



AGENDA

MARINA ADVISORY COMMITTEE

November 18, 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 October 2024

4. **OLD BUSINESS ITEMS**

A. Harbormaster Report

B. YTD Revenue Report

C. Update on Staff Goals and Priorities

5. **NEW BUSINESS ITEMS**

A. Dock Repair Material and Cost Breakdown

6. **DISCUSSION ITEMS**

A. Review Hammond Marina Task Force Recommendations

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
October 21, 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, Dick Hellberg, Mike Balensifer, Jen Fowler.

Staff Present: Harbor Master Jessica McDonald and Marina Office Assistant Shara Ford.

CONSENT CALENDAR

Meeting minutes from 09.16.24 were presented by staff.

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

DISCUSSION

Harbormaster McDonald shared the September Harbormaster Report and first quarter finance revenues. These documents are attached.

The committee discussed M and N dock electrical repair. Mike Balensifer asked if the customers are upset because they are now required to update their isolation transformers. Jessica McDonald said the customers are thrilled about the new change.

Jessica McDonald shared with the committee that the bids for the 10 pilings on E Dock are now posted on the City of Warrenton website.

Jessica McDonald also shared with the committee that the Warrenton pier ladders will be fixed, and commercial gates will be added to E and F dock. Mike Balensifer shared he would love to lend a hand to help.

The committee discussed moving the fish cleaning station in Hammond away from the bank. The committee has voiced concerns because of the crab shells littering the ground and the water runoff from cooking crab next to the bank. Jessica McDonald added she will order “no cooking crab within 15 feet of bank” signs for Hammond. Jenn Fowler added the crab cleaning does need its own designated area but she is not in favor of a complete ban.

Jen Fowler suggested making a crab pot Christmas tree at both Marinas for the holiday season, as well as a possible boat light parade.

Lylla Gaebel shared that she would like to continue with the sale of Marina tee shirts and sweatshirts and suggested selling hats and other merchandise.

Jen Fowler added she would like to put on events at the Hammond Marina however the city has stated that the events need to be “water related” to do so. Committee discussed possibly having the wording in the ordinance changed to rezone the marina to allow for other events not water related.

The next Marina Advisory meeting is set for December 16, 2024, at 2pm at the Warrenton Commission Chambers.

There being no further business for this meeting, Chair Lylla Gaebel adjourned the meeting at 3:53 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

OCTOBER, 2024 // PREPARED BY JESSICA MCDONALD



WARRENTON & HAMMOND MARINAS

Harbormaster Report: October 2024

MONTH IN BRIEF

Introduction:

In October, the team made excellent progress. Staff have been busy building and preparing for dock repairs, as well as clearing out rotted wood and flotation materials. We faced two wind events that caused some damage to the marinas, but staff responded quickly to secure the area and make necessary repairs.

As the hoist ramps up for the season and winter weather sets in earlier than expected, we anticipate a slight slowdown in productivity while we focus on maintaining the marinas in these conditions. To support the workload, we have a Tongue Point student assisting in November and December with dock pressure washing, allowing our team to concentrate on essential dock repairs.

Key Activities:

1. Projects Completed

- N4/5 finger rebuild

1. Projects in Progress

- Pile Replacement Permitting in Warrenton and Hammond Marinas
- 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: October 2024

PROJECTS COMPLETED

Warrenton Marina N 4/5 Repair Rebuild

The Moorage slip that was damaged when the Suzanne sank has been replaced and is ready for a moorage customer.

PROJECTS IN PROGRESS

Pile Permitting

We've recently lost a critical pile on A Dock at the Warrenton Marina, and several others in the Hammond Marina over the past few winters. Given that the piles in Warrenton's Inner Basin and Hammond are of similar age, they are all either failing or in urgent need of replacement. In response, staff has contracted with Campbell Environmental to help secure new permits from the Army Corps of Engineers and the Department of State Lands (DSL). These permits will allow us to replace 10 piles annually in either marina over the next five years. This is the first step in addressing an issue that is essential to the long term survival of the mooring basins.

