



## **AGENDA**

MARINA ADVISORY COMMITTEE  
December 16, 2024 at 2pm  
Warrenton City Commission Chambers – 225 S Main Ave  
Warrenton, OR 97146

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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 November 2024
4. **BUSINESS ITEMS**
  - A. Harbormaster Report
  - B. YTD Revenue Report
  - C. End of the Year Report
  - D. Update on Staff Goals and Priorities
  - E. Officer Elections for 2025
5. **DISCUSSION ITEMS**
  - A. Fundraising and Sponsors for Future Events
  - B. Planning for 2025 Meetings
6. **GOOD OF THE ORDER**
7. **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  
November 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, Dick Hellberg, Mike Balensifer, Jen Fowler.  
Staff Present: Harbormaster Jessica McDonald.

CONSENT CALENDAR

Meeting minutes from 10.21.24 were presented by staff.

***Mike Balensifer made a motion to approve minutes. Motion was seconded by Jen Fowler and motion passed unanimously.***

DISCUSSION

Harbormaster Jessica McDonald shared the October Harbormaster Report, highlighting several key updates and developments.

Jessica emphasized the critical condition of the marina pilings, noting that the marinas are currently losing a piling approximately once a week. In November, 10 pilings were successfully replaced on E Dock for \$105,000, coming in significantly under budget. Mike Balensifer expressed his admiration for how quickly Bergerson completed the project. However, Jessica also reported that no further permits for piling replacement would be issued by DSL or the Army Corps for 2024. Jessica added Eric Cambell has been hired to obtain permits for the marinas for 2025. One permit will consist of a five-year permit to replace forty pilings in each marina each year for five years. Jessica is optimistic the permit will be granted within a year and hopes to budget for a large number of pile replacements next budget year.

Responding to a request from Mike Balensifer, Jessica provided a cost breakdown for dock repairs, estimating an average of \$5,500 for 20 feet of dock. Mike expressed his satisfaction with the appearance and quality of recent dock repairs.

The committee discussed the need to revisit the Hammond Task Force Recommendations. Jessica encouraged the committee to think about their vision for the next 5-10 years for both the Warrenton and Hammond Marinas and bring ideas back for a future meeting. Mike and Jen agreed that the task force recommendations should be reevaluated to align with the marinas' evolving needs.

GOOD OF THE ORDER

Jessica McDonald talked about The Blessing Of The Fleet and invited the committee to the event December 8. There will be refreshments, cookies, and the blessing of the boats.

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 2:59 Respectfully prepared and submitted by Shara Ford Marina Office Assistant.

ATTEST:

APPROVED:

\_\_\_\_\_  
Lylla Gaebel, Marina Advisory Board Chairperson

Shara Ford, Marina Office Assistant



# WARRENTON & HAMMOND MARINAS HARBORMASTER REPORT

DECEMBER, 2024 // PREPARED BY JESSICA MCDONALD





# WARRENTON & HAMMOND MARINAS

*Harbormaster Report: December 2024*

## MONTH IN BRIEF

### **Introduction:**

This holiday season, the Marinas have been dedicated to fostering a sense of community by welcoming everyone to join in celebrating the holiday spirit at our marinas. It's a time to come together and honor the vibrant connection between our recreational users, commercial vessels, and the vital role they play in supporting our local economy.

We've achieved this by inviting the community to join us for events like the Hammond Crab Pot Christmas Tree and the Warrenton Blessing of the Fleet. These celebrations have brought people together to honor our maritime traditions, and we look forward to expanding these events and introducing new ones in the future. Our goal is to continue fostering a strong sense of community within our marinas, creating meaningful connections and lasting memories for all.

### **Key Activities:**

#### 1. Projects Completed

- E Dock Piling Replacement
- Hammond Crab Pot Christmas Tree Lighting
- Warrenton Blessing of the Fleet

#### 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 Commercial Gates
- Warrenton Pier Ladders
- Dock repairs and rebuilds





## WARRENTON & HAMMOND MARINAS

*Harbormaster Report: December 2024*

### PROJECTS COMPLETED

#### Warrenton E Dock Pilings

Bergerson Construction completed the replacement of 10 piles along the main walk on the commercial E Dock. This project will help stabilize the dock until further replacement or repairs can be made.

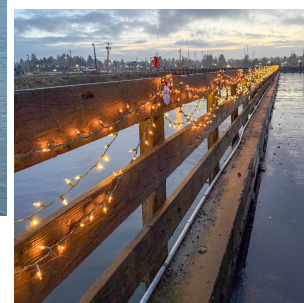
#### Hammond Crab Pot Christmas Tree Lighting

The Hammond Crab Pot Christmas Tree event was a huge success bringing hundreds of community members into the Hammond Marina for an evening of fun with Santa, Hot cocoa and treats!

