Offense

☒ Sexual Assault

☒ Sexual Offense

☒ Other Sexual Offense

▼ ☒ Other Violent Offense

☒ Homicide

☒ Kidnapping

☒ Robbery
- ▼ ☒ Property & Theft

☒ Property Crime

☒ Breaking & Entering

☒ Property Crime Commercial

☒ Property Crime Residential

☒ Other Property Crime

▼ ☒ Theft

☒ Theft from Vehicle

☒ Theft of Vehicle

☒ Other Theft
- ▼ ☒ Disorder/Disturbance

☒ Disorder

☒ Disorder

☒ Drugs

☒ Drugs

☒ Liquor

☒ Liquor

☒ Quality of Life

☒ Quality of Life
- ▼ ☒ 911 or Other

☒ Community Events

☒ Community Policing

☒ Proactive Policing

▼ ☒ Emergency

☒ Emergency

▼ ☒ Fire

☒ Fire

▼ ☒ Police Calls



MINUTES  
Warrenton Parks Advisory Board  
December 11, 2023  
Warrenton City Hall – Commission Chambers  
225 South Main Avenue, Warrenton, OR 97146

1. **CALL TO ORDER**

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

Parks Board Members Absent: Anya Schauermann

City Staff Present: Greg Shafer, Public Works Director; Jim McCarthy, Public Works Operations Manager; Paige Stump, Public Works Executive Secretary

2. **Pledge of Allegiance**

3. **Consent Calendar**

- a. **Review Minutes of October 9, 2023, Regular Meeting** – In the presence of a quorum of four members of the Parks Advisory Board, Bert Little made the motion to approve the minutes of the October 9, 2023, meeting. Ron Dyer seconded the motion. All board members were in favor, motion passed.

4. **Reports**

- a. **Warrenton Kids, Inc.** – Debbie Little was not in attendance. Bert Little informed participants that Warrenton Kids, Inc.'s activities are primarily related to the baseball fields. As such, Debbie Little will provide updates during baseball season.
- b. **Public Works Operations** – Greg Shafer, Public Works Director, provided the following report:
- i. Parks sponsor sign removal. Public Works found and removed one sponsorship sign from Quincy Robinson Park. The sign is being stored at Public Works.
  - ii. Dog pots. Five (5) locations for additional dog pots have been identified and the new dog pots have been procured. Utility locates are being called in this week. After which, the dog pots will be installed. Ron Dyer asked if a dog pot is being added next to the gazebo at Quincy Robinson Park. Greg Shafer shared the five (5) locations and noted that this location was not included. Jim McCarthy shared that there is a trash can inside the gazebo.
  - iii. Community garden. Public Works has completed work on decommissioning the old garden. This work took the crew roughly a week to complete and multiple dump truck loads of debris were removed.

- c. **Warrenton Parks Nonprofit** – Brook Terry reported that since the October meeting the nonprofit has: registered with the state; obtained an EIN; received 501(c) tax exemption; registered with GuideStar; and set up PayPal, Venmo and GoFundMe. The next step is to determine which projects they will support. Bert Little asked if the nonprofit could move forward with securing the materials grant from Home Depot for community garden supplies. Brook Terry agreed that the nonprofit will support this initiative. The next step is to create a materials list. The next Parks Nonprofit meeting is scheduled for 1/22/24 at 4:00 p.m., location to be determined.
- d. **Park & Trail Sign Subcommittee** – Brook Terry reported that the Subcommittee met with members of Spruce Up Warrenton. Spruce Up Warrenton agreed to provide history and plant name information but will not provide funding for this project. Spruce Up Warrenton would like permission to plant daffodil bulbs next fall on the trail near NE 1<sup>st</sup> St. They were instructed to come before the Board to request permission at that time. Brooke Terry reported that the initial focus of the Subcommittee is on directional and map signs for the Waterfront and Skipanon Loop trails. They would like to leverage the design of the existing map signs with “you are here” star indicators and install them at the entrances for both trails. Bert Little raised the issue of QR codes. Sara Long volunteered to address this issue with the City prior to the next meeting. Brooke Terry noted that the Parks Masterplan calls for Spanish translations of new signs and shared that she has a contact at the Hispanic Council who could help with translations.

