



AGENDA

MARINA ADVISORY COMMITTEE

May 20, 2024 at 2pm

Warrenton City Commission Chambers – 225 S Main Ave

Warrenton, OR 97146

Public Meetings will also be audio and video live streamed. Go to <https://www.ci.warrenton.or.us/administration/page/live-stream-public-meetings> for connection instructions.

1. **CALL TO ORDER**

2. **PUBLIC COMMENTS**

3. **CONSENT CALENDAR**

A. Meeting Minutes March 2024

4. **OLD BUSINESS ITEMS**

A. Harbormaster Report

B. YTD Revenue Report

C. Crab Cooking in the Marinas – Mike Balensifer

D. Update on Sunken Vessel Removal – Mike Balensifer

5. **NEW BUSINESS ITEMS**

A. April Work Session Review – Chairperson Lylla Gaebel

6. **DISCUSSION ITEMS**

A. Event Fundraiser – Jen Fowler

B. September Meeting Planning – Chairperson Lylla Gaebel

7. **GOOD OF THE ORDER**

8. **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) 861-2233 at least 48 hours in advance of the meeting so appropriate assistance can be provided.

MINUTES
Marina Advisory Board
March 18, 2024
Warrenton City Hall – Commission Chambers
250 S Main
Warrenton, OR 97146

Chairperson Lylla Gaebel called the meeting to order at 2:00 p.m.

Marina Advisory Board Members Present: Chair Lylla Gaebel, Vice Chair Bill Kerr, Mike Balensifer, Jen Fowler.

Staff Present: City Manager Esther Moberg, Interim Harbormaster Don Beck, Marina Office Assistant Jessica McDonald

CONSENT CALENDAR

Meeting minutes from 2.26.24 were presented by staff.

Bill Kerr made a motion to approve minutes. Motion was seconded by Jen Fowler and motion passed unanimously.

DISCUSSION

The committee discussed crab cooking in the Marina in relation to the public comments received at February's meeting. The committee recommended better signage to staff to protect the area where crab cooking water is being dumped to prevent bank erosion.

Interim Harbormaster Don Beck gave an update on the M & N electrical repair project, parts for the repair/upgrade should be in soon and once parts are in the project should be done rather quickly.

Don Beck shared his update on dock repairs and the large repair staff has completed on H Dock in the Warrenton Marina.

Jen Fowler shared her idea for a t-shirt fundraiser, committee discussed ideas.

Bill Kerr made a motion to recommend staff pursue ordering t-shirts as a Marina fundraiser. Jen Fowler seconded the motion and it passed unanimously.

Jen Fowler shared ideas for an example fishing derby that could possibly be used as a marina fundraiser during Buoy 10 season. The committee discussed needing to wait until 2025 buoy 10 season to allow for further planning. Jen may still do a trial run this year and let the committee know how it goes.

Mike Balensifer asked about the Transient Room Tax for Hammond and what percentage the marina is eligible for.

Jen Fowler shared photos from her very successful SOLVE event she organized to help clean up the Hammond Marina and the Parks & Trails of Warrenton.

The next Marina Advisory meeting is set for April 15th, 2024 at 2pm at the Warrenton Commission Chambers. There being no further business for this meeting, Chair Lylla Gaebel adjourned the meeting at 3:16 p.m. Respectfully prepared and submitted by Jessica McDonald, Marina Office Assistant.

APPROVED:

ATTEST:

Lylla Gaebel, Marina Advisory Board Chairperson

Jessica McDonald, Marina Office Assistant

Harbor Master Report

April and May

2024

Esther has been busy posting the Harbor Master position and going through the interview process. She is hoping to fill that position by June first.

Staff have been working on the Hammond docks. A and B docks have been gone through with repairs made and pressure washed and are ready for the upcoming season.

Staff is finishing up repairs on D and E docks, the North end of D dock will take some extra time due to the more than usual damage this year. About 80Lft of main dock needs to be rebuilt. Before we take on the North end of D-dock project, the staff is going to put their efforts into the repair of all three ramps. C dock also took on damage this year, but we have confidence that it also will be ready for the boats this season. Compared to last year repairs are ahead of schedule.

The pier has had a lot of activity with boat repairs and the hoist busy offloading crab and switching gear from crab to shrimp. Several boats have made their journey to Alaska opening up some slips for the waiting transient boats.

M and N electrical services will be completed in the next 4 weeks.

