



City of Warrenton Marina Advisory Committee

Agenda

City Hall, 225 S. Main Warrenton, OR 97146

Monday February 26, 2025

The meeting will be broadcast via Zoom at the following link

<https://us02web.zoom.us/j/81435388670?pwd=aVRMVVhxa0FUdXVhSGsrekdpWmJYQT09>

Meeting ID: 814 3538 8670 | Passcode: 123456 | Dial-in Number: 253-215-8782

Public Comment: To provide public comment, participants should register prior to the meeting. All remarks will be addressed to the whole Marina Advisory Committee and limited to 3 minutes per person. The Committee reserves the right to delay any action, if required, until such time as they are fully informed on a matter. Once your public comment is submitted it becomes permanent public record.

You may provide public comment using the following methods:

1. In-person: Complete a public comment card and submit to the **Advisory Board Secretary** prior to the start of the meeting.
2. Via Zoom: Register with the **Secretary**, at sford@warrentonoregon.us no later than **11am** the day of the meeting. Please ensure that your zoom name matches the name registered to comment.

Marina Advisory Committee Regular Meeting 2:00 PM

1. Call to order
2. Consent Calendar
 - A. Marina Advisory Committee Meeting Minutes January 2025
3. Public Comment
4. Reports
 - A. Harbormaster Report
 - B. Updated Quarterly Revenue Report
 - C. Update on Staff Priorities
5. Business Items
 - A. Capital Improvement Program Review
6. Discussion Items
7. Good of the Order
8. Adjournment



City of Warrenton Marina Advisory Committee Minutes

City Hall, 225 S. Main Warrenton, OR 97146
Monday January 27, 2025

1. Marina Advisory Committee meeting called to order at 2 p.m.

Members	Present	Excused
Jen Fowler, Chair	X	
Bill Kerr, Vice Chair	X	
Larry Ausman	X	
Mike Balensifer	X	
Lylla Gaebel	X	

Staff Members Present	
Jessica McDonald	Harbormaster
Shara Ford	Marina Office Secretary

2. Consent Calendar

A. Meeting Minutes December 16, 2024

Motion:	Move to approve the consent calendar as presented.				
Moved:	Mike Balensifer				
Seconded:	Bill Kerr	Aye	Nay	Abstain	Recused
Vote:	Kerr	X			
	Fowler	X			
	Ausman	X			
	Balensifer	X			
	Gaebel	X			
Passed:	5/0				

3. Public Comment

A. Amy Sharp spoke for the non-profit group FishHers would like to help to find grants for the marinas.

4. Reports

A. Harbormaster Jessica McDonalds read over her Harbormaster Reports key activities:

- i. Ms. McDonald shared the marina is hoping to apply for two grant opportunities; one from Oregon State Marina Board and a possible second from Department of Transportation.
- ii. Ms. McDonald also shared that the Hammond Marina dredge permits need to be renewed, and sediment samples will need to be taken to obtain new dredging permits for 2026.
- iii. Ms. McDonald discussed the OSMB grant funding. The marinas' will be completing a grant application for their Cycle 1 funding. Ms. McDonald is also requesting letters of support from the community. This grant will help fund the replacement of the center loading dock on the Hammond Marina Launch Lanes.

B. Ms. McDonald read the quarterly finance report with the committee.

5. Business Items

A. Officer Elections for 2025 were held.

Motion:	I nominate Jen Fowler as Chair				
Moved:	Mike Balensifer				
Seconded:	Vice Chair, Bill Kerr	Aye	Nay	Abstain	Recused
Vote:	Kerr	X			
	Fowler	X			
	Ausman	X			
	Balensifer	X			
	Gaebel		X		
Passed:	4/1				

6. Discussion Items

- A. Vice Chair, Kerr, shared with the committee a possible grant opportunity, OSMB Funding.
- B. Ms. McDonald shared a rate comparison with neighboring marinas and ports and would like to make a recommendation to the advisory board and commission to consider raising the annual moorage rate \$3 more per foot for the next three years to catch up with neighboring rates.