## 5. **Business Items**

- a. **Gold Star Memorial Placement** – Bert Little reported that the memorial is currently at his house. The next step is to call in utility locates. After locates are completed, a contractor will pour concrete and install a 4” pipe. The concrete will need to cure for a couple of weeks. After which, the memorial can be affixed to the top of the pipe. Sara Long asked who will pay for the contractor. Bert Little responded that they hope to find a local contractor who will donate their services. If they are unable to do so, VFW will cover the cost.
- b. **Community Garden Relocation** – Ron Dyer asked if the terms of the agreement with the school board will allow for trees to be cleared on the site of the new garden. Bert Little confirmed that it does. This work will be postponed until the weather improves. The next step is for the nonprofit to move forward with the Home Depot supply grant. Bert Little reiterated the importance of community involvement with the community garden. Any community member with questions on how to get involved can contact Bert Little.
- c. **WIKI Field Update** – Ron Dyer reported that field 4 has been compacted but that they will need to wait for a break in the weather before installing the turf. Due to the wet ground, they may be unable to get equipment in to move the turf over to the gravel area. In which case, they will reach out to Public Works for assistance. Work on field 2 is postponed until either spring or a freeze.

## 6. Discussion Items

- a. **Adopt-A-Park** – The Board discussed tabling this discussion item until after the Parks & Trail Sign Subcommittee has finalized their work, likely in April. Ron Dyer motioned to table this discussion item, Brooke Terry seconded the motion, all Board members were in favor. Motion carried. Brooke Terry volunteered to gather policy examples and to outline questions for the April meeting.
- b. **Field 4 to Grade School Trail** – Ron Dyer reported that there has been no action on this. He reaffirmed his desire to have the City and the School Board work together on this. He envisions a small culvert with a bridge over it.

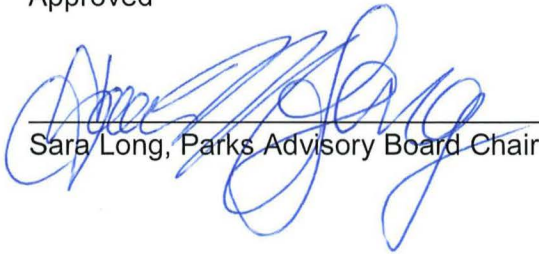
### **Additional Business Brought Before the Board**

Jennifer Fowler and her husband, Jim, are currently leasing property at the Hammond Marina and are negotiating a long-term lease with the City. She has previously had discussions with Bert Little and Ron Dyer about utilizing some of this space as a multi-use space for older kids and members of the community to gather. Ideas discussed included: pickleball, basketball, and a covered area/pavilion. Jennifer Fowler also advocated for solutions to drive engagement among the fishing community. Sara Long informed the Board that the topic of a “Covered Area” will be on the agenda for the February meeting and invited Jennifer Fowler to participate in the discussion at that time.

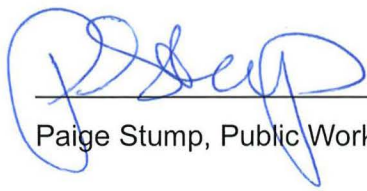
## 7. ADJOURNMENT

There being no further business, Chairperson Bert Little adjourned the meeting at 4:45 p.m. The next regular meeting is scheduled for February 12, 2024, at 4:00 p.m.

Approved

  
Sara Long, Parks Advisory Board Chair

Attest

  
Paige Stump, Public Works Executive Secretary

## In Memoriam: Remembering Dennis A. Faletti

Tonight, we honor the memory of a remarkable member of our community, Dennis A. Faletti. Dennis was a true example of what it means to be a good citizen—a person who cared deeply about Warrenton and worked tirelessly in his way to make it better for everyone.

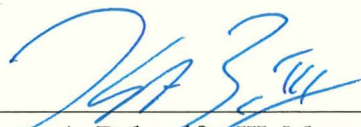
Dennis wore many hats in our community, after retiring from teaching, he was a long-time member of the Warrenton Urban Renewal Advisory Committee and is best known probably for keeping a close eye on public meetings, a habit that lives on with his son Tony. Dennis showed up to everything, from big events to city commission gatherings. Dennis wasn't just there to sit back and watch; he was there to make sure things were done right.

He wasn't afraid to speak his mind either. Dennis was quick to give credit where it was due, but he also didn't hesitate to hold our city officials accountable when they needed it. His honesty and straightforwardness were refreshing, and his frank but kind demeanor were something to aspire to.

Dennis may be gone, but his impact will be felt for years to come. Let's honor his memory by following his example—by staying involved in our community, speaking up for what's right, always being kind, and working together to make Warrenton the best it can be.

Rest in peace, Dennis. You will be greatly missed, but your legacy will live on in our hearts and in the fabric of our city.



  
Henry A. Balensifer III, Mayor

Attest:  
  
Dawne Shaw, City Recorder



Zoom

**WARRENTON CITY COMMISSION PUBLIC COMMENT FORM**

NAME: Nathan Lail

ADDRESS: 1100 NW Ridge Rd.

EMAIL: nathanlail@racpack.com

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

BRIEFLY DESCRIBE YOUR TOPIC: RV Resort

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

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

February 26, 2024

Dear Warrenton City Commission,

My name is Nathan Lail and I am writing on behalf of Recreational Adventures Co. (RAC) owners and operators of the Astoria/Warrenton/Seaside KOA Resort. We wish to voice our opposition to the proposed Class A RV resort being proposed at the Warrenton and Hammond marinas.

