

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA

CITY COMMISSION OF THE CITY OF WARRENTON
REGULAR MEETING
April 12, 2016 – 6:00 P.M.
Warrenton City Commission Chambers – 225 South Main Avenue
Warrenton, Or 97146

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **COMMISSIONER COMMENTS/COMMUNICATIONS/AGENDA ADDITIONS**

Mayoral Proclamation – Sexual Assault Awareness Month – April 2016

5. **CONSENT CALENDAR**

- A. Commission Regular Meeting Minutes – 3.22.16
- B. Commission Work Session Minutes – 3.22.16
- C. Police Department Monthly Statistics – March 2016
- D. Finance Department Monthly Finance Report – February 2016

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.

6. **BUSINESS ITEMS**

- A. Request for Letter of Support – Fort Stevens VFW Post and Auxiliary 10580 – Memorial War Veterans Monument
- B. Community Development Department Budget Amendment – Resolution No. 2458

C. Consideration of Intergovernmental Agreement – Library Services

D. Introduction/Discussion –Fair Voting Ordinance - Initiatives and Referendums

E. Discussion of Joint County – Cities Meeting of March 31, 2016

7. **PUBLIC COMMENT**

At this time, anyone wishing to address the City Commission concerning items of interest not already on the Agenda may do so. The person addressing the Commission will, when recognized, give his or her name and address for the record. All remarks will be addressed to the whole City Commission and limited to 3 minutes per person. The Commission reserves the right to delay any action, if required, until such time as they are fully informed on a matter.

8. **EXECUTIVE SESSION**

Under the authority of ORS 192.660(2)(f); to consider information or records that are exempt by law from public inspection and ORS 192.660 (2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

9. **ADJOURNMENT**

Warrenton City Hall is accessible to the disabled. If special accommodation is needed, please notify the City Recorder at 503-861-0823, at least 48 hours in advance of the meeting so appropriate assistance can be provided. TDD Users: Please call Oregon Telecommunications relay service at 1-800-735-2900.

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PROCLAMATION

WHEREAS, Sexual Assault Awareness Month calls attention to the fact that sexual violence is widespread and impacts every person in this community; and

WHEREAS, rape, sexual assault, and sexual harassment harm our community, and statistics show one in five women and one in 71 men will be raped at some point in their lives; and

WHEREAS, child sexual abuse prevention must be a priority to confront the reality that one in six boys and one in four girls will experience a sexual assault before age 18; and

WHEREAS, young people experience heightened rates of sexual violence, and youth ages 12-17 were 2.5 times as likely to be victims of rape or sexual assault; and

WHEREAS, on campus, one in five women and one in 16 men are sexually assaulted during their time in college; and

WHEREAS, we must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

WHEREAS, prevention is possible when everyone gets involved. The first step is increasing education, awareness, and community involvement. It's time for all of us to take action to create a safer environment for all.

NOW, THEREFORE, I, Mark Kujala, Mayor of Warrenton, join advocates and communities across the country in taking action to prevent sexual violence proclaim April as

SEXUAL ASSAULT AWARENESS MONTH

and remind citizens that each day of the year is an opportunity to create change for the future.

IN WITNESS WHEREOF, I have herewith set my hand and caused the Seal of the City of Warrenton to be affixed this 12th day of April, 2016.

Mayor

5-A

MINUTES
Warrenton City Commission
Regular Meeting - March 22, 2016
6:00 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

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

Commissioners Present: Tom Dyer, Rick Newton, Henry Balensifer, Pam Ackley, Mayor Mark Kujala

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, Police Chief Mathew Workman, Reserve Police Officer James Rankin, Police Officer Robert Wirt, Police Officer Rich Kraynak, Police Officer Cliff Bussert, Wastewater Treatment Plant Superintendent Kyle Sharpsteen, Fire Chief Tim Demers, , Public Works Foreman Craig Walter, Harbor Master Keith Pinkstaff and Administrative Assistant Dawne Shaw

COMMISSIONER COMMENTS

Commissioner Newton – reported that he and Commissioner Balensifer went to Lower Columbia Tourism Committee (LCTC) meeting and that it was interesting to hear the proposal from the advertising people for what they do. He also attended the ALICE training (active shooter) with Commissioner Ackley and found it very interesting and appropriate in light of today’s sad events.

Commissioner Balensifer – seconded what Commissioner Newton said about LCTC and noted that it was a very different conversation from last year’s meeting; something that stood out was how they referenced ancient Astoria and wild Warrenton, as Astoria has historical properties and hidden trails and Warrenton has wild lands, levees, frog ponds; we have raw nature and elk.

