



AGENDA

MARINA ADVISORY COMMITTEE

September 16, 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 May 2024

4. **OLD BUSINESS ITEMS**

A. Harbormaster Report

B. YTD Revenue Report

5. **NEW BUSINESS ITEMS**

A. Introduce New Secretary – Shara Ford

B. Buoy 10 Review

C. Update on Warrenton & Hammond Redesign

D. Update on Oregon Clean Marinas

6. **DISCUSSION ITEMS**

A. Derelict Vessel Prevention

B. Staff Goals and Priorities for Winter Maintenance and Dock Repairs

C. Advisory Board Goals for October – May Meetings

D. Partnership for Success

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
May 20, 2024
Warrenton City Hall – Commission Chambers
250 S Main
Warrenton, OR 97146

Chairperson Lylla Gaebel called the meeting to order at 2:05 p.m.

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

Staff Present: City Manager Esther Moberg, Marina Office Assistant Jessica McDonald

CONSENT CALENDAR

Meeting minutes from 3.18.24 were presented by staff.

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

DISCUSSION

Mike Balensifer initiated a discussion about how cooking and cleaning crab in the Hammond Marina might be contributing to erosion along the marina's bank. With the rise in crabbing popularity, staff will take committee concerns into account and may seek feedback on future policy recommendations.

The board emphasized the importance of removing the vessel *Suzanne*. Staff acknowledged the challenges faced with this project but remain committed to making progress.

Jen Fowler presented the building plans for the new Big Game Bait Shop. The committee discussed the design and façade, expressing support for Fowler's design. The exterior façade colors may be reviewed by the committee in the future.

Jen Fowler proposed hosting a "Welcome to Buoy 10" event as a fundraiser for the marina and to draw more visitors during slower times. The committee discussed various possibilities, including a fisherman's market and other fundraising ideas. The board also decided to explore the revival of the sponsorship program initiated by Pam Ackley. Committee discussed reaching out to businesses in the future to move the sponsorship program forward.

The next Marina Advisory meeting is set for September 16h, 2024 at 2pm at the Warrenton Commission Chambers. There being no further business for this meeting, Chair Lylla Gaebel adjourned the meeting at 3:49 p.m. Respectfully prepared and submitted by Jessica McDonald, Harbormaster.

APPROVED:

ATTEST:

Lylla Gaebel, Marina Advisory Board Chairperson

Jessica McDonald, Harbormaster

CITY OF WARRENTON MARINAS - REVENUE COLLECTED THROUGH JULY 31, 2024

WARRENTON MARINA																
REVENUE	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	YTD	%	
OSMB - MAP GRANT	\$ -															
MOORAGE CREDITS																
ANNUAL MOORAGE	\$ 342,000.00	\$ 325,313.00	\$ (1,740.00)											\$ 323,573.00	95%	
TRANSIENT DAILY	\$ 50,000.00	\$ 9,810.00	\$ 27,055.00											\$ 36,865.00	74%	
ELECTRIC	\$ 50,000.00	\$ 3,844.00	\$ 3,837.68											\$ 7,681.68	15%	
DRY STORAGE	\$ 25,000.00	\$ 1,710.00	\$ 2,090.00											\$ 3,800.00	15%	
LAUNCH RAMP	\$ 22,000.00	\$ 1,610.00	\$ 20,730.00											\$ 22,340.00	102%	
HOIST	\$ 23,000.00	\$ 500.00	\$ 1,300.00											\$ 1,800.00	8%	
MONTHLY MOORAGE	\$ 50,000.00	\$ 3,967.00	\$ 46,681.50											\$ 50,648.50	101%	
PARKING	\$ 29,000.00	\$ 850.00	\$ 23,590.00											\$ 24,440.00	84%	
OVERNIGHT STAY	\$ 28,000.00	\$ 700.00	\$ 32,103.00											\$ 32,803.00	117%	
LIVEABOARD FEES	\$ 3,800.00	\$ 325.00	\$ 325.00											\$ 650.00	17%	
WORK SLIP	\$ 3,000.00	\$ 100.00	\$ 300.00											\$ 400.00	13%	
REPAIR CHARGES	\$ 2,000.00	\$ -	\$ -											\$ -	0%	
PIER USE	\$ 10,000.00	\$ 1,200.00	\$ -											\$ 1,200.00	12%	
FACILITY USE	\$ 42,000.00	\$ 24,545.00	\$ 11,595.06											\$ 36,140.06	86%	
Fisherman's & Farmers M	\$ 1,000.00	\$ -	\$ -											\$ -	0%	
MISCELLANEOUS	\$ 5,000.00	\$ 376.66	\$ 859.25											\$ 1,235.91	25%	
INTEREST EARNINGS	\$ 35,000.00	\$ 3,263.89												\$ 3,263.89	9%	
LEASE RECIPITS	\$ 8,564.00	\$ 3,954.70												\$ 3,954.70	46%	
TOTALS	\$ 729,364.00	\$ 382,069.25	\$ 168,726.49	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550,795.74	76%	