It is our opinion that the private sector businesses already located in Hammond & Warrenton and the more than 500 sites within Fort Stevens' State Park are already accommodating the RV resort business that comes to our area each year and have ample capacity for more visitors to come.

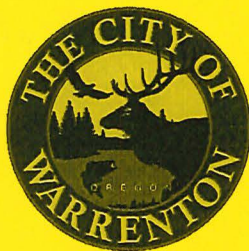
We have been a community partner for nearly 30 years in Astoria and our guests are the same guests this proposed resort would aim to serve, both in all forms of RV traffic as well as cabin/park model rentals. These guests are already visiting and are already spending their dollars in our local economy as well as increasing our local tax revenue through lodging taxes.

We would also ask the commission to consider if the proposed sites would be allowed to be rented out as nightly, monthly or seasonal rentals. There are many variables and concerns to consider with each of these forms of RV site rentals.

Thank you for the ability to be heard at the meeting today.

Respectfully,

Nathan Lail  
1100 NW Ridge Rd  
Warrenton, OR 97121  
608-671-9450  
nathanlail@racpack.com



## WARRENTON CITY COMMISSION PUBLIC COMMENT FORM

NAME: Jim Fowler

ADDRESS: 90887 Lewis and Clark Rd.

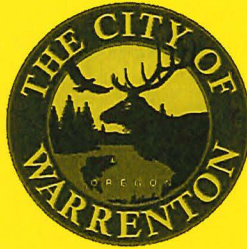
EMAIL: biggamejames8@gmail.com

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

BRIEFLY DESCRIBE YOUR TOPIC: ENA

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

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



## WARRENTON CITY COMMISSION PUBLIC COMMENT FORM

NAME: Tony Faletti

ADDRESS: P.O. Box 188 Warrenton, Or 97146

EMAIL: \_\_\_\_\_

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

BRIEFLY DESCRIBE YOUR TOPIC: Draft Exclusive agreement, recognize  
officer Wint for his help in my emergency

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

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



7.A

# SUNSET EMPIRE TRANSPORTATION DISTRICT



RELIABILITY

ACCESIBILITY

EFFICIENCY

SAFETY

COMMUNITY NETWORKING



# EXECUTIVE DIRECTOR INTRODUCTION

- Craig Johnston, Sunset Empire Transportation District Executive Director
- Over 25 years of transit experience in Oregon and Washington State. Oregon Transit Association Board Member.
- Started my career as a part-time relief operator and was most recently the Operations Manager at Basin Transit Service in Klamath Falls, Oregon.
- Began at Sunset Empire October 29, 2023.



**RELIABILITY**

**ACCESIBILITY**

**EFFICIENCY**

**SAFETY**

**COMMUNITY NETWORKING**



# BOARD OF COMMISSIONERS

SETD is guided by a 7 Member elected Board of Commissioners:

- Debbie Boothe-Schmidt – Chair
- Tracy MacDonald – Vice Chair
- Pamela Alegria – Secretary/Treasurer
- Rebecca Read
- Charles Withers
- Guillermo Romero
- Paul Lewicki



RELIABILITY

ACCESIBILITY

EFFICIENCY

SAFETY

COMMUNITY NETWORKING



# SUNSET EMPIRE FACTS

- On March 24, 1993, the Clatsop County Board of Commissioners voted to create the district with the help of a state transit grant.
- Sunset Empire Transit is a Special District similar to Fire and Irrigation Districts within the state of Oregon.
- The District relies on Property taxes, Timber taxes, State taxes, Federal Funding, and bus fares to provide services to the citizens of Clatsop County.



RELIABILITY

ACCESSIBILITY

EFFICIENCY

SAFETY

COMMUNITY NETWORKING



# WHO WE ARE AND WHAT WE DO

---



Sunset Empire Transportation District operates all facets of public transportation with our own employees in Clatsop County. The leadership team of the District consists of an Executive Director, a Chief Operating Officer, a Finance Manager, a Mobility Manager, an Executive Assistant, and a Human Resources Manager.



Today: The District operates 4 Fixed route buses and 3 to 5 Para-transit buses for door-to-door service for seniors and persons with disabilities. The District serves a population of over 41,000. We averaged 500 daily riders before our services ceased. Since restarting services, we average about 250 daily riders.