Commissioner Ackley – she also thought the ALICE training was amazing and even talked to her office about it. You never know when or what if. She is really looking forward to the joint County-Cities session to discuss and discuss the lack of affordable housing.

Mayor Kujala – mentioned it was a good town hall meeting on Saturday with Senator Johnson. He said it was well attended and Senator Johnson made the announcement that Pacific Seafood will be rebuilding in Warrenton. It was a huge achievement that she was able to bring the legislature together. Pacific Seafood is planning to be back up and running on the Skipanon River by spring 2017. It will be a huge boon to water revenues as well as restaurants and businesses.

City Manager Fritsch – noted changes/corrections to the agenda; he added item 6C – Skip Hauke from the Astoria/Warrenton Chamber of Commerce. Also noted that item 6B, is dealing with the 8th street vacation not the feeding of wildlife. He also stated that he would like to have a brief executive session on land acquisition.

Mayor Kujala read the proclamation and declared the month of April 2016 as Child Abuse Prevention Month.

CONSENT CALENDAR

- A. City Commission Regular Meeting Minutes – 3.08.16
- B. City Commission Work Session Meeting Minutes – 3.08.16
- C. Warrenton Community Advisory Library Board – 3.11.16
- D. Fire Dept. Monthly Report – February 2016

Commissioner Newton noted it's great to have a full Library Board.

Commissioner Balensifer noted that during budget time there will be a need to develop a budget resolution for funds from the Oregon Community Foundation with the dissolution of the Friends of the Warrenton Library (FOWL).

Mayor Kujala asked if the Parks Board is the only board with vacancies and invited the public to join if interested.

Commissioner Balensifer made the motion to accept the Consent Calendar as presented. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

BUSINESS

Police Chief Workman gave a presentation to recognize three citizens for going above and beyond the call of duty to help and protect others. He proceeded to explain the incident and presented recognition awards to John Meiners, Airman Beth Rowley and Airman Ryan Smith for compassion, bravery, and willingness to help for an incident involving a child who was struck by a van. Chief Workman then presented Reserve Police Officer James Rankin with a Service Recognition award for 30 years of service, noting that he has been a great asset to the Warrenton Police Department and the community for a very long time (since 3/27/86).

Ordinance No. 1201A was presented to the Commission for first reading at the March 8, 2016, meeting after the public hearing on consideration of the street vacation of a portion of 8th Street

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(3rd Street).

Commissioner Dyer made the motion to conduct the second reading of Ordinance No. 1201A by title only. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

Mayor conducted the second reading by title of Ordinance No. 1201A; *Vacating a Portion of 8th Street in the Plat of the Concourse City of Warrenton, County of Clatsop, State of Oregon.*”

Commissioner Balensifer made the motion to adopt Ordinance No. 1201A. Motion was seconded and passed unanimously.

Newton - aye; Dyer - aye; Balensifer - aye; Ackley - aye; Kujala - aye.

Skip Hauke of the Astoria Warrenton Chamber of Commerce gave an update on the Chamber and LCTC’s advertising activities and a report on tourism. He proceeded to explain how effective the advertising and marketing program is. Astoria/Warrenton is number one in the state in growth in room taxes collected. Tourism is a \$10.3 billion industry in Oregon and in Clatsop County 22.3% of employment is tied to tourism (2013), so that is a good return on the investment. Not one penny is spent on advertising during the summer months – we don’t need to. The summer traffic is proof of that. The Coast is the second most desired location to visit in the state and the North Coast is on a roll.

PUBLIC COMMENT

Regina Cederberg, 945 SW Cedar Drive, explained that she is having trouble closing on the purchase of a house (1168 East Harbor) due to a 2008 zone change. With the housing issue and a limited market they are not be able to get lending as the city code would not allow them to rebuild if something happened to the home, i.e., fire. The seller states that she was never informed of a code change. Two requests were made to the Planning Department for documentation that the owner was notified of the change and there is no record of a notice being sent. She requested a letter from the Commission that states if she has a 100% loss she can rebuild. She does not want to change the zoning; she just needs a letter to her mortgage lender to get funding. Discussion continued on the location of the house and current zoning. It was noted that this issue has come up many times in the past and “Burn Letters” have been granted. After further discussion the Commission directed that a Burn Letter notice be granted.

It was determined an executive session was not necessary and City Manager Fritsch proceeded to inform the Commission that the Simonsens are selling the property across street from City Hall,

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and they wanted to know if the City is interested. The matter was discussed and based on the fact that it is a small piece that it would not be an asset to the City. The City Manager will touch base with the seller and let them know the City is not interested.

There being no further business, Mayor Kujala adjourned the meeting at 6:57 p.m.