HAMMOND MARINA																
REVENUE	BUDGET	July	August	September	October	November	December	January	February	March	April	May	June	YTD	%	
MOORAGE CREDITS																
ANNUAL MOORAGE	\$ 170,000.00	\$ 166,827.00	\$ (1,008.00)											\$ 165,819.00	98%	
TRANSIENT DAILY	\$ 9,000.00	\$ 380.00	\$ 7,159.00											\$ 7,539.00	84%	
ELECTRIC	\$ 500.00	\$ 128.02	\$ 382.12											\$ 510.14	102%	
LAUNCH RAMP	\$ 105,000.00	\$ 12,800.00	\$ 60,470.00											\$ 73,270.00	70%	
MONTHLY MOORAGE	\$ 20,000.00	\$ 525.00	\$ 17,100.00											\$ 17,625.00	88%	
PARKING	\$ 35,000.00	\$ 2,790.00	\$ 15,190.00											\$ 17,980.00	51%	
OVERNIGHT STAY	\$ 45,000.00	\$ 6,050.00	\$ 29,510.00											\$ 35,560.00	79%	
FACILITY USE	\$ 15,000.00	\$ 10,765.00	\$ 3,564.00											\$ 14,329.00	96%	
MISCELLANEOUS	\$ 500.00	\$ 110.00	\$ -											\$ 110.00	22%	
INTEREST EARNINGS	\$ 45,000.00	\$ 3,993.55												\$ 3,993.55	9%	
LEASE RECIPITS	\$ 14,022.00	\$ 1,129.00												\$ 1,129.00	8%	
TOTALS	\$ 459,022.00	\$ 205,497.57	\$ 132,367.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 337,864.69	74%	



WARRENTON & HAMMOND MARINAS

HARBORMASTER REPORT

AUGUST, 2024 // PREPARED BY JESSICA MCDONALD



WARRENTON & HAMMOND MARINAS

Harbormaster Report: August 2024

MONTH IN BRIEF

Introduction:

Buoy 10 kept our staff busy throughout the month of August. We were short one marina maintainer but had two Tongue Point maintenance interns assisting us. We also had a Tongue Point intern in the office, and our new Marina Office Assistant started on August 5th.

Attached is a complete overview of Buoy 10, including successes, challenges, a finance report, and project updates.

Key Activities:

1. Buoy 10
2. Projects in Progress
 - M & N electrical repair
 - Warrenton and Hammond Marina redesign
 - Suzanne removal
 - Hammond parking lot lighting

M & N Electrical:

Mostly completed, power has been reconnected by Pacific Power and awaiting electrical inspection.

Suzanne Removal:

The Suzanne was successfully removed from the basin, the contractor is currently working with Recology and DEQ to have the dumpster removed.



WARRENTON & HAMMOND MARINAS

Buoy 10 Review - 2024

BUOY 10 REVIEW

Overview:

Overall, this was a successful Buoy 10 season. The season lasted a bit longer than usual, which helped spread out the customer traffic throughout the month, making it easier to manage. While fishing efforts seemed down compared to last year, we were still able to meet our financial goals.

SUCCESSSES

We implemented a few key improvements during Buoy 10 season that made a noticeable difference:

- **Fish Cleaning Table:** We provided bags at the cleaning station and posted signs instructing people to bag all carcasses. This significantly helped keep the dumpster areas clean.
- **Parking Management:** Fresh striping in Warrenton made it easier to manage extra vehicles in the basin, while Hammond saw some improvement but can benefit from further enhancements next year.
- **Maintenance Support:** Our Tongue Point interns played a crucial role in keeping the Hammond restrooms and fish cleaning areas clean throughout the month.
- **Warrenton Restrooms:** We received numerous compliments on how clean the Warrenton restrooms were maintained during the season.
- **Camping Areas:** Many campers appreciated how well the camping areas were laid out and managed this year.
- **Restroom and Shower Access:** Adding codes to the restroom and shower facilities helped ensure that only marina customers were using them, improving cleanliness and availability.