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RELIABILITY

ACCESIBILITY

EFFICIENCY

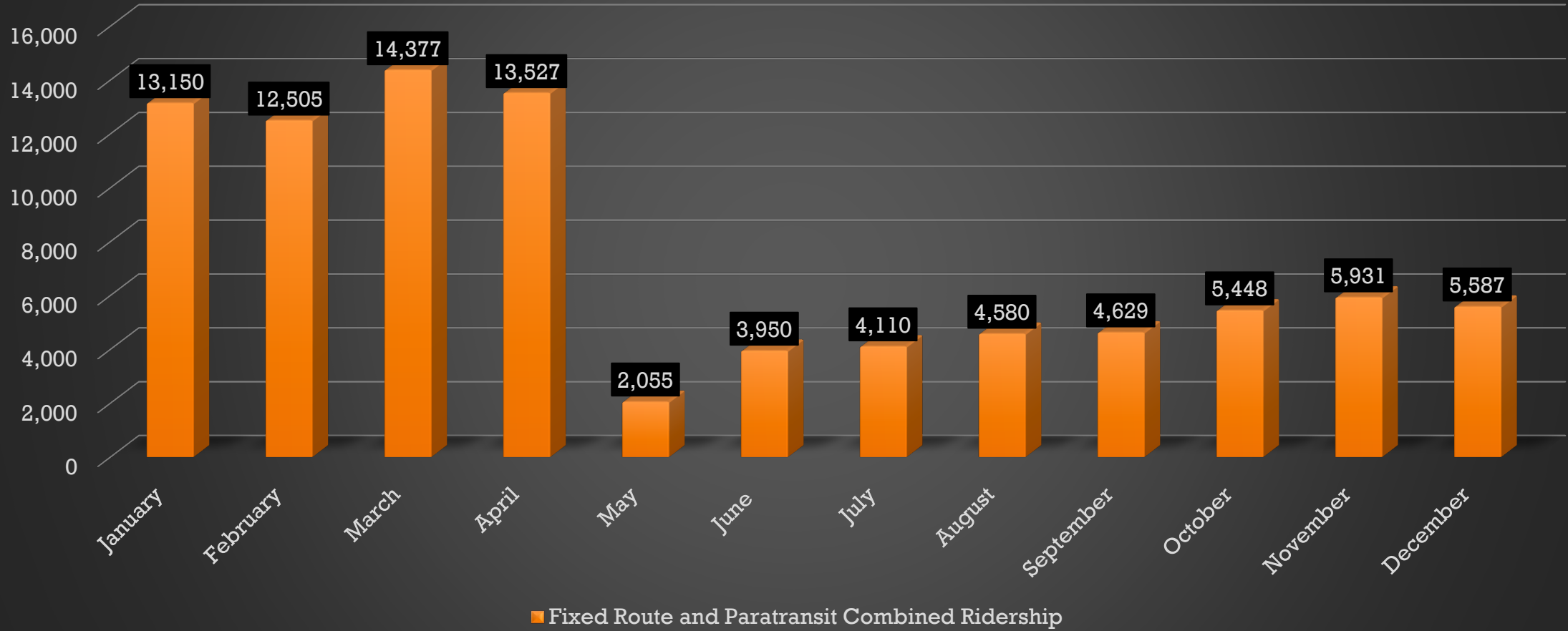
SAFETY

COMMUNITY NETWORKING



# SUNSET EMPIRE RIDERSHIP

## TOTAL RIDERSHIP BY MONTH 2023



RELIABILITY

ACCESSIBILITY

EFFICIENCY

SAFETY

COMMUNITY NETWORKING



# THE FINANCIAL CRISIS-WHAT HAPPENED?

- In April of 2023 Sunset Empire ran out of money and shut down all services, but WHY did that happen?
- SETD was delayed in receiving Federal funding. During the delayed disbursement of Federal funds, SETD utilized state and local funds to meet payroll and continue serving the citizens of Clatsop County.
- The Board of Directors and ODOT were presented inaccurate financial information that reported the district still had over 800K in funds available. The Board of Directors was not made aware of SETD's precarious financial position until mid-April 2023.