APPROVED

Mark Kujala, Mayor

ATTEST

Dawne Shaw
Administrative Assistant

5-B

MINUTES
Warrenton City Commission
Work Session - March 22, 2016
5:30 p.m.
Warrenton City Hall - Commission Chambers
225 S. Main
Warrenton, Or 97146

Mayor Mark Kujala called the meeting to order at 5:30 p.m.

Commissioners Present: Tom Dyer, Rick Newton, Henry Balensifer, Pam Ackley, Mayor Mark Kujala

Staff Present: City Manager Kurt Fritsch, City Attorney Harold Snow, Police Chief Mathew Workman, Fire Chief Tim Demers, Administrative Assistant Dawne Shaw, Harbor Master Keith Pinkstaff, Harbor Assistant Jane Sweet, Police Chief Mathew Workman and Administrative Assistant Dawne Shaw

HAMMOND/WARRENTON MARINAS

City Manager Kurt Fritsch outlined the purpose of this work session as an opportunity for the Commission to continue airing on their ideas and thoughts for the Hammond Marina. Discussion ensued on the US Army Corps and the status of the lease and acquisition of the property.

Discussion then moved on to the dredging and dock work that needs to be done at the Hammond Marina and the possible future development of the Marina to create a destination/recreation area, to include an event center/multi-purpose building, to bring in tourism and a more sustainable revenue stream beyond Buoy 10. Also discussed was updating the Hammond Marina Master Plan, perhaps to bring back the group that worked on the original master plan but broaden the scope to include new demographics, as the City has changed since 2005. Also noted was the need to improve the Hammond water lines/infrastructure and to drive more business into Hammond as a whole.

The next steps are to have Harbor Master Keith Pinkstaff report back after he attends his conference next month and report what he learns, possibilities with the Marine Board, the need for closure on the lease and acquisition of the property, and then to create a sense of destination/sense of place - think about the different user groups and types of crowds to bring at different times of the year. Bring a group together and maybe include hotel people to update the master plan and include design standards in the plan. Also noted was the necessity to preserve Seafarer Park and to protect that area/view. The Commission will come back to the matter in a work session on May 24th.

At 5:58 p.m., there being no further business, Mayor Kujala adjourned the Work Session.

APPROVED

Mark Kujala, Mayor

ATTEST

Dawne Shaw

5-C



WARRENTON POLICE DEPARTMENT FEBRUARY 2016 STATISTICS

MARCH 22, 2016



News & Events:

- The computer server for the WatchGuard camera systems and body cameras has been installed. The WIFI antenna was installed on the outside of the station allowing video to be wirelessly downloaded from the patrol cars. Chief Workman has been testing a body camera and the computer system as well as continuing to write the policy.
- Chief Workman attended the Law Enforcement tract at the CIS Annual Conference in Salem on February 24th and 25th. The main topic was officer mental health, PTSD, and officer suicide.
- Chief Workman met with a representative from the CPCCO about an upcoming Opiate Summit and was invited to present at the summit.
- Chief Workman and City Manager Fritsch met with Tiffany Brown to discuss what the City wants to do in the upcoming 2016 Cascade Rising Disaster Drill.
- Officer Kraynak, Riley, and Pierce attended training in Astoria to recertify on the Intoxilyzer 8000.
- Officer Wirt and Johnston attended training in Bend where they were partnered with District Attorneys to discuss DUII arrests, evidence, and court cases.
- Chief Workman has been meeting weekly with other members of the North Coast Prevention Works drug coalition to prepare a federal grant application that would provide \$125,000 a year for five years to pay for a county-wide coordinator as well as fund several events in the county focusing on drug abuse and prevention. The grant was submitted on the 18th.

February Statistics (% changes are compared to 2016)							
Category	2016	2015	% Chg	2014	% Chg	2013	% Chg
Calls for Service	647	545	19%	541	20%	521	24%
Incident Reports	125	123	2%	96	30%	114	10%
Arrests/Citations	69	72	-4%	58	19%	14	393%
Traffic Events	231	142	63%	189	22%	144	60%
DUII Calls	3	1	200%	0	300%	3	0%
Traffic Accidents	15	11	36%	29	-48%	36	-58%
Property Crimes	68	73	-7%	108	-37%	120	-43%
Disturbances	58	45	29%	103	-44%	90	-36%
Drug/Narcotics Calls	4	1	300%	6	-33%	1	300%
Animal Complaints	18	19	-5%	18	0%	25	-28%
Officer O.T.	237	111	113%	95.3	149%	36.8	543%
Reserve Hours	82	92.5	-11%	32	156%	68.5	20%

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Calls for Service	637	647							
Incident Reports	124	125							
Arrests/Citations	64	69							
Traffic Events	254	231							
DUII Calls	2	3							
Traffic Accidents	16	15							
Property Crimes	46	68							
Disturbances	66	58							
Drug/Narcotics Calls	8	4							
Animal Complaints	19	18							
Officer O.T.	148.3	236.8							
Reserve Hours	30	82							