M & N Electrical:

The project has been completed, customers have been notified to comply with new electrical requirements and have until January 1, 2025 to come into compliance or risk not having electrical service.

Warrenton and Hammond Marina Redesign:

Warrenton Redesign is under contract with North Coast Civil and Hammond Redesign should be in progress soon. Will be coming to board for recommendations/input on redesign in early 2025.

Hammond Parking Lot Lights

Project is currently under contract with Bogh Electric. Parts are starting to arrive and project work should be started any day.



WARRENTON & HAMMOND MARINAS

Harbormaster Report: October 2024

PROJECTS IN PROGRESS

Warrenton E Dock Pilings

Bergerson submitted the lowest bid to replace the 10 piles for a total of \$105,599. Bid results are in and being presented to the City Commission November 12th for approval. We have verbal permit approvals and the official documents should arrive any day,

Warrenton Commercial Dock Security Gates

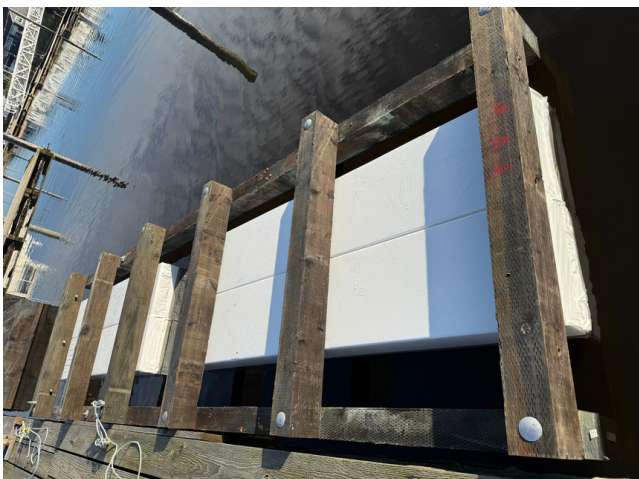
Staff are currently exploring options for security gates at the two commercial docks in the Warrenton Marina. We aim to have bids secured very soon.

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 very soon and plan to complete the project alongside the installation of the security gates.

Dock Repairs and Rebuilds

Staff have rebuilt and repaired 90 feet this month for a total of 158 feet thus far. Staff have also framed and launched an additional 80 feet of main walk for H Dock. We continue to make excellent progress and we are on track to reach our goals.





City of Warrenton Marinas Revenue
Updated 10.31.24

WARRENTON MARINA							
REVENUE	BUDGET	Q1	Q2	Q3	Q4	YTD	%
OSMB - MAP GRANT	\$ -						
MOORAGE CREDITS							
ANNUAL MOORAGE	\$ 342,000	\$ 343,244	\$ 3,762			\$ 347,006	101%
TRANSIENT DAILY	\$ 50,000	\$ 36,800	\$ 4,715			\$ 41,515	83%
ELECTRIC	\$ 50,000	\$ 10,632	\$ 4,394			\$ 15,026	30%
DRY STORAGE	\$ 25,000	\$ 5,315	\$ 2,185			\$ 7,500	30%
LAUNCH RAMP	\$ 22,000	\$ 24,060	\$ 350			\$ 24,410	111%
HOIST	\$ 23,000	\$ 4,000	\$ 3,300			\$ 7,300	32%
MONTHLY MOORAGE	\$ 50,000	\$ 47,807	\$ 525			\$ 48,332	97%
PARKING	\$ 29,000	\$ 26,150	\$ 180			\$ 26,330	91%
OVERNIGHT STAY	\$ 28,000	\$ 34,453	\$ 50			\$ 34,503	123%
LIVEABOARD FEES	\$ 3,800	\$ 975	\$ 325			\$ 1,300	34%
WORK SLIP	\$ 3,000	\$ 500	\$ 500			\$ 1,000	33%
REPAIR CHARGES	\$ 2,000	\$ 112	\$ -			\$ 112	6%
PIER USE	\$ 10,000	\$ 260	\$ 1,248			\$ 1,508	15%
FACILITY USE	\$ 42,000	\$ 34,388	\$ 1,150			\$ 35,538	85%
Fisherman's & Farmers M	\$ 1,000	\$ -	\$ -			\$ -	0%
MISCELLANEOUS	\$ 5,000	\$ 909	\$ 507			\$ 1,417	28%
INTEREST EARNINGS	\$ 35,000	\$ 14,729	\$ 5,426			\$ 20,154	58%
LEASE RECIPITS	\$ 8,564	\$ 4,283	\$ 475			\$ 4,758	56%
TOTALS	\$ 729,364	\$ 588,616	\$ 29,092	\$ -	\$ -	\$ 617,708	85%