# THE FINANCIAL CRISIS-WHAT HAPPENED?

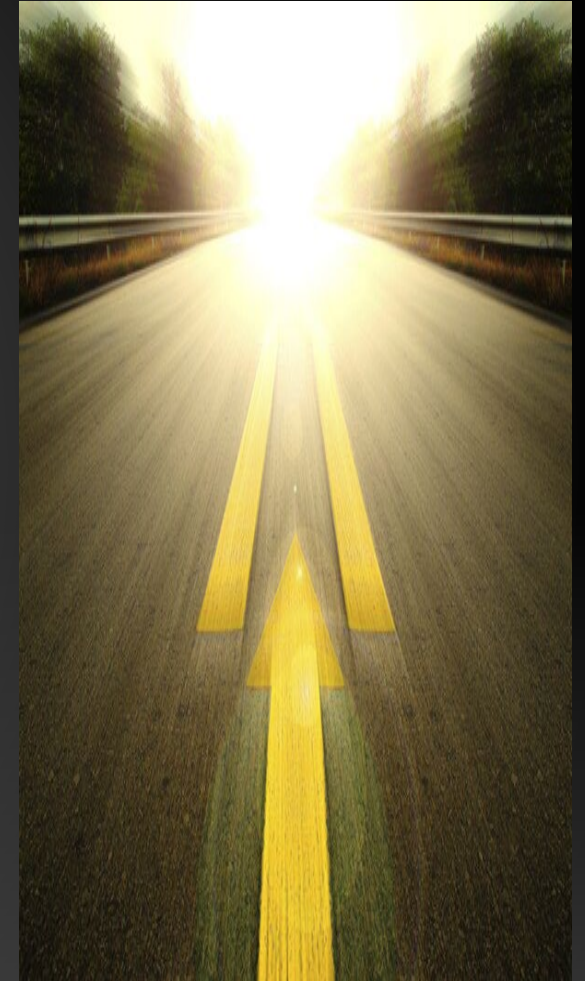
- Eventually the state and local funds that SETD was using to provide services to the citizens of Clatsop county ran out, and SETD ceased operations on 4/29/2023.
- With the help of Governor Tina Kotek, State Senator Suzanne Weber and State Representative Cyrus Javadi, SETD was given a \$1,000,000 loan from the Oregon Transportation Infrastructure Bank to restart services the following week. This loan will be paid back on a quarterly basis through the year 2027.





# THE WAY FORWARD

- Better Community networking with other community service providers and leaders! Cooperative and constructive expansion in the future to meet the needs and interests of OUR community.
- Transparency of SETD's finances through improved reporting and fiscal oversight. Accurate, current, and complete disclosure of the district's financial standing.
- Board approved policies that diversify the roles in our small organization. Budget oversight, travel restrictions, and whistleblower protections are now in place.



**RELIABILITY**

**ACCESIBILITY**

**EFFICIENCY**

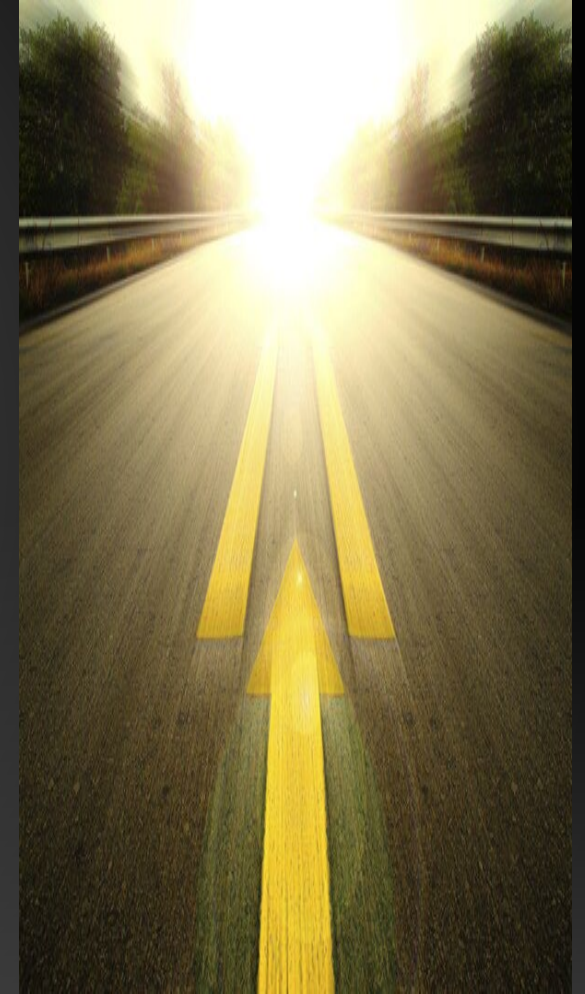
**SAFETY**

**COMMUNITY NETWORKING**



# THE WAY FORWARD

- Divest of the Executive Director being the sole authority in all financial reporting and budget preparation.
- Required staff and Board of Commissioners training on District Financial Management. The Executive Director, Finance Director, and 6 board members have attended ODOT's Transit District Financial Management training.
- Having a reserve fund set aside to prevent any future disruptions of service.
- And Finally, a fiscally responsible restoration of services.