Staff have been putting in a lot of effort to keep up with the mowing and weed eating at both marinas. Public Works will be mowing the inside of the dikes that surround the Warrenton inner basin soon.

The office has been busy, with boaters looking for moorage for the upcoming year. This year again there are more customers wanting slips than we have available.

Respectfully submitted,

Don Beck Interim Harbor Master



City of Warrenton Marinas Revenue
Updated 4.30.24

WARRENTON MARINA							
REVENUE	BUDGET	Q1	Q2	Q3	Q4	YTD	%
OSMB - MAP GRANT	\$ -						
MOORAGE CREDITS							
ANNUAL MOORAGE	\$ 345,000	\$ 333,035	\$ 910	\$ 1,568	\$ 515	\$ 336,028	97%
TRANSIENT DAILY	\$ 50,000	\$ 49,871	\$ 700	\$ 5,870	\$ -	\$ 56,441	113%
ELECTRIC	\$ 50,000	\$ 8,787	\$ 14,475	\$ 22,652	\$ 7,351	\$ 53,265	107%
DRY STORAGE	\$ 35,000	\$ 4,430	\$ 6,460	\$ 6,915	\$ 2,245	\$ 20,050	57%
LAUNCH RAMP	\$ 30,000	\$ 21,700	\$ 640	\$ 260	\$ 310	\$ 22,910	76%
HOIST	\$ 30,000	\$ 2,800	\$ 7,300	\$ 16,100	\$ 5,900	\$ 32,100	107%
MONTHLY MOORAGE	\$ 35,000	\$ 52,617	\$ 5,240	\$ -	\$ -	\$ 57,857	165%
PARKING	\$ 30,000	\$ 26,780	\$ 230	\$ 70	\$ 70	\$ 27,150	91%
OVERNIGHT STAY	\$ 25,000	\$ 29,600	\$ 50	\$ -	\$ 50	\$ 29,700	119%
LIVEABOARD FEES	\$ 4,000	\$ 975	\$ 975	\$ 975	\$ 325	\$ 3,250	81%
WORK SLIP	\$ 6,000	\$ 300	\$ 900	\$ 1,400	\$ 600	\$ 3,200	53%
REPAIR CHARGES	\$ 5,000	\$ 75	\$ 220	\$ 3,168	\$ -	\$ 3,463	69%
PIER USE	\$ 15,000	\$ 2,500	\$ 1,400	\$ 14,931	\$ 3,876	\$ 22,707	151%
FACILITY USE	\$ 42,000	\$ 39,000	\$ 431	\$ 990	\$ 85	\$ 40,506	96%
Fisherman's & Farmers M	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	0%
MISCELLANEOUS	\$ 1,000	\$ 394	\$ 11,370	\$ 108	\$ -	\$ 11,873	1187%
INTEREST EARNINGS	\$ 25,000	\$ 15,699	\$ 10,500	\$ 13,436	\$ 4,370	\$ 44,005	176%
LEASE RECIPITS	\$ 16,959	\$ 3,480	\$ 1,425	\$ 1,425	\$ 475	\$ 6,805	40%
TOTALS	\$ 745,959	\$ 592,043	\$ 63,227	\$ 89,869	\$ 26,171	\$ 771,309	103%

HAMMOND MARINA							
REVENUE	BUDGET	Q1	Q2	Q3	Q4	YTD	%
MOORAGE CREDITS							
ANNUAL MOORAGE	\$ 150,000	\$ 166,183	\$ (966)	\$ -	\$ -	\$ 165,217	110%
TRANSIENT DAILY	\$ 10,000	\$ 8,695	\$ 725	\$ 100	\$ 75	\$ 9,595	96%
ELECTRIC	\$ 1,000	\$ 379	\$ 36	\$ -	\$ 25	\$ 440	44%
LAUNCH RAMP	\$ 105,000	\$ 83,380	\$ 95	\$ 2,300	\$ 600	\$ 86,375	82%
MONTHLY MOORAGE	\$ 20,000	\$ 20,350	\$ 17,930	\$ -	\$ -	\$ 38,280	191%
PARKING	\$ 35,000	\$ 30,360	\$ 5,450	\$ 820	\$ 120	\$ 36,750	105%
OVERNIGHT STAY	\$ 50,000	\$ 41,900	\$ 1,550	\$ 50	\$ 200	\$ 43,700	87%
FACILITY USE	\$ 15,000	\$ 14,925	\$ 45	\$ 20	\$ 15	\$ 15,005	100%
MISCELLANEOUS	\$ 3,000	\$ 525	\$ 1,075	\$ -	\$ -	\$ 1,600	53%
INTEREST EARNINGS	\$ 20,000	\$ 19,852	\$ 12,051	\$ 18,900.68	\$ 5,863	\$ 56,667	283%
LEASE RECIPITS	\$ 10,161	\$ 3,407	\$ 3,387.00	\$ 3,387	\$ 1,129	\$ 11,310	111%
TOTALS	\$ 419,161	\$ 389,956	\$ 41,379	\$ 25,578	\$ 8,027	\$ 464,940	111%