CHALLENGES

- **Staff Schedules:** Tongue point students couldn't work during peak times and made staffing a little challenging.
- **Hammond Parking/Launch Area:** Next year we hope to add crosswalks and make the launch ramp safer for pedestrians and create better traffic flow by the fish cleaning table.



WARRENTON & HAMMOND MARINAS

Buoy 10 Review - 2024

BUOY 10 REVIEW

FINANCE STATISTICS

WARRENTON

WARRENTON TRANSIENT MOORAGE: \$73,736.50 IN 2024 COMPARED TO \$79,535.50 IN 2023; DOWN \$5,799

WARRENTON PARKING/LAUNCH: \$44,320 IN 2024 COMPARED TO \$41,830; UP \$2,490

WARRENTON CAMPING: \$32,100 IN 2024 COMPARED TO \$27,300 IN 2023; UP \$4,800

HAMMOND

HAMMOND TRANSIENT MOORAGE: \$24,259 IN 2024 COMPARED TO \$26,440 IN 2023; DOWN \$2,181

HAMMOND PARKING/LAUNCHING: \$75,660 IN 2024 COMPARED TO \$74,610 IN 2023; UP \$1,050

HAMMOND CAMPING: \$29,500 IN 2024 COMPARED TO \$29,550 IN 2023; DOWN \$50



WARRENTON & HAMMOND MARINAS

Agenda Topics for September 2024

AGENDA TOPICS

Warrenton and Hammond Marina Redesign:

Staff have been in communication with PBS Engineering and North Coast Civil Design and should have project costs soon.

Oregon Clean Marinas Program

Since the Suzanne has been removed from the basin, the Oregon Clean Marina program administrator is coming out September 12th to hopefully give us our Clean Marina Certification. This certification could open us for future derelict vessel removal funds and possibly other grants.

Derelict Vessel Prevention

With the removal of our last derelict vessel, staff are looking for support with a policy to further prevent vessels from becoming derelict in the marinas.

Staff Goals and Priorities for Winter Maintenance and Dock Repairs

HAMMOND MARINA

- **Build Work Barge for Hammond**
- **Move and Store Slips for Winter**
- **Hammond Dock Repairs**
- **D Dock – Main Walk**
- **Hammond Parking Lot Lights**
- **Remove Seasonal Signage**
- **Hammond Trailer Moved back to Warrenton**
- **Paystation 3 Closed**
- **Continue Replacing Waterlines**
- **Paint Hammond Restroom Floors**
- **Hammond Fish Cleaning Table Improvements**
- **Possibly add/move fish cleaning table and add crab cooking area if staff time**



WARRENTON & HAMMOND MARINAS

Agenda Topics for September 2024

AGENDA TOPICS

Warrenton and Hammond Marina Redesign:

Staff have been in communication with PBS Engineering and North Coast Civil Design and should have project costs soon.

Oregon Clean Marinas Program

Since the Suzanne has been removed from the basin, the Oregon Clean Marina program administrator is coming out September 12th to hopefully give us our Clean Marina Certification. This certification could open us for future derelict vessel removal funds and possibly other grants.

Derelict Vessel Prevention

With the removal of our last derelict vessel, staff are looking for support with a policy to further prevent vessels from becoming derelict in the marinas.

Staff Goals and Priorities for Winter Maintenance and Dock Repairs

HAMMOND MARINA

- **Build Work Barge for Hammond**
- **Move and Store Slips for Winter**
- **Hammond Dock Repairs**
- **D Dock – Main Walk**
- **Hammond Parking Lot Lights**
- **Remove Seasonal Signage**
- **Hammond Trailer Moved back to Warrenton**
- **Paystation 3 Closed**
- **Continue Replacing Waterlines**
- **Paint Hammond Restroom Floors**
- **Hammond Fish Cleaning Table Improvements**
- **Possibly add/move fish cleaning table and add crab cooking area if staff time**



WARRENTON & HAMMOND MARINAS

Agenda Topics for September 2024

Staff Goals and Priorities for Winter Maintenance and Dock Repairs

WARRENTON MARINA

- **Warrenton Launch Ramp Floatation**
- **Build Work Barge for Warrenton**
- **Pier Ladders**
- **Warrenton Dock Repairs**
 - **Rebuild N4/5**
 - **End of E Dock**
 - **Build 4 or 5 - 30ft Fingers**
 - **Add stringers to B Dock**
 - **G25 Power Pedestal**
 - **H1/2 Main Walk**
 - **H3 – If additional time**
- **Continue Replacing Water Lines**
- **Remove Seasonal Signage**
- **Warrenton Launch Ramp Restroom Siding?**
- **Maintenance Shop Siding**