**RELIABILITY**

**ACCESIBILITY**

**EFFICIENCY**

**SAFETY**

**COMMUNITY NETWORKING**



# THANK YOU

## Contacts:

Craig Johnston  
Executive Director  
[cjohnston@ridethebus.org](mailto:cjohnston@ridethebus.org)  
(503)861-5399

Debbie Boothe-Schmidt  
Chair, Board of Commissioners  
[debbie@ridethebus.org](mailto:debbie@ridethebus.org)  
(503)338-3645

Jennifer Geisler  
Chief Operations Officer  
[jennifer@ridethebus.org](mailto:jennifer@ridethebus.org)  
(503)861-5364



RELIABILITY

ACCESSIBILITY

EFFICIENCY

SAFETY

COMMUNITY NETWORKING

February 19, 2024

Don Beck, Interim Harbormaster &  
Esther Moberg, City Manager

# Warrenton Marinas Action Plan

# Hammond Marina

# Options staff don't recommend:

**Replace entire Hammond Marina at once:**

**\$20-25 million dollars**

**Includes:**

**Redesign, Dredging, new pilings, adding fingers, All new docks (composite) and walkways, new hoist, etc.**



# The Good News!

Hammond Marina

# Hammond Marinas

**The Good News: Hammond Marina model is sustainable and replicable.**

**First things first: (The next 1-3 years)**

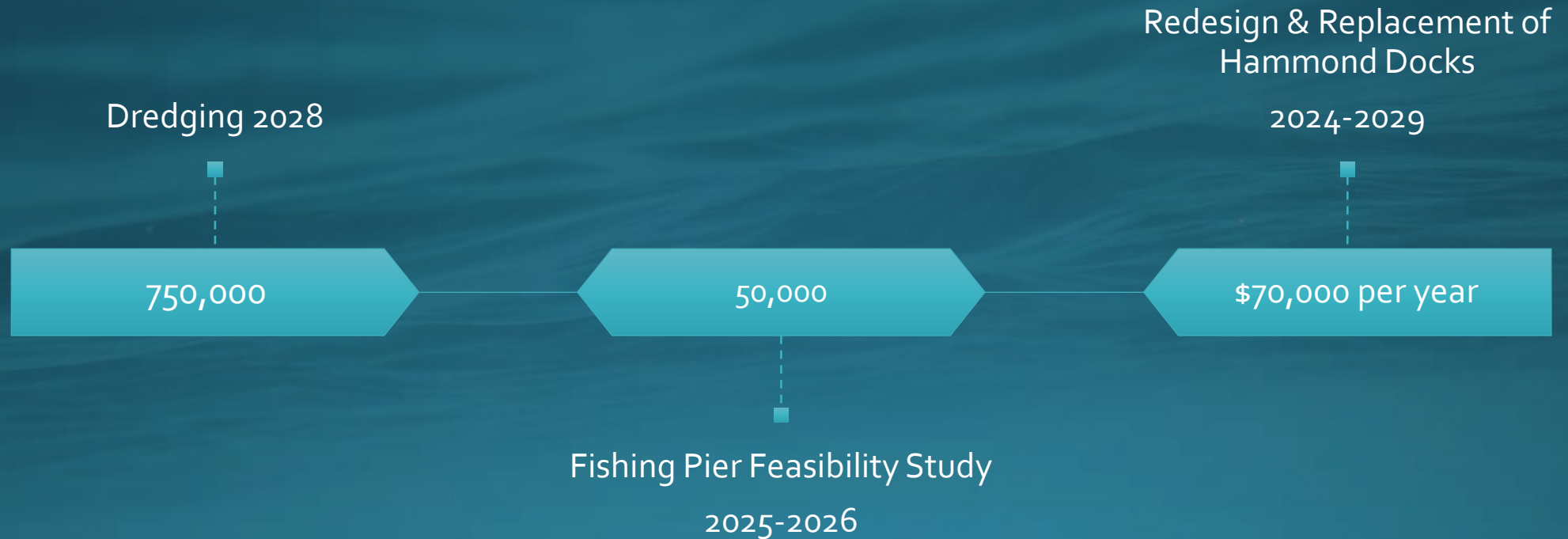
- **Replacing Pilings**
- **Redesign of Docks Layout**
- **Continue to replace significant linear feet of docks as time/budget permit**
- **Dredging**
- **Revetment for erosion control of the banks of the Marina & Seafarers Park**
- **Future Urban Renewal and revitalization of the Marina with Development projects**