HAMMOND MARINA							
REVENUE	BUDGET	Q1	Q2	Q3	Q4	YTD	%
MOORAGE CREDITS							
ANNUAL MOORAGE	\$ 170,000	\$ 169,248	\$ -			\$ 169,248	100%
TRANSIENT DAILY	\$ 9,000	\$ 8,934	\$ 700			\$ 9,634	107%
ELECTRIC	\$ 500	\$ 1,279	\$ 101			\$ 1,380	276%
LAUNCH RAMP	\$ 105,000	\$ 88,090	\$ 7,020			\$ 95,110	91%
MONTHLY MOORAGE	\$ 20,000	\$ 17,725	\$ -			\$ 17,725	89%
PARKING	\$ 35,000	\$ 23,880	\$ 1,970			\$ 25,850	74%
OVERNIGHT STAY	\$ 45,000	\$ 39,470	\$ 450			\$ 39,920	89%
FACILITY USE	\$ 15,000	\$ 14,299	\$ 140			\$ 14,439	96%
MISCELLANEOUS	\$ 500	\$ -	\$ 359			\$ 359	72%
INTEREST EARNINGS	\$ 45,000	\$ 19,445	\$ 7,245			\$ 26,691	59%
LEASE RECIPITS	\$ 14,022	\$ 3,407	\$ 1,400.00			\$ 4,807	34%
TOTALS	\$ 459,022	\$ 385,778	\$ 19,385	\$ -	\$ -	\$ 405,163	88%

Warrenton-Hammond

Vision Corridors and Hammond Marina Joint Task Force

Recommendations

Task Force Members

Staff: Jane Sweet, Jessica McDonald, City Commissioners Rick Newton & Pam Ackley

Gerry Poe, Ken Yuill, Paul Mitchell, County Commissioner Mark Kujala and Jim Dutcher

Our Goal:

Plan for the highest and best uses to generate funds to support revitalization projects.

Support clean marinas and aesthetically pleasing corridors to our vital community.

Phase 1 2019-2020

1. Possession from USACE

Recent contact with the City Manager and Harbor Master indicate that the package for transfer is in Washington DC and August is our target date for the transfer. Linda has been fielding email since that notice on June 12th so we appear to be getting very close!

2. Form an advisory committee

The current committee members consisting of Gerry Poe, Ken Yuill, Paul Mitchell, County Commissioner Mark Kujala and Jim Dutcher would like to retain their position with Commissioners Newton, Ackley as liaisons and staff Jane Sweet and Jessica McDonald as staff support.

3. Public Relations

Initiate a campaign to notify and promote our projects to get buy in on the community effort

Promotion of sponsor benches and picnic tables available to purchase and dedicate to loved ones lost at sea or families wishing to sponsor for the good of the projects.

