



AGENDA

MARINA ADVISORY COMMITTEE

October 21, 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 September 2024

4. **OLD BUSINESS ITEMS**

A. Harbormaster Report

B. YTD Revenue Report

C. Update on Staff Goals and Priorities

- Crab Cooking in the Hammond Marina
- Winterizing Hammond Marina

5. **NEW BUSINESS ITEMS**

A. Community Events and Outreach for the Marinas

6. **DISCUSSION ITEMS**

A. Committee Goals and Priorities

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
September 16, 2024
Warrenton City Hall – Commission Chambers
250 S Main
Warrenton, OR 97146

Chairperson Lylla Gaebel called the meeting to order at 2:06 p.m.

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

Staff Present: City Manager Esther Moberg, Harbor Master Jessica McDonald, Marina Office Assistant Shara Ford.

CONSENT CALENDAR

Meeting Minutes from 5.20.2024 were presented by staff.

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

DISCUSSION

Harbormaster Jessica McDonald presented her Harbormaster Report to the committee, and the document was attached to the minutes.

Jessica shared a report on the Buoy 10 season, and Jessica confirmed it was an overall successful August. Highlighting Warrenton's very successful camping improvements that increased revenues by \$5,000 in camping and \$2,500 in parking.

Jessica presented information about the Clean Marina Certificate and explained the requirements for obtaining the certification. She mentioned that achieving the certification could open potential grant opportunities.

During the meeting, Dick Hellberg inquired about funding sources for the marina and whether the National Guard could assist. He also asked if the commercial or inner basin generates more revenue. Jessica explained that about half of Warrenton's revenue comes from the commercial boats.

Chair Lylla Gaebel added that she would speak with the mayor about involving a state representative to help secure congressional funding.

Jen Fowler raised the possibility of installing a fuel dock at the Hammond Marina and shared her experience with the fishermen's market trial run. She mentioned that the permits required for the event took much longer than expected and stated that she plans to hire an events coordinator next year to assist with planning.

The next Marina Advisory meeting is set for October 21, 2024, at 2pm at the Warrenton Commission Chambers. There being no further business for this meeting, Chair Lylla Gaebel adjourned the meeting at 3:37 p.m. Respectfully prepared and submitted by Shara Ford, Marina Office Assistant.

APPROVED:

ATTEST:

Lylla Gaebel, Marina Advisory Board Chairperson

Shara Ford, Marina Office Assistant



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

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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**



WARRENTON & HAMMOND MARINAS

HARBORMASTER REPORT

SEPTEMBER, 2024 // PREPARED BY JESSICA MCDONALD



WARRENTON & HAMMOND MARINAS

Harbormaster Report: September 2024

MONTH IN BRIEF

Introduction:

September marks a transition for the Marina Department, moving from the busy summer season assisting customers to focusing on our winter maintenance goals. Our winter work primarily involves building docks in the shop and preparing them for spring launch. We've prioritized repairs and rebuilds and have ordered the necessary supplies to get started. Don and I spent much of September gathering bids and planning to contract out larger projects and capital improvements for FY 24-25.

Key Activities:

1. Projects Completed

- a. Suzanne Removal
- b. A35/36 Rebuild

2. Projects in Progress

- M & N electrical repair
- Warrenton and Hammond Marina redesign
- Hammond parking lot lighting
- Warrenton E Dock Pilings
- Warrenton Commercial Gates
- Warrenton Pier Ladders
- Dock repairs and rebuilds



WARRENTON & HAMMOND MARINAS

Harbormaster Report: September 2024

PROJECTS COMPLETED

Suzanne Removal

Project is 100% completed and the vessel has left the marina and been disposed of.

Warrenton Marina Emergency Repair of A35/36

During an extreme low tide, a dock became caught on a steel piling at the Warrenton Marina. Staff successfully removed the old dock and determined that it was beyond repair and had outlived its useful life. Within a week of the incident, staff rebuilt a new finger dock and launched it into place.





WARRENTON & HAMMOND MARINAS

Harbormaster Report: September 2024

PROJECTS IN PROGRESS

M & N Electrical:

The project has been completed, but new requirements are in place for customers to access the upgraded electrical system. We are currently working to notify vessel owners and allow them time to rewire their vessels to eliminate stray currents and comply with the updated electrical code requirements.

Warrenton and Hammond Marina Redesign:

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

Hammond Parking Lot Lights

Project is currently under contract with Bogh Electrical. Bogh is awaiting parts but the project work should be started in the next couple of weeks.

Warrenton E Dock Pilings

Permits for the project have been submitted and are expected to be approved by DSL. Bergerson Construction has submitted a bid, and staff aim to present the contract to the City Commission in November.

Warrenton Commercial Dock Security Gates

Staff are currently exploring options for security gates at the two commercial docks in the Warrenton Marina. We aim to have bids secured by the end of October.

Warrenton Pier Ladders

Staff are currently exploring options for pier ladders to enhance safety on the commercial work pier. We aim to have bids in place by the end of October and plan to complete the project alongside the installation of the security gates.



WARRENTON & HAMMOND MARINAS

Harbormaster Report: September 2024

PROJECTS IN PROGRESS

Dock Repairs and Rebuilds

Staff have rebuilt and repaired 75 feet of docks in the Warrenton Marina and have begun prepping additional sections. We are on track to meet the goals outlined in the September meeting for dock repairs and rebuilds. The team's efficiency continues to improve, and we are acquiring a small lift to help move docks and larger lumber, which will significantly enhance our ability to complete these projects.