# We Can Do It!



# Projects at Hammond Marina

## What you can expect to see in CIPs



# Projects at Hammond Marina

## What you can expect to see in CIPs

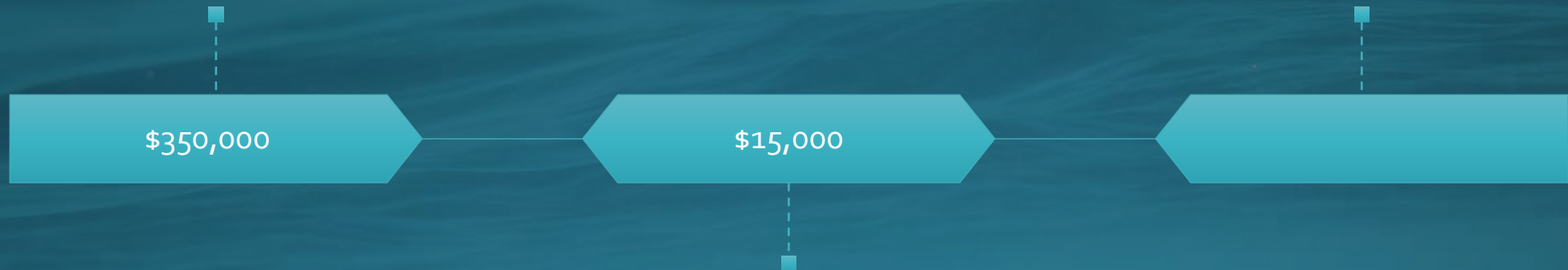


# Projects at Hammond Marina

## What you can expect to see in CIPs

Erosion Revetment Rock at  
Seafarers Park/Viewing Area

2024-2025



Dumpster Enclosure 2025-2026

# Warrenton Marina

# Options staff don't recommend:

**Replace entire Marina at once:  
\$30-50 million dollars**

**Includes:**

**Redesign, dredging, new pilings, adding fingers, all new docks (composite) and walkways, new hoist, etc.**



# Challenges We Face

Warrenton Marina

# Warrenton Marina Phase #1

Redesign & Focus on

E Dock & H Dock

2024-2029

# Projects at Warrenton Marina

## What you can expect to see in CIPs



# Projects at Warrenton Marina

## What you can expect to see in CIPs



# Projects at Warrenton Marina

## What you can expect to see in CIPs



# Summary

In conclusion: Hammond Marina has an easy to tackle plan. Warrenton Marina has challenges and some hefty price tags but staff believe we can and will be able to renovate, replace, and improve the Warrenton Marina over the next 5-10 years as Capital Reserve Funds allow.



February 13, 2024

Dear Burlington Northern Railroad

It is my understanding that the property you own along the Columbia River in the town of Warrenton Oregon at the approximate intersection of Gray and Fifth streets with Clatsop County tax lot 81005DD00200 has sustained a lot of erosion from this winter's tides. Neighboring properties have also been affected by these tides, (Tax lot numbers, 81005DD00300, 81005DD00400). The owners of tax lot 81005DD00300 have gone to tremendous expense in the past few years to fix this ongoing issue of erosion of this embankment.

I am writing this to inform you of this issue and to notify you of the damage to your section of the embankment. Currently the owners of tax lot 81005DD00300 are working on fixing their section in accordance with the standards set forth by the United States Army Corps of Engineers.

I am sure that you are aware of the constant weather and dramatic tidal influx and impact that happens on this section of the Columbia River and that it is only now a matter of time before the rest of your property ends up in the Columbia River and other neighbors become affected.

Sincerely,

Henry A. Balensifer III, Mayor



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Dawne Shaw, City Recorder  
DATE: February 27, 2024  
SUBJ: Warrenton Municipal Code Update – Noise Variances for Emergency Work; Ordinance No. 1271

### SUMMARY

The City has had multiple instances where emergency repair work needed to take place outside of the permitted hours due to in-water work and low-tide timeframes. After several requests to the City Commission for noise variances, the Commission has stated the desire to allow for these variances without coming to them for permission. The current Warrenton Municipal Code outlines what constitutes “unnecessary noise,” and the permitted hours, therefore staff are requesting an update to the code. Ordinance No. has been prepared for your consideration.

### RECOMMENDATION/SUGGESTED MOTION

*“I move to conduct the first reading of Ordinance No. 1271; Amending Warrenton Municipal Code Title 9, Public Peace and Welfare, Chapter 9.04.040; Unnecessary Noise.”*

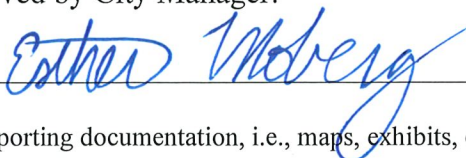
### ALTERNATIVE

N/A

### FISCAL IMPACT

N/A

Approved by City Manager:

  
\_\_\_\_\_

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

**Ordinance No. 1271**  
**Introduced by All Commissioners**

**An Ordinance Amending Warrenton Municipal Code Title 9, Public Peace and Welfare, Chapter 9.04.040; Unnecessary Noise; and Amending Section 4 of Ordinance No. 851-A**

**WHEREAS**, the Warrenton Municipal Code currently allows a noise variance, outside of the permitted hours, to be granted by special permit;

**WHEREAS**, the City of Warrenton occasionally has emergency circumstances that require construction work to take place outside of the permitted hours, due to tidal requirements and other variables; and

**WHEREAS**, per the current language in Chapter 9.04.040 of the WMC, the City must request permission from the City Commission for a variance for emergency work, resulting in potential delays; and

**WHEREAS**, the City Commission finds it appropriate to amend the Warrenton Municipal Code to update permissions for noise variances for emergency work to meet the City's needs; and

**NOW, THEREFORE**, the City of Warrenton ordains as follows:

**Section 1.** Amending Ordinance No. 851-A, Sections 4 – (4) and (5); Amending Warrenton Municipal Code Section 9.04.040, to read as follows:

[new language; deleted language]

**9.04.040 Unnecessary noise.**

No person shall create or assist in creating or permit the continuance of unreasonable noise in the City. The following enumeration of violations of this section is not exclusive but is illustrative of some unreasonable noises.