Motion:	Move to recommend the commission consider \$3 more per foot per year for the next 3 years for annual moorage				
Moved:	Lylla Gaebel				
Seconded:	Mike Balensifer	Aye	Nay	Abstain	Recused
Vote	Kerr	X			
	Fowler	X			
	Ausman	X			
	Balensifer	X			
	Gaebel	X			
Passed:	5/0				

- C. Ms. McDonald added item C to the discussion items. Ms. McDonald asked the committee if they had any recommendations for capital improvement projects.
 - i. Mike Balensifer added he would like to recommend a designated crab cooking area, new fish cleaning station, and a new pier for the Hammond Marina.

7. Adjournment

There being no further business, Chair Fowler adjourned the meeting at 3:18 pm.

Approved:

Attest:

Jen Fowler, Chair

Shara Ford, Marina Advisory Committee Secretary



WARRENTON & HAMMOND MARINAS
**HARBORMASTER
REPORT**

FEBRUARY, 2025 // PREPARED BY JESSICA MCDONALD



WARRENTON & HAMMOND MARINAS

Harbormaster Report: February 2025

MONTH IN BRIEF

Introduction:

Tyler is back from leave after February 18th, bringing renewed energy to dock repairs. Staff have reviewed their winter priorities, checked off completed maintenance tasks, and re-prioritized for spring. Kim accomplished an incredible amount of dock prep work this winter while Tyler was away, and the team is now ready to install over 200 feet of dock, with more to come!

Shara has contributed both in the office and in the field, filling in where ever needed and helping us achieve many of our goals. Don has been fantastic at keeping materials on hand and organizing projects for staff. The entire marina team has stepped up and accomplished so much over the past year, and we're excited to showcase our spring repairs in the coming months.

We are still conducting interviews for the third marina maintainer position and are hopeful that once the role is filled, we will be able to accomplish even more.

Key Activities:

1. Completed Projects

- Hammond Parking Lot Lights

1. Projects in Progress

- OSMB Grant & Possibly DOT Grant
- Hammond Dredge Permit
- Updating Resolution
- 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

Harbormaster Report: February 2025

PROJECTS IN PROGRESS

Grant Opportunities

The Oregon State Marine Board (OSMB) grant is due on March 14, 2025, and staff are diligently working on the application to replace the center loading dock on the Hammond Marina launch lanes. Additionally, staff are exploring other potential grant opportunities for the marina, including a possible Department of Transportation grant for Warrenton's Commercial E Dock.

Hammond Dredge Permitting

Surveys were conducted in the Hammond Marina on February 14, 2025. Once we receive the results, we will be able to evaluate how much sediment has accumulated since the last dredging in 2019-2021 and proceed with completing our dredge permitting for the next five years.

Updating Resolution

Staff will be presenting an updated Resolution No. 2700 to the City Commission during the next two commission meetings, based on the recommendation from the Marina Advisory Board.

Pile Permitting

We have submitted permits to DSL, the Army Corps of Engineers, and DEQ and are hopeful that approvals will be in place soon. Once finalized, we can begin planning for the critical pile replacement needed in both marinas.

Warrenton and Hammond Marina Redesign:

The redesign projects are progressing well and remain on schedule for completion by May 2025. A joint session has been scheduled for March 11, 2025, to review the Warrenton and Hammond redesign plans and gather feedback from the Commission and Advisory Boards.

Warrenton Commercial Dock Security Gates

The gate project exceeded the budget for 2024-2025. Staff are reevaluating the project and will present an updated plan during the Capital Improvement Planning sessions.



WARRENTON & HAMMOND MARINAS

Harbormaster Report: February 2025

PROJECTS IN PROGRESS

Warrenton Pier Ladders

Ladders have been delivered and will be installed over the next two weeks when all staff are scheduled, as the installation requires a full team effort.

Dock Repairs and Rebuilds

We have prepped over 200 feet and will continue prepping additional sections over the next couple of months. In March and April, many of the sections will be installed, and we'll have more progress photos showcasing all the crew's hard work!