Oct	Nov	Dec	2016 YTD	2016 Estimate	2015	2016 v 2015	2014	2016 v. 2014	2013	2016 v. 2013
			1284	7704	8239	-6%	8317	-7%	7132	8%
			249	1494	1749	-15%	1515	-1%	1364	10%
			133	798	925	-14%	994	-20%	841	-5%
			485	2910	2353	24%	2220	31%	2075	40%
			5	30	15	100%	14	114%	33	-9%
			31	186	291	-36%	408	-54%	498	-63%
			114	684	805	-15%	1374	-50%	1312	-48%
			124	744	781	-5%	1359	-45%	1372	-46%
			12	72	42	71%	80	-10%	69	4%
			37	222	311	-29%	318	-30%	329	-33%
			385	2310	1249	85%	997.5	132%	999	131%
			112	672	901.75	-25%	804.75	-16%	1016	-34%

The following is a graphic representation of statistics for February 2016 using our CrimeReports.com membership.

Incident Layers

Choose incident types to view: SELECT ALL | DESELECT ALL

- Breaking & Entering
- Homicide
- Robbery
- Theft
- Theft of Vehicle
- Theft from Vehicle
- Vehicle Recovery
- Sexual Offense
- Sexual Assault
- Sexual Assault
- Assault
- Assault with Deadly Weapon
- Property Crime
- Property Crime Commercial
- Property Crime Residential
- Other
- Alarm
- Arson
- Death
- Family Offense
- Kidnapping
- Missing Person
- Other
- Weapons Offense
- Quality of Life
- Disorder
- Drugs
- Liquor
- Traffic
- Fire
- Emergency
- Proactive Policing
- Community Policing
- Pedestrian Stop
- Vehicle Stop
- Sex Offenders

Incidents (Warrenton)



Incidents (Hammond)



Volume 9, Issue 8

Monthly Finance Report
February 2016

April 12, 2016

Economic Indicators

	Current	1 year ago
◆ Interest Rates:		
LGIP :	.69%	.50%
Columbia Bank:	.05%	.05%
◆ Prime Rate:	3.50%	3.25%
◆ L/T Bond Rate:	3.30%	3.58%
◆ CPI-U change:	1.0%	0.0%
◆ Unemployment Rates:		
Clatsop County:	4.6%	<u>5.7%</u>
Oregon:	4.8%	<u>5.8%</u>
U.S.:	4.9%	5.5%

Department Statistics

◆ Utility Bills mailed	3,241
◆ New Service Connections	2
◆ Reminder Letters	477
◆ Door Hangers	105
◆ Water Service Discontinued	17
◆ Walk-in counter payments	920
◆ Mail payments	1,313
◆ Auto Pay Customers/pymts	522
◆ Online (Web) payments	538
◆ Checks Issued	368

Current and Pending Projects

- ◆ 2016-2017 Budget Preparation
- ◆ 2017-2022 Capital Improvement Program

Financial Narrative as of February 29, 2016

Note: Revenues and expenses should track at 8/12 or 66.7% of the budget.

General Fund: Year to date revenues amount to \$2,654,151, which is 75.4% of the budget, compared to the prior year amount of \$2,462,828 and are up by \$191,323. Increases are shown in property taxes, franchise fees, transient room tax, planning charges, fire charges, lease receipts, municipal court and donations and are offset by decreases in police charges, miscellaneous and state revenue sharing.

Expenses year to date amount to \$2,619,495, which is 66.5% of the budget, compared to the prior year amount of \$2,216,667, up by \$402,828. All departments are tracking at or under budget except the Admin/Fin/Comm and the Planning department. The Admin/Fin/Comm department has large expenditures at the beginning of the year. The Planning department expenditures include higher than anticipated costs attributed to processing Oregon LNG. These costs are recovered from Oregon LNG.

WBA: Business license revenue amounts to \$45,430 compared to \$44,800 last year at this time, a difference of \$630. The number of licenses issued to date are 533 compared to 545 last year at this time. Year to date expenses exceed revenues by \$2,352 and reduces fund balance by the same.

Building Department: Permit revenues this month amount to \$44,378, and

\$146,249, year to date, which is 167.3% of the budgeted amount. Last year to date permit revenue was \$167,392, a year to date difference of \$21,143.

State Tax Street: State gas taxes received this month amount to \$28,382 for fuel sold in January and \$181,844 year to date. City gas taxes received this month amount to \$24,358 for fuel sold in December and \$158,787, year to date. The fund balance increased by \$66,944. Total gas taxes year to date for the current and prior year are \$340,631 and \$332,734, respectively.