A. Keeping an animal that, by loud and frequent continued noise, disturbs the comfort and repose of a person in the vicinity.

B. Using an engine, thing or device that is so loaded, out of repair or operated in such a manner as to create a loud or unnecessary grating, grinding, rattling or other noise.

C. Using a mechanical device operated by compressed air, steam or otherwise, unless the noise created by it is effectively muffled.

D. ~~Construction, excavation, demolition, alteration or repair of a building between the hours of 6:00 p.m. and 7:00 a.m., except by special permit granted by the City.~~ Construction, excavation demolition, alteration or repair of a building or infrastructure, including streets, embankments, sewer and

water lines, between the hours of 6:00 p.m. and 7:00 a.m. that is loud enough to disturb persons in its vicinity or in a manner that makes it a public nuisance. However, in the case of an emergency repair, the City Manager may grant permission to make emergency repairs after hours for a period of 48 hours, in order to assist public safety, maintain public services, or reduce loss to property or life safety. Any scheduled repairs that require work to be done between the hours of 6:00 p.m. and 7:00 a.m. shall be brought to the City Commission for approval.

E. Using or operating ~~an automatic or electric piano, phonograph, loudspeaker or~~ a sound-amplifying device so loudly that it disturbs persons in its vicinity, or in a manner that makes it a public nuisance. However, on application to the City Commission, permits may be granted to broadcast music, news, speeches or general entertainment.

**Section 2.** This Ordinance shall become effective 30 days after its adoption by the Commission of the City of Warrenton.

**First Reading:**

**Second Reading:**

**ADOPTED** by the City Commission of the City of Warrenton, Oregon this \_\_\_\_ day of \_\_\_\_\_, 2024.

Approved:

Attest:

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder



## AGENDA MEMORANDUM

TO: The Warrenton City Commission  
FROM: Dawne Shaw, City Recorder  
DATE: February 27, 2024  
SUBJ: Updating Order of Business for regular City Commission meetings  
(Resolution 2666)

### SUMMARY

City staff are requesting an update to the City Commission regular meetings Order of Business, to include a section for Reports and Presentations. This would be a place on the agenda for staff/departments reports, and also reports and presentations by outside entities, which do not require a motion or vote of approval. This addition to the agenda would allow for questions or discussion on reports, without pulling them out of the consent calendar. Staff have prepared Resolution No. 2666 for your consideration.

### RECOMMENDATION/SUGGESTED MOTION

*"I move to adopt Resolution No. 2666; a Resolution Updating the Order of Business for Regular Warrenton City Commission Meetings; Repealing Resolution No. 2516 and all Resolutions in Conflict."*

### ALTERNATIVE

Other action as deemed appropriate by the City Commission

### FISCAL IMPACT

N/A

Approved by City Manager: \_\_\_\_\_

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

RESOLUTION NO. 2666

Introduced by All Commissioners

A RESOLUTION UPDATING THE ORDER OF BUSINESS FOR REGULAR WARRENTON  
CITY COMMISSION MEETINGS; REPEALING RESOLUTION NO. 2516 AND ALL  
RESOLUTIONS IN CONFLICT

WHEREAS, City of Warrenton staff would like to add a section on the City Commission meeting agendas for staff/department reports, and reports or presentation from outside entities; and

WHEREAS, staff believe this would be beneficial and allow for questions or highlights on items that do not require City Commission approval or motion; and

WHEREAS, City of Warrenton staff hereby request to update the Order of Business for City Commission regular meetings, to add a section for Reports and Presentations;

NOW, THEREFORE, BE IT RESOLVED that the City Commission of the City of Warrenton that the following Order of Business for regular Commission Meetings is hereby established:

1. Call to Order
2. Pledge of Allegiance
3. Consent Calendar
4. Commissioner Reports
5. Public Comment
6. Reports and Presentations
7. Public Hearings
8. Business Items
9. Discussion Items
10. Good of the Order
11. Executive Session
12. Adjournment

This resolution shall take effect immediately upon its passage.

Adopted by the City Commission of the City of Warrenton this \_\_\_\_ day of \_\_\_\_\_ 2024.

APPROVED

ATTEST

\_\_\_\_\_  
Henry A. Balensifer III, Mayor

\_\_\_\_\_  
Dawne Shaw, CMC, City Recorder