HAMMOND MARINA
MARKET AND BAIT SHOP DEVELOPMENT
04.23.24



SITE CONTEXT

Hammond Marina Market and Bait Shop Development

The Hammond Marina Market is a destination and meeting place for travelers, boaters, and local residents. Serving as a hub for all Marina operations, water oriented recreation and local offerings, the Market and Bait Shop will provide a local fishing supplies, market foods and spaces for individuals and groups to converge to prepare for the day and relax on their return while the the catch of the day is processed. The market would include a dry goods and fishing supply store, seating areas, a fish market and processing center with a covered entrance for drop of and supply pick up.

Staying connected to the marina activity is an essential aspect of the project, dedicating amenity spaces within the market hall to support recreational fishing and crabbing with staging and cleaning areas.

The development would serve three main demographics of locals, travelers, and water oriented recreators.

Zoning

R-C RECREATIONAL-COMMERCIAL

Site by Plat = 124,634 SF / 2.89 Acres
Site by RFP = 56,628 SF / 1.3 Acres

16.56.040 Development Standards

Yards	The minimum yard depth for portions of the property abutting a public right-of-way or non-commercial district is 15 feet.
Lot Coverage	Buildings shall cover not more than 75% of the lot area.
Landscaped Open Area	A minimum of 5% of the total lot area will be maintained as landscaped open area.
Building Heights	No building shall exceed a height of 40 feet above grade.

Programming

Bait Shop

- Bait supply
- Ice supply
- Guide brokering / meeting location
- Processing
- Fish and crab processing / packaging
- Crab boil station
- Boat wash

Market

- Commercial fish sales and distribution
- Retail
- Food and Beverage dry goods
- Food and Beverage fresh
- Seating areas for food service, gathering and viewing processing
- Restrooms

Fishermans supply

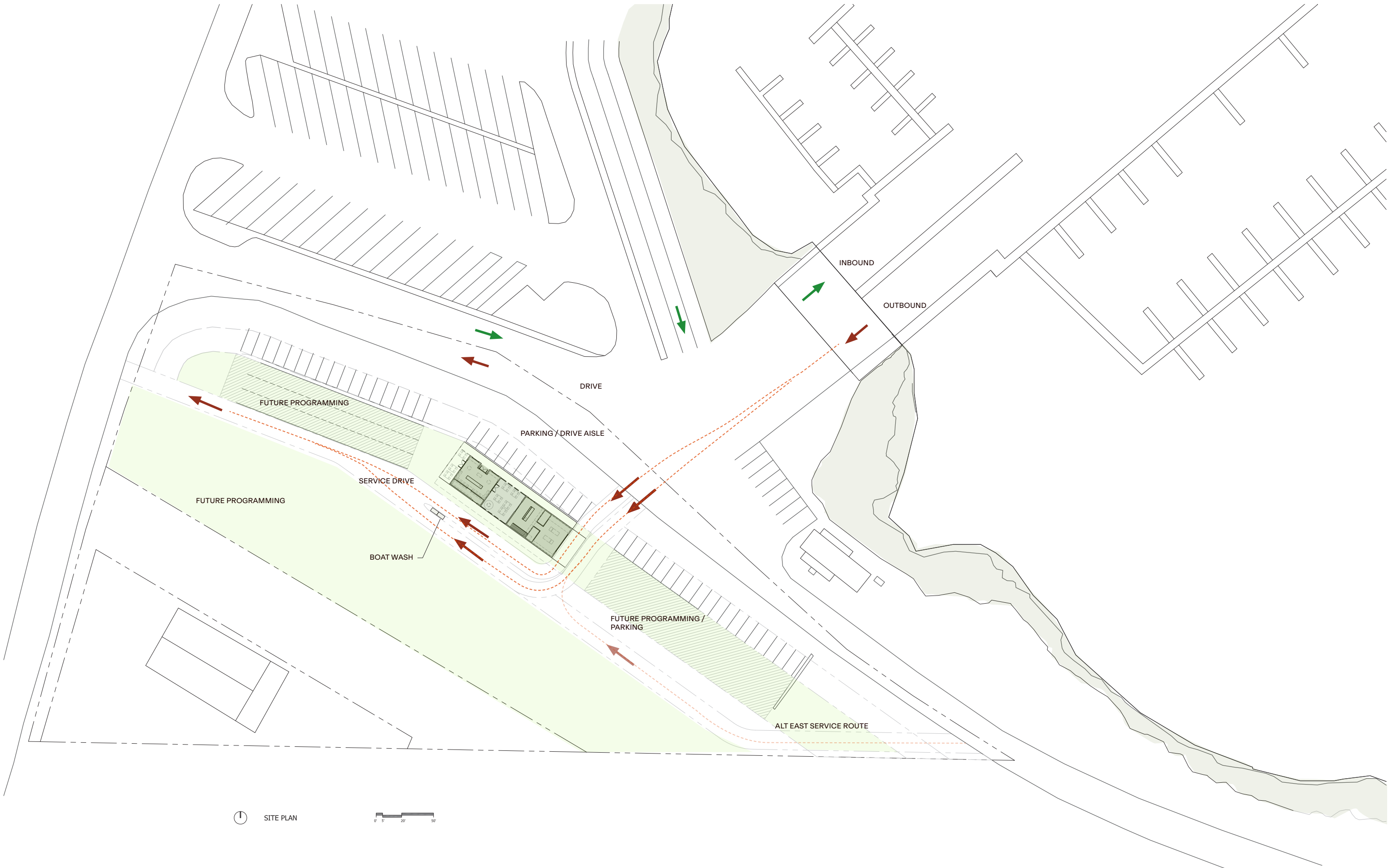
- Boat maintenance supplies/parts
- Fishing Tackle
- Storage lockers
- Utility/ Services / BOH