Warrenton Marina: Total revenues to date are \$466,951, 99.3% of the budgeted amount, compared to the prior year amount \$386,632 and was 94.4% of the budgeted amount. There is \$36,105 in moorage receivables outstanding.

Hammond Marina: Total revenues to date are \$272,201, 103.6% of the budgeted amount, compared to the prior year amount of \$244,671 and was 110.6% of the budgeted amount. There is \$2,287 in moorage receivables outstanding.

Of the total outstanding receivables, \$24,319 is over 90 days old.

Water Fund: Utility fees charged this month are \$101,124 and \$56,960 and \$957,497 and \$785,522, year to date, for in-city and out-city, respectively and totals \$1,743,019 and is 73.6% of the budget. Last year at this time year to date fees

were \$857,188 and \$664,704, for in-city and out-city, respectively, and totaled \$1,521,892.

Sewer Fund: Utility fees this month are \$147,549 and \$1,207,571, year to date, and is 69.3% of the budget. Last year to date fees were \$1,159,192. Shoreline Sanitary District fees \$9,165 this month and \$18,208 year to date. Septage revenue this month amounts to \$26,208 and \$201,378 year to date and is 100.7% of the budget. Last year year to date septage revenues were \$157,612. Total revenues year to date are \$1,449,945 compared to \$1,343,345, at this time last year. The budgeted revenue includes loan proceeds for the core conveyance in the amount of \$1,920,304 which has not been drawn on.

Storm Sewer Fund: Utility fees (20% of sewer fees) this month are \$29,580 and \$241,578 year to date and is 69.3% of the budget. Total revenues year to date are \$249,779 compared to \$117,279 at this time last year.

Sanitation Fund: Service fees charged this month for garbage and recycling were \$70,122 and \$14,038, and \$572,121 and \$112,698, year to date, and are 70.2% and 68.3% of the budget, respectively. Combined service fees, year to date are \$684,819 and \$668,131 year to date as of this time last year.

Financial data as of February 2016

	General Fund			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,350,980	1,342,627	950,000	141.33
Plus: Revenues	294,627	2,654,151	3,519,077	75.42
Less: Expenditures				
Municipal Court	11,392	74,733	123,741	60.39
Admin/Comm/Fin (ACF)	56,974	649,503	960,176	67.64
Planning	30,951	189,772	223,682	84.84
Police	117,559	1,017,503	1,592,493	63.89
Fire	41,186	446,049	729,145	61.17
Parks	10,262	82,428	151,786	54.31
Transfers	-	159,507	159,507	100.00
Total Expenditures	268,324	2,619,495	3,940,530	66.48
Ending Fund Balance	1,377,283	1,377,283	528,547	260.58

(see details of revenue, page 4)

	WBA			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	152,994	153,331	166,950	91.84
Plus: Revenues	266	45,983	45,660	100.71
Less: Expenditures	2,281	48,335	124,405	38.85
Ending Fund Balance	150,979	150,979	88,205	171.17

	Building Department			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	229,260	250,885	250,000	100.35
Plus: Revenues	44,444	146,957	88,134	166.74
Less: Expenditures	16,326	140,464	217,815	64.49
Ending Fund Balance	257,378	257,378	120,319	213.91

	State Tax Street			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,185,087	1,155,918	1,050,000	110.09
Plus: Revenues	53,352	345,159	691,391	49.92
Less: Expenditures	15,577	278,215	1,386,002	20.07
Ending Fund Balance	1,222,862	1,222,862	355,389	344.09

	Warrenton Marina			
	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	300,340	104,712	78,500	133.39
Plus: Revenues	13,467	466,951	470,272	99.29
Less: Expenditures	36,843	294,699	483,439	60.96
Ending Fund Balance	276,964	276,964	65,333	423.93

Financial data as of February 2016, continued

	Hammond Marina				Water Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	264,808	162,079	140,000	115.77	1,081,085	932,184	900,000	103.58
Plus: Revenues	2,237	272,201	262,881	103.55	167,979	1,826,616	4,116,500	44.37
Less: Expenditures	18,968	186,203	310,298	60.01	128,527	1,638,263	4,331,576	37.82
Ending Fund Balance	<u>248,077</u>	<u>248,077</u>	<u>92,583</u>	<u>267.95</u>	<u>1,120,537</u>	<u>1,120,537</u>	<u>684,924</u>	<u>163.60</u>