#### Warrenton Blessing of the Fleet

The Warrenton Blessing of the Fleet was a beautiful event honoring our locally and family-owned commercial fishing vessels. Each of these vessels represents a vital business in our community, and we were deeply honored to witness their participation in a heartfelt boat parade.

A special thank you to all the commercial fishermen who courageously perform one of the most dangerous jobs to bring fresh, local seafood to our communities. Your dedication and bravery are truly appreciated, and we are proud to celebrate the invaluable contributions you make.





## WARRENTON & HAMMOND MARINAS

*Harbormaster Report: December 2024*

### **PROJECTS IN PROGRESS**

#### **Pile Permitting**

We've submitted permits to DSL, Army Corps of Engineers and DEQ and hopefully will have permits in place soon so we can begin planning for the critical pile replacement that is needed in both marinas.

#### **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 February/March 2025.

#### **Hammond Parking Lot Lights**

Project is currently under contract with Bogh Electric, work is expected to be complete by the end of December 2024.

#### **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 been focused on maintaining the marinas during the winter weather and have slowed down on dock repairs and rebuilds for this month. We are still prepping sections in our maintenance shop throughout winter but will most likely not launch and install new sections until March 2025.



City of Warrenton Marinas Revenue  
Updated 11.30.24

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	\$ 6,115			\$ 42,915	86%
ELECTRIC	\$ 50,000	\$ 10,632	\$ 11,768			\$ 22,400	45%
DRY STORAGE	\$ 25,000	\$ 5,315	\$ 6,130			\$ 11,445	46%
LAUNCH RAMP	\$ 22,000	\$ 24,060	\$ 470			\$ 24,530	112%
HOIST	\$ 23,000	\$ 4,000	\$ 4,600			\$ 8,600	37%
MONTHLY MOORAGE	\$ 50,000	\$ 47,807				\$ 47,807	96%
PARKING	\$ 29,000	\$ 26,150	\$ 100			\$ 26,250	91%
OVERNIGHT STAY	\$ 28,000	\$ 34,453	\$ 50			\$ 34,503	123%
LIVEABOARD FEES	\$ 3,800	\$ 975	\$ 650			\$ 1,625	43%
WORK SLIP	\$ 3,000	\$ 500	\$ 600			\$ 1,100	37%
REPAIR CHARGES	\$ 2,000	\$ 112	\$ -			\$ 112	6%
PIER USE	\$ 10,000	\$ 260	\$ 1,448			\$ 1,708	17%
FACILITY USE	\$ 42,000	\$ 34,388	\$ 1,315			\$ 35,703	85%
Fisherman's & Farmers M	\$ 1,000	\$ -	\$ -			\$ -	0%
MISCELLANEOUS	\$ 5,000	\$ 909	\$ 507			\$ 1,417	28%
INTEREST EARNINGS	\$ 35,000	\$ 14,729	\$ 10,707			\$ 25,436	73%
LEASE RECIPITS	\$ 8,564	\$ 4,283	\$ 950			\$ 5,233	61%
<b>TOTALS</b>	<b>\$ 729,364</b>	<b>\$ 588,616</b>	<b>\$ 49,173</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 637,789</b>	<b>87%</b>

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	\$ 1,175			\$ 10,109	112%
ELECTRIC	\$ 500	\$ 1,279	\$ 153			\$ 1,432	286%
LAUNCH RAMP	\$ 105,000	\$ 88,090	\$ 15,360			\$ 103,450	99%
MONTHLY MOORAGE	\$ 20,000	\$ 17,725	\$ -			\$ 17,725	89%
PARKING	\$ 35,000	\$ 23,880	\$ 4,780			\$ 28,660	82%
OVERNIGHT STAY	\$ 45,000	\$ 39,470	\$ 1,050			\$ 40,520	90%
FACILITY USE	\$ 15,000	\$ 14,299	\$ 235			\$ 14,534	97%
MISCELLANEOUS	\$ 500	\$ -	\$ 359			\$ 359	72%
INTEREST EARNINGS	\$ 45,000	\$ 19,445	\$ 14,150			\$ 33,595	75%
LEASE RECIPITS	\$ 14,022	\$ 3,407	\$ 2,800.00			\$ 6,207	44%
<b>TOTALS</b>	<b>\$ 459,022</b>	<b>\$ 385,778</b>	<b>\$ 40,061</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 425,839</b>	<b>93%</b>