Circulation

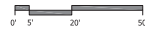
- Store access: walk / drive
- Vehicular access
- Vehicular access with boats for loading / unloading
- Parking

Approach and Vision

This project has enormous potential to function as a new organizational center for the Marina providing for diverse uses including year long recreational fishing and boating, day tripping coastal travelers, and locals where the location and amenities can serve as a destination for an array of activities and events.



SITE PLAN



VISION AND APPROACH

A WORKING WATERFRONT

The Fishermans Supply is the heart and operational foundation of the Marina and is part of a working waterfront. The design of the new building will be driven by the work flow of the Marina across a daily cycle providing a series of essential services including bait and ice for outbound boats, fishing supplies, a dry goods and retail market, food service, and processing, including a crab boil station.

The building character and function is informed by the services and functions it provides looking to the utility and simplicity of historic fishing villages, markets, bait and tackle shops, and equipment.



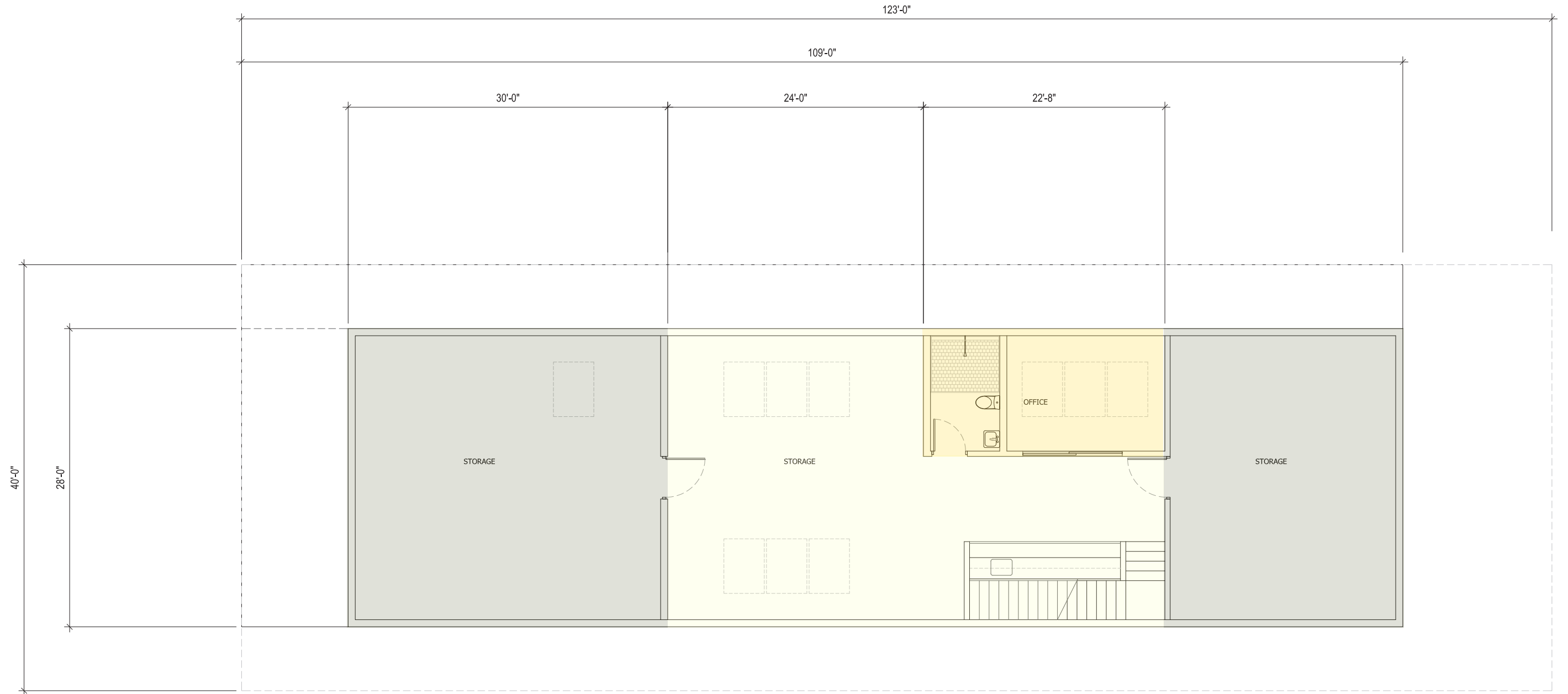


GENERAL STORES / BAIT AND TACKLE



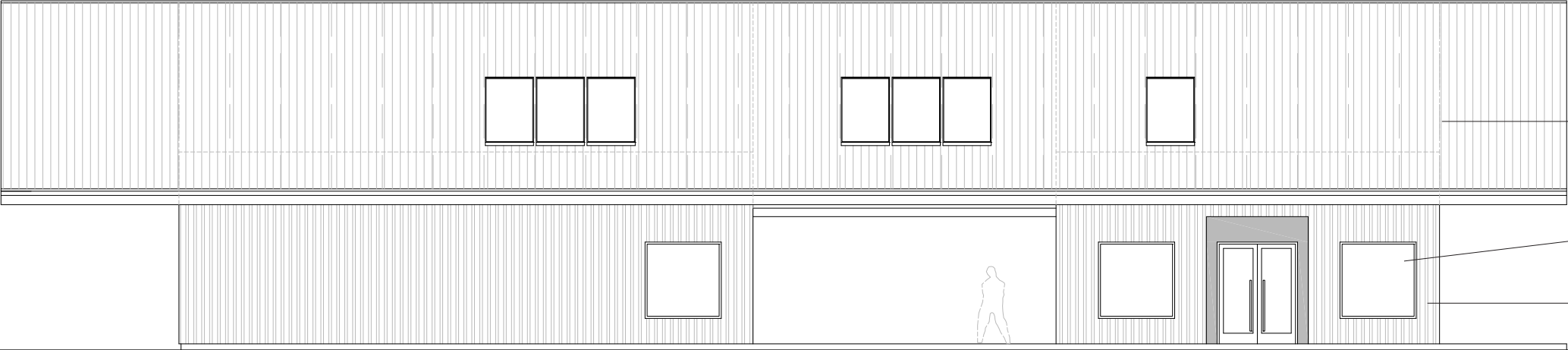
DRY GOODS MARKET / BAIT SHOP	808 GSF
FISH MARKET / PROCESSING	1260 GSF
TOTAL GROUND FLOOR	3706 GSF
TOTAL PROJECT	6437 GSF