	Sewer Fund				Storm Sewer			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	1,338,800	1,106,104	1,000,000	110.61	230,204	127,218	140,000	90.87
Plus: Revenues	187,768	1,449,945	3,888,419	37.29	29,567	249,779	350,000	71.37
Less: Expenditures	115,093	1,144,574	4,174,421	27.42	10,659	127,885	437,003	29.26
Ending Fund Balance	<u>1,411,475</u>	<u>1,411,475</u>	<u>713,998</u>	<u>197.69</u>	<u>249,112</u>	<u>249,112</u>	<u>52,997</u>	<u>470.05</u>

	Sanitation Fund				Community Center			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	358,596	330,622	300,000	110.21	14,830	7,539	3,600	209.42
Plus: Revenues	84,327	687,192	982,000	69.98	718	18,900	18,044	104.74
Less: Expenditures	74,372	649,263	1,079,680	60.13	1,470	12,361	20,691	59.74
Ending Fund Balance	<u>368,551</u>	<u>368,551</u>	<u>202,320</u>	<u>182.16</u>	<u>14,078</u>	<u>14,078</u>	<u>953</u>	<u>-</u>

	Library				Warrenton Urban Renewal Agency Capital Projects Fund			
	Current Month	Year to Date	Budget	% of Budget	Current Month	Year to Date	Budget	% of Budget
Beginning Fund Balance	45,442	28,378	29,000	97.86	(1,597)	21,848	16,377	133.41
Plus: Revenues	551	49,805	49,978	99.65	50,000	80,009	4,402,122	1.82
Less: Expenditures	5,783	37,973	57,715	65.79	21,415	74,869	4,418,499	1.69
Ending Fund Balance	<u>40,210</u>	<u>40,210</u>	<u>21,263</u>	<u>189.11</u>	<u>26,988</u>	<u>26,988</u>	<u>-</u>	<u>-</u>

Financial data as of February 2016, continued

(\$) Cash Balances as of February, 2016

General Fund	1,581,778	Warrenton Marina	245,129	Storm Sewer	202,060
WBA	150,849	Hammond Marina	248,813	Sanitation Fund	251,117
Building Department	261,808	Water Fund	772,127	Community Center	15,577
State Tax Street	1,219,899	Sewer Fund	1,095,395	Library	41,459

Warrenton Urban Renewal Agency

Capital Projects	39,386
Debt Service	1,162,557

General Fund Revenues	Collection Frequency	2015-2016 Budget	Actual as	Collections/Accruals		(over) under budget
			% of Current Budget	Year to date		
				February 2016	February 2015	
Property taxes-current	AP	836,149	96.33	805,473	754,564	30,676
Property taxes-prior	AP	35,000	65.73	23,006	26,351	11,994
County land sales	A	-	0.00	-	-	-
Franchise fees	MA	512,000	65.84	337,119	333,411	174,881
COW - franchise fees	M	119,377	68.61	81,900	77,127	37,477
Transient room tax	Q	411,558	72.98	300,370	271,200	111,188
Liquor licenses	A	600	108.33	650	725	(50)
Grants	S	5,400	0.00	-	-	5,400
State revenue sharing	MQ	135,624	49.30	66,869	66,662	68,755
Municipal court	M	133,645	59.10	78,985	77,959	54,660
Planning charges	I	90,000	119.19	107,267	71,459	(17,267)
Police charges	I	5,850	52.46	3,069	3,807	2,781
Fire charges	SM	89,302	76.73	68,522	52,021	20,780
Park charges	I			100	100	
Housing rehab loans	I	1,200	57.42	689	800	511
Miscellaneous	I	1,200	660.83	7,930	10,646	(6,730)
Interest	M	5,000	86.80	4,340	4,240	660
Lease receipts	M	181,996	63.21	115,034	73,297	66,962
Donations	I		0.00	3,325	1,000	(3,325)
Sub-total		2,563,901	78.19	2,004,648	1,825,369	559,253
Overhead	M	955,176	68.00	649,503	637,459	305,673
Total revenues		3,519,077	75.42	2,654,151	2,462,828	864,926

M - monthly

Q - quarterly

SM - Semi-annual in November then monthly

AP - As paid by taxpayer beginning in November

MA - pacificorp-monthly, Century Link-quarterly, others annually in March

S - semi-annual

I - intermittently

MQ - Monthly, cigarette and liquor and Quarterly, revenue sharing

R - renewals due in July and new licenses intermittently

A - annual

Note: Budget columns do not include contingencies as a separate line item but are included in the ending fund balance. Unless the Commission authorizes the use of contingency, these amounts should roll over to the following year beginning fund balance. For budget details, please refer to the City of Warrenton Adopted Budget for fiscal year ending June 30, 2015. Budget amounts reflect budget adjustments approved by the Commission during the fiscal year. Information and data presented in this report is unaudited.