# WARRENTON & HAMMOND MARINAS END OF THE YEAR REPORT

JANUARY - DECEMBER 2024 // PREPARED BY JESSICA  
MCDONALD



# WARRENTON & HAMMOND MARINAS

*End of the year report 2024*

## SUMMARY

### Accomplishments and Projects Completed

- Improved online reservation system
- Hammond Bank Stabilization
- Replaced 15 piles on Warrenton Commercial E Dock
- Warrenton & Hammond Marina improved waterlines
- H main walk 60 ft & four 30 ft finger dock rebuilt
- Hammond D dock - 120 ft main walk rebuilt
- Hammond spring repairs
- Staff offloaded a record amount of seafood from commercial vessels
- Improved striping in Warrenton and Hammond Marinas
- Suzanne Removal
- Successful Buoy 10
  - streamlined check in system
  - improved seasonal signage
  - staff did excellent maintaining restroom cleanliness
  - Warrenton Marina Camping Reservations
- M & N Electrical replacement
- Fall 2024 Warrenton Marina Repairs
  - G17/18 - 30 ft dock rebuilt
  - A35/36 - 38 ft dock rebuilt
  - N4/5 - 40 ft dock rebuilt
  - N6/7 - 50 ft dock rebuilt
  - H Main Walk - 80 ft additional rebuilt
  - H1/2 & H3/4 - expected to be complete by end of year
- Hammond Parking Lot Lights
- Hammond Crab Pot Christmas Tree Lighting
- Warrenton Blessing of the Fleet

### Projects in Progress

- Pile Replacement Permitting in Warrenton and Hammond Marinas
- Warrenton and Hammond Marina redesign
- Warrenton Commercial Gates
- Warrenton Pier Ladders
- Dock repairs and rebuilds

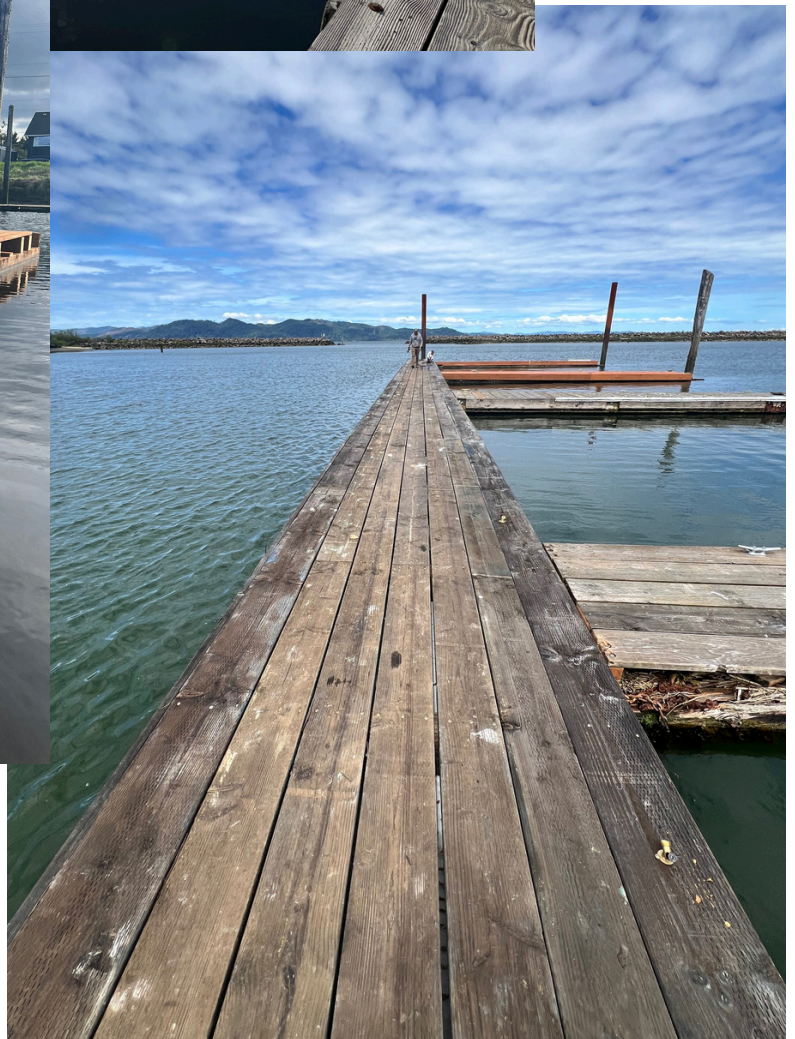




# WARRENTON & HAMMOND MARINAS

*End of the year report 2024*

## DOCK REPAIRS 2024







# WARRENTON & HAMMOND MARINAS

*End of the year report 2024*

## DERELICT VESSEL REMOVAL







# WARRENTON & HAMMOND MARINAS

*End of the year report 2024*

## ADDITIONAL PROJECT PHOTOS







# WARRENTON & HAMMOND MARINAS

*End of the year report 2024*

## MARINA EVENTS