4. **Dredge.** Window of opportunity it 11/1 through 12/31, 2019. Bergerson Marine estimates 75,000 cubic yards of material can be removed within the 60 day window weather permitting cost to follow.
5. General clean-up and paint signage and remove old boom structure.
6. Install decorative slats in the chain link fence at Sturgeon Paul's storage area
7. Picnic tables at the east river beach with barriers preventing vehicle traffic on the river beach anticipating sponsorship opportunities for the picnic table (1/2 dozen to start) Volleyball sand court.
8. T-shirt/Sweat shirt sales
9. Annual parking and day use passes
10. Pet waste stations- minimum 4 with one at Seafarer's park near lookout, 1 at or near A&B docks, 1 to the east of the restrooms and another at the river beach picnic area.

Phase 11

2020-2025

1. Level & gravel or seed for grass West of Lake Drive in dredge spoils property next to Fort Stevens property to accommodate additional RV dry camping with a plan for future water and power connections as well as sewer down the road leaving ample space for a future Multi-use building at that site. This area would tie into the Fort Stevens Trail system and offer Columbia River views. We anticipate approx. 150 + RV sites which is currently our highest revenue source for funding repairs and projects.
2. Boardwalk from the east aide river beach to the lookout point at Seafarer's Park. Paved along the edge of the top bank on the marina. Sponsor Benches as noted above would help offset cost of the boardwalk project along with Marine board grants or in kind donations.
3. Offer a boat style fish and chips food truck location for seasonal lease at the east end by the river beach and picnic tables.
4. Garbage cans to be added at the east end park and Seafarer's parks
5. Signage – Work with City staff for applications to ODOT for signage off Hwy 101 at East Harbor noting "Downtown Warrenton & Marina ~ 1 mile and another at the 4 way in downtown directing N Main to

Phase 111

2025-2035

1. Docks-Current estimates to replace all docks appears to reach the 5 million mark *ⁱ
2. Pier of the east end of marina with day use fees for non-boaters crabbing and recreating near the river beach picnic tables. *ⁱⁱ
3. A new Bait shop/fish cleaning area
4. Boat Wash facility at the new bait shop/fish cleaning facility
5. RV Dump Station

Funding

A separate Urban Renewal District was discussed however the area does not have the potential for growth that could pay for these projects. Therefore we would be looking at grants through the Oregon Marine Board, Travel Oregon, Diamond in the Rough, and other potential recreational grants, low interest loans, leases for services and in kind donations.

RV full hook up recommendation- The local sewer bond expires 12/31/2026. The city will be working on solutions to our sewer needs and the task force would recommend adding this to the discussion. The current loan payoff date will need to be considered as well.

Attached please find information supplied by our Harbor Master on the High priority funding available to the Hammond Marina as well as the Warrenton Marina. They have earmarked just under 2 million dollars for many of the recreation items on our plan which are matching however are not full matching but rather approximately 25% which does not have to be monetary in nature. We could use in kind donations, services and equipment donations to qualify.

The Task Force has also discussed the revitalization of Hammond as well and feel that until we get the transfer of the marina and the new water line is completed to Hammond that our Downtown Revitalization Team will hold off working with businesses and community member in Hammond until we can show that there is a plan in process to promote an effort to see the Hammond Heritage District thrive once more. **We would like to see a recommendation for a theme on new development especially on Pacific Drive for a Nantucket Nautical Fishing Village appearance to honor the history of the Hammond Heritage Districts.** The old library location still serves a need in the community for summer lunches for children and the park is used by the community so we would also like to recommend restoration vs tearing it down.

Pier

Many may be asking how this will be accomplished and we realize that we will have to work with the DSL and potential other agencies however according to our Harbor master; The pilings outside the west side of the marina entrance do count against our being able to remove and get "credit" for them to place elsewhere (new ones) Jane can explain further.

This is an exciting and large undertaking however one this community has fought for on many levels for a very long time.

Once the Advisory Committee is approved, they will be tasked with implementing promotional activities such as movies in the park, BBQ's, small events and concerts or blue grass style events, And not to leave it out.. A HUGE celebration when we get the transfer completed at the marina and our first movie in the park "Free Willy"

ⁱ See section on Marine Board Funding

ⁱⁱ See section Pier