6-A



To: City of Warrenton

Since 1982 the Fort Stevens VFW Post and Auxiliary 10580 had a proud history of helping veterans and sponsoring programs that serve our veterans. In support of our current mission, it is a pleasure to invite you to participate in our most recent project, The Memorial War Veterans Monument. The monument pays tribute to Veterans in the Warrenton, Hammond area who have served our country from WWI to present day.

Our VFW Fort Stevens Post and Auxiliary 10580 have contacted Senator Wyden's office on 15 March 2016 in Salem and what his representative told us was "our request is submitted in good form and before sending the packet to his office applying for the grant to be build this monument, we need letters from the City of Warrenton, some business owners and private individuals" supporting this project and then forward the packet to the State Senator Betsy Johnson who should add a letter of support before sending the whole packet to his office in Salem. We are trying for a State and Federal grant to build this VFW monument.

What we would like today is the letter of support so we can add the letter to our packet.

Thank you
Albert Little
Albert Little Quartermaster VFW Post 10580

28 March 2016

Our web page is www.vfwfortstevens10580.com e-mail vfwpost10580@gmail.com

Fort Stevens Post and Auxiliary 10580 Warrenton

Donations can be made at any of the Columbia Banks:

Make note: For Fort Stevens VFW Post 10580 (Monument) Account 1264330

L.B

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Skip Urling, Community Development Director *SU*

DATE: For Agenda of April 12, 2016

Re: Community Development Department Budget Amendment

SUMMARY

The current planning department budget includes a line item, 001-419-310000 Application Processing Fees, for external expenses related to development permit application review. This line item is funded by agreement with Oregon LNG to reimburse the city for expenses the city incurs for the project hearing officer, project city attorney, expert consultants, and other out of pocket expenses on that project. Staff underestimated the expenses related to the review of the Oregon LNG application packages, and recommends that the City Commission amend this line item by adding \$52,000 to balance the fund as the city continues the review process. Such amendments are authorized under ORS 294.326(3).

RECOMMENDATION/SUGGESTED MOTION

I move to approve Resolution No. 2458 Approving And Adopting Increases To The 2015-2016 Budget By Increasing Appropriations For A Request For Services, Which Will Be Paid By Another Entity to fully fund the Community Development Department Budget "Application Processing Fees line 001-419-310000" for expenses associated with the continuing review of the Oregon LNG applications.

ALTERNATIVE

None recommended

FISCAL IMPACT

This action is budget neutral. Funding for this budget line item originates with the applicant to cover development application review expenses.

Approved by City Manager: 

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

RESOLUTION NO. 2458

Introduced by All Commissioners

APPROVING AND ADOPTING INCREASES TO THE 2015-2016 BUDGET BY INCREASING APPROPRIATIONS FOR A REQUEST FOR SERVICES, WHICH WILL BE PAID BY ANOTHER ENTITY

BE IT RESOLVED that the City Commission of the City of Warrenton hereby adopts the following 2015-2016 budget changes for a request for services to be reimbursed by another entity.

Whereas, the city has an agreement with Oregon LNG in which the city will be reimbursed for outside expenses related to Oregon LNG's land use application and,

Whereas, expenditures and revenues were estimated at the time of budget preparation and have exceeded estimated budgeted amounts and,

Whereas, Oregon LNG will continue to reimburse the city per the agreement, and these funds will be recorded in the General Fund along with the associated expenditures in the Planning Department in the amount of \$52,000:

<u>General Fund</u>	<u>Adopted</u>	<u>Changes</u>	<u>Amended</u>
Total Resources	4,469,077	52,000	4,521,077
Personal Services	2,438,345		2,438,345
Materials and Services	1,300,452	52,000	1,352,452
Capital Outlay	760		760
Debt Service	41,466		41,466
Transfers	159,507		159,507
Contingency	240,777		240,777
Total Expenditures	\$4,181,307	\$52,000	\$4,233,307

PASSED by the City Commission of the City of Warrenton this ____ day of _____, 2016

APPROVED by the Mayor of the City of Warrenton this ____ day of _____, 2016

This resolution is effective on April 12, 2016.

Mayor

ATTEST:

City Recorder

6-C

"Making a difference through excellence of service"



CITY OF WARRENTON

AGENDA MEMORANDUM

TO: The Warrenton City Commission

FROM: Nettie-Lee Calog, Warrenton Community Library Site Manager

DATE: April 12, 2016

SUBJ: IGA – Library Services

SUMMARY

Libraries ROCC! Rural outreach to Clatsop County is a collaborative effort between the cities of Warrenton, Astoria, and Seaside. Partners include the Northwest Regional ESD, Clatsop County, and the school districts therein. ROCC activities include library cards for all children ages birth to nineteen, a countywide summer reading program, and courier service between the three cities. The current IGA expires April 30, 2016. Attached is a new IGA to continue participation.