GROUND FLOOR

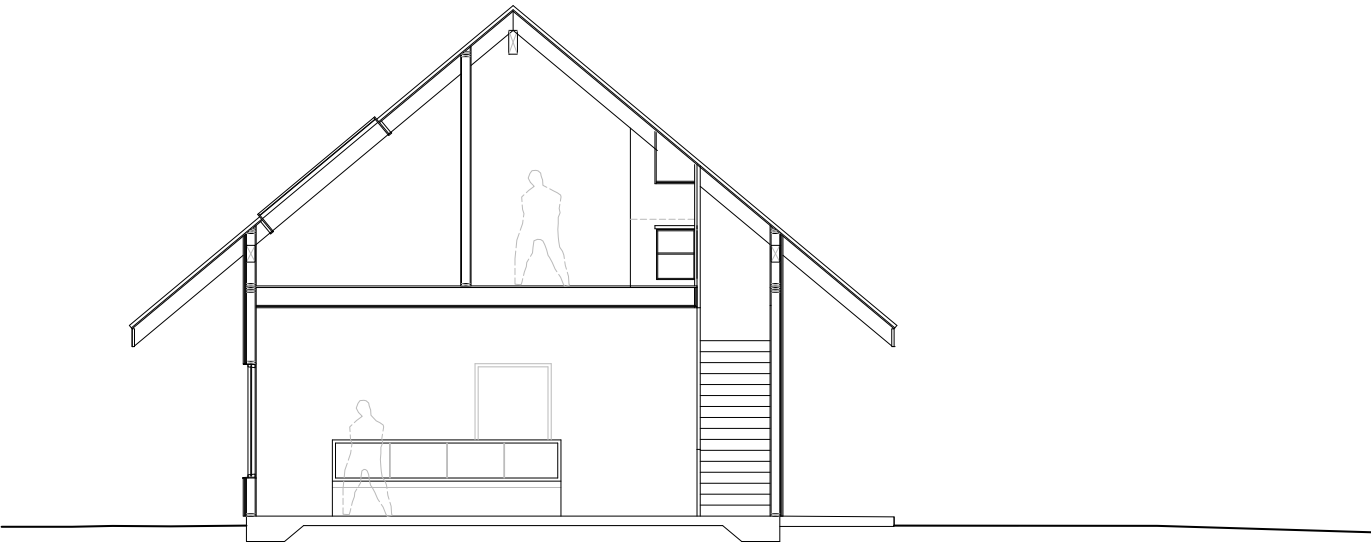


STORAGE / SUPPLIES 2550 GSF
OFFICE 181 GSF

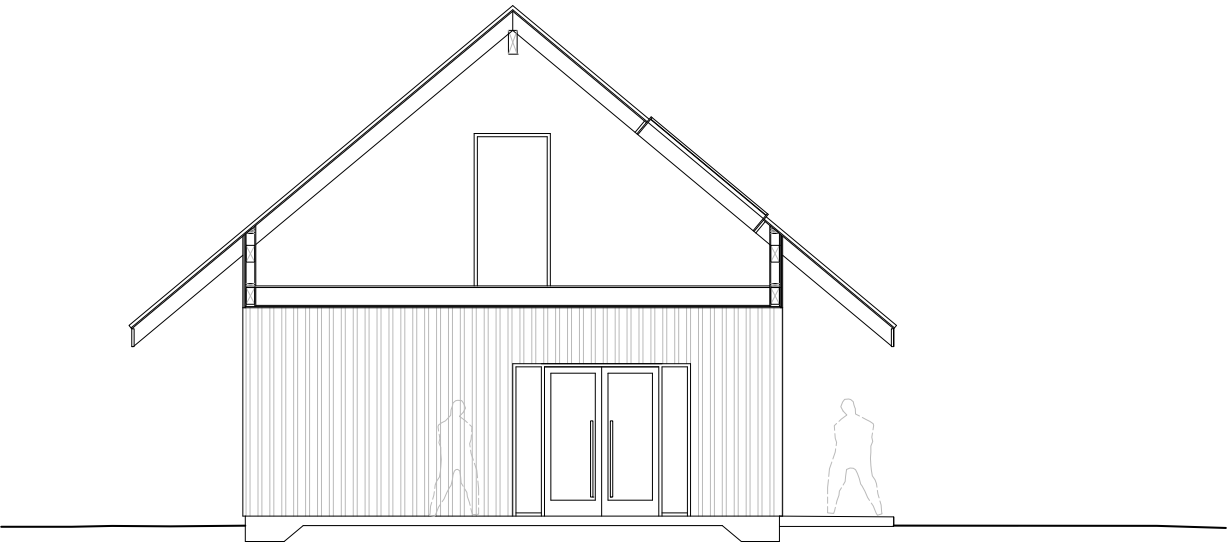
SECOND FLOOR



NORTH ELEVATION



SECTION A



SECTION B



AXON AND WEST DRIVE APPROACH



EAST AND WEST DRIVE APPROACH