RECOMMENDATION/SUGGESTED MOTION

"I move to authorize the City Manager's signature on the IGA between the cities of Astoria, Seaside, and Warrenton for cooperation in the provision of library services."

ALTERNATIVE

N/A

FISCAL IMPACT

N/A

Approved by City Manager: 

INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITIES OF ASTORIA, SEASIDE AND WARRENTON FOR COOPERATION IN THE PROVISION OF LIBRARY SERVICES

This Memorandum of Understanding (Agreement) is between the Cities of Astoria, Seaside and Warrenton, municipal corporations of the State of Oregon. Each city has a library and by this Agreement will cooperate in the provision of library services within Clatsop County. This Agreement is effective on May 1, 2016.

Findings

- A. The cities each have the legal authority to enter into this Agreement.
- B. The cities have legal authority under ORS Ch. 190, to enter agreements for intergovernmental cooperation for the performance of any function that one party to the agreement has the authority to perform.
- C. The cities each have Library Directors who are authorized to implement and administer this Agreement.
- D. The cities each deem it in the best interests of each governmental entity to cooperate in the provision of library services according to the following terms and conditions:

Agreement

- 1. There will be courier services amongst the three cities. Inter-library courier services will continue and beginning on May 1, 2016 the costs of the service will be shared equally by the three cities.
- 2. The cities will provide for interlibrary catalog access. Each city will maintain its own system and automated interconnectivity with the other libraries will be maintained by each city. The libraries will strive to use the same system for the sake of efficiency.
- 3. Patrons of any of the three libraries will have the right to borrow materials from all three libraries' circulation collections. Each city will maintain its own collections and will endeavor to continue to fund library services at no less than the current level. Over the first three-years of this Agreement data will be accumulated and the cities will strive for parity of services.
- 4. The cities will collaboratively provide library cards for children age 0-19 in Clatsop County.

5. The cities will jointly plan and operate a summer reading and library outreach program for children in Clatsop County.

6. Cities agree to strive for the establishment of an independent foundation whose purpose is the on-going funding support of the reading outreach program.

7. The cities agree that the Friends of the Seaside Library (FOSL) will be the fiscal agent for donations designated for the reading outreach program, provided the FOSL is willing. The cities may agree to change the fiscal agent designation.

8. This Agreement will be administrated and implemented by the Library Director of each city.

9. The cities will annually review this Agreement and perform a cost analysis of the library services covered.

10. Any city may terminate this Agreement with no less than 90-day written notice to each other city.

11. Notices under this Agreement may only be given in writing by personal delivery or mailing, postage prepaid as certified mail, to the addresses below, or such other address as provided by any party. Any notice so addressed and mailed is deemed received five days after date postmarked.

City of Astoria: Library Director.
Astoria, OR 97103

City of Seaside: Library Director
Seaside, OR 97138

City of Warrenton Library Director
Warrenton, OR 97146

11 As permitted by the Oregon Tort Claims Act, ORS 30.260 through 30.300, and the Oregon Constitution each city agrees to hold harmless, defend, and indemnify each other, including their officers, agents, and employees, against all claims, demands, actions, and suits (including attorney fees and costs) arising from the indemnitor's performance of this Agreement where the loss or claim is attributable to the negligent acts or omissions of that party. Each city is responsible for the acts, omissions, or negligence of its own officers, employees, and agents.

12. Each city agrees to maintain insurance levels, or self-insurance in accordance with ORS 30.282, for the duration of this Agreement at levels necessary to protect against public body liability as specified in ORS 30.270.

13. Each city agrees to give the other cities immediate written notice of any legal action filed or any claim made against it that may result in litigation in any way related to this Agreement.

14. This Agreement may be amended by mutual agreement of the three cities. Any amendment must be in writing, must refer specifically to this Agreement, and becomes effective when executed by all three cities.

15. This document contains the entire agreement between the cities on this subject.

16. If any one or more of the provisions of this Agreement is invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of its remaining provisions is not affected or impaired.

17. By signature below, the cities certify that the individuals listed in this document as representatives are authorized to act to bind their city to this Agreement.

18. This Agreement may be executed in counterparts and any one of which will constitute the agreement between the cities.

The cities have executed this Agreement by the dates set forth below.

City of Astoria



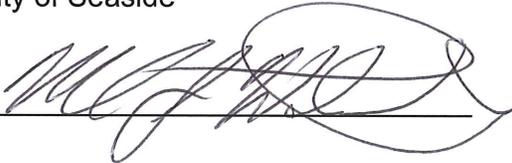
Arline LaMear, Mayor



Brett Estes, City Manager

City of Warrenton

City of Seaside





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